



GRANT APPLICANT FACT SHEET

Overview

- The objective of a DLA funded grant is to provide funds that help cover library programs or exhibitions that foster a sense of community engagement, and/or present timely topics of interest in areas such as civics, humanities, pop culture, world events, literature, health, family, or other areas as deemed appropriate.
- Applications can be submitted for new and ongoing programs.
- Program must take place between January 1, 2021 and December 31, 2021.
- Applications will be reviewed by an appointed panel of DLA members consisting of a minimum 2 members from each County.
- For the FY21 funding cycle, programs must be held virtually. The cost of hosting software is outside the scope of grant funds.

Requirements

- Application must be submitted by an active DLA member or from a library with an active DLA institution membership.
- The max amount awarded will be \$1,500.
- The grant application must be completed online. Mailed applications will not be reviewed.
- Application deadline is October 2, 2020.
- Winning applicants will be notified by December 7, 2020.
- Grant applications will be judged on the following factors:
 - How well the project meets the stated goals of the DLA grant objective
 - Are the project goals SMART
 - Does the schedule of activities match the stated goals of the project, and can they be accomplished within the specified grant timeframe
 - Is there a clear audience defined
 - Is there a clear promotion plan
 - Are the requested funds reasonably justified in the budget breakdown
- All promotional pieces must include the DLA logo and mission statement
- Final report must be submitted after conclusion of awarded program

Expenses not eligible for DLA funding

- Programs outside Delaware
- Awards, cash prizes or donations
- Staff salaries
- Scholarship funds
- Meals / refreshments

- Building, renovating, or remodeling of facilities
- Software