

Little Free Library Project

* Indicates required question

1. First & Last Name of Individual Submitting this Application *

2. Title of Individual Submitting this Application *

3. Email Address of Individual Submitting this Application *

4. Preferred Telephone Number of Individual Submitting this Application *

5. Name of Library *

6. Type of Library *

Mark only one oval.

Public *Skip to question 7*

Academic *Skip to question 8*

School *Skip to question 8*

Other: _____

Application Narrative

7. Name of Town / Community Where Little Free Library Will Be Placed *

8. Describe any partner libraries you will be working with on this project, and include contact information for the individuals that you will be partnering with. *

9. Describe the library's commitment to building a reading-friendly community. Include specific examples of how the library seeks to foster reading activities including outreach activities related to reading and literacy. *

10. Describe where and how the library would install the Little Free Library. Include details about who owns the land; why the location was selected; and who will decorate the Little Free Library and install it. If the library does not own the land where the Little Free Library will be installed, email a formal partnership agreement for the library to install the Little Free Library to jenn.wann@ade.arkansas.gov. *

11. Describe how the library would sustain the Little Free Library project. Include details about how the library will continue to be stocked; anticipated operating costs; plans for routine maintenance; and any personnel assigned to the project. *

Terms of Agreement

Recipient libraries agree to:

- Decorate and install the Little Free Library on the library property, or other public property with the appropriate permission. Installation should be completed within sixty (60) days of receipt of the Little Free Library kit.
- Take care of the Little Free Library through regular cleaning, maintenance, and debris or vandalism removal.
- Keep the Little Free Library stocked with a wide variety of books in good condition and remove damaged and outdated materials, or materials of little interest to the community using the same standards the library uses to weed books from its permanent collection (e.g. books that are moldy, torn, contain outdated subject matter that could be damaging such as medical or scientific information, and textbooks or pamphlets).
- Register the installed kit and Charter Number with Little Free Library.
- Promote the Little Free Library through the library’s regular communication channels including newsletters, local media, social media, and outreach activities; credit the Arkansas State Library and the Institute of Museum and Library Services with providing the Little Free Library.
- Provide feedback on the project to the Arkansas State Library no later than six (6) months after receiving the Little Free Library kit.

12. Acknowledgement of Agreement *

Check all that apply.

I acknowledge and agree to the terms of the Little Free Library Project listed above.

13. Partnership Agreement -- a partnership agreement must be in place for Little Free Libraries that would be installed on land not owned by the library.

Email partnership agreements including permission for the installation of a Little Free Library to jenn.wann@ade.arkansas.gov.

Check all that apply.

I agree to obtain permission from the landowner before installation of a Little Free Library.

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