

Museum on Main Street is an ongoing project. Each exhibition is hosted by many other states across the country. Documentation and evaluation of your experiences are critical to the success of the project and allow future states to learn from and build upon your good work and ideas.

Museum on Main Street uses the information you provide to analyze the impact of the program, gauge the effectiveness of the project as a whole, report back to Congressional leaders and our funders and partners on the success of the project, and tailor the exhibition support materials and training we offer to assist in managing your Museum on Main Street tour and exhibition. As you can see, the submission of these reports is very important!

What's the State Council's role?

At the conclusion of the exhibition tour, the state tour coordinator completes a state close-out report form and returns it to MoMS. The information provided helps MoMS ensure that the project is helping state councils achieve their objectives and assists in our ability to document and quantify the project's national reach and impact.

State council coordinators are asked to encourage their communities to turn in the community close-out report both to MoMS and to the state council.

Experience shows that local community hosts are well-served by keeping multiple copies of their original press clippings, program announcements, photographs and other project products. We suggest that local hosts assemble three project reports: one to send to SITES, one to send to the state humanities council and one to keep for help in future fundraising and advocacy efforts.

Local Community Close-Out reports should be sent to:

Terri Cobb
SITES/Museum on Main Street
P.O. Box 37012 MRC 941
Washington, DC 20013-7012
202-633-5334
cobbt@si.edu

State Close-Out reports should be sent to:

Carol Harsh
SITES/Museum on Main Street
P.O. Box 37012 MRC 941
Washington, DC 20013-7012
202-465-5267
harshc@si.edu