

2026 LORI Grant Programs

Application & Grant FAQ

Application & Allowable Expenses

What is the purpose of these grant programs?

LORI grants provide opportunities for forward-looking projects that support the advancement of library services in Rhode Island. These grant funds are not intended for simply purchasing supplies and materials. LORI Grants are programmatic and must address a specific community need, as well as one of the OLIS priorities of Access, Learning and Engagement and the library's long-range (strategic) plan. The grant proposal should include activities that will result in measurable outputs and outcomes and have an impact on library services. If the only activity in your proposal is purchasing supplies or equipment, then this may not be the right grant program for you. Learn more about current programs at the [LSTA Sub-grants page](#) at the OLIS website.

What is the difference between Project Grants and Mini-Grants?

The most obvious difference between the two programs is the amount of funds available per proposal. Project Grants are for larger projects between \$10,000 and \$27,500 while Mini-Grants are for projects between \$2,500 and \$7,500. Project grants will focus on a community need and may approach that need with a variety of activities. These projects will likely span the entire available grant window, should have multiple outputs and outcomes, and will require additional application questions. Mini-Grants will also address a community need but may operate on a shorter timeline, include fewer, more targeted activities, and require a less intensive application.

What expenses are not eligible?

LSTA Funds cannot be used for capital expenditures/improvements or construction, prizes and incentives, entertainment (including food and alcohol), lobbying, or promotional campaigns. If you are unsure if something is allowable, please contact OLIS.

If promotional campaigns are not allowed, does that mean that we cannot promote the grant project?

LSTA funds cannot be used to promote libraries in general (think library branded swag, general campaigns about the library), however you can use LSTA funds to promote your LSTA-funded



project. For example, if a project includes a series of programs, you can use funds to promote those programs to the intended audience.

What makes a good proposal?

A good LORI grant proposal will address a specific community need, as well as goals from the library's long-range/strategic plan. The proposal will thoroughly answer all the included questions, including a plan for activities, intended outputs and outcomes, and a plan for measuring the impact of the project. A proposal should also be realistic to both the timeline of the program and the capacity of the library. Simple projects that address a community-specific need can be very impactful. Finally, all proposed purchases should be related to the project activities and be both necessary and reasonable to execute those activities.

How will my application be scored?

Applications will be scored by a team composed of OLIS staff members and outside reviewers. The review team will use a rubric to score the narrative components of your proposal. Special attention will be paid to whether your proposal expresses a clear community need, if the proposed activities are relevant to address that community need, if the library has demonstrated the appropriate capacity to execute the project, if the library has a sound plan for measuring the impact of the project, and if the budget requests are reasonable and necessary to complete the proposed project.

Can we request technology for the library?

Yes and no. Libraries should have a plan in place for regular updates to existing technology, however technology remains an eligible expense under the goals of the LORI Grant program, however simply purchasing technology such as laptops, computers or similar is not enough to constitute a project. Technology purchases must be necessary and reasonable for the execution of the proposed project, with accompanying activities that will result in measurable outputs and outcomes. If you are unsure if what you have in mind is allowable, please contact OLIS.

Can we request to purchase furniture?

Furniture is generally not allowed unless it is necessary and reasonable for the execution of a project. Purchasing furniture to replace existing library furniture or make general improvements to the library is not allowed. If the library requires specific items to execute grant activities, then those may be allowed. If you are unsure if what you have in mind is allowable, please contact OLIS.

How do I know if something is a capital expenditure?



[“Capital expenditures”](#) means expenditures to acquire capital assets or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets (buildings, land) that materially increase their value or useful life. Ask yourself a few questions about what you are hoping to do: Is it temporary? Is it portable? Could it reasonably be executed by library staff (as opposed to requiring additional expertise to “install”)? If the answer to any of those questions is no, then the item or service is likely not allowable. For example, a pop-up greenhouse or pre-fab garden box might be allowed while landscaping service to change a lawn into a garden is likely not. If you are unsure if what you have in mind is allowable, please contact OLIS.

What is the difference between supplies and equipment?

The equipment category should only be used for a single item costing over \$10,000. Twenty computers purchased at \$1,000/each for a total of \$20,000 is not considered equipment; an expenditure like that should be categorized under supplies. A Charlie Cart mobile kitchen unit costing \$15,000 would be considered equipment. You must get prior approval from OLIS for equipment requests, because OLIS must get prior approval from IMLS for all equipment requests.

How detailed does the proposed budget need to be?

Your proposed budget should provide a high-level overview with enough detail to understand what the library will be purchasing and how it relates to the project activities. The application does not need to include item-specific details like make and model, nor does it need to include price quotes, links or similar. A statement like “laptop computers” does not provide adequate detail, while a statement like, “Ten Dell XPS 12 Laptops with 12th Gen Intel Core i7-1250U” is more detail than is strictly necessary. A statement like, “ten laptop computers for use in senior digital navigator program,” provides enough information for the application review team to understand what you will buy and why.

Grant Management, Euna, and Finances

Who should I contact if I am having difficulty logging into Euna?

While OLIS can help troubleshoot certain basic issues in Euna and questions specific to OLIS grant programs, if you are having difficulty logging in or other technical issues, contact the RI Grants Management Office through the [User Support Portal](#).

Who will receive the funds from this award?

This depends on the library’s situation. You may elect to receive payment directly to the library or engage a fiscal agent/payee such as your municipality, friends’ group or foundation. Whatever



entity you select must have a Unified Entity Identifier (SAM) aka a UEI to be eligible to receive federal funds; this entity must also be registered in the [Ocean State Procures portal](#) so that the State of RI can issue payment. If you are using a fiscal agent/payee that has received a LORI grant in the past, then they almost certainly meet both criteria. If you would like to get paid through a new or different entity, please contact OLIS for more information.

What is the Annual Organization Registration and does my library need to complete it?

The Annual Organization Registration is the annual registration with the State of RI's Euna system and is required for organizations to receive a subgrant from a state agency. This is an annual renewal so the **entity receiving the payment** must complete it each year in order to receive federal funds through a state agency.

Can the library submit more than one application?

Yes, if your library has two disparate project ideas that fit the criteria of the program, you may submit two applications. Libraries may also submit applications for both Project and Mini Grants if they have projects in mind for both.

How will I request funds?

Libraries will request funds through the Euna GMS via the Financial Report Feature, and by checking off the "This is a reimbursement request" option. The library will fill out the budget charts and narrative and provide accompanying documentation with each report.

How often can I request funds?

Funds can be requested throughout the project for reimbursement of purchases and/or in anticipation of purchases to be made within 30 days of the request. Libraries can request funds up to once per month. All funds must be requested by August 31, 2026.

Can I request funds before I make purchases?

Yes, funds can be requested throughout the project for both reimbursement of purchases and/or in anticipation of purchases to be made within 30 days of the request. If your library has any concerns about this, please contact OLIS.

What do I do if I need to change my project activities or proposed budget?

If circumstances arise that necessitate substantive changes to your project activities or changes to the budget (especially shifts in budget categories), you can submit an Amendment Request directly through Euna. You may request changes to your activities, and to your budget, though you



may not request additional funds. For small changes, like changes in an item's brand or model, small shifts in quantity, or changes in anticipated costs, you do not have to file an amendment.

What kind of reporting will I need to do?

All reports will be managed through Euna and will include financial reports, and a final report due by the end of September 2026. There is also a final closeout financial report in Euna that will be completed after all other reports have been submitted and accepted to officially close the grant.

Important Dates

- Application period: February 2026 – March 16, 2026
- Notification of award: April 1, 2026
- Project period begins: contract execution but no later than May 1, 2026
- Final date to request drawdown of grant funds: August 31, 2026
- Project conclusion: August 31, 2026
- Deadline for final grant report: September 30, 2026

Contact

For additional questions about LORI grant applications contact Nicolette Baffoni (nicolette.baffoni@olis.ri.gov) or [schedule an appointment](#).

