



Ramapo Catskill Library System Outreach Services Grant - APPLICATION

The Ramapo Catskill Library System will award three grants each year to encourage member libraries to develop new programs or services aimed at some or all of the New York State target populations. These populations include people who blind or physically disabled, aged, developmentally or learning disabled, institutionalized, members of ethnic/minority groups in need of special services, educationally disadvantaged, unemployed/underemployed or geographically isolated.

These grants are intended to foster new activities, not to support ongoing programs. Preference will be given to those proposals that include strategies that will lead to sustained activities beyond the grant period. Special consideration will be given to those proposals that are exceptionally innovative and/or have high impact on the lives of target populations mentioned above.

Only RCLS member libraries can apply. Applications must be received on or before 4:00pm on the first day of October.

Application must include:

- Program or Service Need
- Target Population(s)
- Demographical statistics for Target Population(s)
- Program or Service's description
- Program or Service's goals
- Activities
- Timetable
- Program or Service Outputs and Outcomes
- Budget

Public Library Applying for Grant: _____

Address: _____

County: _____

Main Contact Library Employee: _____

Telephone: _____

Email: _____

Project, Program or Service Title: _____

Target Audience: _____

Application Narrative: Please include the following information in not more than 500 words.

1. **Program or Service Need:** Describe the need for this program or service in your community.
2. **Target Population(s):** Who is your program or service targeting? (people who are blind or physically disabled, aged, developmentally or learning disabled, institutionalized, members of ethnic/minority groups in need of special services, educationally disadvantaged, unemployed/underemployed or geographically isolated).
3. **Demographical statistics for Target Population(s):** Statistics that demonstrates that the population(s) that the grant is targeting is part of the community your library serves.
4. **Program or Service's Description:** How will program or service improve or expand your services?
5. **Program or Service's Goals:** Describe the goals and objectives for your program or service.
6. **Activities:** How do you plan to accomplish your goals and objectives?
7. **Timetable:** How will the library sustain the program or service beyond the grant period?
8. **Program or Service Outputs and Outcomes:** How are you going to measure the outputs and outcomes of the program or service (photos, video, statistics, survey, etc.)
9. **Budget:** List the supplies, materials, equipment or services that will be purchased with the grant funds.

Please email the application or send it via RCLS delivery to:

Grace Riario
Public Services Consultant and Outreach Coordinator
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