

Local CALL

General Information

Please use this form to let us know what regional training you would like to see supported through CALL. This program is intended to provide support for in-person customized training at the local level and to encourage networking and connections between libraries with similar continuing education needs.

*This opportunity is brought to you by California Libraries Learn (CALL), a joint project of the California Library Association and the California State Library. CALL is supported in whole or in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.

Parameters for Local CALL

Please read the following before completing this form.

- Interest forms will only be accepted from the proposed host library representative.
- The window to submit the form is open between October 24th and December 31, 2024. All training must be completed by July 31, 2025.
- Host library must be a public library or a library cooperative in California.
- Total budget for the training may not exceed \$5,000.
- Allowable expenses are presenter/trainer fees and facility fees if the facility is outside of the host library.
- Training must be open to the host library staff as well as library staff in the region.
- Topics for the training are not limited, but special consideration will be given to topics identified in the CALL Needs Assessment and the [California State Library LSTA 5-Year Plan](#).
- Host library will be responsible for all logistics, including registration, scheduling and promotion of the event, trainer/presenter communications, as well as distribution of a required LSTA survey after the event.
- CALL can assist with identifying a presenter or trainer if requested.

Questions

1. Host Library Name
2. Contact Person (First and Last name)
3. Contact Email
4. Host Library Jurisdiction: (Select from a drop down list)
5. What is the training or presentation you would like to host? Please include as much detail as you can.
6. What is your preferred or target date for delivery of this training? List all dates in order of preference.
7. Why is this topic important to your host library staff and to other libraries in the area? (Please include any information related to how you identified this topic and how you are aware of its importance)
8. How do you anticipate using the funding support for this training? Please include as many details as possible and remember that funding is only available up to \$5,000.
9. (Allowable expenses are presenter/trainer fees and facility fees if the facility is outside of the host library)
10. What support will the host library provide? (Staff time, copies, promotional materials, facility)
11. Based on the most recent CALL Needs Assessment, the following topics are important to California library workers. Please choose any that are related to the training you hope to host. (Multiple select)
 - a. Community Engagement
 - b. Equity, Diversity, Inclusion and Belonging
 - c. Outreach and Partnerships
 - d. Leadership, Management and Administration
 - e. Wellbeing and Mental Health of Library Staff
 - f. Other
12. How do you plan to publicize this event to other libraries in the area? (Please note: all publicity needs to include the CALL funding statement*). (Multiple select)
 - a. Email (List-serves, targeted)
 - b. Blog post
 - c. Newsletter
 - d. Other
13. I estimate that ____ staff from my library system will attend. (Select one)
 - a. 10-25
 - b. 26-50
 - c. 51-75

- d. Over 75
14. I will reserve ____ seats for library staff from outside of my library system. (Select one)
- a. 10-25
 - b. 26-50
 - c. 51-75
 - d. Over 75
15. Are you willing to update CALL staff on your training plans and debrief on how the learning event went?
- a. Yes
 - b. No
16. Comments/Questions:

What happens next?

- CALL staff will review your interest form and get back to you with any questions
- You can expect to hear something within 2 weeks of your submission