

TEXTREASURES GRANT, FY 2004

PROGRAM NARRATIVE

INSTITUTION: _____

PROJECT LOCATION: _____

PROJECT TITLE: _____

PROJECT DIRECTOR _____ AMOUNT REQUESTED: _____

PROGRAM ABSTRACT

(Please use no more than the space provided below)

Large empty rectangular box for the program abstract, bounded by a double-line border.

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Significance of the Collection (0-30 Points) – Describe the significance of the collection to be made accessible. Are the materials in the collection available elsewhere? Describe in detail the uniqueness of the collection, and why users from around the state would benefit from access to the materials contained. Does this project focus on materials about Texas? Will the project provide an "advancement of knowledge" rather than cleaning up a general backlog? How widespread is the demand?

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Availability (0 - 30 Points) - How will access to the collection's materials be provided? Will bibliographic records be available through OCLC or the Internet, or both? Will the materials themselves be available through an Internet connection, through interlibrary loan, through reciprocal borrowing, or only on-site use?

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Project Design (0 - 15 Points) - Describe how the project will be conducted. Is this a discrete project that can be completed within the grant period? What is the timetable for project activities?
By each budget category list the resources needed to complete the project. For example, for personnel list who will provide the services, how much time will be spent in each position on assigned duties, and how the cost figure was derived. List who will administer the funds. List how the qualifications of each person relate to their job duties. Provide similar lists for each budget category, especially noting how the cost was derived.

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Cost Sharing (0 - 5 Points) - Describe the amount and source of local funding available to share in project costs. Are matching funds currently available? Are the matching funds higher than the required minimum?

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Cost Effectiveness (0 - 15 Points) - Describe the rationale for the methodology chosen. Are there other ways to accomplish the same results? Explain why this approach is the best approach. How appropriate are the chosen hardware, software, staffing, and service providers for the project, given the cost of the project? Is the budget realistic? Does the project proposal make effective use of the grant funds?

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Evaluation (0 - 5 Points) - Describe your methodology for evaluating the successful completion of the project and to estimate the level of usage. Is the evaluation methodology appropriate and effective?