

Friends of the Tompkins County Public Library

Community Organization Grants Committee
509 Esty Street; Ithaca, NY 14850
foltcplcomgrants@gmail.com

Applicants are invited to apply now for spring programming. Programs and projects that focus on those with the greatest need are given preference. Grant amounts typically range from \$100.00-\$1,000.00. Successful awards will be announced 2–4 weeks after the **March 31, 2021 deadline**.

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 or educational materials 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, and/or (c) getting books/materials in the hands of children.
2. Books (including eBooks) and educational materials and activities shall be considered for grants. Hardware and software that support these materials and activities may be considered for funding as well.
3. Grants may not be used to fund salaries and general operating expenses, nor as an ongoing part of the organization's budget. Furniture expenses (such as bookshelves, 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. Explain this need and how your program or project addresses it in the application.
6. The sponsoring organization must be a non-profit organization, or one established for charitable purposes, or a governmental agency.
7. Programs/projects that require additional funding beyond the Community Organization Grant are eligible.

Application Form:

Please download and complete the application form and return it by the **5pm March 31, 2021 deadline**. Applications are accepted by **email only** at foltcplcomgrants@gmail.com in Word or PDF formats. For more information or to discuss your proposal, contact John Maceli, Committee Chair, at 607-273-0673

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

**Friends of the Tompkins County Public Library -
Community Organization Grant 2021 Application**



Name of Organization:

Street 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: (Continue your application onto additional sheet(s) as necessary.)

1. For what are you requesting money?

- Please include purpose, and how the program/project meets the guidelines. Be as specific as possible.
- Include a list of educational materials, book and/or eBook titles, and/or electronic hardware & software that support these materials and activities, to be purchased for the program/project, if applicable.
- How many people will be served by your program/project? Are they high-needs and/or low-income people? Are they people in crisis?
- What outcomes do you expect from your program/project? How will they be measured?
- How will your organization or proposed program/project encourage clients to use the public library's resources?

2. Total Program/Project Budget? (Use an additional sheet, if necessary): \$ _____

- Of the above amount, how much money are you requesting from The Friends of the TCPL? And for what specifically would it be used?
- What other sources of funding do you have for this program/project? Should you not receive all the funding requested from this COG grant, how would you modify your program/project?

3. Contact Person:

Phone:

E-mail:

Date submitted:

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