Library Services Seed Challenge Grant – 2017
Southern Adirondack Library System
Deadline: December 31, 2016

The SALS Board of Trustees recognizes libraries must keep pace with progress. To remain relevant, libraries in the SALS service area must evaluate ways to strengthen current library services, incorporate new ideas and provide services to people who live, work and or visit their community.

The SALS Board of Trustees has initiated a competitive grant program to help member libraries provide new services or to expand existing services in order to respond to modern challenges and shifts in community priorities.

SALS will offer Library Services Seed Challenge grants up to $10,000 per project. Minimum award will be $1,000. Libraries may work together to develop a larger project at a higher funding level.

Library staff and boards should examine current services, community needs, library space (physical and virtual), staff skill sets, collections and current and potential community partnerships.

A progress report and a final report using the goal and objectives identified in the project application will be required. Grant funding can only be used once for this project. If the program is successful, every effort should be made to incorporate the service into future library budgets.

- Grant funds may be used to purchase equipment or materials, fund programs/presenters, or hire outside consultants/teachers.

- The funds cannot be used to pay for library staff.
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- The program must be new to the library and contain a community partnership component. The partner may be a school, museum, community group, agency, business or other relevant local organization. A partner, for example may provide materials, personal expertise or advocacy.

- A letter of commitment from each community partner must accompany the application.

- The program can supplement the Summer Reading Program or other programs currently provided by the library. The project can be a new component of an existing program.

- The program must fit into the library's Long Range Plan of Service.

- A final report and a progress report will be required.

CHALLENGE QUESTIONS, THINGS TO CONSIDER:

☐ How will your library provide a platform for learning, conversation and collaboration?

☐ How will your library assist its community members in accessing information?

☐ What is your library's role in providing information about your community and other organizations contained within?

☐ Who within your community do you hope to reach through the new program? How will you use your grant for outreach?

☐ How will you provide continuing education for the public and staff using new technologies to access and disseminate information?

COMMUNITY PARTNER(S):

It is required that you have at least one community partner for this project.
Additional partnerships may make your project more sustainable. You must provide a letter of support from each partner. Question #12 will ask you to list your community partner(s). *Please include support letters with your printed application.*

APPLICATION CHECKLIST:

1) COMPLETED APPLICATION (WITH A CLEAR GOAL & MEASURABLE OBJECTIVES)

2) BUDGET DOCUMENT

3) LETTER OF SUPPORT FROM A COMMUNITY PARTNER

Please submit 2 copies of your application materials: One paper copy (via courier or mail) and one electronic copy to be emailed to sdallas@sals.edu
Hand-written applications will not be accepted.

BUDGET:

In the "details" column, provide details on the cost of each item and the number of items to be purchased.

CATEGORY	PROJECT FUNDS REQUESTED	IN-KIND	TOTAL	DETAILS
Personnel				
Equipment				
Materials/ Supplies				
Total				

NOTE: Special consideration will be given to libraries showing in-kind contributions from the library or community partner.

Library Director Signature: _____

Submission Date: _____

Approval Date: _____

Please **submit 2 copies** of this grant application: **one paper copy** (via courier, mail or fax) and **one electronic copy in MS Word format** to be emailed to sdallas@sals.edu. Hand-written applications will not be accepted.

S Dallas, SALS Director

Library Services Seed Challenge Grant 2017

2017 Library Services Seed Challenge Grant Application

DEADLINE: December 31, 2016

Answer the following questions completely. Please provide enough information so that the SALS Board of Trustees will understand the project based on the application; proposals will be reviewed by the Library Services Committee.

∗1. LIBRARY REQUESTING GRANT:

∗2. CONTACT PERSON:

∗3. PHONE / EMAIL:

∗4. What is the goal of your project?

∗5. What do you intend to do? How do you plan to meet your goal?

∗6. Who is the audience - Whom do you hope to serve?

∗7. What is the timeline for the project?

∗8. Briefly describe the role each partner will play or what service each will provide.

✱9. OUTPUTS: Outputs are a measure of the resources expended on a service or program. Examples include: Number of people served, number of questions answered, number of unique log-ins on a library website

Please tell us what Outputs you plan to track & measure. You will need to provide these in your final report.

✱10. OUTCOMES: Outcomes are results that benefit, change or impact individuals or populations during or after participating in program activities. Examples include: You and the Board learned something regarding the community response to new services; You and the Board feel more confident in providing new services.

Please identify at least 1 measurable Outcome for your project. You will need to include this in your final report.

✱11. EVALUATION: Examples include: Polaris usage statistics, PLA Project outcome survey results & patron surveys.
1) What tools will you use to evaluate the program quantitatively. (i.e. statistics)
2) What tools will you use to measure the program's success qualitatively? (How will you

✱12. COMMUNITY PARTNER:
It is required that you have at least one community partner for this project.
You need only provide one letter of commitment from a partner, but additional partnerships may make your project more sustainable and engage more members of your community.
*Please attach a letter of support from at least one partner to your final application.

Organization:

Contact Person:

Email / Phone:

13. Additional Community Partner:

Organization (2):

Contact Person (2):

Email / Phone (2):

14. Additional Community Partner:

Organization (3): [   ]

Contact Person (3): [   ]

Email / Phone (3): [   ]