

Pierre Gorman Award: Guidelines

Background

The Pierre Gorman award is a biennial grant offered by the Library Board of Victoria to support public library services in enhancing their services for people with disabilities. The award aims to inspire and encourage libraries to create innovative Programs and services that address the specific needs and challenges faced by the disability community. Proposals that demonstrate collaboration with local organizations and a commitment to community engagement are highly desirable, as the award seeks to fund projects that are developed through active engagement with the disability community.

Applications must be made through Smarty Grants. Smarty Grants is an external third-party website not related to the State Library Victoria. Applicants use the Smarty Grants website on the terms and conditions as set out on the website. State Library Victoria will not be liable for any claim arising in relation to an applicant's use of the Smarty Grants website.

Through the Award, the Library Board of Victoria realises of its functions under the Libraries Act 1988 (Vic) to exercise leadership and promote high standards in the provision of library and information services.

Value

Applicants can apply for any amount up to a maximum of \$25,000 (inclusive of GST).

Eligibility

All employees (regardless of qualification and band level) of a council established and funded Victorian public library (**VPL**), and a member of Public Libraries Victoria, can apply.

Volunteers of a VPL are not eligible to apply.

Applicants must be able to demonstrate that they will be employed by a VPL for the duration of the scholarship. The manager or CEO of the VPL may be contacted to verify employment.

Previously unsuccessful applicants may apply.

Applications may be made jointly by individuals employed by the same or different VPLs. Where applicants apply jointly, one VPL must be nominated as the contact VPL and administrator of the funds, where the application is successful.

Past recipients may apply if 5 years have passed since their previous successful scholarship contract commencement date.

Pierre Gorman Award: Frequently Asked Questions

How can the award fund be used?

The award fund can be used in several ways, including:

- As seed funding for longer-term Programs or service development (Programs)
- In combination with other funding sources, such as grants from government agencies
- To support capital purchases or infrastructure expenditure, up to a maximum of 25% of the total amount sought
- To support advocacy campaigns and activities, including the acquisition of professional services to promote and showcase the library's role in enhancing outcomes for people with disabilities to local government and community members
- To evaluate the social impacts of the proposed Program, including the engagement of social research services to design, deliver, and report on the impacts of the proposed Program
- To record and document the Program professionally
- To employ project specialist support to ensure the success of the Program.

The award funds can be utilized for various activities, including (but not limited to):

- Developing new services, Programs or resources for people with disabilities.
- Promoting and improving public library services for people with disabilities.
- Fostering skill acquisition and community development outcomes.
- Providing professional development opportunities for staff to cater for the access requirements of people with disabilities.

Please note that these activities are not an exhaustive list, and the award funds may also be used for other eligible activities.

What does 'capital purchases or similar infrastructure expenditure' mean?

"Capital purchases or infrastructure expenditure" refers to investments in long-term assets or basic physical and organizational structures that generate future income or benefits for an organization beyond the current financial period. It refers to investments in fixed assets that will provide benefits to an organization beyond the current financial period.

How do partners need to be involved in the submission process?

Partners involved in the submission process should provide a letter of agreement or a memorandum of understanding, which outlines their agreement and responsibilities for the proposed project. Engaged partners are not required to meet the key selection criteria, but letters of endorsement from two referees are necessary. The letters should highlight the merits of the proposed project and the capacity of the engaged parties to ensure its success. References with community connections, partnerships, and linkages are preferred.

Do I have to partner with a disability service provider?

Libraries are encouraged to propose partnerships with parties that are best suited to the nature of their projects, such as technical partners, local businesses, or government agencies. However, it is crucial to prioritize engagement and consultation with local community members, especially those who promote the achievements and contributions of people with disabilities and advocate for inclusion.

The scholarship seeks to fund proposals that are developed through active engagement with the disability community, as it is believed that this approach will lead to better outcomes and greater social impact. Therefore, the proposal should clearly demonstrate how the library service plans to engage with and involve the disability community in the development, implementation, and evaluation of the proposed project.

Can my organisation submit more than one application?

Yes.

Can the Award be used to fund Programs, projects or activities already operating?

No. Funding from the award is not eligible for Programs, projects, or activities that have already commenced prior to the opening of the application process.

Can we divide the fund across multiple projects?

Only one proposal per library service will be funded. The Award funds cannot be divided across multiple projects or proposals submitted by the same library service.

Conditions:

The successful applicant will be required to sign an agreement (terms and conditions) that covers reporting timelines, use of copyright materials, plagiarism, acknowledgement, use of social media and research protocols. The agreement will outline the specific requirements and expectations for the recipient throughout the duration of the Program, as well as the consequences for non-compliance with any of the terms.

During the Program, the recipient will be required to submit quarterly progress reports to the award administrator. These reports will provide an update on the recipient's progress towards achieving their proposed outcomes and will be used to track the success of the Program.

Within 6 months of the completion of the Program date identified in their proposal, the recipient must forward a final report to the award administrator. The final report should include a summary of the outcomes achieved and the impact of the Program on the target audience. The report must also include an acquittal of funds, which outlines how the funds were used and provides evidence of any associated expenses.

The recipient will be expected to share the enhanced skills or learning gained through an agreed process of networking with the public library sector and/or allied agencies to maximise the collective benefits of the award. This may involve presenting at conferences, participating in webinars or workshops, or developing resources to share with others in the sector. By sharing their knowledge and experience, the recipient can help to build the capacity of the wider public library sector and contribute to the ongoing improvement of library services for people with disability.

Assessment

Applications will be assessed by a panel comprising representatives of the Library Board of Victoria, State Library Victoria, Public Libraries Victoria and advocates of people with disability.

Applicants may be asked to provide more information in written form about their proposals.

Interviews may be arranged for shortlisted applicants.

The Library Board of Victoria reserves the right not to award the funds.

Privacy

The Library Board of Victoria, through the Award, is collecting your personal information to assess your application and communicate with you about your application and Award if you are successful. We will publish your name on the Award and the Library Board of Victoria websites and channels if your application is successful. We may also use personal information to assess and improve our performance and offerings, and to fulfil the Library's functions under the Libraries Act 1988 (Vic).

We use third party systems and servers which may be located outside Victoria. If you do not provide the requested personal information, we cannot progress your application and you will not be eligible for the Award.

Our Privacy Policy is available at <https://www.slv.vic.gov.au/about-us/policies-guidelines/general/privacy-policy>. You can access your personal information by writing to privacy@slv.vic.gov.au or Library Board of Victoria, 328 Swanston Street, Melbourne Vic 3000.

More information

Enquiries should be directed to the Award coordinator at State Library Victoria by emailing publiclibraries@slv.vic.gov.au. All enquiries will be treated confidentially.