SOUTH CENTRAL KANSAS LIBRARY SYSTEM

2024 GENERAL TECHNOLOGY GRANT GUIDELINES

Grant guidelines have been revised and updated, so please read and prepare the application accordingly.
Contact the General Technology Grant Manager if you have any questions.
Priority is determined by earliest submission date

Eligibility Guidelines:

1. Only OFFICIAL SCKLS Application Forms will be accepted on or after the opening dates.

2. Your library has on-hand by the end of application round the required 50% cash match for the technology item requested.

3. School districts and Public Libraries with branches and Special Libraries with multiple facilities are single entities, so only ONE library per district, Public library with branches or Special libraries with multiple facilities will be awarded a grant per year.

4. You may receive only one General Technology Grant per calendar year. If you are not awarded a grant in the first round, you may apply for subsequent rounds.

5. No limit on number of item(s) requested, including eligible software licenses.

6. The technology item(s) must be for the library's use, be kept in the library, and be maintained and managed by the library staff. The items must be for the use of the library staff or available for use by all of their patrons.

7. The SCKLS General Technology Grant Manager makes the final determination if the item qualifies for the grant, and the Grant Manager may contact the librarian for more information if the purpose of the requested item(s) is not clear.

8. Quotes for standard computers are available on the General Technology Grant webpage. If you are using one of these standard quotes, you do not need to submit a copy of the standard configuration sheet. Should a library need a quote for an item not on this list, it is the responsibility of the librarian to contact an appropriate vendor or the General Technology Grants Manager to request the quote. Requests for quotes will be responded to in the order that they were received. An application must be accompanied by quotes in order to be considered complete.

9. The grant application must be filled out in its entirety. Failure to provide all of the requested information will delay the acceptance of your application, and a library's application will only be considered complete once all of the requested information has been provided.

10. If a library is awarded a grant, they must submit to SCKLS a copy of the final paid invoice for the item(s) requested by the deadline listed on the grant application page. Failure to follow and meet this and other grant guidelines and deadlines will result in ineligibility

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Eligibility technologies for purchase:

HARDWARE

Computer (through SCKLS or other vendor) or upgrade	Microfilm reader/printer	Security (any type)
Data projector and/or screen	Printer	External storage device
Digital Camera	Copier	External DVD drive
Scanner (not barcode—see Automation Grant for automation-related technologies)	TV	Docking station
Switches and routers	Cricut machine (consumables not eligible)	Monitor and soundbar
Firewall	CD/DVD cleaning machine	Laminator (Consumables not eligible)
Server, library use (third party purchase and install)	Web camera	E-Reader/Tablet
Assistive technologies	Gaming Consoles	Microphone

SOFTWARE

Financial (not including associated subscriptions)	Antivirus	Office Productivity software
Adobe	Filtering software	Graphic design, Web design

Ineligible items:

Contact the General Technology Grant Manager for items not covered above.

Automation (see Automation Grant for automation-related technologies)	Software not covered above	Maintenance fees
Subscriptions of any type with the exception of filtering software	Toner for printer or copiers	Games, controllers, and cords not included with initial purchase of gaming console

The maximum matching amount requested should not exceed $3,000. Although a library may request high dollar items, the requesting library is responsible for all funds exceeding the $3,000 Matching Grant.

Each round of the General Technology Grant will be open until the due date OR until the grant funds for that round have been committed.