

# FRIENDS OF NORTH CAROLINA PUBLIC LIBRARIES

## SEED GRANTS

The Friends of the North Carolina Public Library (FONCPL) will award Seed Grants of up to \$500. FONCPL reserves the right to determine the number of these grants to be awarded in a calendar year.

These grants are awarded to a group forming a Friends of the Library organization or to one that is revitalizing a dormant Friends of the Library group. Eligible groups shall receive only one of these grants.

As an incentive, FONCPL offers a free one-year membership in FONCPL to the Seed Grant awardees for the year in which the award was made.

Up to \$500 may be requested for activities and fees associated with forming or revitalizing a dormant Friends of the Library group. Examples might include funding to: incorporate as a nonprofit in the state of NC, apply for 501 (c)(3) designation, design and printing of logo or pamphlets, minimum amount needed to set up a bank account, set up a website, copy & printing costs, etc. Seed Grant funding may not be used to purchase goods or services for the library or library system.

FONCPL will assign a Board member or other qualified Friends of the Library individual to coach the Seed Grant awardees. This is a condition of the grant.

### Seed Grant Timetable

Deadline for Applications	None. May be submitted anytime.
Grant award decision	Within one month of receipt of application
Disbursal of half the grant amount	At the time of the award notice.
Disbursal of the balance of the grant amount	Upon receipt of the interim report
Funding spent	Within nine months of receipt of funding
Final report on funding	Within one year of grant award date

### Seed Grant Evaluation Criteria

Criteria on which grant applications will be evaluated include, but are not limited to, the following: Quality of the application (planning, conciseness, financial soundness, and clarity).

## Submissions and Questions

Please complete the Seed Grant application form and email copy of application, narrative, letter from library or library system, cover letter and any supporting documentation as an attachment to:

Donna Morgan at [ladyloves2read@protonmail.com](mailto:ladyloves2read@protonmail.com)

Questions? Email [ladyloves2read@protonmail.com](mailto:ladyloves2read@protonmail.com)

## Grant Application Award Process

Members of the Board of FONCLP will review, evaluate and make funding decisions. Unless otherwise agreed upon, FONCPL will disburse the award in two payments: half at the time of the initial award and the second when an interim report is received documenting the expenditures of the monies received in the first payment.

## Evaluation/Reporting Requirements

**Interim report:** An interim report documenting the expenditures for the first grant payment is due when those funds are spent. This should include progress made. This is a condition of receiving the balance of the award amount. If timing is an issue, FONCPL will work with the awardee.

**Final report:** FONCPL wants to evaluate the effectiveness of the Seed Grant. We'd like to know what problems were experienced and overcome, and what was learned from the effort. Such information will help FONCPL adapt and apply the experience of grant recipients to other forming or revitalizing Friends groups around the state. Grant recipients are asked to submit a final report no later than one year from the date of the grant. We encourage photos. Materials and any media release on the grant should include the notice: ***"Funded by a grant from Friends of the North Carolina Public Libraries."***

Information from your report may be used on the FONCPL website and/or newsletter.