



Research Travel Grant Program

Budget, Travel & Research Information for Applicants

Applicants are strongly encouraged to visit www.hoover.archives.gov to review finding aids prior to applying. This helps determine the scope of available materials and estimate an appropriate length of research stay.

Applicants should also consult with Hoover Library archivists before submitting a budget. Archivists can be reached at 319-643-5301 or hoover.library@nara.gov and can assist in identifying relevant collections and refining research plans.

Research Hours

Monday–Friday:

9:00 AM – 12:00 PM

12:30 PM – 4:15 PM

The Library is closed on federal holidays:

New Year's Day

Martin Luther King Jr. Day

Presidents' Day

Memorial Day

Juneteenth National Independence Day

Independence Day (July 4th)

Labor Day

Columbus Day

Veterans Day

Thanksgiving Day

Christmas Day



Archive Collection Overview

The Hoover Presidential Library and Museum holds one of the most significant archival collections documenting the public life and era of President Herbert Hoover.

Collections include approximately:

- **6,800 linear feet of manuscript materials** (about 8 million pages)
- **35,000+ still images (photographs)**
- **400+ motion pictures**
- **30,000+ books**

These holdings include the papers of Herbert Hoover, documenting his career from Secretary of Commerce through the Presidency and post-presidential years, as well as more than 300 additional manuscript collections.

Notable collections include:

- Lou Henry Hoover (First Lady and engineer)
- Lewis L. Strauss (first chairman of the Atomic Energy Commission)
- Hugh Wilson and Francis White (State Department associates)
- Clark Mollenhoff (Des Moines Register Washington correspondent)
- Verne Marshall (editor of the Cedar Rapids Gazette)
- Walter Trohan (Chicago Tribune Washington bureau chief)
- Westbrook Pegler (Pulitzer Prize-winning columnist)
- Bourke Hickenlooper (Iowa Governor and U.S. Senator)
- H. R. Gross (U.S. House of Representatives)
- Rose Wilder Lane (author and early Hoover biographer; daughter of Laura Ingalls Wilder)

The Hoover Library also serves researchers working on local and family history, including materials such as historic newspapers like the *West Branch Times*.

The archival staff are committed to preserving and providing access to these materials. In a typical year, approximately 200 researchers make about 500 research visits to the Library, ranging from students to professional scholars and independent researchers.

Travel & Location Information

Location

West Branch, Iowa is located approximately 50 miles west of the Mississippi River and about four hours west of Chicago.

Airports

The Hoover Library is accessible via several regional airports:

- **Eastern Iowa Airport (CID), Cedar Rapids, IA** – approximately 30 miles / 30 minutes away
- **Quad City International Airport (MLI), Moline, IL** – approximately 55 miles / 1 hour away
- **Des Moines International Airport (DSM), Des Moines, IA** – approximately 2 hours away

Lodging

West Branch and surrounding communities offer a variety of lodging options.

- The closest hotel is the **Days Inn in West Branch**, located approximately three-quarters of a mile from the Hoover Library. Access requires walking via a pedestrian walkway over Interstate 80.
- Additional hotel options are available in **Iowa City (10 miles west)** and **Coralville (approximately 12 miles west)** along the I-80 corridor.
- Lower-cost lodging is often available in Coralville, while Iowa City offers additional hotel and bed-and-breakfast accommodations.

Per Diem

A per diem of **\$200 per day** is provided. This amount is intended to cover:

- Lodging
- Meals
- Local transportation (including rental car expenses)

Rental Cars

Rental car expenses are not listed as a separate budget line. These costs must be included within the daily per diem.

Airfare

The Hoover Presidential Foundation does not fund international airfare. International applicants should budget for travel to one of the listed U.S. airports (CID, MLI, or DSM), with Cedar Rapids (CID) being the closest and most convenient option.

Mileage

Applicants traveling by personal vehicle should calculate mileage using the current **Federal Standard Mileage Rate** as published by the IRS at the time of travel.

Copying & Reproduction Costs

- Self-service copies: **\$0.25 per page**
- Staff-made copies: **\$0.80 per page**

Digital cameras are permitted in the archives. However, the Foundation does not cover costs for equipment such as cameras, tripods, or memory cards.

International Applicants

International researchers should review U.S. tax implications prior to travel.