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Local Information

Project Director

Note: The Project Director is the person who will be responsible for coordinating *NASA@ my library* activities on behalf of the library. He or she will be the primary point of contact for the project at the applicant institution, and will attend the orientation webinar (May 2017) and in-person workshop (February 2018 in Denver, CO). All fields are required unless noted otherwise.

Project Director First Name

Project Director Last Name

Project Director Email

Project Director Phone

10 digits, xxx-xxx-xxxx.

Extension

(optional)

Title

Department

(optional)

Institution

Address Line 1

Address Line 2

(optional)

City

State

ZIP Code

9 digits, xxxxx-xxxx. If you need to find your 4-digit sort code, you can [look it up at the website of the US Postal Service](#).

Applicant Library Information

Institution Type

Community Type

If Other, please specify.

Population Size

Closest Metropolitan Area and State

Please tell us about any underserved groups in your service area that will be engaged with your *NASA@ my library* activities.

Shipping Address

Address Line 1

Delivery address for *NASA STEM kits* (No PO Boxes)

Address Line 2

(optional)

City

State

ZIP Code

9 digits, xxxx-xxxx. If you need to find your 4-digit sort code, you can [look it up at the website of the US Postal Service](#).

Use this button to save your answers and begin your application.

Use this button to save your work and move on to the next page.



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Proposal Narrative

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- Proposal Narrative

Please write a narrative describing your plans for participating in *NASA@ My Library*. The proposal narrative consists of six questions (described immediately below). Please note that each section of the narrative may not exceed 400 words.

Describe why your library would like to participate in this project, including community interests in NASA science discoveries, demographics, collections, or other resources or programming focuses pertinent to the project. What are your prior experiences with offering public programs about STEM topics?

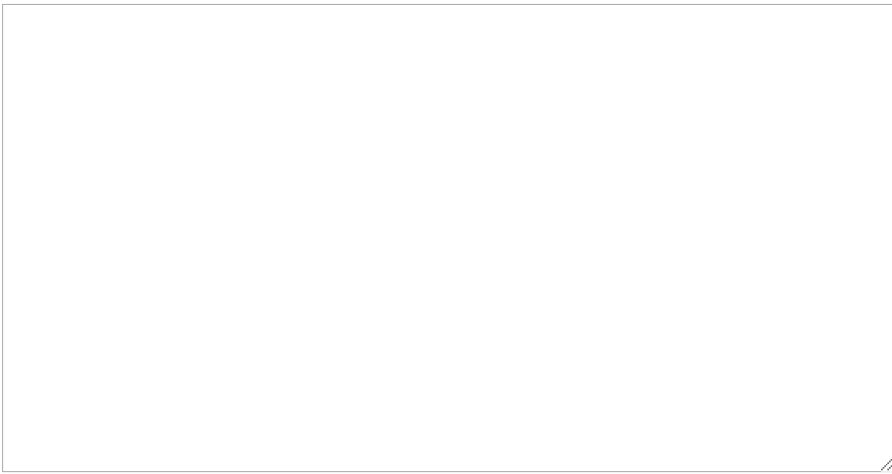
What do you hope to accomplish by bringing this project to your community?

Identify at least one principal underserved audience you will reach with programming for *NASA@ My Library* and make a strong case for why you have chosen this audience and how you will reach them. A generally underserved geographic area can be considered an underrepresented audience.

Describe how you will promote a STEM program if you are selected to be a part of *NASA@ My Library*. For example, which groups will you target with outreach, and how? How will you use social media? How will you work with community partners on audience recruitment? Who in your library will be responsible for promoting the programs? Please focus your answers on STEM programs, rather than library programs in general. You may also upload STEM program marketing/promotional materials in the Uploads section ahead (optional).

Collaboration with STEM organizations and individuals with STEM expertise is very important to the success of this project. Please see the [application guidelines](#) for a list of Subject Matter Expert networks and tell us what partnership(s) you would seek to help you to make your program a success. Have you worked with any of these organizations/individuals before, or have you worked with similar organizations/individuals?

Describe three (or more) programs you plan to host during the first year of the award (May 2017 – April 2018), including one high-profile event, to meet or to exceed the project requirements. Letters of support from external presenters may be attached on the Upload page.



Save Use this button to save your work at any time.

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Upload Supporting Materials

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- Upload Supporting Materials

Communications Plan Example (optional)

Upload STEM program marketing/promotional materials.

Permitted file types: pdf, doc, docx, rtf, xls, xlsx, csv, jpg, jpeg, png, gif, tif, tiff, ppt, pptx, zip

To upload a file, click "Choose File." After you have selected a file, click "Upload" to attach it. Maximum file size is 10 megabytes.

File

No file chosen

Letters of Support (optional)

Upload letters of support from project partners and other organizations, as well as from potential external program presenters.

Permitted file types: pdf, doc, docx, rtf, xls, xlsx, csv, jpg, jpeg, png, gif, tif, tiff, ppt, pptx, zip

To upload a file, click "Choose File." After you have selected a file, click "Upload" to attach it. Maximum file size is 10 megabytes.

File

No file chosen

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Certify Authorization

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- Certify Authorization

An application to participate in *NASA@ My Library* is an application for an award from the sponsors of this project (the National Center for Interactive Learning at the Space Science Institute and the American Library Association). The project sponsors are required by law to ask applicants to identify for each application a certifying official, who is authorized to submit applications for funding on behalf of the organization. To complete this section, you must enter all of the requested information.

Certifying Official First Name

Certifying Official Last Name

Certifying Official Email

Title

Organization

Certification

By checking this box and submitting this application, the authorized representative for the applicant organization certifies that all statements contained herein are true and correct to the best of his or her knowledge and belief; and that the applicant organization (including, when pertinent, each additional library branch on whose behalf it is applying) is neither presently debarred, suspended, proposed for debarment, declared ineligible, nor voluntarily excluded from participation in this transaction by any federal department or agency. You can check the status of your institution with regard to debarment at the website of the [System for Award Management](#).

Use this button to save your work at any time.

When you are finished, use this button to review your work and submit your application.