



**SAMPLE  
LIBRARY SERVICES PLAN  
FOR A NATIVE AMERICAN BASIC LIBRARY GRANT  
(WITH EDUCATION/ASSESSMENT OPTION)**

Name of Tribe: \_\_\_\_\_

**FUNDING REQUEST:** Indicate level of funding requested.

For example, a request for a Basic grant with Education/Assessment Option would be:  
FY16: \$6,000 Basic; \$1,000 Education/Assessment Option

**LIBRARY SERVICES PLAN**

Questions to consider:

- What are you focusing on during the year?
- Why is it important?
- How will you carry out your plan successfully?
- What results do you anticipate?

**SAMPLE PLAN A**

**FY16 Basic Grant funds:**

The focus for IMLS Basic Grant funds in FY16 will be to increase our collection of materials relating to our Tribe and neighboring Tribes in our region. There are many requests from community members for this type of material, not only in book form, but also DVD, CD, and other electronic formats. Teachers use them for classroom preparation; students consult them for school projects; and adults like to read them for self-directed learning and pleasure. Our goal is to increase our collection by 50 titles in this area, chosen based on the librarian's research of available resources and community requests.

We always participate in the Summer Reading Program sponsored by the state library. Some Basic Grant funds will be used to hire a temporary staff person to coordinate the Summer Reading Program as well as to purchase books and materials for the activities we plan for the youth during the summer months.

We also plan to join a regional consortium of libraries in order to have access to numerous databases that will help our community members with literacy skills, job searches, health and wellness issues, and many other subjects of interest. We keep a list of library users' requests so that we can decide on the appropriate types of databases needed by our clientele.

One other priority for FY16 is to purchase new laptops for our computer lab. The current computers are 8 years old and no longer meet our community's ever-increasing need for fast Internet access. Internet fees will also be covered by the grant. We anticipate that computer usage will jump by 70% as a result of the new laptops.

**FY16 Education/Assessment Option funds:**

In FY16 we would like to send our tribal librarian to a national conference so that she can learn about other projects that serve Native communities. Registration fees, travel, hotel, and per diem will be covered by the Option funds. Any costs above the \$1,000 will be covered by tribal funds. We are thinking of sending her either to an ALA or ATALM conference this year, but haven't decided which one yet. The librarian will report back to the Library Board about what she learned that could improve our library services. The Board will discuss future plans based on her report.

## **SAMPLE PLAN B**

**FY16 Basic Grant funds:**

In FY16 we would like to focus some of our Basic Grant funds on a pre-literacy program for our children from birth to age 5. Research shows that pre-literacy skills are imperative for early reading success in school. Basic Grant funds will be used to purchase pre-literacy materials provided by a nationally-acclaimed program. A consultant will train library staff on how to successfully implement the program by tailoring it to our community. We will coordinate with appropriate pre-school programs to ensure our success in this endeavor.

In FY16 it will be time to replace some of the furnishings in our children's corner to prepare for the pre-literacy programs. We plan to make it a place where young children, their siblings, parents, and caregivers will want to return again and again for story hour or storytelling sessions with our elders.

Based on the special collection materials we purchase in FY16, we would like to focus some community programs on intergenerational storytelling, including digital storytelling. Youth will work with elders to put together stories in digital format, using our language, and then present them to the community as a new language resource. The elders, with their knowledge, and the youth, with their computer skills, will develop strong new relationships. Equipment for the digital storytelling will be purchased using Basic Grant funds.

We will continue to pay for Summer Reading and Internet access charges through this grant as well.

**FY16 Education/Assessment Option funds:**

In FY16, some of the Option funds will be used to pay for the pre-literacy program consultant. We also wish to hire a consultant to help us figure out space planning issues so that our library is more inviting to the public, particularly the children's corner.

We would also like to send the librarian to the state library conference where a group of tribal librarians will be meeting to organize a special interest group within the state library association.

## **SAMPLE PLAN C**

**FY16 Basic Grant funds:**

In FY16 our library will want to focus on updating its general collection and reference materials. We have been using the Basic Grant funds for many years to build up our collection based on community interest, so FY16 funds will provide an opportunity to focus on weeding our collection and replacing outdated and damaged materials with new resources.

We are also interested in providing outreach services to our elderly and physically handicapped community members who have a difficult time visiting the library. Some Basic Grant funds will be used

to support a part-time staff person who coordinates this effort. Large-print books, audio books, and assistive devices will be purchased with grant funds.

We will continue to pay for Summer Reading and Internet access charges through this grant as well.

**FY16 Education/Assessment Option funds:**

In FY16 our librarian will participate in another national conference to network with tribal archivists, librarians, and museum staff who can share best practices and lessons learned. As our library develops into a valuable community anchor institution, we want to develop our services in a professional and culturally-sensitive manner. Learning about what other Tribes are doing will help guide us in the future.