



State Library of Oregon

State Library Professional Development Grants

Link to Application: <https://goo.gl/forms/KhYG17GtX0ZnRN2>

FAQ

What are State Library Professional Development Grants?

Several Oregon Library Association (OLA) units have established scholarship programs to support professional development among their membership. The State Library would like to leverage that infrastructure by providing matching funds of up to \$1,000 per OLA unit with existing scholarship program that applies for and receives a State Library Professional Development Grant.

This program is in the second year of a two year pilot. At the end of federal fiscal year 2018, the program will be assessed to determine the viability of this method of supporting professional development in Oregon. If successful, the program may continue as long as LSTA funds continue to be available.

Who is eligible?

Any OLA unit that has an established scholarship program for professional development activities or intends to establish a program in the upcoming year.

How much money is available?

The State Library will match the OLA unit's existing annual funds for their professional development scholarship program up to \$1,000. The State Library will fund successful grant applications up to a total of \$5,000.

What kind of professional development activities and expenses can be supported with this grant money?

- Professional conference or workshop registration fees, travel, lodging.
- Fees for webinars and online courses on professional development topics.
- If an OLA unit's scholarship program supports other types of professional development activities, State Library staff will consider funding those activities on a case-by-case basis, excluding the exceptions listed below.

What kind of professional development activities and expenses can NOT be supported with this grant money?

- Money from this grant may not be used to fund tuition and other costs associated with completing a library or information science degree program.
- Attending professional meetings where the only purpose is to conduct the business of the professional organization.
- Any activities that do not fall into the [Six Purposes of the Library Services and Technology Act 2010](#) and [Goals of the State Library's LSTA Five-Year plan \(2018 - 2022\)](#)



- Federal requirements prohibit reimbursement for meal expenses. Registration fees that include meals can be reimbursed.

When are grant applications due?

Applications will be accepted starting on August 15, 2018 and will be accepted through December 14, 2018 or until funds have been exhausted.

When will we know if we have been awarded a grant?

The State Library will notify grant recipients within two weeks of submitting their application, and no later than December 28, 2018.

Is there a deadline for spending the grant money?

OLA units are required to expend all grant money by June 30, 2019.

What reporting is required for this grant?

A report describing how the money was used and whether the outcome for the grant was met must be returned to the State Library by August 31, 2019. A report template will be provided to grant recipients upon notification of award.

What outcomes and other measures will we have to report on?

The outcome you will have to report on is: Library staff (scholarship recipients) gained knowledge or skills that will apply to their professional work.

In your application, you should state a goal or expected outcome. For example, 90% of scholarship recipients will agree or strongly agree with this statement after participating in professional development activities funded by this grant: I gained knowledge or skills that apply to my professional work.

You should also share how you intend to measure this goal. For example, you may use a short survey or report that scholarship recipients send to you.

You will also be asked to provide a report of the number and type of professional development activities that scholarship recipients have participated in and any anecdotal information or personal statements that help to illustrate the success in meeting outcomes.

Updated July 30, 2018