

Innovation Sandbox Grant Application Information

Overview

The Innovation Sandbox allows libraries to experiment with and pilot new technologies, equipment, and service models. Libraries are invited to propose ideas that expand and promote equity of access to legal resources or push the boundaries of the traditional courthouse library service mode.

Eligible Projects and Expenses

To be eligible, project outcomes must include one or more of the following:

- New services that address current or future needs of courthouse library users
- Expanded access to the libraries' resources beyond traditional usership
- Enhanced equity of access to resources available in larger firms or large urban communities

Eligible expenses are **directly related** to the project activities including, but not limited to:

- Software licensing fees
- Equipment rental or purchase costs
- Research expenses
- Signage and other promotion / knowledge-sharing
- Public accessibility costs (eg: sign language interpretation, captioning, audio description, etc.)
- Other costs directly related to carrying out your project (must be justified)

Ineligible projects / activities include:

- Regular and ongoing operating activities of the library
- Projects or regular and ongoing operating expenses of the Association other than library projects
- Collections enhancements (please consider an application under Stream 2, "Equity of Access to Standard Library Collections")

Ineligible expenses include:

Expenses that are **not directly related to the project activities** including, but not limited to:

- Ongoing operating expenses / salaries of permanent staff
- Deficit reduction costs

- Capital construction or renovation costs
- Expenses incurred prior to your application submission date
- Expenses related to association activities / perks of association membership

Application Guidelines

Application limits: One project per library per year

Application due dates:

Dates may be subject to change. Deadline extensions will not be available.

- Year One Projects: Applications due Oct. 11, 2023 (successful applications announced Nov. 20, 2023)
- Year Two Projects: Applications due May 1, 2024 (successful applications announced June 5, 2024)

Project length: Up to two years

Required information and support material

- Description of your project and the expected project outcomes
- Project Budget
- List of confirmed key team members and their roles
- High level work plan, including a timeline
- **Optional:** Letters of engagement from partners
- **Optional:** Relevant studies or research

Maximum application length: 3 pages in total.

Assessment

Eligible applications will be assessed by the Managing Director of LiRN in consultation with LiRN's Board of Directors and Officers and the Innovation Sandbox Project Manager on the following criteria:

Relevance and Impact:

- The project addresses clearly articulated challenges or opportunities
- The project outcomes meet the eligibility criteria listed above
- The proposed activities are relevant, suitable, and consistent with the project's objectives
- There is a plan to share knowledge and results within the network and beyond (participation in LiRN hosted knowledge sharing events are the minimum requirement)

Feasibility:

- The applicant has the expertise and capacity to successfully carry out the project, or has clearly articulated what supports it would need
- The budget is reasonable and the workplan is realistic and aligned with the project's objectives

Accessibility, equity, diversity, social justice, and decolonization (if applicable to the project)

If your proposed project addresses challenges and gaps related to accessibility, equity, diversity, social justice, or decolonization, you must demonstrate that appropriate cultural protocols for the community/communities involved are being observed and you have the active participation, collaboration, involvement, and empowerment of the specific community/communities impacted by the project.

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