

National Leadership Grants for Libraries Program Laura Bush 21st Century Librarian Program

New applicants webinar





What You Will Learn

- IMLS Strategic Priorities
- OLS National Convenings
- Who is eligible to apply
- What the categories of funding are
- Application components
- Advice for applicants

What is IMLS?

- **Who are we?**

IMLS is the primary source of federal support for the nation's 123,000 libraries and 35,000 museums.

- **What do we do?**

We make grants, convene groups, conduct research, and publish in order to build the capacity of museums and libraries to serve the public.



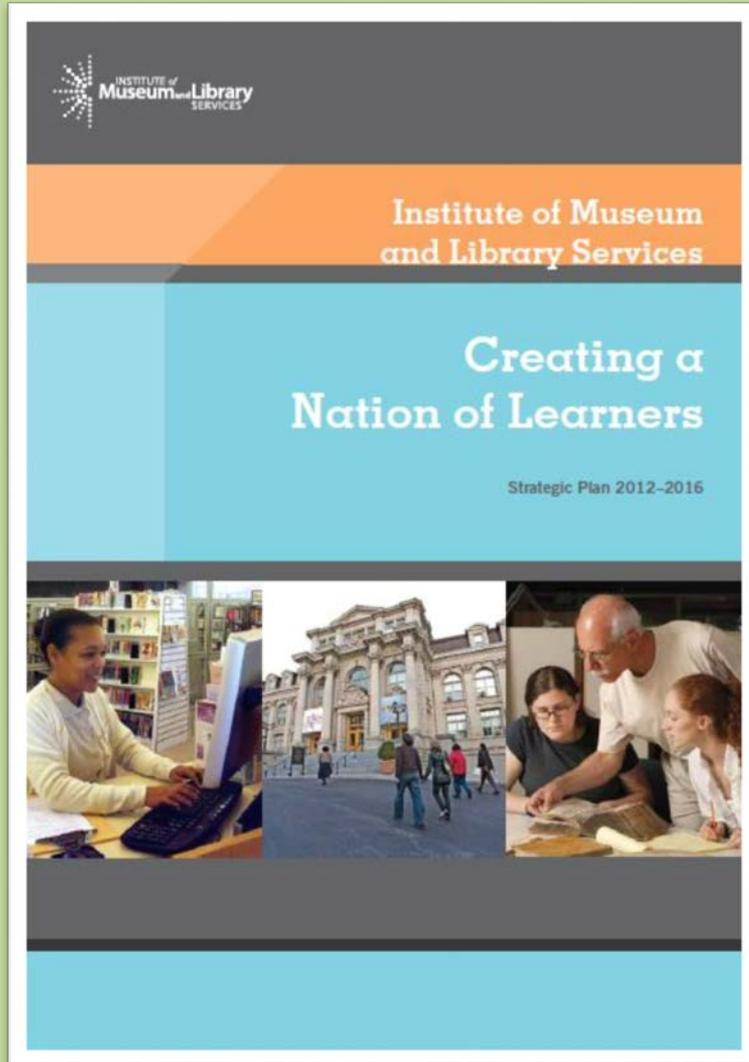
IMLS Vision

A democratic society where communities and individuals thrive with broad public access to knowledge, cultural heritage and lifelong learning.

IMLS Mission

The mission of IMLS is to inspire libraries and museums to advance innovation, learning, and cultural and civic engagement. We provide leadership through research, policy development and grant-making.

IMLS Strategic Priorities



- ✓ Learning
- ✓ Community
- ✓ Content

Read more here:

www.imls.gov/about/strategic_plan.aspx

What's new: appearance and process

- OMB Grant Reform
- Simplification, consistency and transparency
- Guidelines = notification of funding opportunity
- IMLS Focus convenings
- Identification of two program funding priorities
- Submission of preliminary proposals, then full proposals if invited
- Two shared deadlines per year for NLG and LB21

IMLS Focus National Convenings



- ✓ **National Digital Platform**
- ✓ **Learning in Libraries**

*Read more here, or watch webcast archives:
http://www.imls.gov/news/imls_focus.aspx*

Where to find basic information

NLG web page:

www.imls.gov/applicants/detail.aspx?GrantId=14

LB21 webpage:

<http://www.imls.gov/applicants/detail.aspx?GrantId=9>

- Program Overview
- Staff Contact Information
- Link to Notice of Funding Opportunity
- Link to notes from convenings



Eligibility – Libraries and Archives

- Either a unit of state or local government, or a 501c3 nonprofit organization
- Located in one of the 50 states or territories
- One of these six types of organizations:
 - 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
 - an academic or administrative unit, such as a graduate school of library and information science;
 - a digital library, if it makes library materials publicly available and provides library services
 - a library agency that is an official agency of a state or other unit of government
 - a library consortium that is a local, statewide, regional, interstate, or international cooperative association
 - a library association
- NOTE – Certain categories within LB21 may have eligibility restrictions. Please refer to the Notice of Funding Opportunity



Eligibility

You are *not* eligible to apply if you are:

- A federally funded institution
- A for-profit organization
- An individual
- A foreign country or organization

IMPORTANT: If you are a non-eligible institution, we encourage you to apply through a partnership with an eligible institution.

To which program should I apply?

Deciding Between LB21 & NLG?

1. Is the project primarily about **education and training for information professionals** (formal or continuing education)? If *yes*, review the NOFO for **LB21**.
2. Is this an **early career research** project for a tenure track faculty member? If *yes*, review the NOFO for **LB21**.
3. *Any other work* of national significance to Libraries, Archives and Information Science? If *yes*, the project probably fits in **NLG**, but double-check the NOFO!

To which program should I apply?

Primary Project Purpose	Examples	Program
Professional Education, Continuing Education, and Research about the Profession	Masters or Doctoral education; Scholarship program; Workshop	LB21
Early Career Development of Teaching Professionals	Untenured, tenure-track teaching faculty member's individual research project	LB21
Practice-oriented, Scalable Work of National Significance to Libraries, Archives, and Information Science	New tools; Research findings; Models; Services	NLG

Double-check the NOFO!!

NLG funding priorities

- National digital platform
- Learning in libraries
- NOTE – we are also interested in funding LB21 proposals that address these priorities.

NLG funding priorities

We will also accept applications that explore the following issues:

- What will move library and archival services in the United States forward?
- What will help libraries and archives make decisions about their own investments?
- What knowledge, capacity, functions or infrastructure can libraries and archives share?

National Digital Platform

- Engaging, mobilizing and connecting communities
- Establishing and refining tools and infrastructure
- Cultivating the digital library workforce

For more information, see:

- National Digital Platform page:
http://www.ims.gov/about/national_digital_platform.aspx
- 2015 convening report:
<http://blog.ims.gov/?p=5926>



Learning in Libraries

- Connecting LIS education and professional development with 21st century librarianship
- Linking research with library practice
- Designing participatory learning programs that demonstrate innovation and scalability
- Developing cross-disciplinary partnerships that advance library services nationwide

For more information, see:

- Lifelong/intergenerational learning page:
http://www.imls.gov/about/lifelong_learning.aspx
- 2015 convening report:
<http://blog.imls.gov/?p=5999>



Funding categories

- Project Grants: up to \$2 million for NLG; \$1,000,000 for LB21
- Research Grants: up to \$2 million for NLG; \$500,000 for LB21
- Planning Grants: up to \$50,000
- National Forum Grants: up to \$100,000

LB21 Funding Categories

- Masters-level and Doctoral-level Programs
- Research and Early Career Development
- Continuing Education and Programs to Build Institutional Capacity



Master's Programs

- Educate the next generation of librarians and archivists
- Nationally accredited graduate library programs and graduate schools that provide school library media certification programs
- Graduate programs must apply in a partnership that includes one or more eligible library entities



Doctoral Programs

- Develop faculty to educate the next generation of library and archives professionals
 - Increase number of doctoral students
- Develop the next generation of library and archives management and administrative leaders
- Fund doctoral level scholarships and fellowships
- Graduate schools that offer doctoral degrees in LIS or School Media are eligible



Research

- Investigate issues and trends affecting library and archival practices (the profession)
- All eligible library entities may apply, either individually or collaboratively.



Early Career Development

- Support innovative research by new faculty on any topic in library and information science
- Assistant professors in graduate schools of LIS and library media education programs
- Hold a doctoral degree
- Untenured and in tenure-track position
- Single principal investigator
- Letter of departmental endorsement
- Very competitive category
 - 1 award made in 2015; 4 awards made in 2014; 1 award made in 2013



Programs to Build Institutional Capacity

- Develop or enhance curricula to better educate cultural heritage and information professionals
- Broaden the library and information science curriculum by incorporating perspectives from other disciplines and fields of scholarship.
- Develop projects or programs of study to increase the abilities of library and archives professionals in developing the 21st century skills of their users, including information and digital literacy skills

Note: See Eligibility Guidelines



Continuing Education

- Improve the knowledge, skills, and abilities of library and archives staff through programs of continuing education, both formal and informal
- Applicants in this category should research ongoing IMLS efforts in continuing education, with particular focus on:
 - Collaboration across organizations and libraries/archives/museums
 - Producing content that is freely and openly accessible
 - Metrics and evaluation

Process

- Preliminary proposal due October 1, 2015
- Two page proposal
- SF-424
- IMLS Program Information Sheet
- No other attachments
- Submit through [Grants.gov](https://www.grants.gov)
- Review, evaluation, comments
- If invited, full proposal due January 15, 2016

Deadlines

LB21/NLG Cycle One	LB21/NLG Cycle Two
<p>Phase One</p> <ul style="list-style-type: none">• Prelim Proposal Due 10/1/15• Notification 12/15/15	<p>Phase One</p> <ul style="list-style-type: none">• Prelim Proposal Due 2/2/16• Notification 3/16/16
<p>Phase Two (BY INVITATION ONLY)</p> <ul style="list-style-type: none">• Full Proposal Due 1/15/16• Notification 3/16/16• Projects begin no earlier than 5/1/16• Project period = up to 3 years	<p>Phase Two (BY INVITATION ONLY)</p> <ul style="list-style-type: none">• Full Proposal Due 6/1/16• Notification 9/1/16• Projects begin no earlier than 10/1/16• Project period = up to 3 years

Writing the preliminary proposal

- Review the reports from the Focus convenings
- Work with other professionals to develop a practical, collaborative response well situated in available research and practice
- Identify project director and partners
- Outline proposed work plan
- Show relevance to one of the two program priorities
- Show potential impact
- Identify projected outcomes
- Provide estimated budget
- Review examples of successful proposals

<http://blog.imls.gov/?p=5738>

Successful applications

- *National or professional impact:* Your project should address an agency priority identified in the NOFO.
- *In-depth knowledge:* Your proposal should reflect a thorough understanding of relevant work, current practice and knowledge about the subject matter.
- *Demonstrable results:* Your project should generate results that tie directly to the need or challenge it was designed to address.

Review criteria: the concept

Does the proposal:

- address IMLS priorities?
- reference discussions and recommendations from the convenings?
- reflect a thorough understanding of relevant work, current practice and knowledge about the subject?
- Will the proposal generate measureable results that tie directly to the need or challenge it was designed to address?

Review criteria: project management

Does the proposal:

- directly and practically address the program's priorities?
- promise cost-effective models that will make replicability or adoption cheaper, simpler and easier for other institutions?
- provide a sound basis for measuring impact and value?
- support IMLS digital stewardship policy (where applicable)?
- provide for collaboration in the course of the project?
- demonstrate appropriate project management skills and capacity?

Second phase

- Comments, review of preliminary proposal
- No guarantee of funding
- Full proposal due January 15, 2016
- Grants.gov submission
- External review
- Award notifications March 2016



Details

FY 2015 Deadline

- October 1, 2015

Grant Period

- Up to 3 years for Project and Research Grants
- 1 year for Planning Grants and National Forum Grants

Project Start and End Date

- Projects may begin no earlier than April 1 2016 and must start by 1 December 2016
- Projects must begin on the first day of the month and end on the last day of the month specified in the project plan



Cost share requirements

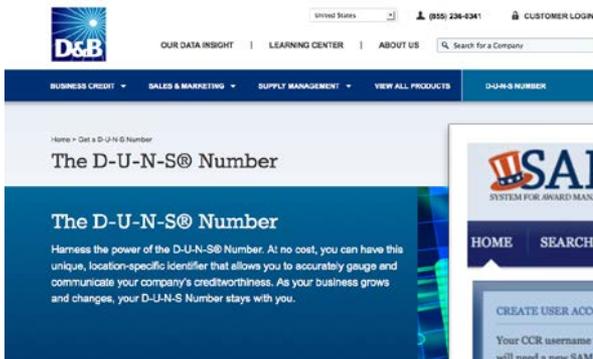
NLG applicants – At least 1:1 of total project cost. Cost sharing is not expected for FY 2015 NLG research projects or applications for grants under \$250,000

LB21 applicants - At least 1:1 of total project cost after subtraction of student support costs. Cost sharing of at least one third is encouraged, but not required, for Early Career Development, Collaborative Planning Grants and National Forum Planning Grants. Cost sharing is not expected for LB21 Research Grants and will not be considered in the review of the application.

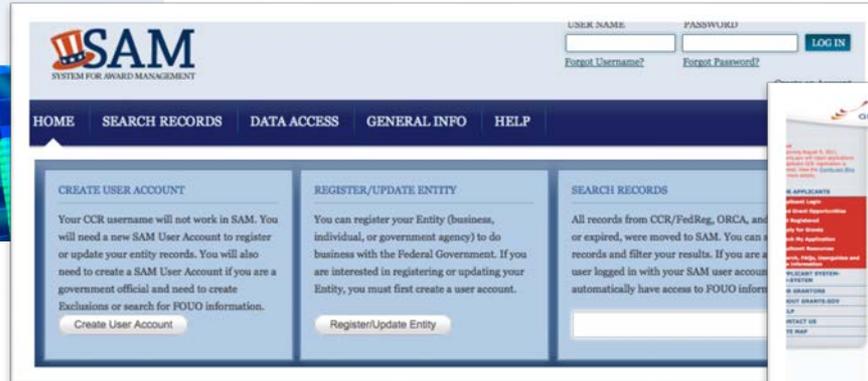
Tips

Register early!

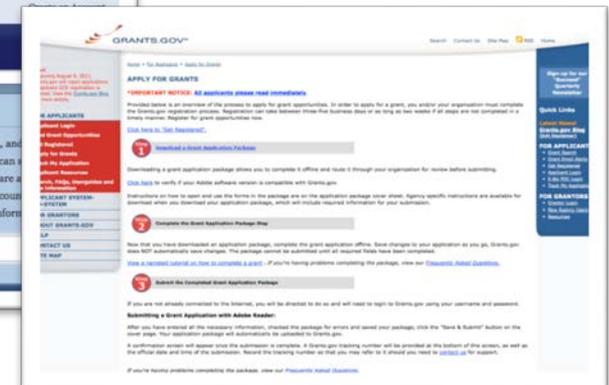
1. Acquire a D-U-N-S® Number: www.dnb.com/us
2. SAM Registration: www.sam.gov
3. Grants.gov Registration: www.grants.gov



The screenshot shows the D&B website header with navigation links: BUSINESS CREDIT, SALES & MARKETING, SUPPLY MANAGEMENT, VIEW ALL PRODUCTS, and D-U-N-S® NUMBER. Below the header, there is a section titled "The D-U-N-S® Number" with a sub-section "The D-U-N-S® Number" and a paragraph: "Harness the power of the D-U-N-S® Number. At no cost, you can have this unique, location-specific identifier that allows you to accurately gauge and communicate your company's creditworthiness. As your business grows and changes, your D-U-N-S® Number stays with you."



The screenshot shows the SAM website header with navigation links: HOME, SEARCH RECORDS, DATA ACCESS, GENERAL INFO, and HELP. Below the header, there are three main sections: "CREATE USER ACCOUNT", "REGISTER/UPDATE ENTITY", and "SEARCH RECORDS". Each section has a brief description and a button to proceed.



The screenshot shows the Grants.gov website header with navigation links: Search, Contact Us, Site Map, and Help. Below the header, there is a section titled "APPLY FOR GRANTS" with a sub-section "IMPORTANT NOTICE: All applicants please read immediately". The page contains a list of steps for applying for grants, including: "1. Download a grant application package", "2. Complete the grant application package", and "3. Submit the completed grant application package".

Possible Security Issue!

There is a security issue with both Adobe Reader and Pro that requires manually allowing web access for the PDF submission package in the program preferences in order to submit a proposal through Grants.gov.

You must follow the steps for each submission. (NOT a one-time fix; NO way to test prior to submission.)

To allow Adobe Reader to access Grants.gov:

- Open Adobe Reader.
- Click on the "Edit" tab and select "Preferences."
- Select "Trust Manager" from left-hand list.
- Click on the "Change Settings" button.
- Delete any Grants.gov websites showing in the text box (beneath the "Automatically trust..." check box).
- Click "OK."
- Select "Security (Enhanced)" from left-hand list.
- Click on "Add Folder Path."
- Find and select the FOLDER on your computer that the application document is in.
- Click "OK" to close all open preference windows.

Reminder

“We make grants only to **eligible** applicants that submit **complete** applications on or before the **deadline.**”

Questions?

How to Contact Us

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Creating a Nation of Learners

Thank you and good luck!

