

**Washington State Library
Association of Small and Rural Libraries
Scholarship Grant for Library Staff**

Funding for Washington State Library (WSL) Association of Small and Rural Libraries (ARSL) grants comes from the State Library's federal Library Services and Technology Act (LSTA) award.

ARSL Conference dates are September 30th for the pre-conferences and October 1 – 3, 2015 for the remainder of the conference. More information about the conference is located at [ARSL 2015 Conference Information](#).

Please mail this application and a copy, both with original signatures, to the address below. **ALL** applications must be postmarked July 14th, 2015. We cannot accept faxed or emailed applications. Please keep a copy for your records.

ARSL Scholarship Grants
Washington State Library
PO Box 42460
Olympia, WA 98504

You can find more information about the ARSL Grant application at sos.wa.gov/q/arslscholars or by contacting Carolyn Petersen (carolyn.petersen@sos.wa.gov)

Section I: Library Information

Name of Library:

Mailing Address:

City:

Zip:

Business Telephone:

Statewide Vendor Number*:

**Required by OFM for payment. If the library does not have a Statewide Vendor Number, we will provide you with necessary forms with the award letter.*

Section II: Attendee Information

*This section must be completed by **the employee** attending the ARSL 2015 Conference.*

Name:

Title:

Work Email:

Branch Name:

Each attendee will be required to do the following:

- attend a scholarship get together during the conference
- identify a project to do in the attendee's library which results from attendance at the conference
- describe this project during a webinar one month after the conference
- six months later participate in a webinar to describe the results of the project
- a one to two page report will be required after the six month webinar.

Please indicate the LSTA priority(s) your attendance at ARSL 2015 conference will impact by checking one or more of the boxes below. *(Attendance at a training or conference must have a benefit to the library's end users. If #3 is selected, please select at least one additional option.)*

Attendance at ARSL 2015 conference will support our ability to:

- 1. Expand services for learning and access to information and educational resources in a variety of formats
- 2. Develop library services that provide all users access to information through local, state, regional, national, and international electronic networks
- 3. Advance the delivery of library and information services by enhancing skills needed to be an effective member of the current library workforce or leadership
- 4. Provide electronic and other linkages between mine and other libraries
- 5. Develop public and private partnerships with other agencies and community-based organizations
- 6. Target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills
- 7. Target library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children from families with incomes below the poverty line.

How will your participation in the ARSL 2015 conference address one or more of the LSTA priorities listed above? This may include examples of the conference programs you plan to attend and their potential impact on service to your customers. If you plan to attend a pre-conference, also list the title of the pre-conference you wish to attend.

Please type. Limit your answer to one full page or less.

Attendee Signature:

Date:

Section III: ARSL 2015 Scholarship Budget

The value of the scholarship is approximately \$2,000. The Washington State Library will arrange and pay directly for the following expenses:

- Membership for one year in ARSL and registration for the ARSL 2015 Conference
- Air travel arrangements on an approved provider under state contract
- Lodging at the conference hotel.

A travel claim should be made by the library for miscellaneous expenses such as meals not covered by the conference, mileage, parking, taxis, shuttles, etc. Please refer to the ARSL 2015 Scholarship Grant Claim Instructions sent to you with your award letter for complete information on allowable expenses and acceptable documentation.

Additional meals are reimbursed at the rate appropriate for your stage of travel. Rates for Little Rock, Arkansas are currently rate of \$61 per day (\$15 breakfast, \$18 lunch and \$28 dinner). Mileage is reimbursed at the state travel rate which is currently \$0.575 per mile. Rates are subject to change periodically.

Section IV: Contracting Authority and Organizational Approval

This section cannot be completed by the proposed attendee. A library director applying for this grant should obtain the signature of an official who can sign contract documents. In a city or town that may be the Mayor or another city official. In a library district that may be the board chair or a different library manager with contracting authority.

Name:	Title:	
Business Telephone:	Business Email:	
Is the employee covered by this grant employed by the library 10 or more hours per week?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will this employee be given time off to attend the event?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you reviewed the LSTA priority(s) indicated by each employee and agree that this event supports those?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
The public or tribal library applying for this grant serves a population of fewer than 10,000.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Contracting Authority Signature	Date	