

**Museum on Main Street**  
**Three-Year Project Calendar**  
**2011 Tour of *Journey Stories***

The following calendar can help guide the administration of ***Journey Stories*** in your state for an opening in May 2011 (Kentucky, Texas, New Mexico) or June 2011 (Alabama, Louisiana). Please confirm your specific opening date with Terri Cobb, MoMS registrar.

**Year 1 (2009)**

New State Coordinators participate in on-line orientation training (Spring, 2009 or scheduled as needed)

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 (2010)**

Confirm Itinerary of Exhibition Tour (by May 2010)

Sign SITES contract

Meet with Participating Communities

Develop In-State Shipping Plan

Attend National Program Meeting (April/May 2010)

Apply for and Receive First Community Assistance Subsidy & Services Allowance (CASSA)

Write first Group Letter for Congressional Members (sign at State Program Workshop)

Host State Program Workshop (August/September 2010)

Monitor Activities of State Committee

Continue Fundraising as Needed

Provide state Funding Credit Line to SITES (for inclusion on exhibition credit panel (by Feb. 2010)

Implement Marketing Strategies

**Year 3 (2011)**

Make Supporting Grants

Exhibition Arrives in-State: May 23-25, 2011 (KY, TX, NM) or June 20-22, 2011 (AL, LA)

Write second Group Letter for Congressional Members (sign at Installation Workshop)

Host Installation Workshop at First Venue: May 25, 26 or 27, 2011 (KY, TX, NM) or June 22, 23 or 24, 2011 (AL, LA)

Exhibition Opens and Tour Begins: May 28, 2011 (KY, TX, NM) or June 25, 2011 (AL, LA)

Apply for and Receive Second Community Assistance Subsidy & Services Allowance (CASSA)

Implement State Marketing and Publicity

Continue Statewide Project Initiatives

Exhibition Tour Ends: March 4, 2012 (KY, TX, NM) or April 1, 2012 (AL, LA)

Exhibition Shipped Back to Washington, DC: week of March 5, 2012 (KY, TX, NM) or week of April 1, 2012 (AL, LA)

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