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TO: Library Media Specialists
FROM: Judith Dzikowski
DATE: **October 18, 2012**
SUBJECT: **SLS LIBRARY MINI-GRANTS**

The OCM School Library System Council has approved **\$16,000** of SLS funding for mini-grants to assist our member libraries in using technology capabilities, supporting collaborative initiatives, and professional development.

These grants are *to provide*:

- ✓ *A collaborative initiative or event within the building (family night, reading club, after-school literacy based gaming program etc.)*
- ✓ *Support for school librarian and teacher partnership for instructional unit design, teaching & learning initiatives, etc.*
- ✓ *Funding for collaborative planning after school or full day (reimbursement per district teacher contract for afterschool curriculum work or reimbursement to district for substitute during all day school librarian and teacher collaborative paring per district contract).*
- ✓ *Training on electronic/print library resources to students, staff and community members; Support for LMS and teacher collaboration on instructional unit design;*
(Training sessions and events will **open the library media center** to students, staff, and community members **before or after school hours.**)
- ✓ *Staff development opportunities with BOCES CI&A, NYSCATE Conference, Nov. 2012 up to \$800.0)*

Mini-grants, **funded up to \$2000** each, will be allocated to school libraries. Applications may include up to **two projects**. If necessary, a subcommittee of liaisons and council members will review school applications for recommendations and approval.

School district responsibilities:

- Advertise training
- Duplication of any materials
- Keep record of dates, times, and number of participants for SLS
- Share the award notification and results with the district BOE and SLS
- Reimburse library personnel and teacher partners according to school district contract
- Projects must be completed by May 2013
- Complete and return SLS Evaluation Instrument by May 2013
- Invoice SLS, with support documentation, for reimbursement by May 2013
- For conferences outside of CI&A, substitutes, hotel and registration covered up to \$800.00 (meals not provided by registration and transportation not included)
- Submit signed Award Notification Sheet, if a grant is awarded.

This information will be shared via the OCM SLS website and distribution lists. The attached form must be completed and received by the OCM SLS by **October 31, 2012** to qualify.