

BALIS Financial Support for Libraries
CLAIM FORM

The BALIS Council has allocated dedicated funding from its reserves for institutional membership to any professional library organization, to support Diversity, Equity, and Inclusion related programs or services, and reimbursement for conference attendance by staff, especially if staff are presenting. The total allocation available per BALIS library is determined by Local Income Per Capita tiers as defined by the California State Library. Individual library allocations can be found on page 2 of this form.

Library: Richmond Public Library

My Library would like to claim \$ 9,333.00 of the funds available to be applied towards FY 2022-23 institutional membership to a professional library organization, to support Diversity, Equity, and Inclusion related programs or services, and reimbursement for conference attendance by staff, especially if staff are presenting. Please describe your library's use below.

Provide a brief description of the intended use of the funding:
We have a great need for staff development funds. The library team here has been through a number of interim directors and needs stability and a chance to learn and grow in their roles. We have a lot to accomplish in the next year because of the instability caused by staff turnover and the pandemic. We need to establish codified policies and procedures and develop a strategic plan. Most of the staff have not had experience doing these and would like to learn so that we can do these as a team. Learning how to do outreach and programs in our "new normal" are learning opportunities for us as well. We also have a couple of staff members who recently earned their MLIS degrees, and these funds would offer them the opportunity to enhance what they've learned in their courses.

Checks will be made payable and mailed to the agency and address listed below.

Library name or Friends Group: Richmond Public Library

Address: 325 Civic Center Plaza

Address: _____

City, State, Zip Code: Richmond, CA 94804-1659

I certify that my library shall use these funds solely for institutional membership to a professional library organization, to support for DEI related programs or services at my library, and reimbursement for conference attendance by staff, and I understand all funds should be spent no later than June 30, 2023. I agree to submit a written report of at least one page and any other supporting documentation such as photos, videos, samples of materials. etc. to the BALIS Council by June 30, 2023.

Library Director Name: Diana Lopez

Library Director Signature:  Date: 09/07/2022

To claim funding, please complete and email form to:
PLPClaims@plpinfo.org

Approved by Carol Frost, CEO, Pacific Library Partnership

Signature: _____ Date: _____

Staff: Please charge to Account #928-4448 (BALIS Reserve)