

**AGENDA MEMORANDUM**

**SUBJECT:** Institute of Museum and Library Services

**DEPARTMENT:** Fiscal Services      **DIVISION:** Grants Administration

**AUTHORIZED BY:** Lisa Spriggs      **CONTACT:** Lee Bailey      **EXT.** 7125

<b>Agenda Date</b> <u>11-09-04</u> <b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/> <b>Briefing</b> <input type="checkbox"/> <b>Public Hearing – 1:30</b> <input type="checkbox"/> <b>Public Hearing – 7:00</b> <input type="checkbox"/>
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**MOTION/RECOMMENDATION:**

Approval and authorize Chairman to execute an application for the *Museums Assessment Program* through the Institute of Museum and Library Services (IMLS).

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**BACKGROUND**

Funded by the IMLS, the Museum Assessment Program is designed to help museums assess their strengths and weaknesses and plan for the future. The Museum of Seminole County History will make application for this program. If awarded, the assessment tools, site visit, and recommendations are provided at no cost to the museum. See abstract attached for additional details.

<b>Reviewed by:</b>
<b>Co Atty:</b> _____
<b>DFS:</b> _____
<b>Other:</b> _____
<b>DCM:</b> <u>SS</u>
<b>CM:</b> <u>LB</u>
<b>File No.</b> <u>CFSA01</u>

**GRANT PROPOSAL REVIEW FORM – ABSTRACT  
GRANTS ADMINISTRATION DIVISION**

**FUNDER:** Institute of Museum and Library Services (IMLS)

**DEADLINE:** December 1, 2004

**PROJECT TITLE:** Museum Assessment Program

**DEPARTMENT:** Library and Leisure Services – The Museum of Seminole County History

**PROJECT INITIATOR(S):** Suzy Goldman, Karen Jacobs, Stephanie Kobrin, Lee Bailey

**PROJECT MANAGER/PRINCIPAL INVESTIGATOR:** Karen Jacobs, Museum Coord.

**PROJECT DESCRIPTION:**

The Museum Assessment Program (MAP) is funded by IMLS and administered by the American Association of Museums. It is designed to help museums assess their strengths and weaknesses and plan for the future. The last assessment of the Museum of Seminole County History Museum was in 1993. Reapplying for the MAP grant will provide technical assistance and assessments for improving services to the community and stewardship responsibilities.

In the MAP assessment, members of the museum staff and governing authority will complete a self-study and receive a site visit by one or more museum professionals who tour the museum and meet with staff, governing officials, and volunteers. The assessor(s) work with the museum and with operations, making recommendations, and suggesting resources.

**TOTAL AMOUNT REQUESTED:** \$0 (Service)

If awarded, the assessment tools, site visit, and recommendations as mentioned above are provided at no cost to the museum.

**MATCHING FUNDS (IF APPLICABLE):** No match is required

**SOURCES OF MATCH:** N/A

**THIS PROPOSED GRANT IS A:**  NEW     CONTINUATION     SUPPLEMENTAL

**GRANT FUNDING IS:**  COMPETITIVE     ENTITLEMENT     CONTRACT     Other

*Please contact the Grants Office for additional information or to peruse the proposal.*