

**State Library of Iowa  
Building Consultant Project Application**



1. Name of Applicant: \_\_\_\_\_

2. Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

3. Name of Project Director: \_\_\_\_\_

4. Telephone: \_\_\_\_\_ 5. E-mail: \_\_\_\_\_

6. U.S. Congressional District 1 \_\_ 2 \_\_ 3 \_\_ 4 \_\_ 5 \_\_      7. District Office: \_\_\_\_\_

8. Title of Project:      Building Consultant Grant

9. Name of Consultant to be hired: \_\_\_\_\_

10. Estimated number of persons to be served by this project: \_\_\_\_\_

11. Brief description of work to be done by consultant:

**12. Anticipated funding:**

Funds Requested

Local Cash

Total Project Cost - 100%

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

13. Signature \_\_\_\_\_

Type/Print Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**Complete this application and mail to:**

**State Library of Iowa  
Attn: Marie Harms  
1112 E Grand Ave  
Des Moines IA 50319  
FAX: 515-281-6191**

**PROJECT DESCRIPTION:**

**14. Needs Statement: Why is this project necessary?**

**15. Project Objectives/Methods: what will this project accomplish? What are methods and procedures to accomplish these objectives?**

**16. Evaluation: How will this consultant and his/her work for the library be evaluated?**

**How will results be measured?**

**What is anticipated outcome of the grant?**

**What is the anticipated impact to customer service?**

**17. ESTIMATED BUDGET**

Library/organization:  
Project Title: Space Planning Grant

Please round all amounts to the nearest dollar.

**A. Salaries and benefits** (itemize all salaries and benefits)

_____	\$ _____
_____	\$ _____
Total Salaries	\$ _____

**B. Contractual Services**

_____	\$ _____
_____	\$ _____
Total Contractual Services	\$ _____

**C. Library Materials and Supplies**

_____	\$ _____
_____	\$ _____
Total Materials	\$ _____

**D. Travel**

_____	\$ _____
_____	\$ _____
Total Travel	\$ _____

**E. Other (specify)**

_____	\$ _____
_____	\$ _____
Total Other	\$ _____

**F. Total A-E** \$ \_\_\_\_\_



The Institute of Museum and Library Services support this program under the provisions of the Library Services and Technology Act as administered by Iowa Library Services/State Library of Iowa.