Scholarly Engagement With Special Collections and Archives

1 Who are the primary users of your institutional (or consortial) collections?

Choose only those groups your institution or consortium serves in significant enough numbers to affect your planning for projects and services.

- academic faculty from within my institution (or consortium)
- academic faculty from outside my institution (or consortium)
- graduate students from within my institution (or consortium)
- graduate students from outside my institution (or consortium)
- undergraduate students within my institution (or consortium)
- undergraduate students outside my institution (or consortium)
- elementary and secondary school teachers and students
- independent researchers
- members of a professional group, such as medical doctors or lawyers
- staff members at my institution (or in my consortium)
- government officials
- local community members
- genealogical researchers
- Other, please specify:
- 2 Does the involvement of scholars in your project relate to your institution's (or your consortium's) stated mission or strategic plan?

(Again, the term *scholar* refers broadly to those who actively engage in research and/or teaching as subject specialists, such as academic faculty, graduate students, independent researchers, subject librarians or archivists, artists, and others.)

YES NO

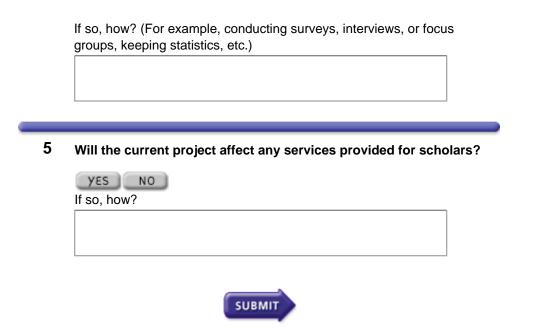
If yes, describe how:

3 What services does your institution currently provide to scholars?

Choose all that apply.

- in-person reference services
- telephone or email reference services
- collections tours
- facilities tours
- in-person research consultations
- research services (conducting research on behalf of patrons)
- library instruction for individual courses
- digital scholarship support (help with instructional and research technologies)
- purchase requests
- interlibrary loan
- copyright and intellectual property consultations
- photocopying requests
- scanning and/or digitization requests
- reading room access
- wireless internet access
- borrowing of electronic equipment, including digital cameras, scanners, or laptops
- patron-accessible computers
- access to research tools, such as pencils, scrap paper, magnifying glasses, and book supports
- educational programs conducted by staff
- educational programs conducted by fellow researchers or visitors
- exhibits
- exhibit tour requests
- opportunity to apply for grants or fellowships managed by your institution
- Other, please specify:
- 4 Does your institution currently assess its services for scholars?





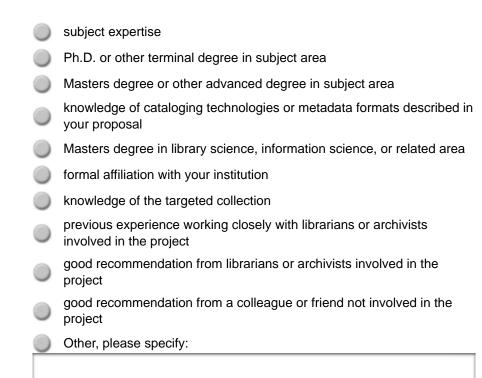
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- 6 How did you find out about the Hidden Collections grant program?
 Choose all that apply.

 the CLIR web site
 a web site other than CLIR's site
 an email
 a print announcement
 a conference presentation
 a colleague
 Other, please specify:
- 7 What were your criteria for determining the selection of the three individuals who supported your proposal with letters of recommendation?

Choose all that apply.



8 Will any of the individuals who provided recommendations be involved in the project itself?

YES NO If so please describe the nature of their involvement:

9 Did usage data for your collections (whether anecdotal or formally captured) affect your selection of the hidden collection(s) described in your proposal?

YES NO	
If yes, please explain:	



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10 To what extent were scholars involved in the following project planning activities?

Select one of the four options and, when possible, please explain the nature of the involvement in the comment space provided.

1 NO INVOLVEMENT	2 MINIMAL INVOLVEMENT	3 SOME INVOLVEMENT	4 INTENSIVE INVOLVEMENT
Selection of hidde	n collection(s)	to process	
1	2	3	4
Comments:			
Drafting of grant p	oroposal		
1	2	3	4
Comments:			
	•••	ort the project (e.g. a	rchival
management soft			
Comments:	2	3	4

11 To what extent are scholars involved in the following aspects of project execution?

Select one of the four options and, when possible, please explain the nature of the involvement in the comment space provided.

1 NO INVOLVEMENT	2 MINIMAL INVOLVEMENT	3 SOME INVOLVEMENT	4 INTENSIVE INVOLVEMENT
Training of catalog	gers		
L Comments:	2	3	4

Cataloging/processing of collections

1 Comments:	2	3	4
Project oversight			
Comments:	2	3	4
Project outreach presentations, etc		s, publications, c	onference
1	2	3	4
Comments:			
Project review/ev	aluation		
1	2	3	4
Comments:			
Are scholars invo not mentioned ab		aspect of your p	roject that wa
VES NO			



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13 What success factors, if any, do you anticipate establishing for your grant project? (Please note that in your original grant application you were not required to submit a post-project evaluation plan. This question is only meant to gather information about how you may or

may not be planning to evaluate your project.)

Choose all that apply.

new or increased use of the targeted collections by individuals at your institution(s)
new or increased use of the targeted collections by individuals from outside your institution(s)
new or increased use of targeted collections in teaching
use of the targeted collections by scholars or students who are involved with the project
increasing numbers of requests for information related to the collections
increasing numbers of visits to a project website
publicity generated by others (not involved with the project)
use of the targeted collections in, or as inspiration for, new creative works (literature, film, music, visual arts, etc.)
adoption of project technologies and/or methods in future cataloging initiatives at your institution
adoption of project technologies and/or methods for cataloging initiatives at other institutions (not involved with the project)
Other, please specify:

14 Are there any other comments you would like to add that would help us understand the ways in which your project will involve scholars?

