

EXHIBIT A
Utah Go Local
Statement of Work

Background

There is a need among Utah residents to have online access to human services within their communities. The Spencer S. Eccles Health Sciences Library and its partners have come together to propose a project that will make use of existing data as well as assemble new information so that Utah residents can find information on human services in their communities through MedlinePlus Go Local. Through this collaborative partnership, the project will have access to a regularly updated database of over 2000 regional human services entries and will also gather additional entries that will be exported to the MedlinePlus Go Local System. The marketing strategy will consist of utilizing the University of Utah Office of Public Affairs, incorporating Go Local into the Spencer S. Eccles Health Sciences Library’s Community Outreach program, printed literature (brochures and bookmarks), and promotion via the project’s partners.

Objectives

- Import existing data into Go Local
- Expand Go Local listings
- Promote Go Local throughout Utah

Activities

- Hire part-time project assistant
- Import Utah Cares data
- Verify all Utah Cares entries
- Identify additional resources to be added
- Add additional resources to Go Local
- Create promotional bookmarks and brochures
- Promote Go Local through visits to health care and community organizations
- Promote Go Local through exhibits at professional organizations
- Promote Go Local through press releases and other media outlets

Timeline	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Migrate Utah Cares Data				
Identify Remaining Gaps				
Prepare and Add Data to Fill Gaps				

Conduct Promotional Efforts				
Project Partners Meet				
Submit Quarterly Progress Report				

Evaluation

The project co-directors will submit progress reports each quarter. Specifically, the following points will be addressed in the beginning phase:

- Progress in relation to timeline
- Current staff and their roles
- Work done to create the site
- Outreach and promotion efforts

The following areas will be highlighted in reports once the project is online and using the NLM Go Local System:

- Current staff and their roles
- Major changes or additions made to the database
- Outreach and promotion efforts

All reports will also include other information relevant to the project.

Deliverables

Deliverables to be submitted to the NN/LM-MidContinental Region in Salt Lake City, Utah:

- Quarterly reports are to be filed online at: <http://nmlm.gov/projects/submitter.html?code=mcrquarterreport> Reports are due 15 days after the close of the quarter.
- Reports will be due:
 - August 15, 2005
 - November 15, 2005
 - February 15, 2006
 - Last quarter and final report due on May 30, 2006
- A final report including the final evaluation is due 30 days from the last day of the performance period. The NN/LM-MidContinental Region will provide you with the form to be completed. The final report must include a narrative summary of project accomplishments; sites where training was done and a description of training sites; description of target audience; list of exhibits, if applicable; approaches and interventions used; project evaluation results; observations on problems or barriers encountered; impact of the project; and recommendations for improvements, alternative methods, insights, etc. In addition, a graphical

compilation of web site statistics, classes and demonstrations conducted of NLM databases, and meetings attended, must be provided.

- Any materials (promotional materials, training materials, articles etc) developed or produced for this project will be provided in electronic format (whether in ASCII, HTML, PDF, or other document formats). In accepting the award, the bidder gives permission for use of such materials by the NLM and NN/LM.
- The bidder may also be asked to provide information to the RML or to NLM, such as IP addresses, which will be used to track usage of MedlinePlus, PubMed or *ClinicalTrials.gov* by institutions participating in the project.
- Information on training materials developed under this contract should be submitted to the [National Training Center and Clearinghouse](http://nncm.gov/train/suggest.html) (NTCC) (<http://nncm.gov/train/suggest.html>).

EXHIBIT B
Utah Go Local
Budget

EXPENDITURE CATEGORY	AMOUNT
Personnel Benefits and Salary	\$14,555
Equipment	\$1,483
Communications	\$229
Reproduction	\$2,013
Travel	\$1,328
Meetings	\$0
Total Direct Costs	\$19,608
Facilities and Administration	\$5,392
TOTAL	\$25,000

EXHIBIT C
Utah Go Local
Publishing

Recipients of NN/LM funding are strongly encouraged to consider publishing results from NN/LM funded projects in journals that make their contents freely available on the Web.

All publications should include the following statement or acknowledgement: “This project is supported under contract no. NO1-LM-1-3514 with the NN/LM MidContinental Region from the National Library of Medicine.”