



2019 WVLS Innovation & Collaboration Literacy Grant

Purpose

To support literacy for all library users of Wisconsin Valley Library Service member libraries, a \$20,000 grant will be provided to partnering WVLS libraries to create a space in their libraries where families can talk, read, sing, write, and play together.

Libraries are literacy centers in communities. Libraries fight the [30 million word gap](#) and the summer slide with storytimes, summer programs, educational programs, activities, guest speakers, special programming, reader's advisory, robust collections and more. Family literacy spaces filled with fun, activities focused on literacies, and quality information under the leadership of librarians, will enhance library offerings as a major literacy resource in the community.

What might this grant create in your library?

- Vibrant space that attracts the eye: vibrant signage and space design.
- Prominent conversation prompts with content from: [Talking is Teaching](#), [Growing Wisconsin Readers](#), [Babies Need Words Everyday](#), [Reach Out & Read](#), [U.S. Department of Education](#) and more...
- Equipment for all ages and needs: sensory friendly, various heights, textures, firmness, and styles such as bench, chair, rocking chair, stool and more...
- Activity tables, educational games, intriguing manipulatives and activities, physical activity prompts, board books, easy readers and more...
- Rotating information sources such as handouts, brochures, rack cards to encourage and help parents talk, read, sing, write, and play with their children.

How might this grant benefit your community?

- Librarians are literacy experts. Developing a literacy space creates another avenue allowing for librarians to share their literacy expertise with the community.
- Library staff can talk about library services with all family members using the space.
- Library staff can use this space as an opportunity for impromptu storytimes to model literacy skills and share [literacy asides](#) with caregivers. (Saroj Ghoting is a leading expert in early literacy instruction for librarians interacting with caregivers).

Requirements for Applicants

- Interested libraries shall find a WVLS member partner library or libraries.
- Partnering libraries shall work together to brainstorm the design, contents, community partners, service design and eventual launch of their spaces.
- Libraries will designate a Project Leader.

- Each library partner shall complete a grant application and list their partner library or libraries. Partnering libraries can work together on aspects of the application, however, each applicant will need to provide information specific for their community in addition to the overall partnership mission.
- Each library partner must submit a grant by the February 1, 2019 deadline.

Grant Selection

A three-person WVLS Innovation and Collaboration Literacy Grant selection committee, the WVLS Public Library Service Consultant and two youth services specialists outside WVLS, will review all grant applications received by the February 1, 2019 deadline. The winning grant will be announced by February 15, 2019.

Additional Grant Requirements and Timeline

- Project Leaders shall document their experience with pictures, Planning Record, and Activity Record of their space.
 - **Planning Record** might include: contacts for the company making signage, furniture contacts, list of which conversation prompts will be used and how they will appear in the space, what manipulatives and content will be purchased, the color scheme and paint choices for the space, what construction will need to happen if necessary, what community partners the library will need to contact to accomplish their goals, and more. Further, once the space is open: what maintenance is needed, what new purchases could add to the space, groups the library should partner with in the future...
 - **Activity Record** might include: Who is using the space? How many people have used the space? Are librarians engaging with users? What feedback or comments were expressed by those using the space?
- All marketing materials shall include WVLS logo and grant attribution such as “This project was made possible by the 2019 WVLS Innovation and Collaboration Literacy Grant.”
- Project Leaders shall submit marketing materials to WVLS.
- Project Leaders will submit receipts to WVLS for reimbursement and record submitted receipts in accordance with the project budget submitted with their grant application.
- Project Leaders shall submit bi-monthly project updates to WVLS.
- Partnering libraries will exchange appropriate contents of their spaces semi-annually to keep families engaged with fresh content.
- Project Leaders shall submit a written and/or oral report to WVLS within 60 days of the completion of the project including reflections on any collaborations that made the project possible and sustainable.
- Libraries awarded this grant will receive the final reimbursement following their grant presentation to WVLS.

- Libraries awarded this grant shall serve as mentors for possible future applicants and grant winners.
- Should the project not be completed for any reason, the library is required to reimburse WVLS for any grant funds disbursed to the library.

Grant Timeline

- November 15, 2018-February 1, 2019 – Grant applications accepted.
- February 1-15, 2019 – The WVLS Innovation and Collaboration Literacy Grant selection committee reviews all grant applications received by the February 1, 2019 grant deadline, winning grant is determined.
- February 15, 2019 – Winning grant awarded and announced to the WVLS member library community.
- March 2019 – WVLS Public Library Services Consultant visits partnering libraries to review library spaces and to provide consultation to Project Leaders.
- April 2019 – June 2010 – Monthly communications between WVLS Public Library Consultant and Project Leaders.
- June 30, 2020 – Grant project completed.
- August 31, 2020 – Final reports from Project Leaders received by WVLS.
- September, 2020 – Final reimbursements received by grant winning libraries.

WVLS Innovation & Collaboration Literacy Grant: Application

1. WVLS Member Library Applicant Information

Project Leader Name _____

Library & Phone Number _____

Is this the first time your library is applying for this grant?

Yes _____ No _____

2. Collaboration Partner Information

Library _____

Library & Phone Number _____

3. Explanation of Grant Funds

(Between 3-5 pages)

- How does this project align with your library's mission? How will your community benefit from this project? How will the community benefit from this collaboration?
- Describe your vision for a Family Literacy Center in your library. What might it look like? What might be in the space? Are there organizations you anticipate partnering with? Community groups you plan to reach out to?
- Provide a timeline for this project. What will happen and when?
- Explain anticipated outcomes, and how those outcomes will be measured and evaluated.
- Provide an outline of anticipated expenses, including funds from the grant and any participating agencies.

4. Agreement

By applying:

- I acknowledge that I will submit bi-monthly project reports to WVLS.
- I acknowledge that I will submit a written or oral report to WVLS within 60 days of the completion of the project.
- I acknowledge should the project not be completed for any reason, the library is required to reimburse WVLS for any grant funds disbursed to the library.

Library Director/Manager Signature _____

Date _____

Library Board President Signature _____

Date _____