

Friends of the Tompkins County Public Library

Community Organization Grants Committee
509 Esty Street; Ithaca, NY 14850
ComGrants@booksale.org

The purpose of the Community Organization Grants Committee is to do what the library cannot do – reach people where they live. The primary beneficiaries of these grants are those who do not read or are limited in their reading skills. Priority is given to those programs or projects that target low-income or high-needs populations, and to those programs or projects which actively encourage learning rather than passively giving books to clients. Grants should enhance the mission of the library, encouraging a public that can and will use the public library in the future.

Please consider the following guidelines prior to submitting an application. Funding is limited so please adjust your request accordingly.

Guidelines for consideration:

1. Projects and programs shall focus on (a) helping adults who can't or don't read, (b) placing books or reading materials in the hands of people in crisis, or (c) getting books in the hands of children.
2. Books and educational materials and activities shall be considered for grants.
3. Grants may not be used to fund salaries and general operating expenses, nor as an ongoing part of the organization's budget. Equipment expenses (such as bookshelves, Ipad-type tablets, etc.), consumable supplies (such as pens and paper, performance tickets, etc.), or fees are generally not funded.
4. Organizations must be located in **Tompkins County** or on its perimeter, and must assist local residents.
5. The grant must be for a specific need.
6. The organization must be a non-profit civic organization or one established for charitable purposes, or a governmental agency.
7. Programs / projects shall be considered which require additional funding beyond the Community Organization Grant.

Application Form:

To request a grant, please complete the application form and return it by the **March 15, 2019 deadline** to the Friends of the Library. An electronic copy is preferred; email as an attachment to ComGrants@booksale.org. Or mail to the address at the top of this page.

Note: Please limit supporting material to one additional sheet, if needed.

**Friends of the Tompkins County Public Library -
Community Organization Grant Application**



Name of Organization

Address

City

County

Zip

Federal Employer Identification (FEID) # _____.

Executive Director/CEO

Website

Purpose of the organization

This organization is a (check one) Non-profit civic charitable governmental agency

Approximate percentage of clients living in Tompkins County

Grant Request:

For what are you requesting money? (Please be as specific as possible. Use another sheet only if necessary.)

Total Project/Program Budget? (Use an additional sheet, if necessary. Include a list of titles to be purchased, if applicable.)

Of the above amount, how much money are you requesting from The Friends of the TCPL?

What other sources of funding do you have for this program/project? Should you not receive the additional funding, how would you modify your program/project?

How will your organization or proposed program/project encourage clients to use the public library's resources?

How many people will be served by your program/project?

What outcomes do you expect from your program/project? How will they be measured?

Contact Person:

Phone:

E-mail:

Date:

Should you be approved for funding, how should the check be made out? _____

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