





Grants for Institutional Libraries

Applications for the 2018/2019 LSTA technology grants are currently open, and will remain so until March 16th. Sub-grants have been awarded to various DOC institutions in recent years, and I encourage you to consider whether your institution might stand to benefit from the opportunity.

I know there's been some confusion in the past as to what exactly can be covered by an LSTA grant, and what isn't eligible. While the following list is not comprehensive, it is intended to give you a better understanding of the sort of items that may or may not be covered by LSTA funds. I would encourage anyone considering applying, but uncertain as to whether their project fits the guidelines, to feel free to contact me with any questions.

A few notes...

-  Grant proposals need to be tied to a specific project, or in response to a specific need.
-  The grants are open to *all* libraries. There is no specific amount earmarked for institutional libraries. Public, private, institutional, and all other libraries are competing on equal grounds for a share from the same pot of money.
-  Grant monies are meant to *supplement*, not *supplant*, local funds. Applicants should not be dependent on LSTA funds to meet needs that should be built into operating budgets; funds should be used to purchase materials for projects **beyond** the scope of the basic budget. Similarly, LSTA funds should not be used to supplant salaries for staff. Instead, they can be used to hire temporary or contract workers to help with projects.
-  Some reporting is required of all grant recipients: three quarterly reports, one financial final report and one narrative final report.

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DoC and LSTA

ELIGIBLE COSTS

tech hardware and software

ex: laptops, tablets, wireless hotspots, scanners, printers, monitors, software



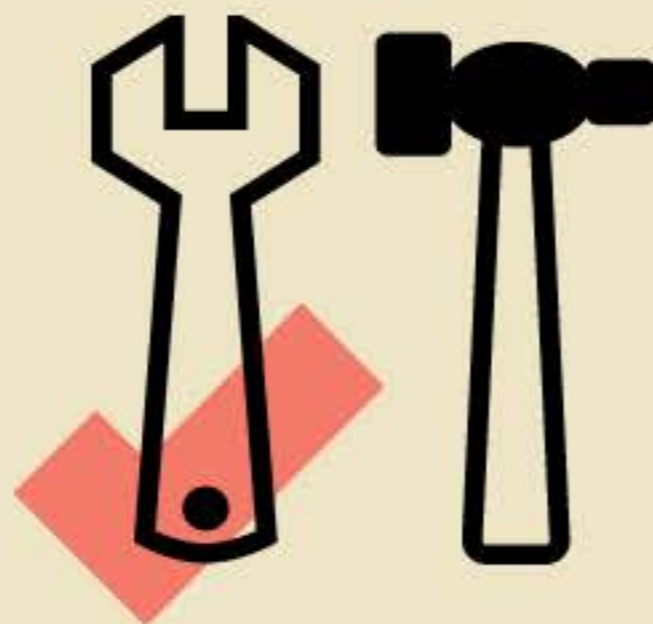
paid outside training for staff and volunteers

Ex: someone teaches staff on how to use a new database



contracting outside agencies

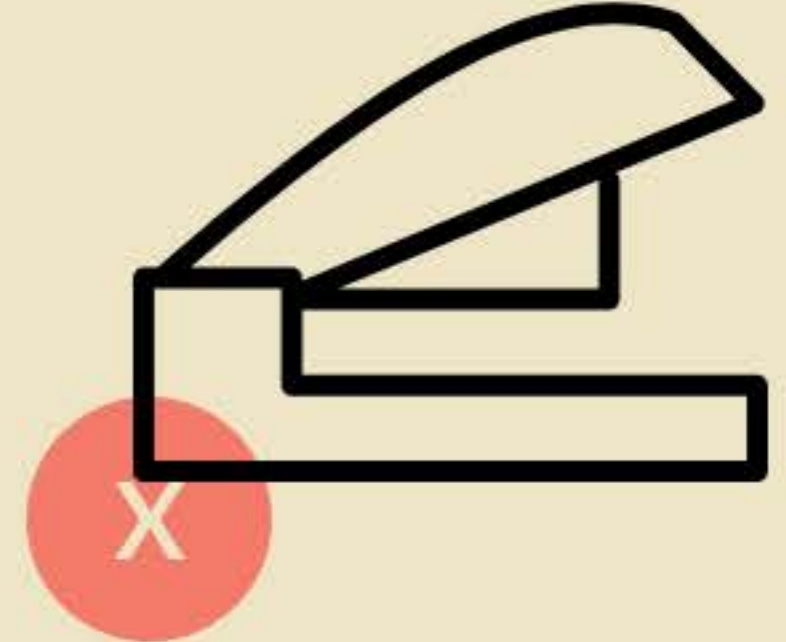
Ex: hiring someone to install network cabling



INELIGIBLE COSTS

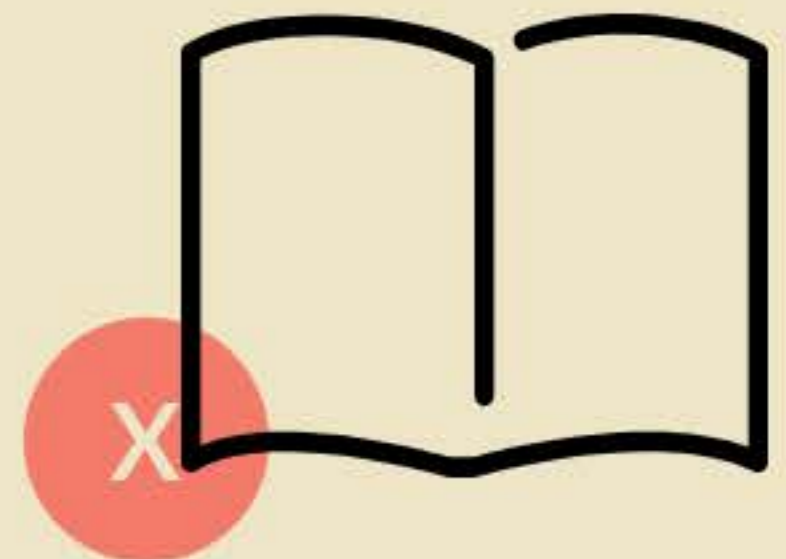
office supplies

only allowed if it is something necessary for your program

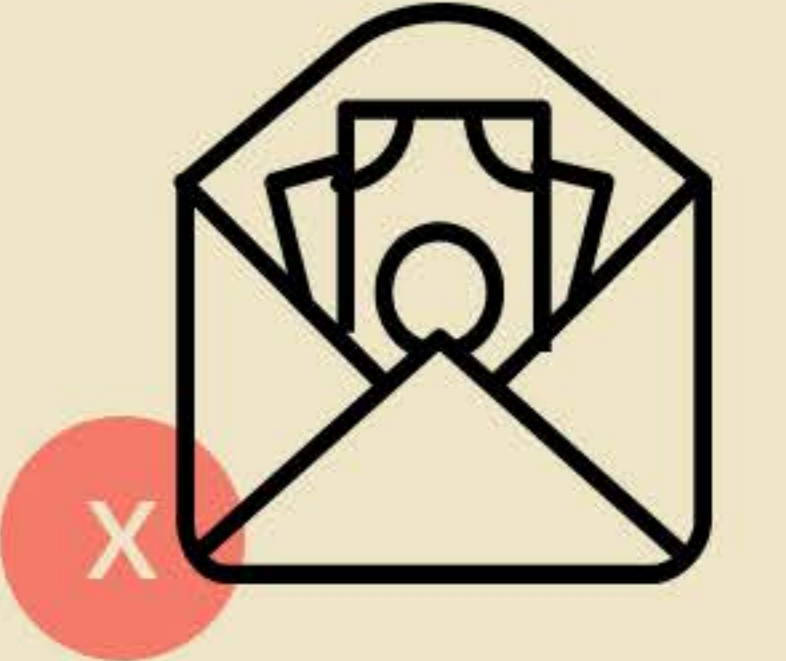


books/general collections

only allowed if tied to a technology project (ie books on resumes to go with software; books on coding)



wages and benefits for existing employees



entertainment costs

money for food, receptions, and other entertainment costs are never allowed



remember...

- **Grant proposals must be tied to a project.** It's not enough to tell us you need something; you have to tell us what you plan to do with it.
- **Grant funds are supposed to supplement, not supplant local funds.** They are meant to purchase materials or services necessary for projects beyond the scope of a basic budget.
- **You can always contact your LSTA consultant with questions: Angela Fox, anfox@library.in.gov, (317) 234-6550**