Youth Services Support Grant Policies

Youth Services Support Grants will be provided to member libraries to compensate efforts in the area of youth servicess. The following policy provides guidelines for the use of these grant funds.

1. Grant allocation will be based on population based on a formula using the previous year's population estimates as available from the Department of Instruction.
    a. Consolidated library systems will be given recommendations on distribution of grant funds.

2. An online application form detailing how these funds will be used must be filled out. The due date for this form is March 1st in any given year.

    a. Payment for Youth Services Support Grants will be mailed to those libraries within 30 days of the application being received.

3. Each library receiving grant funds must complete an evalation at the end of the fiscal year in December, in order to be eligible for funds the following year.

4. Youth Services Support Grant funds must be spent in the year in which they are received. NFLS will continue each year to provide an electronic copy of the CSLP Manual to each library.

5. Carryover of grant funds will not be allowed.

6. Grant funds must be spent on a pre-approved list (see below). If a library wishes to use the funds for something not on the list, it must be approved by the NFLS Associate Director.

    a. Youth Services Grant funds <u>may</u> be used for/on the following:

- Books from Book Stores/ Vendors: Baker & Taylor, Follett, Scholastic, Interstate Books 4 Schools, Amazon, Barnes and Noble, local book stores
- Library Guests/Program Guests
- Upstart Materials
- Marketing materials to support youth programs
- Crafts or supplies to enhance or support a youth program
- Electronics/technology to be used in library youth areas or for youth programs
- STEM-related materials (i.e. ozobots)

- Other (with pre-approval from NFLS)

b. Youth Services Grant funds may not be used for/on the following:
   - Toys/Trinkets (i.e. Oriental Trading items)
   - Food/snacks for program participants
   - Coupons/Giveaways

7. Libraries that purchase materials with funds administered with this grant may not collect an admission fee, donation, contribution, rental charge or any other charge, in whole or in part, direct or indirect, at any time for the use of these materials.