



Friends of Michigan Libraries (FOML) 2020 Outstanding Friends of the Library Merit Award

Please fill out entire form. Insert it at the beginning of your .pdf or attach it to the front of your application. Application must be postmarked or emailed by January 12, 2021 to be eligible.

Friends Group Name: _____

Group President's Name: _____

Library Service Population (from your Library Director): _____

Are you a branch library Friends group? Yes No

If yes, what size population does your branch library serve? _____

Contact Person's Name: _____

Contact Person's Address: _____

Contact Person's E-Mail: _____

Contact Person's Phone Number: _____

The following criteria have been included in our application:

- Planning:** Involvement of the Friends, library, and community in the use of resources, an innovative and appropriate activity, and measurable outcomes (e.g., attendance at event, increase in patron use of the library, etc.).
- Implementation:** Public relations, broad membership involvement, and use of resources.
- Evaluation:** Assessment of activity or program with measurable results.
- Innovation:** New idea(s) for program or activity, creative involvement of community and specific citizens and creative use of public relations.
- Community Involvement:** Evidence of community involvement in planning and implementation.

Group President's Signature: _____

Please e-mail your form in .pdf format to: ibancroft@mmlc.info

Or mail to: **FOML**
 % Mideastern Michigan Library Cooperative
 Attn: Irene Bancroft
 503 S. Saginaw Street, Suite 711
 Flint, MI 48502

Checklist - Application for FOML Award of Merit

Before you submit an application for the Friends of Michigan Libraries (FOML) Award of Merit, please check the following list and indicate whether you have completed the actions required.

____ Your Friends group membership is current for the calendar year for which you are applying. (FOML memberships are for the calendar year)

____ You have provided the phone number and email address of the principal contact person who can be reached to respond to any questions that may arise from the review of your application by the FOML Awards Committee.

____ You have checked with your library director to ascertain the size of the service population that is included in your library's service area.

____ Reviewed your application for its content and focus to determine whether the application covers the 5 criteria used in evaluating the application?

- Planning
- Implementation
- Evaluation (Assessment of Project)
- Innovation
- Community Involvement

____ You have provided appropriate documentation of your activities – photographs, newspaper coverage, statistics of attendance at events, membership participation in project, etc.

____ You have verified the date when the application must be received by FOML in order to be considered for an award.