

GATES FOUNDATION STAYING CONNECTED PHASE TWO GRANT PROGRAM	For LD Use Only				
	Alpha Code	C	P	R	S
	Project #				
Copy #					

**Gates Staying Connected Phase Two
GRANT APPLICATION**

Two of the three copies of each application and related forms must contain original signatures.
Please check here if this set contains all **ORIGINAL SIGNATURES** ()

System/Library Name:	
Project Title:	
Project Director's Name:	Telephone # () Email address:
System/Library Director's Name:	Telephone # () Email address:
Gates Funds Allocated: \$	Matching Funds Required: \$
Number of people you anticipate serving (not a population figure):	
Please identify (✓) <u>all</u> of the <i>user groups</i> you expect to serve through this project: () Library/library system staff () Students () Faculty () Business people () Media representatives () General public () Others _____ (Specify)	

Applications should be sent to the New York State Library's Division of Library Development Office by April 24, 2006. Faxed applications will not be accepted.

Send **3 copies** of each application, FS-10 and related forms to:
Mary Linda Todd, Division of Library Development, NYS Library, Room 10B41 CEC, Albany, NY 12230
The University of the State of New York, The State Education Department, New York State Library

Each response should be numbered in the same order as listed below. Answers should be single-spaced in 12 point font on one side of paper. Please limit response to questions to a total of three pages.

Attach your answers to the questions between pages 1 and 3 of the application form. Do not use special covers or binders.

1. Describe how the library system will assess technology training needs for advancing public access computing. (Such assessment should be completed by December 31, 2006)
2. Describe what target audiences will be trained, including how many will be trained, who will be providing the training, and training methods to be used in this project.
3. Reporting on this project will require both numbers trained and an analysis of the effectiveness of the training. Describe the quantitative (outputs) and how they will be measured.
4. Describe three outcomes (qualitative results) for this project and how they will be measured.
5. Provide an explanation as to how the required match will be met.

The information on this page must accompany all applications.

The Applicant hereby gives assurance to the New York State Library that:

1. It will comply with the law, regulations, policies, guidelines and administrative requirements as they relate to the application, acceptance and use of funds for this project.
2. It will initiate and complete the work of the project within the applicable time frame after receipt of approval from the New York State Library.
3. It will maintain project records as specified by the New York State Library and will submit to the New York State Library a final report by the deadline established.
4. It will file Project Expenditure Reports (FS-25) on the schedule outlined by the State Education Department's Grants Finance Office. The applicant also agrees to file a final Project Expenditure Report (FS-10-F) by the deadline established by the New York State Library.
5. It will make project records readily available for independent auditing and will submit such audits to the New York State Library when requested. It will make project records readily available to State Library staff or other staff of the State Education Department.

Date	Signature of Chief Administrative Officer (System/Library Director)
Name and Title of Chief Administrative Officer (System/Library Director)	

Gates Staying Connected Grant-Phase Two Commitment Form

Name of System _____

Allocated Amount _____

Choose one or more options:

_____ Continue the two-phase "Train the Trainer"/"Train the Library Staff" curriculum used during the Gates U.S. Library Training Program Grant and the Staying Connected 1 Grant Program

_____ Extend the "Train the Library Staff" phase to reach those who did not receive training under the Staying Connected 1 Grant Program

_____ Provide intensive workshop(s) for member library staff in Outcome-Based Evaluation (OBE) tools and techniques for delivering effective technology training programs.

_____ System staff members who have not already done so, will attend one of the OBE training workshops for System staff sponsored by the New York State Library.

In addition, we agree to:

_____ Conduct a needs assessment of the training levels and training needs of staff in our member libraries if we have not already done so.

_____ Share the results of our needs assessment with the State Library.

I agree to meet the requirements as stated in the Gates Staying Connected Grant Program Phase Two Guidelines and to provide a match* of \$_____ for the grant.

Library System Director

Date

Return to:

Mary Linda Todd
Library Development Specialist I
New York State Library
Division of Library Development
Room 10B41 CEC
Albany, NY 12230

*Details regarding what constitutes a match may be found in the 'Staying Connected Grant Program Phase Two Guidelines'