

2011



INSTITUTE of
Museum and Library
SERVICES

Guide to Programs and Opportunities



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Connecting People

Equal Opportunity Statement: IMLS programs do not discriminate on the basis of race, color, national origin, sex, disability, or age. For further information, write to the Civil Rights Officer, Institute of Museum and Library Services, 1800 M Street, NW, 9th Floor, Washington, DC 20036-5802.

DEAR COLLEAGUES

I am pleased to present the Institute of Museum and Library Services' Opportunities Guide for the fiscal year beginning October 1, 2010. The Institute's mission is to help museums and libraries connect people to information and ideas. The Institute works to sustain cultural heritage and knowledge, enhance learning and innovation, support professional development, and enhance the public service mission of libraries and museums.

As the primary source of federal support for the nation's libraries and museums, the Institute provides a range of funding opportunities, from institutional assessment to national leadership awards. We also collect data and publish policy analysis to help practitioners and policy makers advance the roles of libraries and museums in supporting education, workforce, and civic engagement.

We believe that libraries and museums have the power to change lives and build strong communities. We welcome you to explore this book, get in touch with our staff, participate in opportunities for program development, sign up for our e-newsletter, and apply for grants.

We at the Institute are looking forward to working with you.

Sincerely,



Marsha L. Semmel
Acting Director



to Information and Ideas

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INFORMATION FOR APPLICANTS

Application Deadlines and Announcements

Unless otherwise stated in the respective program guidelines, applicants must submit their applications via Grants.gov by 11:59 PM EST on the deadline date. Please note that the Institute generally will not accept applications that have not been validated by Grants.gov. FY 2011 deadlines are listed in chronological order below.

Deadline	Program	Awards Announced
Sep. 15, 2010	American Heritage Preservation Grants	Mid-February
Oct. 1, 2010	Conservation Project Support	Mid-April
Nov. 1, 2010	Museums for America	Mid-July
Nov. 15, 2010	Sparks! Ignition Grants for Libraries and Museums	Mid-May
Dec. 1, 2010	Conservation Assessment Program	Mid-April
Dec. 15, 2010	Connecting to Collections: Statewide Implementation Grants	Mid-February
Dec. 15, 2010	Laura Bush 21st Century Librarian Program	Mid-June
Jan. 18, 2011	Museum Grants for African American History and Culture	Mid-July
Feb. 1, 2011	National Leadership Grants	Mid-September
TBD	Museum Assessment Program	TBD
Feb. 15, 2011	National Medals for Museum and Library Service	Fall
Mar. 1, 2011	Native American Library Services: Basic Grants with Education/Assessment Option	Mid-June
Mar. 15, 2011	21st Century Museum Professionals	Mid-September
Apr. 1, 2011	Native American/Native Hawaiian Museum Services Program	Mid-September
Apr. 1, 2011	Revisions (if needed) to five-year plans are due for Grants to State Library Administrative Agencies	Mid-September
May 2, 2011	Native American Library Services: Enhancement Grants	Mid-September
May 16, 2011	Native Hawaiian Library Services Grants	Mid-September

Getting Started

The best place for interested applicants to start is our Web site, www.ims.gov. Our "Grant Applicants" section provides resources to help grant seekers develop competitive applications, including grant program guidelines and samples of successful applications. The site is a one-stop shop for libraries and museums that want to apply for grants, read publications, and learn about community partnerships, planning, evaluation, and much more.

Other resources are available to applicants. The Institute now holds audio conferences prior to the application deadline for most programs. You may call in, listen to a brief presentation by IMLS program staff, ask questions, and hear questions from other applicants answered. IMLS staff members also participate in many national and regional meetings, providing general information and answering specific questions. Additionally, applicants should feel free to contact the program staff by phone or e-mail with any questions along the way.

Grant program guidelines and applications become available on our Web site approximately 90 days before the program deadline. Until the FY 2011 guidelines are available, the FY 2010 versions will remain available for reference. Please note that you must submit a current FY 2011 application to be eligible for a grant. While the Institute will not be printing and distributing bound copies of our FY 2011 guidelines, printed copies are available upon request by e-mailing imlsinfo@ims.gov. Upon request, the Institute will provide an audio recording of our publications.

INFORMATION FOR APPLICANTS

Project Results and Evaluation

The Institute expects each application budget to include specific and sufficient resources for project evaluation, and expects institutions to use interim findings to strengthen project results. An application's proposed plan for project evaluation is a significant element in competitive review. The Institute promotes outcomes-based planning and evaluation as one important way for museums and libraries to measure results. For projects that intend to effect changes in behavior or knowledge, whether for professional peers or end users, applicants should identify their specific audiences and say how the project will objectively and concretely measure outcomes.

In cooperation with Indiana University–Purdue University Indianapolis (IUPUI), the Institute has supported Shaping Outcomes, an online course on outcomes-based planning and evaluation (OBPE), which can help applicants improve program design and evaluation. Available at www.shapingoutcomes.org, this resource

- provides an online curriculum in OBPE,
- is designed for library and museum professionals as well as students in those fields,
- teaches the concepts and vocabulary of OBPE, and
- helps participants develop the skills necessary for producing a logic model using OBPE.

International Partnerships

While IMLS does not make grants to non-U.S. libraries and museums, such institutions, whether located abroad or within the U.S., may partner with eligible U.S. institutions on an IMLS grant project. More specific information for each grant program can be obtained by contacting individual program staff at the agency.

Review Process

The Institute uses a peer review process that includes individual field review and/or panel review to competitively evaluate all eligible and complete applications. Reviewers are professionals in the field who have relevant knowledge and expertise in the types of activities and organizations identified in the applications. Reviewers are instructed to evaluate proposed projects according to the criteria identified in the program guidelines. The Institute's director makes funding decisions based on the reviewers' evaluations and the overall goals of the program and the agency.

How to Serve as a Reviewer

All competitive awards are reviewed by library and museum professionals who know the needs of communities, can share best practices, and are well versed in the issues and concerns of museums and libraries today. There are many benefits to volunteering to review applications. If you are selected to serve, you will help the Institute and the museum and library communities and strengthen the grant review process. If you are interested in serving as a reviewer for the Institute, you can be included in our database of potential reviewers by submitting your information through our online reviewer forms at www.imls.gov/reviewers/reviewers.shtml.

Staying Informed

The following resources are available to help applicants get current information about our initiatives and grant programs, reminders of important deadlines, and valuable links to information:

- **Primary Source, the Institute's free monthly e-mail newsletter.** Every month, the newsletter highlights a selected grant project, demonstrating how museums and libraries across the country use grants from the Institute to further their service to the public. To read past issues or to subscribe, visit www.imls.gov/primarysource.
- **The RSS feed for the IMLS Web site.** Subscribers to the RSS feed (located at www.imls.gov/rss.xml) will receive immediate notice of new content on our Web site.
- **The official IMLS Twitter feed.** Follow IMLS on Twitter at www.twitter.com/US_IMLS.

Grants.gov

As part of the E-Government initiative, the federal government developed Grants.gov, a single Web site for organizations to electronically find and apply for competitive grant opportunities from all 26 federal grant-making agencies. In the 2011 grant cycle, the Institute will require all applicants to apply online through Grants.gov. Applicants who are unable to use Grants.gov should contact an IMLS program officer immediately. For more information on the process of applying through Grants.gov, visit www.grants.gov.

Five Tips for Working Successfully with Grants.gov:

1. Start early! Go to www.grants.gov/applicants/get_registered.jsp to register. Utilize Grants.gov resources at www.grants.gov/applicants/applicant_faqs.jsp. The Grants.gov Web site has checklists, FAQs and online tutorials to assist you in preparing your organization to submit applications. You should also utilize the Central Contractor Registration (CCR) user's guide at www.bpn.gov/ccr/doc/CCRUsersGuide.pdf. Please note that your CCR registration must be renewed annually.
2. Consider designating more than one Authorized Organization Representative (AOR) for your organization when you register. This will help to avoid last-minute crises in the event that a single AOR is unavailable when you are ready to submit your application. This person might not be the same person that you list as the Authorized Representative for IMLS. Also, you should update the AOR at Grants.gov each year or when staff at your organization changes.
3. Make technological choices that help you.
 - Download the most recent version of Adobe® Acrobat® Reader® onto your computer for best results. Make sure to submit all documents in Adobe® PDF format.
 - Follow the instructions in the Grant Guidelines to convert your documents into PDFs. (See www.imls.gov/pdf/PDFConversion.pdf.)
 - Use Internet Explorer® for your browser when submitting the application to Grants.gov. Mozilla® Firefox® and Apple Safari® are not currently compatible with this process.
4. The Grant Program Guidelines contain extensive instructions and hints to help you with this entire process. Read through these materials. You will be more likely to receive the assistance you need if you take the time to familiarize yourself with the basic instructions and guidance provided in the Guidelines.
5. Contact Grants.gov help (www.grants.gov/help/help.jsp or 1-800-518-4726) for assistance with hardware and software issues, registration issues, or technical problems. Contact your program officer for assistance with guidelines, eligibility, project, or timeline (schedule of completion) questions. Grants.gov help hours are 24 hours a day, seven days a week; closed on federal holidays. Please keep this in mind when submitting an application with a Monday deadline.

INFORMATION FOR APPLICANTS

General Library Eligibility

An eligible library applicant must be:

- either a unit of state or local government or a private nonprofit organization that has tax-exempt status under the Internal Revenue Code;
- located in one of the 50 states of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau; and
- one of the six types of organizations listed below:
 1. A library or a parent organization, such as a school district, a municipality, a state agency, or an academic institution, that is responsible for the administration of a library. Eligible libraries include public libraries, elementary and secondary school libraries, college and university libraries, research libraries, and archives that are not an integral part of an institution of higher education and that make publicly available library services and materials that are suitable for scholarly research and not otherwise available, and private or special libraries that have been deemed eligible to participate in this program by the state in which the library is located.
 2. An academic or administrative unit, such as a graduate school of library and information science, which is a part of an institution of higher education through which it would apply.
 3. A digital library, if it makes library materials publicly available and provides library services, including selection, organization, description, reference, and preservation, under the supervision of at least one permanent professional staff librarian.
 4. A library agency that is an official agency of a state or other unit of government and is charged by the law governing it with the extension and development of public library services within its jurisdiction.
 5. A library consortium that is a local, statewide, regional, interstate, or international cooperative association of library entities that provides for the systematic and effective coordination of the resources of eligible libraries, as defined above, and information centers that work to improve the services delivered to the clientele of these libraries.
 6. A library association that exists on a permanent basis, serves libraries or library professionals on a national, regional, state, or local level, and engages in activities designed to advance the well-being of libraries and the library profession.

Note: Special conditions of eligibility apply to the Grants to States program, some categories of the Laura Bush 21st Century Librarian Program, the National Leadership Grants program, and the Native American and Native Hawaiian Library Services programs. Please see the individual guidelines for these programs for specific eligibility requirements.

General Museum Eligibility

All types of museums, large and small, are eligible for funding. Eligible museums include aquariums, arboretums and botanical gardens, art museums, youth museums, general museums, historic houses and sites, history museums, nature centers, natural history and anthropology museums, planetariums, science and technology centers, specialized museums, and zoological parks. Federally operated and for-profit museums may not apply for funds from the Institute. An eligible applicant must be:

- either a unit of state or local government or a private nonprofit organization that has tax-exempt status under the Internal Revenue Code;
- located in one of the 50 states of the United States of America, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau; and
- a museum that, using a professional staff, (1) is organized on a permanent basis for essentially educational or aesthetic purposes; (2) owns or uses tangible objects, either animate or inanimate; (3) cares for these objects; and (4) exhibits these objects to the general public on a regular basis through facilities that it owns or operates.

An organization uses a professional staff if it employs at least one professional staff member, or the full-time equivalent, whether paid or unpaid, primarily engaged in the acquisition, care, or exhibition to the public of objects owned or used by the institution.

An organization “exhibits objects to the general public” if such exhibition is a primary purpose of the institution. Further, an organization that exhibits objects to the general public for at least 120 days a year shall be deemed to exhibit objects to the general public on a regular basis. An organization that exhibits objects by appointment may meet the requirement to exhibit objects to the general public on a regular basis if it can establish, in light of the facts under all the relevant circumstances, that this method of exhibition does not unreasonably restrict the accessibility of the institution’s exhibits to the general public. Please note that an organization that does not have as a primary purpose the exhibition of objects to the general public, but that can demonstrate that it exhibits objects to the general public on a regular basis as a significant, separate, distinct, and continuing portion of its activities, and that it otherwise meets the museum eligibility requirements, may be determined to be eligible as a museum under these guidelines.

A museum located within a parent organization that is a state or local government or multipurpose nonprofit entity, such as a university, historical society, foundation, or a cultural center, may apply on its own behalf if the museum (1) is able to independently fulfill all the eligibility requirements listed above, (2) functions as a discrete unit within the parent organization, (3) has its own fully segregated and itemized operating budget, and (4) has the authority to make the application on its own. When any of the last three conditions cannot be met, a museum may apply through its parent organization.

Prospective applicants that are not sure whether they fulfill all of these requirements should contact the Institute to discuss their eligibility before applying. The Institute may require additional supporting documentation from the applicant to determine the museum’s autonomy. Each eligible applicant within a single parent organization should clearly delineate its own programs and operations in the application narrative. A parent organization that controls multiple museums that are not autonomous but are otherwise eligible may submit only one application per grant program; the application may be submitted by the parent organization on behalf of one or more of the eligible museums.

Note: Special conditions of eligibility apply to the 21st Century Museum Professionals Grants program, the Museum Grants for African American History and Culture program, the National Leadership Grants program, and the Native American/Native Hawaiian Museum Services Program. Please see the individual guidelines for these programs for specific eligibility requirements.

OPPORTUNITIES FOR BOTH LIBRARIES AND MUSEUMS

National Leadership Grants

Deadline: February 1, 2011

Grant Amount:

Project Grants: \$50,000–\$1,000,000

Collaborative Planning Grants:

- Level 1: up to \$50,000
- Level 2: up to \$100,000

Grant Period: Up to three years for Project Grants. Up to one year for Collaborative Planning Grants.

Matching Requirement: 1:1 for requests over \$250,000, except research projects. Cost sharing of at least one-third is encouraged for requests under \$250,000 and for research projects.

Eligibility: Libraries that fulfill the general criteria for libraries may apply (see page 4). See program guidelines for special conditions of eligibility for this program.

Museums that fulfill the eligibility criteria for museums (see page 5) may apply. Public or private nonprofit agencies, organizations, or associations that engage in activities designed to advance museums and the museum profession may also apply. In addition, institutions of higher education, including public and nonprofit universities, are eligible.

Program Overview: National Leadership Grants support projects that have the potential to elevate museum, archival, and library practice within the context of national strategic initiatives. The Institute seeks to advance the ability of museums, archives, and libraries to preserve culture, heritage, and knowledge, contribute to building technology infrastructures and information technology services, and provide 21st century knowledge and skills to current and future generations in support of a world-class workforce.

Successful proposals will have national impact and generate results—new tools, research,

models, services, practices, or alliances—that can be widely adapted or replicated to extend the benefit of federal investment and that increase community access and participation. The Institute seeks to fund projects that have the following characteristics:

National Impact—Proposals should address key needs and challenges that face libraries, archives, and museums. They should expand the boundaries within which libraries, archives, and museums operate, show the potential for far-reaching impact, influence practice throughout the museum, archival, and/or library communities, and show support of current strategic initiatives in these fields.

Innovation—Proposals should demonstrate a thorough understanding of current practice and knowledge about the project area, and show how the project will advance the state of the art of museum, archival, and library service. Innovative projects can implement a new or significantly improved product, process, or program, or a new organizational strategy in museum, archival, and/or library service and practice.

Collaboration—While partners are not required in all National Leadership Grant categories, the Institute has found that involving carefully chosen partners with complementary competencies and resources can create powerful synergies that extend project impact. Proposals should show understanding of the challenges of collaboration and propose means for addressing them.

Applications for Project or Collaborative Planning Grants may be submitted in the following categories:

- **Advancing Digital Resources:** Support the creation, use, presentation, and preservation of significant digital resources as well as the development of tools to enhance access, use, and management of digital assets.

- **Research:** Support projects that have the potential to improve museum, archival, and library practice, resource use, programs, and services. Both basic and applied research projects are encouraged.
- **Demonstration:** Support projects that produce a replicable model or practice that is usable by other institutions for improving services and performance.
- **Library-Museum Collaboration Grants:** Support collaborative projects that address the educational, economic, cultural, and social needs of a community.

Project Grants support fully developed projects for which the planning, literature search, and other preliminary research have already been completed.

Collaborative Planning Grants enable project teams from more than one institution to work together to plan a project for a National Leadership Grant. Awards are made in two levels:

- **Level I Collaborative Planning Grants** support activities required to fully develop ideas for a National Leadership Grant project among project partners and should result in such products as plans, prototypes, or proofs of concept, which could lead to a single, subsequent National Leadership Grant proposal.
- **Level II Collaborative Planning Grants** support workshops, symposia, or other convenings of experts with the purpose of fostering discussion and consideration of nationally important issues to libraries, archives, and/or museums. Grant-supported meetings are expected to actively engage their intended communities and produce white papers (and potentially other publications, print or digital) to be broadly disseminated.

PROGRAM CONTACTS

For Libraries:

Chuck Thomas, Senior Program Officer
202/653-4663; cthomas@imls.gov

Robert Trio, Program Specialist
202/653-4698; rtrio@imls.gov

For Museums:

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Tim Carrigan, Program Specialist
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OPPORTUNITIES FOR BOTH LIBRARIES AND MUSEUMS

American Heritage Preservation Grants

Deadline: September 15, 2010

Grant Amount: Up to \$3,000

Grant Period: Up to one year

Eligibility: Institutions that fulfill the general criteria may apply (see pages 4–5). See program guidelines for special conditions of eligibility for this program.

PROGRAM CONTACTS

For Museums:

Christine Henry, Senior Program Officer
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For Libraries:

Kevin Cherry, Senior Program Officer
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Program Overview: The Institute is partnering with Bank of America to provide grants to small museums, libraries, and archives. The grants will raise awareness and fund preservation of treasures held in small museums, libraries, and archives. Grants will help to preserve specific items, including works of art, artifacts, and historical documents that are in need of conservation. Applicants will build on completed conservation assessments of their collections to ensure that the grants are used in accordance with best practices in the field and underscore the importance of assessment planning.

Grant programs that provide assistance with conservation planning and assessment include the Institute's Conservation Assessment Program (see page 14) and the National Endowment for the Humanities' Preservation Assistance Grants (see www.neh.gov). Some states also offer assessment programs.

Connecting to Collections Statewide Implementation Grants

Deadline: December 15, 2010

Grant Amount: Up to \$250,000

Grant Period: Up to two years

Eligibility: Building on a successful Statewide Planning Grant, will include multiple partnerships among representatives of libraries, museums, archives, statewide service organizations, and state agencies. Institutions that fulfill the general criteria may apply (see pages 4–5).

Program Overview: Statewide Implementation Grants, an important component of the

Connecting to Collections initiative, will fund a limited number of grants to implement the plans or models created with the Statewide Planning grants, addressing issues identified in the *Heritage Health Index*, to:

- provide safe conditions for their collections;
- develop an emergency plan;
- assign responsibility for collections care; and
- work together to increase public and private support for, and raise public awareness about, collections care.

These grants are designed to encourage people and institutions in each state to cooperate on a plan that will benefit all. Project activities should accommodate needs of institutions in each state; they do not need to address all four recommendations. Each state should indicate its most pressing needs, report what has already been done, name the organizations and people to be involved in the planning process, and outline specific next steps.

PROGRAM CONTACTS

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Sparks! Ignition Grants for Libraries and Museums

Deadline: November 15, 2010

Grant Amount: Up to \$25,000

Grant Period: Up to one year

Matching: No matching requirements

Eligibility: Library entities that fulfill the general criteria for libraries may apply (see page 4). Museum entities that fulfill the general criteria for museums may apply (see page 5).

Program Overview:

How do we lay the foundation for a more competitive America? How do we help you succeed? Now, I believe it starts with investments in innovation, in education, and a 21st century infrastructure.

—President Obama, to Business Roundtable, Washington, DC, February 24, 2010

The Sparks! Ignition Grants for Libraries and Museums initiative is a new funding opportunity developed by IMLS to expand and test the boundaries of library, archive, and museum services and practices. It provides small, targeted investments in high-risk, innovative responses to the challenges and opportunities facing cultural heritage institutions in a rapidly changing information environment. Innovation is the key to using time, money, and staff more productively, and to helping cultural heritage institutions improve their services, processes, programs, and products. These grants will support the testing

of specific innovations and foster broad sharing of information about what works and what does not. Because innovations can emerge in a variety of settings, the Sparks! Ignition Grants initiative is structured to encourage participation by organizations of all types and sizes. Partnerships are permitted, but not required.

Applicants may propose activities or approaches that involve risk, as long as the risk is balanced by significant potential for improvement in the ways institutions serve their communities.

Examples of projects that might be funded by this program include, but are not limited to:

- exploring the potential of highly original, experimental collaborations,
- testing inventive new workflows or processes that may result in substantial cost savings,
- rapid prototyping and testing of new types of software tools, or creating useful new ways to link separate software applications used in libraries, archives, or museums,
- research that involves the deployment, testing, and evaluation of a specific innovation, and
- offering innovative new types of services or new service options to library, archive, or museum visitors.

Grant funding for such activities may include all activities associated with planning, deploying, and evaluating the innovation, as long as the expense is allowable under federal and IMLS guidelines. Sparks! Ignition Grant funds may not be used for:

- evaluation of an existing program or service;
- planning projects;
- research projects;
- projects supporting traditional exhibitions, performances, or other types of public programs,
- projects that involve mainly digitization, unless the applicant is proposing an innovative method for digitization;
- activities that will produce only incremental improvements in existing operational or business processes;
- support of conferences or professional meetings; and
- acquisition of equipment in excess of 50 percent of the grant total.

PROGRAM CONTACTS

For Libraries:

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For Museums:

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Tim Carrigan, Program Specialist
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OPPORTUNITIES FOR BOTH LIBRARIES AND MUSEUMS

National Medals for Museum and Library Service

Deadline: February 15, 2011

Award Amount: \$10,000

Eligibility: See specific award guidelines.

Program Overview: The National Medals honor outstanding institutions that make exceptional contributions to their communities. Selected

institutions demonstrate extraordinary and innovative approaches to public service and inclusiveness, exceeding the expected levels of community outreach, and may also include libraries and museums advancing global cultural understanding. Beginning with the 2011 awards, an honor will be included for libraries and museums that are advancing global cultural understanding.

Nominations should describe:

- the institution's goals in serving its community,
- the population served,
- how the institution works with the community to achieve these goals,
- the outcome of the institution's efforts during the past two to three years,
- projections for future efforts, and
- how the institution will sustain these efforts in the future.

PROGRAM CONTACTS

For Libraries:

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For Museums:

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Coming Up Taller

Coming Up Taller awards recognize and support outstanding community arts and humanities programs that celebrate the creativity of America's young people by providing them with learning opportunities and chances to contribute to their communities. These awards focus national attention on exemplary programs currently fostering the creative and intellectual development of America's youth through education and practical experience in the arts and the humanities.

This awards program is a project of the President's Committee on the Arts and the Humanities in partnership with the Institute of Museum and Library Services, the National Endowment for the Arts, and the National Endowment for the Humanities. For more information, see www.pcah.gov/CUT.htm.

LIBRARY OPPORTUNITIES

Laura Bush 21st Century Librarian Program

Deadline: December 15, 2010

Grant Amount: \$50,000–\$1,000,000

Grant Period: Up to three years, except for doctoral program projects, which may be up to four years

Matching Requirement: Funds requested for student support and for research projects are not subject to matching requirements. All other funds requested from IMLS must be matched on a 1:1 basis.

Eligibility: Libraries that fulfill the general eligibility criteria for libraries may apply (see page 4). See program guidelines for special conditions of eligibility for this program.

Program Overview: This program supports projects to develop faculty and library leaders, to recruit and educate the next generation of librarians, to conduct research on the library profession, and to support early career research on any area of library and information science by tenure-track, untenured faculty in graduate schools of library and information science. It also supports projects to encourage careers in librarianship, to build institutional capacity in graduate schools of library and information science, and to assist in the professional

development of librarians and library staff. All members of the library community are invited to play an active role in ensuring that the profession is prepared to meet the challenges of the 21st century by recruiting a new generation of faculty and librarians, preparing library leaders, and strengthening graduate schools of library and information science.

Categories of funding include Doctoral Programs; Master's Programs; Research (including both research on and about the library profession and workforce, and Early Career Development); Preprofessional Programs, Programs to Build Institutional Capacity; Continuing Education; and Planning Grants.

PROGRAM CONTACTS

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LIBRARY OPPORTUNITIES

Native American Library Services Basic Grants with Education/ Assessment Option

Deadline: March 1, 2011

Grant Amount: Varies

Grant Period: One year

Eligibility: Indian tribes, Alaska Native villages, regional corporations, and village corporations are eligible to apply for funding under the Native American Library Services grant program. Entities such as libraries, schools, tribal colleges, or departments of education are not eligible applicants, although they may be involved in the administration of this program and their staff may serve as project directors, in partnership with an eligible applicant.

For purposes of funding under this program, "Indian tribe" means any tribe, band, nation, or other organized group or community, including any Alaska Native village, regional corporation, or village corporation (as defined in or established pursuant to the Alaska Native Claims Settlement Act [43 U.S.C. § 1601 et seq.]), which is recognized by the Secretary of the Interior as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. A list of eligible entities is available from the Bureau of Indian Affairs, except for the recognized Alaska Native villages, regional corporations, and village corporations, which should refer to applicable provisions in the Alaska Native Claims Settlement Act, referenced above.

Program Overview: The Native American Library Services Basic Grant is noncompetitive and distributed in equal amounts among eligible applicants. Basic Grants are available to support existing library operations and to maintain core library services. The Education/Assessment Option is supplemental to the Basic Grant. It also is noncompetitive and must be requested. The purpose of the Education/Assessment Option is to provide funding for library staff to attend continuing education courses and training workshops on- or off-site, for library staff to attend or give presentations at conferences related to library services, and to hire a consultant for an on-site professional library assessment.

Native American Library Services Enhancement Grants

Deadline: May 2, 2011

Grant Amount: Up to \$150,000

Grant Period: Up to two years

Eligibility: See eligibility requirements for the Basic Grant. Indian tribes and Alaska Native villages and corporations are eligible to apply for the Enhancement Grant only if they have applied for a Native American Library Services Basic Grant in the same fiscal year. See program guidelines for specific eligibility criteria.

Program Overview: Enhancement Grants support projects to enhance existing library services or implement new library services, particularly as they relate to the priorities of the Library Services and Technology Act (LSTA) listed here:

- to expand services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages,
- to develop library services that provide all users with access to information through local, state, regional, national, and international electronic networks,
- to provide electronic and other linkages between and among all types of libraries,
- to develop public and private partnerships with other agencies and community-based organizations,
- to target library services to help increase access and ability to use information resources for individuals of diverse geographic, cultural, and socioeconomic backgrounds, individuals with disabilities, and individuals with limited functional literacy or information skills, and
- to target library and information services to help increase access and ability to use information resources for persons having difficulty using a library and for underserved urban and rural communities, including children from birth to age 17 from families with incomes below the poverty line (as defined by the Office of Management and Budget).

Native Hawaiian Library Services

Deadline: May 16, 2011

Grant Amount: Varies

Grant Period: One year

Eligibility: Native Hawaiian Library Services grants are available to nonprofit organizations that primarily serve and represent Native Hawaiians (as the term is defined in 20 U.S.C. § 7517). The term “Native Hawaiian” refers to an individual who is a citizen of the United States and a descendant of the aboriginal people who, before 1778, occupied and exercised sovereignty in the areas that now comprise the state of Hawaii. See program guidelines for specific eligibility criteria.

Program Overview: The Native Hawaiian Library Services grant program supports library services to the native Hawaiian community to enhance existing library services or to implement new library services, particularly as they relate to the priorities of the Library Services and Technology Act (LSTA) listed here:

- to expand services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages,
- to develop library services that provide all users with access to information through local, state, regional, national, and international electronic networks,

PROGRAM CONTACTS for Native American and Native Hawaiian Library Services

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- to provide electronic and other linkages between and among all types of libraries,
- to develop public and private partnerships with other agencies and community-based organizations,
- to target library services to help increase access and ability to use information resources for individuals of diverse geographic, cultural, and socioeconomic backgrounds, individuals with disabilities, and individuals with limited functional literacy or information skills, and
- to target library and information services to help increase access and ability to use information resources for persons having difficulty using a library and for underserved urban and rural communities, including children from birth to age 17 from families with incomes below the poverty line (as defined by the Office of Management and Budget).

MUSEUM OPPORTUNITIES

21st Century Museum Professionals Grants

Deadline: March 15, 2011

Grant Amount: \$15,000–\$500,000

Grant Period: Up to three years

Matching Requirement: 1:1

Eligibility: Museums that fulfill the eligibility criteria for museums (see page 5) may apply. Public or private nonprofit agencies, organizations, or associations that engage in activities designed to advance museums and the museum profession may also apply. In addition, institutions of higher education, including public and nonprofit universities, are eligible.

Program Overview: Museum professionals need high levels of knowledge and expertise as they help create public value for the communities they serve. The purpose of the 21st Century Museum Professionals Grants program is to increase the capacity of museums by improving the knowledge and skills of museum professionals in multiple institutions. These grants are intended to reach broad groups of museum professionals throughout a city, county, state, region, or the nation. Grants fund a wide range of activities, including

the development and implementation of classes, seminars, and workshops; resources to support leadership development; collection, assessment, development, and/or dissemination of information that leads to better museum operations; activities that strengthen the use of contemporary technology tools to deliver programs and services; support for the enhancement of pre-professional training programs; and organizational support for the development of internship and fellowship programs. IMLS also welcomes proposals that promote the skills necessary to develop 21st century communities, citizens, and workers and that encourage broad community access and participation.”

PROGRAM CONTACTS

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Conservation Assessment Program

Deadline: December 1, 2010

Program Overview: The Conservation Assessment Program (CAP) is supported through a cooperative agreement between the Institute of Museum and Library Services and Heritage Preservation. The general conservation assessment (unlike a detailed collection survey) provides an overview of all of the museum's collections as well as its environmental conditions and policies and procedures relating to collections care.

The program supports a two-day site visit by a conservation professional to perform the assessment. For museums located in historic structures, the program supports a two-day site visit by a preservation architect. Assessment reports are then provided. CAP also helps institutions with living animal collections, such as zoos and aquariums, that do not

have an assessment of the animals' physical conditions and habitats. Institutions with fully surveyed living animal collections (such as those accredited by the American Zoological Association) may assess the conservation needs of their material collections only. Botanic gardens and arboretums may assess the conservation needs of both their living and material collections. For more information, visit www.heritagepreservation.org/CAP.

PROGRAM CONTACT

Sara Gonzales
Coordinator, CAP
Heritage Preservation
202/233-0800
sgonzales@heritagepreservation.org

Conservation Project Support

Deadline: October 1, 2010

Grant Amount: Up to \$150,000

Grant Period: Generally up to two years; three years with strong justification

Matching Requirement: 1:1 for total project request

Eligibility: Museums that fulfill the eligibility criteria for museums (see page 5) may apply.

Program Overview: The Conservation Project Support program awards grants to help museums identify conservation needs and priorities, and perform activities to ensure the safekeeping of their collections.

Conservation Project Support grants help museums develop and implement a logical, institution-wide approach to caring for their living and material collections. Applicants should apply for the project that meets one of the institution's highest conservation needs. All

applications must demonstrate that the primary goal of the project is conservation care, and not collection management or maintenance.

Grants are available for many types of conservation activities, including surveys (general, detailed condition, or environmental); training; treatment; and environmental improvements.

Museums are encouraged to share the impact of conservation activities with their communities through outreach and programs.

PROGRAM CONTACTS

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Museum Assessment Program

Deadline: TBD

Program Overview: The Museum Assessment Program (MAP) is supported through a cooperative agreement between the Institute of Museum and Library Services and the American Association of Museums. It is designed to help museums assess their strengths and weaknesses, and plan for the future.

The program provides technical assistance for a variety of institutional assessments. In all MAP assessments, members of the museum staff and governing authority complete a self-study and receive a site visit by one or more museum professionals, who tour the museum and meet with staff, governing officials, and volunteers. The surveyors work with the museum and MAP staff to produce a report evaluating the museum's operations, making recommendations, and suggesting resources.

Application materials can be obtained by contacting the American Association of Museums. At the time of publication, the MAP Cooperative Agreement is being renegotiated with enhancements and additions that will be announced at a future date, along with deadline and application information. Information will be available on the IMLS Web site or by contacting the program contact listed in this section.

PROGRAM CONTACT

Jill Connors-Joyner
Assistant Director, MAP
American Association of Museums
202/289-9111; map@aam-us.org

MUSEUM OPPORTUNITIES

Museums for America

Deadline: November 1, 2010

Grant Amount: \$5,000–\$150,000

Grant Period: Up to three years

Matching Requirements: 1:1

Eligibility: Museums that fulfill the eligibility criteria for museums (see page 5) may apply.

Program Overview: Museums for America is the Institute's largest grant program for museums, supporting projects and ongoing activities that build museums' capacity to serve their communities.

Museums for America grants strengthen a museum's ability to serve the public more effectively by supporting high-priority activities that advance the institution's mission and strategic goals. Museums for America grants are designed to be flexible: funds can be used for a wide variety of projects, including ongoing museum activities, research and other behind-the-scenes activities, planning, new programs, purchase of equipment or services, and activities that will support the efforts of museums to upgrade and integrate new technologies. IMLS also welcomes proposals that promote the skills necessary to develop 21st century communities, citizens, and workers, and that encourage broad community access and participation.

Grants are awarded in the following categories:

- **Engaging Communities (Education, Exhibitions, Interpretation, and Inclusive Participation):** Support projects that represent a broad range of educational activities through which museums share collections, content, and knowledge to support learning.
- **Building Institutional Capacity (Management, Policy, and Training):** Support projects that serve to improve the infrastructure of museums to better serve their communities.
- **Collections Stewardship:** Support projects that museums undertake to maintain and improve the management of museum collections in order to fulfill a museum's public service mission.

PROGRAM CONTACTS

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Museum Grants for African American History and Culture

Deadline: January 18, 2011

Grant Amount: \$5,000–\$150,000

Grant Period: Up to two years

Matching Requirement: 1:1

Eligibility: Eligible applicants include museums whose primary purpose is African American life, art, history, and/or culture, encompassing the period of slavery; the era of reconstruction; the Harlem Renaissance; the civil rights movement; and other periods of the African Diaspora. Public or private nonprofit organizations whose primary purpose is to support museums identified above may also apply. Historically Black Colleges or Universities (HBCUs) are also eligible. Please see program guidelines for specific eligibility criteria.

Program Overview: Museum Grants for African American History and Culture are intended to enhance institutional capacity and sustainability through professional training, technical assis-

tance, internships, outside expertise, and other tools. Successful proposals will focus on one or more of the following three goals: (1) developing or strengthening knowledge, skills, and other expertise of current staff at African American museums; (2) attracting and retaining professionals with the skills needed to strengthen African American museums; and (3) attracting new staff to African American museum practice and providing them with the expertise needed to sustain them in the museum field.

PROGRAM CONTACTS

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Native American/Native Hawaiian Museum Services

Deadline: April 1, 2011

Grant Amount: \$5,000–\$50,000

Grant Period: Up to two years

Matching: No matching requirements

Eligibility: Eligible applicants are:

- Federally recognized Indian tribes,
- Alaskan Native villages and corporations, and
- organizations that primarily serve and represent Native Hawaiians.

Entities such as museums, libraries, schools, tribal colleges, or departments of education are not eligible applicants, although they may be involved in the administration of the program and their staff may serve as project directors, in partnership with eligible applications.

Program Overview: The Native American/Native Hawaiian Museum Services program promotes enhanced learning and innovation within museums and museum-related organizations, such as cultural centers. The program provides opportunities for Native American tribes and Native

Hawaiian organizations to sustain heritage, culture, and knowledge by strengthened museum services in the following areas:

- **Programming:** Services and activities that support the educational mission of museums and museum-related organizations.
- **Professional development:** Education or training that builds skills, knowledge, or other professional capacity for persons who provide or manage museum service activities. Individuals may be paid or volunteers.
- **Enhancement of museum services:** Support for activities that enable and improve museum services.

PROGRAM CONTACTS

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LSTA GRANTS TO STATES PROGRAM

For more than 50 years the LSTA Grants to States Program and its predecessors have supported the delivery of library services in the United States. Few public sector agencies in the country have been as responsive as libraries to the extreme shifts brought on by the information age. Rapid changes in information technology resulted in significant reorganization of library work and major changes to library service in public, academic, school, and research settings. Over this period libraries expanded their traditional mission of collecting and circulating physical holdings to one that also provides access to computers, software, and a host of new services, including an ever-increasing pool of digital information services.

The Grants to States Program is the largest grant program run by IMLS; it provides funds to State Library Administrative Agencies (SLAAs) using a population-based formula. SLAAs may use federal funds to support statewide initiatives and services; they also may distribute the funds through subgrant competitions or cooperative agreements to public, academic, research, school, and special libraries in their state. The program has the benefit of building the capacity of states to develop statewide plans for library services and to evaluate those services every five years.

SLAAs located in each of the 50 states, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the U.S. Virgin Islands, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, the Federated States of Micronesia, and the Republic of Palau are eligible to submit five-year plans and receive funding from the Grants to States program. For information about funding opportunities at the state level, contact the specific SLAA.

The overall purposes of the Library Services and Technology Act are to

- promote improvement in library services in all types of libraries in order to better serve the people of the United States,
- facilitate access to resources in all types of libraries for the purpose of cultivating an educated and informed citizenry, and
- encourage resource sharing among all types of libraries for the purpose of achieving economical and efficient delivery of library services to the public.

The Act specifies the following priorities for the Grants to States program:

- to expand services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages;



Catalyst for Change: LSTA Grants to States Program Activities and the Transformation of Library Services to the Public

IMLS supported a study of the program in 2008 called *Catalyst for Change: LSTA Grants to States Program Activities and the Transformation of Library Services to the Public*. It documents how the Grants to States program has helped build the capacity of SLAAs to engage in statewide planning and contribute to meeting national policy goals for library services in the United

States. It includes an analysis of how public dollars support the development of human capital as well as information infrastructure and outreach services. It also includes profiles for each state including interviews with state librarians and examples of exemplary projects. The report has been widely disseminated and is being used at the federal, state, and local levels to support policy decisions about public funding for libraries.

Catalyst for Change is available online at www.ims.gov, or printed copies are available upon request by e-mailing imsinfo@ims.gov.

PROGRAM CONTACT

Laurie Brooks, Associate Deputy Director
202/653-4650; stateprograms@imls.gov

- to develop library services that provide all users access to information through local, state, regional, national, and international electronic networks;
- to provide electronic and other linkages between and among all types of libraries;
- to develop public and private partnerships with other agencies and community-based organizations;
- to target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills; and
- to target library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children from families with incomes below the poverty line.

NATIONAL INITIATIVES

Connecting to Collections: A Call to Action

Over the course of the past four years, IMLS and its partners have provided leadership, resources, and grants to help make conservation of collections a priority in America's collecting institutions. *Connecting to Collections: A Call to Action*, an initiative grounded in the results of the *Heritage Health Index* report, is now in its final phase. A series of convenings has taken place, including a national summit; four forums, each addressing a crucial issue in collections care; and an international seminar on "Connecting to the World's Collections: Making the Case for the Conservation and Preservation of Our Cultural Heritage," held in Salzburg, Austria. In addition, almost 3,000 sets of the *IMLS Connecting to Collections Bookshelf* have been sent to small museums, libraries, and archives throughout the country.

For further information:

- Visit the *Connecting to Collections* Web site at www.imls.gov/collections; it is a rich resource with webcasts of convenings and links to a comprehensive list of online resources.
- Apply for funding to care for collections through the Conservation Project Support program, the Conservation Assessment Program, and the American Heritage Preservation Grants program, which will be offering its third round of funding this year.
- Connect to statewide efforts supported by IMLS *Connecting to Collections* Planning Grants and Implementation Grants. Planning Grants were awarded to 57 states and territories, and five Implementation Grants are underway with additional awards expected this year.
- Stay tuned for more information about webinars that are being developed in cooperation with Heritage Preservation and the American Association for State and Local History.

The Institute's partners for *Connecting to Collections* include Heritage Preservation, the American Association for State and Local History, the American Institute for the Conservation of Historic and Artistic Works, the Getty Foundation, the Luce Foundation, Bank of America, the Kress Foundation, United Parcel Service, the National Endowment for the Arts, the National Endowment for the Humanities, and the President's Committee on the Arts and the Humanities, among others.

CONNECTING TO COLLECTIONS RESOURCES (Available at www.imls.gov/collections)

Watch online video from *Connecting to Collections* events, download publications, and more!



WebWise

Since 2000, the WebWise conference has brought together representatives of museums, libraries, archives, systems science, education, and other fields interested in the future of high-quality online content for inquiry and learning. This annual conference highlights recent research and innovations in digital technology, explores their potential impacts on library and museum services, and promotes effective museum and library practices in the digital environment. It also provides recipients of technology-based grants from the Institute with an opportunity to showcase their exemplary projects. The theme for the 2010 conference was "Imagining the Digital Future."

WEBWISE RESOURCES

(Available at www.ims.gov/webwise)

Check our Web site for proceedings, Webcasts, and more, including updates on the 2011 conference.



National Medals for Museum and Library Service

The National Medals honor outstanding institutions that make significant and exceptional contributions to their communities. Selected institutions demonstrate extraordinary and innovative approaches to public service, exceeding the expected levels of community outreach and core programs generally associated with their services. The 2011 awards will also recognize the role of libraries and museums that are advancing global cultural understanding. Recipient institutions receive \$10,000 and are honored at an awards ceremony that is held in Washington, DC. See page 10 for nomination information.

Museums and Libraries Strengthen 21st Century Skills

In the summer of 2009, the Institute released *Museums and Libraries and 21st Century Skills*. The report and accompanying Web site describe the role libraries and museums play in engaging their communities and contributing to workforce and education goals. Through a self-assessment tool, case studies, and policy analysis, the report establishes the essential role that libraries and museums play in creating an engaged citizenry and competitive workforce. The report highlights the ways in which these institutions support information, communications, and technology literacy; creativity and problem solving; civic literacy; global awareness; and other 21st century skills.

The report helps libraries and museums align institutional mission, infrastructure, staff, and programming to engage communities in learning. The report has also spurred an agency-wide *21st Century Skills* initiative. This year, IMLS will host workshops around the country to help museums, libraries, and other community organizations identify and address 21st century skills needs in their communities. Also, look for additional resources on the IMLS Web site as well as a series of Webinars and a national contest to identify current promising practices.

The Institute also encourages grant proposals that promote the skills necessary to develop 21st century communities, citizens, and workers.

21ST CENTURY SKILLS REPORT



The report and self-assessment tool are available online at www.ims.gov, or printed copies are available upon request by e-mailing imlsinfo@ims.gov.

RESEARCH AND POLICY

The Institute is engaged in a range of research, evaluation, and data collection efforts to inform the development and implementation of policy and program initiatives at the national and local levels. The following are some highlights of current projects. Publications below are available online at www.ims.gov, or printed copies are available upon request by e-mailing imsinfo@ims.gov.

Highlights



Opportunity for All: How the American Public Benefits from Internet Access at U.S. Libraries

Conducted by the University of Washington Information School and funded by the Bill & Melinda Gates Foundation and IMLS, this report is based on the first large-scale study of who uses public computers and Internet access in public libraries.



Research Brief No. 2: State Library Agency Service Trends, 1999–2008

The second Research Brief gives an overview of the revenues, expenditures, and services provided by state library administrative agencies during fiscal year 2008.



Research Brief No. 1: Service Trends in U.S. Public Libraries, 1997–2007

The first Research Brief identifies important changes public libraries have made to address patron needs in an increasingly Internet-centric environment and explores service differences in urban and rural communities.



The Future of Museums and Libraries: A Discussion Guide

The result of a two-day meeting in which a diverse group of colleagues came together to share and debate, this guide is designed to provide a structure for future discussion among museum and library professionals, policy makers, funders, users, researchers, and partners.



Partnership for a Nation of Learners: Joining Forces, Creating Value

Together with the Corporation for Public Broadcasting, IMLS published this report documenting the successes and lessons learned from the 20 community collaboration grants supported by the Partnership for a Nation of Learners program in 2005 and 2006.



Data Note No. 1: Libraries Use Broadband Internet Service to Serve High Need Communities

The first Data Note to be released by IMLS presents recent statistics on broadband Internet access in U.S. public libraries. It discusses how libraries use technology and provide content to meet the needs of patrons in the digital age.



Exhibiting Public Value: Government Funding for Museums in the U.S.

This study provides the first major review of museum public finance in the United States. It explores public support from federal, state, and local government sources, focusing particular attention on levels of financial support and types of delivery mechanisms for public funding.



Museums and Libraries Engaging America's Youth: Practitioner's Guide

Created for museum and library practitioners who are building, or wish to build, strong programs to reach and engage youth, this guide contains a variety of resources and references to critical works that have been gathered from the fields of youth and community development, education, and informal learning.



Museums and Libraries Engaging America's Youth: Final Report of a Study of IMLS Youth Programs, 1998-2003

This report shares the results of a year-long study of the impact of IMLS grants (1998-2003) through programs that served youth aged 9-19. Nearly 400 museum and library programs were surveyed about their goals, strategies, content, audience, and structure, as well as about their impact, effectiveness, and outcomes.

Program Evaluation



Catalyst for Change: LSTA Grants to States Program Activities and the Transformation of Library Services to the Public

This report underscores the value of the LSTA Grants to States program in helping libraries embrace technology, establish new service models, and engage the public. It provides a snapshot of the program, for the period from 2003 through 2006.

Library Statistics

In FY 2008, the transfer of responsibility for the national collection of data about public and state libraries from the National Center for Education Statistics to IMLS was completed. These data are essential to inform good management practices in libraries as well as to inform policy. The data provide ongoing basic information about libraries and library service. Over the years, these data have been collected consistently and with an astounding 100 percent rate of public and state library participation. The Institute seeks to continue this record of participation and to ensure that the data collected are accurate and delivered to the public as quickly as possible.

Museum Statistics

IMLS is in the first phase of building a museum statistics program. As a first step in the process the agency has held public meetings with a variety of stakeholders in the museum community including members of the academic community, museum service organizations, museum directors, research and evaluation professionals and representatives from the philanthropic community. The Institute is also conducting a thorough review of existing public and private data on museums. These data will help to identify information gaps and provide a basic foundation for institutional analysis and survey sampling.

ABOUT THE INSTITUTE OF MUSEUM AND LIBRARY SERVICES

The Institute of Museum and Library Services is the primary source of federal support for the nation's 123,000 libraries and 17,500 museums. Our mission is to create strong libraries and museums that connect people to information and ideas. The Institute works at the national level and in coordination with state and local institutions and organizations to sustain heritage, culture, and knowledge; enhance learning and innovation; and support professional development.

The Institute supports the full range of museums, including art, history, science and technology, children's, natural history, historic houses, nature centers, botanical gardens, and zoos; and all types of libraries, including public, school, academic, research, and archival. Our robust capacity for research, evaluation, policy analysis, grantmaking, and partnerships helps make it possible for libraries and museums to be leaders in their communities.

Museums and libraries are among America's leading public institutions, making knowledge available to millions at little or no cost. As public institutions, they must meet a high threshold of mission accountability and use resources wisely for the public good.

Through grants and information resources, the Institute annually reaches thousands of museums and libraries in myriad ways—from providing much-needed technical assistance for small institutions to establishing national and replicable models, strengthening state networks, and supporting professional development. To aid institutions in program design, the Institute provides tools for strategic planning and evaluation. Funding from the Institute helps museums and libraries operate effectively and give value to their communities. It also leverages additional public and private support.

Collecting and disseminating results from funded projects, engaging in research, and publishing reports enables the Institute of Museum and Library Services to make a significant contribution to library, museum, and information policy and practice in the United States.

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NATIONAL MUSEUM AND LIBRARY SERVICES BOARD

The National Museum and Library Services Board (NMLSB) is a 23-member advisory body that includes the director and deputy directors of the Institute and 20 presidentially appointed and Senate-confirmed members of the general public who have demonstrated expertise in, or commitment to, library or museum services. Informed by its collectively vast experience and knowledge, the NMLSB advises the Institute's director on general policy and practices, and on selections for the National Medals for Museum and Library Service.

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