

WYANDOTTE NATION

NARRATIVE

Project Justification

Wyandotte Nation (Tribe) is considered home to one of the leading cultural library and museum programs in northeastern Oklahoma. The library acts as a hub for cultural heritage and other information to both tribal and non-tribal citizens in the community as it provides services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, underserved rural communities, and children from families with incomes below the poverty level. Despite strong efforts to be as inclusive as possible, our rural area has limitations when it comes to accessing and utilizing programs for individuals and families in the tribal library.

Wyandotte's tribal headquarters is 25 miles from the nearest population center (more than 50,000 people). Community members must drive considerable distances to access goods and services, such as groceries and household supplies. Many cultural learning opportunities are only available in major cities, such as Tulsa, OK, which is 90 miles away. To make matters worse, many children miss out on clubs and activities that increase an interest in reading, technology, and the arts. The Tribe is aiming to reverse this trend by providing its citizens with an early literacy station, books and resources to research their cultural heritage, and the opportunity to increase their knowledge in Wyandotte language and native crafts. Project REACH (Reading, Engineering, and Arts through Cultural Heritage) is based on the idea that libraries can still be a viable, reliable, and capable source for learning.

Libraries are trusted stewards of our nation's knowledge and collections. They care for, conserve, manage, and provide access to information that represents the cultural and historical foundations of our shared heritage. Through our proposed programs and services, we are building cultural connections that help contribute to a more inclusive and equitable society. Thanks to previously grant-funded IMLS projects, our Tribe is increasingly building a presence in the community within our library and online.

Wyandotte Nation has an active Library Services Basic Grant [[NAB-246205-OLS-20](#)] and submitted a FY 2021 Native American Library Services Basic Grant application. Funding for this project will increase literacy and learning services for youth and their families as well as grow an interest in Wyandotte's culture, language, and native crafts. Individuals and families will be better prepared to participate in a more global society with early, digital, and other literacies in our library. Ultimately, this project places the learner at the center of engaging experiences in our library, encouraging civic engagement, and promoting the use of technology to facilitate a discovery of knowledge and cultural heritage.

The **need for this project** was determined from a Three-Year Strategic Plan involving Tribal Leadership and our rural, tribal community. Wyandotte Nation developed and implemented a strategic plan that focuses on four (4) daring goals: 1) Maintain and defend the integrity and sovereignty of the Wyandotte Nation; 2) Expand and improve the Wyandotte community; 3) Celebrate the Wyandotte culture; and 4) Educate and develop future leaders of Wyandotte Nation. The specific needs addressed through our proposed project is to increase literacy and learning services for Native youth and their families as well as grow an interest in Wyandotte's language and cultural heritage. [**Supportingdoc1 pages 1 thru 11**]

Recent awarded Basic Library Grant funds helped develop and galvanize the Tribe's use of OverDrive as well as the ability and opportunity to purchase native specific eBooks and Audio Books. OverDrive is a digital distributor of eBooks, audiobooks, and other digital content. Their catalog includes more than 2 million digital titles with a global network of more than 27,000 schools and libraries. While Basic Library Grant funds support our existing library operations and maintain core library services, there are currently no other projects like the one we are proposing that exist within our service area to help answer the needs of our audience. An emphasis is placed on the needs of all in our tribal community as we build upon previous IMLS grant-funded projects, such as "Talking is Teaching Across a Community" [[NG-03-17-0235-17](#)] and "Project W.I.L.L." [[NG-03-19-0223-19](#)] which includes STEM (Science, Technology, Engineering, and Mathematics) activities with robotics, coding, and engineering. [**Supportingdoc1 pages 12 thru 13**]

The current role of Wyandotte Nation's Library is to support preschool, Afterschool, and summer programs and activities for the community and Education Department. The Library also acts as a partner with our Cultural Center and Museum in providing cultural heritage and other information to citizens in the tribal community. Wyandotte Nation's Mission is "Advance the standard of living of the Tribe and promote in any other way the general welfare of the Indians of the Wyandotte Nation." The library's hours and days of operation are currently Mondays thru Thursdays from 8:00 a.m. to 5:30 p.m. and Fridays from 8:00 a.m. to 3:30 p.m. only closing on federal holidays. IMLS grant funds would enhance and afford us the opportunity to remain open later and longer with evening programs in order for individuals and families to spend time together at the library while learning takes place. Wyandotte Nation takes much pride in their library. The walls display a few paintings and pictures of past tribal events; however, we are looking to add Tribal maps in order to show our Canadian origins prior to Indian Removal.

The Tribe's Library has undergone a profound change in collection development and library services over the past few years thanks, in part, to funds from IMLS Basic Library Grants and IMLS Enhancement Grants. It is imperative that we respond to the community's needs as we retain our ever-growing patron base nationwide. Our library is staffed with one (1) full-time librarian who coordinates the circulation of more than 13,000 materials in size of tribal and non-tribal content and collections including archives, eBooks, audio books, more than 1,600 DVDs, a limited Native American section of books on tribal histories, cultures, crafts, and contemporary issues. This particular program stems from "Project W.I.L.L." Computer technology is mainly available to adults as our library is home to seven (7) computers with high speed internet-connectivity and two (2) laser printers for patron usage.

Our proposed project fits into IMLS funding priorities to inspire libraries and museums to advance innovation, lifelong learning, and cultural and civic engagement. The purpose of our proposed Enhancement grant is to provide a wealth of rich and new learning experiences in our library to individuals of all ages and backgrounds regardless of their circumstances. We understand learning is not limited to school-aged children in a classroom. In fact, learning is a lifelong endeavor. This enhancement project will empower our staff and tribal community with access to the library as a haven for exploration, analysis, and questioning. It will become a place to foster an attitude of discovery, cultivate creativity, communication, and collaboration among visitors. With our varied collections and a trained staff, our library can help gain literacies and life skills necessary by providing spaces where toddlers, youth, families, and others can learn and grow together.

The type of **assessment conducted to identify this need** as a priority for the library stems from formal surveys to patrons and guests at the library. Results from these assessments include our audience's desire to: 1) increase access to more educational and cultural programs at the library during evenings and weekends; 2) learn more about Wyandotte culture; 3) provide resources and tools to tribal heritage and culture; 4) create language workbooks; and 5) support cultural events and activities. We consider our plan and approach to be the best solution to meet the needs of the targeted audience.

The **relevant goals and objectives of Project REACH that will guide our project to completion** are based upon IMLS' mission to advance innovation, lifelong learning, and cultural and civic engagement to create a nation of learners. **IMLS Goal Connection:** Wyandotte proposes a project that achieves IMLS' purpose for the Native American Library Services Enhancement Grant funding opportunity by sustaining heritage, culture, and knowledge through strengthened activities in digital learning resource development, design, and delivery. Based upon IMLS agency-level goals, our proposed project best aligns with **Goal 2:** Improve educational programs related to specific topics and content areas of interest to library patrons and community-based users. **STRENGTHEN COMMUNITY ENGAGEMENT** - this correlating and achievable goal of community engagement focuses on supporting the development and implementation of classes, events, teaching tools, resources, and other educational services.

Performance Goal: Develop and implement classes, events, teaching tools, and educational activities in order to enhance the Wyandotte Nation Library.

Objective #1: By the end of the 24 month project period, Wyandotte Nation will create one (1) literacy station in order to provide early, digital, and other literacies to youth and their families.

Objective #2: By the end of the 24th month, Wyandotte Nation will create one (1) LEGO Club in order to conduct STREAM (Science, Technology, Reading, Engineering, Arts, and Mathematics) lessons and creative activities in the library, such as our afterschool and summer programs.

Objective #3: By the 24th month, Wyandotte Nation will provide eight (8) family event nights to include culture and native craft lessons for families in the tribal community to advance cultural and civic engagement.

Objective #4: By the end of the project period, Wyandotte Nation will design and develop 450 Wyandotte heritage and language workbooks for continuous learning for families and individuals.

The **project will specifically benefit** individuals of all ages and backgrounds regardless of their circumstances by providing rich learning experiences in our library, such as STREAM lessons, Native crafts during family events, and learning the Wyandotte language and cultural heritage. Learning is not limited to a classroom. In fact, our community will be empowered with a place that encourages exploration, analysis, and questioning. It will become a place to communicate and collaborate among visitors and guests to Wyandotte Nation's library. With IMLS project funds, our library can help the community gain literacy and life skills necessary by providing spaces where we can all learn and grow together. [**IMLS Supplementary Form**]

Project Work Plan

Activities: Wyandotte Nation will initiate Project REACH by first having an orientation meeting to review the project's goal, objectives, plan for activities, collecting and tracking data, sharing results, monitoring progress, and submitting reports with key staff. This will be followed by purchasing supplies, materials, and other items, such as early literacy computers and, a variety of age-appropriate supplies to conduct STREAM lessons, cultural books related to Wyandotte's heritage, tribal maps displaying the Tribe's Canadian origins, and an assortment of language workbooks to help teach youth the Wyandotte language. The Project will coordinate and conduct library programs including, but not limited to, story time, computer time, a LEGO Club, STREAM activities, and family event nights. The Project Assistant will work specifically with the Tribe's Cultural Committee when teaching native crafts as well as design and determine the appropriate spellings for numbers, design of animals for clans, and common phrases for language workbooks produced in year two (2). Project staff will also attend required IMLS-designated meetings. The benefits of Project REACH will be disseminated for tribal citizens and guests to library programs using digital announcements on social media. During all of these activities, performance measures will be used to document the measurable changes and overall impact of the project. Evaluation will take place twice annually to ensure programmatic and financial requirements are being met. More detail is provided in the attached Schedule of Completion. [**Schedule of completion**]

While the potential benefits of the proposed project outweigh any potential risks, we developed a contingency plan to address any **expected risks** to our work. This contingency plan is designed to minimize interruptions towards implementation of the proposed strategy.

1. **Expected Risk:** Staff Turnover

Possible Problem: A key staff member resigns or transfers to another tribal department.

Contingency Plan: Provide cross training for staff in the event staff turnover occurs.

2. **Expected Risk:** Low community participation due to potential COVID-19 health risks

Possible Problem: We experience low participation despite outreach efforts and safety measures.

Contingency Plan: Conduct events virtually in addition to face-to-face meetings via Zoom.

3. **Expected Risk:** Underestimated Costs of Budgetary Items

Possible Problem: Costs may change before funding approval.

Contingency Plan: Seek supplementary resources in order to reduce other costs.

Data Collection: Wyandotte Nation will collect data by creating a database using software, such as Excel 2016 in order to log, track, and report 1) timesheets; 2) number of supplies, materials, and equipment to enhance the library; 3) number of youth using AWE computers and tablets; 4) number of youth participating in LEGO Club, story time, and STREAM activities; 5) number of education programs on STREAM and cultural heritage; 6) number of IMLS-designated trainings attended; 7) number of participants in family event nights; and 8) number of individuals and families receiving the language workbooks.

The plan for collecting and reporting data is well designed and feasible. Information will be entered by project staff making hard and digital copies of data to be collected in order to log, track, and report our progress of the project's goal, related objectives, activities listed in the schedule of completion, completion of task, and person responsible for completing each task. Data collected will assist us in measuring our project's success.

Sharing Project Results: Wyandotte Nation will publicize our IMLS-funded project across multiple platforms throughout the grant period in order to reach our audience of nearly 7,000 tribal citizens and other visitors to the Tribe's website and Facebook page. Our communication plan involves the Project Assistant reaching out and promoting the project's activities and discoveries to the community through various forms of social media, such as Facebook and Twitter to reach as many demographics as possible. We will openly and effectively share project updates and stories along with photographs of Project REACH on a quarterly basis in the tribal newsletter *Gyah'-wish Atak-ia*¹ and Wyandotte Nation's Facebook page². The Project Assistant will also be responsible for outreach, promotion, and dissemination including workbooks to teach numbers, greetings, and animals in the Wyandotte language. All digital and printed announcements will include the IMLS logo and statement, "This project was made possible in part by the Institute of Museum and Library Services." Wyandotte Nation's proposed work plan for Project REACH involves departmental organization, coordination, and implementation of our project goal, objectives, and activities to meet the needs of our community.

Wyandotte Nation acknowledges and understands the responsibility for annually submitting a performance and financial report. We are aware that reports will be due according to the reporting schedule from the Official Award Notification for Grants and Cooperative Agreements. Wyandotte Nation will submit reports electronically using the IMLS performance and financial report forms. **[Schedule of completion and Project staff]**

Specific questions for this project derived from a library assessment and monthly departmental meetings. Questions asked while developing this project included: 1) Does a high percentage of the community use the Wyandotte Nation Library?; 2) What type of library programs, classes, or events would the community like to see at the Library?; 3) When would be the best day and time for community members to attend library activities?; 4) Do they use the computer lab at the library?; and 5) What would they like to see at the library that Wyandotte Nation currently does not offer?

Answers from our targeted audience demonstrated a need for a project such as ours. For example, they wish to: 1) have a place for young learners to gain computer/technology skills; 2) checkout culturally-specific books on Wyandotte history; 3) study maps showing Wyandotte's origins; 4) learn the Wyandotte language individually or with workbooks as a family; and 5) participate in Native art and craft classes during the evenings or weekends.

These answers later led to discussions during an impromptu Library and Grant Development meeting asking: 1) What is our community's current position in relation to library programs and services?; 2) Who, specifically, is impacted by this position?; 3) What will happen if this condition is resolved/not resolved?; 4) Why does this condition occur?; and 5) What role can the library have in addressing this position?

¹ <https://www.wyandotte-nation.org/media/>

² <https://www.facebook.com/WyandotteNation/>

Preliminary work for our project began by researching other projects or programs that incorporate literacy and learning as well as grow an interest in culture, language, and artwork with an emphasis on STREAM activities. To begin, we discovered an IMLS supported project closely related to our community's needs. The Hydaburg Cooperative Association's Enhancement Project engaged residents and Tribal members in the following: 1) early childhood literacy and language development programs; 2) increase use of their library by offering regularly scheduled programs and activities; and 3) build the Tribal library's collections to better support and enhance learning about Haida history, culture, language, and art. [[NG-03-19-0199-19](#)]

Second, Research Gate published a conference paper on STEM through Cultural Heritage, which promotes the inclusion of the Arts by stating, "The arts stimulate 21st century skills needed by students destined to become adults of today's digital world, stimulation, inspiration, engagement, use of imagination, and creative thinking." The paper continues, "mathematical concepts are crucial in education as it follows a dynamic that goes from the real world problems to its solution."

Dr. Azi Jamalian, head of education strategy at littleBits, sees the value in a more robust curriculum that includes reading and arts. "Every kid needs to have technology literacy and problem-solving skills," she says. To Jamalian, STREAM has the potential to, "incorporate art and reading for anyone, regardless of their technical ability," she says. "It should be accessible to everyone no matter what their background, gender, or comfort level with technology is."

"Those who think of the arts as a luxury, or an extra, or a break, seem to have no clue at all of their academic value ... with science, technology, reading, engineering or math."

The STREAM approach is a whole brain thinking based approach, showing that subjects are not isolated from each other. In other words, learners become active in their learning process by constructing their own knowledge in a meaningful context. [[Supportingdoc1 pages 14 thru 19](#)]

Project REACH focuses STREAM learning through valorization of cultural heritage coming from the promotion of reading, engineering, art-works, and cultural exchange among the tribal community. We believe our library has the capacity to respond to our audience members' needs. Tribal leadership even demonstrated their support through a formal letter. Additional support came from Wyandotte Nation's Tribal Heritage and Education Departments, and tribal citizen who provided letters of support for this project. [[Supportingdoc3](#)]

The conceptual design and processes relates to our specific need for our audience. For example, our tribal community would like programs to increase literacy for early children along with their interest in Wyandotte culture, language, and artwork. Part of our design stems from visiting the public library in Joplin, MO who have a children's computer station and LEGO table with math worksheets. Their library also has a station for blocks, Lincoln Logs, and foam shapes. [[Supportingdoc2 pages 1 thru 8](#)] Additionally, the Education Department discovered a children's language workbook from a nearby tribe to teach numbers, greetings, and names of animals in a Native language. [[Supportingdoc2 pages 9 thru 24](#)]

Our proposed project revolves around 20 U.S.C. § 9101 as Project Staff will expand services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages in order to support such individuals' needs for education, lifelong learning, workforce development, and digital literacy skills. Moreover, we are targeting library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children (from birth through age 17) from families with incomes below the poverty line.

Wyandotte Nation will not use any procedures that deviate from accepted practice. In fact, our results will be compatible with other resources that follow existing standards. This project will not include any digital content; however, the Project Director will create outreach material for library patrons and guests to programs, classes, and events as well as digital announcements on social media modeled after the Joplin Public Library³. All announcements and material will include the IMLS logo as well as the statement, "This project was made possible in part by the Institute of Museum and Library Services".

³ <https://www.facebook.com/joplinpubliclibrary/>

Project Management: The proposed project was planned by Wyandotte Nation's Education Department, which included department meetings and email discussions between the Education Director, Librarian, and Cultural Preservation Department. Cristi Hudson is the proposed Project Director who will implement and manage the project. She earned a Bachelor of Science Degree from Southeastern Oklahoma State University in Early Intervention in Childhood Development. Mrs. Hudson is Wyandotte Nation's Education Director. Cristi has recent and relevant programmatic and financial experience to serve as the Project Director. She was the Tribe's Education Specialist for three (3) years prior to her current position. Cristi Hudson will ensure the project goals, objectives, and activities are achieved in a timely manner utilizing the Schedule of Completion.

Madeline Harnar will assist the Project Director achieve project goals, objectives, and activities. Mrs. Harnar earned a Bachelor of Science Degree from Missouri Southern State University in Elementary Education. In addition to managing all facets of the library, she will provide on-site technology and literature access to the community and conduct STREAM lessons for youth in preschool and afterschool programs. Furthermore, she will plan and organize themed family nights to include cultural crafts, stories, and novice language lessons with newly created language workbooks. Finally, Mrs. Harnar will assist the Project Director in collecting and evaluating data, and ensuring the submission of financial and programmatic reports. [**Resumes**]

Resources to Carry Out Activities: Most resources essential to carry out the project's activities are from the existing IMLS project [[NG-03-19-0223-19](#)], viz. STEM Resources, such as iPad Mini Tablets, Edison Robots and Sphero SPRK Robots as well as a companion book titled Coding, Robotics, and Engineering for Young. Nevertheless, we are requesting additional resources to reach a broader audience with the proposed project. An early literacy station is ideal for providing literacy-focused digital learning solutions for early learners. We are also requesting IMLS funds to acquire LEGO supplies to host and conduct STREAM lessons with the community during afterschool and summer program activities. Purchasing cultural books is essential for story time as we will reach a variety of ages and topics, such as Wyandotte folk-lore and other short stories. Tribal maps are necessary to display our Canadian origins prior to Indian Removal. Native craft are essential supplies during cultural event nights ranging from corn husk dolls to basket weaving to dream catchers. Finally, printing and distributing language workbooks are a vital product to help teach youth the Wyandotte language. All other specific time, financial, and personnel necessary to carry out project activities are detailed in the required attachments and supporting documents. [**Scheduleofcompletion; Supportingdoc2 page 25; Supportingdoc3; and Supportingdoc4**]

Tracking Progress: Surveys and sign-in sheets can serve as a means to measure audience engagement and outcomes. The Project Director will monitor the project work plan and timeline to keep the project on track. Matrixes will be designed to quantify data to ensure goals are being met. Wyandotte Nation has a solid plan to judge the progress of our proposed project. Reliable information to base actions will come from the Financial Review Committee (FRC) who will meet with Project Staff to evaluate and monitor the project's effectiveness. The FRC is comprised of the Second Chief, Chief of Staff, Controller (Financial Point of Contact), and two (2) Grant Writers, all of which have more than 60 years of grant management experience. In measuring success, this evaluation methodology is not only appropriate, but will result in valid, reliable, and generalizable findings. The Project Director will monitor the work plan and timeline to keep the project on track using the schedule of completion to aid in quantifying data and ensuring goals are met to show progress over time. This is a step toward **measuring our performance in terms of effectiveness, quality, and timeliness**. In measuring success, this methodology is not only appropriate, but will result in valid, reliable, and sharable findings.

Project Results

Project REACH's **intended results** we would like to see at the end of the project period are an increase in the number of participants in library programs, a growth in number and confidence using technology, and a community engaged in library programs and services to prepare them to be full participants in our community and global society. We believe this will **address the need** to increase literacy and learning services for youth and their families as well as an interest in Wyandotte's language and cultural heritage.

Outcomes are the impact we hope to achieve with our proposed project. We have worked to make them achievable through simple, quantifiable measures or indicators that identify the change in the community, people's lives, etc.

Intended Outcomes for Participants:

- Supported early childhood resources for lifelong learning and digital literacy skills;
- Enhanced sense of cultural awareness through the discovery of Wyandotte language and crafts;
- Increased interest in Wyandotte language;
- Confidence in science, technology, reading, engineering, art, and math among youth; and
- Increased participation in library programs, classes, and cultural events and activities.

Change in Knowledge, Skills, Behaviors, and/or Attitudes: Wyandotte Nation expects to see the following results regarding beneficiaries we intend on reaching:

- Gained knowledge, interest, and appreciation of Wyandotte language and cultural heritage;
- Increased cultural awareness due to cultural stories and native crafts;
- Enhanced educational programs and activities at the Tribe's library; and
- Improved tools and resources for youth and families.

Data collected will help reporting and **measuring our success** by the number of individuals utilizing the AWE Early Literacy Station, number of patrons and guests checking out cultural books, number of Native youth participating in LEGO Club and other STREAM activities, number of citizens attending the culture and craft classes, and number of youth participating in the language classes utilizing the language workbooks. Wyandotte Nation will seek and obtain feedback throughout the project lifecycle from audience members *via* Questions and Answer sessions during library programs and culture and craft classes.

The **project will specifically benefit** individuals of all ages and backgrounds regardless of their circumstances by providing rich learning experiences in our library, such as STREAM lessons, Native crafts, and learning the Wyandotte language and heritage. Learning is not limited to a classroom. In fact, our community will be empowered with a place that encourages exploration, analysis, and questioning. It will become a place to communicate and collaborate among visitors and guests to Wyandotte Nation's library. With IMLS project funds, our library can help the community gain literacy and life skills necessary by providing spaces where we can all learn and grow together.

The **tangible products** resulting from our project include: 1) early literacy station computers and tablets to provide safe, literacy-focused digital learning without relying on the Internet; 2) a variety of LEGOs, KAPLA blocks, Lincoln Logs, and geometric solids to conduct STREAM lessons during afterschool and summer program activities; 3) Wyandotte-related books shelved on a new mobile display cart; 4) tribal nation maps displaying Wyandotte Nation's origins prior to Indian Removal; and 5) language workbooks in order to teach numbers, greetings, and animals to youth in the Wyandotte language.

The mantra of success is sustainability and growth. Wyandotte Nation employs an approach to solve problems that is caring, thoughtful, reflective and sustainable. Project REACH's benefits will continue to support the project beyond the grant period through **ongoing institutional support** of project activities from IMLS Basic Library Grant funds as well as the tribe's General Fund. The tribe will support the library and museum by retaining qualified staff members including the operating budget. Native youth and others in the community participating in library programs and resources will be able to teach others of the knowledge acquired from STREAM lessons as well as Wyandotte's cultural heritage in such a way that it sustains the project as well. Despite the fact that this is a new project for us, we are optimistic for the future.

Our project will lead to systemic change within our organization as it will lead to an increase in electronic devices for reading and cultural research while reducing our dependency on paper. This change also represents our efforts in reaching and serving all citizens within our tribal community. We will learn together at the library as we engage in common experiences and shared interests together through our tribal community.

As stated earlier, the Project Assistant will create outreach material for library patrons and guests to programs, classes, and events as well as digital announcements on social media. All announcements and material will include the IMLS logo. There are **no plans for sustaining any digitized collections**, software, and supporting documentation, information systems, and other technology tools.

We anticipate this initiative to become a model for future digital archive projects by other American Indian/First Nation communities once the database is fully developed.

SCHEDULE OF COMPLETION Year 1 – Project REACH

The Schedule of Completion reflects each major activity identified in our Narrative and project dates identified on the SF-424S and IMLS Budget Form.

	S	O	N	D	J	F	M	A	M	J	J	A
Activity 1 – Award Notification												
Activity 2 – Project Orientation and Planning												
Activity 3 – Procure Supplies and Equipment												
Activity 4 – IMLS-Designated Meetings	T	B	D	-	-	-	-	-	-	-	-	>
Activity 5 – LEGO Club												
Activity 6 – Family Event Nights												
Activity 7 – Outreach and Dissemination												
Activity 8 – Design Language Workbooks												
Activity 9 – Evaluate and/or Submit Reports												

Outline of YEAR 1 Activities	
1	Review and accept IMLS award; notify Authorized Representative, Key Staff, and Financial Point of Contact.
2	Conduct orientation meeting with Project Staff in order to review the project’s goal, objectives, and plan for activities, outcomes, results, and products.
3	Purchase supplies, materials, and equipment for project implementation; create an inventory of purchased supplies, materials, and equipment.
4	Project Director will travel, attend, and participate in IMLS Meetings, i.e. Association of Tribal Archives, Libraries, and Museums Conference.
5	Create a LEGO Club; Coordinate and conduct bi-weekly story times followed by STREAM lessons utilizing LEGOs and creative activities.
6	Plan, organize, and instruct quarterly culture and craft lessons utilizing corn husk dolls, hand drums, basket weaving, and dream catchers.
7	Disseminate educational outreach material for tribal citizens and guests to library programs using digital announcements on social media.
8	Design and determine appropriate spelling of numbers, design of animals for clans, and common phrases for language workbooks.
9	The Financial Review Committee will meet with the Project Director in order to evaluate and monitor the project’s effectiveness. Prepare to submit performance and financial reports due to the reporting schedule from the Official Award Notification for Grants and Cooperative Agreements. The Project Director will ensure reports are submitted electronically using the IMLS performance and financial report forms.

SCHEDULE OF COMPLETION Year 2 – Project REACH

The Schedule of Completion reflects each major activity identified in our Narrative and project dates identified on the SF-424S and IMLS Budget Form.

	S	O	N	D	J	F	M	A	M	J	J	A
Activity 1 – Project Planning												
Activity 2 – Procure Project Supplies												
Activity 3 – IMLS-Designated Meetings	T	B	D	-	-	-	-	-	-	-	-	>
Activity 4 – LEGO Club												
Activity 5 – Family Event Nights												
Activity 6 – Print Language Workbooks												
Activity 7 – Outreach and Dissemination												
Activity 8 – Evaluate and/or Submit Reports												

Outline of YEAR 2 Activities	
1	Conduct planning meeting with Project Staff in order to review the project’s goal, objectives, and plan for activities, outcomes, results, and products.
2	Purchase supplies, materials, and equipment for project implementation; create an inventory of purchased supplies and materials.
3	Project Director will travel, attend, and participate in IMLS Meetings, i.e. Association of Tribal Archives, Libraries, and Museums Conference.
4	Coordinate and conduct bi-weekly story times followed by STREAM lessons utilizing LEGOs and creative activities.
5	Plan, organize, and instruct quarterly culture and craft lessons utilizing corn husk dolls, hand drums, basket weaving, and dream catchers.
6	Review, approve, and print language workbooks in order to teach the numbers, names of clans, and common phrases in the Wyandotte language.
7	Disseminate language workbooks for tribal citizens and guests to library programs as well as digital announcements on social media.
8	The Financial Review Committee will meet with the Project Director in order to evaluate and monitor the project’s effectiveness. Prepare to submit performance and financial reports due to the reporting schedule from the Official Award Notification for Grants and Cooperative Agreements. The Project Director will ensure reports are submitted electronically using the IMLS performance and financial report forms.