

**SAA Foundation  
Board Meeting  
November 20-21, 2025  
Chicago, IL 60602**

**NDRFA Grant Review Committee:  
Request for Clarification Regarding Additional Grant Funding**

**BACKGROUND**

The NDRFA Grant Review Committee seeks clarification from the Board of Directors regarding the eligibility of past grant recipients who are requesting additional funding. The NDRFA website (<https://www2.archivists.org/groups/saa-foundation-board-of-directors/national-disaster-recovery-fund-for-archives>) states that “additional requests may be considered if funds remain available.” However, no formal process currently exists for evaluating such requests, and no grantees have submitted them to date. As part of its ongoing review of the NDRFA grant program, the Committee has examined the current application and related materials provided to prospective applicants. To support future updates and ensure transparency, the Committee requests clarification on several key points.

**Clarification Requested**

1. Eligibility Scope: Clarify whether additional funding must be tied to the original disaster recovery expenses or may support unrelated recovery efforts.
2. Funding Limits: Define the maximum number of funding requests and total amount a single repository may receive per fiscal year.  
Determination of Fund Availability: Identify who determines the availability of additional funds and how this is communicated to applicants.
3. Workflow and Timeline: Propose a reasonable notification timeframe for additional funding requests, acknowledging that it may exceed the standard 5 business days.

**RECOMMENDATION**

The NDRFA Grant Review Committee recommends that the Board of Directors provide guidance on the above points to ensure consistency and transparency in the administration of the NDRFA program. Clear policies and workflows will support both the Committee’s review process and applicants’ understanding of their eligibility and options.