Dear Colleague:

Below, please find sample narratives, schedule of completion, and summary budget forms from successful applications from the 2011 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.

Applications address a particular challenge within the museum or library field and include plans for disseminating resulting models, resources, and findings. Each of the samples was selected to illustrate a specific aspect of a good application in any category. In addition, sample applications from 2010 are also available on our website.

Museum Examples:

Project Grant - Advancing Digital Resources
Indianapolis Museum of Art
TourML and TAP: A Toolkit Supporting Museum Mobile Experiences
This proposal has a well-articulated need and clear goals to meet the need. The narrative indicates that the applicant has done thorough research on the topic and knows about current practice in the field. The resources section indicates strong involvement of the leaders in this field. Note that IMLS provided a partial award so some proposed activities may not match the dollar amounts in the summary budget.

Project Grant – Demonstration
Children's Museum of Manhattan
Built to Learn
This Demonstration grant describes an ambitious and innovative partnership between public, private, and service organizations. It shows leader in the way it reimagines the role museums can play in communities. The needs assessment is strong and shows buy-in within the field. They demonstrate that the model they will create is one eagerly sought by the children's museum community. Note that IMLS provided a partial award so some proposed activities may not match the dollar amounts in the summary budget.

Project Grant – Research
Memphis Zoo
Development of Assisted Reproductive Technologies for Endangered North American Amphibians: Phase II Salamanders
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 described the complex topic. Note that IMLS provided a partial award so some proposed activities may not match the dollar amounts in the summary budget.

Library Examples

Project Grant - Advancing Digital Resources
Cornell University
Enabling Data Sharing and Discovery with the DataStaR Semantic Platform
This application is included as an example of a project that speaks to a specific strategic need across a wide range of academic disciplines, and specifically within research libraries that support scholars. The proposal includes a high-level needs assessment with national and international contexts, and citations from current relevant professional literature to prove the validity of the need this project will address. An impact statement clearly identifies the project's intended target audiences and beneficiaries. Dissemination and Sustainability sections briefly outline specific venues for reaching target audiences, and continuing the project's impact beyond the period when the IMLS grant support for the project would end.

Project Grant – Demonstration
University of Illinois at Urbana-Champaign
The Student/Library Collaborative: Toward Transformative Mobile Library Services
This demonstration identifies an existing gap in services academic libraries provide to students, and proposes a highly innovative approach to addressing the problem. A thorough literature review supports the applicant's argument that the problem is real, and contextualizes the proposed activities in relation to other past and current activities in libraries, to highlight the differences between this project and anything else that has been tried previously. Potential impacts are presented in a manner that explains how successful outcomes of this project could influence and improve practice in numerous libraries across the country. The proposal also provides a detailed list of deliverables and a clear, sequential project plan, including an explanation of how the project's outcomes will be evaluated.

Project Grant – Research
Portland State University
Tutor-Facilitated Digital Literacy Acquisition in Hard-to-Serve Populations
This research proposal used supporting statistical data and other information such as current scholarly literature citations, to prove that key questions remain unanswered in the field of adult learning. A focused research proposal is provided, clearly listing the questions investigators hope to answer, and provides a detailed description of the research methodology, including details such as what data will be gathered and how, what types of data analysis will be performed, and how quality control will be maintained in all aspects of the investigation. The proposal identifies key audiences who would benefit from having the posed research questions answered, the potential national impact these answers can make on current library practice, and a communication plan for ensuring target audiences are aware of the research. The project work plan includes information about all project staff qualifications, as well as the roles and responsibilities of each staff member and each partner organization.

<u>Project Grant – Library and Museum Collaboration</u>
Heart of Brooklyn Cultural Institutions, Inc.
Building Strong Community Networks
This project fully embodies the concept of the Library and Museum Collaboration category by establishing project goals that support and facilitate cross-institutional operations. This application provides a very good example of a project that conducted an assessment and effectively communicated a need based on findings. The project piloted over fifteen formal group discussions between organizational leadership, staff and numerous community stakeholders. Five satellite cities also participated and were comprised of museum and library professionals from Pittsburgh, Philadelphia, Minneapolis-St. Paul, Denver and Columbus. Two clear action items emerged from this assessment that is guiding the development of a new paradigm for cultural and community collaboration. The national impact of this project is clear and concise in the way it is stated. Readers can easily interpret this portion of the narrative to determine its significance to a national audience. The project design was developed to directly address the findings from the needs assessment and is written in a way that allows the reader to easily connect the stated need with the work of 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 Helen Wechsler at (202) 653-4779, hwechsler@imls.gov or Tim Carrigan at (202) 653-4639, tcarrigan@imls.gov for museum led projects and for library led projects contact Chuck Thomas at (202) 653-4663, cthomas@imls.gov, Anthony D. Smith at (202) 653-4768, asmith@imls.gov, or Kathy Mitchell at (202) 653-4687, kmitchell@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 2012 National Leadership Grant program is February 1, 2012.

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