**Case Study in Diversifying the Archival Record**

**Submission Form**

Please include all of the information requested and send as a Word file to [Diversity-CaseStudies@archivists.org](mailto:Diversity-CaseStudies@archivists.org)

**I. Institutional Identity**

Archives Name and Mailing Address:

Archives Website:

**II. Authorship**

Principal Contact:

Email:

Phone:

Co-authors/Contributors (if applicable):

**III. Overview**

Title of Case Study:

Date of Submission of Case Study:

Diversity Issue(s) Involved:

**IV. Case Study** (2,500 to 5,000 words in length)

Introduction and Institutional Context:

Narrative:

Conclusions:

Discussion:

**V. Keywords (optional)**

The following keywords may be applied to a study, in part to aid in discovery and searchability as multiple Case Studies in Diversifying the Archival Record are published.

Select all that are appropriate or suggest new term(s):

African American Archives

Diverse Holdings

Diversity and the Archival Profession

Ethnicity

Financial Records

Government Records

Historical Society

Inclusion

LGBTQ Archives

Manuscripts

Private Records

Public Records

Race

Records Management

University Archives

Women’s Archives

Other (enter keywords):