

PO Box 882

Santa Clara, NM 88026

May 1, 2023

City Council Members

800 Central Ave,

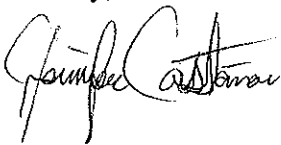
Bayard, NM 88023

Dear City Council Members,

I am interested in applying as a grant writer at the City of Bayard. As all of you know, I am the assistant librarian at the Bayard Public Library. When I started working for the city, the director and I started applying for grants to fund our park adjacent to the library. I have garnered multiple grants, such as the New Mexico Tourism Department 2022-23, McCune Discretionary Grant 2021 and 2023, and Walmart Community Grant 2020-22. I would love to work in a full-time position where I can acquire grants and funding to better the community I reside in. I will still be working as an assistant at the library while adding more hours and a raise in pay for this position.

I have attached my resume along with this letter. I look forward to hearing about your decision to better our community in Bayard.

Sincerely,

A handwritten signature in black ink, appearing to read "Jenny Castanon". The signature is fluid and cursive, with the first name "Jenny" and last name "Castanon" clearly distinguishable.

Jenny Castanon

Assistant Librarian

Bayard Public Library

(575) 537-6244

Jenny V. Castañon

(575) 654-4971 Jennyvcastanon@gmail.com PO Box 882 Santa Clara, NM 88026

Education

- 2024 AAS in Graphic Design (candidate), Western New Mexico University, Silver City, NM
- 2020 MFA in Painting and Drawing, Illinois State University, Normal, IL
- 2016 BFA in Painting and Sculpture, Western New Mexico University, Silver City, NM

Other Education

- 2022 Tools in Action Micro-Grant (five-week program for Rural Libraries and Social Wellbeing)
- 2021 CO.STARTERS (ten-week program for entrepreneurs)

Work Experience

Bayard Public Library, Bayard, NM:

- Assistant Librarian, 2020-Present

Wonsook Kim College of Fine Arts- Illinois State University, Normal, IL:

- 2-D Fundamentals Teaching Assistant, 2017-20
- Painting/Drawing Graduate Assistant, 2017-20
- Gallery Assistant, 2017-20
- Woodshop Assistant, 2017-20

Department of Fine Arts- Western New Mexico University, Silver City, NM:

- Painting/Drawing Assistant, 2015-16
- Western New Mexico University Museum Internship, 2015-16
- Gallery Assistant, Frances McCray Gallery of Contemporary Art, 2014-15

References

Sonya Dixon, Director of the Bayard Public Library, NM, Office Phone: (575) 537-6244

Email: bayardlibrary@cityofbayardnm.com

Accomplishments

- 2023 McCune Discretionary Grant
- 2023 Lami Scholarship for Non-Traditional Students
- 2023 WNMU Foundation Scholarship
- 2022 Lami Scholarship for Non-Traditional Students
- 2022 New Mexico Tourism Department FY23 Clean and Beautiful Grant
- 2022 Walmart Local Community Grant
- 2021 New Mexico State Library Foundation Micro-Grant
- 2021 Walmart Local Community Grant
- 2021 McCune Discretionary Grant
- 2021 New Mexico Tourism Department FY22 Clean and Beautiful Grant
- 2020 Walmart Local Community Grant
- 2020 Illinois State University Friends of the Arts Grant
- 2017 Illinois State University Barber Fellowship Grant
- 2016 Artist in Residence, Western New Mexico University, Silver City, NM
DeGrazia Art Scholarship, Western New Mexico University
New Mexico Lottery Success
- 2015 DeGrazia Art Scholarship, Western New Mexico University
New Mexico Lottery Success
- 2014 New Mexico Lottery Success
- 2013 New Mexico Lottery Success
- 2012 Board of Regents Scholarship
- 2011 LULAC Council 8003 Student of the Month of September