

Teen Co-Op's Teen Summer Read 2020 Grant:

Purpose:

Assist Pioneerland-Prairiels-Plum Creek Libraries to provide programming for Teen Summer Read 2020.

Program:

Prairiels Governing Board has designated funds to support Prairiels Member Libraries in enhancing services to their Teens during the summer of 2020 in support of Teen Summer Read. Libraries offering Teen Summer Read programs may apply for up to \$150.00 in support of their program(s).

An eligible expense under this grant might include performer/author costs; refreshments, supplies for activities, incentives, etc. **Paid receipts will be required.** Check with Prairiels for expenses that differ from these examples.

Participant requirements:

Libraries receiving grants will be required to complete an online evaluation form (link will be provided). The evaluation will include a description of the program, the number of participants at activities; age range of participants; stories and feedback from participants, parents & staff to show the benefit of the program. This evaluation **MUST** be completed for each library regardless of combined programming. Reimbursement request will **NOT** be processed by Prairiels until the evaluation(s) has been received.

All advertising and promotional material should include on it somewhere the language "Sponsored by Prairiels" and the organizations logo (if applicable). The logo can be found [here](#).

Submit the completed Request for Reimbursement form including proof of payment.

Grant process:

Complete an online application at www.prairiels.org no later than **Friday, May 29, 2020**.

Prairiels will send notification of approval of funding with a Request for Reimbursement form.

Request for reimbursement must include:

Completed **Request for Reimbursement form**

Paid **receipts**

Completed **evaluation**

Note: Checks can only be written to a library or organized library group, **not to an individual**.

Request for Reimbursement and Evaluation are due to Prairiels by **September 25, 2020**.