



Reach Out & Read Illinois Mini-Grant Application Frequently Asked Questions

How much time will it take for me to complete the mini-grant application, and does this need to be completed in one sitting?

- If you have the necessary information ready to enter, then it should take you only 15 – 30 minutes to complete the application. This form must be completed in one sitting, as you cannot save and return to it.

Who should complete the mini-grant application?

- Any clinic staff committed to early learning is encouraged to complete the mini-grant application.

What information should I have handy when I apply for the mini-grant?

- You should have the following handy:
 - Percentage of pediatric providers who completed the myROR.org training. This number is available in your clinic's myROR.org portal.
 - Estimated annual book budget (the number of well-child visits conducted annually multiplied by \$3.50 – the average cost of a book). This number is also available in your clinic's myROR.org portal under the "Order Books" tab.
 - Information on current/future funding sources.
 - Information on any recent site visits with the Reach Out & Read Illinois team.

Is there a detailed guide on how to launch ROR at my clinic?

- You can find a step-by-step guide on how to bring ROR to your clinic [here](#).

If I'm applying on behalf of a clinic newly implementing the Reach Out & Read program, when should I complete the mini-grant application?

- You may submit the Reach Out & Read Illinois mini-grant application at any time; however, funds will only be disbursed once your clinic becomes fully trained and active in myROR.org. We recommend completing the mini-grant application alongside the New Site Application to streamline the process and ensure you have all the necessary information readily available.

Can Satellite locations complete an application and receive funds?

- Yes! Satellite locations are encouraged to apply. Please note that funds will be disbursed to the primary site's All About Books account. We encourage satellite locations to discuss the mini-grant opportunity with their primary site, so that they know which site has funding available to be spent.

How is the amount of funds I receive determined?

- The team will review clinics' applications using the scoring rubric available on reachoutandreadil.org. Additionally, we review your myROR.org portal to check reported numbers and your estimated annual book budget to ensure that the amount requested does not exceed this estimate.



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When will I receive a response from the ROR IL team?

- Following the application submission deadline, your clinic can expect to hear from the ROR IL team within one month or after the grant deadline has closed.

What happens if my application for a mini-grant is not approved?

- The best part about this opportunity is that there is nothing to lose: those who do not receive a mini-grant award will be provided with the completed rubric and reasoning for not being awarded funds. Additionally, they will be encouraged to reapply in the future, and will receive \$200 in All About Books funds as a thank you and recognition of the time and energy devoted to completing the application.

When can I reapply for a mini-grant?

- This mini-grant opportunity is not meant to sustain a clinic's book needs beyond a year. If you are still needing financial assistance once these funds have been exhausted, please contact the Reach Out & Read Illinois team. Future eligibility for mini-grant opportunities depends upon the funding capacity of Reach Out & Read Illinois.

How often does our clinic need to connect with the Reach Out & Read Illinois team?

- The ROR IL team is available to support your clinic in launching or improving your Reach Out & Read program. At a minimum, there are three touchpoints with the ROR program annually.
 - **Site Visits:** We encourage clinics to schedule annual in-person or virtual site visits so that we can support your clinic by offering resources, establishing connections with your local library, and answering any questions you may have.
 - **Bi-Annual Progress Reports:** Additionally, clinics are asked to complete bi-annual progress reports due March 1st and September 1st. The ROR IL team is available to assist should you have any questions on how to complete these reports.

Who should I contact with questions?

- Olivia Heinzeroth, Senior Program Manager of Reach Out & Read Illinois, at ohinzeroth@illinoisaaap.com.