



MN Association of Library Friends Event and Programming Grant

A library's Friends organization is one of its most valuable resources – a wellspring for innovative event and fundraising ideas. But while creativity and initiative may not be in short supply, funds to kick-start such programs usually are. In our continuing efforts to bridge that gap, MALF wants to help you with an "Event and Programming Grant." Friends of the Library groups of all sizes are encouraged to apply, provided they serve a Minnesota library and are current in their MALF membership. (If necessary, annual membership dues may be submitted along with application materials.) Grant amounts vary, depending on need.

Applying is easy. Simply fill out this form and mail it, along with supporting documentation, to **MALF, 325 Cedar St., Ste. 555, St. Paul, MN, 55101**, OR email these to us as attachments at **info@mnlibraryfriends.org**. Visit mnlibraryfriends.org for more details.

Name of Library Friends Organization: _____

Contact Person: _____ **Phone #:** _____ **Email:** _____

Street/Mailing Address: _____, MN, _____

Title of the Event/Program: _____

When and where will the event/program occur? _____

Will this be funded by any group besides the Friends? Who? How? (You may submit additional pages, if necessary.)

How much would you need MALF to contribute? \$ _____

Has this event/program been approved by the library staff? **YES / NO**
(if applicable) **Staff Contact:** _____ **Position:** _____ **E-mail:** _____

If this application receives a grant, will the contact person agree to fill out a one-page evaluation for MALF after the project, and agree to mention MALF as a sponsor on all advertising for the event/program? **YES / NO**

!! Please attach a write-up including:

- Intended Audience
- Goals/Objectives
- Plan of Action
- Publicity Campaign
- Funding Sources
- List of Expected Expenses
- Anticipated Impact (on the library, and/or its patrons)

Each entry will be carefully considered and responded to by MALF's Board of Directors. Please note that the Board meets only once a quarter – and plan accordingly. Note also that applicants who can prove a second source of funding, particularly another grant, will receive first priority in consideration.