

**Kids, Books and the Arts
2009 Grant Application and Roster**

DEADLINE: Wednesday, April 8, 2009, 4pm.

Background: *Kids, Books and the Arts* is a project of the New Hampshire State Library in cooperation with CHILIS, the Children's Librarians section of the New Hampshire Library Association. The objectives of the project are to 1) encourage arts programming in communities that have offered limited or no arts programs, 2) introduce library audiences to a variety of art forms, 3) encourage artists to adapt their art form to a thematic program of interest to children, and 4) strengthen the partnership between the arts community and public libraries.

Who may apply: Any public library, library friends group or municipality in New Hampshire is eligible to apply for a grant. This grant helps to fund a performance or a performance and a workshop offered by an artist on the 2009 Kids, Books and the Arts Roster. However, the program must be a part of the library's summer reading program **and** the library must be using the 2009 CHILIS summer reading program theme "**Summertime...and the Reading is Easy.**" If an application is submitted in the name of an entity other than a public library, an explanation of such must be included along with a description of the library's involvement in the program. Only one application per library will be considered. Programs may be used as the kick-off event for the summer reading program, during the course of the summer reading program, or as a culminating event. All programs must be completed by August 31, 2009.

Please Note: Your library is ineligible for a grant for 2009 if: it failed to complete and return the Public Library Statistics Report for 2008 and/or it failed to return the required evaluation form(s) for a Kids, Books and the Arts grant received in 2008.

Application deadline: One signed original and **two** copies of the completed application form must be received by Ann Hoey, New Hampshire State Library, 20 Park St., Concord NH 03301 by **4:00 pm on Wednesday, April 8, 2009.**

Basis of Award: All applications will be reviewed by a panel comprised of the Library Development Services coordinators of the State Library. The State Librarian will make the grant awards based on the recommendations of the review panel. All applicants will be contacted regarding the status of their application by early May.

Priority will be given to:

- Libraries that previously have had few programs involving artists
- Libraries with limited resources for programming

Budget Information:

Grant funds are for the artists' fees and travel expenses only. All successful applicants will be required to provide up to **\$150** of the eligible artist's costs. A library with a per capita support of \$15.00 or less must contribute \$50 towards the artist's costs. A library with a per capita support of \$15.01-\$25.00 must contribute \$100 towards the artist's costs, and a library with a per capita support of \$25.01 or higher must contribute \$150 towards the artist's costs. **To determine your library's per capita support, divide your library's operating revenue figure by your town's total population figure.** You can also use the per capita income figure found in the 2007 NH Public Library Annual Report--Complete File at <http://www.nh.gov/nhsl/lds/2007Statistics.htm>

Expenses: Indicate the artist's fees for the performance or for the performance and workshop and any mileage fee. Please note: The grant cannot pay mileage fees higher than the federal mileage reimbursement rate.

Income: Indicate the amount of money--as determined by the library's per capita income-- that will be used to offset the costs associated with the project. You may not use federal funds as part of the grant match.

Library funds are funds available to be expended by the library. These may include trust funds and gift funds not specifically donated for this project.

General Information:

The grant will be made directly to the applicant. **(Checks will be directed to the library's Board of Trustees)**. The applicant is responsible for contracting with and paying the artist, and for all local arrangements for the artist including lodging if required. Block booking arrangements with other libraries are also the responsibility of the applicant. **Because award checks may not arrive before the artist's performance, the library should make arrangements to cover the cost of the event and pay the artist on time if the award check is delayed.**

Grant applicants are strongly advised to contact the artist regarding availability and with specific questions about the program as soon as possible. Also, applicants are encouraged to attend the Kids, Books and the Arts Showcase at the CHILIS Spring Conference.

All applicants will be required to make a final report to the State Library. **Failure to complete the report will make a library ineligible to receive Kids, Books and the Arts funds in the next grant cycle.**

All programs must be accessible to persons with disabilities, and sign language interpretation and other accommodations must be made if requested by a community member.

Kids, Books and the Arts

2009 Grant Application

PART A - Applicant Data (please type or print legibly)

Library Name

Contact Person

Mailing Address

Title

Daytime Telephone

Town/City

Zip

E-mail Address

Grant Information

Presenter Requested Please select from the attached roster. **Libraries are encouraged to choose a presenter different from the presenter they had the previous year.** Every effort will be made to honor your first choice, but please give two additional choices **that you would be willing to accept.** Also, please circle whether you are requesting just a performance or a performance and a workshop:

First _____

Performance Only/ Performance & Workshop

Second _____

Performance Only/ Performance & Workshop

Third _____

Performance Only/ Performance & Workshop

Please explain why you want your first choice presenter:

Did you attend the Kids, Books and the Arts Artist Showcase at the CHILIS Spring Conference? Yes ___ No ___

Are you using the 2009 CHILIS theme, "Summertime...and the Reading is Easy."? Yes ___ No ___

(If no, you are ineligible to apply for this grant)

Estimated number of children to participate in your 2009 summer reading program: _____

Estimated number of children to attend this performance/workshop: _____

Where will this performance or workshop be held? _____

Is this space accessible to persons with disabilities? Yes ___ No ___

If you are going to hold the event outdoors, you must also have an alternate, accessible facility available in case of inclement weather. What is this facility? _____

Is this space accessible to persons with disabilities? Yes ___ No ___

What is your library's per capita income? _____

What is your library's annual budget for children's programming? _____

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2009 Grant Application
Part A, cont.

1. Please describe your library's past experience with **arts** programming for children, addressing the following questions: How many performances or artist programs have you offered in the past three years? How many children and adults, on average, attend these events? What kind of arts programming did you offer during the summer reading program last year?

2. Please explain why you are applying for this grant. Why does your library need this assistance to offer summer programming for children?

3. Please describe how you will use this grant to increase support in your community for the library in general, and for children's programming in particular. If you have received a grant in the past that helped to increase children's programming funds, please indicate.

4. How will you incorporate this program into your summer reading program (kickoff event, finale, etc.)?

5. Circle the years that your library received a Kids, Books and the Arts grant: 2008, 2007, and 2006.

Expenses

Expenses that qualify for grant support:

- 1. **Roster Artist Fee*** _____
Please check: Performance Fee
 Performance and Workshop Fee

- 2. **Travel Expenses for Presenter** _____

- 3. **TOTAL Cash Expenses** _____
(Sum of 1 and 2)

.....

Income

- 4. **Library Funds** (Circle one according to your per capita income**):

Per capita income is \$15.00 or less..... **\$ 50** _____
Per capita income is \$15.01-\$25.00..... **\$ 100** _____
Per capita income is over \$25.00..... **\$ 150** _____

Please indicate source of library funds (check all that apply):

- Town appropriated funds Friends of the Library funds Other donation

- 5. **Grant amount requested** \$ _____
(Equals 3 minus 4)

- 6. **TOTAL Cash Income** \$ _____
(Sum of 4 and 5; must equal 3. TOTAL CASH EXPENSES)

***Roster Artist Fee may be for a performance or for both a performance and a workshop.**

**** Please see Page 1 of the grant application for instructions on how to determine your library's per capita income.**

PART C - Authorization

Signature of Authorized Official

(Library Director, Chair of Trustees or Chair of Friends. If more than one library is applying for a grant, please have officials from both libraries sign the application form below.)

Title _____ Date _____

Title _____ Date _____

Signature of person preparing this application (if different from above)

Title _____ Date _____

Return this form plus two copies to arrive no later than 4:00 pm on April 8, 2009 to:

**Ann Hoey
New Hampshire State Library
20 Park St.
Concord, NH 03301**

IMPORTANT

Please be sure that your application is complete and that you have sent two copies along with the original application (total of three copies).

Questions? For information about the grants process and/or the application form, please contact Ann Hoey at 271-2865 or Ann.Hoey@dcr.nh.gov. For information about an artist's performance or workshop, contact the artist directly.