

# Commissioned Work

*History Ink is a 501(c)(3) not-for-profit corporation established in 1997 to pioneer innovative approaches to historical research, education, and publishing. Its primary public service activity is production of HistoryLink.org, the free online encyclopedia of Washington state history.*

## *A Free Public Information Utility for All*

History is a powerful tool for good. We are dedicated to the principle that history belongs to the entire community, and that a better understanding of past events can improve public debate and decisions and enrich the lives of individuals. HistoryLink continues to promote and provide community-based historical research and education by steadily building and expanding the free online encyclopedia of Washington state history.

## *Methodology*

HistoryLink content is produced by writers and historians, community experts, and supervised volunteers. All articles (except anecdotal “People’s History” essays) are fully sourced and carefully edited before posting, and are updated or revised whenever new, verified information is provided by site visitors or from other sources. HistoryLink is NOT a “wikipedia”—site visitors cannot alter its content, and any suggested changes or additions are thoroughly researched before being adopted or rejected.

## *A Trusted Source*

Teachers and students represent approximately one-third of HistoryLink’s site traffic, and it is also used heavily by journalists, elected officials, scholars, government and business researchers, tourists, libraries, and the general public.

## *History in Your Hand*

Our mission is to pioneer innovative approaches to historical research, education, and publishing. Because HistoryLink.org was conceived and designed as a digital resource, our encyclopedia is adaptable to all the advances in information delivery making it possible to put history in the hands of everyone.

## *Funding Model*

By combining state, county, and city funding with grants, private donations, and commissioned work, we have built a strong and diverse funding base. Since its launch in 1999, HistoryLink is funded by government appropriations, grants, gifts, sponsorships, publishing revenue, and project fees from both public and private sector clients. Commissioned work constitutes an important part of our annual income.



The Online  
Encyclopedia of  
Washington State  
History

www.historylink.org

**HistoryLink**

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# Commissioning articles on HistoryLink.org

We work with companies, non-profits, individuals, and government agencies (for example, in mitigation projects) on a commissioned work basis to add essays to our encyclopedia. Background research is sometimes provided, but all facts are checked by our historians and the final essay is based on our own research. We do not take positions on issues. Essays can be reviewed for factual accuracy, but not content or approach.

We maintain these essays in perpetuity. They are updated when necessary, and any changes are noted and dated at the end of an essay's sources.

**Feature Article | \$4,500:** A feature article is an essay of up to 4,000 words. These tell the stories of people, places, events, and organizations. In addition to the feature article a second entry based on a significant date will be entered into our Timeline. These briefer essays are organized by date and become part of our chronology of Washington state history which provides a sense of how the event relates to other things happening across the state.

Audio and video enhancements may be added. Additional costs depend on the project.

## Other commissioned work

**Research chronology | \$10,000:** A research chronology is an unedited research product detailing relevant events in the history of a subject. The HistoryLink historian assigned to the project locates and identifies archival

holdings, newspapers, books, documents, letters, laws, and other relevant information and sources, and, when appropriate, conducts interviews with people who have knowledge of the subject. These materials are used to prepare an in-depth chronology of relevant events. This is for internal use only and would not be edited for publication.

A research chronology would include all relevant dates and descriptions of events in the subject's history and could be up to 30,000 words in length. Experience has shown that such chronologies have several possible uses:

- informational materials for the public
- materials for internal use
- background for speeches
- storylines for videos

The research done for the chronology supports the preparation of HistoryLink.org essays and, if desired, or, for an additional fee, the chronology could be edited for publication. The research can provide the starting point for a book.

### Research chronology plus photo research

**| \$12,000:** In addition to the research chronology described above, a historian will be assigned to search photo collections and collections of ephemera, maps, and other relevant visual artifacts, which would then be assembled as an image database. This database would contain low-resolution, captioned images with notes on where the original of each image is located so that it could be easily acquired for future use.

**Special commissions:** HistoryLink also offers research, curriculum development, public speakers, book publishing, project mitigation, and other consulting services. These services are subject to bid.

**Accepting unassigned work:** We do not accept unsolicited content, with the exception of reminiscences for our People's History library. We have paid professional freelance historians who research and write all of our content. We know this is the foundation of our stellar reputation in Washington and indeed throughout the United States for balanced, well-researched, well-written, highly accurate historical content.

### Open Rates

Principal .....	\$175
Project Manager.....	\$150
Senior Editor .....	\$150
Historian/Writer.....	\$125-\$150
Designer.....	\$175
Editor .....	\$120
Media Editor .....	\$100
Office/Admin .....	\$80