

Dear [Non-Respondent],

I am writing on behalf of the Institute of Museum and Library Services (IMLS) about the Laura Bush 21st Century Grant (LB21) Program. IMLS has contracted with an outside third party from ICF International to independently evaluate this program. As a former grantee of this program, we are hoping you will talk with this contracted evaluator in order to help IMLS and the library field as a whole identify best practices and learn valuable lessons from past grant making done in this program. We are interested in understanding your motivations for seeking the grant, how you used the grant, and any sustained benefits the grant provided. The telephone interview will take no longer than an hour and will be scheduled at your convenience. Your cooperation is very important, and we ask for your participation in the interview.

ICF International already attempted to reach you by telephone and email earlier this summer in beginning to schedule the interview with you. However, ICF has told IMLS that it was unable to successfully communicate with you by telephone. Can you please contact Dr. Elizabeth (Elise) Van Winkle from ICF International or Dr. Matthew (Matt) Birnbaum, IMLS's Evaluation Officer with a correct telephone number and email address for scheduling the interview?

Elise Van Winkle
ICF International
(w) 703-225-2934

ElizabethVanWinkle@icfi.com

Matt Birnbaum
IMLS
(w) 202-653-4760

mbirnbaum@imls.gov

Thank you again for your participation in this matter. If you have further questions or comments, please do not hesitate to contact Elise or Matt.

Sincerely,

Bob Horton
Assistant Deputy Director