

Youth Literacy Programming Grant Funds

SCLS reimburses member libraries for resources purchased to support youth literacy programs and services. Reimbursement totals are determined by the population of the community served by your library and a memo is sent early in the calendar year to every library director indicating the annual amount. The reimbursement amount begins at \$400 with increases based on population.

Member libraries may use these funds to support literacy programs for youth. Examples include:

- science, art, music, etc. programs that library staff plan and present
- 1000 Books Before Kindergarten program support
- resources for baby, toddler and preschool programs
- materials that support after-school programs
- materials that support teen programs.
- materials that support youth Summer Library Programs and other literacy offerings.

The funds may also be used to purchase program props, manipulatives, and materials for in-library use and hands-on learning. Feel free to contact Shawn Brommer with any questions about fund allocation, 608-246-7974 or sbrommer@scls.info.

It is also permissible to use these funds to pay performer fees and other literacy offerings your library sponsors throughout the year and are not limited to SLP support.

To request reimbursement for performer fees:

- Please request references and create contracts for all performers and presenters. Contract samples and other performer resources are available [here](#).
- Please send copies of performer contracts to Heidi Moe at SCA

FAQs

Can I continue to use the funds to purchase: 1) SLP incentives and, 2) to allocate toward special summer performances?

Yes! Please send copies of receipts from Upstart and other vendors to Heidi Moe at SCLS. Please send copies of signed performer contracts to Heidi Moe at SCLS.

Libraries that submit copies of contracts for summer performers prior to July 1st will receive separate payment for those performer fees. You will receive one check for reimbursement for all other literacy program expenses.

Can the funds be combined to support my library's literacy programs for youth?

Yes! Please submit receipts totalling the combined funds to Heidi Moe for reimbursement. Send all receipts in one delivery shipment or e-mail by September 30.

Can the funds be used for youth literacy programs that run independently from the Summer Library Program?

Absolutely yes! The funds can be used for youth programs that support literacy and learning throughout the year. Examples include:

- science, art, music, etc. programs that library staff plan and present
- 1000 Books Before Kindergarten program support
- resources for baby, toddler and preschool programs
- materials that support after-school programs
- materials that support teen programs.

The funds may also be used to purchase program props, manipulatives, and materials for in-library use and hands-on learning. Feel free to contact Shawn Brommer with any questions.

Can the funds be used for adult programming?

No. These funds are intended to support literacy offerings and programs for youth.

Can the funds be used for general collection development?

No. Materials purchased to support specific programs can be added to the collection, but these funds are not to be used to supplement your library's general collection development funds. Please contact Shawn Brommer to discuss any questions.

Can SCLS send reimbursement checks to individual library staff members, Friends of the Library Groups, municipalities, or other entities?

No. Reimbursement checks can only be issued to an SCLS member library.

How do I request funds for my library?

Summer Library Program Incentives (Upstart, etc)

- We will issue one reimbursement check per library after all receipts have been received. Send paper or electronic copies of receipts to Heidi Moe at SCLS by September 30.

Performer reimbursement

- Send copies of signed performer contracts to Heidi Moe at SCLS asap

Youth literacy program support

- Send paper or electronic receipts to Heidi Moe at SCLS by September 30.

Reviewed & updated 8/2023