

**Prairielands Library Exchange
Community and You Grant Guidelines
Connecting Libraries with Local Organizations
FY 2026-2027**

Purpose:

Assist libraries of all types including museums, historical societies, and archives that are members of Prairielands Library Exchange to connect with local community organizations and reach new and diverse audiences through collaborative programming.

Program:

Prairielands Library Exchange Governing Board has designated funds to support its members in building stronger, ongoing, connections between regional libraries and organizations in their surrounding communities.

PLE will provide a grant of **up to \$500 per organization**, with a maximum total of \$2000 to provide a collaborative event, experience or programming activity that includes at least one PLE member and at least one community organization to benefit parts of the community which are not regularly connected with library services and resources.

Eligible expenses under this grant could include marketing materials for the event, payment for guest speaker or author, physical items, books, equipment essential to the success of the event, etc. Again, this must be used for a PLE library member and one or more community organizations that work together to provide a combined programming, activity, or outreach experience.

Examples:

- A school library and the local chapter of the VFW or American Legion work together on an event to connect students to library resources and community members tied to military service and veterans.
- A public library and the local University of Minnesota Extension Office create programming to support local gardeners, home-food preservationists, local health concerns or bring awareness to community-specific needs.
- A historical society partners with the local Boy or Girl Scouts troop to teach and support the Scouts' use of local historical research sources.
- A public library partners with the Chamber of Commerce to connect local businesses with library resources related to employment skill development, business success and useful business databases.

Participant Requirements:

The Prairielands Library Exchange member will be the primary contact and must complete an [evaluation form](#). The evaluation will include a final description of the actions taken, stories and feedback from employees, volunteers or participants and a description of any plans impacted by this one-time grant.

Promotion:

All advertising and promotional material should include “Sponsored by Prairielands” and the Prairielands logo (if applicable). [The logo can be found here](#).

Grant process:

- Complete an online application which can be found at Prairielands Library Exchange's website <https://www.prairielands.org/grants/>
- Applications must be received between **February 1st, 2027 and January 31, 2028**.
- Prairielands will send notification of approval and the Request for Reimbursement form to the library functioning as the primary contact.
- Proof of payment for all spending must accompany the completed Request for Reimbursement form.
- Checks will be written to the library functioning as the primary contact for the grant.
 - Checks will not be written to an individual.
- Requests for Reimbursement, evaluation, and proof of payment are **due 90 days from the date of your approval letter**.