



**FOUNDATION FOR SAN LUIS OBISPO
COUNTY PUBLIC
LIBRARIES**

*Library Access Campaign
2010-11 Grant Application Invitation*

You Can Help Us Help Our Libraries!

As a key part of the San Luis Obispo County Public Library “family,” you know that our libraries are hard hit by the current economic crisis in our county, state, and nation. Shorter hours and fewer staff mean reduced public access to the information services so vital to our communities.

The Foundation for San Luis Obispo County Public Libraries invites you to join with us in a partnership to help fill the gap. Our goal for 2010-2011 is to enhance access to library resources 24/7.

Here are some of the “Library Access” programs proposed in this year’s fundraising campaign:

- More downloadable audio books
- WiFi connection at all local branches
- Subscriptions to key databases of information on important topics
- More online magazine and newspaper subscriptions
- Home delivery of books, audio and video materials for homebound residents
- Eliminate user fees for hold requests
- Public workshops on how to access online resources
- Enhanced BookMobile service.

- **Friends of San Luis Obispo County Library branches and library staff are invited to apply for grants of up to \$5,000 for projects that fit these categories.**

The Foundation will match the campaign donations from reserve funds, so more than \$16,000 is available for the grants. Details of the application process are described in the attached materials. Applications must be submitted by U.S. Mail, and must be postmarked no later than Friday, October 29, 2010. Awards will be announced on or about December 1, 2010.

- **We urge you to become a part of our Library Access campaign by applying for a grant!**

The Foundation for San Luis Obispo County Public Libraries is a nonprofit California public benefit corporation (IRC 501.c.3) dedicated to supporting all fifteen San Luis Obispo County public library branches and the BookMobile. With a volunteer board of directors of varying backgrounds from all over our county, the Foundation has no staff, no overhead. All donations – tax deductible, of course -- are used to benefit the libraries. We’re a working Board of your neighbors who share a love for libraries and reading and literacy. Library staff members work closely with the Board.

**THE FOUNDATION FOR SAN LUIS OBISPO COUNTY PUBLIC
LIBRARIES**

Post Office Box 12942, San Luis Obispo, California 93406 805-546-1392

Library Access Campaign 2010-11 Grant Application Guidelines

Purpose of the Library Access Grants

Grants will be awarded for projects which promise to enhance access to library resources 24/7. Donors were told that their contributions would go for such proposed programs as: more downloadable audio books; WiFi connection at all local branches; subscriptions to key databases of information on important topics; more online magazine and newspaper subscriptions; home delivery of books, audio and video materials for homebound residents; elimination of user fees for hold requests; public workshops on how to access online resources; enhanced BookMobile service.

Who Should Apply for a Library Access Grant?

Friends of the Library and Library staff are urged to collaborate in preparing a grant application. Further collaborations (e.g., with other Friends groups, with central Library staff, with key community resources) are encouraged, however grant applications will be accepted only from a recognized group of Friends of a county branch library, or from library staff.

What Is the Amount of a Grant Under the Access program?

Grants of up to \$5,000 will be awarded for individual projects. A total of approximately \$16,000 is available for the Access grant program.

What Are the Criteria By Which Grant Applications Will Be Judged?

- Projects must adhere to the purpose of the grants noted in the list of proposed programs above.
- Projects which have countywide impact will be favored over those with only local benefits.
- Projects which provide for maximum Friends-Library-Community collaboration will be favored.
- Projects which appear to be “shovel ready” – easily implemented in 2011 – will be favored.
- Projects for which the applicant(s) are prepared to offer matching funds will be favored.
- Applicants with demonstrated capacity for successful implementation will be favored.
- Applications which are clear and complete will be favored.

What is the Application Procedure?

- Applications must be submitted on the forms provided, or a facsimile thereof. (Essential supplementary materials – e.g., project budget, illustrations, reports of similar programs elsewhere, evidence of applicant success – may be included.)
- Applications must be submitted by U.S. Mail, and must be postmarked no later than Friday, October 29, 2010.

Questions?

Prospective applicants may contact the Foundation at 546-1392 or via the “contact us” page at www.slolibraryfoundation.org.

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2010 “Library Access” Grant Application

Please limit the Application to a maximum of three(3) pages plus a cover page (if any) and budget worksheet. Use the backs of pages if additional space is needed.

Organization _____ Library _____

Name of Project Leader/Contact Person _____

Phone _____ Email _____

Mailing Address _____

1. Describe *very briefly* (“25 words or less”) the project for which you are seeking a “Library Access” grant.

2. What “Library Access” need(s) will be addressed by the project? *Please refer to programs listed on the “Library Access Campaign Grant Application Invitation.” Provide specific information about the need -- including population(s) served, community issues, service area, etc. – and how the project will help the library to serve the need.*

3. List the specific objectives of the project, and a “timeline” for completion. *What do you hope to achieve, and by when (within calendar 2011)?*

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4. Describe the specific activities of the project, and how they will be carried out with the assistance of a grant. (Your evaluation report, required upon completion of the project, should include such measures as number of participants, success in achieving goals, etc.)
Example Activities: Number and type of training workshops to be held; Number of new database subscriptions to be acquired; BookMobile services to be added; Percentage circulation increases; Number and types of new educational materials distributed; Participants to be served; How participants will show increased knowledge of library resources; Percentage increase in cardholders who access online materials when the building is closed; Number of audiobooks downloaded; Amount of time spent connected to online library resources.

5. Will this grant be used to generate additional funding – donations, matching grants, agency contributions, in-kind donations – to support or expand this project? If so, please describe how and specify sources.

6. Briefly explain how the grant money will be used, and attach a project budget worksheet, clearly showing all projected expenses and sources of income.

7. What geographic area would this project serve? *Select all that apply.*

- All San Luis Obispo County
- City of San Luis Obispo
- North Coast
- North County
- South County

8. Describe your organization, including your mission statement, and how this project fits your mission.

9. Describe your organization's ability (including experience) to manage projects such as the one described in this application.