

DCMO BOCES SCHOOL LIBRARY SYSTEM

MINI-GRANTS

Up To \$500 each



Deadline for Applications:

February 25, 2008

Two mini-Grants of up to \$500 will be awarded based upon available School Library System funds. The purpose of these grants is:

- **To assist a School Librarian gain professional growth and leadership skills by attending a School Library Media Related Conference (SLMS – May 1-3, 2008, Tarrytown, NY).**

Primary criteria for Mini-Grant awards will be impact on participant learning, impact on the community, and potential for replication by other school library media centers in the system.

Mini-Grant Guidelines

To aid School Librarians in gaining professional growth and leadership skills by attending a School Library Media Related Conference (SLMS).

1. No applicant may receive a grant of more than a total of \$500 per year. Grants will be paid to the school/district.
2. Criteria for evaluation will include:
 - a. clarity of need and description of activities
 - b. outcomes for participants/ impact on learning
 - c. educational significance in terms of learning, motivation and impact upon instruction
 - d. workable procedures and budget for implementing activities
3. Applications may be submitted by an individual school library media specialist. If awarded a grant, the school/district shall be responsible for:
 - a. keeping and submitting records of dates, times, and participation in grant activities
 - b. completing the project and submitting reimbursement forms by June 15, 2008
 - c. submitting the School Library System Mini-Grant Evaluation Form by June 15, 2008
4. School Library Media Specialists who receive mini-grants must agree to participate in a showcase to share their ideas with other professionals.
5. Applicants will receive a response by the first week of March, 2008.

MINI-GRANT APPLICATION

Submit typed original in electronic format to:
John P. Brock, DCMO BOCES School Library System, brockj@dcmoboces.com.

School Library Media Specialist applying for Mini-Grant: _____

School/District: _____

Date of Application: _____

Anticipated Date of Completion: _____

District: _____

School: _____

School Library Phone: _____

Mini-Grant Title: _____

After attending conference, I anticipate sharing my findings with (indicate number of individuals):

Librarians _____

Students - Grade Level(s)/ Age Group(s) / Subject Area(s) _____

Staff _____

Community members _____

Amount of funding being contributed by school/district _____

Amount of funding being requested from the School Library System Mini-Grant: _____

Total project costs: _____

Names of other school library media specialists involved in the project:

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REQUIRED SIGNATURES

Applicant: _____

Date: _____

Principal: _____

Date: _____

Chief School Officer: _____

Date: _____

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MINI-GRANT NARRATIVE

Mini-Grant Title: _____

After attending conference, I anticipate sharing my findings with (indicate number of individuals):

Librarians _____

Students - Grade Level(s)/ Age Group(s) / Subject Area(s) _____

Staff _____

Community members _____

Amount of funding being contributed by school/district _____

Amount of funding being requested from the School Library System Mini-Grant: _____

Total project costs: _____

Directions: Answer the following questions and budget narrative in typewritten form on a separate paper. Please do not mention the name of your school or district in your narrative or description. Just say "in our school" or "in our library."

- Please clearly describe your library /attendance incentive and its purpose:** What connection does this project/attendance incentive have to the New York State Learning Standards? Explain and provide any data on why there is a need for this project attendance incentive.
- Outcomes for participants:** What is the educational significance of this project attendance incentive? What is the impact on the school community?
- Outcomes for other School Library Media Specialists:** Describe the educational significance of your mini-grant for other school library media programs? How might other School Library Media Specialists learn from your project attendance incentive or adapt it for replication?
- Budget Narrative:** Following Mini-Grant Guidelines complete the following budget request and provide a narrative summary for each line of expenditure.

BUDGET:

Registration fee	\$ _____
Lodging	\$ _____
Mileage (48.5 cents per mile)	\$ _____
Meals	\$ _____
Other (Please Specify) _____	\$ _____
TOTAL:	\$ _____