

VTLIB ADMINISTRATION UPDATE LIBRARY DIRECTORS MEETING

November 9, 2018

VTLIB GRANT PROGRAM

~ In 2018 VTLIB revamped the grant program ~

- ❖ Program Grants – Courier, Summer Performer, 1st Wednesdays, Job Hunt Helpers
- ❖ Continuing Education Grants
- ❖ Planning Grants
- ❖ Large Competitive Grants
- ❖ Statutory Grants

2019 GRANTS

Summer Performer
Program Grants

Interlibrary Loan
Courier Grants

Planning Grants

Continuing Education
– ARSL Grants

Large Competitive
Grants



SUMMER PERFORMER PROGRAM GRANTS

The purpose of this grant is to make it possible for public libraries to hire performers to conduct quality programming for youth and families throughout the summer.

- What is performer grant amount?
- What are reporting requirements?



Grant Application Period

March 1, 2019 - April 30, 2019



Grant Period

May 15, 2019 - August 31, 2019



Reporting Deadline

September 30, 2019



INTERLIBRARY LOAN COURIER PROGRAM GRANTS

This grant provides subsidized cost for Interlibrary Loan Courier Service. VTLIB program that encourages and supports interlibrary loan between Vermont public libraries.

- What is Courier grant amount?
- What are reporting requirements?
- How do you join the courier program?



Grant Application Period

August 1, 2019 – September 15, 2019



Grant Period

October 1, 2019 – September 30, 2020



Reporting Deadline

October 31, 2020



PLANNING GRANTS

Vermont public libraries may apply for Planning Grants of up to \$2,500.

These grants can be used for consultant services to perform community needs assessment, project-based strategic planning, or other preparatory planning or research in support of a future library project, such as a major outreach program mounted by the library.

- The knowledge gained from the planning process will improve the likelihood of successful outcomes for the later project.
- The grant cannot be used to fund building plans or consultation for library building renovation or new construction.



Grant Application Period

January 1, 2019 - April 30, 2019



Grant Period

June 1, 2019 - July 31, 2020



Reporting Deadline

August 31, 2020



CONTINUING EDUCATION – ARSL GRANTS

VTLIB has a strong interest in supporting opportunities for Vermont library workers to engage in professional development activities. One such opportunity comes with the Association for Rural & Small Libraries (ARSL) Conference that will take place in Burlington, Vermont in 2019.

VTLIB is pleased to provide scholarships for Vermont public library workers to attend this conference in SFY19. The recipients will be chosen via a competitive application process.



Grant Application Period

January 1, 2019 - February 28, 2019



Grant Period

March 15, 2019 - September 30, 2019



Reporting Deadline

October 31, 2019



LARGE COMPETITIVE GRANTS

Offered once per year during a specific window of time. Grants issued as large competitive will be in the range of \$5,000-\$15,000.

- Must include programming and outcomes for target audience.
- Reporting periods will depend on size of grant and complexity of project.
- Grants will be awarded to the limit of available funding.



Grant Application Period

June 1, 2019 – December 31, 2019



Grant Period

April 1, 2020 – March 31, 2021



Reporting Deadline

April 30, 2021



CONTINUING EDUCATION - REIMBURSEMENT GRANTS

This program is currently in development. Additional details will be released in Fall 2019.

A reimbursement grant provides funding to grant recipients after expenses have been incurred. The grantee must follow a certain procedure to obtain the reimbursement for project expenses. Reimbursements are provided on a set payment schedule after the organization has submitted sufficient documents to verify expenses.

Grants will be awarded to the limit of available funding.



Grant Application Period

TBD



Grant Period

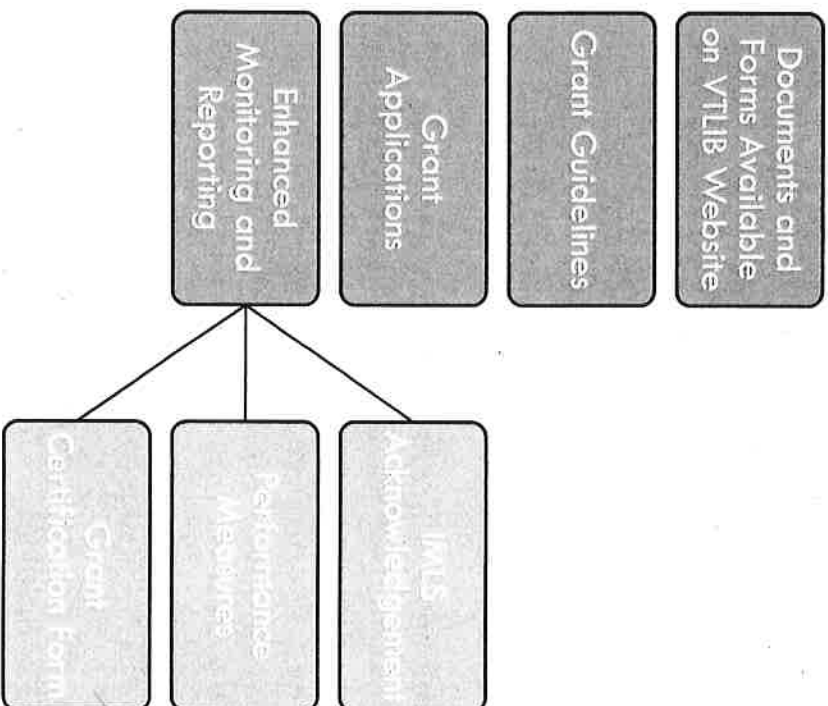
TBD



Reporting Deadline

TBD

WHAT DOES THIS LOOK LIKE FOR LIBRARIES?



WHAT WE NEED FROM YOU



Grantee Information Form - All grantees are required to submit a Vermont Department of Libraries Grantee Information Form. Grantees only have to submit once a year regardless of the number of grants they may receive.



Form W-9 - (Request for Taxpayer Identification Number and Certification) is used in the United States income tax system by a third party who must file an information return with the Internal Revenue Service (IRS). *The State of Vermont does not accept electronic signature and forms must be signed within a six month period of the submittal date.*



Certificate of Insurance – All grantees are required to submit a Certificate of Insurance consistent with the requirements set forth in Attachment C, Section 8, and with any additional requirements for insurance as may be set forth elsewhere in this grant.

PRE-AWARD ELIGIBILITY

To ensure compliance with State and Federal regulations VTILB is required to determine if potential grantees are eligible to receive grant awards from the State of Vermont.

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.

FREQUENTLY ASKED QUESTIONS

What is a Subrecipient/Subaward ? A Non-Federal entity that receives a subaward from a pass-through entity to carry out part of a federal program; but does not include an individual that is a beneficiary of such program. A subrecipient may also be a recipient of other federal awards directly from a federal awarding agency. An award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a federal program.

What grants reports do subrecipients have to submit to the State ? Subrecipients must submit the Subrecipient Annual Report to the Department of Finance & Management within 45 days after their fiscal year ends. This report is separate from the other financial and programmatic reports submitted directly to VTILB.

What do I do if I have questions about the Subrecipient Annual Report ? Instructions for each section are found on the back of the report. If you need more help, please call or email the Finance & Management contact person listed on the letter you received.

What are the consequences for not filing the Subrecipient Annual Report when it is due ? Timely filing of these reports is a condition of your grant award and failure to do so will put you out of compliance with the terms of your grant agreement. If the report is not received by the Department of Finance & Management by the due date, your organization will be placed in a delinquent status. Once in a delinquent status your organization is ineligible to receive future grant agreements until the delinquency has been resolved.