



**Final Evaluation
PROFESSIONAL DEVELOPMENT**

PROJECT INFORMATION

Subgrantee:

Project Number:

Project Title:

Program Fiscal Year:

FY2025

PROJECT NARRATIVE

1. Briefly describe how this subgrant affects the library's ability to attend events and provide training to staff

2. What training events were attended using these subgrant funds?

3. Actual number of training events attended by staff:

4. Actual number of "in-house" training events provided by the library:

5. Actual number of staff attending training events:

6. Anecdotal information on the benefits of the training - two (2) pieces required
(related to the ability of the library to deliver better service)

7. Anecdotal information from any staff attending training - two (2) pieces required
(related to staff's personal ability to deliver better service)

PROJECT BUDGET INFORMATION

Enter the total amount spent in each category

| | | | | | |
|---------------------|-------------------------|----------------|----------------|------------------|--------------|
| Registration | Contract Trainer | Mileage | Lodging | All Meals | Other |
| <div></div> | <div></div> | <div></div> | <div></div> | <div></div> | <div></div> |

| | |
|--------------------------|-------------|
| LSTA Award Amount | <div></div> |
|--------------------------|-------------|

| | |
|----------------------------|-------------|
| LSTA Funds Expended | <div></div> |
|----------------------------|-------------|

| | |
|---------------------------|-------------|
| Total Expenditures | <div></div> |
|---------------------------|-------------|

| | |
|-----------------------------|-------------|
| Local Funds Expended | <div></div> |
|-----------------------------|-------------|

REPORT CERTIFICATION

I CERTIFY, TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE INFORMATION GIVEN IN THIS REPORT IS TRUE AND CORRECT AND IS PROVIDED IN ACCORDANCE WITH THE LSTA FEDERAL SUBGRANT PROGRAM MANUAL AND ANY OTHER AGREEMENTS ENTERED INTO IN CONNECTION WITH THESE PROJECTS.

Project Director, Signature

Date

Print Name

Email Address

To submit the Final Report

1. Complete the report electronically
2. Print out and sign report
3. Submit to MLC by email or mail
4. Completed report due by **August 29, 2025**

Email

To: grantsprog@mlc.lib.ms.us
Attach report as .pdf file
Subject: **LSTA Final Evaluation**

Mail

Mississippi Library Commission
Grant Programs
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