TEXAS STATE LIBRARY
AND
ARCHIVES COMMISSION

FY 2019
TSLAC Competitive Grant Opportunities

Presented by
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Library Development & Networking Division
January 2018

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What we'll cover

- ☐ TSLAC funding overview
- ☐ Competitive grant programs
- ☐ Grant expectations
- ☐ Next steps
- ☐ Grant resources

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FUNDING OVERVIEW

Funding overview

- Federal funds
  - Institute of Museum and Library Services (IMLS)
  - Grants to States Program (CFDA #: 45.310)
  - Library Services and Technology Act (LSTA)
- Offered annually subject to the availability of funds

Library Services & Technology Act (LSTA)

- 5-year plan (FFY 2018-2022)
  www.tsl.texas.gov/ld/pubs/lstaplan/5yearplan.html
- Guides TSLAC activities
- Texas needs
  - Digital Inclusion
  - Literacy and Educational Attainment
  - Workforce and Economic Development

Funding overview

- SFY 2019 — $1.7 million
- State fiscal year
  September 1-August 31
- Program-based
  - No operations
  - No equipment*
  - No collection development*
- No match or cost-sharing required

Funding overview

❑ Collaborative initiatives
- ❑ Multiple libraries
- ❑ Diverse disciplines and entities
- ❑ Letters of cooperation and support

❑ Community engagement
- ❑ Meeting needs of the community (application needs assessment)
- ❑ Not outreach

Community engagement

❑ Committed to or involved in your community

❑ Asking what is needed vs. telling what you have to offer

❑ Public relations + program management + cheerleading

❑ Easier than you think! (tip sheet)

Community engagement

Resources

❑ Community Engagement and Libraries – TSLAC
https://www.tsl.texas.gov/ld/engagement

❑ "Community Engagement: It's Easier Than You Think" tip sheet
https://www.tsl.texas.gov/sites/default/files/public/tslac/ld/2016 TLA LDN Community Engagement Handout INTERACTIVE DRAFT 04-04a.pdf

Eligible applicants

- Varies by program
- Basic requirement
  - Accredited Texas public libraries
  - Accredited Texas academic libraries
  - Nonprofit organizations applying on behalf of eligible Texas entities
  - School districts are excluded, but can partner.
- Single or multiple entities (collaborative projects)

Eligible applicants — multiple

Cooperative/collaborative projects (2 or more partners)

- Lead applicant must be accredited and member of TexShare or applying on behalf of eligible members.
- All parties to contribute resources (time, staff, etc.) that go above and beyond their usual operating activities.
- Contractual/vendor relationships are not considered cooperative relationships.

System for Award Management (SAM.gov)

- Federal requirement for payment
- Must be active at time of submission, award, and throughout grant period
- Also applies to contractors
- Requires D-U-N-S® Number
- Renewed annually
- FREE (www.sam.gov)
- Contact your financial office to verify

Eligible expenses

- Personnel – staff salaries, wages, benefits
- Consultant fees (including travel, accommodation, support services hired)
- Equipment/property*
- Supplies/materials (including computers)
- Services
- Travel for project staff
- Indirect costs

Ineligible expenses

1. Building construction, renovation, or repair, including fixtures and services
2. Food, beverages, or food delivery equipment or services
3. Awards, honoraria, prizes, or gifts
4. Equipment or technology not specifically needed to carry out the goals of the grant

Ineligible expenses

5. Transportation/travel for participants or non-grant funded personnel
6. Databases currently offered or similar to ones offered by TSLAC
7. Collection development purchases not targeted directly to the grant goals nor integral to the service program

Ineligible expenses

8. Advertising or public relations costs not directly related to promoting awareness of grant-funded activities
9. Performers or presenters whose purpose is to entertain rather than to educate
10. Other expenses as excluded in the guidelines

FY 2019 Timeline

- **January 2018**   Guidelines released
- **February 14, 2018**   Draft proposals due
- **March 8, 2018**   Applications due
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- **August 31, 2019**   Projects end

COMPETITIVE GRANT PROGRAMS

Grant programs

- ❑ Texas Reads
- ❑ Impact
- ❑ TexTreasures
- ❑ Special Projects
- ❑ Library Cooperation*
- ❑ Family Place

Texas Reads Grant

State Library exhibit, "Traveling Library from the Texas State Library." Texas State Exposition. Austin, October 6-11, 1924. *Prints & Photographs Collection, #0001/103-140, Texas State Library and Archives Commission.*

Texas Reads Grant

To promote reading and literacy in local communities, specifically through public libraries

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Texas Reads Grant

Programs targeted to the entire community or a segment of the community
- ❑ Reading promotion
- ❑ Basic and family literacy
- ❑ English proficiency

Texas Reads Grant

Sample expenses
- ❑ Library materials/supplies — computers, printers, books, software, DVDs/CDs, paper, posters, labels, etc.
- ❑ Professional services — speaker fees, temporary/contract personnel
- ❑ Staff

Texas Reads Grant

Possible programs

- ❑ Book talks or clubs (for multiple age groups)*
- ❑ Author visits*
- ❑ *Día (El Día de los niños/El día de los libros*
- ❑ *Born to Read* or *Every Child Ready to Read*
- ❑ One book, one community
- ❑ English literacy classes (ESL)
- ❑ Summer reading

Texas Reads Grant

- ❑ Funding expected = Up to $50,000 total
- ❑ Maximum award = **$10,000**
- ❑ No consecutive awards for the same or similar program
- ❑ 2018 applications
  - ❑ 6/7 funded; $22,799 total
  - ❑ Range: $1,503-$5,000 (2)
  - ❑ Average: $3,800

Impact Grant

Street scene in Desdemona, TX, during oil boom, ca. 1919. Photo by John D. Waring, Jr. *Prints & Photographs Collection, #1966/160-1, Texas State Library and Archives Commission*.

Impact Grant

To encourage libraries to create or expand their programming and services in innovative ways that directly impact the lives of Texans

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Impact Grant

❑ Seed money; sustainable beyond first year
❑ Impact/outcome driven
❑ Focus areas
   ❑ Business/Workforce Development; Digital Literacy (Impact 1)
   ❑ Family and Early Childhood Literacy (Impact 2)
   ❑ E-content Access and Delivery (Impact 3)

Impact 1

Business/Workforce Development and Digital Literacy
   ❑ To enhance workforce readiness, including business and entrepreneurial endeavors, through use of materials and services at libraries

Impact 1

Business and Workforce Development / Digital Literacy

- ❑ Sample expenses
  - ❑ Equipment
  - ❑ Supplies/materials
  - ❑ Staff
  - ❑ Training for staff and patrons
- ❑ Possible programs
  - ❑ Computer/software training
  - ❑ Job search training

Impact 2

Family & Early Childhood Literacy

- ❑ To provide access to library services that support literacy and educational attainment, especially early childhood and family literacy, digital literacy, and lifelong learning
- ❑ Use of best practices is encouraged
  - ❑ *Día (El Día de los niños/El día de los libros* (dia.ala.org)
  - ❑ *Born to Read — It's Never Too Early to Start! (www.ala.org/alsc/issuesadv/borntoread)*
  - ❑ *Every Child Ready to Read (www.everychildreadytoread.org/)*
  - ❑ Other model library programs

Impact 2

Family & Early Childhood Literacy

- ❑ Sample expenses
  - ❑ Staff or contract personnel to provide programming
  - ❑ Staff training
  - ❑ Curriculum
  - ❑ Supplies to provide training (i.e., early literacy computers and programs)
- ❑ Possible programs
  - ❑ Books for Babies
  - ❑ Story time
  - ❑ E-books and e-readers

Impact 3

E-content Access and Delivery

To provide access to Internet-connected resources and services and support to use the resources and services to meet individual and community needs

- ❑ Sample expenses
  - ❑ Staff or contract personnel
  - ❑ Staff training for patron assistance
  - ❑ Supplies/materials — computers, tablets, e-readers, and mobile devices
  - ❑ E-content

Impact 3

E-content Access and Delivery

- ❑ Possible programs
  - ❑ Mobile technology
  - ❑ E-content circulation
  - ❑ Digital collection development
  - ❑ Roving reference
  - ❑ Electronic petting zoos
  - ❑ E-content creation
  - ❑ Enhanced children's and youth services

Impact Grant

- ❑ Funding expected = $200,000 total
- ❑ Maximum award = **$10,000**
- ❑ Can apply for more than 1 focus area in single year
- ❑ No consecutive awards for same focus area or similar type of program
- ❑ 2018 applications
  - ❑ 20/20 funded; $183,148 total
  - ❑ Range: $2,724-$10,000 (6)
  - ❑ Average: $9,157

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TexTreasures Grant

German Saengerfest, arch and streetcars on Congress Avenue looking towards Capitol Building, Austin, 1889. *Mabel H. Brooks Photograph Collection, #1932/005-80, Texas State Library and Archives Commission.*

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TexTreasures Grant

To make special or unique collections more accessible to library users and researchers across Texas and beyond

TexTreasures Grant

- ❏ Part of TexShare program; must be a member
- ❏ Public and academic libraries
- ❏ 2 programs: Basic and Original
- ❏ Possible activities: organizing, cataloging, indexing, or digitizing local materials with local, regional, or statewide significance

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TexTreasures Grant

TexTreasures Basic
- ❏ Maximum award: **$7,500**
- ❏ Small libraries (up to 25,000 pop.) with little or no experience
- ❏ Collections of local or regional significance
- ❏ Sample expenses
  - ❏ Professional services — indexing, microfilming, cataloging, digitization, etc.
  - ❏ Supplies/materials

TexTreasures Grant

TexTreasures Original
- ❏ Maximum award
  - ❏ Single entity — **$25,000**
  - ❏ Multiple entities (collaborative) — **$35,000**
- ❏ Collections with statewide significance
- ❏ Sample expenses
  - ❏ Professional services — indexing, microfilming, cataloging, digitization, etc.
  - ❏ Equipment
  - ❏ Supplies/materials

TexTreasures Grant

Eligible expenses
- ❑ Staff or contract personnel/services
- ❑ Professional services — consulting, indexing, microfilming, cataloging, digitization, etc.
- ❑ Software
- ❑ Equipment
- ❑ Supplies/materials
- ❑ No content creation
- ❑ One program; cannot apply for both

TexTreasures Grant

Possible projects
- ❑ Texas history — newspapers, letters, yearbooks, postcards, etc.
- ❑ Texas industry — oil/petroleum, agriculture, etc.
- ❑ Political figures and events
- ❑ Social and cultural figures and events

Note: Complete collections are preferred over partial or piecemeal projects.

TexTreasures Grant

- ❑ Funding expected = $300,000
- ❑ Maximum award
  - ❑ Basic: **$7,500** (2018: 2)
  - ❑ Original: **$25,000**; **$35,000** (collaborative)
- ❑ Second and third-year funding is possible
- ❑ 2018 applications
  - ❑ 13/18 funded; total $302,612
  - ❑ Range: Original $11,182-$33,000
  - ❑ Average: $24,593 Original; $7,500 Basic

Special Projects Grant

Hispanic wedding party posing, standing before rubble masonry wall. Big Bend Region. ca 1919. *J.R. Hunnicutt Collection, #1968/29-221, Texas State Library and Archives Commission.*

Special Projects Grant

To expand library services to all members of the library's community, including developing programs for populations with special needs

Special Projects Grant

Special Needs
- ❑ Diverse geographic, cultural and socioeconomic backgrounds
- ❑ Disabilities
- ❑ Limited functional literacy or information skills
- ❑ Difficulty accessing or using a library
- ❑ Underserved urban and rural communities, including children in families below the poverty line

Special Projects Grant

Possible projects

- ❑ Mobile technology
- ❑ Computer/technology classes
- ❑ Workforce training
- ❑ ESL and GED classes
- ❑ Mobile library services
- ❑ Educational computers and software
- ❑ After-school programs
- ❑ Literacy centers and classes

Special Projects Grant

- ❑ Funding expected = $750,000 total
- ❑ Maximum award = **$75,000**
- ❑ Second and third-year funding is possible
- ❑ 2018 applications
    - ❑ 20/21 funded; $963,588
    - ❑ Range: $8,145-$75,000 (3)
    - ❑ Average: $48,179

Library Cooperation Grant*

Lockheed Test Pilots at Modification Center, Dallas, 1944. L-r: L.P. "Cotton" Jeter; Charlee Madson; Ben Bransom, chief pilot in charge of flight operations; Jim Gray; and Royce Stetson. *Prints & Photographs Collection, #1/183-2, Texas State Library and Archives Commission.*

Library Cooperation Grant

To establish or enhance cooperative services for learning and access to information among libraries or between libraries and community organizations

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Library Cooperation Grant

❑ Expand services for learning and access to information & educational resources in a variety of formats
❑ Develop library services that provide all users access to information through local, state, regional, national, & international electronic networks

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Library Cooperation Grant

❑ Invitation ONLY to FY 2018 subrecipients
❑ No new projects accepted
❑ Funding expected = $400,000 total
❑ Maximum award = **$75,000**
❑ Second or third-year funding

Past awards

FY 2010-2018

www.tsl.texas.gov/ld/funding/index.html#past

Which program?

- Deciding factors
  - Grant program goals and needs
  - Local needs and desired impact
  - Audience and partners
  - Scope
  - Budget
  - Capacity

Family Place Libraries Grant

A Family Place Libraries Workshop event at McAllen Public Library in McAllen, Texas.

Family Place Libraries Grant

Positions libraries as key early childhood development and family support organizations within their local communities.

Family Place Libraries Grant

Expectations

- ❑ Attend and complete Family Place Libraries training
- ❑ Receive $6,000 in grant funds to establish Family Place Program at your facility
- ❑ Develop partnerships with community agencies in your area
- ❑ Implement a minimum of one, five-week session, one hour per week of the Parent/Child Workshop, as described in training

Family Place Libraries Grant

Requirements
- ❑ Maintain a minimum of two full-time paid staff members
- ❑ Require one staff member to dedicate approximately 25% staff time to the development and maintenance of the space for a period of 3 years
- ❑ Two full-time staff members must attend and complete Family Place training in Centereach, New York

Family Place Libraries Grant

- ❑ Funding = $60,000 to $144,000 total
- ❑ Maximum award = **$6,000**
- ❑ # participating libraries = 57
  - ❑ 2018: applications in progress
  - ❑ 2017: 21 libraries
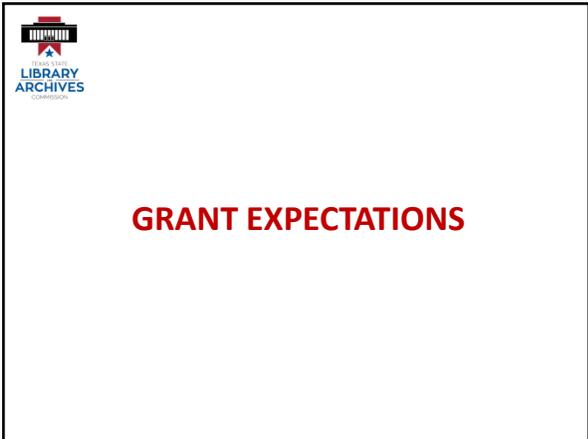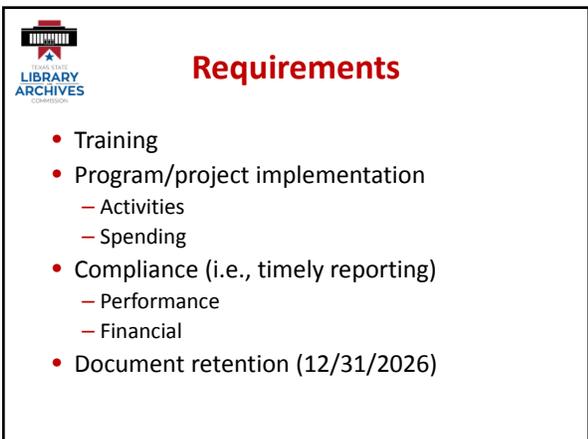 - ❑ 2016: 24 libraries
  - ❑ 2015: 12 libraries

Family Place Libraries Grant

- ❑ Contact

Bethany Wilson
Youth Services Consultant
512.463.4856

GRANT EXPECTATIONS

Requirements

- Training
- Program/project implementation
  - Activities
  - Spending
- Compliance (i.e., timely reporting)
  - Performance
  - Financial
- Document retention (12/31/2026)

Requirements

- Grant management system (GMS)
  - https://grants.tsl.texas.gov
  - Directors/administrative contacts are responsible for submitting names to TSLAC for GMS accounts
  - Will accept file uploads
  - Will capture reports/forms for <u>all</u> grant programs

Requirements

- Applicants and contractors are required to have an active federal System for Award Management (SAM) registration throughout grant period
- IMLS budget and reporting structures
- IMLS outcomes

NEXT STEPS

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- **January 2018**   Guidelines released
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Next steps

- Download and <u>READ</u> relevant notices of funding opportunity (grant guidelines)
  - TSLAC website
    www.tsl.texas.gov/ld/funding/index.html
  - GMS (https://grants.tsl.texas.gov)
- Determine what grant programs may be applicable to your library

Next steps

- Register for, attend, and review webinars
  - *Applying for TSLAC Competitive Grants: What You Need to Know for FY 2019*
    Wednesday, January 31, 2018 @ 1:30 p.m.
    https://register.gotowebinar.com/register/65272082 85512394755
  - 2019 Funding Opportunities — TSLAC Competitive Grants (1/24/18; archived)
    https://www.tsl.texas.gov/ld/workshops/webinars/arc hivedannexfy2018.html

Next steps (cont'd)

- Double-check DUNS number and SAM registration (FREE)
  - City/county business/finance office
  - System for Award Management (SAM) — www.sam.gov
- Find out who is authorized to sign contracts in your organization

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Next steps (cont'd)

- Determine who will be writing the proposal(s)
- Determine who will need access to GMS
- Start preparing draft proposal using template (available 1/24/18)
- Request draft review by February 14 (2/14) — *not required*
- Submit application and related files in GMS by 11:59 p.m. on March 8, 2018 (3/8)

GRANT RESOURCES

Grant Resources

Webinars

- *Applying for TSLAC Competitive Grants: What You Need to Know;* Wednesday, January 31, 2018, 1:30-3 p.m.
  To register: www.tsl.texas.gov/ld/workshops/webinars/index.html
- *FY 2019 TSLAC Competitive Grant Opportunities* (1/24/18)
  www.tsl.texas.gov/ld/workshops/webinars/archived.html

Grant Resources

- TSLAC Notices of Funding Opportunity (Grant Guidelines)
  - www.tsl.texas.gov/ld/funding/index.html
  - Grant Management System (https://grants.tsl.texas.gov)
- Previous TSLAC grantees (subrecipients)
  www.tsl.texas.gov/ld/funding/index.html#past
- TSLAC Library Science Collection
  www.tsl.texas.gov/ld/lsc

Grant Resources

- Federal and state guidance
  - Texas Uniform Grants Management Standards (UGMS)
    (www.comptroller.texas.gov/purchasing/docs/ugms.pdf)
  - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR §200 and §3187 (Supercircular))
    (federalregister.gov/a/2013-30465)

Grant Resources

- ❑ Funding Information Center (Texas Dept. of State Health Services)
  www.dshs.state.tx.us/fic/default.shtm
- ❑ The Foundation Center – Funding Information Network
  foundationcenter.org/fin/
- ❑ The Grantsmanship Center
  www.tgci.com/resources

Grant Resources

www.tsl.texas.gov
 |For Libraries & Educators
  |Grants & Funding
   |Competitive Grants

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800.252.9386 or 512.463.5527