

Museum on Main Street
Three-Year Project Calendar
2010 Tour of *New Harmonies*

The following calendar can help guide the administration of ***New Harmonies*** in your state for an opening in March 2010 (Missouri, North Carolina, New Mexico) or April 2010 (Illinois, Utah). Please confirm your specific opening date with Terri Cobb, MOMS registrar.

Year 1 (2008)

- Attend National Orientation Meeting (new state coordinators only) (April 30, 2008)
- 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 (2009)

- Confirm Itinerary of Exhibition Tour (by March 2009)
- Sign SITES contract
- Meet with Participating Communities
- Develop In-state Shipping Plan
- Attend National Program Meeting (April/May 2009)
- 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 2009)
- Monitor Activities of State Committee
- Continue Fundraising as Needed
- Provide state funding credit line to SITES for inclusion on exhibition credit panel (by Dec. 2009)
- Implement Marketing Strategies

Year 3 (2010)

- Make Supporting Grants
- Exhibition Arrives In-state: March 8-9, 2010 (MO, NC, NM) or April 5-6, 2010 (IL, UT)
- Write second Group Letter for Congressional Members (sign at Installation Workshop)
- Host Installation Workshop at First Venue: March 10, 11 or 12, 2010 (MO, NC, NM) or April 7, 8 or 9, 2010 (IL, UT)
- Exhibition Opens and Tour Begins: March 13, 2010 (MO, NC, NM) or April 10, 2010 (IL, UT)
- Apply for and receive second Community Assistance Subsidy Allowance
- Implement State Marketing and Publicity
- Continue Statewide Project Initiatives
- Exhibition Tour Ends: January 1, 2011 (MO, NC, NM) or January 22, 2011 (IL, UT)
- Exhibition Shipped back to Washington, DC: week of January 3, 2011 (MO, NC, NM) or week of January 24, 2011 (IL, UT)
- 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