Ladd and Katherine Hancher Library Foundation

Grant Application

The Ladd and Katherine Hancher Library Foundation will consider requests from public libraries serving populations of 50,000 or less. Projects are reviewed for the level of educational contribution to the community. Funding will not be considered for normal operating expenses, normal salaries or employee benefits.

Application Deadline: Friday, August 27, 2027

Name of Organization: _____

Name of Contact: _____ Contact Title: _____

Physical Address: _____ City: _____ State: ___ Zip: _____

Mailing Address: _____ City: _____ State: ___ Zip: _____

Telephone: _____ Fax: _____ Email: _____

Website: _____

Current Assigned Texas State Library Population: _____

Grant Amount Requested: _____ Project Title: _____

Has this library received a previous grant from the Ladd and Katherine Hancher Library Foundation? _____Yes [Year(s) received _____] _____No

AGREEMENT: If awarded a grant, it is agreed that this library will submit a **Final Report** that includes a review of what was purchased and the value/success of the purchase(s) in relation to your library. A detailed accounting of expenditures is not necessary. The **Final Report** is due on or before one year from the date the grant is funded.

_____ _____ _____

Signature of Representative Title Date

ASSURANCES OF CONTINUED LOCAL SUPPORT: It is agreed that local funding for this library will not be diminished, curtailed, or cut in any way as a result of awarding this grant.

_____ _____ _____

Signature of Authorization Title Date

Address each of the following items. Responses to each item should be limited to one page or less.

1. Describe the project to be funded by the Ladd and Katherine Hancher Library Foundation. (Limit your description to one page.)

   Include:

- The library service area and population to be affected by the project.

- Describe the project and the needs your project will address.

- Provide a tentative timeline for implementation of your project.

2. If a grant is awarded, how will this project be funded beyond the grant year?

3. Provide a detailed budget for your project. Include itemized costs for materials, equipment, furniture, shipping, labor, etc….

4. Describe how this project will improve the library educational services in your community. Denote the group(s) in your community who benefit and how they will benefit from this project.

5. Explain how you will measure the success of your project. What are the outcomes you anticipate?

6. Identify the person(s) who will implement the project, monitor the results and submit the report. Provide name(s), title(s) and address(es).

7. Please include any additional information you believe is important.

CONTACT INFO:

E-mail: info@hancherlibraryfoundation.org

Web Page: www.HancherLibraryFoundation.org

- **Include a phone number in your correspondence, if requesting to speak to someone.**

WHAT TO SEND:

- **One copy of the Grant Application.**
- **One copy of your Annual Report to the Texas State Library.**

Application must be postmarked by Friday, August 27, 2027

MAILING INSTRUCTIONS:

Applications should be sent by first class mail. The Foundation will confirm receipt of the application by email.

SEND APPLICATIONS TO:

Ladd and Katherine Hancher Library Foundation

Attn: Charlotte Tilotta

P.O. Box 878

Columbus, TX 78934