



2024 LOCAL GOVERNMENT RECORDS MANAGEMENT IMPROVEMENT FUND (LGRMIF) GRANT



ELIGIBILITY

□ Applicant Requirements:

- Eligible entities include local governments, volunteer fire companies, and voluntary ambulance companies.
- **RMO Appointment:** Only applicable to local governments.
- **Application Deadline:** Adheres to an established schedule, with exceptions for some local governments.
- **Completion of Previous Grants:** Final reports for any previously awarded grants must be submitted.

FIRST STEPS

□ Initiate Contact:

- Reach out to InStream to work with a New York-based grant expert.

□ Guidance on Application Process:

- The expert assists with navigating the eGrants system.

□ Post-Award Process:

- Successful applicants will receive NYS grant funds.

**FIND OUT MORE BY CALLING
1.800.722.2435 OR VISITING
WWW.LGRMIF.COM**

Elevate your records management capabilities with InStream, a pioneering force in document imaging services, proudly collaborating with New York State Industries for the Disabled, Inc. (NYSID) under New York State's Preferred Source Program. For more than three decades, the Local Government Records Management Improvement Fund (LGRMIF) has been a cornerstone, offering financial support to New York state local governments for developing robust records management programs. InStream continues this tradition of innovation and service excellence.

InStream's comprehensive offerings provide state and local government agencies with a single-source solution for all document conversion needs, coupled with custom records retention strategies and the resolution of complex documentation challenges. Our partnership with ARC of Erie County, a NYSID member agency, enriches our services by creating meaningful employment opportunities for New Yorkers with disabilities, training them as skilled document conversion specialists.

Key highlights of choosing InStream include:

- **Dedicated Expertise:** Our specialists are adept at converting documents into digital formats with precision and care.
- **Customized Solutions:** Tailored retention solutions are designed to meet the unique demands of each government agency.
- **Enhanced Security:** We ensure the highest level of security for your core documents, providing you with peace of mind.
- **Competitive Pricing:** Get the best value for your investment without compromising on service quality.
- **Quality Assurance:** Consistency in quality and comprehensive risk management oversight are hallmarks of our services.
- **Proven Satisfaction:** With a 40-year track record through NYSID Preferred Source contracts, we're committed to customer satisfaction and job creation.

The Preferred Source Program by New York State stands as a reliable connector for high-quality business support services, fostering job creation for those overcoming employment barriers. Partner with InStream and harness the power of efficient records management and dedicated service that aligns with your agency's mission for success.