

## MEMORANDUM

*DiMenna-Nyselius Library, Fairfield University*

TO: Faculty

FROM: Keith R. Stetson | Collection Development Librarian

SUBJ: Library Grant Program

DATE:

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The library has a number of endowments whose use is not restricted by their donors. A “Library Grant Program” is available to utilize these funds.

This allows faculty to target areas of the collection needing improvement without using the allocation that their program, department, or school receives. Identifying materials that will support new courses and other changes in the curriculum would be one effective use, while selection of materials which would exclusively support an individual’s research would not.

Requests will be accepted throughout the year and will be reviewed promptly on receipt. Awards in any one fiscal year will be limited to one grant of up to \$1,000 to each of the Schools, Departments, and Programs which currently receive an annual allocation from the Library.

Please submit your request through your Dean, Department Chair, or Program Director. The library reserves the right to limit, postpone, or curtail this program.