2018 Construction Challenge Grant
Southern Adirondack Library System
Deadline: December 29, 2017

The SALS Board of Trustees recognizes libraries must rethink current library services, incorporate new ideas, and utilize & adapt library buildings to provide updated, relevant support to their communities.

The SALS Board of Trustees has initiated a competitive grant program to help member libraries work with architects, engineers or other professionals to develop plans, or to perform repairs, renovations or touch-ups to improve their physical space.

SALS will offer six construction challenge grants up to $5,000 per project to improve the function of member library buildings. All SALS member libraries are encouraged to apply.

- Grant funds may be used to purchase equipment, materials, supplies, labor, professional services (for example, design services needed in order to apply for NYS Construction Grants later in the calendar year or the following year). Examples:
  - Wiring
  - Lighting
  - Accessibility
  - Furniture
  - Shelving
  - Roof or masonry repair
  - Hiring a professional (architect, engineer, etc.) for plan development
  - Project may take place in building, parking lot or property owned by the library
- The funds cannot be used to pay for library staff.
- Matching funds are encouraged, but not required
- It is required as part of the application that libraries conduct a walk-through of their building with someone from the community. A walk-through narrative (no more than 1 page) should be attached to the application. Include the names of the people who participated in the walk through. SALS has provided a useful guide for the walk-through.
- Funded projects must be completed within one year.
- The construction project can be in conjunction with a larger building project.
- The project must fit into the library's Long Range Plan of Service.
- The application must state a clear goal and clear objectives.
- A final report is required and will be due Friday, December 14, 2018. The goal and objectives identified in the project application must be referenced in this report.

CHALLENGE QUESTIONS, THINGS TO CONSIDER:

- o How will the project change the library building?
- o How will the improvements alter the library experience for users?
- o Will this project allow better service to people with disabilities?
- o How will this project improve the library's physical space?
- o How will it help improve services to the people in your community through better use of current library space?

APPLICATION CHECKLIST:

- ☐ COMPLETED APPLICATION (with clear goal and objectives)
- ☐ BUDGET DOCUMENT (approved by Board, signed by Director)
- ☐ WALK-THROUGH NARRATIVE (no more than one page)

Please complete the online application and submit all documents as PDFs through the online application portal by December 29, 2017:

https://form.jotform.com/SoAdLibSys/ccgrant2018

Hand-written applications will not be accepted.

Please direct any questions regarding the application or process to Sara Dallas (sdallas@sals.edu) or Dianne Winter (dwinter@sals.edu). If you plan on including wiring or cabling and/or technology upgrades in your project, make sure you discuss the project with Michele Largeteau.