

Library of Rhode Island Learning Grant Program 2020

Introduction

The Office of Library and Information Services is making Library of Rhode Island (LORI) Learning Grants available in amounts from \$1,000 to \$2,000 to eligible public libraries for projects in the areas of Summer Learning and Connected Learning. The application period is open from October 17, 2019 through January 13, 2020. Application deadline is January 13, 2020. Grant awards will be announced the week of February 10, 2020. Projects must be executed between June 1 and August 31, 2020.

Background

The Office of Library and Information Services (OLIS) is the Rhode Island state library agency and is supported by funds from the State of Rhode Island and the federal Institute of Museum and Library Services (IMLS). Support from the IMLS includes an annual grant from the Library Services and Technology Act (LSTA) under the IMLS Grants to States Program. LORI Grants are offered as subgrants of the OLIS LSTA grant and are offered to support the overall purposes of LSTA.

Purpose of Learning Grants

The LORI Learning Grant Program provides opportunities for Rhode Island libraries to apply for smaller LORI Grants to work on innovative, forward-looking projects for youth learning that can be replicated in other libraries. LORI Learning Grants must meet the priorities of the 2018-2022 OLIS Five Year State Plan for the expenditure of LSTA funds. Specifically, grants must support learning opportunities in libraries for youth ages 5-18 in one of the two categories listed below.

Grant Opportunities

Summer Learning

Children and teens who do not have access to quality learning opportunities during the summer months are at risk for losing reading and math skills acquired during the school year. Low-income youth are particularly at risk for summer learning loss, as they not only lose access to learning opportunities in a safe, supportive environment, but also lose access to healthy meals and physical education. Public libraries strive to stem this summer learning loss through equitable and accessible programming and services implemented through the annual Summer Reading Program. The Summer Learning grant is open to libraries looking to increase their impact on summer learning loss for youth ages 5-18. Projects should relate to summer learning beyond tracking reading accomplishments and address the disparities faced by low-income and underserved youth in the community. Projects could include, but are not limited to:

- Program series that address a community need or build on a community learning initiative
- Programming developed and implemented in partnership with a community organization or school

- Teen internship programs, including paid teen internships
- Multigenerational programming that engages caregivers in a child’s learning or that pairs older adults as mentors to youth
- Purchasing tech tools and resources for programming and circulation
- Purchasing or assembling kits on a variety of topics for circulation
- Healthy activities that complement a summer meals program
- Hiring an educator to deliver an in-depth learning program related to the summer theme “Imagine Your Story” (fairy or folk tales/mythology/fantasy)

Connected Learning

As one of five state library agencies selected to participate in the Young Adult Library Services Association (YALSA) pilot cohort of Transforming Teen Services, [Train the Trainer \(TTT\) project](#), OLIS trained young adult services librarians on connected learning, computational thinking, and coding. The Connected Learning grant option is to assist libraries in putting into practice key elements of the connected learning framework for services to tweens and teens as demonstrated in OLIS’ training. Projects must address the six principles of connected learning: interests, relationships, opportunities, production-centered, shared purpose, and openly networked. Libraries applying for this grant are encouraged to consider how their project will reach underserved tweens and teens in their community. Projects could include, but are not limited to:

- Using tech tools for content creation or coding
- Hiring an educator to provide an in-depth training on a skill set of interest to tweens and teens
- Hiring a speaker from a specialized field to provide a workshop detailing the path between interests and careers
- Programming that encourages and supports informal peer interaction and peer to peer mentoring
- Programming that encourages and supports youth voice and change-making

Eligibility

Any public library that meets eligibility requirements for State Aid to Libraries per RI General Law 29-6-3 is eligible to receive a LORI Grant.

Library of Rhode Island (LORI) Learning Grant Program 2020

Application Instructions and Process

Applicants for LORI Learning Grants from \$1,000 to \$2,000 must complete and submit all sections of the LORI Learning Grant Application. Parts 2-5 of the Application should be completed as a clear and succinct narrative and should not exceed 3 pages in total, exclusive of the Budget Form (Part 6 of Application). Application must be submitted electronically in Word. Delete the pages of Appendix before submitting. A signed copy of Part 1, Applicant Information Form (page 1) must be submitted as a color scanned PDF or submitted as a paper document. JPEG images will not be accepted. Electronic submittal is preferred; faxes will not be accepted. Projects must be completed by August 31, 2020. Final reports are due by September 30, 2020.

Section A: Application

Submission must include:

- 1) Applicant Information Form
- 2) Partner Form (use only if applicable)
- 3) Project Description
- 4) Project Purpose
- 5) Project Design
- 6) Evaluation
- 7) Project Budget

1: Applicant Information

Provide all information requested in the Application Information Form. If the library is collaborating with a partner(s) to carry out the program, use the Partner Form. Partners are not required for a LORI Learning Grant. For questions about DUNS Numbers, contact Donna.DiMichele@olis.ri.gov

2: Partner Form

Use this form only if there is a partner organization. Applicants are not required to have partners.

3: Project Description

Provide a brief description of the project – what you plan to do and how you plan to do it.

4: Project Purpose

Identify the age group targeted and the need or challenge this group faces. Describe how the project will address this need or challenge, and how the targeted audience will benefit. Indicate if the project addresses inclusion of diverse populations, including those who speak languages other than English or those with differing abilities.

5: Project Design

Describe the project’s design, including the activities planned to achieve the goal, when activities will happen, and what resources will be needed to execute those activities. Consider what materials and resources, including staff (both in-house or outside educators/speakers/consultants), will be needed to execute the project successfully. Include a brief timeline for the project, which will help you sequence the steps of the project.

6: Evaluation Plan

Describe how the project’s success will be measured. List the anticipated project outputs (what will be counted) and anticipated project outcomes (the way the audience will be changed). Clearly state how it will be determined if the project met the need or challenge outlined in the Project Purpose and how it influenced the target audience.

7: Project Budget

List and briefly describe what will be purchased with grant funds (supplies, services, etc.) and the estimated cost of those items. Base estimates on preliminary investigations of cost.

Budget items should only include expenditures that will be made after the grant has been awarded and the library has entered into a LORI Grant Agreement with OLIS. The project and all project expenditures must be completed by August 31, 2020. Any expenditures made prior to the execution of the LORI Grant Agreement or after August 31 are not eligible expenses. Grantees must notify OLIS by August 31 if all the grant funds were not spent.

Contact OLIS if you have questions about the eligibility of specific project costs. Budget items must comply with federal regulations for allowable costs.

Section B: Process

1: Review of Grant Proposals

Proposals will be reviewed and evaluated to make sure they address the following points.

Proposal Section	Maximum no. of points allocated
Project Purpose	10
Project Design	10
Evaluation Plan	5
Budget	5
Total points	30

2: Required Documents

The application must be completed in its entirety and submitted electronically.

Applicants who are awarded LORI Learning Grants must sign the LORI Grant Agreement and Federal Requirements, Assurances and Certifications which will be provided upon award. If the library or municipality is not already listed as a vendor with the State of Rhode Island, it will need to complete the State of Rhode Island Payer's Request for Taxpayer Identification Number and Certification (Form W-9). If the library does not have a DUNS number or you do not know if it does, please contact OLIS for more information about this requirement.

For all grant awards, a Request for Payment Form must be completed to draw down 80% of the grant funds. 20% of the award is withheld until the final report is received and accepted. Requests for Payments will be paid in full within 30 days of OLIS receiving the signed LORI Grant Agreement and a Request for Payment Form. Any funds that are not expended for the purpose of the grant must be returned to OLIS. If during the execution of the project substantial changes in expenditures from what was outlined in the grant application are anticipated, contact OLIS. Substantial changes in expenditures must be approved by OLIS prior to the expenditures being made.

3: Project Reports

A final project report, including project expenditures, is required for all projects. Applicants are strongly encouraged to review the LORI Learning Grant Final Project Report prior to preparing their proposal to ensure that meaningful evaluative data is gathered during project execution. The final report is due on September 30, 2020.

4: LORI Grant Program Contact Information

OLIS Staff are available to assist you throughout the application process. Funded projects will be assigned to an OLIS staff member to answer questions or assist you throughout the project.

If you have questions about the LORI Learning Grant Program Application Process, contact:

Donna Longo DiMichele
LSTA Coordinator / LORI Grant Program Manager
donna.dimichele@olis.ri.gov / 401-574-9303

Danielle Margarida
Youth Services Coordinator
danielle.margarida@olis.ri.gov / 401-574-9309

All application materials must be submitted electronically to:

Karen Andrews
Implementation Aide
karen.andrews@olis.ri.gov

Page 1 of the Application requires an original signature. It may be signed and submitted electronically as a color scan (PDF) or submitted as a paper document. Electronic submittal is preferred; faxes and jpeg image formats will not be accepted.

LORI Grant Schedule

- Grant workshop: October 7, 2019
- Application period opens: October 17, 2019
- Application deadline: January 13, 2020
- Award announcement: Week of February 10, 2020
 - Projects may begin once grant agreements are entered but no later than June 1.
- Grant project conclusion and all funds expended: August 31, 2020
- Deadline for final grant report: September 30, 2020