



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 Library Media Directors
From: Sandra M. Cooper, State Librarian
Date: November 26, 2001
Subject: Letters of Intent for 2002-2003 LSTA Grant Programs
DEADLINE: December 20, 2001

The full range of application information for 2002-2003 LSTA grant programs (including the School Library Collection Development Grants) will be announced in early 2002. However, the State Library is pleased to announce that guidelines and information will be available November 26, 2001, for the grant programs that require a Letter of Intent (LOI). We want to alert you that one of these grant programs, Powerful Partners, includes school library media centers as eligible applicants.

- **Powerful Partners Collaboration Grants** are designed to achieve the Vision and Goal #1 of the Strategic Plan for Library Services to Youth in North Carolina. This grant program is intended to help libraries build collaborative community partnerships focused on the needs of children and teens. The program encourages libraries to work with other organizations and make the library more visible as a strong, vibrant leader in the community. The maximum that may be requested is \$50,000; the minimum is \$5,000. The matching requirement is \$1 local to every \$10 of LSTA funds.

The Powerful Partners program is a "Local Project Grant," a category of grant with a two-step application process. Because a Local Project Grant provides greater leeway for the library to determine the scope and focus of the project, the first step is to explain a project concept using the LOI. For those libraries whose project concepts appear to be appropriate to the grant program purposes and criteria, the second step is a full application. The intention of the two-step process is to save libraries time and resources. If an idea clearly doesn't qualify, the library will have made a minimal investment in the Letter of Intent. A library will also receive some feedback that could guide a future application.

The Letter of Intent format has been changed this year as one outcome of the recent evaluation of North Carolina's LSTA program. Applicants are asked to review the guidelines and program information with care and to submit a very simple, two-page document that provides the requested information. **The burden is on the applicant to make certain that the information in the LOI is responsive to the grant program's guidelines and requirements.**

The Letter of Intent Application Package, and the guidelines for the Powerful Partners program will be available November 26 for viewing or downloading at the State Library's web site: <<http://statelibrary.dcr.state.nc.us/lsta/lsta.htm>>. **If your library wishes to apply for a Powerful Partners grant, you must first file a Letter of Intent by December 20, 2001.**

The LSTA Advisory Committee will review Letters of Intent and will invite qualifying libraries to submit a full application. Authorization to submit the full application does not guarantee that a library will receive a grant. Final awards will be based on a review of all eligible proposals.

The time to prepare the Letter of Intent is limited. If your library has not developed community partnerships and/or does not have a clear concept already outlined to enable you to prepare a well-crafted Letter of Intent, you might want to apply for a planning grant for 2002-2003. You would then be well positioned to apply for a grant in 2003-2004. Several planning grant formats will be available during the upcoming year, and full information will be available in January.

Grants for 2002-2003 will be based on the original LSTA Plan for 1997-2002. The LSTA Advisory Committee is developing the new five-year Plan based on the recent evaluation. Grant programs offered for 2003-2004 will begin to implement the new Plan.

If you have questions about eligibility for any of these grants or need additional information, contact the State Library's Federal Programs Consultant Penny Hornsby: by telephone at 919.733.2570, or e-mail at phornsby@library.dcr.state.nc.us.