INSTITUTE of Museum and Library SERVICES

Panel Review Criteria at a Glance – Museum Grants for African American History and Culture

PROJECT JUSTIFICATION

- Is the project clearly explained?
- Is the need, problem, or challenge to be addressed clearly identified and supported by relevant evidence?
- Are the people who will benefit from the project clearly identified, and have they been involved in planning the project?
- Are the collections and/or records that are the focus of the project and their current condition described and quantified in sufficient detail, if applicable?
- Are the performance goals and intended results well formulated and achievable?
- Are the ways in which the project enhances the capacity of the institution specific, actionable, and measurable?

PROJECT WORK PLAN

- Are the proposed activities informed by appropriate theory and practice?
- Do the identified staff, partners, consultants, and service providers possess the experience and skills necessary to complete the work successfully?
- Is the schedule of work realistic and achievable?
- Are the time, personnel, and financial resources identified appropriate for the scope and scale of the project?
- Does the institution provide evidence of its capacity to carry out the project activities and meet the cost-share requirement? (*Note that cost share is not permitted in proposals submitted at the $5,000-$25,000 funding level*.)
- Is the proposed evaluation methodology appropriate for project activities? Will it result in valid, reliable, and generalizable findings?
- Is a clear methodology described for tracking the project's progress and adjusting course when necessary?
- Is there an effective plan for communicating results and/or sharing discoveries?

PROJECT RESULTS

- Are the project's intended results and performance indicators clearly articulated, appropriate and realistic?
- Is the plan to effect meaningful change in knowledge, skills, behaviors, and/or attitudes solidly grounded and appropriately structured?
- Will the tangible products be useful?
- Is there a reasonable and practical plan for sustaining the benefits of the project beyond the conclusion of this grant?

Goals of the Museum Grants for African American History and Culture Program

- How will the project improve care of collections, develop professional management, or provide internship or fellowship opportunities at an African American museum and/or HBCU?