

**ILLINOIS STATE LIBRARY
 FY2009 LIVE AND LEARN CONSTRUCTION GRANT PROGRAM
 LETTER OF INTENT**

ELIGIBILITY:

- Public libraries that are full members of a regional library system and permit intersystem reciprocal borrowing.
- Public libraries that have NOT received a Live and Learn Construction Grant Program grant since July 1, 2005, will be given priority for this grant round.

TYPE OF PROJECT: *Please check one* Accessibility Mini-Grant New Construction Remodeling

APPLICANT: _____

Name of Library

Address

City

ZIP + Four

Telephone

FAX

E-Mail Address

Applicant's FEIN (Federal Tax Identification Number—Question #8 on the Illinois Public Library Per Capita and Equalization Aid Application)

Mr. Mrs. Ms. _____
Library Director

Mr. Mrs. Ms. _____
Board President

County

Regional Library System

U.S. Representative District Number

Illinois State Senate District Number(s)

Illinois State Representative District Number(s)

PROJECT

DIRECTOR: *Person who will oversee the day-to-day operation of this project*

Preferred Mailing Address

City

ZIP + Four

Project Director Telephone

Project Director FAX

Project Director E-Mail Address

FUNDING:

**Grant
 Amount
 Requested:** \$ _____

**Local
 Matching
 Funds:** \$ _____
*(Not required for
 Mini-Grants)*

**Total
 Project
 Amount:** \$ _____

Has the applicant received a previous Illinois State Library Construction Grant? Yes No

If yes, provide year the grant was awarded: _____

**CONSTRUCTION
READINESS:**

Estimated Start Date _____

Estimated Completion Date _____

ABSTRACT: In 150 words or fewer, explain the scope and necessity of this project, potential contribution to the library's service area, and how the project addresses specific points in the ILA Publication, *Serving Our Public: Standards for Illinois Libraries, Revised Edition*. Address the following questions: What is the project? What do you want to accomplish with this project? Why is it needed?

SUBMISSION INSTRUCTIONS:

REQUIRED LETTER OF INTENT

MUST BE POSTMARKED OR FAXED NO LATER THAN **FRIDAY, DECEMBER 12, 2008.**
OR
HAND DELIVERED TO ROOM 410 NO LATER THAN 4:30 PM **FRIDAY, DECEMBER 12, 2008.**

E-mail submissions will not be accepted.

Live and Learn Construction Grant Program
Illinois State Library
Gwendolyn Brooks Building
300 South Second Street, Room 410
Springfield, Illinois 62701-1796
FAX: 217-782-1877

Upon receipt of a Letter of Intent, the applicant will be sent a letter of acknowledgement via e-mail. A Cover Sheet to be used for the grant application and instructions regarding submission will also be e-mailed to the Project Director.

Please refer all inquiries to: H. Neil Kelley, Systems and Construction Consultant at the Illinois State Library (217-782-1891 or nkelley@ilsos.net), or Mark Shaffer, Grant Program Specialist at the Illinois State Library (217-524-4901 or mshaffer@ilsos.net).