

Museum on Main Street
Three-Year Project Calendar
2009 Tour of New Harmonies

The following calendar can help guide the administration of **New Harmonies** in your state for an opening in March 2009 (Missouri, Nebraska, Alabama) or April 2009 (Alaska, West Virginia). Please confirm your specific opening date with Terri Cobb, MOMS registrar.

Year 1 (2007)

- Attend National Orientation Meeting (new state coordinators only) (Jan. 31-Feb. 1, 2007)
- Identify State Project Scholar(s)
- Organize State Committees/Initiatives
- Develop Grantmaking Strategy
- Issue Call for Applicants
- Visit Communities
- Select Participating Rural Communities
- 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 March 2008)
- Sign SITES contract
- Meet with Participating Communities
- Develop In-state Shipping Plan
- Attend National Program Meeting (April/May 2008)
- Apply for and receive first Community Assistance Subsidy Allowance
- Write first Group Letter for Congressional Members (sign at State Program Workshop)
- Host State Program Workshop (August/September 2008)
- Monitor Activities of State Committee
- Continue Fundraising as Needed
- Provide state funding credit line to SITES for inclusion on exhibition credit panel (by Dec. 2008)
- Implement Marketing Strategies

Year 3 (2009)

- Make Supporting Grants
- Exhibition Arrives In-state: March 9-10, 2009 (MO, NE, AL) or April 6-7, 2009 (AK, WV)
- Write second Group Letter for Congressional Members (sign at Installation Workshop)
- Host Installation Workshop at First Venue: March 11, 12 or 13, 2009 (MO, NE, AL) or April 8, 9 or 10, 2009 (AK, WV)
- Exhibition Opens and Tour Begins: March 14, 2009 (MO, NE, AL) or April 11, 2009 (AK, WV)
- Apply for and receive second Community Assistance Subsidy Allowance
- Implement State Marketing and Publicity
- Continue Statewide Project Initiatives
- Exhibition Tour Ends: January 2, 2010 (MO, NE, AL) or January 23, 2010 (AK, WV)
- Exhibition Shipped back to Washington, DC: week of January 4, 2010 (MO, NE, AL) or week of January 25, 2010 (AK, WV)
- 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