

# RBDB 2019



To: WNYLRC Member Library and Library System Directors  
From: Sheryl Knab, WNYLRC Executive Director  
Date: August 3, 2018  
Re: 2019 RBDB Member Project Grant Applications

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## **RBDB Member Project Grants Background Information**

The Western New York Library Resources Council receives an annual grant from the New York State Regional Bibliographic Data Bases and Interlibrary Resources Sharing program. WNYLRC is soliciting WNYLRC member project grant applications for 2019 RBDB funding. Application forms and instructions are available on <http://www.wnylrc.org>. Summaries of 2017 and 2018 funded grants are posted on the website.

The RBDB 2019 Member Project Grant program is open to all WNYLRC Governing and Patron Organizational members. Affiliate members such as system branches or individual schools must work with their system director prior to submitting a proposal. The system director must sign off on the grant proposal. Submitted member project grant applications are evaluated by an impartial Reading Team consisting of four members of the library community outside of our region. The Reading Team will forward its recommendations to the Regional Advisory Committee (RAC) who will then forward the results to the WNYLRC Board of Trustees for final approval. The complete RBDB Grant includes approved member grant proposals as well as identified regional projects proposed by the Regional Advisory Committee.

Request for changes or clarifications by the Regional Advisory Committee or Board of Trustees regarding member grant applications often occur. WNYLRC will contact you if this happens. Although the projects are for the calendar year 2019, funds will not be released until after New York State has adopted its 2019/2020 budget. WNYLRC will not receive any RBDB funding before July 1, 2019. If you choose to begin your project prior to the funds being received, you do so at your own risk. The information that follows is based on the assumption that RBDB funding will continue at the same level as received in 2018. If it does not, changes will be made accordingly. It is anticipated that a minimum of **\$40,000** will be available for WNYLRC member grant projects for 2019.

## **Additional Information and Changes Since 2018**

Please review the 2019 RBDB Grand Guidelines carefully to ensure a quality application. Recipients of digitization grants are highly encouraged not to begin the project prior to consulting with WNYLRC's Outreach and Digital Services Coordinator. Please confer with Heidi Ziemer ([hziemer@wnylrc.org](mailto:hziemer@wnylrc.org)) prior to planning any digitization project.

Please note: all 2019 RBDB forms are only available through [www.wnylrc.org](http://www.wnylrc.org). Full grant application packets are no longer being sent through the mail to eligible members. 75% of the grant award will be paid upon receipt of letter of agreement and the final 25% of the awarded grant amount will be paid once WNYLRC receives the grant recipient's final report and digitization projects are public.

Any questions regarding the completion of the application or about the guidelines should be directed to Sheryl Knab, Executive Director by email at [sknab@wnylrc.org](mailto:sknab@wnylrc.org) or by phone at (716) 633-0705, ext. 121.

**Submitting Your Library's 2019 RBDB Project Grant Application:** The application is available as a Word document and also available as an online form which includes the ability to upload files. However, the online form must be completed in one sitting since your data will not be saved to resume completing the form at a later time. Deadline to complete the application is **4:30 pm on Friday, October 26, 2018.**

**If you are completing it via WORD and plan on mailing it, please send 6 copies to:**

**RBDB 2019 Member Project Grant Applications**

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