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To save the slides: Go to File, then Save, and select Whiteboard. Be sure to save the slides as a .pdf!

To turn on closed captioning: Go to the top menu and select Window > Show Closed Captioning.

To ask a question: Type your question in the chat box. We will hold a Q&A session at the end of the presentation.

All participants will be muted during the presentation. If you encounter any technical issues, please type your question in the chat box and someone will assist you.



Native American and Native Hawaiian Library Services

Performance Measures Webinar

September 26, 2018



What Will We Cover Today?

- Reporting and related resources
- Performance reporting
- Evaluation
- Performance Measures

Reporting

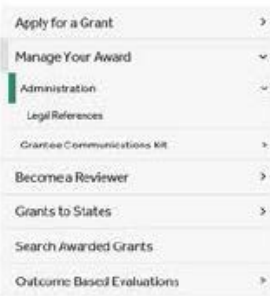
Reporting

- Provides transparency and accountability for grantees
- Informs IMLS and elected officials how the funds are being used and what is successful
- Allows IMLS to evaluate program effectiveness
- Provides project examples to other grantees and potential applicants

Reporting Resources



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[Home](#) • [Grants](#) • [Manage Your Award](#) • [Grant Administration](#)

GRANT ADMINISTRATION

On this page: [Getting Started](#) | [Interim Reporting](#) | [Final Reporting](#) | [Requesting Payment](#)

Find all of the documents and forms needed to administer your award. If you need the definition of common grant administration terms, please check the [Glossary to Support Grant Reporting](#) (PDF, 56 KB).

Getting Started

Please read the General Terms and Conditions for IMLS Discretionary Awards. It is your responsibility to be familiar with this document and to comply with its requirements.

The award date is listed on your Official Award Notification. It is not the same date as when the project begins.

- **Award date after October 1, 2010** - [General Terms and Conditions for IMLS Discretionary Grant and Cooperative Agreement Awards for Awards Made After October 1, 2010](#) (PDF, 246 KB)
- **Award date between March 1, 2017 and September 30, 2018** - [General Terms and Conditions for IMLS Discretionary Grant and Cooperative Agreement Awards for Awards Made After March 1, 2017](#) (PDF, 283 KB)
- **Award date between March 1, 2016 and February 28, 2017** - [General Terms and Conditions for IMLS Discretionary Grant and Cooperative Agreement Awards for Awards Made After March 1, 2016](#) (PDF, 279 KB)
- **Award date between December 26, 2014 and February 29, 2016** - [General Terms and Conditions for IMLS Discretionary Grant and Cooperative Agreement Awards For Awards Made After December 26, 2014](#) (PDF, 345 KB)
- **Award date before December 26, 2014** - [General Terms and Conditions for Awards Made Before December 26, 2014](#) (PDF, 664 KB)

Performance Reporting

- Use the forms provided on the IMLS website
- Describe both project successes and challenges
- Describe changes, such as budget amendments, extensions, and personnel changes with or without IMLS approval
- Tell us about the outcomes

Evaluation

Surveys & Data >

Evaluations >

Evaluation Resources

Research Guidance >

[Home](#) > [Research & Evaluation](#) > Evaluation Resources

EVALUATION RESOURCES

IMLS is committed to helping libraries and museums provide evidence-based knowledge of the value of innovative museum and library services. IMLS is also committed to strengthening standards that can be widely used to support library and museum success at the program, organizational, and community levels. Resources listed below provide program planning tools, evaluation definitions, and methodologies and case examples of sound evaluation practices—some are familiar, while others have not been widely used by museums and libraries in the past. All will help us communicate the public value of IMLS's grants and grantees.

Read more about our [Outcome Based Evaluations](#).

Questions regarding the resources listed below can be directed to Matt Birnbaum at mbirnbaum@imls.gov or 202-653-4760.

General Guides for Program Evaluation and Outcome Monitoring

- [Designing Evaluations 2012 Revision, Government Accounting Office](#) [#] (PDF, 721 KB)
- Outcome Monitoring Guidebooks, The Urban Institute
 - [Finding Out What Happened to Former Clients](#) [#]
 - [Developing Community-wide Outcome Indicators for Specific Services](#) [#]
 - [Surveying Clients about Outcomes](#) [#]
 - [Using Outcome Information](#) [#]
 - [Analyzing Outcome Information](#) [#]
- [Templates for Creating a Logic Model, University of Wisconsin Extension](#) [#]
- [The Program Manager's Guide to Evaluation, Administration on Children, Youth, and Families, Department of Health and](#)

Developing an Evaluation Plan

- Reflect on your overall performance goal(s)
- Identify primary beneficiaries
- Describe:
 - any changes or consequences that will occur (what data tells you)
 - methods of analyzing data and judging effectiveness
 - staff qualifications
 - plans for monitoring effectiveness and making corrections
 - how you will use results
 - how you will share results

Developing an Evaluation Plan Outline

Goal	Beneficiaries	Changes or Consequences	Data Collection and Analysis	Staff	Monitoring	Sharing Results
Design and implement a year-long coding program for high school students to inspire them to pursue STEM careers	Local high school students who come to the library after school to hang out	Students who do not know how to code will acquire basic coding skills; students who have some familiarity with coding will increase their skills and familiarity with two programs	Before, during, and at end of program: 1) self-perception survey (student understanding of own confidence and abilities) and 2) task-based assessment (demonstration of abilities)	The librarian will oversee both the development of survey and task because of her prior work with local students and her own experience coding	In addition to administering the survey and task, the librarian and a consultant will meet monthly to review student progress through brief quizzes and discussion with students and then adjust activities to match the skills and abilities of the students	Tara and the consultant will share their findings with the students and interested parents/guardians and IMLS staff through informal emails and the final report and other tribal librarians at the ATALM conference

Quick note: Budget Implications

- Consultants, staff
- Supplies
- Incentives for participants
- Conference attendance

Performance Measures

IMLS Performance Measurement



New in FY2016 Museum Grant Applications: Performance Measurement

Thursday, October 29, 2015
April 29, 2016

By Dr. Connie Cox Bodner
Supervisory Grants Management Specialist, IMLS

We don't have to look very far to see a reference to performance these days. We have performance goals at work; our kids are asked to complete performance tasks on standardized tests; and we monitor our favorite athlete's performance in the most recent game. So it should come as no surprise that performance measurement has made its way into the language of IMLS guidance for writing an application for funding support. Beginning with FY2016 grant applications, IMLS asks you to take measuring performance into account as you plan your project and to make specific plans to gather and report information to us when your project is finished.



Performance Measurement and Your Original Application

IMLS PROGRAM INFORMATION SHEET

Refer to the Notice of Funding Opportunity for descriptions of these options and instructions for how to make selections.

3. Grant Program

- a. Laura Bush 21st Century Librarian Program
1. Select one:
- Planning Grant
 - National Forum Grant
 - Project Grant
 - Research Grant
2. Select one:
- Pre-professional
 - Masters-level and Doctoral-level Programs
 - Early Career Development
 - Continuing Education
3. Select one:
- Community Anchors
 - National Digital Platform
 - Curating Collections
- b. National Leadership Grants for Libraries
1. Select one:
- Sparks Grant
 - Planning Grant
 - National Forum Grant
 - Project Grant
 - Research Grant
2. Select one:
- Community Anchors
 - National Digital Platform
 - Curating Collections
- c. Native American/Native Hawaiian Library Services
1. Select one:
- Native American Basic Grant
 - Native American Enhancement Grant
 - Native Hawaiian Library Services
- d. Museums for America
1. Select one:
- Learning Experiences
 - Community Anchors
 - Collections Stewardship
2. Select one:
- \$5,000-\$25,000 with no cost share permitted.
 - \$25,001-\$250,000 with cost share required.
- e. Museums Empowered (an IFA Special Initiative)
1. Select one:
- Digital Technology
 - Diversity and Inclusion
 - Evaluation
 - Organizational Management
2. Select one:
- \$5,000-\$25,000 with no cost share permitted.
 - \$25,001-\$250,000 with cost share required.
- f. National Leadership Grants for Museums
1. Select one:
- Advancing Digital Assets and Capacity
 - Collection Care and Access
 - Diversity and Inclusion
 - Professional Development
2. Select one:
- Non-research grant, \$50,000-\$1,000,000 with cost share required.
 - Research grant, \$50,000-\$1,000,000 with no cost share required.
 - Rapid prototyping grant, \$5,000-\$50,000 with no cost share required.
- g. Museum Grants for African American History and Culture
1. Select one:
- \$5,000-\$25,000 with no cost share permitted.
 - \$25,001-\$150,000 with cost share required.
- h. Native American/Native Hawaiian Museum Services

4. Performance Goals

Select one of the following three IMLS agency-level goals: (a) Learning, (b) Community, or (c) Content and Collections. Then select at least one of the performance goals listed beneath it:

- a. Learning
- Train and develop museum and library professionals
 - Support communities of practice
 - Develop and provide inclusive and accessible learning opportunities
- b. Community
- Strengthen museums and libraries as essential partners in addressing the needs of their communities
- c. Content and Collections
- Broaden access and expand use of the Nation's content and collections
 - Improve management of the Nation's content and collections
 - Improve preservation, conservation, and care of the Nation's content and collections

If you select a performance goal listed beneath Learning or Community for your project, click here to review the specific performance measure statement choices and the information you will be required to collect for each.

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Performance Measurement and Your Original Application

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Performance Measure Statements and Information



PERFORMANCE MEASURE STATEMENTS AND INFORMATION FOR LEARNING AND COMMUNITY PROJECTS

Performance Measure Statements and Information to be Collected and Reported for Learning and Community Projects

On the Program Information Sheet, you selected an [IMLS agency-level goal](https://www.imls.gov/sites/default/files/publications/documents/strategicplan2012-16_brochure.pdf) (https://www.imls.gov/sites/default/files/publications/documents/strategicplan2012-16_brochure.pdf) of Learning or Community with which your project best aligns, and you selected at least one performance goal that reflects a measurable change or outcome that you intend for your project to achieve.

Below is a list of pre-determined performance measure statements that will help IMLS document the collective achievements of the Learning and Community projects we fund.

	Survey Respondent: Program/Project Participants	Data to be Collected
Train and develop museum and library professionals.	My understanding has increased as a result of this program/training: Strongly Agree Agree Neither Agree, nor Disagree Disagree Strongly Disagree	<ul style="list-style-type: none"> • Number of participants • Number of total responses • Number of responses per answer option • Number of non-responses
	My interest in this subject has increased as a result of this program/training: Strongly Agree Agree Neither Agree, nor Disagree Disagree Strongly Disagree	<ul style="list-style-type: none"> • Number of participants • Number of total responses • Number of responses per answer option • Number of non-responses
	I am confident I can apply what I learned in this program/training: Strongly Agree Agree Neither Agree, Nor Disagree Disagree Strongly Disagree	<ul style="list-style-type: none"> • Number of participants • Number of total responses • Number of responses per answer option • Number of non-responses

Developing an Evaluation Plan Outline

Goal	Beneficiaries	Changes or Consequences	Data Collection and Analysis	Staff	Monitoring	Sharing Results
<p>Design and implement a year-long coding program for high school students</p> <p>[IMLS Agency Goal #1: Learning: Develop and provide inclusive and accessible learning opportunities]</p>	<p>Local high school students who come to the library after school</p>	<p>Students who do not know how to code will acquire basic coding skills; students who have some familiarity with coding will increase their skills and familiarity with two programs</p>	<p>Before, during, and at end of program:1) self-perception survey (student understanding of own confidence and abilities) and 2) task-based assessment (demonstration of abilities) [My understanding of how to code has increased as a result of this program...]</p>	<p>The librarian will oversee both the development of the survey and task because of her prior work with local students and her own experience coding</p>	<p>In addition to administering the survey and task, Tara and the consultant will meet monthly to review student progress through brief quizzes and discussion and then adjust activities to match the skills and abilities of the students</p>	<p>The librarian and the consultant will share their findings with the students and their parents as well as with IMLS staff through informal emails and the final report and other tribal librarians at the ATALM conference</p>



Performance Measures and Your Final Report

For **Learning and Community** projects

Performance Measure Statement	Survey Respondent	No. of Participants	No. Total Responses	No. Responses Per Answer Option				No. Non Responses
				Strongly Disagree	Disagree	Agree	Strongly Agree	

For **Content and Collections** projects, proceed directly to Question 20b.

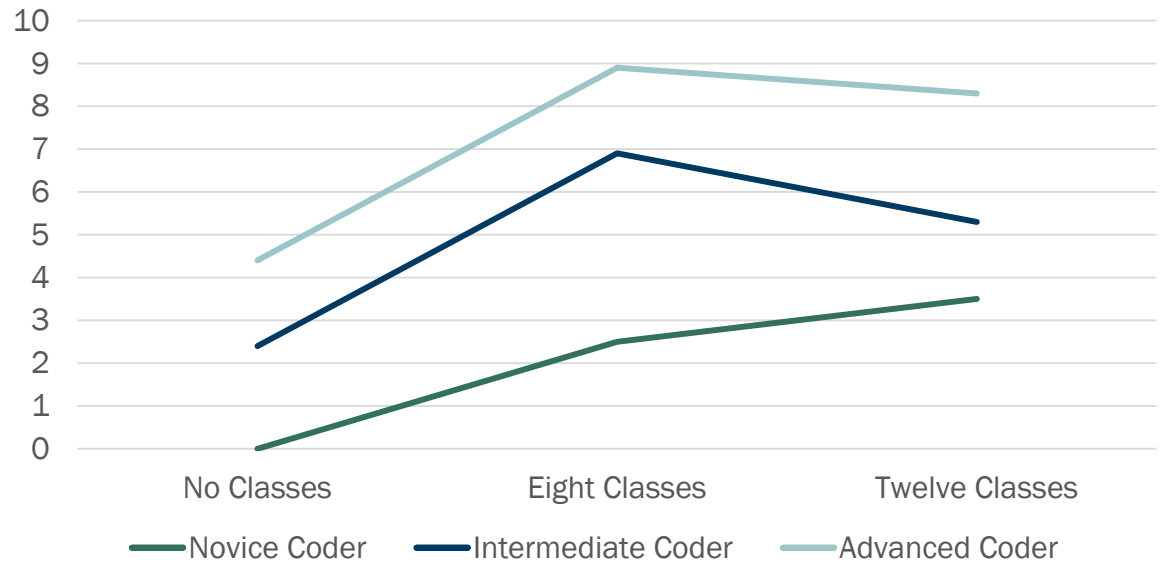
b. Program and Project-Level Results

Intended Result(s)	Actual Result(s)	Explanation of Any Variance



Final Thought: Outputs vs. Outcomes

Results



Questions?



Contact Us

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Notice of Funding Opportunity: <https://www.imls.gov/sites/default/files/fy18-ols-nagb-nofo.pdf>