

# PROGRAM INFORMATION SHEET - PAGE ONE

## 1. Applicant Information

a. Legal Name (5a from Face Sheet): \_\_\_\_\_

b. Organizational Unit (if different from Legal Name): \_\_\_\_\_

c. Organizational Unit Address

Street1: \_\_\_\_\_ Street2: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_

State: \_\_\_\_\_ Zip+4/Postal Code: \_\_\_\_\_

d. Web Address: **http://**\_\_\_\_\_

e. Type of Institution (check one):

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Academic Library                                   | <input type="checkbox"/> Library Association                                | <input type="checkbox"/> School Library, or School District applying on behalf of a School Library or Libraries |
| <input type="checkbox"/> Aquarium   | <input type="checkbox"/> Library Consortium                                 | <input type="checkbox"/> Science/Technology Museum  |
| <input type="checkbox"/> Arboretum/Botanical garden                         | <input type="checkbox"/> Museum Library                                     | <input type="checkbox"/> Special Library  |
| <input type="checkbox"/> Art Museum   | <input type="checkbox"/> Museum Services Organization/ Association          | <input type="checkbox"/> Specialized Museum**   |
| <input type="checkbox"/> Children's/Youth Museum                            | <input type="checkbox"/> Native American Tribe/Native Hawaiian Organization | <input type="checkbox"/> State Library  |
| <input type="checkbox"/> Community College                                  | <input type="checkbox"/> Natural History/Anthropology Museum                | <input type="checkbox"/> State Museum Agency  |
| <input type="checkbox"/> Four-year College                                  | <input type="checkbox"/> Nature Center                                      | <input type="checkbox"/> State Museum Library   |
| <input type="checkbox"/> General Museum*                                    | <input type="checkbox"/> Planetarium  | <input type="checkbox"/> Zoo  |
| <input type="checkbox"/> Graduate School of Library and Information Science | <input type="checkbox"/> Public Library                                     | <input type="checkbox"/> Institution of higher education other than listed above                                |
| <input type="checkbox"/> Historic House/Site                                | <input type="checkbox"/> Research Library/Archives                          | <input type="checkbox"/> Other, please specify: _____   |
| <input type="checkbox"/> Historically Black College or University           |   |   |
| <input type="checkbox"/> History Museum                                     |   |   |

\*A museum with collections representing two or more disciplines equally (e.g., art and history)

\*\*A museum with collections limited to one narrowly defined discipline (e.g., textiles, stamps, maritime, ethnic group)

## 2. Grant Program or Grant Program Category

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> <b>a. 21st Century Museum Professionals</b>         | <input type="checkbox"/> <b>d. Museum Grants for African American History and Culture</b> | <input type="checkbox"/> <b>g. Native American/Native Hawaiian Library Services</b>                    |
| <input type="checkbox"/> <b>b. Conservation Project Support</b>              | <input type="checkbox"/> <b>e. Museums for America</b>                                    | <input type="checkbox"/> Basic Grant only  |
| <input type="checkbox"/> General Conservation Survey                         | <input type="checkbox"/> Sustaining Cultural Heritage                                     | <input type="checkbox"/> Basic Grant with Education/Assessment Option                                  |
| <input type="checkbox"/> Detailed Conservation Survey                        | <input type="checkbox"/> Supporting Lifelong Learning                                     | <input type="checkbox"/> Enhancement Grant   |
| <input type="checkbox"/> Environmental Survey                                | <input type="checkbox"/> Serving as Centers of Community Engagement                       | <input type="checkbox"/> Native Hawaiian Library Services  |
| <input type="checkbox"/> Environmental Improvements                          | <input type="checkbox"/> <b>f. National Leadership Grants</b>                             | <input type="checkbox"/> <b>h. Native American/Native Hawaiian Museum Services</b>                     |
| <input type="checkbox"/> Treatment   | Select Museum or Library:   | <input type="checkbox"/> Programming   |
| <input type="checkbox"/> Research  | <input type="checkbox"/> Museum   | <input type="checkbox"/> Professional Development  |
| <input type="checkbox"/> Training  | <input type="checkbox"/> Library  | <input type="checkbox"/> Enhancement of Museum Services  |
| <input type="checkbox"/> Impact Project                                      | Select Grant Category:  | <input type="checkbox"/> <b>i. Partnership for a Nation of Learners Community Collaboration Grants</b> |
| <input type="checkbox"/> <b>c. Laura Bush 21st Century Librarian Program</b> | <input type="checkbox"/> Building Digital Resources                                       |  |
| <input type="checkbox"/> Master's-level Programs                             | <input type="checkbox"/> Library and Museum Community Collaboration Grant                 |  |
| <input type="checkbox"/> Doctoral-level Programs                             | Research and Demonstration:   |  |
| <input type="checkbox"/> Pre-professional Programs                           | <input type="checkbox"/> Research   |  |
| <input type="checkbox"/> Research (early career development)                 | <input type="checkbox"/> Demonstration  |  |
| <input type="checkbox"/> Research (other than early career development)      | <input type="checkbox"/> Collaborative Planning Grant                                     |  |
| <input type="checkbox"/> Continuing Education                                |   |  |
| <input type="checkbox"/> Programs to Build Institutional Capacity            |   |  |

# PROGRAM INFORMATION SHEET - PAGE TWO

### 3. Request Information

a. IMLS funds requested: \_\_\_\_\_ b. Cost share amount: \_\_\_\_\_

### 4. Museum Profile (Museum Applicants only)

a. Is the institution either a unit of state or local government or a private not-for-profit organization that has tax-exempt status under the Internal Revenue Code and that is organized on a permanent basis for essentially educational or aesthetic purposes?  Yes  No

b. Does the institution own or use tangible objects, whether animate or inanimate?  Yes  No

c. Does the institution care for tangible objects, whether animate or inanimate?  Yes  No

d. Are these objects exhibited by the institution to the general public on a regular basis through facilities the institution owns or operates?  Yes  No

e. Is the institution open and exhibiting tangible objects to the general public at least 120 days a year through facilities the institution owns or operates?  Yes  No

Institution's attendance for the 12-month period prior to the application: Onsite: \_\_\_\_\_ Offsite: \_\_\_\_\_

Year the institution was first open and exhibiting to the public: \_\_\_\_\_

Total number of days the institution was open to the public for the 12-month period prior to application: \_\_\_\_\_

f. Does the institution employ at least one professional staff member, or the full-time equivalent, whether paid or unpaid, who is primarily engaged in the acquisition, care, or exhibition to the public of tangible objects owned or used by the institution?  Yes  No

Number of full-time paid institution staff: \_\_\_\_\_ Number of full-time unpaid institution staff: \_\_\_\_\_

Number of part-time paid institution staff: \_\_\_\_\_ Number of part-time unpaid institution staff: \_\_\_\_\_

g.

Fiscal year	Revenue/ Support income	Expenses/ Outlays	Budget deficit (if applicable)*	Budget surplus (if applicable)*
Most recently completed FY				
Second most recently completed FY				

\*If Institution has a budget deficit or surplus for either of the two most recently completed fiscal years, please explain the circumstances of this deficit or surplus in the Text Responses section of the application.

### 5. Public Broadcasting Licensee Information (Partnership for a Nation of Learners Grants only)

a. Nonfederal financial support (NFFS) for the most recently completed fiscal year: \_\_\_\_\_ \$0.00

b. CPB CSG ID# \_\_\_\_\_

### 6. Native Hawaiian Organization Eligibility (Native American/Native Hawaiian Programs only)

Is the institution an eligible not-for-profit organization that primarily serves and represents Native Hawaiians (as defined in Title 20 U.S.C. Section 7517; if yes, see Proof of Eligibility requirements)?  Yes  No

## PROGRAM INFORMATION SHEET - PAGE THREE

### 7. Institutional Profile (Native American Library Services Grants only)

- a. Number of hours per week the library collection is accessible to patrons:
- b. Number of staff dedicated full-time to library operations:
- c. Number of staff with part-time library duties:
- d. Number of holdings (books, journals, media):
- e. Number of circulation transactions per year:
- f. Does library staff have access to the Internet?  Yes  No
- g. Does the library provide public access to the Internet?  Yes  No
- h. Amount of operating budget for library services in most recently completed fiscal year: \$ \_\_\_\_\_
- i. Identify which of the following activities will be supported by grant funds (check all that apply):
- Expand services for learning and access to information and educational resources.
  - Develop library services that provide all users with access to information.
  - Provide electronic and other linkages between and among all types of libraries.
  - Develop public and private partnerships with other agencies and community-based organizations.
  - Target library services to help increase the access and the ability to use information resources for individuals of diverse backgrounds, with disabilities, or with limited functional literacy or information skills.
  - Target library and information services to help increase the access and the ability to use information resources for persons having difficulty using a library, and for underserved urban and rural communities.
- j. Maintenance of Effort (check the appropriate response):
- FY 2007 expenditures will equal or exceed previous 12-month grant period. Maintenance of effort is assured.
  - FY 2007 expenditures will not equal or exceed previous 12-month expenditure. Maintenance of effort is not assured.
  - Maintenance of effort does not apply.

### 8. Collection and Material Information (Conservation Project Support Grants only)

a. Type of Collection

- Nonliving                       Natural History/Anthropology
- Animals, living               Plants, living

b. Types of Materials. Use a scale from 1 (primarily affected) to 4 (minimally affected) to show which collection types are primarily affected by the project:

- |   |   |  |
|---|---|--|
| ___ aeronautics, space/airplanes            | ___ horological (clocks)                        | ___ photography, negatives                 |
| ___ animals, live                           | ___ landscape features, constructed             | ___ photography, prints                    |
| ___ animals, preserved                      | ___ machinery                                   | ___ physical science projects              |
| ___ anthropologic, ethnographic             | ___ maritime, historic ships                    | ___ plants, live                           |
| ___ archaeological                          | ___ medals                                      | ___ plants, preserved                      |
| ___ books                                   | ___ medical, dental, health,<br>pharmacological | ___ sculpture, indoor                      |
| ___ ceramics, glass, metals, plastics       | ___ military, including weapons                 | ___ sculpture, outdoor                     |
| ___ documents, manuscripts                  | ___ motion picture, audiovisual                 | ___ textiles and costumes                  |
| ___ furniture/wooden objects                | ___ musical instruments                         | ___ tools                                  |
| ___ geological, mineral,<br>paleontological | ___ numismatics (money)                         | ___ toys and dolls                         |
| ___ historic buildings                      | ___ paintings                                   | ___ transportation, excluding<br>airplanes |
| ___ historic sites                          | ___ philatelic (stamps)                         | ___ works of art on paper                  |

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**Burden Estimate and Request for Public Comments:** Public reporting burden for this collection of information is estimated to average 20 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comment regarding this burden estimate or any other aspect of this collection of information, including suggestion for reducing this burden, to the Institute of Museum and Library Services, Chief, Information Officer, 1800 M Street, NW, 9<sup>th</sup> Floor, Washington, DC 20036-5802, and to the Office of Management and Budget, Paperwork Reduction Project (3137-xxxx), Washington, DC 20503.