

The timeline that was included in the proposal was designed to reflect receipt of award in November. This has been revised according to notification of award as received on December 5, 2008. We are on track with this timeline. The event will be held Monday, April 6, at the Hoagland-Pincus Conference Center in Shrewsbury, MA. To accommodate the schedules of the invited speakers, the original date of the event, March 26, was changed to April 6. Changing the original date did not create any inconvenience for the planning process.

Since notification of award, Elaine Martin, Project Administrator, and Raquel Rivera, Project Coordinator, have met regularly to plan. The months preceding submission of the Quarterly Report (December-mid February) have been devoted to: agenda planning, securing speakers, ordering supplies, organizing arrangements for presenters, inviting attendees, tracking registrations, and monitoring spending. The following list indicates what has been accomplished to date.

- December Potential speakers identified, contacted, and scheduled
Educational workshops planned
Date for event finalized
Event space reserved at Hoagland-Pincus Conference Center
- January 2009 Continued to identify, contact, and schedule speakers
Date for event revised
Hoagland-Pincus contacted to change reservation date
List of invited libraries completed
"Save the Date" email sent to library directors
List for addresses of library directors created
"Save the Date" postcard sent to library directors
Supplies purchased: postcards, stamps
Invitational Letters sent to library directors
Supplies purchased: stamps
Accepting & tracking registrations begun
Conference call with two speakers to plan presentations
Drafting of brochure begun
Correspondence with speakers to plan arrangements, presentation topics
- February Continued to contact and schedule speakers
Continued to accept and track registrations
Program schedule finalized
Budget updated to reflect money spent
Quarterly Report written and submitted to NER

The following agenda illustrates the plan for the event and the speakers that have been secured:

- 9:00-9:30 Registration, Welcome, and Continental Breakfast
- 9:30-10:00 Life Sciences Initiative Morning Address: **Chancellor Michael Collins**, University of Massachusetts Medical School
- 10:00-11:30 Panel Discussion: **Linda Watson**, University of Minnesota; **Michele Tennant**, University of Florida, Gainesville; **Kelly Smith**, University of Massachusetts Medical School (*Pending*)
- 11:30-12:15 Biotools: **David Lapointe**, University of Massachusetts Medical School; NCBI Resources: **David Osterbur**, Harvard University

- 12:15-1:30 Lunch Provided
Lunch Speaker (Clinical and Translational Science Awards): **Dr. John Sullivan**,
University of Massachusetts Medical School
- 1:45-3:00 Breakout Sessions and Facilitated Group Discussion
- 3:00-3:30 Closing Remarks
- 3:30 Adjournment

The months following submission of the Quarterly Report through the completion of the event (late February-early April) will be devoted to final planning. This includes finalizing details (i.e. food order, workshop plans, assembly of space), speaker arrangements and accommodations, preparing publicity items and event materials (i.e. brochure, evaluation forms, questions for breakout sessions), and continuing to track registrations and monitor spending.

The project timeline is projected through late May/June. Following the event, the remaining weeks will be spent compiling recommendations from speaker presentations, afternoon breakout sessions, and evaluations from attendees to be included in the final report to the NER. It is anticipated that attendees will produce a strategy for collaboration which will be made into a written e-science document with recommendations for area librarians to explore in supporting scientific research in their institutions. This will be included in the final report, and will be made available for librarians to access, in order to enable future collaboration opportunities and e-science research support initiatives.