

**Brief Grant Proposal for New Projects
Library Services and Technology Act FFY2012**

This form is available for download in Microsoft Word on our web site via:
<http://www.oregon.gov/OSL/LD/grantmainalt.shtml>. Proposals not meeting the following conditions will be returned. The form must not exceed this cover page and two pages of proposal content. A page is defined as one side of a sheet of paper. Use 12 point Times New Roman with one inch margins. Do not alter the format of this form. The deadline for receipt of this proposal is **5:00 pm on Friday April 22, 2011. Use form Appendix D if applying for a second or third year of funding.**

General Information

Project Title: Cooperative Governors' Papers Project (Implementation grant)

Applicant: Consortium of libraries at Willamette University, Portland State University, Pacific University, and Western Oregon University (lead institution)

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Authorized by:

Title:

Signature:

Date:

PLEASE INDICATE THE ANTICIPATED LENGTH OF YOUR GRANT PROJECT:

(Check applicable boxes)

THIS IS THE 1st YEAR OF A ONE YEAR GRANT PROJECT.
 TWO YEAR
 THREE YEAR

For projects that are anticipated to be multi-year projects be sure to include an estimate of the funds anticipated to be needed for future years in the Section 4 budget discussion and Section 5 grid.

THIS IS PRIORITY n/a___ OF THIS ORGANIZATION'S PROPOSALS.

This form must be received at the State Library no later than **5:00 pm on Friday, April 22, 2011. Faxed copies will not be accepted.** Mail or deliver **one copy** of your proposal to:

Library Development Services
Oregon State Library
250 Winter St. NE
Salem, OR 97301-3950

As a courtesy, the State Library asks that you email an electronic copy of your proposal, in rtf or Word format, to ann.reed@state.or.us. This does not substitute for the signed, mailed copy.

Project Proposal (insert your text after each section)

Section 1. **Provide the exact text of the single most relevant goal and high-level outcome from the *Library Services and Technology Act (LSTA) Five-Year State Plan* that will be addressed by the grant project.**

Purpose 4: Developing public and private partnerships with other agencies and community-based organizations.

- From the State Library’s Five-Year Plan’s “Summary of Needs” statement: “Oregon lacks a coordinated plan for the digitization of valuable resources.”
- High-level Outcome: Access to information is enhanced through the effective use of cost-effective technologies to deliver information/content

Section 2. **Describe the problem that will be addressed by the proposed grant project.**

The problem is that Oregon is losing access to its historical legacy, and there is a need to implement collaborative processes for handling governors’ papers in institutional repositories. The non-official and personal papers of 13 Oregon governors after World War II are in danger of being lost because their location, condition and access are mostly unknown or unclear. Those materials have not been as comprehensively collected, preserved, and made available as have their official papers at the Oregon State Archives. The current grant is an outgrowth of the call for projects embedded in the 2008 *Envisioning Oregon: Planning Toward Cooperative Collection Development in Oregon’s Historical Repositories* document (produced through an LSTA grant). That document called for “collaboration and cooperative collection so that the state’s historical materials remain safe and accessible into the future as a testament to the people and events that have shaped Oregon.” Those historical materials have value to the state and its citizens. This project will ensure access for the general public and students as well as researchers and writers. This implementation grant builds upon the 2011 LSTA Governor’s Papers Project (planning grant).

Section 3. **Describe the proposed solution that the project will implement. Indicate the project goal, and the quantified objectives that will be used to measure whether the goal is accomplished. Describe briefly the activities that will be undertaken to meet each objective.**

A consortium of four public and private university libraries (Portland State, Willamette, Pacific, and Western Oregon) have set long-term goals for cooperatively identifying, soliciting for donation, processing, preserving, and making available online information relating to the non-official and personal papers of 13 Oregon governors since World War II.

This grant will focus on processing the personal papers of three of these recent Oregon governors—Roberts, Atiyeh, and Straub. Information about their terms and life will be preserved and made publicly available. Historical themes associated with the papers of these governors will

help future voters, students, and scholars understand the political climate and legacy of the state of Oregon.

The grant will provide for a full-time, professionally-trained project archivist to physically process the papers of the three gubernatorial collections using guidelines agreed upon by the group and current processing standards for political manuscript collections. The project archivist will also produce an EAD finding aid for each collection, which provides descriptive information for users to understand what each collection contains. These finding aids will be made available online through publicly discoverable databases. Building on the previous LSTA planning grant using the Straub papers, the archivist will also identify appropriate materials from each collection to be digitized using best practices and standards. Portions of these collections will be made available online to the public, K-12 and college students, as well as researchers in future stages of the cooperative project.

Section 4. Provide specifics about the project budget.

LSTA funds will be supplemented by in-kind contributions from the libraries of each of the four participating institutions. Each institution will provide in-kind matching of 5% of their archivist’s time for project training and coordination. The lead institution (Western) will contribute 2.5% each of the salaries of the Library Dean and the Administrative Assistant towards grant project management. The majority of the LSTA funds will be used to hire a project archivist.

Section 5. Proposed project budget summary (Use this format – do not alter it):
(Double click on the table to enter data. Before closing the table, be sure to scroll to the top of it)

Item	Local Cash	Local In-kind	LSTA	Total
Personnel		\$13,728	\$42,000	\$55,728
Benefits		\$5,486	\$16,800	\$22,286
Travel		\$2,000		\$2,000
Equipment			\$1,000	\$1,000
Supplies				\$0
Contractual				\$0
Library Materials		\$4,000		\$4,000
Total Direct Charges	\$0	\$25,214	\$59,800	\$85,014
<i>Indirect Charges</i>	\$0	\$0	\$3,588	\$3,588
Total Budget	\$0	\$25,214	\$63,388	\$88,602

Proposed second year LSTA amount: _____ Proposed third year LSTA amount: _____