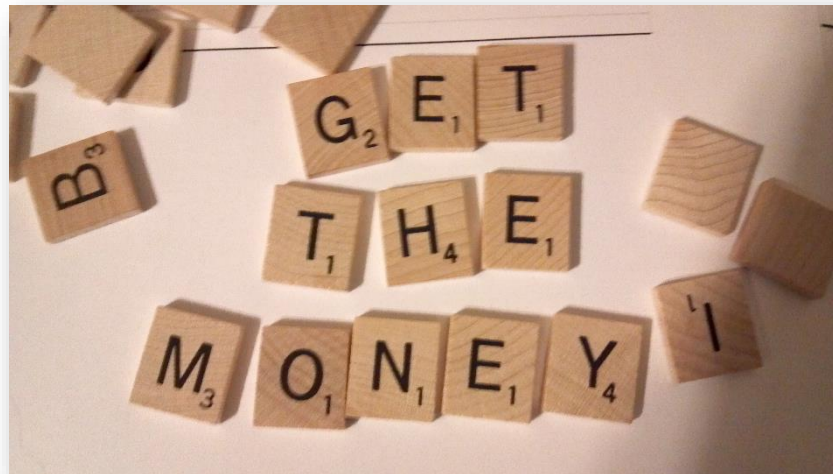


Museums for America Funding for Collections Stewardship 24 February 2016



Overview

- Museums for America (MFA) Program Goals
- Eligibility Requirements
- Types of Projects Supported
- Funding Levels and Matching Requirements
- Allowable and Unallowable Costs
- Tips for Success



MFA Program Goals

Museums for America supports projects that strengthen the ability of an individual museum to serve its public.



What is a “museum”?

- Aquariums
- Arboretums
- Art museums
- Botanical gardens
- Children’s/youth museums
- General museums (two or more significant disciplines)
- Historic houses/sites
- History museums
- Natural history/anthropology museums
- Nature centers
- Planetariums
- Science/technology centers
- Specialized museums (single distinct subject)
- Zoological parks

Eligibility Requirements

To be eligible for Museums for America grants, you must...

- **Be either a unit of state or local government, or a private nonprofit organization that has tax-exempt status under the Internal Revenue Code;**
- **Be located in one of the 50 states, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau**
- **Qualify as a museum that**
 - a. uses a professional staff;**
 - b. is organized on a permanent basis for essentially educational or aesthetic purposes;**
 - c. owns or uses tangible objects, either animate or inanimate;**
 - d. cares for these objects; AND**
 - e. exhibits these objects to the general public on a regular basis through facilities that it owns or operates.**

OR

- **Qualify as a public or private nonprofit agency which is responsible for the operation of a museum as defined above**

Eligibility Requirements

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

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



MFA Project Categories

Three IMLS programmatic strategic goals define MFA project categories. You will choose one for your project.



Learning Experiences: IMLS supports the unique ability of museums to empower people of all ages through experiential learning and discovery.



Community Anchors: IMLS promotes the role of museums as essential partners in addressing the needs of their communities by leveraging their expertise, knowledge, physical space, technology, and other resources.



Collections Stewardship: IMLS supports the exemplary management, care, and conservation of museum collections, as well as their broadened access and expanded use.

Project Categories: Collections Stewardship

MFA Collections Stewardship projects might include:

- Planning for collections management, care, and conservation
- Cataloguing, inventorying, documenting, and registration
- Developing and enhancing collections databases
- Digitization activities designed to improve collections management and/or to broaden access and expand use of collections
- Conservation surveys and treatments
- Rehousing collections
- Environmental improvements for collections storage/exhibit areas
- Training of staff, volunteers and interns in collections management, care, and/or conservation



Recently Funded Projects

Grant Number	Organization	Focus/Activities
MA-30-15-0257-15	Matthaei Botanical Gardens & Nichols Arboretum, University of Michigan	Digitally map and document condition of aging historic collection
MA-30-15-0269-15	University of Colorado Museum of Natural History	Digitize 1,100 fossils from its Paleogene mammal collection
MA-30-15-0281-15	San Diego Natural History Museum	Upgrading its current database for its 1.2 million paleontology research specimens
MA-30-15-0336-15	University of California Museum of Paleontology	Digitizing and making web accessible data and catalogue specimens in its collection of Washakie Basin/Bitter Creek of SW Wyoming
MA-30-14-0324-14	University of Colorado Museum of Natural History	Imaging and georeferencing its vascular flora and cryptograms; transcribing labels into digital format
MA-31-15-0210-15	Fernbank Science Center	Rehousing and relocating its collection of bird study skins, bird eggs, mammal study skins, insect specimens, and other natural history specimens; updating database

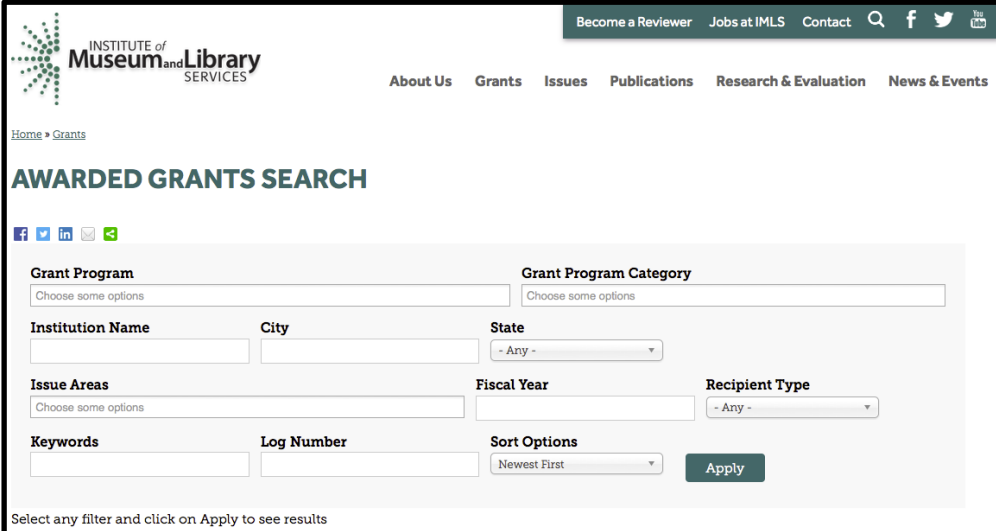
Recently Funded Projects

Grant Number	Organization	Focus/Activities
MA-30-15-0491-15	American Museum of Natural History	Rehousing, conserving, cataloging, and databasing recently acquired Mapes Collection of marine fossils
MA-31-15-0435-15	Missouri Botanical Garden	Purchasing 30 herbarium cabinets for bryophyte collection
MA-30-15-0392-15	Centennial Museum and Gardens, University of Texas	Organizing biodiversity/natural history collections and entering associated data into updated centralized database
MA-30-15-0276-15	Bailey-Matthews National Shell Museum	Processing, identifying, cataloging, label-printing, and online posting of mollusks, shells, and associated materials
MA-30-15-0096-15	Rochester Museum and Science Center	Consolidating, reorganizing, and rehousing zoology collections; updating database
MA-30-14-0313-14	L.C. Bates Museum	Conserving 63 ornithological mounts and their associated case housing and a large blue marlin caught by Ernest Hemingway; hosting collections-care themed workshops for the public

Recently Funded Projects

Reading a grant number:

- **MA:** Museums for America
- **30** or **31:** Collections Stewardship (05 before 2013)
- **15:** Fiscal Year in which application was submitted
- **1234:** Individual application
- **15:** Awarded status



The screenshot shows the 'AWARDED GRANTS SEARCH' page on the IMLS website. The page features a search form with the following fields and options:

- Grant Program:** Choose some options
- Grant Program Category:** Choose some options
- Institution Name:** Text input field
- City:** Text input field
- State:** Dropdown menu with '- Any -' selected
- Issue Areas:** Choose some options
- Fiscal Year:** Text input field
- Recipient Type:** Dropdown menu with '- Any -' selected
- Keywords:** Text input field
- Log Number:** Text input field
- Sort Options:** Dropdown menu with 'Newest First' selected

An 'Apply' button is located to the right of the search fields. Below the form, a message reads: 'Select any filter and click on Apply to see results'.

For more information on any of these awarded grants and to look up others, please see **SEARCH AWARDED GRANTS** at <https://www.imls.gov/grants/awarded-grants> and search by grant lot number, grant program name, institution name, city, state, and/or keyword.

FY2015 Museums for America

	Number of Applications	Number of Awards	Funds Requested	Funds Awarded
Learning Experiences	245	91	\$27,769,737	\$10,339,048
Community Anchors	65	19	\$6,853,257	\$1,981,291
Collections Stewardship	211	92	\$19,280,499	\$7,886,766
TOTAL	521	202	\$53,903,493	\$20,207,105

Funding Levels and Matching Requirements



HOW MUCH MAY I REQUEST?

Option 1: \$5,000-\$25,000 with **no cost share** permitted

Option 2: \$25,001-\$150,000 with 1:1 cost share required

HOW MANY APPLICATIONS MAY I FILE?

If you choose **Option 1**, you are limited to **one** application in the FY2017 MFA grant program.

If you choose **Option 2**, there is no limit on the number of applications your museum may submit to MFA.

Allowable Costs

Examples of allowable costs

- personnel salaries, wages, and fringe benefits
- travel expenses
- materials, supplies, software, and equipment
- HVAC equipment to improve collections environments
- consultant fees
- publication design and printing
- design, technical support, printing, non-construction labor
- staff and volunteer training
- internships/fellowships
- contracts and subcontracts
- indirect or overhead costs



Unallowable Costs

Examples of unallowable costs

- general museum fundraising costs
- contributions to endowments
- general museum operating support
- acquisition of collections
- general advertising or public relations costs
- construction and renovation of museum facilities
- exhibit fabrication that involves contract labor of the construction trades
- reconstruction or renovation of historic sites
- social activities, ceremonies, receptions, or entertainment
- pre-award costs



Digital Stewardship Supplementary Information Form

Resource Federal Agencies Digitization Guidelines Initiative (www.digitizationguidelines.gov)

DIGITAL STEWARDSHIP SUPPLEMENTARY INFORMATION FORM

Introduction

The Institute of Museum and Library Services (IMLS) is committed to expanding public access to federally funded research, data, software, and other digital products. The assets you create with IMLS funding require careful stewardship to protect and enhance their value, and they should be freely and readily available for use and re-use by libraries, archives, museums, and the public. However, applying these principles to the development and management of digital products is not always straightforward. Because technology is dynamic and because we do not want to inhibit innovation, we do not want to prescribe set standards and best practices that could become quickly outdated. Instead, we ask that you answer a series of questions that address specific aspects of creating and managing digital assets. Your answers will be used by IMLS staff and by expert peer reviewers to evaluate your application, and they will be important in determining whether your project will be funded.

Instructions

If you propose to create any type of digital product as part of your project, complete this form. We define digital products very broadly. If you are developing anything through the use of information technology (e.g., digital collections, web resources, metadata, software, or data), you should complete this form.

Please indicate which of the following digital products you will create or collect during your project (Check all that apply).

Every proposal creating a digital product should complete ...	Part I
If your project will create or collect ...	Then you should complete ...
<input checked="" type="checkbox"/> Digital content	Part II
<input type="checkbox"/> Software (systems, tools, apps, etc.)	Part III
<input type="checkbox"/> Dataset	

PART I.

A. Intellectual Property Rights and Permissions

We expect applicants to make federally funded work products widely available and usable through strategies such as publishing in open-access journals, depositing works in institutional or discipline-based repositories, and using non-restrictive licenses such as a Creative Commons license.

A.1 What will be the intellectual property status of the content, software, or datasets you intend to create? Who will hold the copyright? Will you assign a Creative Commons license (<http://us.creativecommons.org>) to the content? If so, which license will it be? If it is software, what open source license will you use (e.g., BSD, GNU, MIT)? Explain and justify your licensing selections.

OMB Number 3137-0071, Expiration date: 07/31/2018

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<input type="checkbox"/> Software (systems, tools, apps, etc.)	Part III
<input type="checkbox"/> Dataset	Part IV

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OMB Number 3137-0071, Expiration date: 07/31/2018

IMLS-CLF-F-0010



Characteristics of Successful MFA Applications

- ***Institutional Impact:*** Projects address a key need or challenge identified in the museum's strategic plan.
- ***In-depth knowledge:*** Proposals reflect a thorough understanding of current practice and knowledge about the subject matter.
- ***Project-based design:*** Work plans consist of a set of logical, interrelated activities tied directly to addressing the key need or challenge.
- ***Demonstrable results:*** Projects generate measureable results that tie directly to the need or challenge it was designed to address.

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Funding Opportunity Number	Opportunity Title	View More >
WPS-15-035517-0000	Monitoring Species Resilience of the Gulf of Mexico National Sea Grant	National Park Service
U20A-46-000000-0000	Field Study Cook-Moak-Johnson Program	Agency Learning Service
WPS-15-035517-0001	WILDLIFE DATA COLLECTION AND ACCURACY ASSESSMENT OF A WILDLIFE HABITAT FOR PLANT SPECIES AND LAND USE	National Park Service
WPS-15-035517-0002	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0003	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0004	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0005	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0006	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0007	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0008	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0009	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0010	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0011	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0012	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0013	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0014	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0015	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0016	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0017	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0018	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0019	National Trust National Trails: Trail Response and Promotion	National Park Service
WPS-15-035517-0020	National Trust National Trails: Trail Response and Promotion	National Park Service

Grants Learning Center

Learn more about the Grants.gov process, grants, and how to use the Grants.gov system.

[Learn More >](#)

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Tips for Success: Important Dates

Note the dates...

Applications are due by 11:59 pm Eastern Time on **December 1, 2016.**

Awards will be announced **September, 2017.**

Projects must start **October 1, November 1, or December 1, 2017.**



Tips for Success: www.imls.gov


Use www.imls.gov as a resource...

The screenshot displays the IMLS website's homepage. At the top left is the IMLS logo. To its right is a navigation bar with links: "About Us", "Grants", "Issues", "Publications", "Research & Evaluation", and "News & Events". Above this bar is a secondary navigation bar with links: "Become a Reviewer", "Jobs at IMLS", "Contact", and social media icons for Facebook, Twitter, and YouTube. An arrow points from the "Grants" link in the main navigation bar to the central banner area.

The central banner features a large image of the National Medal for Museum and Library Service. To the right of the medal, the text reads: "Now Accepting Nominations for the 2016 National Medal for Museum and Library Service". Below this, the deadline is stated: "Deadline: October 1, 2015". To the right of the banner, there is a section titled "Call for Nominations: 2016 National Medal for Museum and..." with a brief description of the award and a "LEARN MORE" button.

At the bottom of the page, there are three main sections. On the left, a button labeled "APPLY FOR A GRANT" with a pencil icon. In the middle, a button labeled "MANAGE YOUR AWARD" with a person icon. On the right, a section titled "SEARCH AWARDED GRANTS" with a search bar and a magnifying glass icon. An arrow points from the "APPLY FOR A GRANT" button to the bottom left, and another arrow points from the "SEARCH AWARDED GRANTS" section to the bottom right.

Tips for Success: www.imls.gov



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MUSEUMS FOR AMERICA

Deadline: December 01, 2015

Application:

The Notice of Funding Opportunity (NOFO) for FY 2016 will be made available 60-90 days before the deadline. FY 2015's NOFO is available below as a reference, but applicants must use the FY 2016 NOFO and application to apply.

[Access FY 2015 Notice of Funding Opportunity \(PDF, 446KB\)](#)

[Read more about the Museums for America program on the IMLS website.](#)

Grant Amount: \$5,000–\$150,000

Grant Period: Up to three years

Cost Share Requirement: For applications requesting Museums for America funding of more than \$25,000, you must provide funds from non-federal sources in an amount that is equal to or greater than the amount of the request. No cost sharing is permitted for applications requesting amounts of \$5,000-\$25,000.

Program Overview:

The Museums for America (MFA) program supports projects that strengthen the ability of an individual museum to serve its public. MFA has three project categories:

Tips for Success: www.imls.gov

The screenshot displays the IMLS website interface. At the top, the logo for the Institute of Museum and Library Services is visible, along with navigation links for 'About Us', 'Grants', 'Issues', 'Publications', 'Research & Evaluation', and 'News & Events'. A dark green header bar contains links for 'Become a Reviewer', 'Jobs at IMLS', 'Contact', and social media icons. A breadcrumb trail reads 'Home > Grants > Apply for a Grant'. The main content area is titled 'SAMPLE APPLICATIONS' and features two sections: 'Museum Grants for African American History and Culture' with a list of three institutions, and 'Museums for America' with a list of five museums. A 'Learning Experiences' section follows, listing five institutions. A 'Community Anchors' section lists two institutions. The 'Collections Stewardship' section is highlighted with a large orange arrow pointing to it from the left. This section lists five institutions. A right-hand sidebar titled 'Menu' contains links for 'Apply for a Grant', 'Eligibility Criteria', 'Sample Applications', 'Notices of Funding Opportunities', 'Manage Your Award', 'Become a Reviewer', 'Grants to States', and 'Search Awarded Grants'.

INSTITUTE of Museum and Library SERVICES

[Home](#) > [Grants](#) > [Apply for a Grant](#)

SAMPLE APPLICATIONS

Museum Grants for African American History and Culture

- [Birmingham Civil Rights Institute](#)
- [Museum of the African Diaspora](#)
- [National Center for the Study of Civil Rights and African American Culture, Alabama State University](#)

Museums for America

Learning Experiences

- [Harvard Museums of Science and Culture](#)
- [Minneapolis Institute of Arts](#)
- [Chicago Botanic Garden](#)
- [San Francisco Museum of Modern Art](#)
- [Queens Museum of Art](#)

\$5,000 - \$25,000 Funding Level:

- [Discovery Center at Murfree Spring](#)

Community Anchors

- [Los Angeles County Museum of Art](#)
- [Minnesota Historical Society](#)

Collections Stewardship

- [The Henry Ford](#)
- [Metal Museum](#)
- [Portland Art Museum](#)
- [National Music Museum, University of South Dakota](#)
- [American Museum of Natural History](#)

Menu

- Apply for a Grant
 - Eligibility Criteria
 - Sample Applications
 - Notices of Funding Opportunities
- Manage Your Award
- Become a Reviewer
- Grants to States
- Search Awarded Grants

Review Process



Date	Review Activity
Dec 1, 2016*	Applicants submit packets through Grants.gov
Jan – Feb 2017*	IMLS staff review applications for completeness and eligibility
Mar - Jun 2017	Review period
Jul 2017	IMLS staff analyze panel review scores; review budgets; prepare materials for IMLS Director
Aug 2017	IMLS Director renders final award decisions
Sep 2017*	IMLS notifies applicants of award decisions; provide reviewer comments
Oct/Nov/Dec 1, 2017	Awarded projects begin

Contact Information

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Washington DC 20024

Your turn...



To learn more, visit www.imls.gov

