



JESSE WHITE • Secretary of State & State Librarian
Illinois State Library, Gwendolyn Brooks Building
300 S. Second St., Springfield, IL 62701-1796

Illinois State Library

SCHOOL DISTRICT LIBRARY GRANT PROGRAM APPLICATION

Please review the following instructions before you proceed:

- Use only the latest version of Adobe Acrobat Reader to complete the application. Windows and Mac versions of the free Adobe Acrobat Reader are available at: <https://get.adobe.com/reader/>. Alternate PDF viewers will not support the successful completion of this application.
- Download the fillable PDF to your computer before completing the grant application.
- For Part I, the Illinois State Library agency control number is five digits and available on L2 [Library Learning] at <https://www.librarylearning.info/libraries/>.
- For Part I, verify your Illinois State Board of Education (ISBE) District Number (11 digits) in the Students Housed by Serving School, District Summary Excel spreadsheet annually. Access the ISBE's Data Analysis Fall Enrollment Counts webpage: <https://www.isbe.net/Pages/Fall-Enrollment-Counts.aspx>.
- For Part III, verify your ISBE School Number (last 4 digits of column A) in the Students Housed by Serving School, School Summary Excel spreadsheet annually. Access ISBE's Data Analysis Fall Enrollment Counts webpage: <https://www.isbe.net/Pages/Fall-Enrollment-Counts.aspx>.
- Save the completed application as a PDF. Send the application as an attachment in an email to school-grant@ilsos.gov.
- Remember to submit the required Expenditure Report.

Further instructions for completing this fillable PDF grant application are available at: www.cyberdriveillinois.com/departments/library/grants/grant-pdf-instructions.html.



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WWW.CYBERDRIVEILLINOIS.COM

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Enter initials to confirm authorization to submit this application and to acknowledge that you have read and understand the Program Overview and Administrative Rules for this grant offering from the Illinois State Library. If initials have not been entered (typed) on this line, the application will not be reviewed or considered for funding by the Illinois State Library.

Initials Date

PART I: SCHOOL DISTRICT IDENTIFICATION

1. School district's legal name: _____
2. School district's Illinois State Library control number (five digits): _____
3. School district's (ISBE) RCDT (Reg/Cty/Dist/Type) number (column A, 11 digits): _____
4. Contact information for person completing grant application:

Prefix First name Last name

Email

Telephone number Ext.

PART 2: STANDARDS AND COMPLIANCE

5. Does this district’s school library program provide library services that either meet or show progress toward meeting the Illinois school library standards as most recently adopted by the Illinois School Library Media Association?
[75 ILCS 10/8.4(4)]

Yes No

6. (a) Has this district’s financial support for the school library or libraries been maintained **undiminished**?
[75 ILCS 10/8.4(5)]

Yes No

(b) If financial support has diminished, does this district certify that the percentage of diminution of financial support is no more than the percentage of diminution of the district’s total financial support for educational and operations purposes since the submission of the last previous application of the district for the school library per student grant that was funded? [75 ILCS 10/8.4(5)]

Yes No

If no, explain:

PART 3: ELIGIBLE ATTENDANCE CENTERS (BUILDINGS)

7. Enter each district’s attendance center (building) and its building number (four digits) that qualifies for grant funding using ISBE data:
1. Access Data Analysis Fall Enrollment Counts webpage: <https://www.isbe.net/Pages/Fall-Enrollment-Counts.aspx>.
 2. Use the most current “**Students Housed by Serving School, School Summary**” Excel file to find the ISBE’s School Name (column D) and building # (last four digits of column A).
 3. If an attendance center has changed names, add “name change” after the building name.
 4. New attendance centers are not eligible for grant funding until the next school year.

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| ISBE Name of School | |
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PART 4: PROPOSED PLAN FOR UTILIZING GRANT FUNDS FOR LIBRARY SERVICES

8. Check all that apply:

- LIBRARY MATERIALS: PRINT AND NON-PRINT — Includes books, magazines, newspapers, video (DVD, VHS), audio (music/spoken word CDs and cassettes), microforms, scores, maps, Accelerated Reader Tests.
- LIBRARY MATERIALS: ELECTRONIC RESOURCES — include materials that are distributed digitally online and can be accessed via a computer, the Internet, or a portable device such as an e-book reader. Types of electronic resources include e-books, e-serials (including journals), government documents, databases (including locally mounted, full text or not), electronic files, reference tools, scores, maps, or pictures in electronic or digital format, including materials digitized by the library.

Include equipment expenditures that are inseparably bundled into the price of the information service product. Include expenditures for materials held locally and for remote electronic materials for which permanent or temporary access rights have been acquired, and expenditures for database licenses.

- LIBRARY AUTOMATION SYSTEMS — Include fees for membership and services in an Illinois regional library system LLSAP, a stand-alone automation system, or a non-LLSAP consortium. Automated library system's products/functionalities include, but are not limited to: circulation, public access catalog, holds/reserves.
- LIBRARY CONTRACTUAL SERVICES.
- LIBRARY STAFF DEVELOPMENT — Include continuing education, conferences/meetings, travel.
- LIBRARY SERVICES — programs and public relations for students, faculty, and/or administration.
- LIBRARY SUPPLIES — Include book jackets, bookends, magazine storage boxes, book repair tape.
- LIBRARY EQUIPMENT — Include equipment purchased for library use and housed in the library.
- LIBRARY TELEPHONE/TELECOMMUNICATIONS.
- LIBRARY PERSONNEL.
- LIBRARY PROFESSIONAL SERVICES CONTRACTS — Include fees paid to consultants or contractual staff for provision of library related services.
- OTHER — Identify and explain.