



CopyCat Grants -- Application for FY 2018-19 Library Services and Technology Act Funds

Ends on December 10, 2018

Guidelines - Please refer to our web page at <http://www.library.ca.gov/services/to-libraries/copycat-grants>. For questions, contact Mickie Potter, LSTA Analyst, mickie.potter@library.ca.gov.

SECTION 1 - APPLICANT INFORMATION

Library/Organization *

DUNS Number *

Legal Business Name *

Must match name registered with Federal Employer Identification Number (FEIN)

Project Coordinator First Name *

Project Coordinator Last Name *

Project Coordinator Title *

Email Address **

Business Phone Number *

Address - Street or PO Box *

Address - City *

Address - State *

Address - Zip Code *

SECTION 2 - PROJECT INFORMATION

Please select the CopyCat project for which you are applying for funds *

- 3D Design Coaching (maximum \$10,000)
- Adult 101 (maximum \$6,000)
- Bike Kitchen (maximum \$8,000)
- Coding with the Robot (maximum \$10,000)
- Creative Thursdays (maximum \$6,000)
- Learning to Go (maximum \$10,000)
- PACE (Project and Collaborative Education) (maximum \$15,000)
- Pop-Up Makerspace (\$8,000)
- Other Proposed Project (maximum \$10,000)

Toolkits for the projects listed can be found at <http://www.library.ca.gov/services/to-libraries/copycat-grants>

Further Information for Proposed Project [Note: the following proposed project fields, Proposed Project Name, Five Year Plan Goal for Proposed Project, and URL to Information about Proposed Project, will only appear in the online form if you select Other Proposed Project above. You will not have to enter information for these fields if you selected one of the eight listed projects to copy.]

If you selected Other Proposed Project above, please name the project that you'd like to replicate, the LSTA Five Year Plan Goal to which the project primarily relates (<http://www.library.ca.gov/Content/pdf/grants/lsta/CaliforniaFiveYearPlan2018-2022.pdf>), the primary audience for the project, and provide at least one URL to link to more information about the project (you may also attach documentation at the end of the application).

Proposed Project Name *

Five Year Plan Goal for Proposed Project. Please choose a goal from California's 2018-2022 LSTA Five Year Plan, (<http://www.library.ca.gov/Content/pdf/grants/lsta/CaliforniaFiveYearPlan2018-2022.pdf>) that best fits the project you are proposing to replicate* [you will be prompted to select one from the list]

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Five Year Plan Goal for proposed project

Goal 1: California libraries provide equitable access to information, service...

Goal 2: California libraries deliver essential literacy services and provide l...

Goal 3: California libraries inspire, support and engage in innovation, creat...

Goal 4: California libraries have the technology to deliver information and ...

Goal 5: California libraries contribute to economic development and workf...

Goal 6: California libraries connect Californians to their history and culture...

Goal 7: California libraries are staffed by a skilled and diverse workforce w...

URL to Information about Proposed Project (Please provide a URL that will link to a description and information about the project you are proposing to replicate, to support your proposal):

Additional URL to information about proposed project (If needed):

If you wish, provide an additional URL to information about the project you're proposing. You may also attach documents at the end of the application to support your proposal.

Primary audiences for project (check all that apply): *

- Adults
- Families
- Immigrants/Refugees
- Intergenerational Groups (excluding families)
- Library Staff, Volunteers, and/or Trustees
- Low Income
- Non/Limited English Speaking
- People with Disabilities
- People with Limited Functional Literacy
- Preschool Children
- Rural Populations
- School Age Children
- Senior Citizens
- Statewide Public
- Suburban Populations
- Unemployed
- Urban Populations
- Young Adults and Teens


SECTION 3 - PROJECT JUSTIFICATION

Please briefly explain what need or aspiration this project will fulfill for your community, how this need or aspiration was identified, and what benefits you expect for your primary audience(s). *

A rectangular text input field with a light gray border. On the right side, there is a vertical scroll bar with a small arrow pointing up and down. At the bottom left and right corners, there are small navigation arrows pointing left and right respectively.

Limit: 500 words

Please briefly explain how this project fits into your library's mission and strategic plan. *



Limit: 250 words

Project Intent *

- Lifelong Learning: Improve users' knowledge or abilities beyond basic access to information
- Information Access: Improve access to information
- Institutional Capacity: Add, improve or update a library function or operation to further its effectiveness
- Employment & Economic Development: Improve users' ability to apply information that furthers the status of their jobs and/or businesses
- Human Services: Improve users' ability to apply information that furthers their personal, family or household circumstances
- Civic Engagement

Please select the one Project Intent category that best fits your project.

Lifelong Learning: Improve users' knowledge or abilities beyond basic access to information * [Note: these will change in the online form, depending on which Project Intent you select, these are the categories for the Lifelong Learning Intent, which is shown here as an example.]

- Improve users' formal education
- Improve users' general knowledge and skills

Please select the one Project Intent sub-category that best fits your project.

OUTCOMES MEASUREMENT

Your library will be required to survey project participants as specified by the State Library. If your application is successful, you will be provided with survey instruments and instructions for administering the surveys and submitting the results.

SECTION 4 - BUDGET

Please use the copycat project toolkits provided to help you develop your budget (<http://www.library.ca.gov/services/to-libraries/copycat-grants>). The budget should roughly adhere to the original project (may be modified as needed or scaled up or down, as long as the amount does not exceed the limit placed on the project). For proposed projects, please ensure that budget items adhere to allowable expenditures under LSTA (see <http://www.library.ca.gov/Content/pdf/grants/lsta/FedRestUseFunds1819.pdf>). Please clearly identify the amounts requested and the sources of any cash match or in-kind contributions.

LSTA Funds Requested *

This may not exceed the maximum set for the project selected (see the project list above, also refer to the CopyCat project site).

Please complete the LSTA Budget Detail template to calculate the funds you are requesting. The template can be obtained at <http://www.library.ca.gov/Content/otherDocuments/services/toLibraries/copycat/CopyCatGrantBudgetTemplate.doc>

Please take the total from the template and enter it under "LSTA Funds Requested".

LSTA Budget Detail * [\[upload your Budget Detail template here\]](#)

Acceptable file types: doc, docx.

Please upload the completed LSTA Budget Detail template from the previous step.

SECTION 5 - ADDITIONAL INFORMATION

Acceptable file types: pdf, doc, docx, jpg, jpeg, xls, xlsx.

Please upload any additional files relevant to the project. Up to 5 files can be uploaded. Supported file type extensions include .pdf, .doc, .docx, .jpg, .xls and .xlsx.

Select up to 5 files to attach.

SECTION 6 - CERTIFICATIONS

As the project coordinator of the applicant public library, I agree that if this project is funded, I will adhere to the instructions in the Grant Guide

(<http://www.library.ca.gov/Content/pdf/services/toLibraries/copycat/CopyCatGrantGuide.pdf>),

including:

- Submit all forms and reports as required by the State Library *
 - Conduct participant surveys as required by the State Library *
 - Acknowledge the Institute of Museum and Library Services in all publicity and publications as required *
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Library Director Certification

Acceptable file types: pdf, doc, docx.

Your director must complete and sign the certification form at

<http://www.library.ca.gov/Content/otherDocuments/services/toLibraries/copycat/CopyCatGrantCertification.doc>. Once your director has done so, please attach a scanned copy of the form here, and send the original with wet signature as soon as possible to:

Mickie Potter
LSTA Analyst
California State Library
Library Development Services Bureau
P.O. Box 942837
Sacramento, CA 942837-0001

We must receive the original form with your director's signature before a grant can be awarded to your library.

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