



## North Carolina Department of Cultural Resources

State Library of North Carolina  
Administration and Library Development

Michael F. Easley, Governor  
Lisbeth C. Evans, Secretary

Sandra M. Cooper, State Librarian

### MEMORANDUM

**TO: Public School District Superintendents; District School Library Media Coordinators;  
School Library Media Specialists**

**FROM:** Sandra M. Cooper, State Librarian

**DATE:** May 14, 2004

**SUBJECT: Continuing Education Career Enrichment Grants**

---

The State Library of North Carolina is pleased to announce its *Continuing Education Career Enrichment Project*. This one-year pilot is funded with federal Library Services and Technology Act (LSTA) funds administered by the State Library.

*Career Enrichment Grants* will be awarded to individual library staff members to support their participation in a workshop or conference. Grants of up to \$1,000 will be made to staff from LSTA-eligible public and academic libraries and public school library media centers in North Carolina. Grantees will receive reimbursement of actual expenses, which may include pre-conference and conference registration, meals, mileage, air fare, lodging, and parking. A 10% match will be required and may come from the library/school or the individual. Grant funds may not be used to pay for a substitute, but payment for a substitute may be used as local match.

In 2004-2005, library staff may apply for funds to attend one of the following conferences:

- North Carolina School Library Media Association, September 2004
- North Carolina Library Association, November 2004
- American Library Association, June 2005

Guidelines and the application form will be available at <http://statelibrary.dcr.state.nc.us/ce/ceopps.htm> by July 1, 2004. The deadline for applying for NCLA will be August 1 and the deadline for NCSLMA will be August 10, so interested school library media specialists should monitor the web site during the summer in order to be prepared to apply.

The application form will require answers to a few questions related to prior conference attendance, proposed conference attendance plans, and estimated expenditures. The library director or school principal must sign the application. Within 30 days of returning from the conference, the attendee must submit reimbursement receipts along with comments about sessions attended. If the State Library receives more applications than it can fund, a lottery system among those who meet the criteria will be used to determine who receives the awards.

For additional information, contact the State Library's Continuing Education Consultant, Raye Oldham at 919.807.7423, or [roidham@library.dcr.state.nc.us](mailto:roidham@library.dcr.state.nc.us).