



MICHIGAN LIBRARY ASSOCIATION

MLA Advocacy Resource Fund Guidelines

The Advocacy Resource Fund was created to educate and to oppose any current or future legislation, regulations, or executive orders that infringe upon first amendment rights and intellectual freedom. Funds may be allocated or requested by MLA members to provide training for library or school board members and staff on strengthening collection development/diversity and inclusion/other internal policies. Advocacy Resource Funds may also provide funding in response to challenges to intellectual freedom, provide for trauma therapy for library staff, support ongoing communications with legislators, and/or any activity that heightens public awareness of the value and importance of libraries.

Eligibility Requirements:

Only MLA Organizational Library Members may apply to this fund.

Timeline and Awards:

Requests will be considered on a rolling basis. Requests might be fully or partially funded. Not all applicants will be funded.

Application Package:

The application form can be accessed from the following link:

<https://mla.memberclicks.net/advocacy-resource-fund-request>. Applicants should retain a copy of the application form and must submit all information requested on the application form:

- i. Fill out the required contact information on the application.
- ii. Note if this request is for Training, Legal Fees or trauma therapy for staff.
- iii. Note if this is an urgent request.
- iv. Note if other sources of funding are being sought and the amount to address the challenge.
- v. Fill out the funding request – please be specific and provide the amount for each item listed and a brief narrative in the space provided. The total of each item should equal the amount requested.
- vi. Narrative (max. 6000 characters) – Address the immediate need you are experiencing, training requested (if applicable) and how you will use these funds.

Evaluation Process & Selection Criteria:

Applications will be reviewed by the MLA Executive Director who will provide a financial recommendation to the MLA Intellectual Freedom Task Force and Financial Committee based on the annual budget and who have authority to award resources.

Applicants will be evaluated according to the following:

- i. A complete application with a clear, focused explanation of the request.
- ii. Clear, concise and timely need addressed
- iii. Evidence that activities or resources will be used for educational advancement or in defense of first amendment rights

Notification and Awards:

Recipients will be notified of their selection by email no more than 10 business days after the receipt of their application. If this request is urgent, please note on the application form. MLA staff will do everything we can to address the application in a timely manner.

Agreement:

Recipients must enter into a written agreement with MLA, which, when executed, has the legal effect of obligating the award, and which states the rights and obligations of the parties. No funds will be awarded in the absence of a signed agreement.

Confidentiality:

Applications and approval of fund requests will be held in confidence by MLA unless given express permission to use by the recipient.

Contact Information:

Questions concerning the MLA Advocacy Resource Fund that are not answered in the above guidelines should be directed to: Deborah E. Mikula, Executive Director at dmikula@milibraries.org or 517-881-1266.