



Application for Texas Digital Navigators

Program Description

Responding to the emergent community needs identified by Texas libraries in the areas of digital inclusion and access to resources and services, the **Texas Digital Navigators grant program** funds libraries to **develop and implement a unique Digital Navigator program with the help of a trusted community partner to close the digital divide in their area in a measurable way.** Selected libraries will be provided with full funding for navigators and devices, provided digital equity training from national experts, receive support from a community of practice, and be assisted with collecting and communicating the results of their project to other library staff, stakeholders, and funders. **Digital Navigators are individuals who address the whole digital inclusion process — home connectivity, devices, and digital skills — with community members through repeated interactions.** A trained Digital Navigator will be able to assess a community member’s need, and competently guide them towards resources that are suitable both for their skill level and lifestyle. Digital Navigators are familiar with resources that relate to digital equity such as Internet services providers and devices, and they help residents learn to use critical online services that provide guidance with food support, rent, education, employment, childcare, government benefits and more. They recommend resources and check back with the client.

Additionally, this project seeks to build the “**Connectivity Literacy**” of Texas public library staff by developing their critical understanding of the Texas internet connectivity landscape through community engagement, data-driven decision making, and a deeper understanding of approaches, providers, devices and educational resources available to assist with digital inclusion.

The Texas Digital Navigators grant program is designed to help communities respond directly and immediately to the pandemic as well as to related economic and community needs through equitable approaches. Spending priorities are as follows:

- a) Enabling Texas libraries to reach residents through digital inclusion efforts, particularly in support of education, health, and workforce development needs.
- b) Equipping Texas libraries to safely respond to the pandemic by implementing public health protocols.
- c) Supporting Texas library services that meet the needs of communities, including costs such as personnel, technology, training, materials, supplies, equipment, and associated indirect costs.

Name of Library

Project Manager

Phone Number _____

Email Address _____

Name of Legal Entity

DUNS # _____

Grant Proposal:

- I. **Needs Assessment** (50 points): Provide details about the community you serve, including information about vulnerable community members. Describe identified community needs related to digital inclusion, Internet access, or digital literacy that could be addressed by a Digital Navigators project.
 - Use the [TSLAC Community Profile Data worksheet](#) (.docx) to find demographic information, computer and internet usage statistics and assistance identifying potential community partners for this project. *(Please limit answer to 5000 characters, including spaces.)*

2. **Project Purpose** (25 points): Describe how you might implement a Digital Navigator project and how it would meet the needs of vulnerable community members described in the response to question one. Describe why this project is a good fit for your community. Describe who you might partner with to implement your project. Describe specific populations(s) you would assist with your project. *(Please limit answer to 5000 characters, including spaces.)*

3. **Sustainability** (20 points): Provide details about the support you will have to implement and maintain this project. Describe the financial and managerial resources that will be used to support the Digital Navigators project beyond the end of the grant. Describe the library's existing and potential partnerships that would support this project. Describe how this project aligns with the library's mission. *(Please limit answer to 5000 characters, including spaces.)*

4. **Personnel** (5 points): Provide details about who will participate in the Digital Navigator project. Identify who will attend the training and participate in the Digital Navigator project. Describe why they are a good fit for this project. (*Please limit answer to 5000 characters, including spaces.*)

CERTIFICATION: I certify, to the best of my ability, that the statements made in this application are true, that the information provided is correct, and that I am authorized to enter into legally binding commitments on behalf of the applicant organization.

Name & Title	Signature	Date
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This application must be signed by someone legally permitted to enter into binding legal contracts on behalf of the library and will serve as the required grant application certification form. A complete application packet will contain this application and a completed CIPA form.

By email, please send attention: Texas Digital Navigators Grant Program to grants@tsl.texas.gov or mail to:

Texas Digital Navigators Grant Program
Texas State Library and Archives Commission
Library Development & Networking Division
PO Box 12927
Austin, TX 78701

BUDGET: Texas Digital Navigators Grant Program

Supplies/Materials

Quantity

Per Unit Cost

Total Line Item

Services

Indirect Costs

TOTAL AMOUNT REQUESTED

**Children's Internet Protection Act (CIPA)
Certification for Federally Funded
Texas State Library and Archives Commission (TSLAC)
Competitive Grants**

(September 1, 2021 - August 31, 2022)

As the duly authorized representative of the applicant/subrecipient, I hereby certify that the following is true for the proposed project submitted under the _____ grant program*:

(Select only one of the following options):

- The applicant/subrecipient public library has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act (LSTA).
- The requirements of Section 9134(f) of the Library Services and Technology Act do not apply to the applicant/subrecipient library because no funds made available under the LSTA program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or public elementary school or secondary school library that does not receive discounted E-Rate services under the Communications Act of 1934, as amended.
- The applicant/subrecipient is not a public library.

I further certify that one of the following is true:

- No LSTA funds from the grant award will be used by the subrecipient to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or public elementary school or secondary school library served by the applicant/subrecipient; or,
- If any LSTA grant funds are used for such purposes, the subrecipient will obtain the appropriate certifications from libraries receiving such purchases or payments.

**One form must be completed for each grant program for which you are applying.*

Library Director

Printed Name

Date

Library Name

Grant Program