



Ohio University Libraries

1804 Endowment Fund proposal

Applicant Information

Name:

Date:

Title:

Amount requested:

College/School/Dept:

University address :

Email address:

Purpose and Selection Criteria

Purpose

The 1804 Special Library Endowment Fund enables Ohio University Libraries to develop distinctive collections by providing a means to purchase materials outside the scope and limits of regular acquisitions funds. 1804 Endowment monies are applied toward the purchase of specialized collections and individual items of rare or otherwise extraordinary value that support faculty and student research and learning.

Selection Criteria

All selections will support the Libraries' commitment to deliver information and scholarship tailored to the research and learning needs of Ohio University faculty and students. Additionally, selections will meet one or more of the following criteria:

- Entire collections or other larger purchases which meet critical needs
- Unique or scarce materials of any kind and are of scholarly or research value
- Other special purchase opportunities for which no provision is made in any departmental library allocation

Proposal Guidelines

Prior to submitting discuss the proposal with:

- your school/department to obtain the support of your school/department,
- your subject librarian and/or special collections librarian to determine if the endowment is the best source of funding, and
- the Assistant Dean for Collections and Digital Initiatives to confirm availability and pricing or secure a quote.

Proposals should include:

- A brief description of the materials to be purchased
- A cost estimate or an attached quote from the Assistant Dean for Collections and Digital Initiatives
- A brief discussion of:
 - How the request fulfills the purpose of the Endowment
 - How the request supports current and ongoing research and/or teaching being done at Ohio University
- If the materials are available through OhioLINK or from the Center for Research Libraries (CRL) and an explanation of why Ohio University requires the material if help by either
- A statement regarding school/department support of the proposal
- If applicable, a statement indicating the intention of the proposer to match Endowment monies with other funding sources

Proposal

Brief description of the materials requested:

Discussion (how does this proposal fulfill the purpose of the Endowment and current and ongoing research needs at Ohio University):

Statement regarding proposal support:

Additional comments: