

Mable Wyche Underwood Grant Application 2016



Purpose: To allow building level library media specialists who are members in good standing of GLMA to develop, design, implement, or continue an ongoing program, which promotes the use of the library media center in the instructional program.

Award: The award shall consist of 2 grants from \$400-\$600 for school library media specialists at the building level.

Criteria:

1. Recipients must have been a GLMA member for two years before applying for the grant.
2. Grant requests must be typed and may not exceed the length of the form. They must not include additional materials.
3. Grants will be judged by the following criteria:
 - a. Quality
 - b. Innovativeness (Interpretation: a packaged commercial program that can be purchased could qualify as long as its application is innovative.)
 - c. Clear objective
 - d. Benefits of Project to Students
 - e. Budget
 - f. Evaluation Plan
4. Grant recipients must agree to participate in a concurrent workshop along with other grant recipients at GLMA Summer Institute to share the merits of their projects. It is intended that each grant recipient will make only a 15-minute presentation. Should a grant recipient choose to present a whole concurrent program independently, the recipient would not be expected to participate in the joint presentation.
5. Grant recipients may not apply again for another grant for five years.
6. Grant award checks will be mailed to recipients.
7. The Selection Committee will consist of five library media specialists appointed by the Board of Directors. The chair of the GLMA Awards Committee shall be included in this number.
8. Application deadline is **May 20, 2016**. All grants must be postmarked and received by that date. Faxes will not be accepted.
9. The Selection Committee will meet during Summer Institute to select recipients.
10. Only the names of grant recipients will be posted on the GLMA website at www.glma-inc.org. Grant recipients alone will be notified by email.
11. Grant checks will be made out to the recipient's school.
12. Unexpended funds must be returned to GLMA, Inc. in the event that the grant recipient is unable to implement the conditions of the grant.
13. The GLMA Executive Office must receive a final written evaluation of the success of the project no later than May 1 of the year following implementation or a fee of \$100 will be billed to the principal. The evaluation should include the number of students affected, impact on student learning, a list of itemized expenses, and recommendations for improvements of the project.

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My School is an...

Elementary School Grades/Age of Students: _____

Middle School Grades/Age of Students: _____

High School Grades/Age of Students: _____

Other (specify: _____) Grades/Age of Students: _____

Title of Project: _____

Brief Description of Project

List objectives and describe benefits to students

Budget

Describe how the money will be used

Total: _____

Evaluation Plan

Briefly describe how you will evaluate the project

Signature of Media Specialist: _____

Signature of Principal: _____

Applications must be postmarked and received by May 20, 2016.

No faxes will be accepted.

Criteria for Judging

- Quality
- Innovativeness
- Clear Objective
- Benefits of Projects to Students
- Budget
- Evaluation Plan

Return 6 copies of this typed form to:

Grants Chair
GLMA Executive Office
2711 Irvin Way, Suite 111
Decatur, GA 30030

Name: _____ **GLMA District:** _____
See district map at www.glma-inc.org to determine your district

Position: _____

School Name & Address:

School Phone: _____ **Home Phone:** _____

Email Address at School: _____

Email Address at Home: _____

Principal,

Your media specialist has applied for a GLMA grant. If awarded the grant, he or she will be expected to turn in an evaluation of the grant by May 1, 2017. The evaluation should address the number of students affected, impact on student learning, a list of itemized expenses, and recommendations for improvement of the project. Failure to turn in the evaluation will result in the school being assessed a \$100 fee payable to GLMA by your school. By signing below, you are agreeing to pay this fee on behalf of your school if your media specialist fails to turn in an evaluation by May 1, 2017.

Signature of Principal: _____

Principal's Name: *(typed or clearly written):* _____

Principal's Email Address *(typed or clearly written):* _____

Signature of Media Specialist: _____

<p>Do not write in this box. This box is for the GLMA Grants Chair only.</p> <p>GLMA member:</p> <p>_____ 2014 _____ 2015 _____ 2016</p>
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