

**Prairielands Library Exchange
TeenTober Grant Guidelines
FY 2026-27**

Purpose:

Assist member libraries to provide programming for TeenTober 2026.

[TeenTober™](#) is a nationwide celebration hosted by libraries every October and aims to celebrate teens, promote year-round teen services and the innovative ways teen services help teens learn new skills, and fuel their passions in and outside the library.

Program:

Prairielands Governing Board has designated funds to support Prairielands Member Libraries in enhancing services to their Teens during October in support of TeenTober. Libraries offering TeenTober programs may apply for up to \$500.00 in support of their program(s). An eligible expense under this grant might include performer/author costs, refreshments, supplies for activities, incentives, etc. Proof of payment will be required. Check with Prairielands for expenses that differ significantly from these examples.

Participant requirements:

Libraries receiving grants will be required to complete an online evaluation form which is provided in the acceptance letter. 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. The Request for Reimbursement will NOT be processed by Prairielands until evaluations have been received.

Promotion:

All advertising and promotional material should include "Sponsored by Prairielands Library Exchange" and the Prairielands' logo (if applicable). [A high resolution logo can be found HERE.](#)

Grant process:

- Complete an online application at <https://www.prairielands.org/grants/>
- Prairielands will send notification of approval of funding with a Request for Reimbursement form
- Completed Request for Reimbursement form
- Proof of payment indicating purchased items, total purchase amount, and method of payment
- Completed [evaluation](#)
- Please complete all requirements within 90 days of receipt of your acceptance email

Note:

- Checks can only be written to a library or organized library group, not to an individual.
- The Request for Reimbursement and Evaluation are due 90 days from the date of the acceptance email.