Library Vision Grant Application Template

Required Fields:

Library Name	
Library Director	
Library Address	
Library Phone Number	
Project Director's Name	
Project Director's Email	

Submission Requirements: Must be electronically submitted via Counting Opinions.

Grant application questions:

1a. Webinar: What date did you attend/view the current NDSL grant webinar?
1b. The State Library needs to have an updated W-9 form to payout any grants awarded. Have you sent an updated W-9 to ndsladmn@nd.gov?
2. Project narrative: Be specific enough to explain the project, its activities, the audience and how the budget will be spent. Do not mention specific brands, vendors and dollar amounts. Max: 2,000 characters
3. Project impact: Describe how this project will provide an opportunity for improvement in your library and community.
4. Project goals: List your measurable project goals and how you will determine if the goals are met.
5. Project timeline: Describe how you will ensure the project will be completed by the deadline.
6. Sustainability: Explain how the library will sustain the project after the conclusion of the grant.
7. Library Vision: Choose one Library Vision goal and explain in specific detail which goal you chose and how your project addresses the goal.

Budget: Budget should only include whole numbers. Please enter only the number of categories utilized.

Category	Grant funds
Library Materials	
Supplies	
Programs	
Other*	
Totals	<auto calc>

*Other: must be detailed in project narrative. If you are not purchasing within a category, leave it blank.

Authorization of Request

We, the undersigned, understand the conditions and requirements set forth in the grant guidelines, and on behalf of the city/county, school district, or other administrative agency that supports this library, agree to adhere to them. We certify that this application has been approved by the appropriate authority of the library. We certify that the grant will be completed, and reimbursement requested by the deadline.

We are responsible for ongoing costs to maintain the project after the grant funds are expended.

To the best of our knowledge, we assure that our library will be in existence for five years from the beginning of the grant.