
Vermont Department of Libraries Summer Performer Grant Guidelines State Fiscal Year 2020

The Department of Libraries supports the mission of local public libraries to provide quality library programming for children, teens, and families. The Department sponsors an annual Summer Reading program available to all Vermont public libraries to foster summer reading for youth of all ages. The Summer Reading program encourages a love of reading, introduces children and teens to books and authors to expand leisure reading choices, and works to prevent the “summer slide” and loss of reading skills during the summer months when youth are out of school.

As part of the Summer Reading program, the Department of Libraries encourages libraries to provide a variety of programs for youth and their families. The purpose of this grant is to make it possible for public libraries to hire performers (e.g., puppeteers, storytellers, program presenters) to conduct quality programming for youth and families during the summer season in 2020.

We encourage collaboration between public libraries to plan programs and events that serve the greatest number of youth in the most effective manner.

GENERAL INFORMATION

- Each successful applicant will receive a grant of \$200.00 to be used toward payment(s) to one or more performers of their choice.
- Eligible costs include performer fees and one-way/round-trip mileage between the performer’s home and the library; but only if it is safe to hold in-person gatherings at the library. Mileage rates are set at \$0.58 per mile. **Due to the ban on mass gatherings instituted because of the COVID-19 pandemic, grant monies may also be spent on virtual performances that adhere to the attached virtual performance guidelines.** Any excess funds that remain after compensating the performer(s) may be used toward the purchase of books for youth to complement the summer reading programming or for the grantee’s library collection. Funds not spent on the performer(s) should not exceed \$25.00. Libraries are not authorized to use grant funds for any other purpose.
- The library programs supported with this grant must take place between **June 1 and October 15, 2020**. All grant funds must be expended by **October 15, 2020**. *(Please note that the deadline for holding a program and*

spending grant monies has been extended to October 15, 2020, from a previous deadline of August 31, 2020. The extension is due to the ban on mass gatherings instituted because of the COVID-19 pandemic potentially extending into the summer months. This extension should not be viewed as an indication of how future performer grants will be executed.)

- Libraries must acknowledge funding support from the Vermont Department of Libraries in program publicity and press releases.

ELIGIBILITY

- Vermont public libraries may receive grants under this program.
- Libraries are only eligible for this grant if previous grant reporting requirements were met.
- Eligible grantees are those that are not currently suspended or debarred by the Federal government and are current in submissions of the Subrecipient Annual Report and Single Audit Reports for at least the past three years and must pass a pre-award risk assessment.

APPLICATION PROCESS & SUBMISSION

- Method of submission: Complete application via webform.
- Applications must be received by **Friday, March 13, 2020 at 11:59pm**.
- Award letter and grant administrative documents will be sent to the Library Director.

FINAL REPORT

Award recipients will submit the Vermont Department of Libraries Grant Certification and Expenditure Report by **November 15, 2020** to certify the grant funds have been spent in accordance with the grant agreement. Included in part B of this form is a section for performers to verify that they have received compensation for their services; this will suffice as a receipt.

- Grant award recipients will be provided the Vermont Department of Libraries Grant Certification and Expenditure Report after recipients have been named and

the application period for the 2020 Summer Performer Grant program has closed.

- The Vermont Department of Libraries encourages recipients to submit their report soon after the end of the performance/s. However, the final deadline for submitting the report is November 15, 2020.
- Reports should be emailed to Susan Whitney, VTLIB Contracts & Grants Administrator (susan.whitney@vermont.gov).