

Museum on Main Street Three-Year Project Calendar 2009 Tour of *Between Fences*

The following calendar can help guide the administration of ***Between Fences*** in your state for an opening in September 2009. Please confirm your specific opening date with Terri Cobb, MoMS registrar.

Year 1 (2007)

- Identify State Project Scholar(s)
- Develop Grantmaking Strategy
- Select Participating Rural Communities
- Issue Call for Applicants
- Visit Communities
- Organize State Committees/Initiatives
- Send First Council Letter to Congressional Members
- Initiate Statewide Fund Raising
- Plan Marketing and Publicity Strategies

Year 2 (2008)

- Confirm Itinerary of Exhibition Tour (by July 2008)
- Sign SITES contract
- Meet with Participating Communities
- Develop In-state Shipping Plan
- Attend National Program Meeting (July 2008)
- Apply for and receive first Community Assistance Subsidy
- Write first Group Letter for Congressional Members (sign at State Program Workshop)
- Host State Program Workshop (December 2008 or January-February 2009)
- Monitor Activities of State Committee
- Continue Fundraising as Needed
- Provide state funding credit line to SITES for inclusion on exhibition credit panel (by June 2009)
- Implement Marketing Strategies

Year 3 (2009-2010)

- Make Supporting Grants
- Exhibition Arrives In-state: September 14-16, 2009
- Write second Group Letter for Congressional Members (sign at Installation Workshop)
- Host Installation Workshop at First Venue: September 16, 17 or 18, 2009
- Exhibition Opens and Tour Begins: September 19, 2009
- Apply for and receive second Community Assistance Subsidy
- Implement State Marketing and Publicity
- Continue Statewide Project Initiatives
- Exhibition Tour Ends: July 11, 2010
- Exhibition Shipped back to Washington, DC: week of July 14, 2010
- Send Second Council Letter to Congressional Members
- Oversee completion and submission of Local Close-Out Reports (within 6 weeks after closing at each venue)
- Complete Federation Close-Out Report