

# Mid-Michigan Library League

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## ***Library Service Expansion & Mini-Grant Program***

**What:** This grant program aims to support Mid-Michigan Library League members to better serve their communities. Tell us what impact this funding would have on service to your community.

**How:** Complete a simple application to ask for a grant in one of two categories:

- One-time event cost support
  - You may request up to \$250 for an event related to improving your library service and/or professional development. The funds are targeted to off-set your travel costs, your need to pay a substitute to cover the library, or to pay the registration fee of the event. **Event must occur after 1/15/2018 and before 8/15/18.**
- Project cost support
  - You may request up to \$1,000 to offset your costs of a project to:
    - Automate library processes
    - Purchase new technology – software or hardware
    - Improve resource sharing
    - Improve library service

Funds will be disbursed based on receipts for purchases. Reporting will be kept to a minimum, and will be part of the reimbursement form.

**Who:** The grant application is to be submitted by an MMLL member library director to support a library project to expand or improve service, or to support a one-time event for any staff or Board member of the library.

**When:** The grant application period begins January 15<sup>th</sup>, 2018 and runs until February 5<sup>th</sup>, 2018. All applications received during this period will be considered equally. **Deadline to apply: FEBRUARY 5, 2018**

All applicants will be notified of the final grant selections by February 12<sup>th</sup>, 2018. All grantees will be given specific instruction for the receipt of their grant funds. We will reimburse based on receipts for expenditures. An appeal may be made for up-front payment in cases of hardship. If there are more requests than can be handled, the Ad Hoc mini-grant committee of the Board will make the final determinations. We have \$5,000 initially to fund this program. Good luck to all!

Questions? Call Sheryl Mase at 231-775-3037 or email her at [smase@mml.org](mailto:smase@mml.org)