

Dear Colleague:

Below, please find sample narratives, schedule of completion, and summary budget forms from successful applications from the 2009 IMLS National Leadership Grant (NLG) competition. These samples represent different types of projects from successful grantees in the four categories: Advancing Digital Resources, Demonstration, Research, and Library Museum Collaboration. Also included is an example of an Advancing Digital Resources Planning Grant for Libraries and a Demonstration Planning Grant for Museums.

Applications emphasize creation of a national model and its dissemination to the larger museum and library field. Each of the samples was selected to illustrate a specific aspect of a good application in any category. In addition, sample applications from 2008 are also available on our website.

### **Museum Examples:**

#### Project Grant - Advancing Digital Resources

##### **Philadelphia Museum of Art**

##### **Raman Revealed: A Shared Internet Resource for the Cultural Heritage Community**

This is a collaborative project where the partners have a history of working together and will create a tool responding to a specific and well-defined need in the museum community. The project will create the first database of its type and it will be a free tool to other institutions. Also, the Specifications for Projects that Produce Digital Projects and literature review are examples for other digital projects.

#### Project Grant - Demonstration

##### **Children's Museum of Manhattan**

This Demonstration grant is building on a concept that is well tested and will affect change by showing the museum's relevancy to everyday health issues. The project has an excellent collaboration and dissemination plan for small museums. The project has a strong advisory board and partnering with the Association of Children's Museums is a good strategy. The Schedule of Completion is an excellent example of a balanced project plan with a staggered timeline and balanced activities.

#### Project Grant - Research

##### **Memphis Zoo**

##### **Development of Assisted Reproductive Technologies for Endangered North American Amphibians**

This Research grant includes a strong needs assessment, excellent partnerships, and well qualified researchers and collaborators in a variety of fields coming together to solve a problem. The included student component is an excellent way to involve a wider and more diverse audience. In addition, the proposal was well written and clearly delineated the complex topic.

#### Collaborative Planning Grant - Demonstration

##### **Chicago Horticultural Society**

##### **The Floral Report Card: A Climate Change Education Initiative**

This is a well-developed planning grant, includes well-qualified staff, and is overall an extremely strong and innovative planning grant. The applicant is building upon a successful prior grant project and the project design has a hands-on approach that can be easily adapted for use in school groups.

## **Library Examples:**

### Project Grant - Advancing Digital Resources

#### **Washington University in St. Louis**

##### **The St. Louis Freedom Suits Legal Encoding Project**

This application is included as an example of a project that speaks to a specific strategic need in digital libraries, documented with a thorough needs assessment and national impact statements. Dissemination and Sustainability sections are strong in that they reference their targeted audiences, thoughtful activities, and reference best practices. This project also provides an excellent example of how the Specifications for Projects that Produce Digital Projects forms should be filled out.

### Project Grant - Demonstration

#### **King County Library System**

##### **Empowered by Open Source**

The Dissemination section of this application is a good example of a 21<sup>st</sup> Century communication plan. It describes activities that are dynamic, active and engaged with appropriate communities. Although more detail would have been recommended, as well as the inclusion of traditional modes of outreach, it is included as an example of a more forward thinking approach to dissemination.

### Project Grant - Research

#### **University of Tennessee, Center for Information and Communication Studies**

##### **Value, Outcomes, and Return on Investment of Academic Libraries.**

This Research grant application is clearly written and includes a strong literature review. The research questions are clearly stated, the methodologies are appropriate, and the research activities are described in detail. Even though the approach and subject are more traditional, the writing style and application organization are good models to follow. The application is easy to read and concepts are readily perceived.

### Project Grant – Library and Museum Collaboration

#### **Queens Museum of Art**

##### **Inviting Institutions: A Collaborative Approach to Family Programming for Audiences with Special Needs**

This application effectively defines a community need and explains why the problem is relevant to other communities in the United States. The proposed activities and intended results clearly explain the project will address the problem. These activities are presented with accompanying explanation of each partner's strengths and contributions. The work plan and evaluation plan provide specific details about project activities and sequencing. The application is an excellent example of a museum and a library partnering to respond to an underserved population, with each partner drawing upon the other's strengths.

### Collaborative Planning Grant – Advancing Digital Resources

#### **Pennsylvania State University**

##### **The Pennsylvania Home Front in the Civil War**

This application is a good example of a multi-faceted planning grant. It has a solid needs assessment, clearly defined goals, and well stated outcomes for the project. It is uncluttered and cleanly written.

## 2008 Sample Applications

### **Museum Examples:**

#### Project Grant - Advancing Digital Resources

##### **New Media Centers**

##### **Steve in Action: Social Tagging Tools and Methods Applied**

This application is included as an example of a project that takes research and applies the information through broad field testing in a variety of museum environments. This project is a good example of test-bed construction, and the national impact is an excellent use of multiple institutions working together to solve a problem.

#### Project Grant - Demonstration

##### **COSI Columbus**

##### **Labs in Life Interface: Bringing Real Science to Public Audiences**

This application is included as an example of a strategic partnership with a university. Through this partnership, visitors participate as both research subjects and researchers. This application also demonstrates the need and value of the partnership, and this partnership model is what is being created for dissemination in other museums.

#### Project Grant - Research

##### **San Diego Zoo**

##### **Infectious Disease Control and Bioresource Banking for the Amphibian Extinction Crisis.**

This application is included as an example of living collection research. This research is based on standards and sampling across animal populations, and will establish protocols based on best practices within the zoological field.

#### Collaborative Planning Grant - Demonstration

##### **Santa Barbara Botanical Garden**

##### **Assessing the Need for a Model Irrigation Project**

This planning grant application is included as an example of establishing benchmark steps for planning and testing, and clearly explains what the possible NLG application could be for future submission.

### **Library Examples:**

#### Project Grant - Advancing Digital Resources

##### **New York Public Library Astor, Lenox and Tilden Foundations**

##### **Homework NYC Widgets: A Decentralized Approach To Homework Help By Public Libraries**

This application is included as an example of a project that builds off of activities previously funded by and IMLS planning grant. It has a thorough needs assessment and provides a good example of project design and evaluation narrative. Applicant clearly communicates the benefits to numerous communities.

#### Project Grant - Demonstration

##### **University of Florida, Center for Library Automation**

##### **Towards Interoperable Preservation Repositories (TIPR)**

A great example of a collaborative partnership between geographically diverse organizations. This application is a good example of the demonstration category as it builds upon previous research activity and existing best practices. It seeks to take theory into practice, monitoring the results and evaluating the process. The activities are clearly lined out and the applicant efficiently communicates the goals.

Project Grant - Research

**University of North Texas, School of Library and Information Sciences, Texas Center for Digital Knowledge  
High-Throughput Workflow for Computer-Assisted Human Parsing of Biological Specimen Label Data**

Although highly technical, this application is effectively written and is accessible to even the layman reader. It decisively states the research problem, the specific research questions being explored in the project and the expected deliverables. Its project plan is clear and communicates definitively each step of the project. The dissemination section identifies the broad audience for this research and specific venues for sharing research results, including a project website.

Project Grant – Library and Museum Collaboration

**Oregon Museum of Science and Industry**

**Beyond Fact: Making Science Accessible Through Dialogue and Deliberation**

This application is provided as an example of a library and museum collaboration with a clear partnership agreement on issues like division of responsibilities. The benefits to both organizations from this partnership are explicitly defined. Additionally, the proposal includes ample details on anticipated impacts of the proposed activity, an evaluation strategy, and plans for dissemination and sustainability.

Collaborative Planning Grant – Advancing Digital Resources

**University of Oregon Libraries**

**Planning for Northwest-Wide Access to Digitized Primary Sources**

This application is a good example of a large-scale collaboration. It has a solid needs assessment and clearly defined goals for the project.

Hopefully, these sample narratives will be useful to you as models for structuring a proposal for your institutional needs. If you have questions, please contact either Mary Estelle Kennelly at (202) 653-4636, [mekennelly@imls.gov](mailto:mekennelly@imls.gov) or Jennifer Headley at (202) 653-4702, [jheadley@imls.gov](mailto:jheadley@imls.gov) for museum led projects and for library led projects contact Rachel Frick at (202)-653-4667, [rfrick@imls.gov](mailto:rfrick@imls.gov) or Mary Allen at (202)653-4687, [mallen@imls.gov](mailto:mallen@imls.gov). We would be happy to assist you and discuss any questions you have as you develop your proposal. The application deadline for the 2010 National Leadership Grant program is February 1, 2010.

Applications for NLG are available from the grants.gov website ([www.grants.gov](http://www.grants.gov)). We look forward to receiving your application.