

Libros for Oregon consortium, library application to participate 2018

Please refer to the Libros for Oregon [Application Instructions](https://librosfororegon.wixsite.com/home/apply) (<https://librosfororegon.wixsite.com/home/apply>) for guidance in filling out your application.

Library Name: _____

Is the library part of a system or cooperative? Y / N

If yes, what system/cooperative? _____

Materials Shipping Address: _____

Name of Contact Person: _____

Contact Person's Phone Number: _____

Contact Person's Email: _____

LIBRARY INFORMATION

Thank you for supplying the most accurate information possible, which will help us assess the impact of participation in the program over time.

1. In what region of Oregon is your library? **Please circle one.**

Central Oregon (*Hood River, Wasco, Sherman, Gilliam, Wheeler, Jefferson, Deschutes, and Crook*)

Eastern Oregon (*Morrow, Umatilla, Union, Wallowa, Baker, Grant, Harney, and Malheur*)

Southern Oregon (*Douglas, Coos, Curry, Josephine, Jackson, Klamath, and Lake*)

The Coast/Northwest (*Clatsop, Columbia, Tillamook, Lincoln, Yamhill, and Polk*)

Willamette Valley (*Washington, Multnomah, Clackamas, Marion, Benton, Linn, and Lane*)

2. Has your library participated in the Libros for Oregon consortium in the past? If so, what year(s)?

Y / N

Year(s): _____

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3. Has your library sent staff (independent of LfO) to FIL in the past? If so, what year(s)?

Y / N

Year(s): _____

4. What is the number of people living in your library's service area?

5. What is the number of Spanish speakers living in your service area?

6. What percent of your library's service population speaks Spanish?

7. What percent of your library's collection is in Spanish?

8. What are the circulation statistics of your library's Spanish collection?

9. How would you describe the condition of your Spanish collection currently? Please circle the number that most closely matches, with 1 being least and 5 being most.

a. How current is the Spanish-language collection?

Out-of-date

1

2

3

4

Up-to-date

5

b. The Spanish-language collection's physical condition is:

Poor

1

2

3

4

Excellent

5

c. How reflective is the collection of your library's Latino/Hispanic population's countries and cultures of origin?

Not at all
reflective

1

2

3

4

Extremely
reflective

5

10. a) How many of your staff are comfortable helping Spanish-speaking patrons in Spanish?

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b) How many open hours are Spanish-speaking staff typically available to the public (at the library)?

OUTREACH COMPONENT

10. Every library selected to participate in the Libros for Oregon program **will be required to submit and enact an Outreach Plan** comprising at least three outreach activities. By the end of the following calendar year, participating libraries **will also be required to submit brief outreach reports**. LfO will provide reminders as well as supporting resources to help participants develop these plans and assessment strategies.

Please initial here to acknowledge and agree to this requirement: _____

11. Please list ideas for three outreach activities:

Please describe briefly three outreach activities via which you could promote FIL materials to your Latino/Spanish-speaking population, increase usage of Spanish materials, and engage Spanish speakers with your library. You may list existing programs or ideas for new ones. If selected, you may update or change these plans as needed. (**Selected applicants will prepare a more detailed plan.**)

1.

2.

3.

BUDGET

A. TRAVEL BUDGET

The eight libraries selected to participate in Libros for Oregon **will each contribute \$200** toward the travel expenses of the three staff representatives selected to attend the FIL on behalf of the consortium. (*For more information, please see the Application Instructions document.*)

Please initial here to acknowledge and agree to this \$200 requirement: _____

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B. MATERIALS BUDGET

12. How much money will you allocate for the LfO representatives to purchase books for your library at the FIL? **Please circle ONE of the three choices below.** Shipping and handling is included in these total budgets (you will not have to pay extra for shipping and handling).

Please note that because of exchange rates and other fluctuating factors in working with vendors at the FIL, the amount spent may not be exact but should fall within the range indicated in parentheses. For example, if you select "\$500," be sure to allocate \$600 in your materials budget to allow for possible variation.

\$500 (\$400-\$600)

\$1,000 (\$800-\$1,200)

\$2,000 (\$1,600-\$2,400)

Once selected, successful applicants will be asked to fill out a more detailed Purchase Authorization Form to indicate their budget and selection preferences.

TRAVELERS

Three staff from the eight participating libraries will be selected to attend the FIL on behalf of the consortium each year. Our mentorship model requires that at least one of the three travelers must have attended on behalf of LfO in a previous year, and at least one of the three must be a new LfO participant. *(For more information, please see the Application Instructions document.)*

LIBRARY'S PROPOSED REPRESENTATIVE AT THE FIL

13. Is your library interested and able to send a staff person to be one of the three Libros for Oregon Travelers (representatives) to the FIL this November? *(Not required; see above.)*

Y / N

If NO, please skip to the signatures at the end of the application.

If YES, please read the related information in the [Application Instructions](#), and then answer the following questions:

Name of proposed representative:

Job title:

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Speaks Spanish? (As described in the [Application Instructions](#), it is NOT required that the representative speak Spanish.)

Y / N

Has been to the FIL on behalf of Libros for Oregon before? If yes, what year(s)?

Y / N Year(s): _____

Has attended the FIL on behalf of any library before? If yes, what year(s)?

Y / N Year(s): _____

Will be an **individual** ALA member by June 15 (required)?

Y / N

Will have a **valid passport** by June 15 (required)?

Y / N

Will apply for the **ALA-FIL Free Passport** program by June 15 (recommended)?

Y / N

Can **book a flight** by July 15 (recommended)?

Y / N

Is able and willing to attend the FIL two years in a row, and serve as a mentor to new attendees? (As described in the [Application Instructions](#), this is not required of every applicant.)

Y / N

Although we project that the funds collected from participating libraries (\$2000) should prove sufficient to cover all travel costs, if they prove insufficient, **each participant's library will need to arrange with them how to cover any extra funds required.**

Please sign here to confirm that, if a staffer from your library is selected as one of the three (3) LfO travelers, your library is prepared to work with them to cover any unpredicted FIL-trip costs:

[More signatures next page]

SIGNATURES

Library Director:

Name (printed): _____

Signature: _____

Date: _____

Proposed Traveler (if any):

Name (printed): _____

Signature: _____

Date: _____