INSTITUTE *of* **Museum** and **Library** SERVICES

Prospective Applicant Webinar:

National Leadership Grants for Libraries

Laura Bush 21st Century Librarian Program

July 2023

What We Will Cover Today

- IMLS strategic priorities

- Program overview

- Eligibility requirements

- Project types

- Application process

- Advice for applicants

What is IMLS?

Who are we? IMLS is an independent grantmaking agency and the primary source of federal support for the nation's libraries and museums. IMLS helps to ensure that all Americans have access to museum, library, and information services, and invests in new and exploratory approaches, as well as proven and tested methods.

Our vision: A nation where individuals and communities have access to museums and libraries to learn from and be inspired by the trusted information, ideas, and stories they contain about our diverse natural and cultural heritage.

Our mission: To advance, support, and empower America's museums, libraries, and related organizations through grantmaking, research, and policy development.

FY 2022–2026 Strategic Plan

GOALS	OBJECTIVES	
GOAL 1 Champion Lifelong Learning	**Objective 1.1**	Advance shared knowledge and learning opportunities for all.
	Objective 1.2	Support the training and professional development of the museum and library workforce.
GOAL 2 Strengthen Community Engagement	**Objective 2.1**	Promote inclusive engagement across diverse audiences.
	Objective 2.2	Support community collaboration and foster civic discourse.
GOAL 3 Advance Collections Stewardship and Access	**Objective 3.1**	Support collections care and management.
	Objective 3.2	Promote access to museum and library collections.

National Leadership Grants for Libraries

National Leadership Grants for Libraries (NLG) support projects of national impact that address critical needs of the library and archives fields and have the potential to advance practice in these professions to strengthen library and archival services for the American public. Projects are expected to generate results such as new models, new tools, research findings, services, practices, and/or alliances that can be widely used, adapted, scaled, or replicated to extend and leverage the benefits of federal investment.

Projects are expected to have: far-reaching impact, current significance, strategic collaborations, and demonstrated expertise.

Preliminary proposal deadline: September 20, 2023

National Leadership Grants for Libraries

The goals for this program are to generate projects of national impact that:

- Build the workforce and institutional capacity for managing the national information infrastructure and serving the information and education needs of the public.

- Build the capacity of libraries and archives to lead and contribute to efforts that improve community well-being and strengthen civic engagement.

- Improve the ability of libraries and archives to provide broad access to and use of information and collections with emphasis on collaboration to avoid duplication and maximize reach.

- Strengthen the ability of libraries to provide services to affected communities in the event of an emergency or disaster.

- Strengthen the ability of libraries, archives, and museums to work collaboratively for the benefit of the communities they serve.

Laura Bush 21ˢᵗ Century Librarian Program

The Laura Bush 21st Century Librarian Program (LB21) is designed to support the development of a diverse workforce of librarians and archivists in order to meet the information needs of their communities.

Projects are expected to have: far-reaching impact; current significance; strategic collaborations; demonstrated expertise; and diversity, equity, and inclusion.

Preliminary proposal deadline: September 20, 2023

Laura Bush 21st Century Librarian Program

The goals for this program are to generate projects of far-reaching impact that:

- Recruit, train, develop, and retain a diverse library and archival workforce.

- Develop faculty, library, and archives leaders by increasing the institutional capacity of libraries, archives, and graduate programs related to library and information science.

- Enhance the training and professional development of the library and archival workforce to meet the needs of their communities.

To Which Program Should We Apply?

Project Purpose	Examples	Program
Pre-professional programs; professional education; research about the profession	- Workshops - Master's or Doctoral education - Residencies	**LB21**
Early career development of teaching professionals	- Untenured, tenure-track teaching faculty member's individual research projects	**LB21**
Practice-oriented, scalable work of national significance to libraries, archives, and information science	- Tools - Research - Models - Services	**NLG**

Where to Find Grant Information

NLG webpage:

www.imls.gov/grants/available/national-leadership-grants-libraries

LB21 webpage:

https://www.imls.gov/grants/available/laura-bush-21st-century-librarian-program

- Program overview
- IMLS staff contact information
- Link to Notice of Funding Opportunity (NOFO)
- Link to this webinar recording

Eligibility

Your organization is eligible to apply if it is:

- Either a unit of state, local, or tribal government, or a 501c3 nonprofit organization;

- Located in one of the 50 states or territories; and

- One of the six types of organizations on the next slide

LB21 Early Career Research Development proposals have additional eligibility restrictions. Please refer to the Notice of Funding Opportunity for more information.

Eligibility

1. a library or a parent organization of a library

2. an academic or administrative unit

3. a digital library or archives, if it makes materials publicly available and provides library or archival services and includes at least one permanent professional staff librarian/archivist

4. a library agency that is an official agency of a state, tribal, or other unit of government

5. a library or archives consortium that is a local, statewide, regional, interstate, or international cooperative association

6. a library or archives association

Eligibility

You are <u>not</u> eligible to apply if you are:

- A federally-operated institution

- A for-profit organization

- An individual

- A foreign country or organization

If your organization is not eligible, we encourage you to apply through a partnership with an eligible institution.

Registration Requirements

- Get your **Unique Entity ID (UEI)** from the System of Award Management (SAM)

- Register your institution with the **System of Award Management (SAM)**, or ensure your existing SAM registration is active http://www.sam.gov/

- Create a **Grants.gov** account for your institution, or ensure your existing Grants.gov account is active http://www.grants.gov/

PROJECT TYPES

Category	Period of Performance	Example
PLANNING	1 to 2 YEARS	Preliminary activities; rapid prototyping; piloting
FORUM	1 to 2 YEARS	Convening key participants and subject matter experts
IMPLEMENTATION	1 to 3 YEARS	Full-scale development and implementation
EARLY CAREER RESEARCH DEVELOPMENT (LB21 Only)	1 to 3 YEARS	Funding to untenured, tenure-track library and information science faculty to conduct research
APPLIED RESEARCH	1 to 3 YEARS	Investigating key questions related to library and archival sciences

Funding Limits

Planning	$50,000 - $150,000
Forum	$50,000 - $150,000
Implementation	$50,000 - $1,000,000
Early Career Research Development (LB21 only)	$50,000 - $750,000
Applied Research	$50,000 - $750,000

Cost Share

1:1 cost share is required for both programs, EXCEPT:

- No cost share is required for Applied Research or Early Career Research Development

- No cost share is required for applications requesting $249,999 or less in federal funds

- LB21 applicants are not required to cost share funds budgeted for student support

Phase One Application Components

Preliminary Proposals: Submit through Grants.gov by 11:59 p.m. U.S. Eastern Time on September 20, 2023. and must include:

- SF-424S (Grants.gov form)

- IMLS Library - Discretionary Program Information Form (Grants.gov form)

- Preliminary Proposal Narrative (PDF, two-page limit)

  - Including a Budget Summary

- **No other attachments**

PLEASE NOTE: **ONLY** attachments in PDF form will be accepted by the IMLS grants management system.

Phase One Process

- IMLS staff check proposals for completeness and eligibility

- Proposals go through peer review

- Some applicants will be invited to submit full proposals

- All applicants receive reviewer comments

Phase Two (Invitation Only) Process

- Full proposals due March 20, 2024

- Required components listed in the NOFO

- Submitted via Grants.gov

- IMLS staff check proposals for completeness and eligibility

- Proposals go through peer review

- All applicants receive reviewer comments

- Funding decisions announced in late July 2024 (pending availability of funds and at the discretion of the Director)

Please note: an invitation to submit a full proposal is not a guarantee of funding.

Writing the Preliminary Proposal Narrative

- Identify project director and partners

- Contextualize in current research and practice

- Outline proposed work plan

- Articulate potential impact and projected outcomes

- Provide a budget summary **(required)**

- Use the Search Awarded Grants function on the IMLS website to review successful preliminary proposals: https://www.imls.gov/grants/awarded-grants

Draft Narratives

- Submit a narrative draft to a Program Officer by **September 1, 2023** and schedule a phone or video call.

- Program Officers can only read one draft submission for each proposal

Review Criteria

- **Project Justification:** How well does the proposal align with the selected (NLG or LB21) goal and objective(s)? How well does it address current far-reaching and significant needs, challenges, or opportunities in the field?

- **Project Work Plan:** What elements are in place and what elements are missing for successful execution of the proposed project? What recommendations do you have for improving the proposal?

- **Diversity Plan (Optional):** To what degree will the project strengthen the field's commitment to diversity, equity, and inclusion practices? (LB21 only: …and contribute to the recruitment, development, and/or retention of a diverse workforce of library and archives professionals?)

- **Project Results:** Considering the topic, project type selection, amount of funds requested, and scope of potential impact, should the applicant be invited to submit a full proposal at this time? Why or why not?

Guidance for Research Applications

- What are your research questions, methods, and theoretical framing?
- What is the relevance of your proposed research for current practice?
- What type of data will you gather for your research?
- How will you collect, analyze, and use the data?
- Does your study require IRB approval?
- How will you report and disseminate your findings?

For more, refer to the "Guidance for Research Applications" section of each NOFO

Putting Your Best Foot Forward

- Participate in a webinar

- Choose a grant program and goal that aligns with your proposal idea

- Review two-page proposals from projects funded recently

- Articulate the project goals and/or research questions up front

- Consider your project's title

- Include a budget paragraph in your preliminary proposal

- Have an unfamiliar reader offer feedback

- Submit all required documents in **PDF format**

Key Dates

- **Draft Proposals Due (Optional)**: September 1, 2023

- **Preliminary Proposals Due**: September 20, 2023

- Notification of Status: February 2024

- Full Proposals Due: March 20, 2024

- Notification of Funding: July 2024

- Projects Must Begin on: August 1, 2024

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Contact a Program Officer