Library Services and Technology Act

Micro Grant Webinar
April 2018
Agenda

• About LSTA/2018 Allotment
• Micro Grants, 2017 vs 2018
• Nevada 5 Year LSTA Plan, 2013-2017, Findings
• LSTA Eligibility & Allowable Costs
How are NV LSTA Funds Used?

LSTA= IMLS Grants to States program

LSTA funds help Nevada libraries solidify their roles as community educational centers, though planning, assessment, training, partnerships, building capacity, and identifying user access needs.

In Nevada, funds support:

- Statewide initiatives and services (Talking Books, Rural Bookmobiles, Databases, Continuing Education, Nevada Center for the Book)
- Subawards to eligible libraries – competitive, mini, and MICRO Grants
Nevada LSTA Allotment

- 2017: $1,766,043
- 2018: $1,817,929
  - Congress must re-authorize every year
  - Formula driven, based on population
    - Micro Grant budget not yet finalized/approved
Micro Grants

2 different applications

1. Micro Grant Application
   • Lifelong Learning
   • Technology/Edge Initiative
   • Institutional Improvement

2. CE Micro Grant Application
   • Continuing Education
# 2017 vs 2018

<table>
<thead>
<tr>
<th>2017 Community Enrichment</th>
<th>2018 Micro Grants (not CE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NV LSTA Goal 3</td>
<td>Any NV LSTA Goal</td>
</tr>
<tr>
<td>IMLS Intent: Lifelong Learning</td>
<td>Any IMLS Intent, but 4 project categories</td>
</tr>
<tr>
<td>2 funding periods, specific deadlines</td>
<td>Flexible funding periods, rolling deadlines</td>
</tr>
<tr>
<td>2 simultaneous projects</td>
<td>1 project at a time (except CE)</td>
</tr>
<tr>
<td>For public and school libraries</td>
<td>For any eligible library</td>
</tr>
<tr>
<td>CE Grants made to <em>individuals</em></td>
<td>CE Grants made to <em>libraries</em></td>
</tr>
<tr>
<td>No Match</td>
<td>10% Match - <strong>Match Waiver</strong> available</td>
</tr>
</tbody>
</table>
5 Year Plan, 2013-2017 *Evaluation*

2 programmatic recommendations, summarized

- **Timing**
  - Application timeframe
  - Project timeframe

- **Funding**
  - Match
  - Participation of smaller jurisdictions
Lifelong Learning

For projects that will encourage people to participate in their Library’s communal efforts towards literacy and education and/or connect people with each other to support an enriched, engaged, and inclusive community.

• Examples include grade level reading, Summer/Winter Reading programs, diversity and inclusion, personal skills building (technology, digital, financial, health, etc.), language learning, civic engagement, and productive aging.

• You are strongly encouraged to include a collection development component in your project’s budget (supplies/materials category) to support learning activities.
Technology/Edge Initiative

For projects that focus on improving technology to meet needs of library users and staff and/or provide accessibility through assistive technology.

- Examples include charging stations, software licenses, assistive technology, accessible workstations, web design services, tablets (specific to project activities), early literacy stations, networked printers/scanners for the public, wifi hotspots, etc.
- This grant may also be used to fund a subscription to the Edge Initiative to help assess current technology resources and plan for future needs.
Institutional Improvement

Projects that serve to improve library operations and services but fall outside of the scope of the **Lifelong Learning** and **Technology** categories. When appropriate, attach local planning documents that align with the project (i.e., a collection development project must advance local Collection Development plans).

- Project examples include: evaluation of existing services or collections, planning for new or expanded services or collections, and staff (including volunteers and board) professional development activities.

Continuing Education

Continuing Education (CE) Micro Grants are meant for support training opportunities for the Nevada Library Workforce and Trustees when local funds cannot finance the entire cost. This LSTA funded program will serve to enhance the knowledge and skill level of those who offer or support library services to the citizens of Nevada.

• Submit ONE application per CE activity.
• CE opportunities include (but are not limited to) regional, state, and national workshops, pre-conferences, conferences, seminars or other development programs offered by professional associations or other appropriate entities.
Micro Grant Budget Details

• $3,000 per project/$5,000 per library
  • Lifelong Learning
  • Technology
  • Institutional Improvement

• $1,500 per person
  • Continuing Education
Allowable Expenses

Not allowable LSTA expenses per 2 CFR 200, subpart E

• Food and drink
• Lobbying expenses
• Items/services not related to the project and its timeline
• Fundraising
• Classroom book sets, textbooks, equipment/AV for the classroom
• Fixed assets
• See Allowable Costs Tip Sheets:
   https://nsla.libguides.com/2018LSTA/General
Match

• A 10% match is required for Micro Grants
• Match may be local cash, in-kind, or a combination.
• Libraries may apply for a **Match Waiver**
• Note: Lost revenue is not allowed for matching funds.
Micro Grant Reporting

- 1 project at a time (excluding Continuing Education)
- Deadlines
  - Applications due 2 months prior to start date
  - All reimbursement requests submitted by July 20, 2019
  - One Final Report due within 30 days of project end date
Nevada LSTA 5 Year Plan, 2018-2022

same goals as 2013-2017 plan

1. Strengthen Nevada libraries’ ability to effectively respond to community needs through training, planning, and assessment.

2. Encourage Nevada libraries to develop and use partnerships and collaboration to maximize user resources and services throughout the state.

3. Nevada libraries will provide responsive and accessible learning environments that meet the needs of all Nevada residents.

4. Build capacity of libraries to meet evolving information access needs.
IMLS Intents (Focal Areas)

- Lifelong Learning
- Information Access
- Institutional Capacity
- Economic & Employment Development
- Human Services
- Civic Engagement
LSTA Eligibility Requirements

These criteria were approved by the Nevada State Council on Libraries and Literacy in May 2008.

- Is supported by public revenues (51% or more) or is a non-profit institution or agency;
- Makes the collection accessible to its primary clientele organized according to a nationally accepted classification system;
- Participates in resource sharing through the Information Nevada program;
- Serves its primary clientele free of charge;
- Has a fixed location with regular, published hours of operation;
- Has one or more paid library staff; Has an annual budget with funds reserved for library materials and services;
- Has a current, written long range or strategic plan that is available for review.
Additional Eligibility Requirements

• **Public Libraries:** Must meet the Minimum Standards for Public Libraries;

• **School Libraries:** The school district employs at least one certified library/media specialist;

• **Academic Libraries:** Be accredited by the Northwest Commission on Colleges and Universities

• **Library Consortia:**
  • Be a Nevada local, regional, or statewide cooperative of library entities which provides for the systematic and effective coordination of resources of school, public, academic, and/or special libraries and information centers, for improved services for the clientele of such library entities [20 U.S.C. 9122(2)]; and
  • Have a formal organized structure that includes governance, membership, long range planning and regular funding components.

• **Non-profit library related organization:**
  • Be a non-profit entity registered with the Nevada Secretary of State; and
  • Have tax exempt status under the Internal Revenue Section 501(C)3.
Contact Info

Sulin Jones, LSTA Coordinator, sulinjones@admin.nv.gov, 775-684-3340
Website: http://nsla.nv.gov/