

Creating a Nation of Learners



INSTITUTE of
Museum and Library
SERVICES



National Leadership Grant Program
Library Museum Collaboration | Campaign for Grade-Level Reading
Information Sessions – December 9, 2011
January 5, 2012

NATIONAL LEADERSHIP GRANTS

Campaign for Grade-Level Reading

Marsha Semmel, Director of Strategic Partnerships, IMLS

Ralph Smith, Executive Vice President, Annie E. Casey Foundation

Anthony Smith, Senior Program Officer, Libraries, IMLS

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Helen Wechsler, Senior Program Officer, Museums, IMLS



NATIONAL LEADERSHIP GRANTS Campaign for Grade-Level Reading

UpNext: The IMLS Blog



← [Singing Sashimi and Making a Robot with Mom: My Visit to the Future at Maker Faire](#)

[National Book Festival Inspires Readers](#) →

Get Involved in Your Community's Early Learning Efforts! Compete for the 2012 All-America City Award!

Posted on [September 26, 2011](#) by [admin](#)

By [Susan Hildreth](#)
Director, [IMLS](#)

Last spring, I attended the Washington DC launch of the [Campaign for Grade-Level Reading](#). Spearheaded by the Annie E. Casey Foundation and a broad coalition of public/private organizations, including the National Civic League, the National League of Cities, and United Way Worldwide, the campaign is a coordinated, national effort to boost reading by 3rd grade. Recognizing that “third grade is a critical juncture on the road to high school graduation,” the campaign plans to tackle three challenges: school readiness, summer reading loss, and chronic school absenteeism.



NLG - Campaign for Grade-Level Reading

www.gradelevelreading.net

- **The Campaign for Grade-Level Reading** is a collaborative effort to ensure that more of low-income children succeed in school and graduate prepared for college, a career, and active citizenship.
- **The Campaign focuses on the most important** predictor of school success and high school graduation — grade-level reading by the end of third grade.
- **Schools cannot succeed alone.** The academic success of children from low-income families will require engaged communities mobilized to remove barriers, expand opportunities, and assist parents to serve as full partners in the success of their children.

NLG - Campaign for Grade-Level Reading

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The Campaign for Grade-Level Reading focuses on three challenges to reading success that are amenable to community solutions:

- **The Readiness Gap:** Too many children from low-income families begin school already far behind.
- **The Attendance Gap** (Chronic Absence): Too many children from low-income families miss too many days of school.
- **The Summer Slide** (Summer Learning Loss): Too many children lose ground over the summer months.

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Three Assurances

- **Quality teaching** of the whole child for every child in every setting every day.
- **Civic action** to find and deploy community solutions for improving school readiness, attendance, summer learning.
- **A more seamless and accountable system of care,** services, and family supports for children during the early years and the early grades.

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Three Arenas

- **Education & Child Development** (schools and early care, education and development programs)
- **Policy Arena** (federal, state, and local levels)
- **Civic Space** (the informal groups and organizations serving children and families in communities)

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Three Key Strategies

- **Building a big tent** of stakeholders and champions.
- **Advancing more impact-oriented decision-making** and practice in philanthropy.
- **Investing in promising places** to accelerate change, create “proof points,” and provide inspiration.

NLG - Campaign for Grade-Level Reading

www.gradelevelreading.net

An Invitation to Collaborate

- **In 2012, the All-America City Awards** will recognize communities taking on the grade-level reading challenge.
- **National Civic League, National League of Cities, and United Way Worldwide** are partners.
- **Some 160 cities, counties and communities have submitted Letters of Intent to apply and participate in a national network** to improve readiness and attendance, as well as prevent summer learning loss.



NATIONAL LEADERSHIP GRANTS

Program Goals

- **National Impact:** Address challenges that face the field and have far-reaching impact
- **Innovation:** Understand current practice and show how you will advance the field
- **Collaboration:** demonstrate a broad need, field-wide buy-in and input, access to appropriate expertise, and sharing of resources.

NATIONAL LEADERSHIP GRANTS Funding Priority – IMLS Strategic Goals



Institute of Museum
and Library Services

Creating a Nation of Learners

Strategic Plan 2012–2016



NATIONAL LEADERSHIP GRANTS

Funding Priority – IMLS Strategic Goals

- **Strategic Goal 1:** IMLS places the learner at the center and supports engaging experiences in libraries and museums that prepare people to be full participants in their local communities and our global society.
- **Strategic Goal 2:** IMLS promotes museums and libraries as strong community anchors that enhance civic engagement, cultural opportunities, and economic vitality.
- **Strategic Goal 3:** IMLS supports exemplary stewardship of museum and library collections and promotes the use of technology to facilitate discovery of knowledge and cultural heritage.

NATIONAL LEADERSHIP GRANTS

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

NATIONAL LEADERSHIP GRANTS

Eligibility

Museums

- Either a unit of state or local government, or a nonprofit organization
- Located in one of the 50 states or territories
- Qualify as:
 - 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 or association that engages in activities designed to advance the well-being of museums and the museum profession; or
 - an institution of higher education, including public and nonprofit universities.

NATIONAL LEADERSHIP GRANTS

Library Museum Collaboration Category

National Leadership Grant Categories

- Demonstration
- Advancing Digital Resources
- Research
- Library Museum Collaboration

NEW: Special Opportunity for projects addressing the goals of the Campaign for Grade-Level Reading

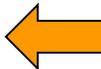
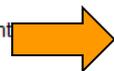
- \$250,000 cap
- Address goals of Campaign
 - School Readiness
 - Summer Learning Loss
 - Chronic School Absence

2. Grant Program or Grant Category

- a. 21st Century Museum Professionals
- b. Congressionally Directed Grants
- c. Connecting to Collections: Statewide Grants
- d. Conservation Project Support
 - General Conservation Survey
 - Detailed Conservation Survey
 - Environmental Survey
 - Environmental Improvements
 - Treatment
 - Training
- e. Grants for Learning Labs in Libraries and Museums
 - Select Museum or Library:*
 - Museum
 - Library

- f. Laura Bush 21st Century Librarian Program
 - Select Funding Category:*
 - Project Grant
 - Collaborative Planning Grant
 - National Forum Planning Grant
 - Select Project Category:*
 - Master's-level Programs
 - Doctoral-level Programs
 - Research: Early Career Development
 - Continuing Education
 - Programs to Build Institutional Capacity
 - Scholarship Continuation
- g. Museum Grants for African American History and Culture
- h. Museums for America
 - Engaging Communities
 - Building Institutional Capacity
 - Collections Stewardship

- i. National Leadership Grants
 - Select Museum or Library:*
 - Museum
 - Library
 - Select Funding Category:*
 - Project Grant
 - Planning Grant
 - National Forum Grant ~~X~~
 - Select Project Category:*
 - Advancing Digital Resources
 - Demonstration
 - Library Museum Collaboration
 - Research
- j. Native American/Native Hawaiian Library Services
 - Basic Grant only
 - Basic Grant with Education/Assessment Option
 - Enhancement Grant
 - Native Hawaiian Library Services



NATIONAL LEADERSHIP GRANTS

Specs

FY 2012 Deadline

- February 1, 2012

Grant Period

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

Project Start and End Date

- Projects may begin on October 1, November 1, or December 1, 2012
- 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

- A 1:1 cost share is required for requests of \$250,000 or more
- A one-third cost share is encouraged for requests under \$250,000 and all applications in the research category, regardless of amount.

NATIONAL LEADERSHIP GRANTS

Finding Information – NLG Web Page

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Grant Applicants

Available Grants

- [By Grant Name](#)
- [By Institution Type](#)
- [By Project Type](#)

[Eligibility Criteria](#)
[Sample Applications Grants.gov](#)
[Program Guidelines](#)
[After You Apply](#)
[Outcome Based Evaluation](#)

National Leadership Grants

Application:
Grant program guidelines for the current fiscal year are now available:
[Access FY 2012 Grant program Guidelines Online](#)

[Read more about National Leadership Grants on the IMLS Web site.](#)

Webinars with National Leadership Grants Staff

IMLS staff are available by phone and through e-mail to discuss general issues relating to National Leadership Grants. We also invite you to participate in one of two pre-application Web conferences to learn more about the program, ask questions, and listen to the questions and comments of other participants.

The Web conference schedule for the FY12 National Leadership Grant program is as follows:

- Wednesday, December 7, 2011, at 2:00 PM – 3:00 PM. Eastern Time
- Wednesday, January 4, 2012, at 2:00 PM – 3:00 PM. Eastern Time

A few minutes before the start time, go to the following Web page through your browser:
https://imls.meetings.com/?page=quest&conid=NLG_SPARKS

You will be asked to enter your name and your e-mail address. For the audio connection, dial 1-888-272-8702 on your phone, and when prompted, enter the code 7475003#.

Please note that the schedule is subject to change. The week the Webinar is scheduled, visit here to confirm the date and time.

Deadline: February 01, 2012

Grant Amount: Project Grants: \$50,000-500,000. Planning Grants: up to \$50,000. Nat. Forum Grants: up to \$100,000.

Grant Period: Up to three years for Project Grants. Up to one year for Planning Grants and National Forum 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.

Program Contact: Anthony Donovan Smith, Senior Library Program Officer
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Tim Carrigan, Museum Program Specialist
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Program Overview:

Start with the NLG Web page on the IMLS site:

<http://www.imls.gov/applicants/detail.aspx?GrantId=14>

- Program Overview
- NLG Staff Contact Information
- Link to NLG Guidelines

NATIONAL LEADERSHIP GRANTS

Finding Information – NLG Guidelines

NEW: The format for the guidelines this year is link-driven.

- Link to forms on the left
- Link to the 5 sections of the Guidelines on the right



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Grant Applicants

Program Guidelines

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[Outcome Based Evaluation](#)

National Leadership Grants – FY12 Guidelines

Application Deadline: February 1, 2012
(Projects must begin October 1, November 1, or December 1, 2012.)

Date Posted: November 28, 2011
Catalog of Federal Domestic Assistance (CFDA) Number: 45.312

Questions? See the [National Leadership Grants Web page](#) for IMLS contact info.

Teletype (TTY/TDD) (for persons with hearing difficulty):
202/853-4614

Upon request, IMLS will provide an audio recording of this or any other publication.

Web Conferencing with Program Staff
IMLS staff are available by phone and through e-mail to discuss general issues relating to National Leadership Grants. We also invite you to participate in one of two pre-application Web conferences to learn more about the program, ask questions, and listen to the questions and comments of other participants. See the [National Leadership Grants Web page](#) for date/time information.

Equal Opportunity
IMLS-funded 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.

Office of Management and Budget Clearance Numbers
Guidelines: OMB No. 3137-0029; Expiration Date: August 31, 2013.
Forms: OMB No. 3137-0071; Expiration Date: August 31, 2013.

How long should it take me to complete this application?
We estimate the average amount of time needed for one applicant to complete the narrative portion of this application to be 40 hours. This includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and writing and reviewing the answers.

We estimate that, in addition to the time needed for you to answer the narrative questions, it will take you an average of 15 minutes per response for the Program Information Sheet, 3 hours per response for the Detailed Budget and Summary Budget, and 10 minutes per response for the Partnership Statement.

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Institute of Museum and Library Services at 1800 M Street, NW, 9th Floor, Washington, DC 20036-5802, and to the Office of Management and Budget, Paperwork Reduction Project (3137-0029), Washington, DC 20503.

IMLS Information

- [About the Institute of Museum and Library Services](#)
- [National Initiatives](#)

Guideline Contents

1. [Program Information](#)
2. [Eligibility](#)
3. [Registration Requirements](#)
4. [Preparing and Submitting an Application](#)
5. [After You Apply](#)

1. Program Information

What are National Leadership Grants?



NATIONAL LEADERSHIP GRANTS

Finding Information – NLG Guidelines

Registration Requirements

- D-U-N-S Number
- CCR Registration
- Grants.gov Registration



3. Registration Requirements

Getting a D-U-N-S® Number

[Read more about Getting a D-U-N-S® Number.](#)

CCR Registration

[Read more about CCR Registration.](#)

Grants.gov Registration

[Read more about Grants.gov Registration and Tips for Using Grants.gov.](#)

Preparing and Submitting an Application

“WE MAKE GRANTS ONLY TO **ELIGIBLE** APPLICANTS THAT SUBMIT **COMPLETE** APPLICATIONS, INCLUDING ATTACHMENTS, ON OR BEFORE THE **DEADLINE.**”

4. Preparing and Submitting an Application

PLEASE REVIEW THESE GUIDELINES AND THE GRANTS.GOV REQUIREMENTS CAREFULLY. WE MAKE GRANTS ONLY TO ELIGIBLE APPLICANTS THAT SUBMIT COMPLETE APPLICATIONS, INCLUDING ATTACHMENTS, ON OR BEFORE THE DEADLINE.

For the FY12 National Leadership Grants, Grants.gov will accept applications through 11:59 p.m. Eastern Time on February 1, 2012.

We strongly recommend that you REGISTER EARLY and COMPLETE AND SUBMIT THE APPLICATION EARLY.

Apply for Grants: www.grants.gov/applicants/apply_for_grants.jsp

Use one of the following identifiers to locate the National Leadership Grants package in Grants.gov:

CFDA No: 45.312, or

Funding Opportunity Number: NLG-FY12



NATIONAL LEADERSHIP GRANTS

Finding Information – NLG Guidelines

NEW: Please note the **Table of Application Components**.

It does several things:

- Serves as a checklist of application components
- Identifies document formats and naming conventions
- Provides links to instructions and forms
- Identifies categories of documents (required, conditionally required, supporting)

Table of Application Components

Component	Format	File name to use
Required Documents		
The Application for Federal Assistance/Short Organizational Form (SF-424S)	Grants.gov form	n/a
Abstract (to be uploaded through Grants.gov) (one page, max.)	Text document that you create	n/a
Program Information Sheet	IMLS PDF form	Programinfo.pdf
Organizational Profile (one page, max.)	PDF document	Organizationalprofile.pdf
Narrative (ten pages, max.)	PDF document	Narrative.pdf
Schedule of Completion (one page per year, max.)	PDF document	Scheduleofcompletion.pdf
Detailed Budget Form (by year, as appropriate)	IMLS PDF form	Detailedbudgetyear1.pdf Detailedbudgetyear2.pdf Detailedbudgetyear3.pdf
Summary Budget Form	IMLS PDF form	Summarybudget.pdf
Budget Justification (two pages, max.)	PDF document	Budgetjustification.pdf
List of Key Project Staff and Consultants (one page, max.)	PDF document	Projectstaff.pdf
Resumes of Key Project Staff and Consultants that appear on the list above (two pages each, max.)	PDF document	Resumes.pdf
Conditionally Required Documents		
Proof of Nonprofit Status (if applicable)	PDF document	Proofnonprofit.pdf
Federally Negotiated Indirect Cost Rate Agreement (if applicable)	PDF document	Indirectcostrate.pdf
Partnership Statement Form(s) (if applicable)	IMLS PDF form	Partners.pdf
Specifications for Projects that Develop Digital Products Form (if applicable)	IMLS PDF form	Specificationsdigital.pdf
Supporting Documents		
Information that supplements the narrative and supports the project description provided in the application	PDF document	Supportingdoc1.pdf Supportingdoc2.pdf Supportingdoc3.pdf etc.

NATIONAL LEADERSHIP GRANTS

Narrative Components

1. Assessment of Need
2. Impact
3. Project Design
4. Project Resources: Personnel, Time, Budget
5. Communication Plan
6. Sustainability

NATIONAL LEADERSHIP GRANTS

Application Tips

- Start planning early to avoid deadline pressure
- Submit COMPLETE applications. IMLS makes grants only to applicants that submit complete applications, including attachments
- Be certain your project goals relate to the goals of the program and ensure institutional and project eligibility
- Identify consultants and other key personnel
- For Project Grants, take time to carefully research and articulate the need for your project
- Carefully prepare your budget and make sure that numbers match narrative statements
- Ask a colleague to review before you submit
- Contact IMLS program staff for assistance

Q & A



NLG Contacts

- **Chuck Thomas (202) 653-4663**
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- **Anthony Smith (202) 653-4768**
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- **Helen Wechsler (202) 653-4779**
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