

## Robert Lundeen OSU Library Faculty Development Grant Report

Please submit the following within 2 months of the project's completion:

- Report (form below – submit to Lundeen Fund Review Committee)
- Executive Summary of Accomplishments and Evaluation for donor report (500 words maximum – to University Librarian)

### END OF FUNDING PERIOD REPORT

**TITLE OF PROJECT:** Project Management Training

**Applicant(s)** Margaret Mellinger

**E-mail :** [Margaret.Mellinger@oregonstate.edu](mailto:Margaret.Mellinger@oregonstate.edu)

**Telephone:** (541)737-9642

**Time Period of Grant:** FY19

**Amount of Award Received:** \$1,193

#### I. ACCOMPLISHMENTS and EVALUATION

I attended a course offered by the State of Oregon called Introduction to Managing Projects. There were 4 total days of training in the course that covered in detail the fundamental skills of Project Management. Along with the in-person instruction, I was given a reference book and a project management workbook that I can use going forward. This course was so effective that I have requested the new project manager in our department to complete it as well. I liked the course so well that I would like to take additional offerings in the series.

#### II. IS YOUR PROJECT COMPLETED?

Project is completed

#### III. FINANCIAL STATEMENT

**Original Budget:** 1,193.00

<b>Actual Budget</b>	
Training cost	\$1,081
Travel cost	\$112.00
<b>Total spent</b>	<b>\$1,193</b>

#### **IV. SHARING YOUR PRODUCT/RESULTS**

What are your plans for disseminating the results of your work? If it will be a web page or product, or published article or book, when will it be available to the public? Include citations/URLs if known.

Some of what I learned in the class was translated into refining the LAMP project proposal form that I and others in the library completed in Spring 2019. We also participated in an informal Project Management discussion group where we talked about best practices and how to apply what we had learned.

#### **V. NOTE**

Information included in this report may be reprinted or posted on the web for dissemination.

Adapted from Librarians Association of the University of California Research Grants Program  
<http://www.ucop.edu/lauc/committees/rpd/endoffundingreport.doc>