

FRIENDS OF KANSAS LIBRARIES

CHALLENGE GRANTS

Grants are proposed as supplemental funds to encourage existing Library Friends groups to grow, become stronger and support their libraries with innovative projects.

Friends Group:

An officially established organization of library supporters, sanctioned by the library's governing board. Grants will be awarded to enable the group to achieve the following:

- To build support in the community for the library.
- To encourage gifts, endowments, bequests and memorials to the library.
- To enhance the image, materials, services and facilities of the library by undertaking specific projects on its behalf.
- To maintain itself as an association of individuals, civic organizations, businesses or other groups interested in the library.
- To create public awareness of the activities of the Friends of the Library and encourage participation in the organization.

Eligibility for Grants

Any existing Friends group listed on the current membership roster of the Friends of Kansas Libraries may apply for a grant that would help them develop any of the 5 purposes above. Groups may receive a Challenge Grant no more than once every 3 years.

Allowable Expenditures for Grant Funds

Grant funds may be expended for personnel, library materials, contractual services, supplies, telecommunications, postage, and equipment rental, as well as other reasonable costs not itemized here.

Local Match

Grant funds provided by Friends of Kansas Libraries are a maximum of \$500.00 and are intended to enhance and supplement locally raised funds so the project can adequately and effectively achieve its aims and objectives. The amount of locally raised funds must be at least 50% of the project cost. Applicants are encouraged to incorporate locally raised funds with grant funds to plan and undertake projects that meet the grant award criteria and to fulfill stated objectives.

Grant Award Criteria

Criteria on which grant applications will be evaluated include, but are not limited to, the following:

- innovative and creative project proposal
- potential for achieving objectives
- active leadership and membership involvement
- potential benefit to the library and/or to library patrons
- quality of the application, including evidence of planning, conciseness, financial soundness, and clarity

Suggestions for a successful Grant Application:

- Be specific, give details as to how the Friends group will be involved.
- Visit with your library director, library system consultant or FoKL regional consultant if you have questions about your application.

Grant Application Evaluation and Award Process

A Grants Committee composed of trustees of the Friends of Kansas Libraries will convene to review, evaluate and make funding decisions.

Evaluation Requirements

The Friends of Kansas Libraries want to determine the extent to which the funded projects meet objectives, what problems were experienced and overcome, and what was learned from the project. Such information will make it possible for the Friends of Kansas Libraries to adapt and apply the experience of grant recipients to other Friends groups around the state. Therefore, grant recipients will be required to complete a report form and submit it no later than Feb. 1st of the following year.

Application and Grant Program Timetable

Applications postmarked or faxed by	Feb. 15th
Grants awarded.....	At the Kansas Library Conference, usually the first part of April
Project completed and grant funds expended by grant recipients.....	December 31st (contact FoKL for an extension if needed)
Completed report form due.....	Feb. 1st of the following year

(Information from your report may be used on the FoKL website and/or newsletter)

Applications and final reports should be mailed or faxed to:

FOKL
Hutchinson Public Library
901 North Main
Hutchinson, KS 67501
Fax (620) 663-9506