

Cooperative Collection Development Plan

Purpose

As directed by Commissioner's Regulation §90.18, the School Library System of Genesee Valley BOCES has developed this Cooperative Collection Development Plan to facilitate the creation of supplemental collections that will provide a greater level of access to resources from the collective holdings of the region. Cooperative Collection Development (CCD) grants are available as seed money to fund the core of a new collection; additional development will be funded through the member library's regular collection development.

Collection Management

Management of the CCD holdings of the region will be facilitated by the Coordinator of the School Library System (SLS) as well as SLS staff. The following cataloging guidelines are to be followed so that CCD holdings can be extracted from members' catalogs. CCD holdings will be cataloged as regular items within the member library's catalog with the following additions:

- 591 #a = Year of purchase
- 591 #b = School Library System for the grant funded books
- 591 #c = Can be left blank or filled
- 591 #d = Enter "CCD" here for all CCD collection books

Grant Requirements

Successful CCD grants will address an area of need identified during an inspection of the overall collections of the region. In addition, grants that are aligned to New York state standards and show collaboration with classroom teachers to meet needs of identified units within the curriculum will be given preference. Grants can only be submitted by certified school library media specialists from member libraries.

Depending on the funding being available, the School Library System will allocate \$3,000 for CCD grants each year. There will be two types of grants available. Start-up grants can be requested for either \$500 or \$1,000 to begin development of a newly identified area. Grants requesting the \$1,000 level will require additional evidence of collaboration between member libraries or with classroom teachers to identify a critical need. Refresh grants will provide libraries who can show evidence of continual collection development in an existing CCD area with an additional \$250 to purchase updated materials.

There will be one startup grant available at the \$1,000 level, and two startup grants at the \$500 level each year as well as four refresh grants for \$250 each. Grants may be partially funded depending on the availability of funds, the review of the collection process, and the number of applications received.

Current Collections

A list of current collections will be made available on the SLS website. All books cataloged as noted above will be automatically included in the collection listing.

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Library Information

Name: _____ Grades Served: _____

District: _____ School: _____

Type of Grant Requested

- \$1,000 Start Up Grant \ Topic: _____
- \$ 500 Start Up Grant /
- \$ 250 Refresh Grant Topic: _____

Grant Narrative

Please address the following questions in an separate attachment. The narrative should be between 500 and 1,500 words long.

- ▶ How does this collection align with and extend your current collection and the collections of other member libraries?
- ▶ What state or local curriculum standards, performance indicators, and units of instruction are addressed by this collection development proposal?
- ▶ What collection development resources were consulted in selecting materials for this proposal?

For \$1,000 Start Up Grants

- ▶ Please provide additional details on collaborative efforts with teachers and other member librarians in developing this proposal. How will they use the materials?

For \$250 Refresh Grants

- ▶ Please provide additional details on previous collection maintenance activities.

Verification of Requirements

If approved, the member library agrees to catalog materials as per requirements, to make all materials available for use in the system, and to maintain the collection by selecting and deselecting materials as necessary.

Certified Member Librarian Date

School/District Administrator Date