

**Library of Michigan LSTA Grant Program**  
**Intent to File an Application – Due January 31, 2019, 5:00 PM EST**

**SAMPLE of FORM**

THE INTENT TO FILE IS SUBMITTED ONLINE, INCLUDING AN UPLOADED PDF OF THE SIGNATURE PAGE at [www.michigan.gov/lsta](http://www.michigan.gov/lsta) in the Collaborative Library Services grant program section.

**A. APPLICANT INFORMATION**

Applicant Library Name:

Type of Library:

Public  School  Academic  Special  Multi-type  Cooperative  Other non-profit

Web site:

Address (Street, City, State, Zip Code and County):

Director:

Email:

Phone:

Fax:

Grant Administrator:

Email:

Phone:

Fax:

Eligibility Checklist for public, school, academic, special, or multi-type libraries:

- Have one or more paid library staff
- Have a regular schedule of library services
- Have a dedicated facility for library purposes
- Have an annual budget with funds reserved for library materials and services
- Have a record of multi-type library cooperation
- If a public library, be lawfully established for purposes of the State Aid to Public Libraries Act and meet all eligibility requirements for receiving state aid.

Eligibility Checklist for cooperative and non-profits that provide statewide services to libraries:

- Non-profit association or organization that is committed to resource sharing and/or the advancement of regional and statewide library services.

**B. PROJECT OVERVIEW**

(Provide a brief overview of the proposed project. Use no more than 600 words. Final applications must match the Intent to File proposal.)

Project Title:

Estimated LSTA Funds Requested: \$

Estimated Local Match (not required): \$

Grant Period:  One Year  Two Year  Three Year

**C. AUTHORIZED SIGNATURE**

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Library Director Name	Signature	Date
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Submit to the Library of Michigan via the online grant system at the link at [www.michigan.gov/lsta](http://www.michigan.gov/lsta) in the Collaborative Library Services grant section. Applicants will need to set up an account.