

# **GSC Grant Administration Webinar: Evaluation and Reporting for grantees**

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Francisca Fils-Aime, Senior Evaluation Coach, PIE Org



## Grant Requirements

- Host at least ***one discussion program per book***
- Discuss the humanities content of each book
- Offer the programs ***described in proposal***
- Reach at least 8 teen readers
- Give books to teen participants to keep
- Submit a pre-program log and final report to ALA

## Reporting

- Grant term: August 1, 2023 – May 31, 2024
- Pre-program log due August 1
- Final report due: 30 days after last program, OR June 28, 2024 (whichever comes first)
- Report should be completed incrementally – as programs happen
- ALA will send report reminders

# ALA Apply

<https://www.grantinterface.com/Home/Logon?urlkey=AMALA>



## Logon

Email Address\*

Password\*

Log On

Create New Account

[Forgot your Password?](#)

Welcome to ALA Apply, the American Library Association's Grant Management System.

Welcome to ALA Apply, the American Library Association's Grant Management System. Please log in or create an account to access:

- Grant Opportunities
- Peer Reviewer Opportunities
- Advisor Opportunities

**Please note that this platform requires a login that is separate from ALA membership credentials.**

**New Users:** Please click on "Create New Account" to complete the registration process and create your logon credentials. Be sure to keep this login information for your organization's records. You can find additional information about how to create an account and use the system on our [How to Apply](#) page.

**Existing Users:** If you have already used our new online grant system, but have forgotten your password, please click "Forgot Your



## ▼ NEH GSC

**Process:** NEH Great Stories Club\_2023

Application Submitted 03/13/2023  
Decision Approved 04/19/2023

[View Application](#)**Follow Up Forms**

FORM NAME	ASSIGNED TO	AWARD / INSTALLMENT	DUE DATE	STATUS	EDIT/VIEW
NEH GSC_2023_Grant Acceptance Form		Overall Award		Complete	<a href="#">View</a>
Addendum: NEH GSC_2023_Grant Acceptance Form		Overall Award		Complete	<a href="#">View</a>
Pre-Program Log: NEH GSC 2023		Overall Award	08/01/2023 11:59 PM CDT	Assigned	<a href="#">Edit</a>





## Contact Email History

**i** If your organization information does not appear correct, please contact the funder. Thank you.

**i** Application

**i** Follow Up

**i** FollowUp Packet

**i** Question List

**i** Due by 08/01/2023 11:59 PM CDT.

**i** Fields with an asterisk (\*) are required.

> Introduction and Theme Selection

> I. First Required Program

> II. Second Program

> III. Third Program

> IX. Additional Programs

> X. Confirm Budget

> XI. Review and Submit

**i** Due by 08/01/2023 11:59 PM CDT.

Save Follow Up

Submit Follow Up

# Pre-Program Log



### ✓ I. First Required Program

**First Required Program (1)**

**Title (1)\***

### Program Format (1)\*

Program Date (1)\*

	
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Presenter (1)

(Name/title/affiliation)

Location (1)\*

**Program description (1)\***

## Accessing the Reports

- Visit <https://www.grantinterface.com/Home/Logon?urlkey=AMALA>
- Log in with email/password used to apply for GSC grant
- You may work on your report, save changes, and return any time
- Preview/PDF version on project web pages



# Final Report

> Final Report Form: The Great Stories Club series "Deeper ...

✓ Partner Organization and Theme Selection

## Partner Organization\*

Did you work with a partner organization?

- ☐ I did not work with a partner organization.
- ☐ I worked with one (1) partner organization.
- ☐ I worked with two (2) partner organizations.
- ☐ I worked with three (3) partner organizations.

## Theme Selection\*

Please select which Great Stories Club series theme(s) your library hosted.

- ☐ Deeper Than Our Skins: The Present is a Conversation with the Past
- ☐ Finding Your Voice: Speaking Truth to Power
- ☐ Both Deeper Than Our Skins and Finding Your Voice

> VIII. Additional Programs

> Additional Program-2



> X. Narrative

> XI. Budget

> XIII. Supporting Documents

> Review and Submit

# Programming Summary

- **Book Title Used**
- **Program Date**
- **Presenter**
- **Location**
- **Attendance**

# Narrative Questions

*1000 characters, maximum*

**Goals:** Tell us how your library defined success when planning your GSC program series. Do you feel that you made progress toward, or achieved, those goals? If so, how did you accomplish this, and if not, what were the barriers you encountered?

**Collaborators:** Please describe your organizational/community partner(s), the personnel who led or moderated your discussion events, what they contributed to your series, how you worked together, and how your program attendees reacted to them. If your partners provided any feedback on their experience working on the GSC, please tell us about it.

# Narrative Questions

**Impact:** How did your GSC programs impact your organization, community, and, most of all, the teen participants. Can you offer evidence of a specific benefit(s) accrued by any of these groups? How did you evaluate your programs, and what did you learn? We appreciate any direct feedback from project staff, speakers, partners, and teen participants; you may upload supporting information or examples. We are interested in how the grant affected both teen participants as well as library and community partner staff members.

# Narrative Questions

**Areas for Improvement:** Please tell us about any challenges you faced while implementing your programs. If you offered a GSC series again, what might you do differently? What might ALA do differently?

**Continuation:** How will your organization support the work undertaken or expanded through this project? What are your plans for sustaining or building on the support offered to your participants, beyond the grant term?

**Additional Information** (optional)

∨ XI. Budget

Include details about how you spent your programming grant to support project activities. The total amount should add up to \$500. Expenses can be grouped by type, for example: speaker honorarium, collection materials, etc. Please provide a brief report of how your library used the grant.

**Dollar Amount (1)\***

**Expense Type (1)\***

**Other (please describe) (1)**

**Expense Description (1)\***

# Supporting Documents

Use this area to upload:

- Promotional materials
- Photographs
- Media coverage
- Surveys or other evaluation results

# Common Challenges

- Staff changes – email to [egallaugh@ala.org](mailto:egallaugh@ala.org)
- Partner organization challenges – preempt with early communication, be flexible, contact [brussell@ala.org](mailto:brussell@ala.org) if switching partners
- Other (low attendance, reader difficulty) – ask colleagues on list, contact ALA staff, add activities, audiobooks, see tipsheet on engaging teen readers



# Promotional Materials

<https://www.ala.org/tools/programming/greatstories/resources>

ALA Research & Library Topics

ALA Guidelines & Standards

Center for the Future of Libraries

COVID-19 Recovery

Challenge Support

Libraries Transforming Communities

Professional Ethics

Programming & Exhibitions

Publications

About Us

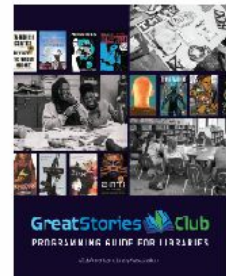
## Free Resources for Libraries

# Great Stories Club

Materials from ALA's Great Stories Club — including book lists, discussion questions, related reading lists and promotional materials — are available for use by any library, state humanities council, or community nonprofit, free of charge.

ALA has offered more than a dozen Great Stories Club themes since the program's inception in 2006. Themes are selected by librarians and humanities scholars to resonate with reluctant readers and young people facing difficult life challenges.

Select one of the themes below to access book lists, discussion questions, promotional materials and more, or [download our free Great Stories Club Programming Guide](#). >>>>>>>>>



## Themes

### Imagining Tomorrow: Building Inclusive Futures



### Truth, Racial Healing & Transformation



## Programming Materials

- [Essay](#)
- [Discussion questions #1 \(general questions\)](#)
- [Discussion questions #2 \(book-specific questions\)](#)
- [Related reading list](#)
- [Certificate of achievement for participants \(fillable PDF version\)](#)
- [Certificate of achievement for participants \(print and fill version\)](#)
- [Certificate of appreciation for partners and supporters \(fillable PDF version\)](#)
- [Certificate of appreciation for partners and supporters \(print and fill version\)](#)
- [Webinar: Thematic overview and virtual programming tips](#), presented by Susana M. Morris (Georgia Institute of Technology, GA) and Ann Skilling (Washington County Free Library, MD)

## Promotional Materials

- [Poster \(with printing crop marks\)](#)
- [Poster \(without printing crop marks\)](#)
- [Bookmarks \(with printing crop marks\)](#)
- [Bookmarks \(without printing crop marks\)](#)
- [Web banner](#)
- [Sample media release form](#)
- [Sample press release](#)
- [Sample social media prompts and guidelines](#)



## See Also

- [Tips for implementing a Great Stories Club program](#)
- [Tips for working with teen readers facing challenges with reading level and engagement \(created for the GSC series "Structures of Suffering"\)](#)
- [YALSA Research into Resources on Supporting Youth Affected by Trauma](#)

ALA American Library Association

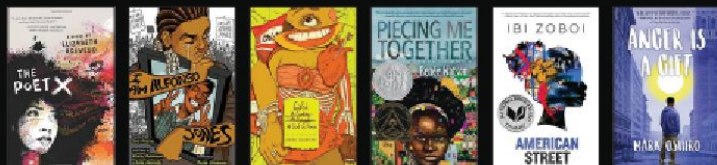
GreatStories Club

# finding your **VOICE**

SPEAKING TRUTH TO POWER



a reading and discussion group featuring:



ALA American Library Association

GreatStories Club

# DEEPER THAN OUR SKINS



The present is a *conversation* with the past

a reading and discussion group featuring:





# Promotional Materials

- Posters
- Bookmarks
- Certificate of Achievement
- Certificate of Appreciation
- Sample press release
- Social media prompts
- Web banner
- Sample media release form

# Press Coverage

- Press release template announcing GSC grant. Template is a Word document that you can customize. Edit as needed.
- Other times to reach out to the press? If you have permission, you could invite them a “graduation” ceremony or contact them with a positive story about a teen that relates to the GSC program. Questions? Email us at [publicprograms@ala.org](mailto:publicprograms@ala.org)
- ALA and NEH funder acknowledgement

# Social Media

- #GreatStoriesClub
- Tag @ALALibrary and @NEHGov
- Check GSC website for sample posts, tips, and more
- Know and follow your organization's (and your partner organization's) privacy rules.

# Evaluation Team



**Francisca Fils-Aime**

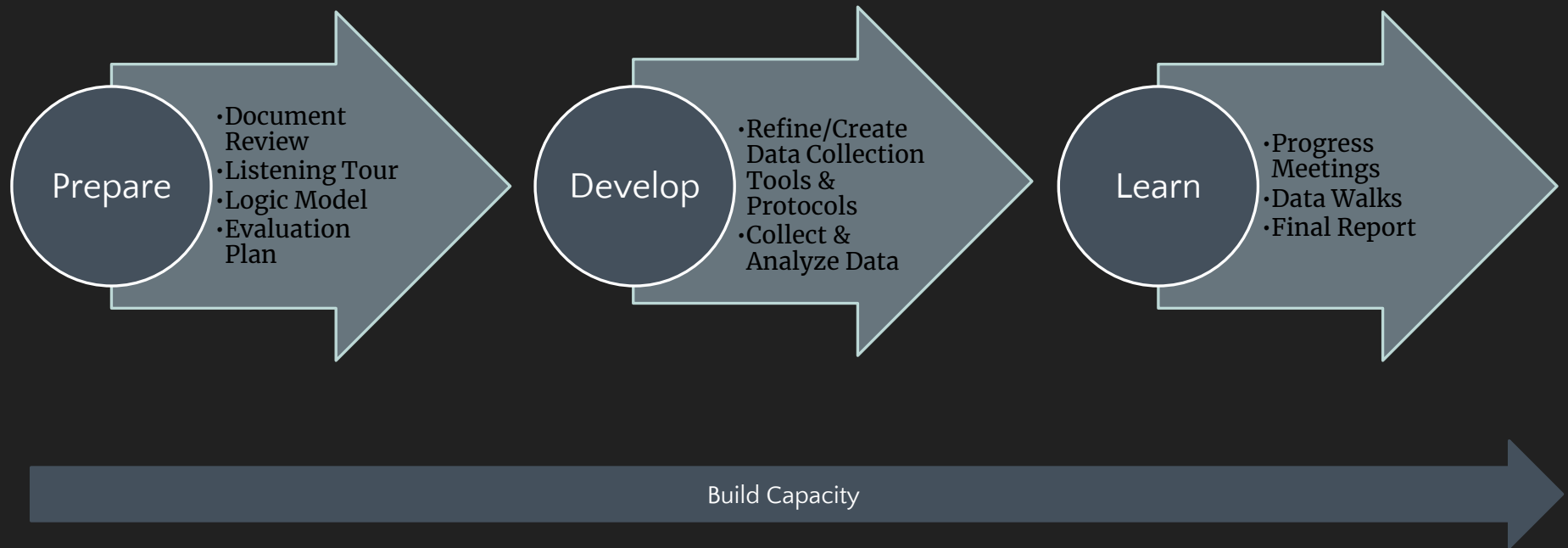
Senior Evaluation Coach

[francisca@pieorg.org](mailto:francisca@pieorg.org)



Planning, Implementation  
and Evaluation Org

# PIE Process

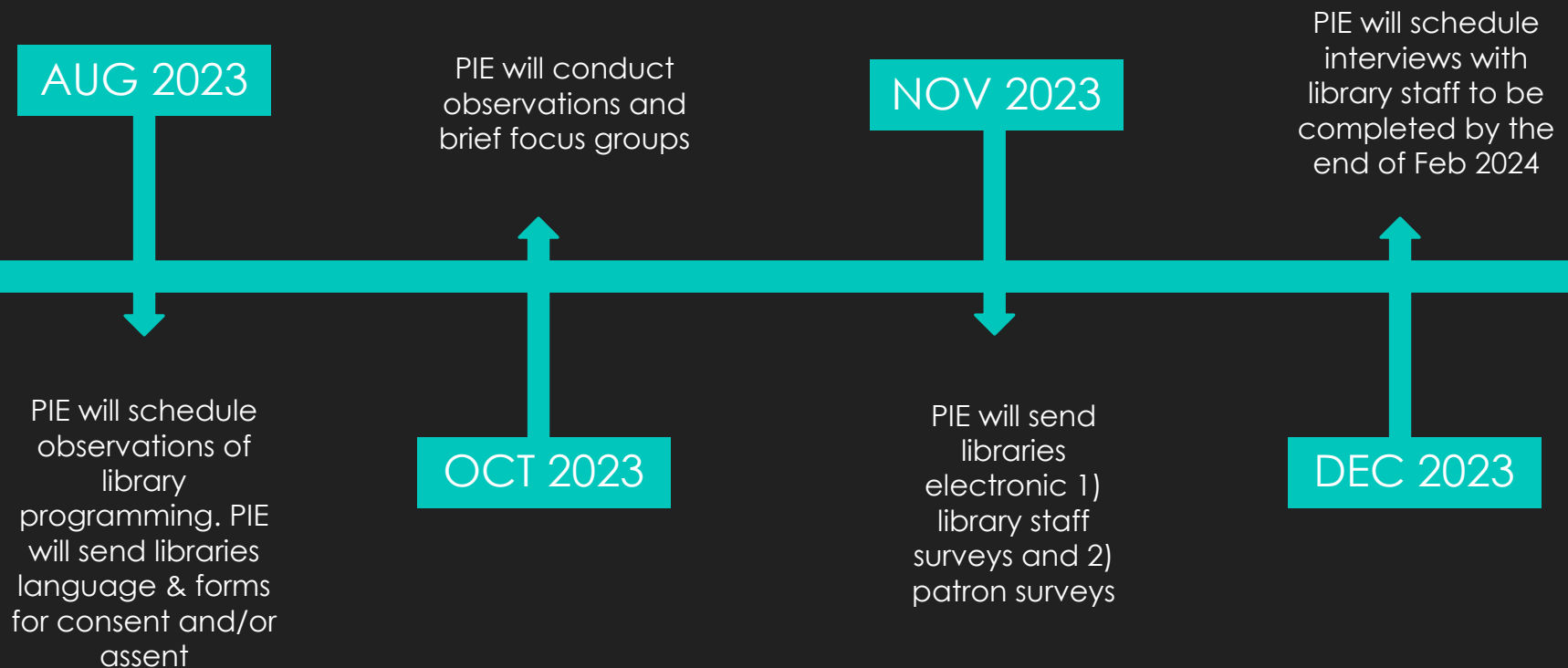




# Evaluation Questions

1. **What is the impact that Great Stories Club has on adolescents and emerging adult participants?**
  - a. ...on their literacy?
  - b. ...on their attitudes toward reading?
  - c. ...on attitudes regarding the avoidance of future negative behaviors?
  - d. ...on attitudes regarding engaging in future prosocial behaviors?
  - e. ... on encouraging them to consider "big questions" about the world around them and their place in it, affecting how they view themselves as thinkers and creators?
  - f. ... reducing feelings of depression and isolation, and encouraging empathy through peer-based discussion groups?
  - g. ... to form important connections with their public library, and their local librarian, as well as local nonprofits (e.g., museums, universities, cultural centers, churches, adult education centers, community centers) for which there is evidence that they can be related to success after incarceration, treatment, graduation, or during other transitions?
2. **How has the Great Stories Club progressed toward further establishing specialized library programming for at-risk youth as a national priority?**
3. **In what ways can the Great Stories Club be improved?**
  - a. What are the strengths of the program?
  - b. What are opportunities for improving the program?

# Data Collection & Timeline



# Data Collection & Timeline Cont'd

AUG

SEP

OCT

NOV

DEC

JAN

FEB

MAR

APR

Ongoing data collection  
(patron survey) by library staff

SEP 2023 – APR 2024

Staff completes library staff  
survey

Nov 2023 – FEB 2024

PIE conducts interviews with  
library staff

JAN 2024 –  
FEB 2024

# Contact Us

Brian Russell ([brussell@ala.org](mailto:brussell@ala.org), 312-280-5298)–  
programming and reporting requirements

Em Gallagher (312-280-5057)– shipping (books), ALA  
Connect, ALA Apply, general inquiries

Hannah Arata ([sostman@ala.org](mailto:sostman@ala.org), 312-280-5061) –  
publicity, template marketing materials