Libraries Transforming Communities: Focus on Small and Rural Libraries Implementation Grant (III)

American Library Association

I. Instructions

Libraries Transforming Communities (LTC): Focus on Small and Rural Libraries is an initiative of the American Library Association (ALA) that provides community engagement resources and opportunities specific to the needs of library workers serving small and rural communities.

Prior to beginning your library's application, please read the complete Project Guidelines.

Project Name*

To begin, please type the following in the field below: LTC 3

Please note: There is a character limit of 5 characters. To complete this field, simply type "LTC 3".

Character Limit: 5

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 required unless noted otherwise.

Project Director First Name*

Character Limit: 25

Project Director Last Name*
Character Limit: 25

Project Director E-mail*
Character Limit: 254

Project Director Phone Number*
(10 digits, xxx-xxx-xxxx)

Character Limit: 15

Extension
Character Limit: 5

Project Director Title*
Character Limit: 250

Department
Character Limit: 250

Institution*
Character Limit: 250

Address 1*
Character Limit: 250

Address 2
Character Limit: 250

City*
Character Limit: 250

State/Territory*
Choices
Alabama
Alaska
Arizona
Arkansas
California
Colorado
Connecticut
Delaware
Florida
Georgia
Hawaii
Idaho
Illinois

Indiana
Iowa
Kansas
Kentucky
Louisiana
Maine
Maryland
Massachusetts
Michigan
Minnesota
Mississippi
Missouri
Montana
Nebraska
Nevada
New Hampshire
New Jersey
New Mexico
New York
North Carolina
North Dakota
Ohio
Oklahoma
Oregon
Pennsylvania
Rhode Island
South Carolina
South Dakota
Tennessee
Texas
Utah
Vermont
Virginia
Washington
West Virginia
Wisconsin
Wyoming
District of Columbia
Puerto Rico
Guam
American Samoa
U.S. Virgin Islands
Northern Mariana Islands

Zip Code*

9 digits, xxxxx-xxxx. If you need to find your 4-digit sort code, you can look it up at the website of the US Postal Service.

Character Limit: 10

Congressional District*

Please format your response as state abbreviation, followed by congressional district number (e.g. IL-06).

If your state only has one district please put your state abbreviation followed by "-01".

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 States House of Representatives.

Character Limit: 5

How did you hear about this opportunity?*
Choices
Email from ALA
ProgrammingLibrarian.org
ARSL listserv
ARSL Virtual Conference
Facebook
Twitter
Word of mouth/personal email
ALA Annual Conference

III. The Library

Library Type*
Choices
Academic Library
Public Library (Multiple Branches)
Public Library (Single Branch)
School Library
Special Library
Tribal College Library
Tribal Library

Total Population Served*
Choices
<4,999
5,000-9,999
10,000-24,999
25,000-74,999
75,000-149,000
150,000-499,999
>500,000

Community Type*
Choices
Suburb
Suburb/Rural
Rural
Other

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:

Choices
American Library Association
Association for Rural & Small Libraries

ALA Membership Number
Character Limit: 7

ARSL Membership Number
Character Limit: 5

Was your library a recipient of a Round 1 or Round 2 LTC grant?*
Choices
Yes
No

IV. Proposal Narrative -- New Applicants

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?

Character Limit: 3500

Conversation Topic or Issue Description*

Describe the topic or issue on which your community engagement project will focus. 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)?

Character Limit: 3500

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.)

Character Limit: 3500

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 will you reach the people you need/want to have involved? How are you planning to share the content/outcomes of the conversation? (e.g. writing a letter to the local newspaper, creating a video about what was discussed for the library's social media, etc.)

Character Limit: 3500

IV. Proposal Narrative -- Returning Applicants

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 (1)*

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 community engagement project?

Character Limit: 3500

Conversation Description*

Describe the conversation(s) you facilitated as part of your first LTC: Focus on Small and Rural Libraries grant. Why was it important for your community to discuss this topic/issue? What was the library's goal or purpose for the conversation(s)? How did you meet or not meet these goals? What has the response or outcome of the discussion(s) been?

Character Limit: 3500

Continued Work Plan*

Describe how you plan to continue the community engagement effort your library began with its first LTC: Focus on Small and Rural Libraries grant. What topic/issue will your continued effort be focused on? How do you envision your conversation(s) taking place? How will the discussion(s) build upon or expand on the work of your first grant? How will your library and/or community benefit from the continued work?

Character Limit: 3500

V. Budget

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 to virtually host the conversation). The total amount of your proposed budget plan should add up to $3,000.

Character Limit: 3500

VI. Upload Supporting Material (optional)

Upload

Please upload any additional materials that support your proposed community engagement project. These may include, but are not limited to:

- Letters of Support
- Sample promotional materials
- Draft conversation agendas
- Draft discussion questions
- Videos

Returning applicants may wish to upload documents that demonstrate the efforts or outcomes

of their initial LTC project.

File Size Limit: 5 MB

File Size Limit: 5 MB

File Size Limit: 5 MB

File Size Limit: 5 MB

File Size Limit: 5 MB

VII. Certify Authorization

An application for an *LTC: Focus on Small and Rural Libraries* implementation grant is an application for a grant from ALA, using funding provided by an award from a private donor. ALA is required by law to ask applicants to identify a certifying official who is authorized to submit applications for funding on behalf of the institution.

Certifying Official First Name*
Character Limit: 250

Certifying Official Last Name*
Character Limit: 250

Certifying Official Title*
Character Limit: 250

Certifying Official Institution*
Character Limit: 250

Certifying Official Email Address*
Character Limit: 254

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.

You can check the status of your institution with regard to debarment at the website of the System for Award Management.

Choices
Certification