

Oklahoma Department of Libraries

FFY26 Collection Development Grant

***Please read entirely before filling out the Grant Application**

Purpose

The Oklahoma Department of Libraries' FFY 26 Collection Development grants will support libraries in strengthening and enhancing their collections. To receive grant funds, to purchase printed materials and processing supplies, participating libraries will be required to complete virtual training in core collection development practices. Topics include weeding, acquisitions, cataloging basics, and processing, and apply that knowledge to develop and improve their collections with materials that are current, well-maintained, and responsive to community needs.

Grant Opportunities

Eligible organizations may apply for up to \$2,500 to enhance their library collections. Funding may be used for purchasing printed materials and processing supplies.

Applicant Eligibility

Eligible applicants include Oklahoma Public Libraries, and Library Systems. Libraries with prior ODL grants must be in good standing and have successfully completed all reporting and compliance requirements for any ODL-issued FFY 2025 grants. Applicant must submit a certification of completion of the Webjunction LiFT: Introduction to Library Collections Training with the grant application.

Grant Funds

\$50,000 available funds for FFY26

Grant Requirements

To ensure ODL's overall LSTA project goals are met, each site receiving funding will be expected to:

- Complete at least two of the collection development virtual trainings and submit certificates by **February 1, 2027**.
- Use grant funds to achieve goals and outcomes described in the approved project proposal.
- Publicize the grant and project activities across a minimum of three formats (e.g., print, digital, social media) and/or community partners. Include acknowledgements using the provided language on any publications or presentations resulting from participation in the grant.
- Complete all project activities and expend grant funds by **August 31, 2027**.
- Submit a final project report by **September 18, 2027**. The final report will include a Project Narrative and Budget Expenditure Report. Additionally, the following should be collected for inclusion in the final report:
 - a minimum of two photos, flyers, or newspaper articles reflecting the project activities
- Comply with all requirements under the Oklahoma Open Meetings Act, 25 O.S. § 301 et seq., and the Oklahoma Open Records Act, 51 O.S. § 24A.1 et seq.

- Fulfill records maintenance and access requirements, including the maintenance of appropriate books and records reflecting project activities for a period of time as stated in the contract for the grant award.

Collection Development Grant Miscellany

1. Grant recipients should **keep all copies of receipts, invoices, contracts, etc. to include in final grant report.**
2. Budget may include indirect costs. As defined in federal regulations, *The Department will honor a sub-recipient's federally negotiated indirect cost rate if one already exists. If no such rate exists, the SLAA must honor either a rate negotiated between the SLAA and the sub-recipient (in compliance with federal guidelines) or the minimum rate of 10 percent of the sub-recipient's modified total direct costs (MTDC). See 2 CFR 200.331*

An Indirect Cost is an organization's incurred cost that cannot be readily isolated or identified with just one project or activity. These types of costs are often referred to as "overhead costs." Typical examples are charges for utilities, general insurance, use of office space and equipment that you own, local telephone service, and the salaries of the management and administrative personnel of the organization.

Choose one of these three options:

- *Use a current indirect cost rate that has been negotiated with a federal agency. Include a copy of the current negotiated agreement as an attachment.*
- *Use a rate not to exceed 10% of total direct costs if you have never had a federally negotiated indirect cost rate.*
- *Do not include any indirect costs.*

NOTE: Indirect costs requested in the proposal must be clearly described in the budget, including how the amount was calculated. Actual indirect costs paid with grant funds must be itemized in the final report.

3. Funded grants must agree to the Terms and Conditions of funded projects. **IMLS requires that the city and/or library must meet all federal laws upon acceptance of the funds and signed contract in conjunction with the grant.**

Applications must be submitted online

By Deadline of October 30, 2026