



LSCM Pilot Projects: The Application Process



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<https://www.fdlp.gov/project-list/lscm-pilot-projects>



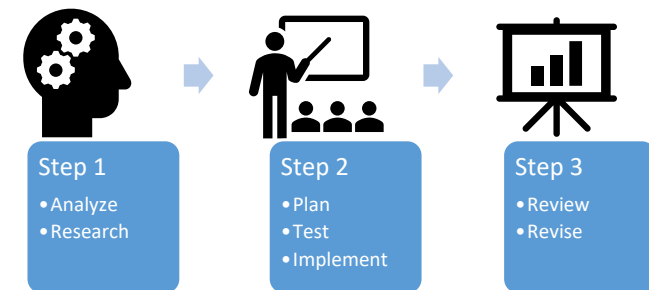
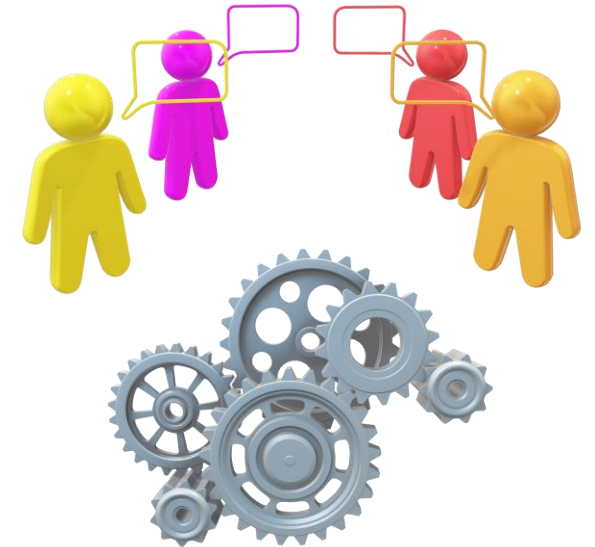
What we'll be covering:

- What are the LSCM Pilot Projects?
- Pilot Project Opportunities 1 and 2
- How to apply for a Pilot Project Opportunity
- What to include in the application
- Submitting the completed application
- What happens after you submit an application
- If your library is selected to participate
- If your library is not selected
- Stay informed about the Pilot Projects



What are the LSCM Pilot Projects?

- Opportunity to provide services to Federal depository libraries in areas of cataloging, condition assessment, preservation, digitization, and other areas
- Opportunity to explore new or alternative ways of providing traditional library services or processes
- Outcomes of pilot projects enrich and enhance collections and services in support of the National Collection





Pilot Project Opportunity 1

- Cataloging, item-level inventory, condition assessment, and digitization of between 200-300 monographs from the U.S. Department of War (formed 1789; dissolved 1947)
Superintendent of Documents call number stem **W** or other war-era temporary agencies.
 - The scope of the documents should be either the U.S. war years of WWI (1914-1918) or WWII (1941-1945).
- Open for submissions: September 1 – October 15, 2021
- Utah State University, Merrill-Cazier Library selected



Pilot Project Opportunity 2

- Cataloging, item-level inventory, condition assessment, and digitization of a collection of 200-300 Federal Government print publications focused on a state, region, common theme, or topic, and preferably those without records in the [Catalog of U.S. Government Publications](https://www.gpo.gov/collections/catalog-of-u-s-government-publications).
 - Suggested collections may include, but are not limited to:
 - Publications issued by regional Federal offices or agencies.
 - Publications in the areas of voting, civil rights, women's suffrage, or tribal rights.
 - Publications on environmental or geographic region-based topics, such as waterways, land rights, energy sources, or establishment of national parks.



How to apply for a Pilot Project opportunity

1. Think about the opportunity in relation to your collection and library.
2. Share, discuss with staff & colleagues.
3. Download and complete the application (revised 2022) from the Pilot Projects web page or askGPO.
4. Answer all questions as completely as possible; give details.
5. Secure administrative approval.
6. Upload to askGPO before the deadline.



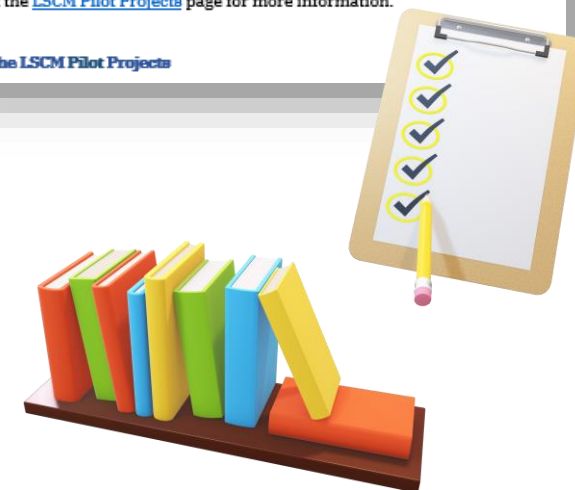


What to include in the application

Question 2: Proposal

What is the name of your pilot project?
Provide a brief overview of what is included in the scope of your proposed activity.

- Scope of your collection
- Date ranges potentially covered by publications
- Geographic areas covered






What to include in the application

Question 3: Focus

Describe how this pilot project will strengthen or reinforce unique aspects of your library's collections.

- Important or unique aspects and details of your collection
- Historical characteristics
- Metadata for the collection
- Physical location and current condition
- Circulating, mediated, or storage

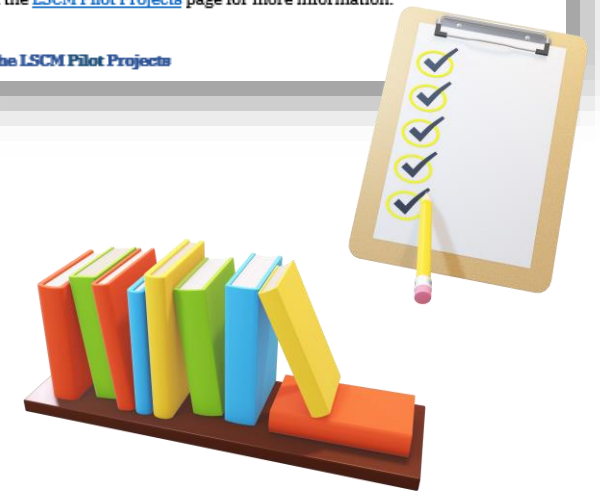
Pilot Project Proposal Application 

Applicant Information:
Applicant Name:
Library Name:
Depository Library Number:
Application Date: Click or tap to enter a date.

Application Instructions:

- Answer all questions in their entirety; use as much space as needed to describe your proposed activities.
- To be considered for this opportunity, Pilot Project applicants must obtain administrative approval and submit the completed application before the announced deadline.
- Responses to **all** questions are required for the application to be accepted for review.
- See the final page for application submission instructions.
- Visit the [LSCM Pilot Projects](#) page for more information.

About the LSCM Pilot Projects



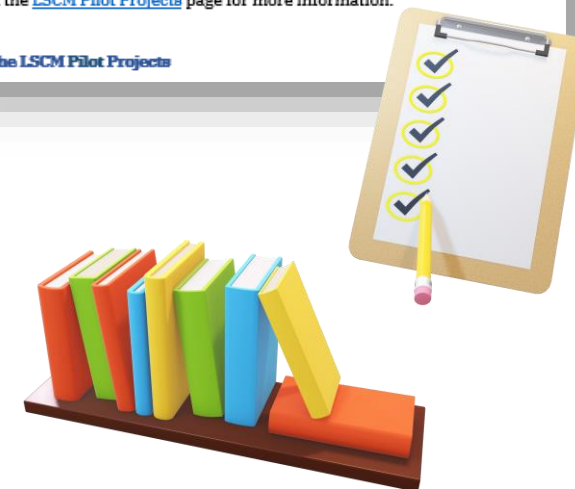


What to include in the application

Question 4: Workflow

Describe the general workflow involved in your pilot project. Who will be involved, what roles and responsibilities will they have, how many hours of work would potentially be involved, and what activities will occur?

- Staff expertise and availability
- Workspace for pilot project activities
- Equipment availability
- Onsite policies for staff, visitors





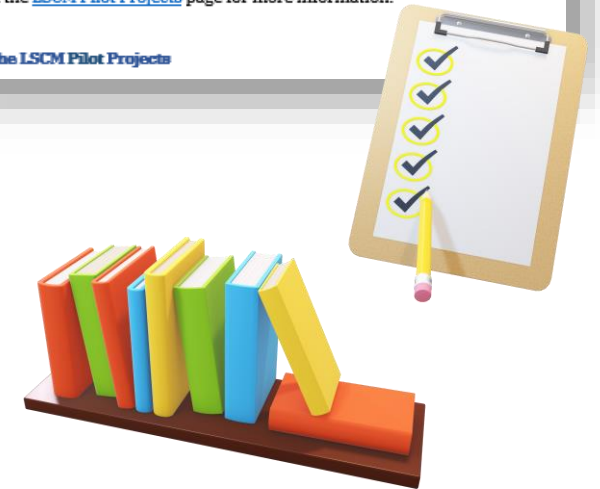
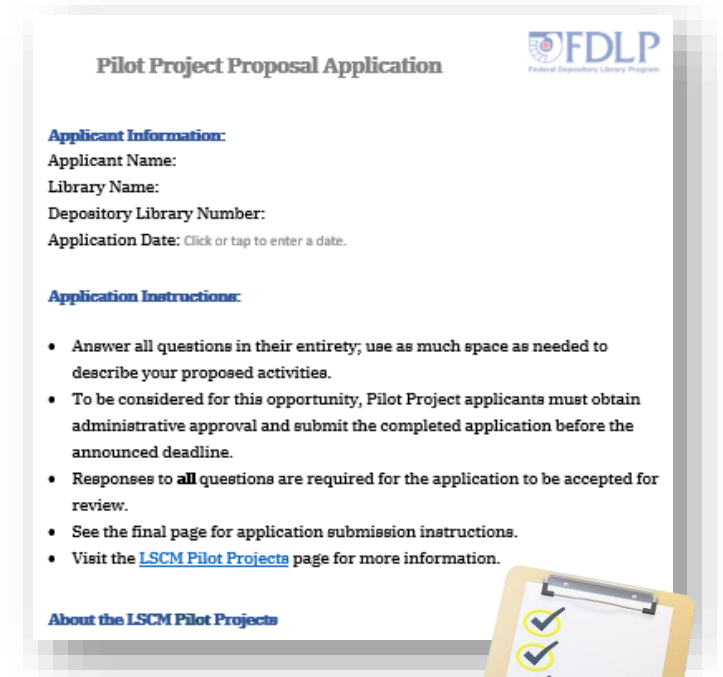
What to include in the application

Question 5: National Collection

In what ways does your proposed pilot project meet the goals for the National Collection?

How does it:

- Enrich the National Collection?
- Expand access to Government information, services to Federal depository libraries, or foster partnerships and collaborations?
- Engage with Federal depository libraries, Federal agencies, and the public?
- <https://www.fdlp.gov/about-the-fdlp/the-national-collection>





Submitting the completed application

1. Log in to your library's FDLP account in [askGPO](#).
2. Under 'More,' go to Pilot Project Application.
3. Complete all required fields.
4. Upload your completed application as an attachment.
5. Click 'Submit Application.'

Pilot Project Application

The LSCM Pilot Projects are opportunities for FDLP libraries to collaborate with GPO in areas such as collection inventory, conducting condition assessments, cataloging, and preservation. Jointly conducted projects are to benefit the larger FDLP community and ultimately to enhance access to the [National Collection of U.S. Government Public Information](#).

To be considered for this opportunity, Pilot Project applicants must submit this proposal and obtain administrative approval before the application deadline to participate in this opportunity. All depository libraries are welcome to apply.

Application Instructions:

1. Download the [Pilot Project Proposal application form](#)
2. Answer questions in their entirety; responses to all questions are required for the application to be accepted for review.
3. When the Pilot Project Proposal application is complete, please populate the field below stating for which Pilot Project Opportunity your library is applying.
4. Finally, attach the Pilot Project Proposal application by clicking "Upload files," then click the submit button. Your library will have then submitted the completed application for the proposed pilot project. The application will be reviewed by the LSCM Pilot Project Review Committee.

Applicant Name
Lara FlintFDL

Applicant Institution
Library Of America

*Which Pilot Project Opportunity is your library applying for?
Pilot Project Opportunity 2 | Topic-based Collections (March 1-March 31, 2022)

*Do you have your library's administrative approval for this pilot project opportunity?
 Yes - While the application is under review, LSCM staff will reach out to your administration for their input and approval.
 No

Attach Application
 Or drop files



What happens after you submit your application

- As soon as applications are submitted, they enter a queue to be reviewed by the Pilot Project Review Committee
- Committee reviews applications submitted, ensuring eligibility criteria is met, and closely reads responses
- Committee then submits recommendations in an Evaluation Summary Report to Managing Director and Chiefs, LSCM





If your library is selected to participate

- We will reach out to your institution in advance of the LSCM announcement
- FDLP News Alert is published
- Once announced, we begin the communication and collaboration process
- Pilot Project Lead and Team begin drafting plans, timeline, and more
- Pilot Projects are expected to last between six months and one year, or longer depending on scope

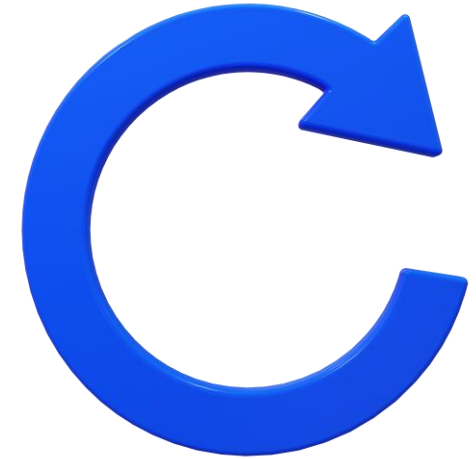




If your library is not selected...

- Confirmation from askGPO
- Stay tuned for future opportunities
- Think about your collection and areas that could be focused on for a potential pilot project
- Consider entering into a Partnership with GPO:

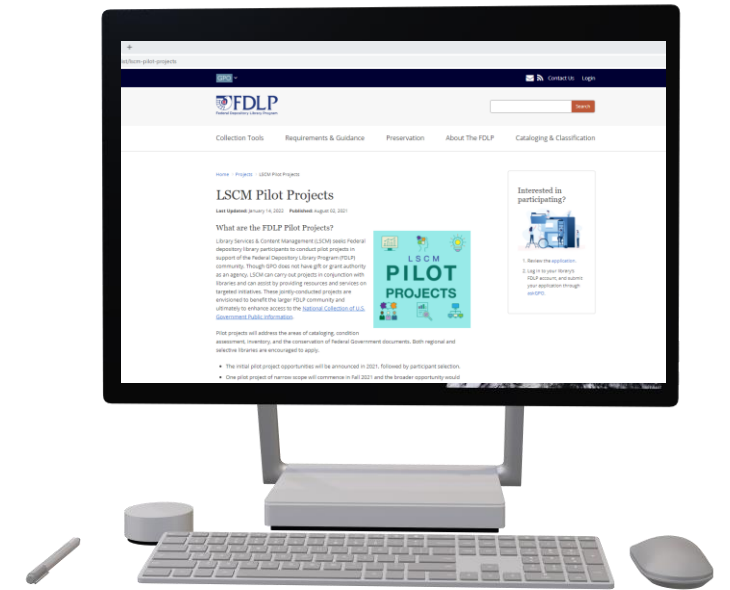
<https://www.fdlp.gov/about/partnerships>





Stay informed about the Pilot Projects

- FDLP News Alerts
 - Sign up to receive updates and announcements
- Visit the LSCM Pilot Projects web page
 - <https://www.fdlp.gov/project-list/lscm-pilot-projects>
- Ask a question using askGPO
 - Log in as an FDLP library, then select category 'Other depository library question or issue'
 - You can add 'Pilot Projects' in the subject line





Thank you for your interest in
LSCM Pilot Projects: the Application Process.

Questions?

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