



Grant Award Communications

Updated 2024



Overview

- Acknowledging IMLS/Communications
- Social Media
- State Profiles
- State Program Report (SPR)

Acknowledging IMLS

- *It is required*
- Grantee Communication Kit:
<https://www.imls.gov/grants/grant-recipients/grantee-communications-kit>
- Empower your subrecipients as well *Notably: conference presentations (use logo, statements on opening/closing slides, attendee post-attendance reports)

IMLS Logos

The IMLS logo may be used in a variety of ways: on Web sites, multimedia materials, annual reports, newsletters, posters, news releases and press kits, educational materials, signage, banners, invitations to events, and even on your stationery. Please review the [Logo Standards Guide](#) (PDF, 1.03 MB) before using the IMLS logo.

Please contact the [IMLS Webmaster](#) if you experience any issues with these IMLS logos.

Downloadable Logos

Click the link below using the right mouse button, then click "Save Target as" or "Save Link As" in the small pop-up window to save the image to your hard drive.



Logo Standards Guide

Please do not download and use IMLS logos without first reading the [Standards Guide](#) (PDF, 1.03 MB)



2-color: PMS 5545 and Black

[JPG - 27 KB](#)

[BMP - 715 KB](#)

[EPS - 319 KB](#)

[GIF - 14 KB](#)



Black only

[JPG - 27 KB](#)

[BMP - 708 KB](#)

[EPS - 310 KB](#)

[GIF - 9 KB](#)



White on transparent background

[EPS - 305 KB](#)

Acknowledging IMLS, continued

- Minimum acknowledgement: “Institute of Museum and Library Services”
- Consider: “federal” funds
- Optional: “LSTA” or state library references



Attribution on Real Property



ALABAMA PUBLIC LIBRARY SERVICE

Supporting Public Libraries Statewide

***This equipment was purchased
using LSTA / ARPA grant funds.***

LS-250192-OLS-21



Ways to Use Social Media

- #IMLSgrant (across social media platforms)
- Instagram: https://www.instagram.com/us_ims/
- Don't forget to “@” us!
 - Facebook: @Institute of Museum and Library Services
 - X (formerly Twitter): @US_IMLS
- Capture social media content for SPR reporting





State Profile Page

- State Librarian quotes and headshots
- SPR project highlights and photos
- Five-Year Plans and Evaluations
 - Links to full PDFs
 - Abridged Plan Highlights
- Curated IMLS state-specific content
 - State Details Dashboard, drawing from SPR data

<https://www.imls.gov/grants/grants-state/state-profiles>

Goal 1: Develop a competent, literate and knowledgeable citizenry that can benefit from increased educational opportunities and a lifelong love of reading and learning.

- Projects include:
 - Literacy programming, such as HomeworkLouisiana, early literacy programs, and adult literacy programs
 - Talking Books and Braille Library materials and programs
 - Children's programming, including the Collaborative Summer Library Program (CSLP) and the Louisiana Readers' Choice (LRC) program
 - Interlibrary loan services and training
 - Louisiana Library Connection (LaLibCon) virtual library for statewide databases and e-resources
 - Services to prisons
 - Louisiana Book Festival



"The State Library of Oregon provides leadership and resources for all Oregonians to have access to the information essential to be engaged citizens, to strengthen our communities, and to build a prosperous state. The IMLS Grants to States Program supports access to information and library services statewide by funding projects and activities at the state and local level. Through collaborative projects and statewide contracts, this funding enables citizens in remote areas to share the same cultural and informational resources as those in more populous areas."

--Wendy Cornelisen, State Librarian, State Library of Oregon

Project Examples

American Citizenship and Beyond - Ferguson

Ferguson Library created the American Citizenship and Beyond project in response to the needs of a growing multicultural community. Each year, the city of Stamford welcomes scores of new immigrants who hail from throughout the world. In order to facilitate assimilation, the library expanded its English language literacy offerings and began a series of workshops that position students on a path to citizenship. Students in the citizenship classes were formally assessed in knowledge of language, civics, and American history. In addition to exam preparation, the library offered presentations and clinics on the processing and filing of naturalization applications. The project served more than 125 people. As a direct result of their participation, five students became citizens and three planned to take the citizenship exam after the grant period. More than 95 percent of the students reported that they have a better grasp of the English language and are working toward retaining the concepts in civics and American history.

IMLS Funds: \$7,475



Learning Labs - James Blackstone Memorial Library

The James Blackstone Memorial Library expanded its teen Maker program by creating Learning Lab classes on 3D file creation and printing, Arduino circuitry and coding, and wearable technology construction. Library staff purchased supplies and equipment to accommodate additional participants, offered classes at more times, and added related materials to library circulation. Of the 43 Learning Labs participants, only four had previously attended teen programs at the library. In the post-class evaluation, students indicated that they enjoyed the program and liked designing and creating real projects.

IMLS Funds: \$6,458



Statewide Delivery System (deliverIT CT)

IMLS funds underwrite part of the cost of physical materials delivery among the state's public and academic libraries. The delivery system, named deliverIT CT (formerly Connecticut or Ccar), is the backbone of the state's resource sharing. The system enables reciprocal borrowing in Connecticut. This means that physical items (books, DVDs, CDs, etc.) borrowed from participating institutions may be dropped off at any library. Borrowers can use their hometown library cards in any public library in Connecticut and materials will be returned where they belong. The project also supports interlibrary loan through delivery of user-requested library materials between libraries in the state. A volume study conducted during the grant period estimated that deliverIT CT delivers approximately 2.5 million items annually.

IMLS Funds: \$400,808





The “Public View” of the SPR

- URL: <https://imls-spr.imls.gov/Public>
- Contains SPR submissions from 2014 onward
- SPR elements *not* in the Public View:
 - Budget detail
 - Additional materials

SPR = Communications

- Public View expands the potential audience of SPR material
 - IMLS
 - Library Field
 - General Public (including elected officials)
- Consider these audiences when writing/reviewing your SPR



SPR Public - "View Summaries"



View SPR Summaries

Use the fiscal year and state options below to view summary reports across all relevant projects funded by state libraries through Grants to States.

Choose Fiscal Year(s)	Choose State(s)	<input type="button" value="Go"/>
<input checked="" type="checkbox"/> All Fiscal Years	<input type="checkbox"/> Minnesota	
<input checked="" type="checkbox"/> 2014	<input type="checkbox"/> Mississippi	
<input checked="" type="checkbox"/> 2015	<input checked="" type="checkbox"/> Missouri	
<input checked="" type="checkbox"/> 2016	<input type="checkbox"/> Montana	
<input checked="" type="checkbox"/> 2017	<input type="checkbox"/> Nebraska	

Total Projects	<input type="text" value="1434"/>
Allotment	<input type="text" value="\$31,127,762.00"/>
LSTA Funds Expended	<input type="text" value="\$21,477,360.14"/>
Total Matching Funds	<input type="text" value="\$17,463,687.8"/>

Number of subaward applications	<input type="text" value="1171"/>
Number of subawards funded	<input type="text" value="1010"/>
Number of applicants	<input type="text" value="609"/>
Number of applicants receiving subawards	<input type="text" value="558"/>
Total amount of subaward funds requested	<input type="text" value="\$11,023,848.22"/>
Total amount of subaward funds awarded	<input type="text" value="\$9,587,332.85"/>

Project Counts by Focal Area

Lifelong Learning	598
Information Access	175
Institutional Capacity	654
Employment & Economic Development	0
Human Services	1
Civic Engagement	6

SPR: Subaward Info

- Home
- Projects
- User Reports
- Account Management**
 - Manage Subrecipients
 - Subaward Info**
 - State Goals
 - State Info
 - Subrecipient Access
 - User Info
- Help

Subaward Information

Select a fiscal year: 2022

Select State: Michigan

Number of subaward applications	15
Number of subawards funded	11
Number of applicants	15
Number of applicants receiving subawards	11
Total amount of subaward funds requested	295704.00
Total amount of subaward funds awarded	213329.00



SPR: What Does It Mean to Be “Exemplary”?

- Any aspect of a project that you feel deserves recognition or attention
- Helps communicate to your Program Officer which projects are worth emphasizing to various IMLS and external stakeholders
- Becomes a search filter in the Public View (SPR)
- It does *not*:
 - Suggest the project is perfect
 - Expose the project to undue scrutiny



If you have questions...

**Call or email the Grants to States contacts
in the Manual on the IMLS website.**

<https://www.imls.gov/grants/grant-programs/grants-states/grants-states-manual>