2024 ALA Library Capacity Building Grants

Introduction

The ALA Library Capacity Building Grants is an initiative of the American Library Association.

This grant program is open to 1) libraries already serving incarcerated persons or providing services to those re-entering society, or 2) libraries who would utilize the grant to begin serving incarcerated persons or those re-entering society. It is open to both carceral institutions and those outside carceral institutions. You will be asked to identify your institution type and the population of focus.

Before starting, read the grant FAQ and carefully review the requirements below in each category for the grant.

For questions, please contact the American Library Association (ALA) Chapter Relations Office staff at cro@ala.org, or call 1-800-545-2433, ext. 3200.

The deadline for this application is April 12, 2024.

To begin, please answer the question below "Project Name" by typing the following in the response text box: ALACAPACITY24

Project Name*
(Please write the thirteen-character project name ALACAPACITY24 in the box below)

Character Limit: 13

Applicant Details

First Name*
Character Limit: 250

Last Name*
Character Limit: 250

Pronouns
Character Limit: 250
Title*

Character Limit: 250

Institution*

Character Limit: 250

Library Name*

Character Limit: 250

Address 1*

Character Limit: 250

Address 2

Character Limit: 250

City*

Character Limit: 250

State/Territory*

Find your state/territory abbreviation.

Choices

AK
AL
AR
AS
AZ
CA
CO
CT
DC
DE
FL
GA
GU
HI
IA
ID
IL
IN
KS
KY
LA
MA
MD
ME
MI
MN
Zip Code*
9 digits, xxxxx-xxxx. To find your 4-digit sort code, visit the U.S. Postal Service Look Up a Zip Code webpage.

Character Limit: 10

Email Address*

Character Limit: 250

Library Website URL (if applicable)

Character Limit: 250

How did you learn about this opportunity?*
Check all that apply.

Choices
ALA Connect
ALA.org
Received an email
Social media
Word of mouth
Other

**If you selected "Other" please specify below.**
*Character Limit: 250*

**Grant Application Selection**
Are you applying for a grant to serve incarcerated persons or to serve those re-entering into society?

**Choices**
- Serving those re-entering into society
- Serving incarcerated persons

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**Application: Serving Incarcerated Persons**

**Institution Type**
Are you an carceral institution, or a library outside that serves or is interested in serving incarcerated persons?

**Choices**
- Carceral Institution
- Outside Library Serving or Interested in Serving Incarcerated Persons

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**Carceral Institution Serving Incarcerated Persons**

**Answer the following questions about your institution.**

**Your Facility Designation**

**Choices**
- Prison
- Jail
- Juvenile Facility
- Mental Health Facility
- Other

**Number of incarcerated persons**
(provide approximate number)
*Character Limit: 250*

**Ownership of Institution**
(select one)
Choices
Public
Private
Other

If public, government type* (select one)

Choices
Federal
State
City/County or other municipality
Tribal Nation
Other
N/A (institution is not public)

Gender of people who are incarcerated* (check all that apply)

Choices
Male
Female
Trans or gender non-conforming

Location of Carceral Institution*

Choices
Rural
Semi-Rural or Ex-burb
Suburban
Urban

Outside Library Serving or Interested in Serving Incarcerated Persons

Answer the follow questions about your library.

Library Type* 

Choices
Public (Single Branch)
Public (Multiple Branches)
Community College
College or University
Tribal Library
Public Law Library
School Library
Other
Which carceral institution(s) do you partner with or intend to partner with?*
(include type of institution-prison, jail, etc.)
*Character Limit: 250

Application: Serving Incarcerated Persons
Answer the follow questions about your library.

Current Library Budget in dollars for serving incarcerated persons*
(round to nearest hundred or thousand)
*Character Limit: 20

Staff FTE (Full-time equivalent)*
(in hours)
*Character Limit: 10

Serving Incarcerated Persons - Narrative Questions

Library Service to Incarcerated Persons*
Describe your library, and how it currently serves (or does not serve) incarcerated persons.
*Character Limit: 1500

Target Audience*
Describe the target audience and needs for which you are applying for grant funds.
*Character Limit: 1500

Use of Grant Funds*
Describe how you will use the grant funds to support/service the needs of the target audience.
*Character Limit: 1500

Outcomes*
Describe the anticipated outcomes and impacts of the grant on your target audience and how you will measure outcomes.
*Character Limit: 1500

Application: Serving Those Re-entering into Society
Answer the follow questions about your library.
**Library Type (I)**

**Choices**
- Public (Single Branch)
- Public (Multiple Branches)
- Community College
- College or University
- Tribal Library
- Public Law Library
- School Library
- Other

**Service area population or student population**

*Character Limit: 250*

**Location of Library (I)**

**Choices**
- Rural
- Semi-Rural or Ex-burb
- Suburban
- Urban

**Current library budget in dollars for serving those re-entering society (I)**

(round to nearest hundred or thousand)

*Character Limit: 20*

**Staff FTE (Full-time equivalent)**

(in hours)

*Character Limit: 250*

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**Serving Those Re-entering into Society - Narrative Questions**

**Service to Formerly Incarcerated Persons**

Describe your library, and how it currently serves (or does not serve) formerly incarcerated persons re-entering society?

*Character Limit: 1500*

**Target Audience (I)**

Describe the target audience and needs for which you are applying for grant funds.

*Character Limit: 1500*

**Use of Grant Funds (I)**

Describe how you will use the grant funds to support/service the needs of the target audience
Outcomes (I)*
Describe the anticipated outcomes and impacts of the grant on your target audience and how you will measure outcomes.

Budget
Budget Upload*
Using the Project Budget Template, provide a short description of each item you are requesting funding for. Include the amount, total number, and total cost. You will need to calculate the grand total once you have completed the template. For the total cost for each of the items listed please round to at least the 100’s. Ex. $2,400, $2,500, $3,000. You may add cells as needed. The final total should be $10,000.

Certify Authorization to Submit Application
An application for ALA Library Capacity Building Grants is an application for a grant from ALA, using funding provided by the Mellon Foundation. ALA is required by law to ask applicants to identify for each application a Certifying Official, who is authorized to submit applications for funding on behalf of the applicant organization. To complete this section, you must enter all of the information that is requested.

Certifying Official First Name*
Certifying Official Last Name*
Certifying Official Title*
Certifying Official Institution*
Certifying Official Email Address*
Certification*
By checking this box and submitting this application, the authorized representative for the applicant organization certifies that all statements contained herein are true and correct to the best of their knowledge and belief, and that the applicant organization (including, when pertinent, each additional library branch on whose behalf it is applying) is neither presently debarred, suspended, proposed for debarment, declared ineligible, nor voluntarily excluded from participation in this transaction by any federal department or agency.

NOTE: You can check the status of your institution with regard to debarment at the website of the System for Award Management (SAM.gov).

Choices
I agree

Certification Date (today's date)*
Character Limit: 10

Review and Submit
Please review your application to ensure a complete submission. Once you have completed your review, click "Submit" in the bottom right corner of your screen.

You cannot make changes to your application once it has been submitted. Late or incomplete applications will not be reviewed.

Ensure you receive messages regarding your application! Emails regarding your application status may come from administrator@grantinterface.com. Please save this email address as a contact to prevent notification emails from being marked as spam.