# Appendix G: Library Development Plan

Instructions

Applicants are required to complete this plan if their application proposes that CCSP grants be used to develop new and/or enhance existing school library and media programs. Fill in each box and section below, replacing the text in brackets below each heading with the requested information. Use of bullet points is encouraged. Remember that the longer the plan, the less likely your ability to use it effectively.

|  |  |
| --- | --- |
| **School Name:** |  |
| **School Library/Media Contact:**  (Name, Phone and Email) |  |
| **Effective Dates of Plan:** |  |

School Introduction/Demographics

[Briefly describe the charter school community in terms of size, population, and concerns, outline the authorizer’s and school’s core library plan priorities and how they will be addressed with CCSP grant assistance.]

Vision

[Provide a one-sentence statement to be used to guide the development of the library program, planning, and purchases.]

Current Library Media Program

[Provide a description of your existing library program. If no library facility currently exists, a statement reflecting that fact is adequate. Include in your description: estimate of current number and types of materials, description of facility and staffing currently in place, existing integration of library with the curriculum, policies governing the library and media program (Internet access by students and staff, filters, content monitoring), technology and information literacy plans, facility size, appearance, and location in the school, etc.]

Goals/Objectives

[List goals and objectives that the school hopes to achieve through the library program during the life of the grant. Include the types of library media resources you will have and how they will be used both in and out of the curriculum and explain how the school’s staff, parents, community, and students were (or will be) utilized to develop these goals.]

Activities and Measures

[Indicate the activities identified to carry out the above goals and objectives and the measures that will be used to assess success of and toward these proposed actions. Include dates, quantities, timeframes, etc.]