

# IMLS LIBRARY – DISCRETIONARY PROGRAM INFORMATION FORM

PLEASE NOTE: Information contained within this form may be published online or otherwise shared by IMLS. Therefore, please do not include any sensitive, proprietary, or confidential information.

## Section 1. Organizational Financial Information

- a. Please complete the following table for the Organizational Unit for the three most recently completed fiscal years.

Fiscal Year	Total Revenue*	Total Expenses**	Surplus or Deficit

\* For nonprofit tax filers, Total Revenue can be found on Line 12 of the IRS Form 990.

\*\* For nonprofit tax filers, Total Expenses can be found on Line 18 of the IRS Form 990.

- b. If you had a budget surplus or deficit greater than 10% of your annual operating budget for two or more of the three fiscal years listed above, please explain the circumstances of this surplus or deficit in the box below.

- c. Were there any **material weaknesses** identified in your prior year's audit report?

- Yes  
 No  
 Not applicable

A **material weakness** is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. If **yes**, please explain in the box below.

d. Has your organization had an A-133 audit in the past three years?

- Yes
- No

## Section 2. Agency-Level Goals and Objectives

Select the IMLS agency-level goal that best aligns with your proposed project. Once you have selected a goal, please select an associated objective. Refer to [Transforming Communities: IMLS Strategic Plan, 2018-2022](#) for details.

- Promote Lifelong Learning**
  - Early, Digital, Information, Health, Financial, Media, Civic and Other Literacies
  - Cross-disciplinary and Inquiry-based Learning Methods
  - Continuous Learning for Families and Individuals with Diverse Backgrounds and Needs
  - Distinctive Role of Museums and Libraries as Trusted Sources of Information
  
- Build Capacity**
  - Recruitment, Training, and Development of Library and Museum Workforces
  - Share and Adopt Best Practices and Innovations
  - Identify Trends to Help Organizations Make Informed Decisions
  - Serve as Trusted Spaces for Community Engagement and Dialogue
  
- Increase Public Access**
  - Support Stewardship of Museum and Library Collections
  - Tools, Technology, and Training Enabling Discovery and Use of Collections and Resources by All
  - Policies and Partnerships to Address Access Barriers to Collections, Programs, and Information
  - Increased Access to Knowledge through Effective Communications

### Section 3. Grant Program

Select the program to which you are applying (A through E). Then select one choice per mandatory category for the chosen program. Refer to the Notice of Funding Opportunity for descriptions of these options and instructions for how to make selections.

**A. Laura Bush 21st Century Librarian Program**

1. Select one:

- Planning
- National Forum
- Project
- Research in Service to Practice

2. Select one:

- Pre-professional
- Master's-level
- Doctoral-level
- Early Career Development
- Continuing Education

3. Select one:

- Lifelong Learning
- Community Catalysts
- National Digital Infrastructures and Initiatives

**B. National Leadership Grants for Libraries**

1. Select one:

- Planning
- National Forum
- Project
- Research in Service to Practice

2. Select one:

- Lifelong Learning
- Community Catalysts
- National Digital Infrastructures and Initiatives

**C. Native American Library Services: Enhancement Grants**

1. Select one:

- Preservation and Revitalization
- Educational Programming
- Digital Services

**D. Native Hawaiian Library Services**

1. Select one:

- Preservation and Revitalization
- Educational Programming
- Digital Services

**E. Native American Library Services: Basic Grants**