



CULTURE

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2018 HERITAGE COLLECTIONS CARE NARRATIVE QUESTIONS

PROJECT DESCRIPTION

Explain the proposed activity. What is the need, challenge, or opportunity your collection(s) faces and how do you plan to address it? Provide an overview of the collection(s) involved and its historical significance to your community and King County. Why is the proposed project important to your organization at this time—how does this project align with your current collections management plan or priorities?

PROJECT IMPACT AND PUBLIC BENEFIT

How does the preservation, assessment, or protection of this collection(s) allow your organization to further its mission? What lasting effect will the successful completion of this proposed activity have on your organization's capacity to preserve its collections for the future? If your project involves digitization, how will the impact of the digital collection differ from the impact of the physical collection—what are you going to do with your digital collection that you cannot do now with the physical collection?

RELEVANT EXPERTISE / EXPERIENCE / ACCOMPLISHMENTS

Describe who will plan, implement, and manage your project? Does the identified project team (staff, project partners, consultants, and volunteers) possess the experience and skills necessary to complete the work successfully? Cite similar project-based work that has been successfully managed and/or administered by the project team. How do your choices of collections care methods, equipment, and supplies demonstrate an understanding of best practices and professional standards?

PROJECT IMPLEMENTATION

Provide a work plan, including phases for planning, fundraising, publicity, execution, and evaluation. Within each phase, include responsible personnel, major milestones, tasks, outputs, and deadlines. When and in what sequence will the activities take place? Remember, projects funded through this program must be completed within 18 months of the award date.