

Southwest Kansas Library System  
2010 CE EXPRESS GRANT Guidelines

**ELIGIBILITY:**

Mileage to and from Continuing Education Workshops *within the Southwest Kansas Library System* for public library personnel and trustees of taxing county libraries and libraries contracting for Continuing Education & Training Services.

**Guidelines**

1. Only OFFICIAL SWKLS Application Forms will be accepted. Official forms are available on the SWKLS website or by requesting a form from the SWKLS office.
2. Application may be submitted before or after attending the event.
  - a. Funds will be awarded upon completion of the event\*.
3. If participant is already receiving mileage from SWKLS for attending an event/meeting the same day as a workshop, they cannot apply for a CE Express Grant.
4. Libraries are limited to 50% of the total cost of mileage twice per year per library.

**General Information:**

Mileage will be based on the current IRS rate.

This is a non-competitive grant and will be approved by SWKLS staff.

\*Grant funds will be mailed to the approved applicants after the next regularly scheduled SWKLS meeting.