



2300 Stuyvesant Avenue, Trenton, NJ 08618  
 TEL: 732-752-7720 | FAX: 732-752-7785 | [librarylinknj.org](http://librarylinknj.org)

Ralph Bingham, Executive Director | [ralph@librarylinknj.org](mailto:ralph@librarylinknj.org)

**FY22 Grant Opportunity: NJ Libraries, Ready for Anything Mini-Grants**

**Grant Application**

Application due date: **Thursday, September 30, 2021.**

Applications may be submitted via email in PDF format to **grants@librarylinknj.org**. Applicants who submit electronically must still mail hard copies of Form A, containing original signatures, to the LibraryLinkNJ Offices no more than one week after the application deadline (by Thursday, October 7, 2021).

Applications may also be submitted on paper in their entirety by the application due date via U.S.P.S. to the LibraryLinkNJ Business Office, 2300 Stuyvesant Ave, Trenton, NJ 08618 or delivered via private carrier (e.g. FedEx) to the LibraryLinkNJ Business Office, 2300 Stuyvesant Ave, Trenton, NJ 08618. Please include “% Grant Evaluation Panel” on your mailing envelope.

**FORM A: APPLICATION TITLE PAGE & CERTIFICATION**

Please fill out the following and sign below:

Library/Branch/School applicant name:	
If different, entity to which checks should be written:	
Library Director/Branch Manager/Principal name:	
Library Director/Branch Manager/Principal phone & email:	
Project Director name & title	
Project Director phone & email:	
Library/Branch/School address, city & zip:	
If different, address to which checks should be sent:	
Project title:	
Total grant request amount:	
Duration of project:	10/26/21 - 4/26/22

**(cont'd) FORM A: APPLICATION TITLE PAGE & CERTIFICATION**

The applicant certifies that:

- the money awarded from the *NJ Libraries: Ready for Anything Mini-Grants* opportunity will be spent only in accordance with this submitted application narrative and budget.
- the grant money will be spent by April 26, 2022.
- they will publicize the project in accordance with the submitted application narrative and acknowledge LibraryLinkNJ as described in the *NJ Libraries: Ready for Anything Mini-Grants* grant opportunity guidelines.
- they will submit one final report to LibraryLinkNJ by May 10, 2022.
- data in this application is true and correct.

Library Director/Branch Manager/Principal:

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Signature

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Printed name Date

Project Director:

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Signature

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Printed name Date



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**FORM B: NARRATIVE**

Please respond to each of the sections in the below table. Guidance for each section is provided in the grant application guidelines. You may expand each section of the table, as needed.

<b>Project title:</b>	
<b>Project description:</b>	
<b>Library partnership and project personnel, including roles and responsibilities.</b>	
<b>Goals and objectives:</b>	

<b>Statement of need and description of project audience:</b>	
<b>Project activities with dates:</b>	
<b>Budget narrative:</b>	

<b>Publicity plan (if relevant):</b>	
<b>Measures of success:</b>	
<b>Sustainability</b>	



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**FORM C: BUDGET SUMMARY FORM**

**Please estimate the amount of funds to be spent in each category, as indicated by the narrative, in Form C. Leave the space blank if no funds will be spent in a particular category.**

	BUDGET CATEGORY	Amount to be spent
A.	LIBRARY MATERIALS	
B.	SUPPLIES	
C.	EVENT AND PROGRAMMING EXPENSES	
D.	PUBLICITY	
E.	OTHER	
	Total PROJECT Budget	
	Total GRANT FUNDS Requested (Max. \$5000)	
	Applicant cost share (if applicable, but not required)	



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**FORM D: APPLICATION CHECKLIST**

**Please initial to indicate that all forms have been adequately completed and will be included with your application submission.**

- FORM A: APPLICATION TITLE PAGE & CERTIFICATION (filled out and two signatures) \_\_\_\_\_
- FORM B: NARRATIVE (filled out) \_\_\_\_\_
- FORM C: BUDGET SUMMARY FORM (filled out) \_\_\_\_\_
- FORM D: APPLICATION CHECKLIST \_\_\_\_\_