	Proposals must describe how the following requirements will be met		
	Go Local Proposal Checklist of Requirements	**NLM Supported**	**Locally Supported**
	Local Resources		
1	Selection criteria		
2	Collect information on services for the entire state or region - including health departments, hospitals, medical centers, clinics, practitioners, libraries, local chapters of health organizations, etc.		
3	Index the resources by subject and geographically		
4	Willing to attribute and date local resources		
5	Mechanism for keeping information current		
6	Use the "go local" controlled vocabulary		n.a.
7	Map Go Local services to MedlinePlus health topics	NLM	
8	What is your projected timeline		
	Staffing		
9	Hire and compensate a salaried project director (minimum of .5 FTE)		
10	Manpower needed to create, index and maintain records		
11	Technical expertise for system hardware and software	NLM	
12	IT support to maintain computers used for input, including required Web browser and plug-ins		
13	Volunteers or staff to handle the record creation and maintenance, or have a plan to recruit them		
14	Means for providing customer service for the site		
	Hardware/Software/Website		
15	Acquire the necessary hardware for the system	NLM	
16	Acquire software to create and maintain the database	NLM	
17	Database functionality (mapping, site creation, etc.)	NLM	
18	Process NLM's XML data with up to date MedlinePlus health topics	NLM	
19	Comply with basic usability standards	NLM	
20	Perform usability testing	NLM	
21	Accessible (at a minimum Section 508 compliant)	NLM	
22	Organize resources by subject, and for public site put each subject on a separate page	NLM	
23	Collect and report usage data to NLM	NLM	
24	Generate geographic maps for the Region, and linking from the map to the relevant service pages	NLM	
25	PCs will be available for volunteers and/or staff with Internet connections, required Web browser and necessary plug-ins (or a plan to obtain them)		
26	Generate broken or problem link reports	NLM	
27	Check and repair broken or problem links		
	Promotions		
28	Publicize the site in the region		
29	Perform outreach for collection development		
30	Summarize promotion efforts quarterly		