

Maine Public Library Fund Grant (Tax Check-Off) Information

Purpose: The Maine State Library will make funds from the Maine Public Library Fund (income tax check-off) available to Maine public libraries to encourage and support innovation in the creation and expansion of new library services.

Grants awarded: The following grants will be awarded in December and April of each year:

Number of Awards	Grant Amount	Total Amount	Examples of what might be funded for each grant amount. These are examples only - feel free to be creative!
1	\$5,000	\$5,000	A big project for a new service or program that will benefit your community and/or libraries in Maine.
1	\$2,500	\$2,500	Start or expand a program or service. Fund a community survey or convene focus groups.
8	\$1,000	\$8,000	Money for conferences, professional development, training for library staff. Purchase software and a computer.
<u>10</u>	\$500	<u>\$5,000</u>	You have a great idea of what your library can do with just \$500!
20		\$20,500	

Application eligibility & deadlines: Applications are accepted up to October 31 and February 28. Applicants must be from a Maine public library in good standing and in compliance with Maine Library Commission Rules (have submitted an Annual Report and are subscribed to either the MELIBS or MEINFO list). Partnership projects between public and school libraries are also eligible. Grant recipients will be notified by November 20 and March 20. Awards will be disbursed in early December and April.

Types of projects funded: Awards will be granted for projects that:

- Test a new service or program
- Create or expand an existing service or program
- Support travel to MLA or an out-of-state conference to improve staff competencies
- Bring specialized staff training to the library or region
- Support innovative and creative services for special populations and age groups

Funds may not be used for:

- Collection development, except as related to a new service or program
- Food, alcohol, refreshments
- Staff pay for regularly scheduled work

Reporting requirements: Award recipients will be required to submit a written report to the Maine State Library (deborah.clark@maine.gov) upon completion of the project, but no longer than 24 months within receipt of funds. MSL will supply the report form to grant recipients. Recipients of awards higher than \$500 are also expected to share their project results at a professional meeting, webinar, conference, or in the MLA newsletter.

Application review:

Applications received by the deadlines will be evaluated based on:

- Financial need
- Benefits of project to the local community or target audience
- Benefits of the project to the larger Maine library community
- Creativity and novelty of project
- Collaborations and partnerships
- Willingness to promote receipt of grant
- Experience and knowledge of the project leaders (for the \$5000 grant)

If your library is awarded a grant, it is not eligible to apply for another award for two years. For example, if your library receives an award in Fall/Winter 2016, it will not be eligible to apply for another grant until Fall 2018. If the fund grows, this rule may change to allow for more than one grant application per year. We will also encourage libraries to submit the same application for the next grant cycle if not funded due to limited funds.

Contact for questions: Deborah Clark at deborah.clark@maine.gov or 1-800-649-7696 Ext. 765