



ROGERS FREE LIBRARY COMMUNITY GRANT PROGRAM

Grant Application

For Grant Requests up to \$5,000

Funded for 2019-2020 Calendar Year

Application deadlines are April 1 and August; Funding decisions made in June and December

Deliver to Friends of the Rogers Free Library, or Email to prescottj069@gmail.com

Name: _____ Organization: _____

Email Address: _____ Home Phone: _____

Cell Phone: _____

Project or Activity Title: _____

Total Funding requested: _____

A. What are the goal and objectives of the project?

B. Please explain the link between the project’s goal and the Rogers Free Library.

C. Please complete each cell in the below chart. Projects must have at least one activity, and can have more than three.

OBJECTIVES	ACTIVITIES	TIMELINE (START/END DATES PER ACTIVITY)	OUTCOMES FOR EACH ACTIVITY	METHOD OF EVALUATION/ ASSESSMENT
Objective 1:	Activity 1: Activity 2: Activity 3:	A1: A2: A3:	Activity 1: Activity 2: Activity 3:	

Note: Grants awarded must be implemented within a calendar year.

D. What need does the project meet? What need/gap is the project filling?

E. Please describe any and all collaboration with library personnel, professionals, schools or community resources during the project’s design and/or the implementation of the project.

F. Complete the chart below to show how, when and who will be engaged in assessing if the project goal and objectives have been achieved. (Examples are in italics.)

Project Level	Evaluation Method (survey, Q&A forum, test results, essays)	Who (patrons, library staff, professionals, audience, etc.)	Time frame
Goal			
Objective 1			
Objective 2			

Itemized Equipment and Materials expenditures

Item – Name, Manufacturer, Model Number, and Vendor/Distributor – <i>(include shipping & handling and applicable sales tax)</i>	Amount	Unit Cost	Total Cost

Itemized Services

Provider – Name, and Organization	Type of Service	Cost

Transportation (if any)

Transporter	Destination	Number of Passengers	Number of Miles	Cost

By signing this application, I acknowledge that if awarded a Grant, I will:

- Implement the proposed project as described herein
- Seek approval from the FRIENDS OF THE ROGERS FREE LIBRARY for any significant changes to the focus of the project
- Complete and return the Project Evaluation Form by the end of the calendar year during which the grant is funded.
- Work with FRIENDS OF THE ROGERS FREE LIBRARY to showcase the project and FRIENDS OF THE ROGERS FREE LIBRARY's Community Grant Program in the community, including providing testimonials and photographs of the project and its participants (with required student release forms) for use by FRIENDS OF THE ROGERS FREE LIBRARY in promotional materials and on its webpage.

Applicant Signature: _____ Date: _____

For questions or more information, please email Joan Prescott, Library Director at prescottj069@gmail.com; Betty Brito at egbrito@aol.com or Lisa Raiola at lraiola@rwu.edu. Or call Joan Prescott at 401-253-6948.