

Dear Potential Quilt Index Contributor,

We are glad you are taking steps to add your quilts to the Quilt Index (QI). The QI was built and is maintained by Michigan State University's MATRIX: The Center for Humane Arts, Letters, and Social Sciences Online. To learn about the types of collections in the Index, or the history and background of the project, visit <http://www.quiltindex.org>.

The Quilt Index aims to be an inclusive resource for information about quilts and their makers. We are excited by the variety of contributors -- state documentation projects, quilt research projects, and public and private quilt collections. In the company of other collections, every quilt grows in value, as does the QI.

There is a two-phase process for adding collections to the QI – the application and implementation phases. You can apply to become a Contributor using the application process. Gather application materials regarding your collection and submit to the QI.

Once your application is reviewed, QI staff members work with each contributor to create a unique implementation plan for your collection. Each plan is based on the specific needs of each collection. Fees include the one-time implementation cost of US \$3500. The fee may change (more or less \$) depending on your collection's particular needs for photography, digitizing, staffing, database transfer (if applicable) and data entry.

We look forward to helping you preserve and share your collection in the Quilt Index. We also collaborate on proposals that include new collections to pilot new features on the website. Please contact us directly to discuss such partnerships. If you have any questions, do not hesitate to contact us.

Sincerely,

Beth Donaldson
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