

## PRE-APPLICATION WEBINAR

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Deputy Director, ALA Public Programs Office





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# LIBRARIES TRANSFORMING COMMUNITIES FOCUS ON SMALL AND RURAL LIBRARIES



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## WHY CONVERSATIONS?

## WHY LIBRARIES?





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# GRANT INFORMATION



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### WHO IS ELIGIBLE?

- All types of libraries public, academic, community college, K-12, tribal
- Libraries serving small and/or rural communities in the U.S. and U.S. territories.





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### WHO IS ELIGIBLE?

- According to IMLS:
  - "small" = a population of 25,000 or less
  - "rural" = more than, or equal to, five miles from an urbanized area (of 25,000 or more)
- Must be a member of ALA or ARSL
- Questions about eligibility? Email <u>PublicPrograms@ala.org</u>





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## WHAT WILL YOUR LIBRARY RECEIVE?

- \$3,000
- Professional development
- Online resources and project support





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## WHAT ARE THE REQUIREMENTS?

- Complete a 6-part asynchronous e-course on facilitation skills (est. course time: 4 hrs)
- Host at least one conversation with community members using skills from the e-course
- Share what you have learned





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## WHAT ARE THE REQUIREMENTS?

- Complete a 6-part e-course on facilitation skills (est. course time: 4 hrs)
  - □ "Conversations in the Library: Getting Started"
  - "Laying the Groundwork: Planning a Conversation"
  - "Setting the Room: Navigating Logistics and Setting up a Conversation"
  - In the Moment: Leading a Conversation and Managing Group Dynamics
  - The Follow-Up: Closing a Conversation and Preparing Next Steps"
  - Going Virtual: Technology and Facilitation Approaches for Online Conversations"



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## **CONVERSATIONS...ABOUT WHAT?**

2. Host at least one conversation with community members using skills from the e-course

- Any topic relevant to your community, e.g.:
  - E-learning, school closures
  - COVID-19, public health
  - Unemployment
  - Films and books, as a way to discuss issues facing the community
- Conversation can be in person or virtual







## SHARE WHAT YOU HAVE LEARNED

- 3. Share what you have learned
  - Local newspaper or other media outlet
  - Your library's social media (e.g. YouTube, Facebook)
  - A letter or email to a state legislator or other elected official
  - A library blog or podcast
  - PLA's Project Outcome OR ACRL's Project Outcome







## WHAT CAN YOU SPEND THE MONEY ON?

Grant funds may cover a wide range of expenses:

- Programming materials
- Staff time
- Books/ebooks
- Hotspot purchases
- Personal protective equipment (PPE)
- Space rental
- Marketing
- Speaker fees
- ... and more





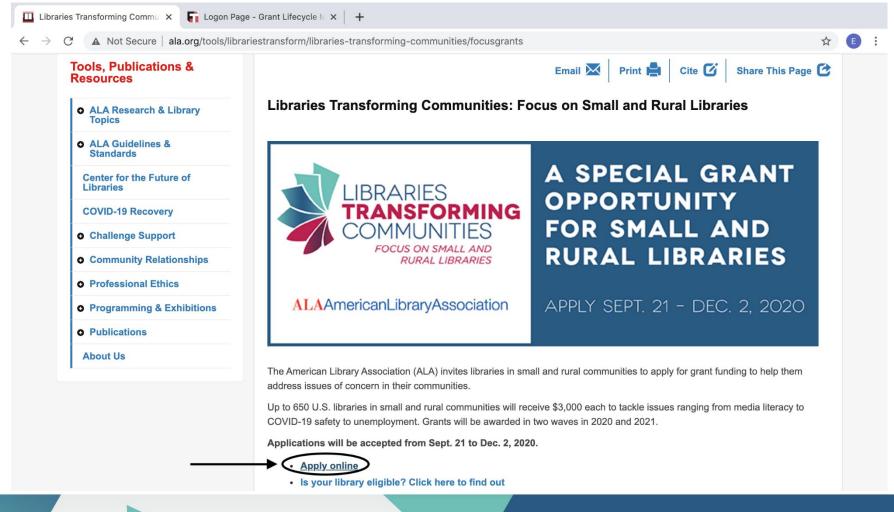
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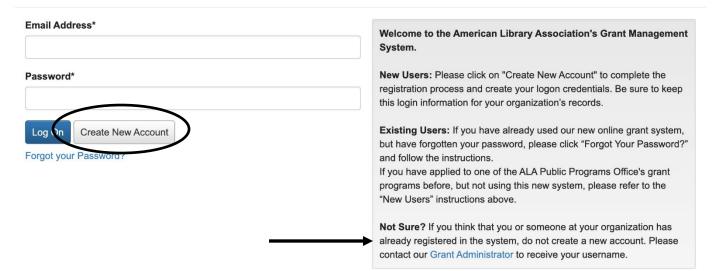


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(i) This registration process has multiple steps you must complete before you can apply.	
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(i) You will be receiving emails from this system about your request.

To ensure you receive emails from this system we have sent you an email to confirm your account was created successfully. If you do not see an email from American Library Association <administrator@grantinterface.com>, look in your junk or spam folder.

To remove American Library Association <administrator@grantinterface.com> from your spam filter, use the link below.

Click Here for a tutorial about removing email addresses from spam filters.

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	Libraries Transforming Communities: Focus on Small and Rural Libraries Implementation Grant	Accepting Submissions from 08/21/2020 to 12/02/2	2020 Apply	)	
	Libraries Transforming Communities (LTC): Focus on Small and Rural Libraries is an initiative of the Ameri to the needs of library workers serving small and rural communities.	can Library Association (ALA) that seeks to provide community engagement resources and opportuni	ities specific		
	Prior to beginning your library's application, please read the complete Project Guidelines.				
	Preview     Freview     Freview     GrantHub				

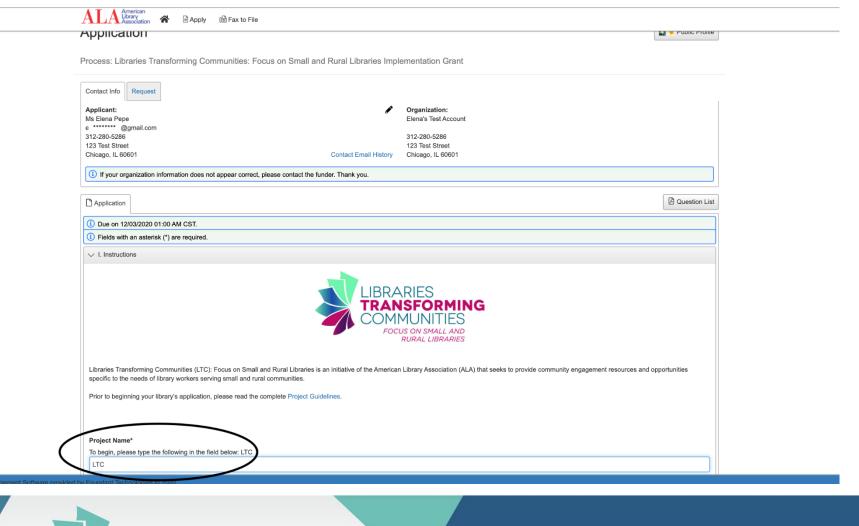


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V II. Project Director	
Note: The Project Director is the person who will be responsible for coordinating all elements of the Libraries Transforming Communities grant on behalf of the library. All fields are re	quired unless noted otherwise.
Project Director First Name*	
Elena	
Project Director Last Name*	
Project Director E-mail*	
Project Director Phone Number*	
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If you are unsure of your congressional district (based on your institution's ZIP code) you can look it up on the website of the United Sates House of Representatives.	
How did you hear about this opportunity?*	
Email from ALA	
ProgrammingLibrarian.org	
ARSL listserv	
ARSL Virtual Conference	
Facebook	
Tvitter	
Word of mouth/personal email	



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 $\checkmark$  III. The Library

#### Library Type\*

**Total Population Served\*** 

#### Community Type\*

#### Association Membership Status\*

To be eligible to apply, applicants must have a membership with *either* the American Library Association OR the Association for Rural & Small Libraries. Please indicate which association(s) you or your institution are a member of:

American Library Association

□ Association for Rural & Small Libraries

#### **ALA Membership Number**

#### **ARSL Membership Number**



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#### ✓ IV. Proposal Narrative

Each narrative response should be **600** words or less. Before you compose the narrative part of this application, we strongly recommend that you read the grant guidelines and the "Leading Conversations in Small and Rural Libraries" Facilitation Guide carefully. If you do not, your application is unlikely to be competitive as the narrative questions are informed by the facilitation guide and grant guidelines.

#### **Community and Library Information\***

Describe your library and the community it serves, including demographics, dynamics and key issues or challenges it faces. What should reviewers know about your library and community in order to understand your proposed community engagement project?

#### **Conversation Topic or Issue\***

Describe the topic or issue that your community engagement project will focus on. Why is it important for your library or community to discuss this particular issue/topic? How did you arrive at this particular topic/subject (e.g. did you talk with library patrons, reach out to other area organizations? Dig into data about your community)? How will your library and/or community benefit from having this/these discussion(s)?

#### **Conversation Goals\***

Describe the library's goal or purpose of your project plan. What are you aiming to accomplish? (e.g. enhance library resources based on community input; explore a topic and/or build understanding of others' experiences; generate ideas, explore options, and make a decision; discuss an issue and collaboratively determine next steps, etc.)

#### **Conversation Planning\***

How do you envision your conversation taking place? (e.g. virtual book club discussion, socially-distanced conversation outdoors at the library using the National Issues Forum Model, etc.) Do you feel you are able to describe how you envision your conversation(s) will take place? Or are you new to this and planning to learn these skills though the online course? What kind of marketing/outreach do you plan to do for the conversation? How are you planning to share the content/outcomes of the conversation? (e.g. writing an article for the local newspaper, creating a video about what was discussed for the library's social media, etc.)



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#### Budget\*

Describe your plans for the grant funds. What will you use the funding to purchase or support? Please be specific (e.g. \$1,000 will be spent on staff time to support the development and implementation of the project, \$200 will be used to purchase a Zoom Business license in order for us to virtually host our conversation). The total amount of your proposed budget plan should add up to \$3,000. Note: If you are unable to spend the entire grant down by July 31, 2021, you may accrue funds to spend through February 28, 2022. If you anticipate needing to accrue funds, please note this in your response and include your plans for spending it down.



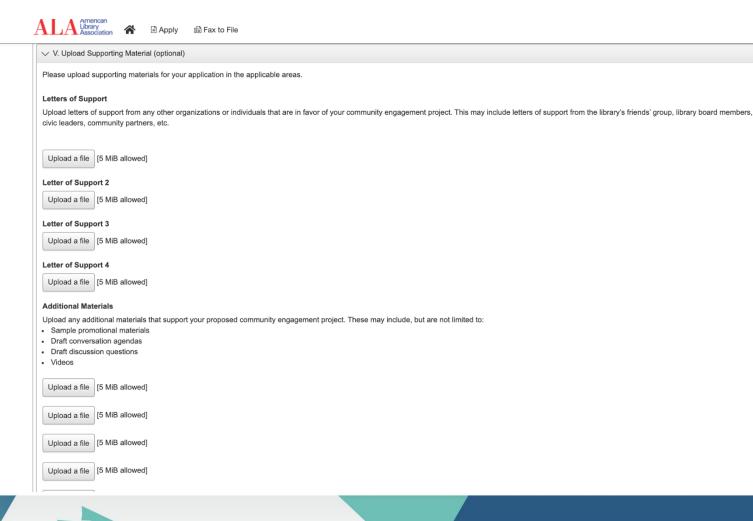
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VI. Certify Authorization			
An application for an LTC: Focus on Small and Rural Libraries implementation g applicants to identify a certifying official who is authorized to submit applications		ing funding provided by an award from a private d	onor. ALA is required by law to ask
Certifying Official First Name*			
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Certifying Official Title*			
Certifying Official Institution*			
Certifying Official Email Address*			
Certification*			
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You can check the status of your institution with regard to debarment at the web $\Box$ Certification	bsite of the System for Award Management.		

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## **TIPS FOR A SUCCESSFUL APPLICATION**

- Read the guidelines carefully
- Answer all the questions
- Provide numbers and examples to justify why your issue needs to be addressed
- Find partners
- Letters of support are optional
- ALA Public Programs staff is happy to offer pointers and answer questions. Email <u>publicprograms@ala.org</u>





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# **QUESTIONS?**



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