PROJECT NARRATIVE

Of the People: Widening the Path: Connecting Communities Digital Initiative Grants
Artist or Scholar in Residence

Please use this template for the proposal cover page and as guidance for the proposal details portion of the project narrative. Additional documents should be included as appendices. The cover page is a single page, and the project details may be up to ~~5~~ 8 additional pages.

Note: If you do not have a UEI, EIN, or TIN, please leave that line on the Cover Page blank.

COVER PAGE

Notice of Funding Opportunity Number

Working Title of Proposed Project

Applicant Name

Applicant Phone Number

Applicant Mailing Address

Applicant Email Address

SAM Number (UEI) or EIN/TIN (as applicable) – Do Not Include ~~Any Personally Identifiable Information (PII)~~ Your Social Security Number on this form

Date of Submittal

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PROJECT DETAILS

You may respond to the prompts below in the spaces provided, or submit a separate narrative which addresses the prompts in-text.

This section of the Narrative should be no longer than 8 pages, double-spaced, and in 11-point font.

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1. Describe the question or theme to be addressed in the project, and the ways in which the theme will engage with Library of Congress digital collections, materials, and/or services.

2. An explanation of the theoretical or artistic context underpinning the project;

3. A description of audience(s) for this project, and how the project would affect the audience(s), focusing on the ways that the work of this residency will support connections between the Library and one or more of the following groups: Black, Indigenous, Hispanic or Latino, Asian American and Pacific Islander, and other communities of color in the United States;

4. An explanation of how technology will be developed, used, or explored over the course of the project;

5. Expectations about directions that the project might grow or evolve during the course of one year, and the ways that the time in the first 1-3 months will be spent shaping the final direction for the remaining months; and

6. A work plan that demonstrates realistic and impactful outcomes with full project milestones for the year.

7. Provide a description of the Key Project Staff and/or Consultants.

- For project staff not known by name by the application deadline, applicant should provide a position description that identifies the qualities, range of experience, and education necessary to successfully implement and complete project activities.

- If the Artist/Scholar will engage consultants or subcontractors, provide a list of project team members who will carry out the funded activities, including descriptions of their roles in the project, and prior experience that demonstrates their ability to carry out the tasks assigned to their role. For project consultants not known by name by the application deadline, applicant should list the position title instead.

- Note that the applicant should be able to execute the majority of the work proposed so as not to present risk to the Library, or the applicant should prove that they have been able to successfully complete a similar project with sub-contractors in the past.

- As an Appendix, provide a full CV and/or portfolio for the applicant, and a brief resume for each additional individual identified. For project staff not known by name by the application deadline, applicant should provide a position description that identifies the qualities, range of experience, and education necessary to successfully implement and complete project activities.

8. Provide a work plan that demonstrates realistic and impactful outcomes with full project milestones for the year.

9. Description of Past Activities.
    - In addition to a CV or portfolio, applicant should provide descriptions of past activities relevant to the grant project proposed incorporating (as applicable): links, user testimonials, reviews, featured articles, research findings, etc.