

NEH Application Cover Sheet (CHA-268834)

Infrastructure and Capacity Building Challenge Grants

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INSTITUTION

Trustees of Amherst College d/b/a Folger Shakespeare Library
Washington, DC 20003-10004

APPLICATION INFORMATION

Title: *Folger Shakespeare Library New Exhibitions: Design, Development, and Installation*

Grant period: From 2020-05-01 to 2023-06-30

Project field(s): Interdisciplinary Studies, General

Description of project: The Folger Shakespeare Library envisions its newly constructed New Pavilion providing locations to create engaging, multilayered exhibitions. Funding from the NEH will allow the Folger to bring it to life. Specifically, it will allow the Folger to do the following: • Hire designers to create floorplans, schematics, and construction documents for the spaces; • Hire contractors to design the digital infrastructure, including equipment and installation, for the interactive exhibits; • Hire producers to create and install graphics, signage, and lights for the spaces; and • Identify, fabricate, and install the specialized cases necessary to display the materials, including security measures.

BUDGET

Outright Request	750,000.00	Cost Sharing	0.00
Matching Request	3,000,000.00	Total Budget	3,750,000.00
Total NEH	3,750,000.00		

GRANT ADMINISTRATOR

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Folger Shakespeare Library
Application to the National Endowment for the Humanities
Infrastructure and Capacity Building Challenge Grant

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Folger Shakespeare Library NEH Infrastructure and Capacity Building Challenge Grant

Abstract

In 2016, the National Endowment for the Humanities funded the Folger Shakespeare Library's *First Folio!* tour, marking the 400th anniversary of William Shakespeare's death by taking a representation of its First Folios "on the road" to all 50 states, the District of Columbia, and Puerto Rico. Published seven years after Shakespeare's death, the 1623 First Folios collected Shakespeare's 36 plays in one single book, 18 of which may have been lost forever had they not been included.

The reception that *First Folio!* received vastly outpaced the Folger's initial estimates, illustrating a clear audience and desire for exposure to these priceless treasures. Though the First Folios are undoubtedly the crown jewel of its vast collection, the Folger also possesses an extensive collection of materials from the early modern world, including half of all books printed in English before 1640 (North America's largest collection) and the world's third largest collection of manuscripts in English.

The single, greatest challenge the Folger faces is the physical limitation imposed by the original 1932 footprint of its historic building. Exhibitions in our Great Hall have been successful, but the space is not handicap-accessible and requires closure to the public for several months a year during transitions. In addition, the Great Hall does not provide the Folger with the means to display its rarest treasures either responsibly or permanently. As a result of these restrictions, the Folger has been fulfilling its mission to reach as broad and varied an audience as possible via a host of public programming (ranging from Folger Theatre to Folger Education to Folger Consort), making certain to ground all of these cultural events in the same vigorous scholarship being conducted by the 800+ scholars per year who visit the Folger Institute.

As the Folger continued to make significant progress on achieving the goals set forth in the 2013-2017 Strategic Plan, the Board turned its attention to the challenges and opportunities of the 21st century, including the desire to share more its peerless collection with the public. What grew out of these meetings and subsequent work was *The Wonder of Will*, a \$50 million capital campaign that will generate at least \$38 million for capital purposes and \$12 million for programmatic support, unrestricted operating support, and the endowment. The capital portion of the campaign will support a \$60 million renovation of the Folger (the balance paid with reserves and financing). This ambitious project will include the construction of the **New Pavilion**, a 12,000-square-foot-space, which will be anchored by two large exhibition halls.

The Folger envisions our new spaces as locations to recreate the same types of engaging, multilayered exhibitions created with *First Folio!*. In conversations with (b) (4), a design firm that specializes in "strategy, media and physical design working together to design experiences," the Folger has arrived at a concept for an exhibition plan allowing more than simply putting its riches on static display. Instead, it will allow the Folger to create interactive, immersive, and engaging platforms meant to cultivate exchanges between visitors and the texts, generating valuable conversations about humanistic inquiry, the hallmark of a humanities education. This engagement is vital to American democracy as envisioned by the country's founders, grounded in the proximity to our neighbors on Capitol Hill: the Library of Congress, the Supreme Court, and the Capitol Building.

Having publicly launched *The Wonder of Will* at the Folger Gala on April 15, 2019, with the announcement that it had already raised \$25.1 million from 72 donors (with 11 gifts of \$1 million or more), the Folger now seeks funding from the NEH to design, fabricate, and implement the exhibitions that will help the Folger bring these spaces to life. Securing this funding will provide a vital step in attracting additional funders for the Folger's next exciting evolution.

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Rationale

The Folger Shakespeare Library is the leading research library in the United States for the study of early modern history and literature. The Folger vaults contain a treasure trove of materials related to Shakespeare's world, including half of all books printed in English before 1640 (North America's largest collection) and the world's third largest collection of manuscripts in English. In total, they hold more than 256,000 books; 60,000 manuscripts; 250,000 playbills; 90,000 prints, photographs, drawings, and other works of art; audio and visual recordings, and other special collections. The crown jewels of the Folger's holdings are 82 copies of the First Folio, the book that spread the plays of William Shakespeare across the globe. Each year, the Folger welcomes 800+ international scholars, whose work furthers humanities conversations encompassing Shakespeare and the early modern world.

The Folger's mission extends far beyond academic inquiry. The organization has evolved into a unique, national cultural institution that produces award-winning performing arts and humanities programs backed by the resources of an internationally-renowned research library. Accordingly, the Folger has committed itself to reaching as broad and varied an audience as possible, while grounding that engagement with the same rigorous scholarship expected of a world-class research library. Major accomplishments include:

- Six of our Shakespeare documents were added to UNESCO's International Memory of the World register in 2018.
- Free Shakespeare Digital programming which reaches millions, including 210,000 annual downloads/listens to our *Shakespeare Unlimited* podcast, access to the more than 137,000 digital images, and searchable versions of the Folger Edition of Shakespeare's plays accessed by 650,000 visitors.
- Producing more than 200 events annually (featuring works of theater, poetry, and early modern music) in our historic theater, the earliest Elizabethan stage in North America.

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- Leading Shakespeare-teaching in American schools with educator trainings, classroom-tested lesson plans, and other resources. We have served upwards of two million students and teachers, through resources and trainings, in person and online. Additionally, in 2017 we launched *Forsooth!*, the largest online community for teachers of Shakespeare.

This combination of scholarship and public programming sets the Folger apart from other research libraries. One such example, Folger Theatre's recent production of William Davenant's *Macbeth*, a Restoration-era reimaging of Shakespeare's classic tragedy, illustrates the tremendous resources that the Folger can bring to bear. Director Robert Richmond collaborated with Robert Eisenstein, the Founding Artistic Director of Folger Consort (the resident early modern music ensemble), to provide the production with atmospheric music from the original London performances. Mr. Richmond and the cast also worked closely with scholars from the Folger Institute to present audiences with the most historically accurate production of the play on a modern stage. Lastly, Postdoctoral Fellows and faculty working on the Institute's collaborative research project contributed pre-performance "pop-up exhibits" that highlighted the connection between their research and the world of Davenant's *Macbeth*, deepening understanding of Reformation-era Europe. *Macbeth* sold to 115% of the theater's full-view capacity and played to 6,500 patrons over the course of this brief run in Fall 2018.

Other recent examples of programming derived from the Folger's goal to become more outward-facing in its programs and in welcoming visitors, include *Before 'Farm to Table': Early Modern Foodways and Cultures*, a three-year, collaborative humanities research project undertaken in Fall 2018 and funded by the Andrew W. Mellon Foundation. Continuing through 2020, this project has produced both traditional and digital exhibitions related to *Macbeth*, will take rare items from the Folger vaults on tour to universities across the country, and will host scholarly workshops on a variety of topics, including "Eating Through the Archives." In early 2019, Folger Digital Media and Publications launched Miranda, the beta version of the Folger's digital medium platform, also funded by Mellon.

At its annual Gala on April 15, 2019, the Folger turned its full attention to the next step in positioning itself to pursue its mission into the 21st century: publicly launching *The Wonder of Will*, a \$50 million

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capital campaign meant to generate at least \$38 million for capital purposes and \$12 million for programmatic support, unrestricted operating support, and its endowment. The capital portion of the campaign will support a \$60 million renovation of the Folger. This ambitious project will include the construction of the **New Pavilion**, a 12,000-square-foot space, which will be anchored by two large exhibition halls.

The first, the **Shakespeare Exhibition Hall**, will house a permanent exhibition devoted to Shakespeare's life and works. Demonstrating the Bard's timeless genius, visitors will enter through pages of a First Folio into four specially constructed outer bays/galleries, each exhibiting a variety of digital interactions, where they will be immersed in a play with universal questions about the human experience (*i.e. Has love ever caught you by surprise? How does it feel to be an outsider? Do you deserve what you take by force? What do you owe your parents?*). The First Folio Gallery will be the core feature of the Shakespeare Exhibition Hall and house the Folger's signature collection of all 82 First Folios of Henry and Emily Folger. The First Folio Gallery will become the most important and valuable tribute to Shakespeare in the world, on display to the public for the first time ever, accompanied by interactive digital interpretations of how the Folios differ and what they teach us about Shakespeare and book history.

To the south, the **Stuart and Mimi Rose Rare Book and Manuscript Exhibition Hall** will be devoted to showcasing our most unique and inspiring books and manuscripts. Its three galleries will include two temporary exhibition spaces, and at the center (visually opposite the First Folio Gallery), the Folger Treasures Gallery, dedicated to the works that define the Folger collection. The Macro Manuscript from the 15th Century, containing the earliest diagram of an English stage setting, and the Trevelyon Miscellany from 1608 are among the Folger's most precious manuscript items, and they have been seldom displayed in recent years. They will lie in the same case as the 1477 Canterbury Tales printed by William Caxton, alongside a copy of Cicero's works printed in 1502 that was owned, used, and signed by Henry the VIII when he was about 11 years old. Also displayed will be Walt Whitman's copy of

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Shakespeare's Sonnets and George Elliot's commonplace book with quotations from Shakespeare's works will show the influence of his words.

We anticipate that the New Pavilion will be under construction from early-2020 to mid-2022, when the Folger Shakespeare Library will reopen to an inspired public. The programs of the Folger—Folger Theatre, Folger Education, Folger Institute, Folger Consort, and the O.B. Hardison Poetry Series—will continue with off-site programming during the renovation.

The iconic Great Hall will return to its intended purpose as a long gallery, open year-round and providing daily opportunity for scholars and visitors to enjoy conversations and café concessions amid their encounters with Shakespeare and the early modern era.

Features of the capital project also include new, accessible entry plazas from the East and West into the New Pavilion, as well as expanded visitor amenities such as two gracious entry halls, ticketing, orientation services for the new spaces, concessions, gift shop, elevator access to all levels, and ADA-accessible restrooms.

Significance

These new exhibition spaces will dramatically increase the Folger Shakespeare Library's capacity to pursue its mission of sharing Shakespeare and the early modern world with the public. Funding from the National Endowment for the Humanities would specifically support efforts to design, fabricate, and implement the exhibition that will liberate treasures from the Folger vault, presenting them to America. This includes permanently displaying all 82 of the Folger's First Folios and other priceless, early modern artifacts.

Revealing these precious cultural objects increases the Folger's significance as a national, cultural icon. In 2016, the NEH facilitated the *First Folio!* tour, allowing the Folger to take Shakespeare First Folios "on the road" to all 50 United States, the District of Columbia, and Puerto Rico. By displaying our rare works "at home," the Folger will vastly increase the possibility that more people will experience this unique opportunity in a robust context of performance, art, and civic life. Moreover, these exhibitions will allow the Folger to facilitate the important conversations about the Humanities in the public sphere,

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serving as a powerful reminder of the need for reasoned discourse in a rapidly changing and interconnected world.

The power of *First Folio!* did not spring from people simply seeing a folio opened to *Hamlet* (as an example); it came from the varied conversations created by the text itself. According to the Folger's draft to the NEH for funding for the *First Folio!* tour:

The traveling exhibition tells a two-part story. The first is about the First Folio as an object: *how did it come to be printed; what were the methods for printing the book; what makes it so important; and, what is its relevance today in America and abroad?* The second story is about its contents: *what is the meaning behind Hamlet's most well-known speech; which version of Hamlet is the right version; how we have come to know the Shakespeare we know; and, how has Hamlet's speech influenced American literature and history?*

The Folger envisions our new spaces as locations to recreate the same types of engaging, multilayered exhibitions created with *First Folio!*. In conversations with (b) (4), a design firm that specializes in "strategy, media and physical design working together to design new experiences," the Folger has arrived at a concept for an exhibition plan allowing more than simply putting its riches on static display. Instead, it will allow the Folger to create interactive, immersive, and engaging platforms meant to cultivate exchanges between visitors and the texts.

For example, in the Treasures Gallery, visitors will not only be able to view materials from the Folger vault, but they will also be able to engage with them by using single-touch interactives containing carefully curated information meant to contextualize the object historically or thematically. Instead of being limited to seeing a book turned to a single page, visitors can flip through digital images of the entire book, pausing to dig deeper into something of interest. With this concept, the Folger will move visitors from a simple, physical appreciation of the treasure towards an understanding of the ways in which it fits into a larger conversation of humanistic inquiry. Caxton's Chaucer becomes more than a book; it is transformed into a history lesson on the history of books printed in English as opposed to

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Latin. A recipe book becomes more than curious scribbles; it becomes a conversation about nutrition, agriculture, trade, and colonialism in the early modern world.

At this point, the Folger has a concept. Funding from the NEH will allow the Folger to bring it to life.

Specifically, it will grant the Folger to do the following:

- Hire designers to create floorplans, schematics, and construction documents for the spaces;
- Hire contractors to design the digital infrastructure, including equipment and installation, for the interactive exhibits;
- Hire producers to create and install graphics, signage, and lights for the spaces; and
- Identify, fabricate, and install the specialized cases necessary to display the materials, including security measures.

The primary costs that will be covered through the NEH grant will be for contractor fees to design, fabricate and install the exhibition casework, graphics and text panels, multimedia components and related audio-visual hardware. The budget reflects the costs associated with each phase, beginning with schematic and design development, media design development, fabrication, media production, and finally delivery and installation of the components. All of the design and fabrication work will be outsourced and will be completed offsite until the space is ready for installation. Cost estimates were provided by (b) (4)

_____ The Folger has not yet contracted with (b) (4)
_____ for implementation. The Folger plans to conduct additional review of several firms for design and fabrication. A decision has not yet been made whether to use one firm for all elements or to split the project across different firms and fabricators.

The Folger currently does not have a full list of equipment that will be needed, but (b) (4) provided an equipment cost estimate based on the size of the exhibition galleries and using their

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experience on similar projects. Equipment will include touch screens, video projection, sound, and interactive elements that will bring the books on display to life through interactive technology.

Audience and Impact

As envisioned by Henry and Emily Folger, the Folger Shakespeare Library fulfills the founders' intent as a gift to the American public. On a local level, the Folger serves the large, diverse community of Washington, DC, and mid-Atlantic regions. This includes everyone from a Shakespeare scholar at American University to a U Street Corridor-based actor to a ninth-grade student at Duke Ellington School of the Arts, to a family living on Capitol Hill. Currently, the Folger welcomes approximately 100,000 global visitors annually, including daytime visitors to our reading rooms and exhibition halls, as well as students, teachers, and audiences for theater, poetry, and music. In addition, we provide exclusive Shakespeare Curriculum Development to the District of Columbia Public Schools, and online resources to tens of thousands of teachers, scholars, and enthusiasts across the nation annually. The Folger's reach extends well beyond the Washington, DC, region: our digital programs attracted more than 1 million unique visitors last year.

Moreover, in **371 days** of the *First Folio!* tour, the total number of visitors and number of programs that the host venues produced far exceeded the Folger's initial attendance projection of 250,000 nationwide. According to host venue reports, **533,890 visitors** engaged the exhibition and attended complementary programming. Of that number, 371,020 specifically interacted with the exhibition and 162,870 attended an exhibition-related program. Many of the venues also reported that at least **51,056 primary/secondary students** and **22,584 college students** attended *First Folio!*. As noted above, the 52 host venues represented not only geographic diversity, but reached a wide range of the population in both urban and rural settings. Some of the highlights included:

- A jazz funeral for William Shakespeare at Tulane University in New Orleans, featuring Dr. Michael White and the Liberty Brass Band leading a procession of hundreds of Shakespeare fans sporting beaded Mardi Gras necklaces and parasols with fringe;

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- A performance of Shakespeare’s classics interpreted by Rhode Island high school students after special outreach by Spanish-speaking student volunteers from Brown University;
- A two-day conference in Detroit that brought scholars from across Michigan together to explore the cultural, historical, literary, and textual significance of the First Folio;
- A Shakespeare Marathon at the North Carolina Museum of History, where staged readings of Shakespeare’s 38 plays were performed over five days;
- In Puerto Rico, a performance by Ballet San Juan featuring scenes from *Romeo and Juliet*, *The Tempest*, and *Hamlet*; and,
- In South Dakota, a Lakota-translated recital of Hamlet’s “To be or not to be” soliloquy.

The success of *First Folio!* indicated that there is an enthusiastic audience for viewing materials related to Shakespeare and the early modern world. The New Pavilion will create the space in which more people can connect with the Folger’s treasures; however, it is the design, fabrication, and implementation of the exhibitions—the movement from concept to execution—that the Folger sees an integral in re-centering and amplifying humanities dialogues in these dynamic spaces. The power of Shakespeare and the early modern world springs from the ways in which his words and artifacts from that time speak clearly and directly to the contemporary world. While the Folger gladly welcomes an increase in the number of daily visitors to our space, it is the enhanced capacity to have a lasting impact on those visitors which speaks directly to our mission:

- to make our collections accessible to scholars and others who can use it productively;
- to make Shakespeare’s early modern world speak powerfully to our own, so that everyone can experience the pleasures and challenges of humanistic inquiry.

Institutional Capability

The Trustees of Amherst College (Henry Clay Folger’s alma mater) administer the Folger Shakespeare Library, in accordance with Mr. Folger’s original bequest. The Folger has its own distinct assets, endowment, and operations. As of July 2005, the Trustees delegated authority and responsibility

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for oversight of all aspects of the Library—except for control of investment of its financial assets—to the Folger’s Board of Governors.

The independent Folger Board is composed of 27 members, including the Folger Director, Dr. Michael Witmore, who serves ex-officio. The Board Chair is Louis R. Cohen. The Board meets four times per year to set policy and discuss how best to realize the organization’s mission. Additionally, Dr. Witmore meets weekly with the Folger’s senior directors—leaders of the Central Library, Digital Media and Publications, Education, and Public Programs divisions, as well as the Executive Director of the Folger Institute, Chief Financial Officer, and Chief Advancement Officer—to discuss the direction and goals of individual programs and of the institution as a whole.

Fiscal Responsibility and Fundraising

The Folger Shakespeare Library has a dedicated endowment of \$322 million (as of June 30, 2018). The Folger independently raises earned and contributed income to support all its operations. The institution receives no direct financial support from its parent organization.

As of May 15, 2019, *The Wonder of Will* capital campaign has raised \$25.6 million from 72 donors, with 11 gifts of \$1 million or more. We have received \$11,505,000 in commitments from administered foundations. Most notably, we have named the Stuart & Mimi Rose Rare Book and Manuscript Exhibition Hall with a \$5 million gift and have received grants from the Andrew W. Mellon Foundation totaling more than \$2.5 million. Additionally, we have secured a \$500,000 gift from The Morris and Gwendolyn Cafritz Foundation and \$200,000 from the Hearst Foundations.

With the public launch of the capital campaign, the Folger is actively seeking supplemental funding opportunities. The process of applying for funding from the NEH has provided a framework upon which to build a campaign to pursue matching funding in support of the exhibition design and fabrication.

The purpose of this proposal to the National Endowment for the Humanities is for the design, fabrication, and implementation of exhibitions into already completed spaces. The cost of the work presented in this proposal will be \$3,750,000, and the Folger Shakespeare Library affirms that it will meet all of the requirements of the Davis-Bacon Act as it relates to these expenses.

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TITLE: Folger Shakespeare Library Exhibitions: Design, Fabrication and Installation
Proposal from the Folger Shakespeare Library
15-May-19**

Proposal Budget

Revenue

<u>Total NEH Funds Requested</u>		750,000
Year 1: May 1, 2020-April 30, 2021	250,000	
Year 2: May 1, 2021-April 30, 2022	250,000	
Year 3: May 1, 2022-April 30, 2023	200,000	
Year 4: May 1, 2023-June 30, 2023 (partial year)	50,000	
Total Non Federal Contributions		<u>3,000,000</u>
Total Grant Funds (NEH plus Match)		\$ 3,750,000

Expenses

Direct Costs		
Other Contractual Fees:		
Schematic and Design Development, Documentation, Oversight	570,000	
Media Design Development	288,640	
Fabrication, Cases, Graphics, Mounts, and Signage	1,097,686	
Media Production	744,680	
Delivery and Installation	462,954	
Equipment: Digital and Lighting Equipment	435,400	
Miscellaneous: Warranties and Licensing		<u>150,640</u>
Total Grant Expenses		\$ 3,750,000

**National Endowment for the Humanities
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Institutional Fact Summary: Folger Shakespeare Library**

- 1) Relevant Facts and Statistics about the Institution
 - a. The Folger Shakespeare Library was founded in 1932 when Henry Clay Folger and Emily Folger placed their collection of Shakespeare materials in a landmark building next to the U.S. Capitol so that it could be a gift to the American people. Since then, the Folger has created a unique place among other Washington, DC, cultural organizations, coupling strong performing arts and education programs with unparalleled scholarly research and services. Today, the Folger's collection of books, manuscripts, artworks, and other materials by and about Shakespeare is the largest in the world. At the center are 82 unique copies of the First Folio, the 1623 first collection of Shakespeare's plays. The surrounding materials include half of all books printed in English before 1640—North America's largest collection—and the third largest collection of handwritten English documents.
 - b. The Folger's mission is to preserve and enhance our collections; make our collections accessible to scholars and others who can use it productively; and advance understanding and appreciation of Shakespeare's writings and the culture of the early modern world.
 - c. The Trustees of Amherst College (Henry Clay Folger's alma mater) administer the Folger Shakespeare Library, in accordance with Mr. Folger's original bequest. Folger Shakespeare Library has its own distinct assets, endowment, and operations. As of July 2005, the Trustees delegated authority and responsibility for oversight of all aspects of the Library—except for control of investment of its financial assets—to a Board of Governors. The independent Folger Shakespeare Library Board is currently composed of 25 (with one ex-officio) members. The Board Chair is Louis R. Cohen, whose term ends in June 2019. The Board of Governors meets four times per year to set policy and discuss how best to realize the organization's mission.
 - d. The Folger Shakespeare Library owns its two locations, 201 E Capitol St SE and 301 E Capitol St SE, Washington, DC 20003-1004.
 - e. Our humanities staff size is comprised of 97 full-time employees and 15 part-time employees (90.65% of our entire staff).
 - f. 100% of the Folger Shakespeare Library's collection of approximately 656,000 items is based in the humanities.
 - g. We are accredited with the Independent Research Libraries Association, are part of Amherst College, and spearhead the Folger Institute Consortium, featuring over 40 international colleges and universities.
- 2) Data on Recent Humanities Activities
 - a. The Folger offers imaginative performing arts, humanities, education, and scholarly programs that provide access to our vast collection for many audiences, approximately 100,000 visitors annually.
 - b. Of those, roughly 43% of our total offerings are in the humanities.
 - c. There is no cost to our participants.
 - d. We publish 12 periodicals annually (299 issues total) and 45 books (895,883 physical copies and 35,349 digital copies).
 - e. Folger Theatre have received 30 Helen Hayes Awards and 154 nominations, and Folger Consort has won five Wammies for Best Classic Chamber Ensemble from the Washington Area Music Awards. In 2016, more than 533,000 people saw a First Folio on our national tour to all 50 states, DC, and Puerto Rico. We host two of the country's oldest reading series, the O.B. Hardison Poetry series, and PEN/Faulkner. More than 100,000 visitors tour the Folger, enjoy a public program, or explore an exhibition in DC each year. We serve more than two million students each year in person and online. More than 32,000 teachers have participated in professional development with the Folger through workshops, master classes, conferences, and our Forsooth! online community. We are the leading research library in the United States for the study of early modern English history and literature and annually serve 800+ scholars from around the world.

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Proposal from the Folger Shakespeare Library**

	16/17	17/18	18/19
Donors	3,265,804	2,970,891	2,650,000
Foundations	343,620	566,436	490,000
State Government	298,984	348,168	105,000
Federal (Non-NEH)	270,163	62,027	40,000
NEH	704,340	382,697	300,000
Endowment	15,944,735	14,976,129	15,233,900
Admission /Tuition and Fees	418,284	491,817	564,641
Sales and Subscriptions	2,401,807	2,149,455	2,239,800
Other:			
Museum Shop Sales	199,564	136,675	197,064
Publication Royalties	744,985	706,276	561,000
Rental Income and Event Income	200,975	192,330	229,207
Miscellaneous	167	500	2,000
Total	24,793,428	22,983,401	22,612,612
Administration	3,359,023	3,456,995	3,497,132
Programs	12,085,961	11,071,037	10,642,118
Maintenance and Operations	2,581,137	2,657,060	2,657,083
Other:			
Advancement/Development	2,169,862	2,349,122	2,569,720
Museum Shop and Rental Properties	352,862	284,694	311,206
Total Operating Expenses	20,548,845	19,818,908	19,677,259
Excess (Deficit) For Year	4,244,583	3,164,493	2,935,353
Current Fund Balances	1,499,640	4,792,051	8,023,855
Humanities Expenditures	3%	2%	2%
Based on actual Humanities Expenditures divided by overall operating expenses			

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**The Board of Governors of the Folger Shakespeare Library
2018-2019**

<p>Mr. Louis R. Cohen, Chair Senior Counsel WilmerHale (b) (6) <i>Term Expires 2019</i></p>	<p>Dr. Rebecca W. Bushnell School of Arts and Sciences Board of Overseers Professor of English University of Pennsylvania (b) (6) <i>Term Expires 2020</i></p>
<p>Ms. Susan Sachs Goldman, Vice Chair Independent Historian (b) (6) <i>Term Expires 2018</i></p>	<p>Dr. Vinton G. Cerf VP and Chief Internet Evangelist Google (b) (6) <i>Term Expires 2020</i></p>
<p>Mr. Roger Millay, Vice Chair Chief Financial Officer Willis Towers Watson (b) (6) <i>Term Expires 2017</i></p>	<p>Ms. Florence H. Cohen Retired (b) (6) <i>Term Expires 2021</i></p>
<p>Mr. Andrew Altman Managing Principal Fivesquares Development (b) (6) <i>Term Expires 2021</i></p>	<p>Lady Vanessa Darroch Wife of Sir Kim Darroch, Her Majesty’s Ambassador to the U.S. (b) (6) <i>Term Expires 2021</i></p>
<p>Mr. D. Jarret Arp Partner Gibson Dunn & Crutcher LLP (b) (6) <i>Term Expires 2020</i></p>	<p>Mr. Philip Deutch Managing Partner NGP Energy Technology Partners (b) (6) <i>Term Expires 2021</i></p>
<p>Simon Russell Beale, CBE Actor (b) (6) <i>Term Expires 2019</i></p>	<p>Mr. Wyatt R. Haskell Founding Member Haskell Slaughter Young & Rediker, LLC (b) (6) <i>Term Expires 2018</i></p>
<p>Marjorie “Gigi” Bradford Retired (b) (6) <i>Term expires 2021</i></p>	<p>Ms. Deneen C. Howell Partner Williams & Connolly, LLP (b) (6) <i>Term Expires 2020</i></p>

**Folger Shakespeare Library
NEH Infrastructure and Capacity Building Challenge Grant**

<p>The Lord Browne of Madingley Chairman L1 Energy (b) (6) <i>Term Expires 2021</i></p>	<p>Dr. Maxine Isaacs Adjunct Lecturer John F. Kennedy School of Government Harvard University (b) (6)</p>
<p>Ms. May Liang General Counsel and CFO OpenConcept Systems, Inc. (b) (6) <i>Term Expires 2019</i></p>	<p>Dr. Carol L. Ludwig Clinical and Research Assistant Professor George Washington University Medical Center (b) (6) <i>Term Expires 2018</i></p>
<p>Mr. Ken Ludwig Playwright (b) (6) <i>Term Expires 2018</i></p>	<p>Dr. Gail Kern Paster Director Emeritus Folger Shakespeare Library (b) (6) <i>Term Expires 2017</i></p>
<p>Mr. Stuart Rose Executive Chairman of the Board REX American Resources (b) (6) <i>Term Expires 2018</i></p>	<p>Mr. Loren Rothschild President Sycamore Hill Capital Group LLC (b) (6) <i>Term Expires 2019</i></p>
<p>Mr. Paul Smith Vice President, Litigation & Strategy Georgetown University Law Center (b) (6) <i>Term expires 2021</i></p>	<p>Mr. Kevin Weinman Chief Financial Officer Amherst College (b) (6) <i>Indefinite Term</i></p>
<p>Ms. Laura J. Yerkovich Board of Trustees of Amherst College (b) (6) <i>Indefinite Term</i></p>	<p>Dr. Michael Witmore, Ex Officio Director Folger Shakespeare Library (b) (6)</p>

**Folger Shakespeare Library
NEH Infrastructure and Capacity Building Challenge Grant**

**Folger Shakespeare Library
Staff List**

Name	Position
Greg Prickman	Eric Weinmann Librarian and Director of Collections (Project Lead)
Ruth Taylor-Kidd	Chief Financial Officer
Heather Wolfe	Curator: Manuscripts & Archivist
Caroline Duroselle- Melish	Curator of Books & Prints
Renate Mesmer	Head of Conservation
Adrienne Bell	Book Curator
Emily Snedden Yates	Exhibitions Project Manager

GREGORY J. PRICKMAN

(b) (6)

Mobile: (b) (6) ▪ Home: (b) (6) (b) (6)

EDUCATION

Indiana University, 1996-1998

Bloomington, IN: **Master of Library Science**, specialization in Rare Books and Manuscripts.

Macalester College, 1990-1994

St. Paul, MN: **Bachelor of Arts**, double major in Studio Art and History.

EXPERIENCE

Eric Weinmann Librarian and Director of Collections, 2018-

The Folger Shakespeare Library, Washington, DC

Head, 2011-2018 Special Collections, The University of Iowa Libraries, Iowa City, IA

Assistant Head, 2008-2011 Special Collections & University Archives, University of Iowa Libraries, Iowa City, IA

Special Collections Librarian, 2006-2008 Special Collections & University Archives, University of Iowa Libraries, Iowa City, IA

Historical Services Librarian, 2004-2006 Ebling Library, University of Wisconsin-Madison, Madison, WI

Manager of Corporate Archives, 2001-2004 SSM Health Care, St. Louis, MO

Special Collections Librarian, 2000-2001 Chicago Public Library, Special Collections & Preservation Division, Chicago, IL

Archival Specialist, 1999-2000 Chicago Public Library, Special Collections & Preservation Division, Chicago, IL

TEACHING

University of Iowa Center for the Book, Iowa City, IA, 2012-2018. Adjunct Instructor.

University of Iowa School of Library and Information Science, Iowa City, IA, 2009–2011. Adjunct Instructor.

SELECT DIGITAL PROJECTS

The Atlas of Early Printing (<http://atlas.lib.uiowa.edu>)

DIY History (<https://diyhistory.lib.uiowa.edu>)

PUBLICATIONS

“The Atlas of Early Printing: The (Printer's) Devil is in the Details.” *Buchhistorische Forschung und Digital Humanities. Datenbankgestützte Bibliographien, Bücherkataloge und Quelknverzeichnisse*, dir. Oliver Duntze, Ursula Rautenberg, Wiesbaden, 2016.

“A Network and Its Ephemera Before the Internet: The Hidden Treasures and Clear Challenges of Apazines.” *RBM: A Journal of Rare Books, Manuscripts, and Cultural Heritage* 9:1 (2008): 136-141.

RECENT PRESENTATIONS AND PUBLIC ENGAGEMENT

Mapping the ISTC: Visualization and the Material History of Data

Printing R-evolution and Society 1450-1500: Fifty Years That Changed Europe, Palazzo Ducale, Venice, Italy, September 2018.

Featured in the documentary film *Saving Brinton* about the discovery and preservation of a collection of early film and related materials (<http://brintonfilm.com>).

The Geography of the Early Printed Book

International Conference of Historical Geographers (ICHG), London, UK, July 2015.

PROFESSIONAL INVOLVEMENT

Association of Research Libraries (ARL) Leadership Fellow, 2018-2019

Local Arrangements Chair, Rare Books and Manuscripts Section (RBMS) Conference 2017 in Iowa City, IA, 2015-2017

Member, Incunabula Working Group, Consortium of European Research Libraries (CERL), 2016-

American Library Association, Association of College and Research Libraries, Rare Books and Manuscripts Section

Renaissance Society of America

Caxton Club (Chicago) member since 1999. Website Committee, 2004-2009.

Ruth Taylor Kidd

(b) (6)



Profile

- Dedicated non-profit executive, with expertise in multiple aspects of operations, finance, administration, human resources, fundraising, and long-range planning.
- Hands on manager and team builder, skilled in day to day operations of multifaceted organizations.
- Experienced in developing high impact solutions to complex problems that enable organizations to achieve their visions efficiently and effectively.
- Committed to leadership by example and with integrity.

Experience

- | | | |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 2010 to present | Independent Consultant | Alexandria, VA |
| | <ul style="list-style-type: none">• Provide interim, part time and project-based CFO (Chief Financial Officer) services to multiple non-profit organizations. Serve as CFO with oversight for finance and human resources, directly responsible to Boards and Executive Directors.• Specialty projects include: establish financial operations for start-up museum project; Conduct multi-year strategic planning studies; develop metrics and performance measurement systems; consolidate operations of two organizations to create efficiencies, cost savings, and benefits enhancements; recruit and hire senior level staff; develop recruiting processes; develop budget templates and procedures; conduct financial assessments; complete forensic accounting review; lead audit preparation, coordinate special events. | |
| 2006 to 2010 | Beyond the Bottom Line (BTBL)
<i>Managing Director</i> | Arlington, VA |
| | <ul style="list-style-type: none">• Expanded non-profit business for BTBL in New York City and Washington, DC regions. Developed and implemented marketing, recruiting and sales strategies in partnership with BTBL Founder.• Specialize in cultural and advocacy clients, including New Jersey Performing Arts Center, Bill T. Jones Dance Foundation, Cultural Tourism DC, Prince George's African American Museum, American Institute for Conservation, National Women's Law Center, US Global Leadership Coalition, Pension Rights Center, Women Thrive Worldwide. | |
| 2003- 2006 | Ashoka: Innovators for the Public
<i>Chief Financial Officer</i> | Arlington, VA |
| | <ul style="list-style-type: none">• Member of senior management team responsible for shaping and implementing priorities and long-term strategies.• Oversaw all aspects of financial management, human resources, administration, and information technology for international organization with \$24 million annual operating budget and operations in 52 countries, 100+ staff and consultants.• Served as Chief Financial Officer for two other non-profit organizations, Youth Venture and Get America Working, and coordinated administrative and HR support for each.• Directed global budget process that consolidated operations from 28 country offices while accommodating multi-cultural needs and strategies.• Traveled internationally to provide hands-on trainings to country staff on financial procedures, organizational overview, audit requirements, etc. | |

- | | | |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| | Capital Children’s Museum | Washington, DC |
| 2001-2003 | <i>Vice President of Finance and Administration</i> | |
| | <ul style="list-style-type: none"> • Member of four-person executive team responsible for museum operations as well as strategic planning and development of the National Children’s Museum. • Served as CEO in absence of President & CEO. • Managed all activities related to search for new museum site including site identification, coordination of Board Real Estate committee, community relations, and transition planning. • Directed staff involvement in strategic planning activities through team meetings, team projects, and correspondence. • Oversaw finance, personnel, sales/ticketing, facilities, capital projects, life safety, space rental and security. • Responsible for all aspects of tenant relationships with three tenants (DC Public Charter Schools) including multi-year lease negotiations. Leases generate in excess of \$500,000 in rents annually. • Refinanced mortgage and cash flow line with local bank to access \$1.2 million in working capital, an increase of \$700,000. | |
| 2000-2001 | <i>Director of Finance and External Relations</i> | |
| | <ul style="list-style-type: none"> • Responsible for developing and implementing all financial controls and procedures for \$2.8 million annual operating budget, 60 person staff. • Responsible for all aspects of external relations including development, membership, communications, and capital campaign planning. • Successfully negotiated \$980,000 working capital grant from the District of Columbia. • Established \$100,000 cash flow line with local bank. • Served on transitional senior management team for nine months during search for CEO. | |
| 1999-2000 | <i>Director of Development</i> | |
| | <ul style="list-style-type: none"> • Responsible for meeting \$1 million plus annual fundraising targets through individual, corporate, foundation, and government gifts and grants. • Coordinated all aspects of annual gala dinner and auction with gross of \$100,000. • Supported Fundraising Committee of the Board of Trustees. • Coordinated special events including marketing events and space rentals. | |

Education

Yale School of Organization and Management	New Haven, Connecticut
Master of Public and Private Management (MPPM)	
 Trinity College	 Hartford, Connecticut
Bachelor of Science in Psychology (BS)	

Professional Activities

- The Mountain Institute, Board Member, (2013- 2015).
- Alexandria Soccer Association, Board Fundraising Committee, (2011- 2015).
- ArtTable, Member, (2002-present). Treasurer (2007-2009).
- Partnership on Nonprofit Ventures, National Business Plan Competition, Business plan reviewer, 2003/04 and 2004/05.
- Graduate of Getty Leadership Institute, Museum Management Institute (MMI), 2000.

Heather Wolfe | Folger Shakespeare Library, Washington, DC | hwolfe@folger.edu

EMPLOYMENT

2018– Curator of Manuscripts and Associate Librarian for Audience Development,
Folger Shakespeare Library
2001–2018 Curator of Manuscripts and Archivist, Folger Shakespeare Library
2000–2001 Assistant Curator of Manuscripts, Folger Shakespeare Library

EDUCATION

2000	University of California, LA	MLIS, with distinction
1998	University of Cambridge	PhD and MPhil, English Renaissance Lit.
1992	Amherst College	BA, English Literature, <i>magna cum laude</i>

MAJOR GRANT-FUNDED PROJECTS

Co-Director, “Before ‘Farm to Table’: Early Modern Foodways and Cultures,” 2017-2020 (\$1.5 million from Mellon)
Principal Investigator, Early Modern Manuscripts Online (emmo.folger.edu), January 2014 to June 2017 (\$500k from IMLS)
Principal investigator, Manuscript cataloging project, November 2007 to January 2011 (\$692k from Mellon)

PALEOGRAPHY TEACHING

Director, Introduction to Early Modern Paleography, Folger Institute: annually, 2005–2019
Director, Mellon Summer Institute in English Paleography: every other July, 2006–2019
Director, The Handwriting and Culture of Early Modern English Manuscripts, Rare Book School, University of Virginia: 2010–2019

SELECTED RECENT FOLGER EXHIBITIONS AND PUBLICATIONS

Co-curator with Michael Witmore, “A Monument to Shakespeare: The Architecture of the Folger Shakespeare Library,” April to December 2019.
Co-curator with Amanda Herbert. “First Chefs: Fame and Foodways from Britain to the Americas,” January to March 2019.
Co-curator with Caroline Duroselle-Melish, “First Folio! Shakespeare’s American Tour,” November 2016 to January 2017.
Curator, “Shakespeare, Life of an Icon,” January to March 2016.
Curator, *Shakespeare Documented*, shakespearedocumented.org: launched January 2016.
Co-curator with Nigel Ramsay. “Symbols of Honor: Heraldry and Family History in Shakespeare’s England,” July to October 2014.
Editor, *The Trevelyon Miscellany of 1608: A Facsimile Edition of Folger Shakespeare Library MS V.b.232* (Washington, DC: Folger Shakespeare Library, 2007)
Co-curator with Peter Stallybrass and Michael Mendle, “Technologies of Writing in the Age of Print,” September 2006 to February 2007.

RECENT AND SELECTED PUBLICATIONS

“Letterwriting and paper connoisseurship in elite households in early modern England,” *Working with Paper: Gendered Practices in the History of Knowledge*, eds Carla Bittel, Elaine Leong, and Christine von Oertzen (University of Pittsburgh Press, forthcoming 2019)

“Shakespeare’s coat of arms: the surviving manuscripts in context,” *Shakespeare on the Record: Researching an Early Modern Life*, ed. Hannah Crummé (Arden Shakespeare, 2019): 33–76

“The material culture of record keeping in early modern England,” *Archives and Information in the Early Modern World*. Co-written with Peter Stallybrass, eds Liesbeth Corens, Kate Peters and Alexandra Walsham. Proceedings of the British Academy, vol. 212 (Oxford: Oxford University Press, 2018): 179–208

“The Department of Hybrid Books: Thomas Milles between Manuscript and Print.” With Bill Sherman. *Journal of Medieval and Early Modern Studies* 45.3 (Fall 2015), 2-2

“Manuscripts and Paleography for Undergraduates,” *Teaching Early Modern English Literature from the Archives*, ed. Heidi Brayman Hackel and Ian Moulton (MLA, 2015): 22–31

“Women’s Handwriting,” *The Cambridge Companion to Early Modern Women’s Writing*, ed. Laura Knoppers (Cambridge: Cambridge University Press, 2009): 21–39

“Manuscripts in Tudor England,” co-written with Steven May, *Blackwell Companion to Tudor Literature and Culture, 1485-1603*, ed. Kent Cartwright (Oxford: Blackwell, 2009): 125–139

The Literary Career and Legacy of Elizabeth Cary, 1613–1680, ed. Heather Wolfe (New York: Palgrave Macmillan, 2007)

“Hamlet’s Tables and the Technologies of Writing in Renaissance England,” co-written with Peter Stallybrass, Roger Chartier, Frank Mowery, *Shakespeare Quarterly* 55.4 (Winter 2004): 379–419

Elizabeth Cary, Lady Falkland: Life and Letters, ed. Heather Wolfe (Cambridge, England and Tempe, AZ: Arizona Center for Medieval and Renaissance Studies, 2001)

FELLOWSHIPS AND AWARDS

Visiting scholar, Max Planck Institute for the History of Science, Berlin, Germany, September 2016

Francis Bacon Foundation Fellow, Huntington Library, July-August 2013

Mayers Fellow, Huntington Library, January-February 2005

Josephine Roberts Award for a Distinguished Edition, 2001, for *Elizabeth Cary, Lady Falkland: Life and Letters*, awarded by the Society for the Study of Early Modern Women

ACTIVE ADVISORY POSITIONS

The Cultural Lives of the Middling Sort: Writing and Material Culture, 1560–1660, University of Kent, 2019–

Database of English Manuscript Drama, 1558–1642 (DEManD), 2017–

The New Shakespeare Census, University of Pennsylvania, 2017–

Text Technologies book series, Stanford University Press, 2016–

Women Writers Project, 2014–

Bibliographical Society of America, 2014–; Fellowships Committee, 2013–2018; Programs Committee, 2019–

Oxford University Press John Donne Letters project, 2011–

Textus: English Studies in Italy, journal of the Associazione Italiana di Anglistica, 2008–

Private Libraries of Renaissance England (general editors, R.J. Fehrenbach and Elisabeth LeedhamGreen), 2007–

Caroline L. Duroselle-Melish

Home: (b) (6) Cell: (b) (6)

Work: Folger Shakespeare Library, 201 E Capitol St SE, Washington, DC 20003,
cdmelish@folger.edu. (202) 544-4600.

Education

- 6/1992 French equivalent of an ALA-accredited MILS, as determined by the ALA's Standing Committee on Library Education. (Diplôme d'études supérieures spécialisées, École nationale supérieure des sciences de l'information et des bibliothèques-Université de Lyon I.)
- 6/1991 French equivalent of an extended dissertation prospectus in History, specializing in the History of the Book (Histoire du livre). ("La Librairie Armand Colin, 1870-1939," 151 pp., Diplôme d'études approfondies d'histoire, Université de Paris X.)
- 6/1989 French equivalent of a MA in History. ("Éducation et culture en Afrique du Nord à l'époque romaine du I^{er} au IV^{ieme} siècle après J.C., une étude épigraphique," 125 pp., Maîtrise d'histoire, Université de Paris X.)

Professional Positions

- 4/2018 Andrew W. Mellon Curator of Early Modern Books and Prints and Associate Librarian for Collection Care and Development, Folger Shakespeare Library.
- 1/2015- Andrew W. Mellon Curator of Early Modern Books and Prints, Folger Shakespeare Library.
- 1/2003- Assistant Curator, Department of Printing and Graphic Arts, Houghton
12/2014 Library, Harvard University.
- 11/2000- Rare Book Librarian, Rare Book and Special Collections Library, University
12/2002 of Rochester.
- 3/1998- Reference Librarian, Historical Collections, The New York Academy of
10/2000 Medicine.

Articles Published or Forthcoming

"A Book Title Page with a Marcantonio Engraving." In *On Paper: Journal of the Washington Print Club*, Spring 2017, 6-8.

“Anatomy of A Pamphlet Collection: From Disbinding to Reuniting.” In the *Papers of the Bibliographical Society of America*, vol. 111, no. 2 (June 2017): 185-202.

“Centre and Periphery? Relations between Frankfurt and Bologna in the Transnational Book Trade of the 1600s.” In *International Exchange in the European Book World*, edited by Matthew McLean and Sara Barker. Leiden: Brill, 2016, 31-58.

In collaboration with David Lines (University of Warwick). “Reconstructing Ulisse Aldrovandi’s Library (†1605): The Remarkable Book Collection of a Bolognese Naturalist.” *The Library*, vol. 16, no. 2 (June 2015): 133-161.

“‘Containers of Ideas’: The Collection of Printmaking Artifacts of Philip Hofer.” *Harvard Library Bulletin*, 24/1 (Spring 2013): 45–64.

“A Local-Transnational Business: The Book Trade in Late Renaissance Bologna.” In *Bologna: Cultural Crossroads from the Medieval to the Baroque, Recent Anglo-American Scholarship*, edited by Gian Mario Anselmi, Angela De Benedictis, and Nicholas Terpstra, 27–42. Bologna: Bononia University Press, 2013.

Selected Invited Papers and Workshops

“‘They Seem to be Made Not of Wood but of Copper’: Ulisse Aldrovandi and the Making of Book Illustration,” The Annual Friends of the Rare Book Room, New York Academy of Medicine, New York, April 6, 2016.

Participated in workshop “Of Books and Men,” funded by the Mellon Foundation, given to undergraduates at Berea College, Kentucky, December 3-5, 2015.

“Building a Library in the Renaissance,” workshop given to graduate and postdoctoral students at the Mellon-funded summer school on “Reading Publics in Fifteenth- and Sixteenth-Century Europe,” University of Warwick, United Kingdom. Two hours. July 2012.

“A Local-Transnational Business: The Book Trade in a Late Renaissance Italian City” at conference “Bologna – Cultural Crossroads from the Medieval to the Baroque: Recent Anglo-American Scholarship,” Bologna, Italy, June 20–21, 2011.

“Learning and Controlling Print Technologies: The Work of a Renaissance Naturalist.” New England Renaissance Conference. Boston University, 30–31 Oct. 2009.

Professional Affiliations

Bibliographical Society of America
Renaissance Society of America
Society of Printers, Boston
Grolier Club

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SUMMARY

With more than 25 years of experience and extensive knowledge in paper and book conservation, the last six as Head of Conservation at the Folger Shakespeare Library. My major achievements there include spearheading the conservation aspects of a major traveling exhibition in collaboration with other Folger departments and partnering institutions. I developed more efficient workflow procedures and treatment methods for the lab, and also implemented an environmental monitoring system which led to two NEH grants. As chair of the disaster preparedness committee, we designed a new disaster guide together with response procedures and policies. My administrative strengths lie in four major areas: leadership, management, collaboration and coordination.

EXPERIENCE

Folger Shakespeare Library

2004-current

Head of Conservation (*since 2011*)

In this position, I am responsible for all aspects of operating the conservation and preservation department to include:

- Administering the conservation and preservation program
- Overseeing, planning and performing complex conservation assessments and treatments following best practices and ethical standards
- Creating policies for handling the collections during digitization, use by scholars and donor tours
- Planning and leading research projects regarding Folger collection material
- Managing the conservation part of the exhibition program and loan requests including facilities reports and risk management
- Point of contact for curatorial and facilities staff
- Disaster preparedness and recovery advisor and coordinator
- Overseeing environmental monitoring and integrated pest management
- Managing conservation aspects of renovation projects including space planning in collection storage areas
- Assisting in the design of new gallery space and display cases
- Member of the senior staff management team
- Supervising four direct reports and interns
- Managing performance reviews
- Managing department budget, expenditures and plan for funding

Assistant Head of Conservation (*2004-2011*)

- Assisted the Head of Conservation in all administrative work including review of lab budget
- Acted as Head of Conservation during his absence
- Acted as point for curatorial staff
- Performed all aspects of treatment in paper and book conservation

- Exhibition preparation and installation

Centro del bel libro, Ascona Switzerland
 Director of Book and Paper Conservation

1998-2003

- Planned the annual program
- Developed course curriculums
- Taught book and paper courses: conservation of basic and advanced paper conservation, leather, parchment and wooden board bindings, vellum manuscripts, leafcasting and pulp filling, mounting techniques for prints and drawings, wax seals, storing and housing
- Advised institutions with special collections on collection care
- Planned and managed annual budget and expenditures

Speyer State Archives, Germany

1989-1998

Head of Book and Paper Conservation

- Supervision of laboratory staff
- Performed all aspects of conservation treatments on books, maps, tracing paper, vellum manuscripts and wax seals
- Storing and housing
- Exhibition planning and installation
- Represented the archives within the state preservation system

KNOWLEDGE, SKILLS AND ABILITIES

- Paper and book conservation
- Iron-gall ink manuscripts on paper and vellum
- Historic binding structures
- Treatment of leather and wooden board bindings
- Stain removal and bleaching techniques
- Exhibition book supports
- Disaster preparedness and recovery
- Leadership
- Management
- Budget Planning
- Problem Solving
- Fluent in English and German

TEACHING, PRESENTING AND RESEARCH

Throughout my career, I have been teaching and presenting on paper and book conservation related topics within the U.S. as well as Australia, Canada, Europe and the UK. Classes, presentations and research include *The Use of Bleaching Treatments in Paper Conservation, Pulpfilling and the Use of Cast Pulp Paper, Conservation of Leather and Parchment Bindings, and project "Dust Bunny" - dust and DNA from the gutters of books.*

PROFESSIONAL AFFILIATIONS

- Member of the American Institute of Historic and Artistic Works "AIC"
- President of the Internationale Arbeitsgemeinschaft der Archiv-, Bibliotheks- und Graphikrestauratoren "IADA" (International Association of Book and Paper Conservators)
- Guest instructor at Winterthur/University of Delaware Program in Art Conservation
- Guest instructor at the American Academy of Bookbinding "AAB"

ADRIENNE ELIZABETH BELL

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CURRENT EMPLOYMENT

Book Conservator
Folger Shakespeare Library

October 2013 –
present

Washington, DC

- Performing complex conservation treatments on library items from the collection of early printed books and manuscripts using the most advanced conservation technology and equipment in accordance with the American Institute for Conservation's Code of Ethics and Guidelines for Practice
- Updating and maintaining the conservation database and photographic documentation of conservation treatments
- Liaising with the Head of Facilities for climate related issues including ongoing monitoring and maintenance of the collections spaces as well as contributing to the development of the upcoming Master Plan which will incorporate the repair/replacement of almost all air handlers serving collections storage spaces
- Contributing to institutional disaster readiness through involvement in disaster table top sessions, actively responding to disaster situations, and providing post-disaster reporting
- Supporting integrated pest management activities through professional manners, identification/removal of discovered pests, interaction with contractors involved in pest management, logs of known problem areas
- Assisting in planning the layout and execution of exhibit installation, performing conservation treatments as required prior to installation, constructing cradles and mounts for exhibition, and assisting in exhibit lighting
- Participating in the selection and training of conservation intern trainees and helping to oversee interns in assigned duties
- Sharing in tours and demonstrations of conservation practices and treatments for staff and visitors
- Aiding in yearly staff Handling of Rare Materials classes
- Attending national and international conferences as a representative of the institution

PRIOR EMPLOYMENT

Preservation Librarian
The Sheridan Libraries, Johns Hopkins University

January 2012 –
October 2013

Baltimore, MD

- Managed the financial and operational functions of the Preservation Services Unit with activities involving commercial binding operations, dissertation services, and mass deacidification
- Performed environmental monitoring functions including data analysis to determine trends in temperature and relative humidity, maintaining a wireless data logging system, and examining system capabilities to optimize equipment usage as part of a transition to a more sustainable preservation environment
- Led disaster response planning activities in conjunction with the Disaster Planning Committee with the intent to develop multiple disaster response plans specific to the various buildings and collections as well as the high density story facility contained under the umbrella of The Sheridan Libraries

ADRIENNE ELIZABETH BELL

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- Developed and taught Care and Handling workshops for various functional units within The Sheridan Libraries
- Served on multiple committees
- Supervised two FTE staff
- Attended local, regional, and national conferences as a representative of the institution

Associate Rare Book Conservator/Field Services Representative Etherington Conservation Services

January 2004 –
December 2011

Browns Summit, NC

- Applied simple, intermediate and complex conservation treatments on bound and unbound materials comprised of paper, cloth, leather, and/or vellum, both individually and on a collections level, in accordance with the American Institute for Conservation's Code of Ethics and Guidelines for Practice
- Documented treatment activities, including materials and adhesives utilized, using written and photographic methods before, during, and after treatment
- Prepared materials for bound and unbound digitization projects as either a distinct action or as part of an on-going conservation treatment
- Performed preservation and conservation assessments for clients
- Instructed conservation technicians and interns in simple, intermediate, and complex conservation treatments
- Managed small and large conservation projects that involved multiple departments or had on-going activities which extended into multiple years
- Supervised multiple conservation technicians on both a project and a long-term basis
- Attended local, regional, and national conferences as a representative of the company

PUBLICATIONS

Bell, Adrienne. 2017. "Silica Gel to the Rescue: How to Put on a Winter Exhibition without Humidification." *Journal of Paper Conservation*, 17, (3-4): 120 - 124.

Bell, Adrienne. 2016. "Tip: How to Resew a Book In Situ Using Beading Wire, Floss Threaders, and Alligator Forceps." *The Book and Paper Group Annual*, 35: 139-140.

Bell, Adrienne, Linda Hohneke, and Renate Mesmer. 2015. "Enhancing the Board-Slotting Technique: Tips to Improve the Results." *Journal of Paper Conservation*, 15, (1): 21 - 23.

EDUCATION

Master's in Library and Information Sciences University of Pittsburgh

August 2003

Pittsburgh, PA

summa cum laude, specialization in preservation management

Bachelor of Arts in English and French Indiana University of Pennsylvania, Robert E. Cook Honors College

May 2000

Indiana, PA

summa cum laude

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EDUCATION

Certification of Web Design, Temple University, Philadelphia, Pennsylvania, 2008

MFA Tyler School of Art, Temple University. Elkins Park, Pennsylvania, 2007

BFA Rhode Island School of Design (RISD). Providence, Rhode Island, 2005

University of Virginia. Charlottesville, Virginia

PROFESSIONALEXPERIENCE

Exhibitions Project Manager, Folger Shakespeare Museum and Library, Washington, DC, 2018 – present

Managing exhibition design from concept development to installation finalization. Creating and maintaining detailed exhibition schedule and budget. Working with Conservation team, Curatorial team, Design team, Education department, Communications department, Security team, and contractor workers to develop and promote exhibitions. Ensuring accessibility best practices are met in exhibitions. Performing registrar duties, including maintaining records and coordinating loan procedures and Loan Committee meetings. Arranging courier travel and safe transport of museum collection materials.

Manager of Special Museum Projects, Mütter Museum at the College of Physicians of Philadelphia, 2016 - 2018

Working closely with the museum curator, museum director, and exhibition designer to conceptualize, develop, and mount exhibits. Coordinating and curating of biannual art exhibitions, including installation, deinstallation, and writing catalog and exhibit text. Managing arts-related grants and projects (including Pew Center for Arts and Heritage Grant): creating timelines and agendas and coordinating schedules. Preparing contracts for rights and reproductions and other projects with outside collaborators. Collaborating with communications director for Museum promotion and social media. Conducting research in support of exhibitions and collections. Conducting directed studies or analyses of museum related issues and preparing reports. Serving as liaison to vendors.

Arts Liaison and Special Assistant to the Director, Mütter Museum at the College of Physicians of Philadelphia, 2014-2016

Managing the museum budget, scheduling and hosting meetings, grant writing, and planning events. Registrar duties such as preparing items for outside loans and receiving new acquisitions. Managing rights and reproductions services, including image taking and scanning for a global audience. Handling of permanent collection including library texts, medical tools and specimens, and artwork.

Museum Associate, Mütter Museum at the College of Physicians of Philadelphia, 2007-2014
Assistant to the curator and exhibits manager in duties related to designing and executing exhibits in the Mütter Museum, Medical Plant Garden, and Historical Medical Library. Leading registrar activities for the museum such as preparing items for outside loans and receiving new acquisitions. Managing rights and reproductions services for the College of Physicians and Museum, including image taking and scanning for a global audience. Fluency in museum object database Argus and Sirsi Dynix and all Microsoft Office programs. Handling permanent collection items including medical tools and specimens, library texts, and artwork.

July 23, 2018

National Endowment for the Humanities
Division of Preservation and Access
400 Seventh Street, Southwest
Washington, District of Columbia 20506-0001

To the National Endowment for the Humanities:

I am very pleased to offer my strong support to the attached Infrastructure and Capacity Building Challenge Grants application for the Folger Shakespeare Library's project, *Shakespeare's First Folio Gallery*.

In 2013, the National Endowment for the Humanities graciously funded our national traveling exhibition—*Shakespeare and his First Folio*—to libraries located in all 50 United States, the District of Columbia, and Puerto Rico. The exhibition proved a great success, and now we want to take the next logical step: displaying our entire collection of 82 Folger First Folios in their home, the Folger Shakespeare Library, as a gift to the hundreds of thousands of visitors who grace our building annually.

We are currently in the early stages of our capital project, *The Wonder of Will Campaign*, which will allow the Folger to expand the accessibility for all visitors to its holdings and programs. The Folger will accomplish this by constructing a 12,000-square-foot New Pavilion that will feature two exhibition halls – resulting in one of the nation's largest spaces dedicated to the exhibition of rare books and manuscripts. Most notably, the Folger will display the crown jewels of its collection, the Folger First Folios, in the heart of a gallery devoted to Shakespeare, serving as a major point of attraction to visitors from around the world. The project will help us fulfill our mission to preserve, enhance, and share our humanities collection while directly reflecting the goals of the National Endowment for the Humanities' Division of Preservation and Access.

Steps from the nation's capital, we hope that our *Shakespeare's First Folio Gallery* project can advance and expand Americans' understanding and appreciation of the early modern world via the humanities. As the National Endowment for the Humanities supported our previous efforts to share a Folger First Folio with our nation, we seek to continue our valued partnership. We believe this capacity-building initiative will help highlight personal connections between our visitors and our most treasured collection. The Folger greatly appreciates the National Endowment for the Humanities consideration of our proposal.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Michael Witmore". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Michael Witmore
Director

Folger SHAKESPEARE LIBRARY

Advancing knowledge & the arts

May 6, 2019

National Endowment for the Humanities
Office of Challenge Grants
400 Seventh Street, Southwest
Washington, District of Columbia 20506-0001

To the National Endowment for the Humanities:

On behalf of the Folger Shakespeare Library's Board of Governors, we would like to offer our enthusiastic support of the organization's Infrastructure and Capacity Building Challenge Grants application for the project, *New Exhibitions—Design, Development, and Implementation*.

One of the greatest rewards of serving on the Folger Board of Governors comes from seeing individuals working incredibly hard each day, living our mission: to preserve and enhance our collections; make our collections accessible to scholars and others who can use them productively; and advance understanding and appreciation of Shakespeare's writings and the culture of the early modern world. The fruits of those labors may be large—a collaboration between Theatre, Consort, and the Institute to produce the most authentic version of William Davenant's *Macbeth*—or small—a docent volunteering time to educate visitors on the history of the Great Hall. Regardless of size, each of these efforts consistently immerses and engages our visitors in the Bard's world.

Because the Board recognizes that the Folger has dedicated itself to doing this work each day, decisions about the strategic direction of the institution come down to one central question: what can we do to give the Folger the resources necessary to live its mission even more effectively?

In January 2017, the Board approved a capital project to increase our visitors' engagement with our collection. The Folger will accomplish this by constructing a 12,000-square-foot New Pavilion that will feature two exhibition halls—resulting in one of the nation's largest spaces dedicated to the exhibition of rare books and manuscripts. Funding from the NEH will assist the Folger in bringing to life the concept of an interactive exhibition space that will display all 82 Folger First Folios along with many other early modern treasures.

The Folger Shakespeare Library almost did not come to occupy in its current space. As Henry Clay Folger began quietly buying Grants Row, part of the property on which the Folger now sits, Congress planned to locate an annex to the Library of Congress on the same site. Mr. Folger sent a concerned letter to Librarian of Congress Herbert Putnam on January 19, 1928, expressing his desire to "help make the United States a center for literary study and progress." Putnam immediately replied, "Your letter of yesterday opens a prospect more thrilling (I am frank to say) not merely for the National Capital, but for the cultural interests of this country, than anything that has happened for Washington since the establishment of the Freer Gallery."

As we look forward to breaking ground on this worthy renovation, the Folger Board of Governors can't help but feel the same excitement Mr. Putnam felt in 1928. Not only will we be expanding the Folger's capacity to pursue its mission, but we will also be positioning it to extend

into the 21st century the wishes of Henry Clay and Emily Jordan Folger to make the Folger “a gift to the American people.”

We are extremely grateful for the National Endowment for the Humanities’ support of the Folger’s endeavors over many years and hope to continue that tradition with your consideration of our Infrastructure and Capacity Building Challenge Grants application. Please allow this letter to serve as the Board’s commitment to raise the funds for the required match.

Sincerely,



Louis R. Cohen
Chair, Board of Governors



Susan Sachs Goldman
Vice Chair, Board of Governors
Chair, Advancement Committee



Department of English
Fisher-Bennett Hall, Room 115
3340 Walnut Street
Philadelphia, PA 19104-6273
Tel 215.898.9526 Fax 215.573.2063
bushnell@sas.upenn.edu

Rebecca W. Bushnell
*School of Arts and Science Board
of Overseers Professor of English*

May 2, 2019

National Endowment for the Humanities
Office of Challenge Grants
400 Seventh Street, Southwest
Washington, District of Columbia 20506-0001

To the National Endowment for the Humanities:

In my capacity as a member of the Folger Shakespeare Library's Board of Governors, please allow this letter to signal my enthusiastic support of the Folger Shakespeare Library's renovation project, *New Exhibitions—Design, Development, and Implementation*, for the National Endowment for the Humanities' Infrastructure and Capacity Building Challenge Grants application. I can speak with regard to this project from multiple perspectives: as a Shakespeare scholar, a former associate dean for the humanities and Dean of the School of Arts and Sciences at the University of Pennsylvania, and a Folger devotee.

Having spent my entire professional career in the humanities, both as a scholar and an academic administrator, I have been deeply involved in the conversation about the future of our work and in answering the pressing questions that challenge us: what role do we play in a world increasingly driven by technological advancement and disruption? How can we justify investment in the study of literature or history when the average graduate starts his/her professional career with a \$382 monthly college loan payment? I and so many other scholars and citizens believe deeply that the humanities must necessarily play a role in our future, because they bring us to engage in the most important conversations of our own lives, and the critical issues faced by our country and the world at large.

The Folger has long played an important part in stimulating that conversation. The most recent example is its nation-wide program, *Shakespeare and his First Folio*. With generous support from the NEH, the Folger took one of its 82 First Folios "on the road" to each of the 50 United States, the District of Columbia, and Puerto Rico. According to the Folger's application to the NEH:

The traveling exhibition tells a two-part story. The first is about the First Folio as an object: *how did it come to be printed; what were the methods for printing the book; what makes it so important; and, what is its relevance today in America and abroad?* The

second story is about its contents: *what is the meaning behind Hamlet's most well-known speech; which version of Hamlet is the right version; how we have come to know the Shakespeare we know; and, how has Hamlet's speech influenced American literature and history?*

Carefully curated, *Shakespeare and his First Folio* created *aha!* moments for audiences wherever it stopped across the United States, inspiring them with a love for Shakespeare and literature and illustrating what makes the Folger unique among similar organizations.

By drawing in as much as possible of the massive crowds of visitors who come to visit Washington D.C., the Folger's new exhibition spaces will allow the Library to engage a broader audience with a greater variety of its priceless treasures. As a literature scholar, I am thrilled that the Folger plans not only to display all its 82 First Folios but also to provide interactive information about each of them. However, I am equally animated by the potential conversations that will emerge: for example, people can learn from recipe books about the power that women possessed to transmit natural history, or from Walt Whitman's collection of Shakespeare's sonnets about the poet's influence on American poetry.

I have every confidence in the Folger Shakespeare Library's capacity for invigorating discussion about the continued potency of the humanities. Furthermore, I recognize the very necessary importance of a project such as this for continuing the spread the humanistic inquiry in our contemporary world. Please allow this letter to serve as my wholehearted support of the Folger Shakespeare Library's application toward the NEH's Infrastructure and Capacity Building Challenge Grants.

Sincerely yours



Dr. Rebecca Bushnell
School of Arts and Sciences Board of Overseers Emerita Professor of English
University of Pennsylvania
Former Dean, University of Pennsylvania School of Arts and Sciences

THE
ANDREW W.

MELLON
FOUNDATION

140 East 62nd Street
New York, NY 10065
212-838-0400

May 7, 2019

Nadina Gardner
Director, Office of Challenge Grants
National Endowment for the Humanities
400 Seventh Street, Southwest
Washington, District of Columbia 20506-0001

Dear Nadina;

I write in fervent support of the application of the Folger Shakespeare Library for an NEH infrastructure and capacity building grant that will help fund the expansion of the Library's public exhibition spaces, the core element of a larger renovation beginning in 2020.

I came to know the Folger and its leadership team quite well during my time at NEH. I signed the grant enabling the travelling exhibition of Shakespeare's First Folio, and I visited the Library numerous times to see the collections and its fine theatrical productions. In the course of these visits, I also came to know the Folger's Director, Michael Witmore, quite well. Mike is an extremely capable and energetic leader who has given the Library a compelling new vision of how and why Shakespeare matters in the contemporary world.

The First Folio project funded in part by NEH was a fine demonstration of a central element of Mike's vision. The project was a remarkable success, far exceeding expectations (ours and theirs). In addition to exposing thousands of people around the country to Shakespeare for the first time, the project also taught the Library leadership and staff something enormously important about 'taking Shakespeare public', as it were, and about both the importance and the challenges of that work. Indeed, I don't think it's stretching to say that the First Folio project, in addition to other recent engagements with schools in D.C. and other public audiences, helped transform the Library's sense of itself and of its mission. Making Shakespeare accessible and meaningful to a broad public is now at the leading edge of the Library's sense of purpose. This is a great credit to Michael Witmore's leadership, but it also speaks well of the Board of Governors and the entire staff.

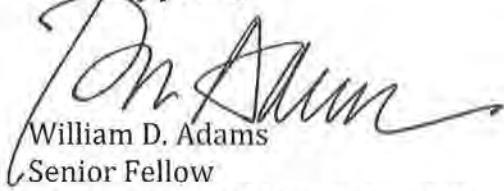
This new, public-facing approach and energy is central to the Library's ambitious renovation plans. Indeed, the core of the renovation is the addition of new public exhibition spaces, where the Library's fine collections will be available to the public, in some cases for the first time. There will also be new education spaces, complementing the exhibition areas. The Folger's original building is rightly regarded as an architectural gem in a city known for its architecture, but apart from its impressive theater, it has never been a place that can easily accommodate extensive public interaction with its world-class collections. The planned renovations will change all of that, enabling the Library to cultivate and expand its public in an entirely new way.

I believe that this project is a model of the sort of capacity building that lies at the heart of NEH's challenge grant program and its infrastructure and capacity building grants in particular. This project will enhance the Folger's capacity in two ways: physically, through addition of space that is designed expressly for the public; and programmatically, through the learning process that the Library staff will experience as it fills these spaces with materials and people. I am certain that this will lead, in turn, to further effectiveness and excellence on the public programming front generally. Combined with the Folger's growing interest in programming beyond its four walls, this project promises to usher in a whole new era and form of public engagement.

I know from reviewing many challenge grant applications that the capacity of the applicant to meet the aggressive matching requirements is always a consideration. In this case I think the Endowment can be confident. Mike Witmore is now a very well established leader at the Folger, and he has a supportive and willing Board of Governors. Raising money is never easy, even for the Folgers of the world, but in this case I think there can be a high degree of assurance that the Library will make the match. It's also the case, as in all such grants, that the strong reputation and brand of NEH will serve as a spur to donors.

In sum, I think this is a very important project with very significant potential gains for the humanities generally and for the American public's interest in Shakespeare in particular. It is a perfect opportunity for NEH to extend its relationship with one of the great cultural institutions in the country and to encourage many more people to become involved with its extraordinary riches.

Sincerely yours,

A handwritten signature in black ink, appearing to read "W. Adams", written over a light blue horizontal line.

William D. Adams

Senior Fellow

The Andrew W. Mellon Foundation

May 7, 2019

National Endowment for the Humanities
Office of Challenge Grants
400 Seventh Street, Southwest
Washington, District of Columbia 20506-0001

To the National Endowment for the Humanities:

Please allow this letter to serve as my enthusiastic support of the Folger Shakespeare Library's renovation project, *New Exhibitions—Design, Development, and Implementation*, for the National Endowment for the Humanities' Infrastructure and Capacity Building Challenge Grants application.

As the former Librarian at the National Gallery of Art (for over thirty years), one of the Folger's local peers serving the national interest in the arts and humanities, I can attest to the Folger's steadfast dedication to sharing its collection and programs with the public. Scholars have a natural affinity with libraries, but to attract the more general public, a strong exhibition program is crucial. *First Folio!*, the Folger's 2016 national traveling exhibition is illustrative of those efforts. Sharing the First Folio, the book that gave us Shakespeare, with libraries located in all 50 United States, the District, and Puerto Rico, grew from a desire not only to expose this treasure to as broad an audience as possible but also to remind them just how vital the Humanities are in contemporary society. The tour reimagined the Folio as a conversation starter about the history of the printed word, the transformational power of stories of the human condition, and the forms of scholarship, art, and expression that inform and enrich the public.

The concept of interactive exhibitions that the Folger has imagined will allow it to recreate daily the same engaging and vibrant conversations inspired by *First Folio!*. I have no doubt that, when brought to life, this concept will position the Folger to create an even more personal connection between its visitors and its most treasured collection. Funding from the NEH would provide an excellent imprimatur of support as the Folger completes the second half of its fundraising campaign for this transformative project.

Please allow this letter to serve as my wholehearted support of the Folger Shakespeare Library's application toward the NEH's Infrastructure and Capacity Building Challenge Grants.

Sincerely yours,



Neal T. Turtell



514 Tenth Street, NW
Washington, D.C. 20004
Phone: (202) 638-2941
Fax: (202) 347-6269
www.fords.org

May 8, 2019

National Endowment for the Humanities
Office of Challenge Grants
400 Seventh Street, Southwest
Washington, District of Columbia 20506

To the National Endowment for the Humanities:

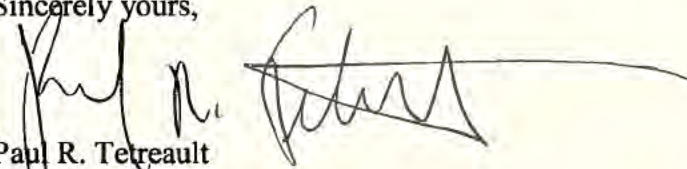
Please allow this letter to serve as my enthusiastic espousal of the Folger Shakespeare Library's renovation project, *New Exhibitions – Design, Development, and Implementation*, for the National Endowment for the Humanities' Infrastructure and Capacity Building Challenge Grants application.

As Director of Ford's Theater, a fellow Arts & Humanities institution in our nation's capital, I can speak directly to the fastidious dedication of the Folger toward the equitable distribution of the early modern world with the American public. In 2013, the National Endowment for the Humanities graciously funded the Folger's national traveling exhibition—*Shakespeare and his First Folio*—to libraries located in all 50 United States, the District of Columbia, and Puerto Rico. Now, they want to take the next logical step: displaying their entire collection of 82 Folger First Folios (along with its other humanities treasures) in their home, the Folger Shakespeare Library, as a gift to the hundreds of thousands of guests who visit annually.

The Folger plans include expanding the accessibility for all visitors to its holdings and programs. This will be accomplished by constructing a 12,000-square-foot New Pavilion that will feature two exhibition halls – resulting in one of the nation's largest spaces dedicated to the exhibition of rare books and manuscripts. Most notably, the Folger will display the crown jewels of its collection, the Folger First Folios, in the heart of a gallery devoted to Shakespeare, serving as a major point of attraction to visitors from around the world.

I am certain that the Folger's capacity-building initiative will further highlight personal connections between its visitors and their most treasured collection. Please allow this letter to serve as my wholehearted support of the Folger Shakespeare Library's application toward the NEH's Infrastructure and Capacity Building Challenge Grants.

Sincerely yours,



Paul R. Tetreault
Director

Special Requirements

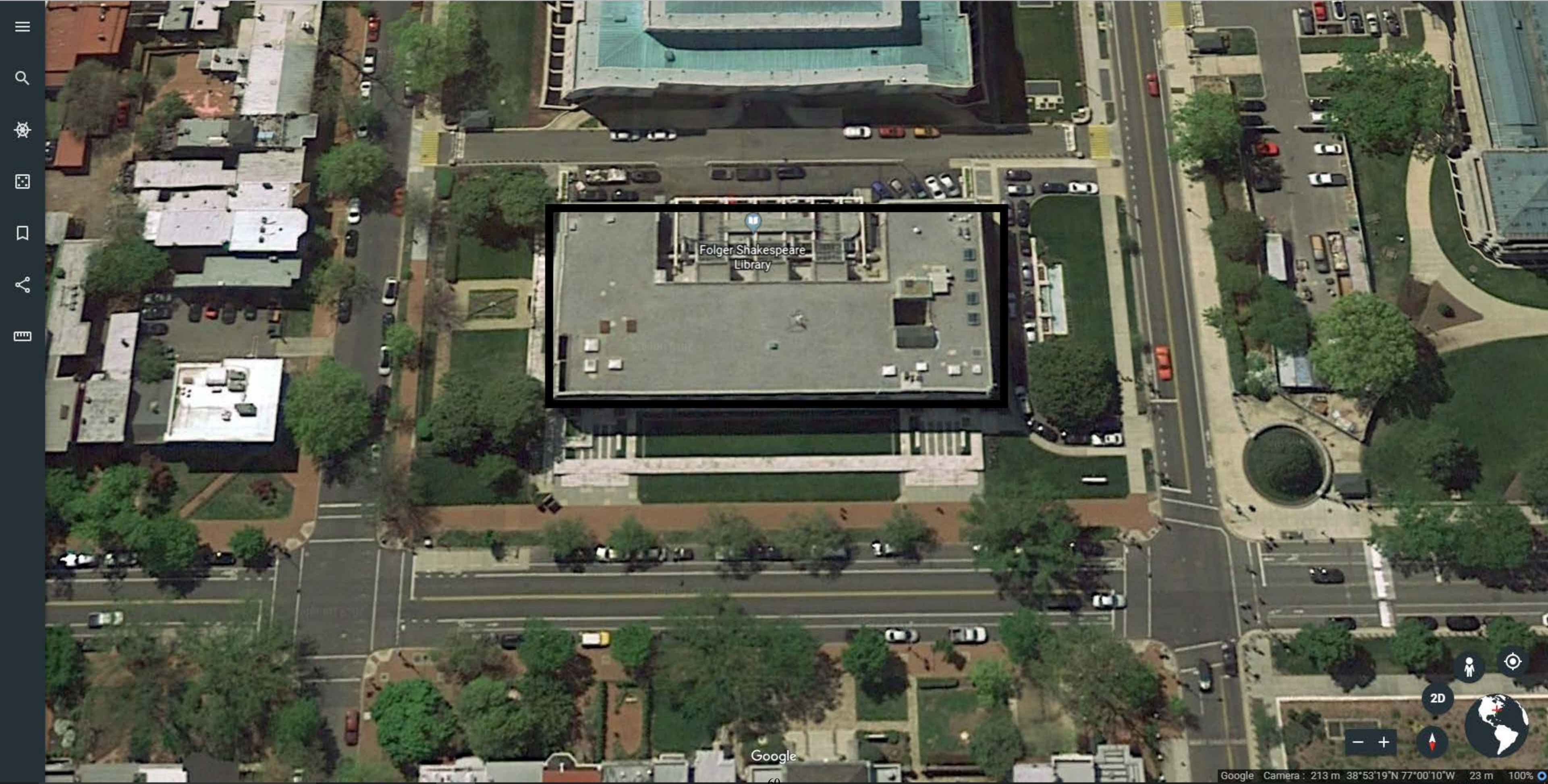
Description of Project

As a part of its \$60 million renovation, the Folger will create 12,000 square feet of new exhibition space. This renovation project will deliver two large empty rooms intended for exhibition spaces. Funding from the NEH will allow the Folger to bring to life the concept it has for. Specifically, funding will help support the following:

- Hiring designers to create floorplans, schematics, and construction documents for the spaces;
- Hiring contractors to design the digital infrastructure, including equipment and installation, for the interactive exhibits;
- Hiring producers to create and install graphics, signage, and lights for the spaces;
- Identifying, fabricating and installing the specialized cases necessary to display the materials, including security measures.

Properties in APE Listed in National Register

This proposal to the NEH is to support the design, fabrication and installation of exhibition infrastructure into newly constructed spaces that are being built as part of the Folger's \$60 million renovation and expansion project. As the exhibitions will be going into newly built spaces, the NEH funded project will not have any impact on properties listed or eligible to be listed in the National Register.



Folger Shakespeare Library

Google

ASSURANCES - CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Director	
APPLICANT ORGANIZATION Trustees of Amherst College d/b/a Folger Shakespeare Library		DATE SUBMITTED 05/15/2019

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

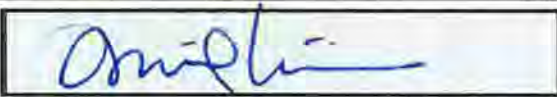
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
Trustees of Amherst College d/b/a Folger Shakespeare Library	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: Dr.	* First Name: Michael
Middle Name:	
* Last Name: Witmore	Suffix:
* Title: Director	
* SIGNATURE: 	* DATE: 05/15/2019



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center
Financial Management Portfolio
Cost Allocation Services

26 Federal Plaza, Room 3412
New York, NY 10278
PHONE: (212) 264-2069
FAX: (212) 264-5478
EMAIL: CAS-NY@psc.hhs.gov

May 9, 2018

Mr. Kevin Weinman
Chief Financial & Administrative Officer
Amherst College
P.O. Box 5000
Amherst, MA 01002-5000

Dear Mr. Weinman:

A copy of an indirect cost rate agreement is being sent to you for signature. This agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government.

Please have the agreement signed by an authorized representative of your organization and returned to me by email, retaining the copy for your files. Our email address is CAS-NY@psc.hhs.gov. We will reproduce and distribute the agreement to the appropriate awarding organizations of the Federal Government for their use.

An indirect cost rate proposal, together with the supporting information, is required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on actual costs for the fiscal year ending 06/30/2020 is due in our office by 12/31/2020. Please submit your next proposal electronically via email to CAS-NY@psc.hhs.gov.

Sincerely,

Darryl W.
Mayes -S

Darryl W. Mayes
Deputy Director
Cost Allocation Services

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN: 042103542

DATE:05/09/2018

ORGANIZATION:

FILING REF.: The preceding agreement was dated

Amherst College

08/03/2015

P.O. Box 5000

Amherst, MA 01002-5000

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: Facilities And Administrative Cost Rates

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	07/01/2017	06/30/2018	55.50	On-Campus	All Programs
PRED.	07/01/2017	06/30/2018	20.50	Off-Campus	All Programs
PRED.	07/01/2017	06/30/2018	82.00	Folger Library	All Programs
PRED.	07/01/2018	06/30/2021	54.00	On-Campus	All Programs
PRED.	07/01/2018	06/30/2021	20.00	Off-Campus	All Programs
PRED.	07/01/2018	06/30/2021	76.50	Folger Library	All Programs
PROV.	07/01/2021	Until Amended			Use same rates and conditions as those cited for fiscal year ending June 30, 2021.

*BASE

Direct salaries and wages including all fringe benefits except sabbatical leave.

ORGANIZATION: Amherst College

AGREEMENT DATE: 5/9/2018

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

Fringe benefits applicable to direct salaries and wages are treated as direct costs, except sabbatical leave, unemployment insurance and Workmen's Compensation which are treated as indirect costs.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

1. The College uses a specific identification system for charging fringe benefit costs to Federal awards.

2. Off-Campus Sites - Grant activities are considered off-site when the research is being done somewhere other than on the Amherst College campus, including (but not limited to) the following sites: University of Massachusetts, Amherst, MA, City College of CUNY, New York, New York, Forestry Department, St. Lucia, West Indies, New Brunswick Museum, New Brunswick, Canada, Princeton University, Princeton, New Jersey, Dalian City.

The off-campus rate excludes Library, Operation and Maintenance of Plant, Depreciation and Use Allowance, and is for use in situations where College personnel working on grants and contracts do not derive benefit from the excluded costs.

** The next proposal based on actual costs for the fiscal year ending 06/30/2020 is due in our office by 12/31/2020.

Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000.

ORGANIZATION: Amherst College

AGREEMENT DATE: 5/9/2018

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:

Amherst College

(INSTITUTION)

(SIGNATURE)

Kevin C. Weinman

(NAME)

Chief Financial and Administrative Officer

(TITLE)

5/30/2018

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

Darryl W. Mayes - S

(SIGNATURE)

Darryl W. Mayes

(NAME)

Deputy Director, Cost Allocation Services

(TITLE)

5/9/2018

(DATE) 1304

HHS REPRESENTATIVE: Michael Stanco

Telephone: (212) 264-2069