



TEXAS STATE LIBRARY
AND
ARCHIVES COMMISSION

FY 2020
Funding Opportunities —
TSLAC Competitive Grants

Presented by
Erica A. McCormick, Grants Administrator
Library Development & Networking Division
January 2019

1



What we'll cover

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

2



FUNDING OVERVIEW

3



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

4



Library Services & Technology Act (LSTA)

- 5-year plan (FFY 2019-2022)
www.tsl.texas.gov/ld/pubs/lstaplan/5yearplan.html
- Guides TSLAC activities
- Texas needs
 - Digital Inclusion
 - Literacy and Educational Attainment
 - Workforce and Economic Development

5



Funding overview

- SFY 2020 — \$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

6



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

7



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)

8



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

9



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)

10



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.

11



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

12



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

13



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

14



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

15



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

16



FY 2020 Timeline

• January 2019	Guidelines released
• February 13, 2019	Draft proposals due
• March 8, 2019	Applications due
• March-May 2019	Applications reviewed
• June 2019	Recommendations released
• August 2019	Commission approves grants
• August 2019	Contracts issued
• September 1, 2019	Projects begin
• August 31, 2020	Projects end

17



18



**COMPETITIVE
GRANT PROGRAMS**

19



Grant programs

- Texas Reads
- TexTreasures
- Regional ILS Cooperative
- Special Projects – INVITATION ONLY
- Library Cooperation – INVITATION ONLY
- Library Grantsmanship Academy

20



Texas Reads Grant



21



Texas Reads Grant

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

22



Texas Reads Grant

Programs targeted to the entire community or a segment of the community

- Reading promotion
- Basic and family literacy
- English proficiency

23



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

24



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

25



Texas Reads Grant

- Funding expected = Up to \$50,000 total
- Maximum award = **\$10,000**
- No consecutive awards for the same or similar program; limited to 2 awards
- 2019 applications
 - 12/12 funded; \$92,431 total
 - Range: \$4,391-\$10,000
 - Average: \$7,700

26



TexTreasures Grant



27



TexTreasures Grant

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

28



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

29



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

30



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

31



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

32



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.

33



TexTreasures Grant

- Funding expected = \$300,000
- Maximum award
 - Basic: **\$7,500** (2019: 0)
 - Original: **\$25,000; \$35,000** (collaborative)
- Second and third-year funding is possible
- 2019 applications
 - 9/20 funded; total \$244,723
 - Range: Original \$16,993-\$34,975
 - Average: \$27,191

34



Regional ILS Cooperative Grant



35



Regional ILS Cooperative Grant

To provide electronic and other linkages between and among all types of libraries. Specifically, to support the establishment of shared integrated library systems (ILS) between multiple library jurisdictions.

36



Regional ILS Cooperative Grant

- Funding expected = \$100,000 total
- Maximum award = **\$75,000**
- Second and third-year funding is possible

37



BY INVITATION ONLY

Special Projects Grant

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

Library Cooperation Grant

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

38



BY INVITATION ONLY

- Guidelines e-mailed directly to current program managers
- Current 2019 subrecipients; no new projects accepted
- Maximum award = **\$75,000**
- Consecutive second and third-year funding
- Competitive
- Same criteria as initial first-year grant
- Final year of Library Cooperation Grant

39



Past awards

FY 2010-2019
www.tsl.texas.gov/ld/funding/index.html#past

40



Which program?

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

41



42



LIBRARY GRANTSMANSHIP ACADEMY



43



LIBRARY GRANTSMANSHIP ACADEMY

To educate and prepare local library staff to write and manage grant proposals to win funding to support local library programming.

44



LIBRARY GRANTSMANSHIP ACADEMY

- Training and travel expenses to training for 2 staff members per library covered by TSLAC
- Participating libraries guaranteed a grant up to \$25,000 each for proposal implementation in SFY 2020

45



LIBRARY GRANTSMANSHIP ACADEMY

Eligibility

- Libraries serving populations of 25,000 or less
- Libraries with no grant history or with staff with no grant history

46



LIBRARY GRANTSMANSHIP ACADEMY

Multiple phases

1. Grantsmanship training
2. Proposal development and submission to TSLAC
3. Proposal implementation (SFY 2020)

47



LIBRARY GRANTSMANSHIP ACADEMY

Competitive application process

- Needs assessment (community)
- Programming (management)
- Sustainability (support)
- Personnel

48



LIBRARY GRANTSMANSHIP ACADEMY

Requirements

- Commitment to up to 1 week of training in Austin (expenses paid by TSLAC)
- Submission of viable grant proposal
- Implementation of proposed program

49



LIBRARY GRANTSMANSHIP ACADEMY

Timeline (tentative)

- Spring 2019
 - Applications to participate due
 - Grantsmanship training and draft proposal development
- Summer 2019
 - Final proposal submission to TSLAC
- Fall 2019
 - Proposal implementation (SFY 2020)

50

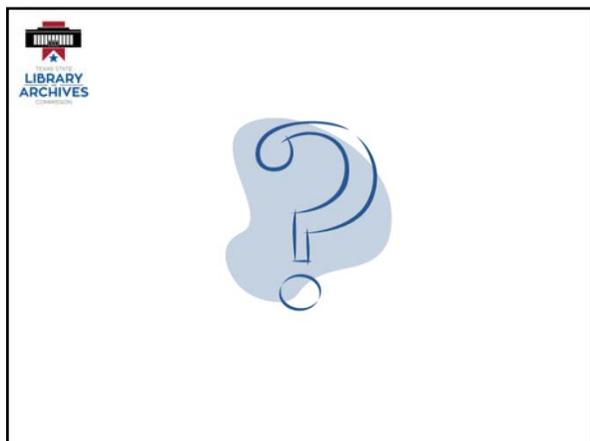


LIBRARY GRANTSMANSHIP ACADEMY

Interested?

- Send e-mail to emccormick@tsl.texas.gov
- Subject: Grantsmanship Academy

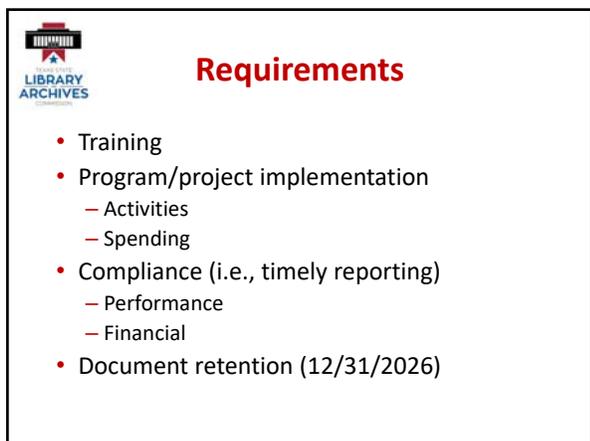
51



52



53



54



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 all grant programs

55



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 surveys and outcomes

56



NEXT STEPS

57



FY 2020 Timeline

- **January 2019** Guidelines released
- **February 14, 2019** Draft proposals due
- **March 8, 2019** Applications due
- **March-May 2019** Applications reviewed
- **June 2019** Recommendations released
- **August 2019** Commission approves grants
- **August 2019** Contracts issued
- **September 1, 2019** Projects begin
- **August 31, 2020** Projects end

58



Next steps

- Download and READ 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

59



Next steps

- Register for, attend, and review webinars
 - *Applying for TSLAC Competitive Grants: What You Need to Know for FY 2020*
Wednesday, January 23, 2019 @ 1:30 p.m.
<https://register.gotowebinar.com/register/3568867805203474690>
 - 2020 Funding Opportunities — TSLAC Competitive Grants (1/16/19; archived)
<https://www.tsl.texas.gov/ld/workshops/webinars/archivedannexfy2019.html>

60



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

61



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 1/18/19)
- Request draft review by February 13 (2/13) — *not required*
- Submit application and related files in GMS by 11:59 p.m. on March 8, 2019 (3/8)

62



GRANT RESOURCES

63



Grant Resources

Webinars

- *Applying for TSLAC Competitive Grants: What You Need to Know for FY 2020*
 Wednesday, January 23, 2019 @ 1:30 p.m.
<https://register.gotowebinar.com/register/3568867805203474690>
- 2020 Funding Opportunities — TSLAC Competitive Grants (1/16/19; archived)
<https://www.tsl.texas.gov/ld/workshops/webinars/archivedannexfy2019.html>

64



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

65



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

66



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

67



Grant Resources

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

Erica McCormick
Grants Administrator
grants@tsl.texas.gov
800.252.9386 or 512.463.5527

68



69