



# IMLS Office of Museum Services

## Choosing a Funding Opportunity for FY2021

August 2020

Welcome to the IMLS Office of Museum Services informational webinar, “Choosing a Funding Opportunity for Fiscal Year 2021.” Our goal in this presentation is to provide basic information to help you decide which IMLS funding program is most likely to be the best fit for your project idea and your institution.

# Companion Webinars

PRE-RECORDED OVERVIEW WEBINAR  
Choosing a Funding Opportunity

PRE-RECORDED PROGRAM WEBINARS  
Available September 2020

Native American/Native Hawaiian Museum Services Program

Museums for America

National Leadership Grants for Museums

Inspire! Grants for Small Museums

Museum Grants for African American History and Culture

Museums Empowered



To access recordings and transcripts, visit <https://www.ims.gov/webinars> and click on On-Demand Webinars.

This is one of a series of pre-recorded webinars designed to help you find the information you need to create a competitive application for IMLS museum funding.

Once you decide on a grant program, we encourage you to watch the specific webinar for that program. These webinars will be available in September and can be accessed at the URL above by clicking On-Demand Webinars.

# Presentation Overview

1. IMLS Vision, Mission, and Strategic Plan
2. Eligibility
3. Funding Programs and Opportunities
4. Finding Information Online
5. Registering
6. Contacts
7. Summary



In this presentation, we'll be addressing these topics:

First, we'll consider the IMLS vision, mission, and strategic plan. Becoming familiar with them will help you understand why our grant programs are structured the way they are and why we ask you as an applicant to address certain issues in your application.

Second, we'll address basic institutional eligibility criteria to help you make good preliminary decisions about which program to pursue.

Next, we'll present basic information about our funding programs and opportunities.

We'll show you where to find specific information on the IMLS website.

Then, we'll talk about the three registrations you must have in place in order to apply for a grant, and we'll stress how important it is to get this done well in advance of the grant deadline.

Finally, we'll share our contact information and invite you to get in touch with us with any questions you might have or simply to talk about your project ideas.



## IMLS Vision and Mission

**VISION:** A nation where museums and libraries work together to transform the lives of individuals and communities.

**MISSION:** The mission of IMLS is to advance, support, and empower America's museums, libraries, and related organizations through grantmaking, research, and policy development.

IMLS's vision and mission statements were adopted as part of the agency's current strategic plan. Both emphasize that IMLS is here to support museums and libraries in their work of serving their communities.

IMLS's vision is a nation where museums and libraries work together to transform the lives of individuals and communities.

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

# IMLS Strategic Plan

**Goal 1, Promote Lifelong Learning:** IMLS supports learning and literacy for people of all ages through museums and libraries.

**Goal 2, Build Capacity:** IMLS strengthens the capacity of museums and libraries to improve the well-being of their communities.

**Goal 3, Increase Public Access:** IMLS makes strategic investments that increase access to information, ideas, and networks through libraries and museums.



Download a copy at  
<https://www.ims.gov/sites/default/files/publications/documents/ims-strategic-plan-2018-2022.pdf>.

Much like your own institution's strategic plan, IMLS's identifies goals that help us achieve our vision and accomplish our mission. There are three programmatic goals that drive our grantmaking, and you will see these concepts referenced in much that we will talk about today as well as in the guidance for preparing grant applications.

Goal 1 makes it clear that IMLS supports engaging learning experiences in museums for people of all ages and interests.

Goal 2 specifies that IMLS helps strengthen the capacity of museums to improve the well-being of their communities by exploring methods of and implementing new approaches to community collaboration.

Goal 3 confirms that IMLS supports the stewardship of museum collections at institutions of all types and invests in tools, technology, and training that enable people of all backgrounds and abilities to discover and use museum collections and resources.

To learn more about our current strategic plan, please download a copy from our website.

If your organization is...	Then consider applying for ...					
	Museums for America	Museums Empowered	Inspire! Grants for Small Museums	National Leadership Grants for Museums	Museum Grants for African American History & Culture	Native American/ Native Hawaiian Museum Services Program
<ul style="list-style-type: none"> <li>A museum</li> <li>A nonprofit agency responsible for operating a museum</li> </ul>	X	X	X	X		
<ul style="list-style-type: none"> <li>A museum whose primary purpose is African American life, art, history, and/or culture</li> <li>A museum service organization or association that supports museums devoted to African American life, art, history, and/or culture</li> <li>An Historically Black College or University</li> </ul>					X	
<ul style="list-style-type: none"> <li>A federally recognized Indian tribe</li> <li>An Alaskan Native village or corporation</li> <li>A non-profit organization that primarily serves and represents Native Hawaiians</li> </ul>						X
<ul style="list-style-type: none"> <li>An organization or association that engages in activities designed to advance the well-being of museums and the museum profession</li> <li>An institution of higher education</li> </ul>				X		

So, who is eligible to apply for an IMLS grant? Each of our grant programs has a slightly different set of eligibility criteria. Some of these relate to governance systems, some relate to geography, and some relate to institutional mission. It's crucial, therefore, that you check the Notice of Funding Opportunity for each program in which you are interested. To get you started, however, we are making some very broad suggestions here.

Find your institution type in the column on the left, and then check out the grant programs corresponding to the X's in the columns on the right.

When you have identified a grant program of interest, take time to explore the eligibility criteria that are presented in the Notice of Funding Opportunity.

## Who is eligible to apply for museum grants?

### **"Museums" include:**

- aquariums
- arboretums
- art museums
- botanical gardens
- children's/youth museums
- general museums
- historic houses/sites
- history museums
- natural history/ anthropology museums
- nature centers
- planetariums
- science/technology centers
- specialized museums
- zoological parks

### **Other eligible organizations include:**

- colleges and universities
- organizations that serve museums
- federally recognized Native American tribes
- organizations that serve Native Hawaiians

**Museums may stand alone as independent organizations or they may be administered by a governing body (e.g. college, university, tribe, or a state or local government).**

***Be sure to check specific  
Notice of Funding Opportunity (NOFO)  
for details.***

As you saw on the previous slide, several of our grant programs specify "museum" as an eligible type of organization. To answer the question, "What types of institutions are included in the term 'museum,'" we share this list. However, the list is NOT exhaustive. Even if your organization's name does not include the word "museum," you may still be eligible if you meet the requirements as set out in the Notice of Funding Opportunity.

Please take note that museums as defined here may stand alone as independent organizations or they may be administered by a governing body, such as a college, university, tribe, or a state or local government.



## Other Requirements for Museums

In addition to meeting governance and geographic requirements, to qualify as a “museum,” an organization must also:

- use a professional staff;
- be organized on a permanent basis for essentially educational or aesthetic purposes;
- own or use tangible objects, either animate or inanimate;
- care for these objects; AND
- exhibit these objects to the general public on a regular basis, at least 120 days a year, through facilities that it owns or operates.

To explore that point just a bit further, in addition to meeting governance and geographic requirements, to qualify as a “museum,” an organization must also:

- use a professional staff;
- be organized on a permanent basis for essentially educational or aesthetic purposes;
- own or use tangible objects, either animate or inanimate;
- care for these objects; and
- exhibit these objects to the general public on a regular basis, at least 120 days a year, through facilities that it owns or operates.

For the FY2021 deadline, due to closures resulting from COVID-19, applicants have three ways in which to meet the 120 days open eligibility requirement. First, you can measure the 120 days in the time period immediately before submitting your application, second, you can measure the 120 days in the previous calendar year or, third, you can measure 120 days in a year that ends the day of your shutdown.

For more details on each of these points, please take a look at the Eligibility Information in any given grant program’s Notice of Funding Opportunity.



## Who is not eligible to apply?

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

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



Entities that are not eligible to apply can be partners or third-party service providers.

There are some organizations that cannot apply for IMLS grants.

These include federally funded institutions, for-profit organizations, and foreign countries or organizations. It also includes individuals.

While these entities cannot apply for an IMLS grant, there is no rule against their participating as partners or providing services to a grant-funded project.



## Funding Programs and Opportunities

### Assessment Programs

- Museum Assessment Program
- Collections Assessment for Preservation

### Grant Programs

- Museums for America
- Museums Empowered
- Inspire! Grants for Small Museums
- National Leadership Grants for Museums
- Museum Grants for African American History and Culture
- Native American/Native Hawaiian Museum Services Program

Let's turn now to the funding programs and opportunities that we offer. These include two assessment programs: the Museum Assessment Program and the Collections Assessment for Preservation program, and six grant programs:

Museums for America  
Museums Empowered  
Inspire! Grants for Small Museums  
National Leadership Grants for Museums  
Museum Grants for African American History and Culture  
Native American/Native Hawaiian Museum Services Program



## Museum Assessment Program (MAP)



American  
Alliance of  
Museums

**Program Goals:** To help small and mid-sized museums of all types strengthen operations, plan for the future, and meet professional standards

**Five Assessment Types:** Organizational, Collections Stewardship, Education & Interpretation, Community & Audience Engagement, and Board Leadership

**Applications available:** September 2020

**Applications due:** February 1, 2021

**Administered by:** American Alliance of Museums, Washington DC

**Visit:** <https://www.aam-us.org/map>

**Call:** 202.289.9118

**Email:** [map@aam-us.org](mailto:map@aam-us.org)

The Museum Assessment Program, or MAP, is funded by IMLS and managed by the American Alliance of Museums in Washington DC. It is available to small and mid-sized museums of all types, and its purpose is to help organizations strengthen their operations, plan for the future, and meet professional standards through self-study and a consultative site visit from an expert peer reviewer. MAP participants can choose from five assessment types.

This basic strategic and holistic **Organizational Assessment** helps a museum look at its operations primarily from the perspective of how well activities, resources, and mission align with each other, and with professional ethics, practices, and standards.

The **Collections Stewardship Assessment** focuses on practical, ethical, and strategic collections issues and activities related to the care and management of a museum's collections per professional practices and standards.

The **Education & Interpretation Assessment** helps a museum evaluate how well it is carrying out its educational role and mission, meeting core standards for education and interpretation. This assessment also looks at the museum's educational content creation and delivery from the perspective of diversity, equity, accessibility, and inclusion.

The **Community & Audience Engagement Assessment** focuses on the museum's awareness and understanding of, and relationship with, its various communities and audiences; and their perception of, and experience with the museum.

The advanced **Board Leadership Assessment** is for private non-profit museums with policy-making boards and paid staff which are looking for guidance on how to strengthen their institution and ensure its long-term success through more effective leadership-oriented governance.

To learn more, please visit [www.aam-us.org/map](http://www.aam-us.org/map) or call 202-289-9118. Applications will be available in September 2020 and will be due on February 1, 2021. To be notified when the application and full program details are released, please send your contact information to [map@aam-us.org](mailto:map@aam-us.org).

# Collections Assessment for Preservation (CAP) for Museums

**Program Goals:** To provide small and mid-sized museums with prioritized recommendations for improving the care of their collections

**Applications available:** TBD

**Applications due:** TBD

**Administered by:** The Foundation for Advancement in Conservation (FAIC), Washington DC

**Visit:** [www.culturalheritage.org/cap](http://www.culturalheritage.org/cap)

**Call:** 202.452.9545

**Email:** [cap@culturalheritage.org](mailto:cap@culturalheritage.org)



Also funded by IMLS and administered by the Foundation for Advancement in Conservation in Washington DC, the Collections Assessment for Preservation, or CAP program provides small and mid-sized museums with support for general conservation assessments. Through self-study and an onsite visit by a collections conservation specialist as well as a building specialist, CAP can assist your institution by helping you decide how to invest limited funding and staff time; facilitating the development of a long-term preservation plan, and serving as a fundraising tool for conservation projects.

Applications should be available this fall, and the anticipated deadline is TBD. For detailed information about the application process and what happens during and after the CAP process, please visit [www.culturalheritage.org/cap](http://www.culturalheritage.org/cap), call 202-452-9545, or email [cap@culturalheritage.org](mailto:cap@culturalheritage.org).

# Museums for America

Program Goal	To strengthen the ability of an individual museum to serve its public
Project Categories	<ul style="list-style-type: none"> <li>▪ Lifelong Learning</li> <li>▪ Community Anchors</li> <li>▪ Collections Stewardship and Access</li> </ul>
Deadline	November 16, 2020
Duration	1-3 years
Funding	\$5,000-\$250,000
Cost Share	1:1 required
Pre-Recorded Webinar	Available September 2020



There are six IMLS museum grant programs, and we'll touch briefly on each of them. Again, our goal today is to get you on your way in choosing the right program for your needs.

Museums for America, or MFA, is our largest grant program, receiving the largest number of applications each year and the one through which we make the largest number of awards. The overall goal of the program is to support activities that strengthen the abilities of museums to serve the public. As an applicant, you must align your project with one of the agency's goals by choosing a project category. Your options are: Lifelong Learning, Community Anchors, and Collections Stewardship and Access, reflecting the programmatic goals of IMLS's strategic plan.

The deadline for FY2021 applications is November 16, 2020, which is new this year. Grant requests may range from \$5,000 to \$250,000 for projects scheduled to last from 1 to 3 years; projects must begin on September 1, 2021.

MFA requires a 1:1 cost share. This means that for every dollar you request from IMLS, you must plan to provide an additional dollar in cash from a non-federal source, staff or volunteer time, or third-party in-kind contributions.

We highly recommend going to the IMLS website ([www.imls.gov](http://www.imls.gov)) and accessing the MFA pre-recorded webinar which will be available in September 2020. Once you have listened to the webinar, should you have additional questions, feel free to contact one of the Senior Program Officers assigned to this program.



# Museums Empowered



Program Goal	To provide professional development and internal capacity-building opportunities for museums
Project Categories	<ul style="list-style-type: none"> <li>▪ Digital Technology</li> <li>▪ Diversity and Inclusion</li> <li>▪ Evaluation</li> <li>▪ Organizational Management</li> </ul>
Deadline	November 16, 2020
Duration	1-3 years
Funding	\$5,000-\$250,000
Cost Share	1:1 required
Pre-Recorded Webinar	Available September 2020

Museums Empowered is a special initiative of Museums for America. Its goal is to support staff capacity-building projects that use professional development to generate systemic change within a museum.

Potential projects should address one of four project categories:

- Digital Technology for museum staff to fully explore, understand, and optimize the use of digital technology in museums
- Diversity and Inclusion for museum staff to develop cultural competency and support museum relevancy in their communities
- Evaluation to expand museum staff's evaluation capacity in audience research and program evaluation, and
- Organizational Management for museum staff to learn best practices in organizational management, strategic thinking, innovation and managing change

The deadline for applications to Museums Empowered this year is November 16, 2020. Grant requests may range from \$5,000 to \$250,000 for projects scheduled to last from 1 to 3 years. Projects must begin on September 1, 2021.

Museums Empowered requires a 1:1 cost share. This means that for every dollar you request from IMLS, you must plan to provide an additional dollar in cash from a non-federal source, staff or volunteer time, or third-party in-kind contributions.

We highly recommend going to the IMLS website ([www.imls.gov](http://www.imls.gov)) and accessing the Museums Empowered pre-recorded webinar which will be available in September 2020. Once you have listened to the webinar, should you have additional questions, feel free to contact the Senior Program Officer assigned to this program.



# Inspire! Grants for Small Museums

Program Goal

To support small museums in addressing priorities identified in their strategic plans

Project Categories

- Lifelong Learning
- Community Anchors
- Collections Stewardship and Access

Deadline

November 16, 2020

Duration

1-2 years

Funding

\$5,000-\$50,000

Cost Share

None required

Pre-Recorded Webinar

Available September 2020



Inspire! Grants for Small Museums, another special initiative of Museums for America program, is designed specifically to help small museums address the priorities identified in their strategic plans. As an applicant, you must align your project with one of three project categories: Lifelong Learning, Community Anchors, or Collections Stewardship and Access.

The deadline is November 16, 2020. Grant requests may range from \$5,000 to \$50,000 for projects scheduled to last from 1 to 2 years, and no cost share is required. Projects must begin September 1, 2021.

We highly recommend going to the IMLS website ([www.imls.gov](http://www.imls.gov)) and accessing the Inspire! Grants for Small Museums pre-recorded webinar which will be available in September 2020. Once you have listened to the webinar, should you have additional questions, feel free to contact one of the IMLS staff assigned to this program.

# National Leadership Grants for Museums



Program Goal	To address critical needs of the museum field and to advance museum practice		
Project Categories	<ul style="list-style-type: none"> <li>Collections Stewardship and Access</li> <li>Data and Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>Digital Platforms and Applications</li> <li>Diversity and Inclusion</li> <li>Professional Development</li> </ul>	
Deadline	November 16, 2020		
Duration	1 year	1-3 years	
Funding Levels	\$5,000-\$50,000	\$50,000-\$1 mil	\$50,000-\$1 mil
Cost Share	Rapid Prototyping Projects: None required	Research projects: None required	Non-research projects: 1:1 required
Pre-Recorded Webinar	Available September 2020		

National Leadership Grants for Museums support projects that address critical needs of the museum field and have the potential to advance practice in the profession so that museums can improve services for the American public. We invest in leaders—institutions and partnerships—that understand the challenges and opportunities facing the field and devise plans to move the field forward by producing and making available new tools, resources, research findings, and models.

You can choose to submit applications under one of five project categories: Collections Stewardship and Access; Data and Evaluation; Digital Platforms and Applications; Diversity and Inclusion; and Professional Development. Each is described fully in the National Leadership Grants for Museums Notice of Funding Opportunity.

You will also pick one of three funding levels. As the slide shows, each has its own funding request range, cost share requirement, and grant period duration.

- Rapid prototyping projects allow you to try an innovative solution to a field-wide challenge that requires funding to rapidly develop, test, iterate, and retest.
- Research projects pose questions of importance to the field and use accepted research methodologies to collect, analyze, and share the data that answers those questions.
- Non-research projects support larger scale efforts that result in tools and resources for the field.

The deadline for National Leadership Grants for Museums applications is November 16,

2020, and projects must begin September 1, 2021.

We highly recommend going to the IMLS website ([www.ims.gov](http://www.ims.gov)) and accessing the National Leadership Grants for Museums pre-recorded webinar which will be available in September 2020. Once you have listened to the webinar, should you have additional questions, feel free to contact the Senior Program Officer assigned to this program.

# Museum Grants for African American History and Culture

Program Goal	To build the capacity of African American museums and to support the growth and development of museum professionals at African American museums and HBCUs	
Deadline	November 16, 2020	
Duration	1-3 years	
Funding Levels	\$5,000-\$50,000	\$50,001-\$250,000
Cost Share	None required	1:1 required
Pre-Recorded Webinar	Available September 2020	



The goal of Museum Grants for African American History and Culture is to build the capacity of African American museums and to support the growth and development of museum professionals at African American museums and Historically Black Colleges and Universities.

The deadline for FY2021 applications is November 16, 2020, and projects must begin September 1, 2021.

There are two funding levels in AAHC and each has its own cost share requirement. For projects requesting \$5,000-\$50,000, no cost share is required. For projects requesting \$50,001-\$250,000, a 1:1 cost share is required. This means that for every dollar you request from IMLS, you must plan to provide an additional dollar in cash from a non-federal source, staff or volunteer time, or third-party in-kind contributions.

Projects may be scheduled to last from 1 to 3 years.

We highly recommend going to the IMLS website ([www.imls.gov](http://www.imls.gov)) and accessing the AAHC pre-recorded webinar which will be available in September 2020. Once you have listened to the webinar, should you have additional questions, feel free to contact the Senior Program Officer assigned to this program.

## Native American/Native Hawaiian Museum Services Program

Program Goal	To enhance museum services to sustain heritage, culture, and knowledge among Indian tribes and organizations serving Native Hawaiians
Deadline	November 16, 2020
Duration	1-2 years
Funding	\$5,000-\$100,000
Cost Share	None required
Pre-Recorded Webinar	Available September 2020



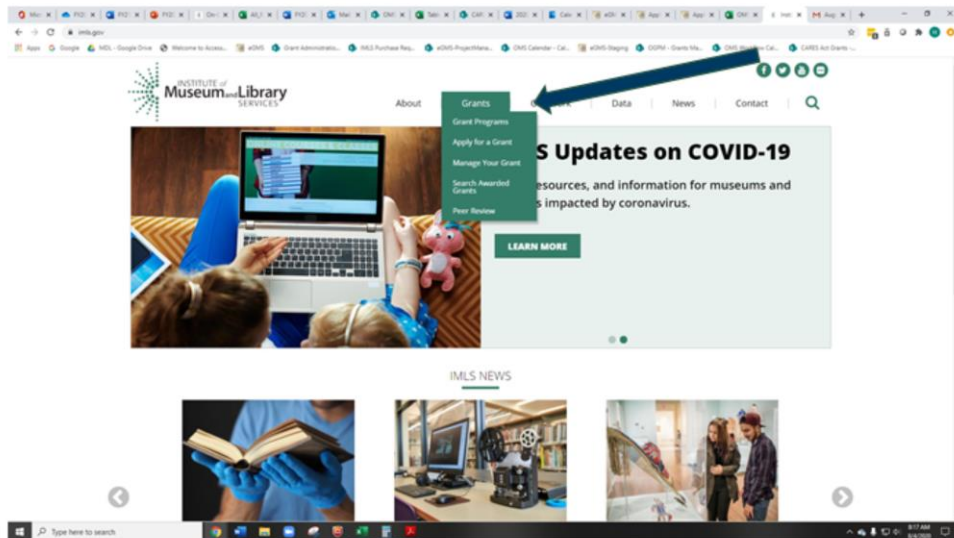
The goal of Native American/Native Hawaiian Museum Services Program is to enhance museum services in order to sustain heritage, culture, and knowledge among Indian tribes and organizations serving Native Hawaiians. This program has very specific eligibility criteria, so make sure to review the details if you are interested in applying.

The deadline for FY2021 applications is November 16, 2020, and projects must begin September 1, 2021. Grant requests may range from \$5,000 to \$100,000 for projects scheduled to last from 1 to 2 years, and no cost share is required.

We highly recommend going to the IMLS website ([www.imls.gov](http://www.imls.gov)) and accessing the NANH pre-recorded webinar which will be available in September 2020. Once you have listened to the webinar, should you have additional questions, feel free to contact the Senior Program Officer assigned to this program.



# Finding Information: www.ims.gov



To find more information relevant to creating a competitive proposal, your first stop should be our website—www.ims.gov. Click on "Grants" in the menu bar for a set of options that provide information on our grant programs.

<p>Grant Programs</p> <p><b>Apply for a Grant</b></p> <p>Eligibility Criteria</p> <p>Sample Applications</p> <p>Notices of Funding Opportunities</p> <p>Outcome Based Evaluations</p> <p>Manage Your Grant</p> <p>Search Awarded Grants</p> <p>Peer Review</p>	<h2>Eligibility Criteria</h2> <p>Each grant program has specific eligibility requirements. The links below provide general eligibility criteria for museums, libraries, and tribal organizations, but please note that additional organizations may be eligible for grants under certain programs. Additionally, ineligible organizations may still be able to participate in grant programs through partnerships with eligible organizations. Please see Applications and Guidelines for specific information.</p> <ul style="list-style-type: none"> <li>&gt; Museums</li> <li>&gt; Libraries</li> <li>&gt; Tribal Organizations</li> </ul>	<h2>Sample Applications</h2> <h3>Museums for America</h3> <h4>Learning Experiences</h4> <ul style="list-style-type: none"> <li>• Marble Kids Museum (PDF, 1.14 MB)</li> <li>• New York Historical Society (PDF, 394 KB)</li> <li>• Walker Art Center (PDF, 611 KB)</li> <li>• Oakland Museum of California (PDF, 576 KB)</li> <li>• Peñon Museum (PDF, 292 KB)</li> <li>• New Bedford Whaling Museum (PDF, 450 KB)</li> <li>• Mütter Museum (PDF, 1 MB)</li> <li>• Oregon Museum of Science (PDF, 576 MB)</li> <li>• Amory Center for the Arts (PDF, 485 MB)</li> <li>• Brooklyn Botanic Garden (PDF, 402 KB)</li> </ul> <h4>Community Anchors and Catalysts</h4> <ul style="list-style-type: none"> <li>• Denver Art Museum (PDF, 619 KB)</li> <li>• Chicago History Museum (PDF, 803 KB)</li> <li>• Woodland Park Zoo (PDF, 850 KB)</li> <li>• EdVenture (PDF, 1.2 MB)</li> </ul> <h4>Collections Stewardship and Public Access</h4> <ul style="list-style-type: none"> <li>• Missouri Historical Society (PDF, 1.1 MB)</li> <li>• Museum of the City of New York (PDF, 3.23 MB)</li> <li>• South Carolina State Museum (PDF, 810 KB)</li> <li>• Arizona State Museum (PDF, 542 KB)</li> <li>• Berkeley Art Museum and Pacific Film Archive (PDF, 361 KB)</li> <li>• Marshall M. Fredericks Sculpture Museum (PDF, 120 KB)</li> <li>• Cincinnati Zoo and Botanical Garden (PDF, 940 MB)</li> </ul>
	<h2>Notices of Funding Opportunities</h2> <p>Application forms and Notices of Funding Opportunities (Grant Program Guidelines) for the current fiscal year are made available approximately 90 days before the grant deadline. Until that time, applications and guidelines from the previous year are available for your reference, but you must use the current fiscal year application when you apply.</p>	
	<h2>Application Forms</h2> <p>Links to application forms are provided below for your convenience. Applicants must download the application package from Grants.gov in order to apply. Consult program Notice of Funding Opportunity to determine which forms are needed for your application. For best results, download the forms to your computer and work on them outside of your internet browser.</p>	
	<h2>Awarded Grants Search</h2> <p>Grant Program: <input type="text"/></p> <p>Program Categories: <input type="text"/></p> <p>Institution Name: <input type="text"/></p> <p>City: <input type="text"/></p> <p>State: <input type="text"/></p> <p>Recipient Type: <input type="text"/></p> <p>Issue Areas: <input type="text"/></p> <p>Keywords: <input type="text"/></p> <p>Log Number: <input type="text"/></p> <p>Fiscal Year: <input type="text"/></p> <p>Sort Options: <input type="text"/></p> <p>Apply</p> <p>Download CSV   Download DOC</p>	<h2>Peer Review</h2> <p>All proposals submitted for IMLS competitive awards are reviewed by library and museum professionals who know the needs of communities, can share promising practices, and are well-versed in the issues and concerns of museums and libraries today. Peer reviewers dedicate their time and expertise to advance the highest professional practices in the field. The IMLS review process is well respected, and the success of our grant programs is largely due to the expertise of our reviewers.</p> <ol style="list-style-type: none"> <li>1. Familiarize yourself with IMLS grant programs. <a href="#">Read the Notices of Funding Opportunities</a>.   <a href="#">Read Sample Applications</a>.</li> <li>2. Learn about the review process. <a href="#">Access guidance for peer reviewers by grant program</a>.</li> <li>3. Submit your information</li> </ol>

Here, you'll be able to explore eligibility criteria, access the Notices of Funding Opportunities which provide full instructions for preparing an application, and download sample applications. You'll also be able to access the required application forms, search our database of previously awarded grants, and find out how to apply to become an IMLS peer reviewer.

# Registering

## Free Access to Changes in Your D&B Scores and Ratings

Get CreditSignal and monitor changes to your D&B scores and ratings, ensuring you have up-to-date business credit information on your company.

[Learn More](#)

### Try DNBI Free

See how Dun & Bradstreet can help you intelligently manage credit risk. No commitment or credit card required.

[Free Trial](#)

### Account Based Marketing

Introducing a next generation platform that empowers marketers to activate always-on omni channel campaigns.

[Learn More](#)

### Request D&B CoAction Demo

See how Dun & Bradstreet's industry-leading platform can dramatically improve your company's A/R processes.

[Get Started](#)

## D-U-N-S® Number

[www.dnb.com](http://www.dnb.com)

For assistance, call  
Dun & Bradstreet at  
844.236.9435.

At this juncture, we want to draw your attention to three registration requirements—DUNS, SAM.gov, and Grants.gov. Your registrations must be complete and up to date in order for you to submit an application to IMLS or to receive an award. If you're starting from scratch, it's important to know that you must complete these registrations in sequence.

First, you must have a DUNS number. Dun & Bradstreet (D&B) provides this unique nine-digit identification number FREE for all businesses required to register with the Federal government for contracts or grants. If you have a DUNS number, be sure you know it. If you don't have one, please visit [www.dnb.com](http://www.dnb.com) to learn how to get one.



# Registering

**SAM**  
SYSTEM FOR AWARD MANAGEMENT

A NEW WAY TO SIGN IN - If you already have a SAM account, use your SAM email for login.gov. [Log In](#)  
[Login.gov FAQs](#)

HOME SEARCH RECORDS DATA ACCESS CHECK STATUS ABOUT HELP

**ALERT:** SAM.gov will be down for scheduled maintenance Saturday, 04/12/2014, from 8:00 AM to 1:00 PM (EDT).

**ALERT:** CAGE is currently experiencing a high volume of registrations, and is working them in the order in which they are received. When your registration is assigned to a CAGE Technician, you will be contacted by CAGE, if necessary, for any additional information.

**ALERT:** Due to scheduled CAGE maintenance, SAM registrations may encounter error validating a CAGE Code. If this happens, please try again after 9 PM (EDT), Sunday, 04/06/2014.

The System for Award Management (SAM) is an official website of the U.S. government. There is no cost to use SAM. You can use this site for FREE to:

- Register to do business with the U.S. government
- Update or renew your entity registration
- Check status of an entity registration
- Search for entity registration and exclusion records

**Getting Started**

Create A User Account Register Entity Search Records

Start by creating a SAM user account. After creating your SAM user account, log in to register to do business with the U.S. government. Do a public search for existing entity registration records or exclusion records. Federal users can log in to see additional information.

**GSA**  
IBM P-100007-1014  
WWW.GSA.GOV

Search Records Disclaimers FAPIS.gov  
Data Access Accessibility GSA.gov/IAE  
Check Status Privacy Policy GSA.gov  
About USA.gov  
Help

This is a U.S. General Services Administration Federal Government computer system that is "FISIR OFFICIAL USE ONLY." This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.

## SAM Registration

[www.sam.gov](http://www.sam.gov)

For SAM issues, call  
the Federal Service Desk at  
866.606.8220  
Monday-Friday  
8 am to 8 pm Eastern Time

Second is SAM—which stands for System for Award Management.

Registering with SAM is also FREE. It can be time consuming, and it is different from DUNS in that you must renew your registration each year to keep it active. Because SAM.gov registrations vary in their expiration dates, check your status early on and take action to ensure you are registered and your registration is active.

Begin with the website and use the FAQs to answer questions. If you have further SAM issues, call the Federal Service Desk at 866-606-8220, Monday through Friday, 8 a.m. to 8 p.m. Eastern Time.

# Registering



## Grants.gov Registration

[www.grants.gov](http://www.grants.gov)

For Grants.gov help, call 800.518.4726 (available 24/7 except federal holidays), visit <https://www.grants.gov/web/grants/support.html> or email [support@grants.gov](mailto:support@grants.gov).

The third place you must be registered is Grants.gov, the portal through which all applications for IMLS grants must be submitted. To register, you must have an active SAM.gov status, and of course, a DUNS number.

The Grants.gov website is extensive, and their help capabilities are numerous and well-staffed. Begin with the website and its FAQs, but if you need additional help you may call their help line at 800-518-4726, which is available 24/7 except on federal holidays; visit their support page at the website listed here, or email them at support at grants dot gov.



## IMLS Office of Museum Services

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Finally, here is a list of the names, email addresses, and direct phone numbers for program staff in the Office of Museum Services. We encourage you to contact us with any questions you might have about choosing a funding opportunity or any other aspect of the grant application process. We'll be very happy to help.



## Summary

- IMLS's vision, mission, and strategic plan are at the core of its grantmaking.
- FY2021 funding opportunities include two assessment programs and six grant programs.
- Each grant program has its own set of eligibility requirements.
- Each grant program supports particular types of projects aligning with programmatic goals.
- Applications to all IMLS museum grant programs are due November 16, 2020.
- All projects supported through the FY2021 funding opportunities must have a start date of September 1, 2021.
- Helpful information, staff contacts, and Notices of Funding Opportunities are on the IMLS website, [www.ims.gov](http://www.ims.gov).
- Get a **DUNS number** and register early with **SAM.gov** and **Grants.gov**. Know the user names and passwords.
- Listen to the pre-recorded webinars for programs for which you intend to apply. Find the recorded versions and transcripts of all our webinars here: <https://www.ims.gov/webinars>.

This brings us to the end of the information we set out to share with you in this webinar, but let's take a minute to summarize what we hope you will take away.

First, IMLS's vision, mission, and strategic plan are at the core of its grantmaking. You would be well-served to consider these in thinking about your project for which you will be seeking IMLS support.

Funding opportunities in FY2021 include two technical assessment programs and six grant programs.

Each grant program has its own set of **eligibility requirements**, and you should consider these early on in the process of selecting a grant program.

Each grant program supports particular **types of projects** aligning with programmatic goals. Be sure that you choose the grant program with goals that match your project's intent.

Applications to all IMLS museum grant programs are due November 16, 2020, and all projects supported through the FY2021 funding opportunities must have a start date of September 1, 2021.

Our website—[www.ims.gov](http://www.ims.gov)—provides a wealth of information to help you create a competitive grant application. Start your explorations there.

It is very important to get a DUNS number and to register early with SAM.gov and Grants.gov. If you are already registered, be sure you know the user names and passwords you'll need well in advance of the day you submit your application.

And lastly, you should listen to the recorded versions and transcripts of all our webinars on our website at <https://www.ims.gov/webinars>.

**Thank you for your interest in IMLS funding programs and opportunities, and for checking out this webinar. Good luck, and we look forward to seeing your application in November.**

Thank you and good luck!