



**Libraries  
Connected**

**Apply by Survey  
Monkey: Libraries  
Connected Funding  
Portal  
How-To Guide**

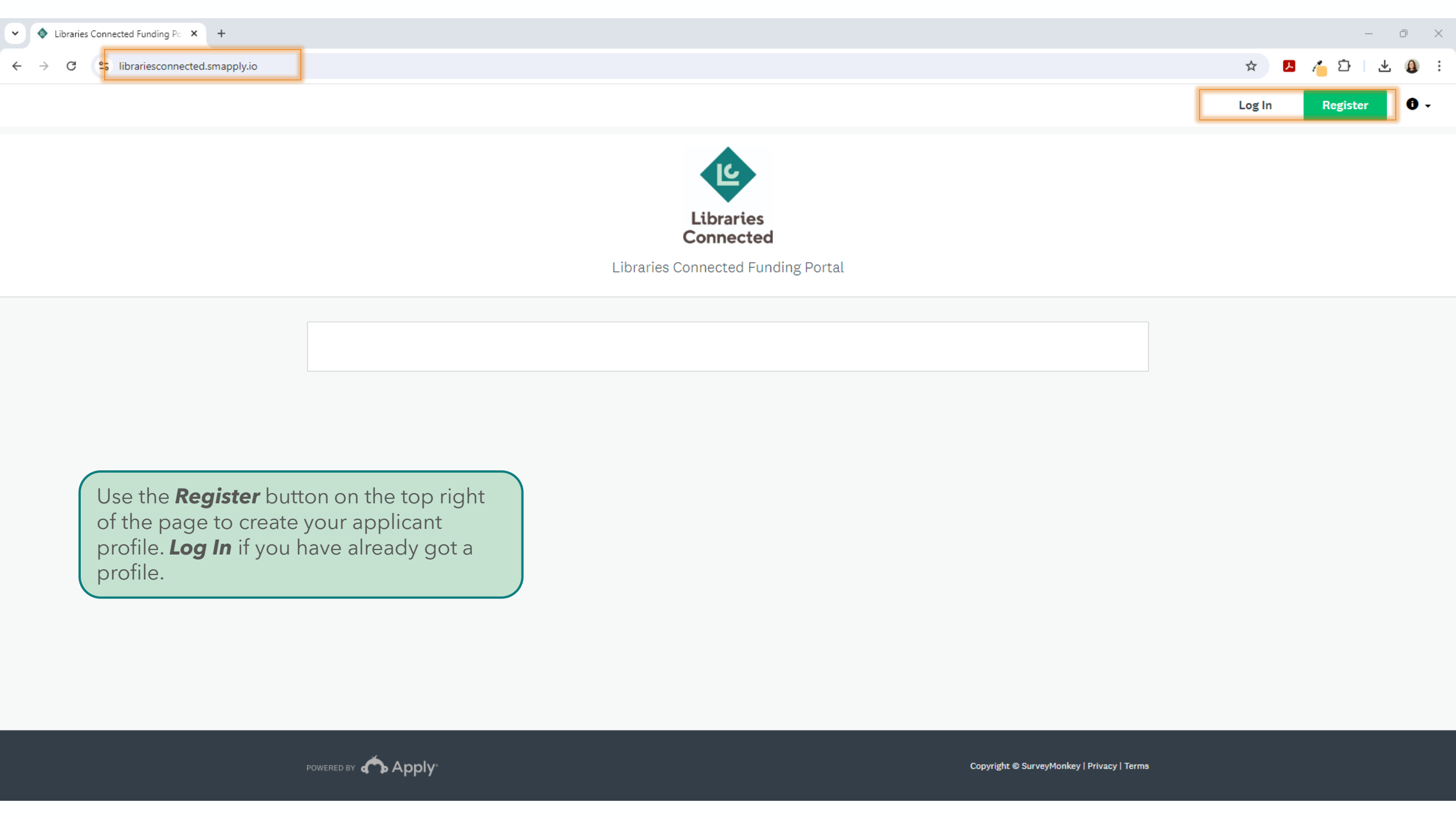


Supported using public funding by  
**ARTS COUNCIL  
ENGLAND**

# Libraries Connected Funding Portal link:

<https://librariesconnected.smapply.io/>





# Libraries Connected

Libraries Connected Funding Portal

Use the **Register** button on the top right of the page to create your applicant profile. **Log In** if you have already got a profile.



Register for an applicant account

Register with



OR

First name

Last name

Email

Password

Confirm password

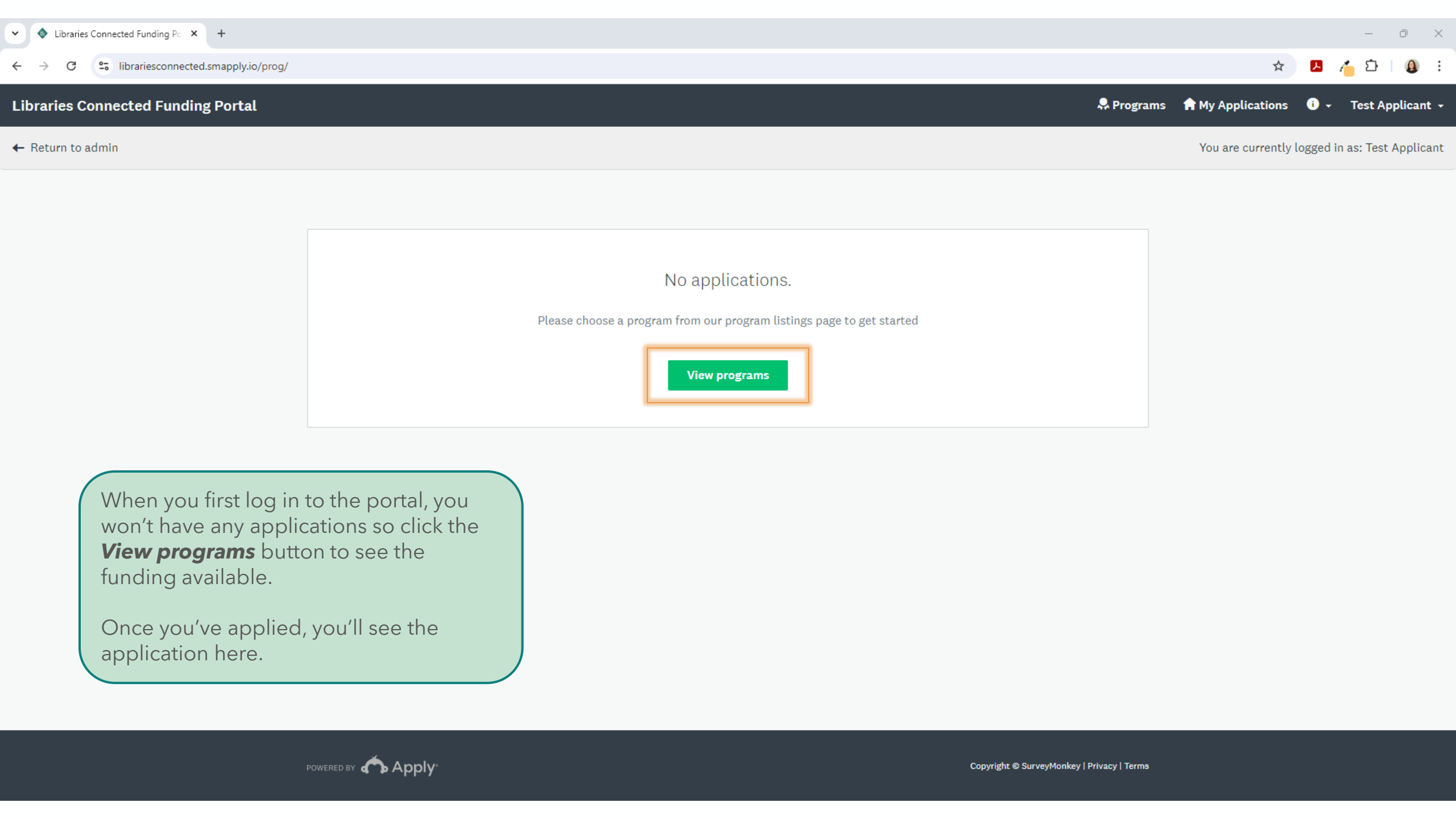
By registering for an account, you agree to our [terms of service](#) and [privacy policy](#).

I'm not a robot



reCAPTCHA  
Privacy - Terms

Fill in the registration form.



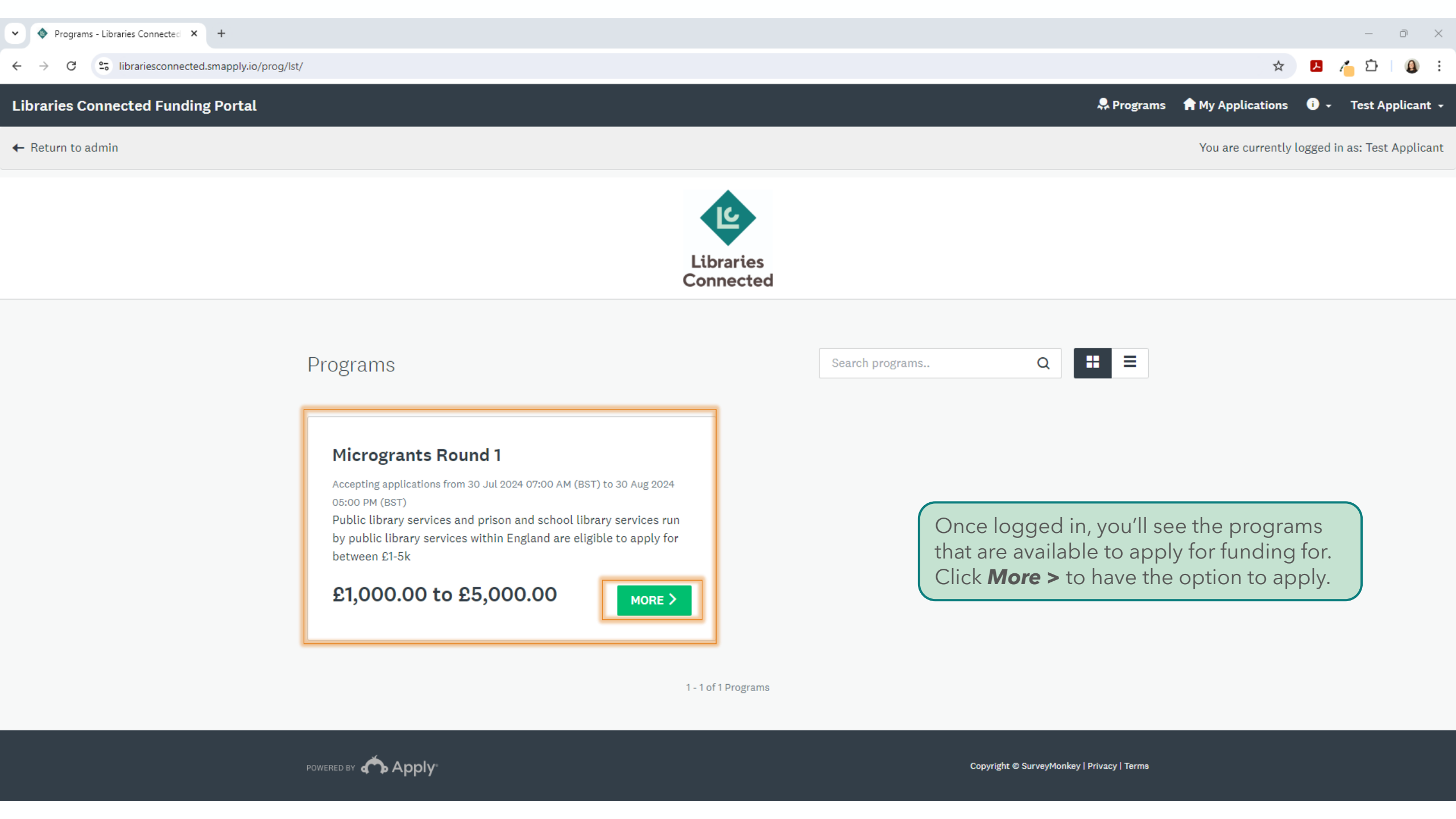
No applications.

Please choose a program from our program listings page to get started

[View programs](#)

When you first log in to the portal, you won't have any applications so click the **View programs** button to see the funding available.

Once you've applied, you'll see the application here.



## Programs

Search programs..



### Microgrants Round 1

Accepting applications from 30 Jul 2024 07:00 AM (BST) to 30 Aug 2024 05:00 PM (BST)

Public library services and prison and school library services run by public library services within England are eligible to apply for between £1-5k

**£1,000.00 to £5,000.00**

**MORE >**

Once logged in, you'll see the programs that are available to apply for funding for. Click **More** > to have the option to apply.

1 - 1 of 1 Programs



### Microgrants Round 1

This Arts Council England-funded project aims to give libraries the opportunity to apply for funding to deliver initiatives or progress the preliminary stages of a larger initiatives.

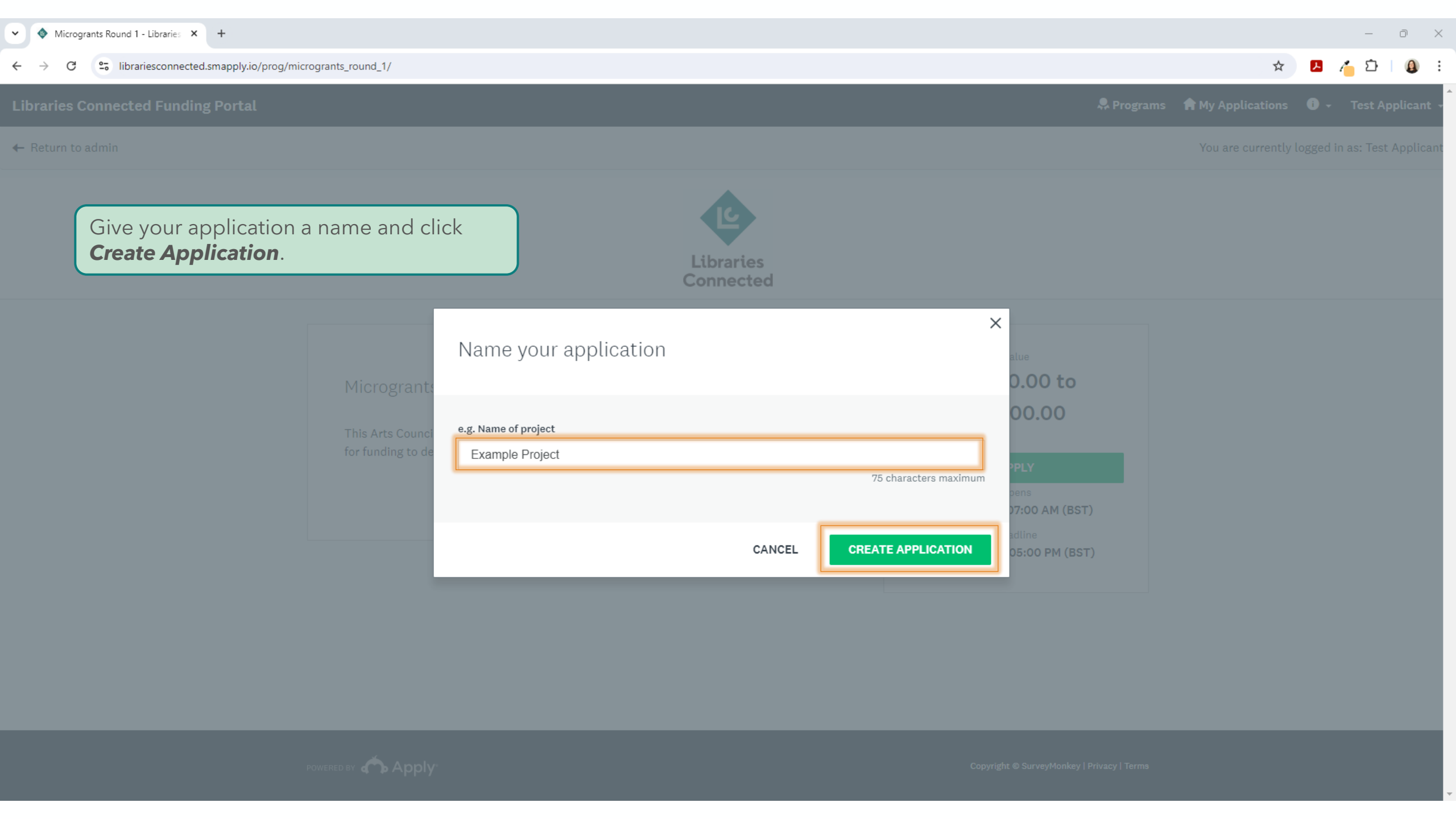
Value  
**£1,000.00 to  
£5,000.00**

**APPLY**

Opens  
**30 Jul 2024 07:00 AM (BST)**

Deadline  
**30 Aug 2024 05:00 PM (BST)**

There's a little more information about the grant here. Click **Apply** to start your application.



Give your application a name and click **Create Application.**

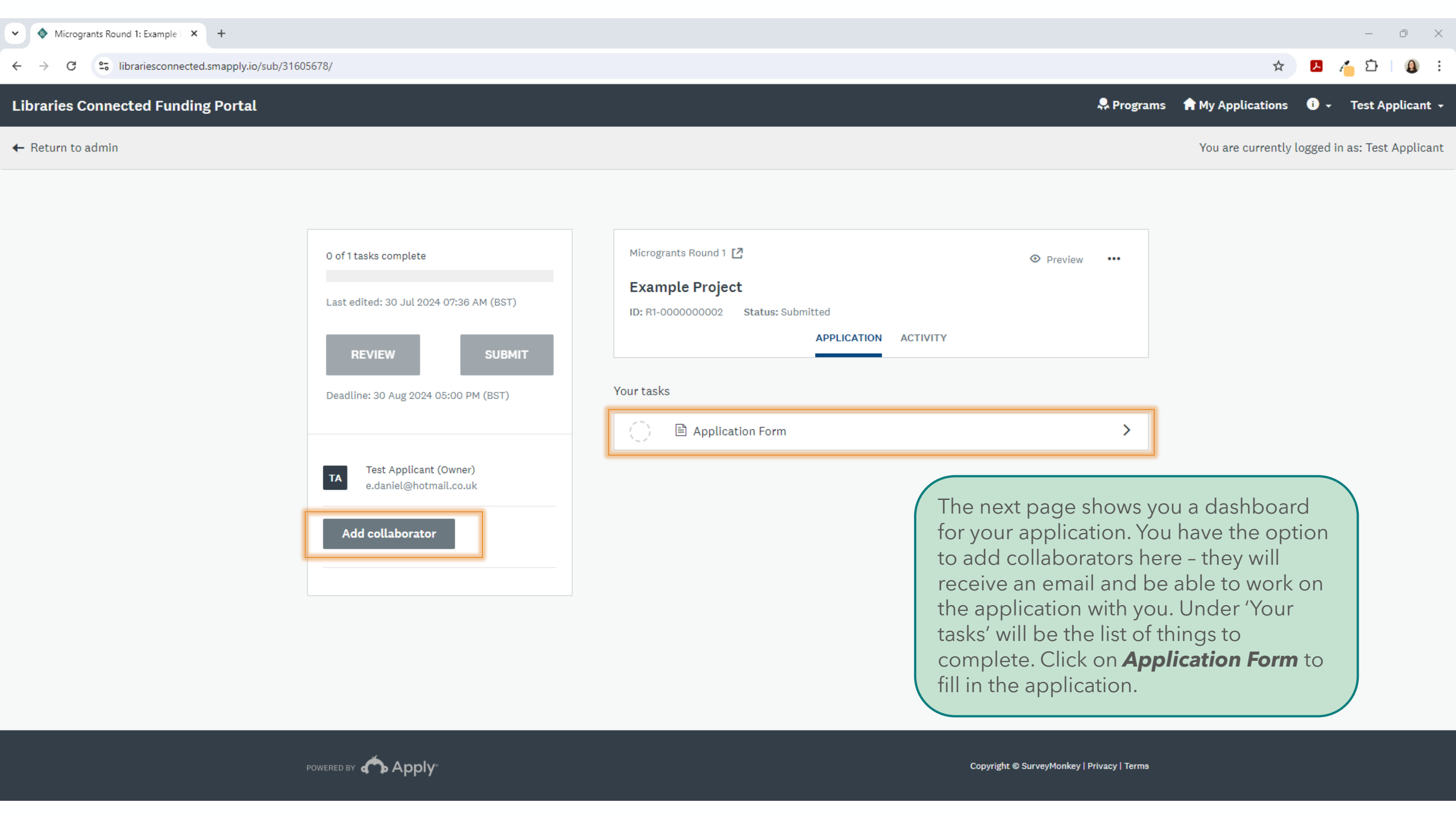
Name your application

e.g. Name of project

75 characters maximum

CANCEL CREATE APPLICATION





0 of 1 tasks complete

Last edited: 30 Jul 2024 07:36 AM (BST)

REVIEW

SUBMIT

Deadline: 30 Aug 2024 05:00 PM (BST)

TA

Test Applicant (Owner)  
e.daniel@hotmail.co.uk

Add collaborator

Microgrants Round 1

Preview

### Example Project

ID: R1-0000000002 Status: Submitted

APPLICATION ACTIVITY

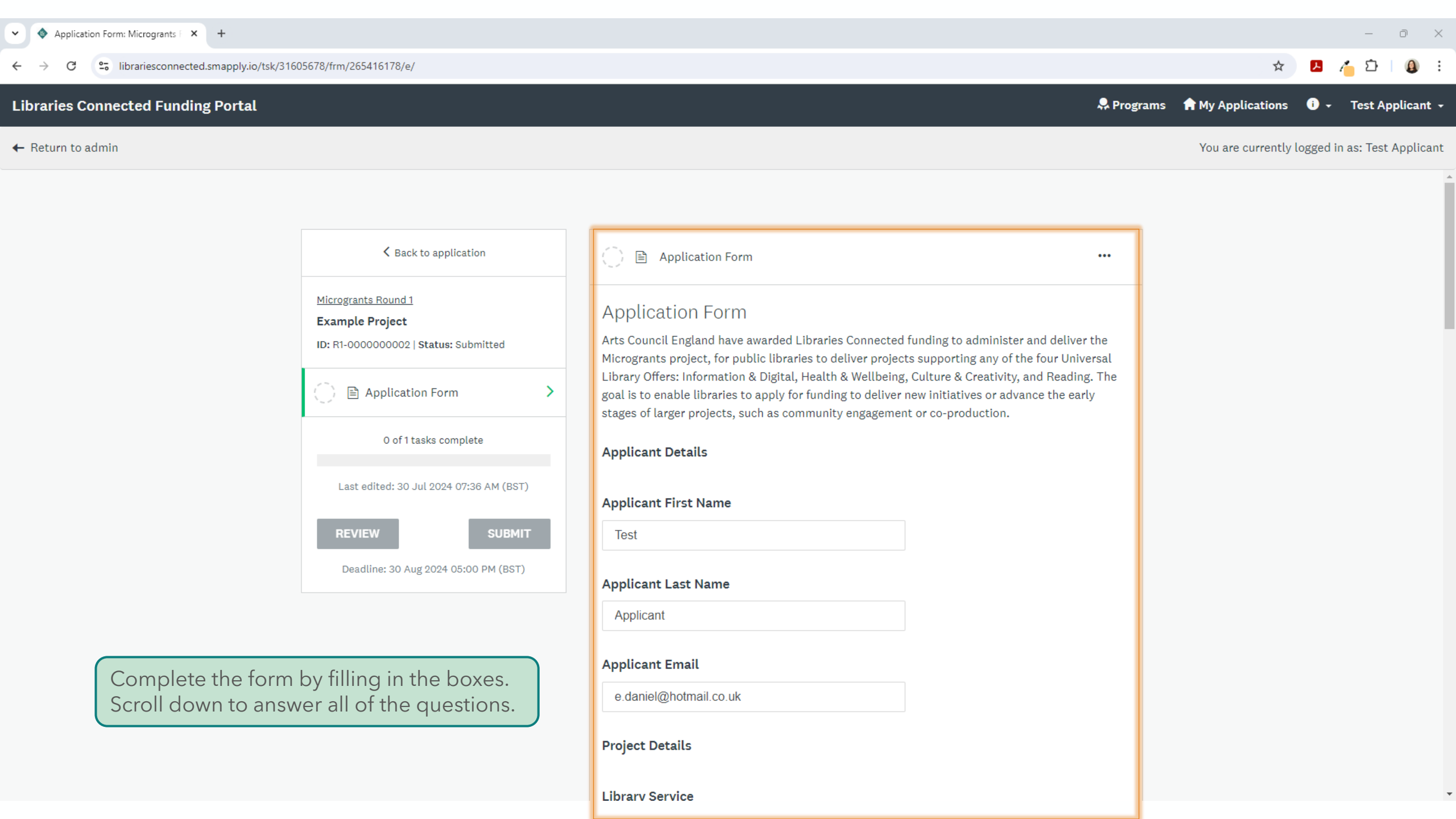
#### Your tasks



Application Form



The next page shows you a dashboard for your application. You have the option to add collaborators here - they will receive an email and be able to work on the application with you. Under 'Your tasks' will be the list of things to complete. Click on **Application Form** to fill in the application.



Back to application

Microgrants Round 1

Example Project

ID: R1-0000000002 | Status: Submitted

Application Form

0 of 1 tasks complete

Last edited: 30 Jul 2024 07:36 AM (BST)

REVIEW

SUBMIT

Deadline: 30 Aug 2024 05:00 PM (BST)

Application Form

### Application Form

Arts Council England have awarded Libraries Connected funding to administer and deliver the Microgrants project, for public libraries to deliver projects supporting any of the four Universal Library Offers: Information & Digital, Health & Wellbeing, Culture & Creativity, and Reading. The goal is to enable libraries to apply for funding to deliver new initiatives or advance the early stages of larger projects, such as community engagement or co-production.

#### Applicant Details

##### Applicant First Name

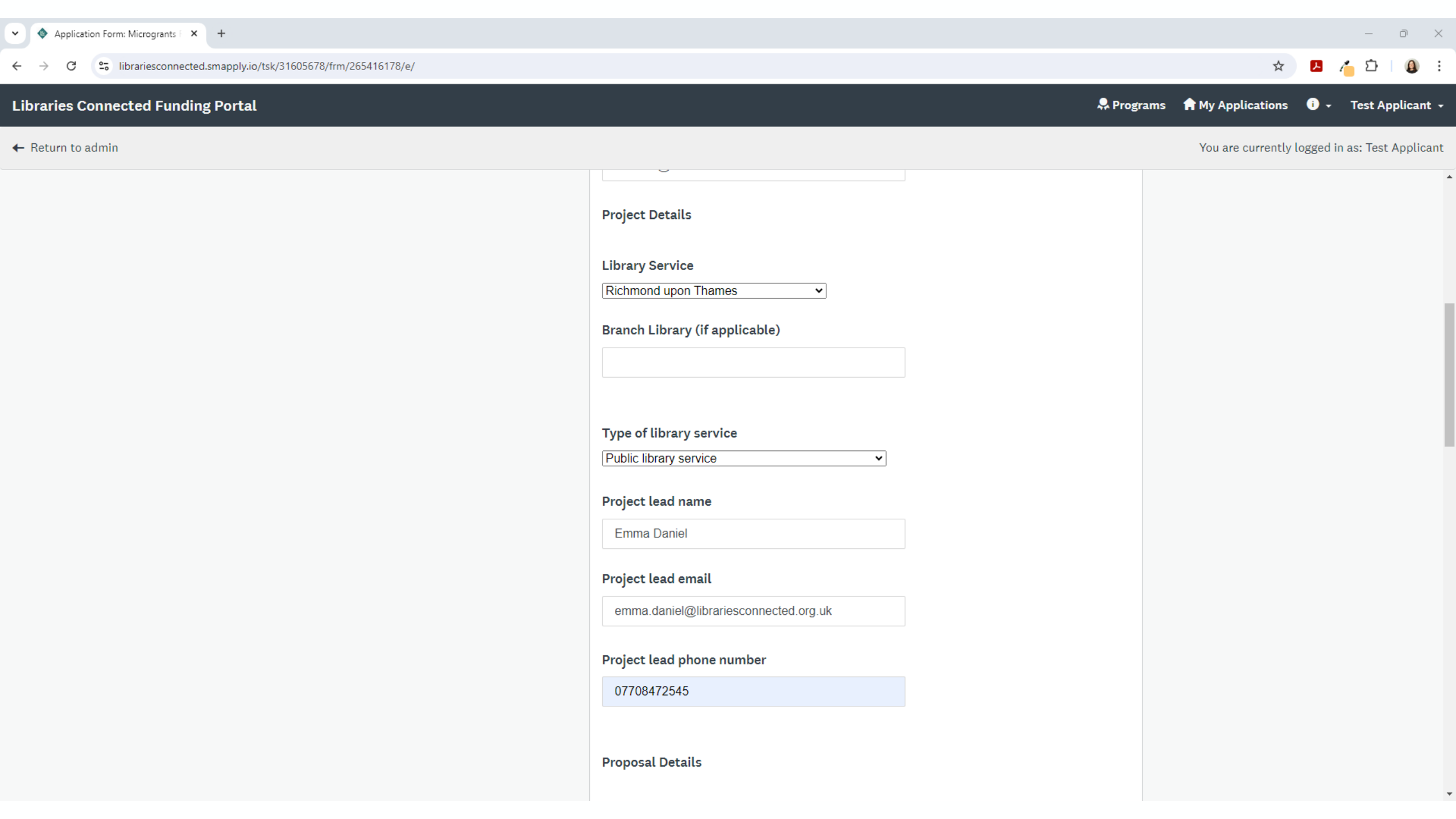
##### Applicant Last Name

##### Applicant Email

#### Project Details

##### Librarv Service

Complete the form by filling in the boxes. Scroll down to answer all of the questions.



Return to admin

You are currently logged in as: Test Applicant

Project Details

Library Service

Richmond upon Thames

Branch Library (if applicable)

Type of library service

Public library service

Project lead name

Emma Daniel

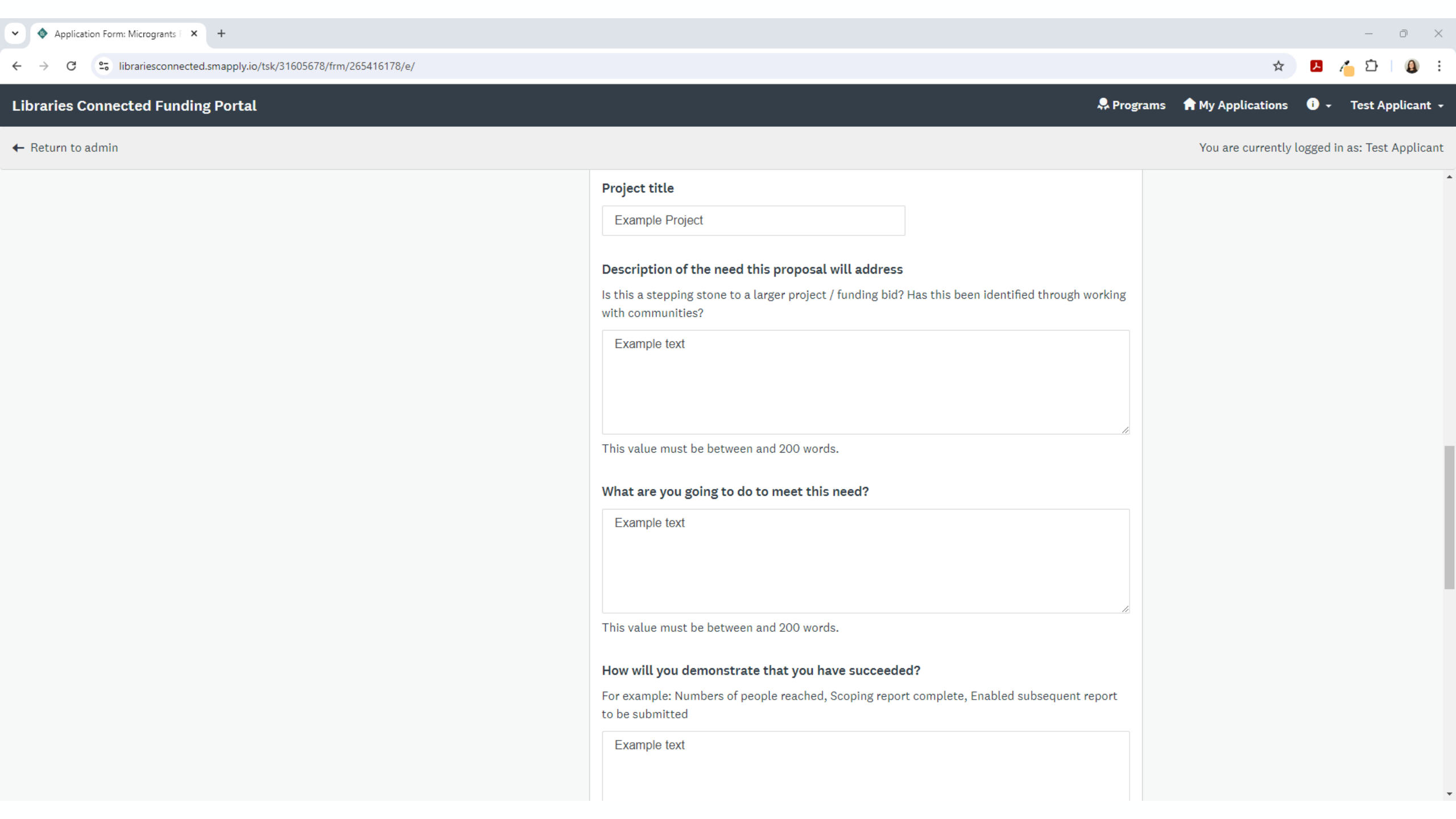
Project lead email

emma.daniel@librariesconnected.org.uk

Project lead phone number

07708472545

Proposal Details



**Project title**

Example Project

**Description of the need this proposal will address**

Is this a stepping stone to a larger project / funding bid? Has this been identified through working with communities?

Example text

This value must be between and 200 words.

**What are you going to do to meet this need?**

Example text

This value must be between and 200 words.

**How will you demonstrate that you have succeeded?**

For example: Numbers of people reached, Scoping report complete, Enabled subsequent report to be submitted

Example text

1000

Which Universal Library Offer(s) does this activity align with?

- Reading
- Health & Wellbeing
- Digital & Information
- Culture & Creativity
- Children's Promise
- Vision & Print Impaired People's Promise

Only one application may be submitted per library service per funding round; please confirm your Head of Service is happy with the application and for this to be the proposal for the service for this round

- Yes
- No

Clear

SAVE & CONTINUE EDITING MARK AS COMPLETE

You can save an application and come back to it at any time using the **Save and Continue Editing** button.

Click **Mark as Complete** once you're happy with the completed form.

[Back to application](#)

[Microgrants Round 1](#)  
**Example Project**  
ID: R1-0000000002 | Status: Submitted

- Application Form >
- Upload Supporting Document(s) (optional) (optional)

Required task complete

Last edited: 30 Jul 2024 07:40 AM (BST)

**REVIEW** **SUBMIT**

Deadline: 30 Aug 2024 05:00 PM (BST)

Application Form Completed 30 Jul 2024 07:40 AM (BST)

### Application Form

Arts Council England have awarded Libraries Connected funding to administer and deliver the Microgrants project, for public libraries to deliver projects supporting any of the four Universal Library Offers: Information & Digital, Health & Wellbeing, Culture & Creativity, and Reading. The goal is to enable libraries to apply for funding to deliver new initiatives or advance the early stages of larger projects, such as community engagement or co-production.

#### Applicant Details

**Applicant First Name**  
Test

**Applicant Last Name**  
Applicant

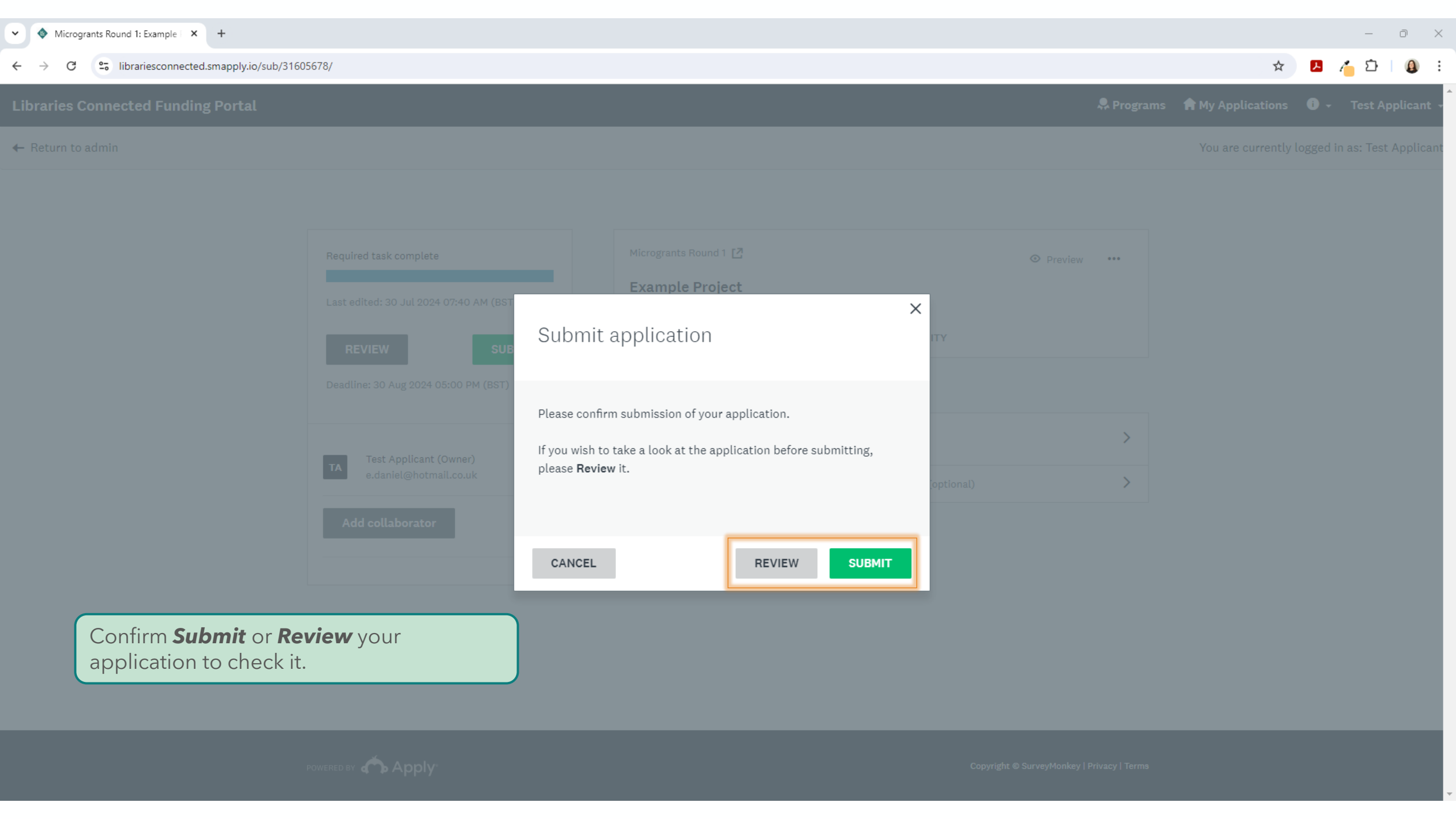
**Applicant Email**  
e.daniel@hotmail.co.uk

#### Project Details

**Library Service**  
Richmond upon Thames

**Branch Library (if applicable)**

You'll then be taken to a page where you have a few options. You can **Review** what you've done so far, complete the other tasks that are required (in this case, for example, there might be some supporting documentation you'd like to upload), or you can **Submit** your application



### Submit application

Please confirm submission of your application.

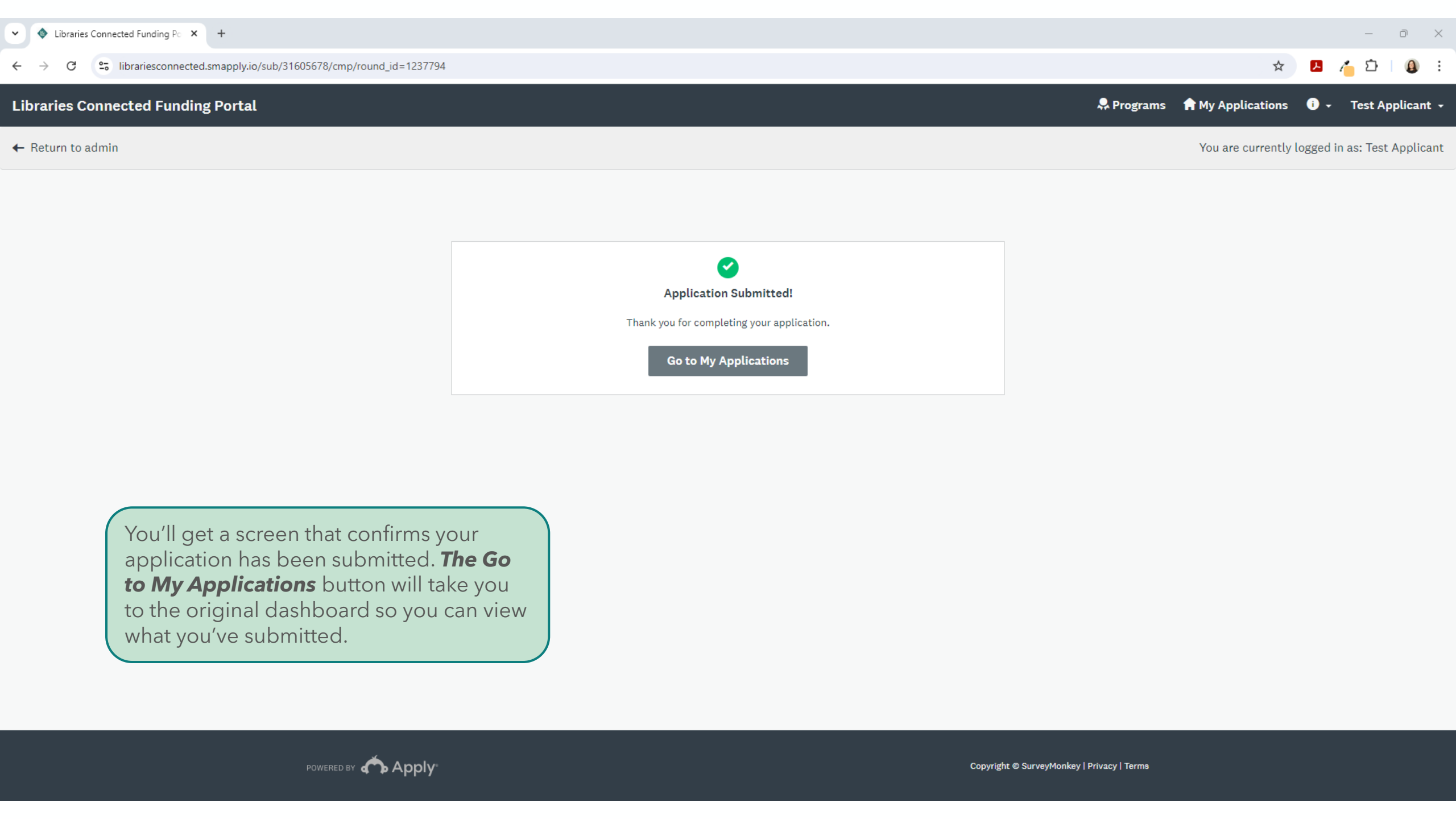
If you wish to take a look at the application before submitting, please **Review** it.

CANCEL

REVIEW

SUBMIT

Confirm **Submit** or **Review** your application to check it.



### Application Submitted!


Thank you for completing your application.

[Go to My Applications](#)

You'll get a screen that confirms your application has been submitted. **The Go to My Applications** button will take you to the original dashboard so you can view what you've submitted.



Your application has been submitted

 noreply@mail.smapply.net  
To: You

↩️ Reply   ↶️ Reply all   ➡️ Forward   📅   ⋮  
Tue 30/07/2024 07:41

### Libraries Connected Funding Portal

Dear Test Applicant,

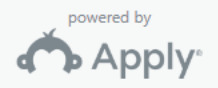
This is to inform you that your application, **Example Project** has been submitted for **Microgrants Round 1** on **30 Jul 2024 07:41 AM (BST)**.

Thank you

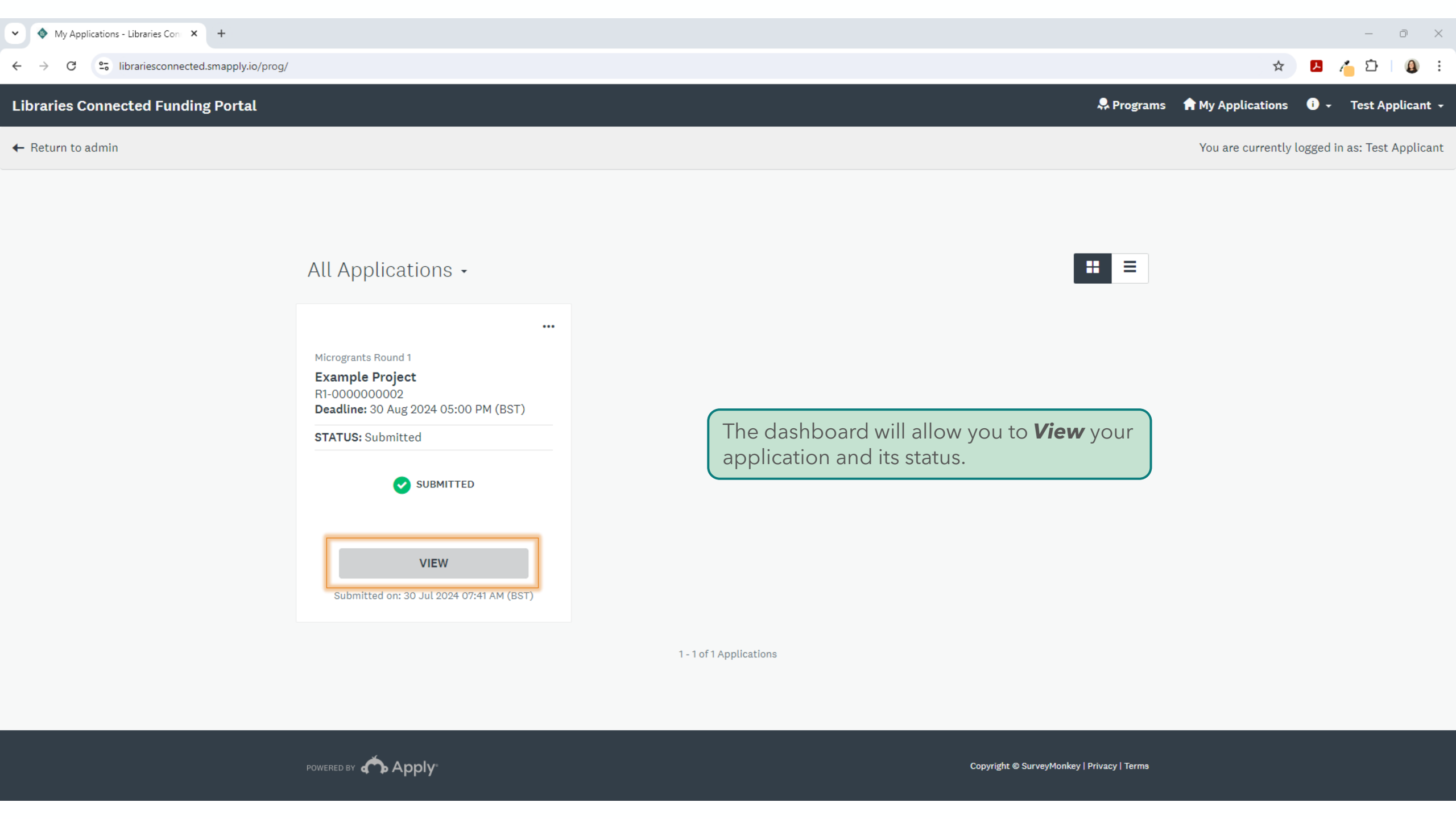
You'll receive an email from the system to confirm as well.

You are receiving this email from [Libraries Connected Funding Portal](#) - Libraries Connected.

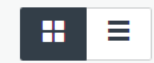
[Unsubscribe](#) | [Terms](#) | [Privacy](#)



↩️ Reply   ➡️ Forward



All Applications



Microgrants Round 1

**Example Project**  
R1-0000000002  
**Deadline:** 30 Aug 2024 05:00 PM (BST)

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**STATUS:** Submitted

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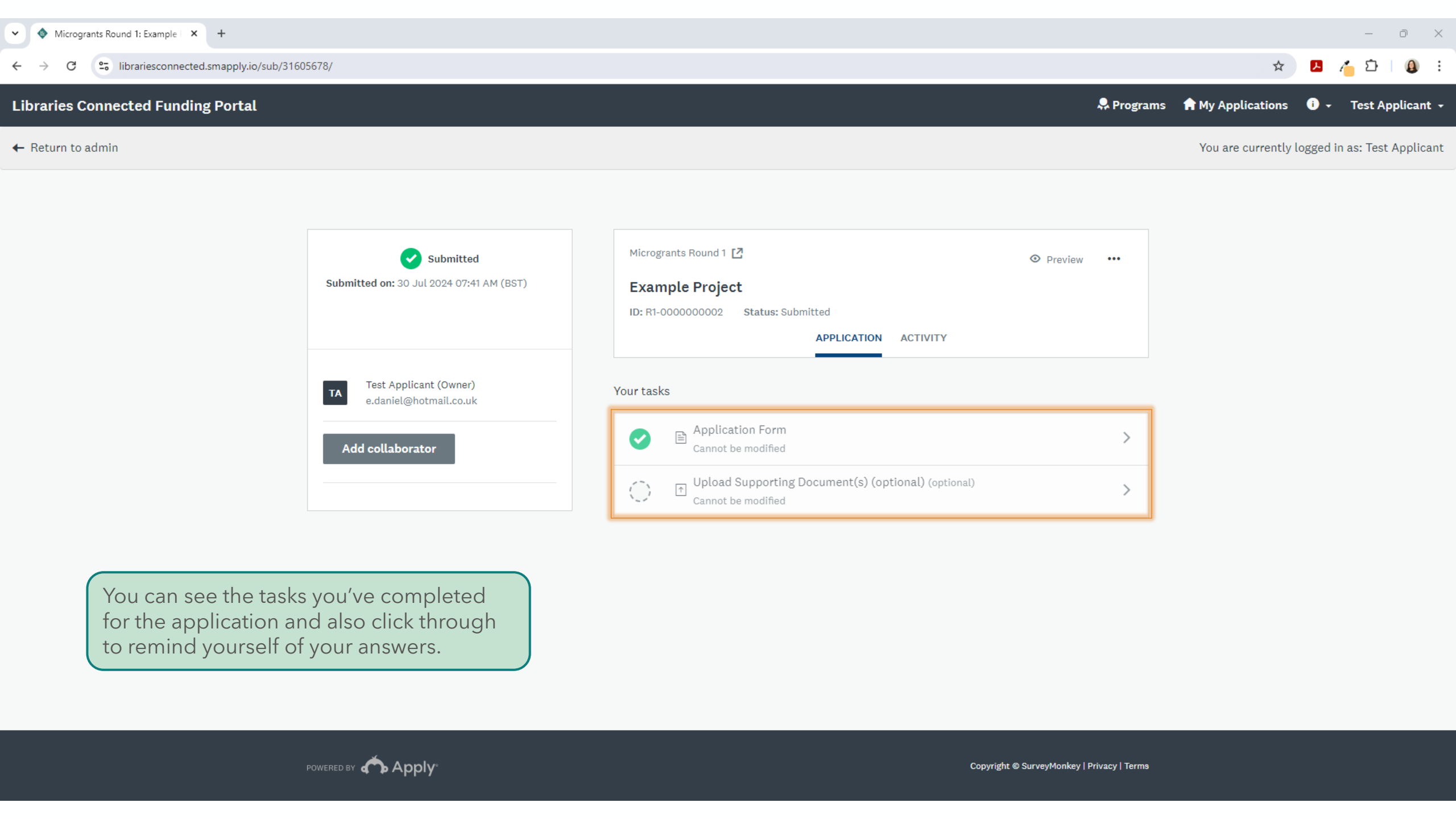
SUBMITTED

**VIEW**

Submitted on: 30 Jul 2024 07:41 AM (BST)

The dashboard will allow you to **View** your application and its status.

1 - 1 of 1 Applications



Submitted

Submitted on: 30 Jul 2024 07:41 AM (BST)

TA

Test Applicant (Owner)  
e.daniel@hotmail.co.uk

Add collaborator

Microgrants Round 1

Preview

### Example Project

ID: R1-0000000002 Status: Submitted

APPLICATION ACTIVITY

#### Your tasks



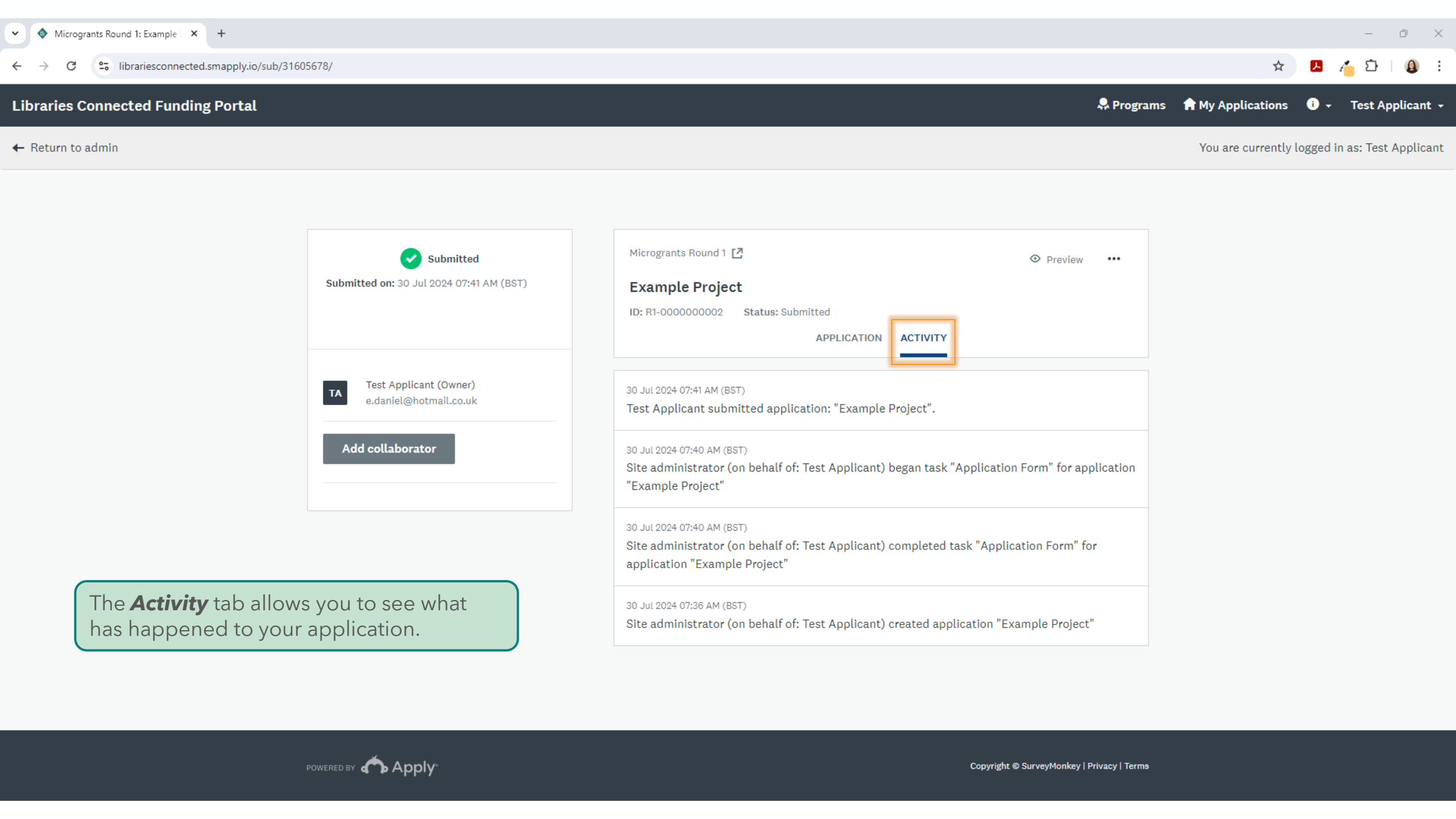
Application Form  
Cannot be modified



Upload Supporting Document(s) (optional) (optional)  
Cannot be modified



You can see the tasks you've completed for the application and also click through to remind yourself of your answers.



Submitted

Submitted on: 30 Jul 2024 07:41 AM (BST)

TA Test Applicant (Owner)  
e.daniel@hotmail.co.uk

Add collaborator

Microgrants Round 1

Preview

Example Project

ID: R1-0000000002 Status: Submitted

APPLICATION ACTIVITY

30 Jul 2024 07:41 AM (BST)

Test Applicant submitted application: "Example Project".

30 Jul 2024 07:40 AM (BST)

Site administrator (on behalf of: Test Applicant) began task "Application Form" for application "Example Project"

30 Jul 2024 07:40 AM (BST)

Site administrator (on behalf of: Test Applicant) completed task "Application Form" for application "Example Project"

30 Jul 2024 07:36 AM (BST)

Site administrator (on behalf of: Test Applicant) created application "Example Project"

The **Activity** tab allows you to see what has happened to your application.

## Apply by Survey Monkey FAQs

<https://help.surveymonkey.com/en/apply/faqs/application-faq/>

