

# 2020-2021 CopyCat Grants Application Form

Ends on November 9, 2020

CopyCat Grants is a California State Library LSTA-funded grant program intended to facilitate easy duplication of successful projects. This application form closes on 11/9/2020 11:59pm.

For application guidelines, please refer to our website at <http://www.library.ca.gov/services/to-libraries/copycat-grants>. For questions, contact Lena Pham, [lena.pham@library.ca.gov](mailto:lena.pham@library.ca.gov), 916-651-0376.

## SECTION 1 - APPLICANT INFORMATION

Library/Organization \*

Must match name registered with Federal Employer Identification Number (FEIN)

Library/Organization DUNS Number \*

Please contact Lena Pham ([lena.pham@library.ca.gov](mailto:lena.pham@library.ca.gov)) if you need further information about DUNS (Data Universal Number System) numbers.

Library/Organization Director Name \*

Library/Organization Director Title \*

Library/Organization Director Email Address \*

Library/Organization Director Business Phone Number \*

Library/Organization Director Street Address/P.O. Box \*

Library/Organization Director City \*

Library/Organization Director Zip Code \*

Project Coordinator Name \*

Project Coordinator Title \*

Project Coordinator Email Address \*

Project Coordinator Business Phone Number \*

Project Coordinator Street/P.O. Box \*

Project Coordinator City \*

Project Coordinator State \*

Project Coordinator Zip Code \*

## SECTION 2 - PROJECT INFORMATION

Please select the CopyCat project that you want to replicate: \*

3D Design Coaching (maximum \$12,000)

Adult 101 (maximum \$8,000)

Bike Kitchen (maximum \$10,000)

Coding with the Robot (maximum \$12,000)

Creative Thursdays (maximum \$8,000)

Learning to Go (maximum \$12,000)

Memory Lab (maximum \$20,000)

NASA@ My Library (\$20,000)

PACE (Project and Collaborative Education) (maximum \$18,000)

Pop-Up Makerspace (\$10,000)

Read Together Kits (maximum \$20,000)

Sit and Be Fit (maximum \$18,000)

Uke Can Do It (maximum \$18,000)

Other Proposed Project (maximum \$20,000)

Toolkits for the projects listed can be found at <http://www.library.ca.gov/services/to-libraries/copycat-grants>

Project Name \*

Please provide a unique name for your project, apart from the project on which it is based.

Five Year Plan Goal \*

Please choose a goal from California's 2018-2022 LSTA Five Year Plan, (<http://www.library.ca.gov/Content/pdf/grants/lsta/CaliforniaFiveYearPlan2018-2022.pdf>) that best fits the project you are proposing to replicate.

Primary Audience(s) for Project (check all that apply) \*

Adults

Families

Immigrants/Refugees

Intergenerational Groups (excluding Families)

Library Staff, Volunteers and/or Trustees

Low Income

Non/Limited English Speaking

People with Disabilities

People with Limited Functional Literacy

Preschool Children

Rural Populations

School-Age Children

Senior Citizens

Statewide Public

Suburban Populations

Unemployed

Urban Populations

Young Adults and Teens

Please select all that apply.

Project Intent \*

Lifelong Learning: Improve users' knowledge or abilities beyond basic access to information

Information Access: Improve access to information

Institutional Capacity: Add, improve or update a library function or operation to further its effectiveness

Employment & Economic Development: Improve users' ability to apply information that furthers the status of their jobs and/or businesses

Human Services: Improve users' ability to apply information that furthers their personal, family or household circumstances

Civic Engagement

Please select the one Project Intent category that best fits your project.

### SECTION 3 - PROJECT JUSTIFICATION

Please briefly explain what need or aspiration this project will fulfill for your community, how this need or aspiration was identified, and what benefits you expect for your primary audience(s). \*

Limit: 500 words

Please briefly explain how this project fits into your library's mission and strategic plan. \*

Limit: 250 words

Anticipated project outputs \*

These are quantitative measures of services and/or products to be created/provided. Examples: 3 training workshops will be held; 25 people will attend each workshop. 5 STEAM kits will be created and given to each branch for programming; 10 virtual programs will be held, approximately 15 people will attend each program. 15 story hours will be held.

Limit: 300 words

Please provide a timeline for your project, using the form provided. \*

Acceptable file types: pdf, doc, docx.

Choose Files

Please use the form provided on the CopyCat website.

No files have been attached yet.

#### Anticipated project outcomes \*

Goal 1: Outcome 1a: Californians find information, services, and resources at their libraries.

Goal 1: Outcome 1b: Californians view their libraries as trusted community spaces.

Goal 2: Outcome 2a: Californians discover and participate in essential literacy opportunities at their libraries.

Goal 2: Outcome 2b: Californians discover and participate in learning opportunities at their libraries.

Goal 3: Outcome 3a: Californians innovate through their libraries.

Goal 3: Outcome 3b: Californians create through their libraries.

Goal 3: Outcome 3c: Californians make connections through their libraries.

Goal 4: Outcome 4: Californians view libraries as relevant technology hubs for accessing information and services.

Goal 5: Outcome 5: Californians engage in economic development and workforce innovation at their libraries.

Goal 6: No outcomes required for this goal.

Goal 7: Outcome 7: California library staff are well-prepared to meet the diverse needs and effect positive change in their communities.

Please select one or more of these uniform outcomes statements associated with the primary California LSTA 2018-2022 five year plan goal that you selected above.

#### OUTCOMES MEASUREMENT

Your library will be required to survey project participants as specified by the State Library. If your application is successful, you will be provided with survey instruments and instructions for administering the surveys and submitting the results.

## SECTION 4 - ACTIVITIES

What activities will be used to accomplish your project and achieve your outcomes? Per IMLS, Activities are actions through which the Intent (see the Project Intent you selected above) of a project is accomplished. IMLS has identified four types of Activities. Select all that apply to your project and provide descriptions of each, as directed. Put multiples of Activity types together; for example, under Instruction Activity or Activities, if you are planning both programs and presentations, check both boxes and provide a brief description for each.

Instruction Activity or Activities - Involves an interaction for knowledge/skill transfer and how learning is delivered or experienced. \*

Program

Presentation

Consultation

Other

Not applicable

Check all that apply and provide a description for each below, including whether the format will be in-person, virtual, or both. Select "Not applicable" if you will not be conducting Instruction activities.

#### Instruction Activity or Activities Description

Provide a brief description of your Instruction activities, if applicable. Include whether the format will be in-person, virtual or both.

Limit: 300 words

Content Activity or Activities - Involves the acquisition, development, or transfer of information and how it is made accessible. \*

Acquisition

Creation

Description

Lending

Preservation

Other

Not applicable

Check all that apply and provide a description for each below. Select "Not applicable" if you will not be conducting Content activities.

#### Content Activity or Activities Description

Provide a brief description of each Content activity, if applicable, and indicate whether the format will be physical, digital, or both.

Limit: 300 words

Planning & Evaluation Activity or Activities - Involves design, development, or assessment of operations, services, or resources. \*

Retrospective

Prospective

Not applicable

Check all that apply and provide a brief description for each below. Select "Not applicable" if you will not be conducting evaluation activities.

Planning & Evaluation Activity or Activities Description

Provide a brief description of each Planning & Evaluation activity, if applicable.

Limit: 300 words

## SECTION 5 - BUDGET

Please use the CopyCat project toolkits provided to help you develop your budget (<http://www.library.ca.gov/services/to-libraries/copycat-grants>). The budget should roughly adhere to the original project (may be modified as needed or scaled up or down, as long as the amount does not exceed the limit placed on the project). For proposed projects, please ensure that budget items adhere to allowable expenditures under LSTA. Please clearly identify the amounts requested and the sources of any cash match or in-kind contributions.

LSTA Funds Requested \*

Once you have completed the CopyCatAppBudgetPage template available on the CopyCat website, please take the total from the template for LSTA funds and enter it under "LSTA Funds Requested." Round to the nearest dollar. This may not exceed the maximum set for the project selected (see the project list above, also refer to the CopyCat project site).

LSTA Budget Detail \*

Acceptable file types: doc, docx.

Choose Files

Please upload the completed CopyCatAppBudgetPage available from the CopyCat website.

No files have been attached yet.

## SECTION 6 - ADDITIONAL INFORMATION

URL to Information about "Other Proposed Project"

If you selected "Other Proposed Project" above, please provide a URL that will link to a description and information about the project you are proposing to replicate, to support your proposal.

Upload documents

Acceptable file types: pdf, doc, docx, jpg, jpeg, xls, xlsx.

Choose Files

Please upload any additional files that provide information to support the project. Up to 5 files can be uploaded. Supported file type extensions include .pdf, .doc, .docx, .jpg, .xls and .xlsx.

Select up to 5 files to attach. No files have been attached yet.

## SECTION 7 - LIBRARY DIRECTOR CERTIFICATION \*

Acceptable file types: pdf, doc, docx.

Choose Files

The library director must complete and sign the certification form on the CopyCat website. Once the library director has signed (digitally or a copy of wet signature), please attach the form here and mail the original wet signature as soon as possible (within 14 days of online submission) to:

California State Library

Fiscal Office – LSTA

P.O. Box 942837

Sacramento, CA 94237-0001

Attn: LSTA CopyCat Grants

No files have been attached yet.