# *Part I – Agency Profile*

**Agency Overview**

Our mission is to preserve and promote Idaho history, which is authorized through 74 state statutory mandates and the National Historic Preservation Act.

21 states, including Idaho, deploy the structural model where the State Historical Society, an executive branch Agency, administers the Core Programs of State Archives and State Records Center, State Museum, State Historic Preservation Office, and State Historic Sites. This consolidated structure advances expertise sharing, leveraging of fiscal and human resources, cross marketing, and comprehensive fundraising, resulting in a highly efficient organization.

The Idaho State Historical Society (ISHS) creates value by stewarding irreplaceable state-owned collections, providing information and understanding about Idaho history, stipulating local voice to federal decision making with regard to Idaho’s cultural and archaeological resources, supporting Idaho’s educational and curriculum needs through informal and applied learning opportunities, serving as the official repository for the state’s permanent government records, and providing records management services to over 30 state agencies.

**Mission Statement:**

Idaho State Historical Society preserves and promotes Idaho history.

**Vision:**

Our vision is to make history essential and accessible through dynamic and gratifying services that inspire, enrich and engage all Idahoans.

**Values:**

Customer Service

* ISHS is responsive to the needs of its customers
* ISHS advances the Agency through innovation
* ISHS is seen as a trustworthy resource
* ISHS owns customer requests
* ISHS exceeds expectations

Stewardship

* ISHS collects, preserves, and provides access to State-owned archaeological and historical artifacts, sites, and archival materials
* ISHS represents a statewide and national perspective and collects materials to represent all Idahoans

Education

* ISHS teaches and promotes essential historical literacy and the historical thinking process through its public programs
* ISHS develops programs based on customer needs with focused outcomes

Professionalism

* ISHS is committed to making history an essential resource for the people of Idaho through both traditional and innovative services that respond to social needs
* ISHS is committed to team unity and mutual respect among its staff, board, partners, and volunteers
* We demonstrate genuine passion for work through enthusiasm and excellence through accordance with professional standards

***Advancing the State***

The Agency aligns its services with identified state needs, including Governor Little’s vision to “make Idaho the place where our children and grandchildren choose to stay, and for the ones who have left to choose to return.”

**Core Functions/Idaho Code**

**Idaho Code, Title 67, Chapter 26,** states that the Idaho State Historical Society is within the Department of Self-governing Agencies (67-2601).

**Idaho Code 67-4126** states that the agency’s trustees shall:

* Identify, preserve, and protect sites, monuments, and points of interest in Idaho of historic merit (67-4114)
* Protect archaeological and vertebrate paleontological sites and resources on public land (67-4119)
* Govern the agency and administer the powers and duties required to preserve and protect any historical record of the history and culture of Idaho” (67-4126)
  + Senate Bill 1011 (2009), passed by the Senate and House and signed into law by the governor April 14, 2009, defines “historical record” as “any record, artifact, object, historical or archaeological site or structure, document, evidence, or public or private writing pursuant to the provisions of title 9, Idaho Code, relevant to the history of the state of Idaho”
* Encourage and promote interest in the history of Idaho (67-4126 [2])
* Collect, preserve, and exhibit artifacts and information illustrative of Idaho history, culture, and society
* (67-4126 [3])
* Facilitate the use of Idaho records for official reference and historical research (67-4126 [6])
* Be responsible for records management services for state government (67-4126 [7])
* Accept archival material from governments (67-4126 [8])
* Identify historic, architectural, archaeological, and cultural sites, buildings, or districts, and coordinate activities of local historic preservation commissions (67-4126 [14])
* Serve as the Geographic Names Board of the state (67-4126 [15])

**Idaho Code 67-4114** gives authority to the agency to carry out the preservation and protection of the state’s historic, archaeological, architectural, and cultural heritage resources.

**Idaho Code 33-3902** provides for the creation of an Idaho Archaeological Survey and designates the State Archaeologist as director.

**Idaho Code 27-501** assigns responsibilities to the agency for consultation, determination of appropriate actions, and provision for re-interment of human remains that have been disturbed.

**National Historic Preservation Act of 1966, as amended,** assigns responsibility to the state historic preservation officer foradministration of the National Historic Preservation Program at the state level.

**Revenue and Expenditures**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Revenue** | **FY 2019** | **FY 2020** | **FY 2021** | **FY 2022** |
| General Fund | $4,023,600 | $3,830,200 | $3,671,100 |  |
| Economic Recovery Fund OT  Federal Grant | $127,000  $1,015,800 | $0.00  $941,300 | $0.00  $795,100 |  |
| CARES Act NEH Federal Grant | $0.00 | $0.00 | $141,000 |  |
| Miscellaneous Revenue | $1,755,800 | $1,057,400 | $1,165,000 |  |
| Capitol Commission Operating  Records Center  Economic Recovery Fund | $122,500  $270,700  $0.00 | $124,300  $264,400  $0.00 | $125,100  $255,700  $0.00 |  |
| **Total** | **$7,315,400** | **$6,217,600** | **$6,153,000** |  |
| **Expenditures** | **FY 2019** | **FY 2020** | **FY 2021** | **FY 2022** |
| Personnel Costs | $3,153,400 | $3,633,600 | $3,745,800 |  |
| Operating Expenditures | $3,395,800 | $2,194,100 | $2,242,200 |  |
| Capital Outlay | $612,800 | $161,400 | $69,700 |  |
| Trustee/Benefit Payments | $160,300 | $122,200 | $124,400 |  |
| **Total** | **$7,322,300** | **$6,111,300** | **$6,182,100** |  |

**Profile of Cases Managed and/or Key Services Provided**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Cases Managed and/or Key Services Provided** | **FY 2019** | **FY 2020** | **FY 2021** | **FY 2022** |
| Number of public inquiries: research requests served by Idaho State Archives | 5,287 | 4,923 | 2647\* |  |
| Number of public inquiries: research requests served by Idaho State Records Center | 4,197 | 3,449 | 1446\* |  |
| Average turnaround time for records retrieval by Idaho State Record Center |  | <2 days | ≤2 |  |
| Number of unique government record inventory accounts at the Idaho State Archives and State Record Center |  | 442 | 474 |  |
|  |  |  |  |  |
| Paid general visitation and event participation at the Idaho State Museum (ISM) | 37,761  Partial year | 26,115\* | 16,310\* |  |
| Number of students (K-12) served through educational programs including field trips, summer camps, workshops | 7,816  Partial year | 3,071\* | 1,495\* |  |
| National History Day in Idaho (NHD) student participation   * FY 21 Regional Competition 663 * FY 21 State Competition 234 * FY 21 National Competition 54 | 2,931 | 1,833\* | 951\* |  |
| Reduced admission ISM program participants:   * Title 1 Schools * First Thursdays * Virtual programs * Lectures * Blue Star Museum | 2,933 | 2,331\* | 2,426\* |  |
|  |  |  |  |  |
| Paid general visitation and event participation at the Old Idaho Penitentiary (OP) | 64,269 | 38,988\* | 52,033\* |  |
| Number of students (K-12) served through educational programs including field trips, workshops   * Ray Knight Scholarship Program | Previously included in reduced admissions #s | 3,753\* | 8,762\* |  |
| Reduced admissions Old Idaho Pen program participation   * Blue Star Museum * Dollar Day * Pre-K | 8,554 | 3,012\* | 2,206\* |  |
| Visitation at Franklin, Pierce, and Stricker Sites (est.) | 7,970 | 4,800\* | 6,327\* |  |
|  |  |  |  |  |
| ISHS Membership Program | 687 | 605 | 656\* |  |
|  |  |  |  |  |
| SHPO federal project reviews | 1,244 | 1,031 | 1007 |  |
| SHPO record searches completed | 449 | 467 | 519 |  |

**\* Program attendance and visitation impacted by COVID-19**

***Part II – Performance Measures***

| **Performance Measure** | | **FY 2019** | **FY 2020** | **FY 2021** | **FY 2022** | **FY 2023** |
| --- | --- | --- | --- | --- | --- | --- |
| **Online Development and Reach: Foster statewide accessibility**  *Optimize public awareness and participation in agency services through enhanced online,*  *digital, and website engagement, marketing, and outreach.* | | | | | | |
| 1. **Old Measure**   Website daily page views  Social media footprint  · **New Measure**  Number of annual visitors on the ISHS Website  -Grow the annual number of website visitors by 10%  -Grow the number of annual website visitors from outside the Treasure Valley by 15%  -Increase overall social media footprint 19.3% | Actual  *target* | 1,251  *Website views*  27,597  *Social media footprint* | · 419,592  Annual Pageviews  35%  *Percentage of traffic outside of Treasure Valley*  35,665  *Social media footprint* | ---------- |  |  |
|  |  | *Created the*  *History at Home digital content web page.*  *Increase total social media base to 30,000 (currently at 27,597)* | *Increase annual pageviews by 10%*  *Increase web traffic outside the Treasure Valley by 15% (to 50% of overall traffic)*  *Increase overall social media footprint 19.3% (42,560)* |  |  |
| Idaho State Museum Educational ImpactNational History Day In Idaho Program (NHD) | | | | | | |
| 1. % of NHD in Idaho participating educators who believe the program provides college readiness skills | *actual* |  |  |  |  |  |
| *target* |  | 90% Internal NHD Survey, 2020 | 90% Internal NHD Survey, 2021 |  |  |
| 1. % of NHD in Idaho   parents believe the program builds students confidence | *actual* |  |  |  |  |  |
| *target* |  | 76%  Internal NHD Survey, 2020 | 76% Internal NHD Survey, 2021 |  |  |
| 1. % of both NHD in Idaho parent and educator who believe the program builds critical thinking skills | *actual* |  |  |  |  |  |
| *target* |  | 85%  Internal NHD Survey, 2020 | 75% Internal NHD Survey, 2021 |  |  |
| 1. % of Museum visitors with a stronger sense of connection between today’s issues and Idaho’s past | *actual* |  |  |  |  |  |
| *target* |  | 88%  Independent Idaho State Museum Exit Survey, 2019  Idaho Policy and Consulting L.L.C.  Gloria Totoricagüena | 88%  Independent Idaho State Museum Exit Survey, 2019  Idaho Policy and Consulting L.L.C.  Gloria Totoricagüen |  |  |
| 1. % of Museum visitors who intend to travel to other regions of Idaho | *actual* |  |  |  |  |  |
| *target* |  | 88%  Independent Idaho State Museum Exit Survey, 2019  Idaho Policy and Consulting L.L.C.  Gloria Totoricagüena | 88%  Independent Idaho State Museum Exit Survey, 2019  Idaho Policy and Consulting L.L.C.  Gloria Totoricagüena |  |  |
| **Efficiently and effectively implement national policy at the state level through the required programs of the National Historic Preservation Act**  *Provide Idaho voice to federal decision making through required Section 106 review of federal projects* | | | | | | |
| 1. Number of federal projects reviewed for compliance with Section 106 and within required timeline | actual | 1,181 | 998 | 955 |  |  |
| *target* | *94.8%*  *compliance with federal law*  *Total reviews*  *1244* | *96.8%*  *compliance with*  *federal law*  *Total reviews*  *1031* | *94.8%*  *Compliance with*  *Federal law*  *Total reviews*  *1007* |  |  |
| 1. % of Section 106 reviews resulting in Advisory Council intercession | actual |  |  |  |  |  |
| *target*  *<2 per year* |  | *.1%*  *One appeal to ACHP* | *0* |  |  |
| 1. Strengthen efficiency and federal project regulatory streamlining through Programmatic Agreements | actual | 72 | 78 | 83 |  |  |
| *target* |  |  |  |  |  |
| **Efficiently and effectively implement national policy at the state level through the required programs of the National Historic Preservation Act**  *Steward state-owned historic assets and statewide historic and cultural resources* | | | | | | |
| 1. Idaho Historical and Archaeological Sites added to the Sites Inventory | actual | 1301  (786)  Archaeological sites  (515)  Historic or  architectural  sites | 1576  (595)  Archaeological sites  (981)  Historical sites | 2639  (510)  Archaeological sites  (956)  Historic  sites  (1173)  Isolates finds |  |  |
| *target* | *In accordance with records retention program standards* | *In accordance with records retention program standards* |  |  |  |
| 1. Idaho Historical and Archaeological Sites updated in the Sites Inventory | actual | 891  (534)  Archaeological  sites  (357)  Historic or  architectural  sites | 1831  (1489)  Archaeological  Sites  (324)  Historic or  Architectural  sites | 3201  (1140)  Archaeological  Sites  2061  Historic or  architectural  sites |  |  |
| *target* | *In accordance with records retention program standards* | *In accordance with records retention program standards* |  |  |  |
| **Increase amount of collections, records and information preserved and made available for public use though best practices at the Idaho State Archives (ISA) and State Record Center (SRC)**  *Provide records management and archival best practices for Idaho’s city, county, state and territorial records through the ISHS Government Records Program* | | | | | | |
| 1. Number of record inventory sets that contain permanent records served by ISA and SRC | actual |  | *82% of unique record sets stored at ISA and SRC contain permanent government records* | *80.8% of unique record sets stored at ISA and SRC contain permanent government records* |  |  |
| *target* |  | 330 | ---------- | ---------- |  |
| 1. Number of government entity customers for 10 years or longer at ISA and SRC | actual |  | *74.6% of unique record sets stored at ISA and SRC have used our services for 10 years or longer* | *71.9% of unique record sets stored at ISA and SRC have used our services for 10 years or longer* |  |  |
| *target* |  | 35 | ---------- | ---------- |  |
| 1. Number of Idaho’s judicial districts represented in government records at ISA and SRC | actual |  | *100% of judicial districts are represented in government records holdings at ISA and SRC* | *100% of judicial*  *districts are represented in government records holdings at ISA and SRC* |  |  |
| *target* | *In accordance with records retention program standards* | *In accordance with records retention program standards* |  |  |  |
| **Build Idaho’s Heritage Infrastructure through Agency Re-granting Programs**  **Including Community Enhancement Grants (CEG), Certified Local Government Grants (CLG), State Historic Records Advisory Board Grants (SHRAB), and Governor’s Lewis and Clark Committee Grants**  *Steward state-owned historic assets and statewide historic and cultural resources* | | | | | | |
| 15. Funds re-granted  for heritage infrastructure to local jurisdictions | actual | $157,600 | $122,155 | $124,384 | ---------- |  |
| *target* | *As required by law or program policy* | *As required by law or program policy* | *As required by law or program policy* |  |  |

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