



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 1/16/2018

* = Mandatory, information must be provided

or Procurement Director Award

***Contractor/Vendor Name/Grantor (DBA):**

Grantor - Institute of Museum and Library Services Library Services and Technology Act (LSTA) funds passed through the Arizona State Library.

***Project Title/Description:**

Writers in Residence at Libraries.

***Purpose:**

The Writers in Residence Mini-Grant program will provide funding for two (2) Writer's residencies, each for a three-month period one to begin in February and the other in May. Writers are asked to spend sixteen (16) hours a week working with library patrons on their writing projects through individual consultations and targeted programs. This will be the third year Pima County Public Library will host the Writers In Residence Program.

***Procurement Method:**

Not applicable to grant awards.

***Program Goals/Predicted Outcomes:**

The goal of the project is to offer writing consultation hours and public programming that will support writing productivity, and will inspire conversation and connection around the creative process.

***Public Benefit:**

Community members will feel included and connected to others as writers, collaborators, creators and mentors as they participate with Writers in Residence at Pima County Public Library.

***Metrics Available to Measure Performance:**

Outcomes and impact will be measured through customers surveys at programs, and during consultation times.

***Retroactive:**

Yes. The grantor -- Arizona State Library -- initiated a mini-grant application process for 2017-18 with a deadline of November 10, through an on-line survey tool. The Pima County Public Library received the notice of award on December 7, 2017, with the same grant effective date -- 12/7/2017. If funding is not approved Pima County Public Library will not be able to provide consultation hours or writing programs with Writers In Residence.

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e.,15-123): _____

Effective Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____

Expense Amount: \$* _____ Revenue Amount: \$ _____

***Funding Source(s) required:**

Funding from General Fund? Yes No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? Yes No

***Is the Contract to a vendor or subrecipient?**

Were insurance or indemnity clauses modified? Yes No

If Yes, attach Risk's approval

Vendor is using a Social Security Number? Yes No

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment / Revised Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e.,15-123): _____

Amendment No.: _____ AMS Version No.: _____

Effective Date: _____ New Termination Date: _____

Prior Contract No. (Synergen/CMS): _____

Expense or Revenue Increase Decrease Amount This Amendment: \$ _____

Is there revenue included? Yes No If Yes \$ _____

***Funding Source(s) required:**

Funding from General Fund? Yes No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards) Award Amendment

Document Type: GTAW Department Code: LIB Grant Number (i.e.,15-123): 18_041

Effective Date: 12/7/2017 Termination Date: 8/1/2018 Amendment Number: _____

Match Amount: \$ _____ Revenue Amount: \$ 5000.00

***All Funding Source(s) required:**

*Match funding from General Fund? Yes No If Yes \$ _____ % _____

*Match funding from other sources? Yes No If Yes \$ _____ % _____

***Funding Source:** _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?** This is federal funding passed through the Arizona State Library.

Contact: Beth Matthias-Loghry

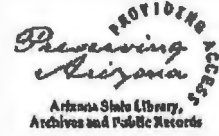
Department: Library

Telephone: 520-594-5613

Department Director Signature/Date: [Signature] 12-18-17

Deputy County Administrator Signature/Date: [Signature] 12-18-17

County Administrator Signature/Date: [Signature] 12/19/17
(Required for Board Agenda/Addendum Items)



Award Notification for LSTA Subgrants

Library Name & Address: Pima County Public Library 101 North Stone Ave Tucson AZ 85701-1501	State Project Number: 2017-0320-03	
Project Name: Writers in Residence in Libraries	Project Manager: Helene Woodhams	
CFDA Number: 45.310	Amount Awarded: \$5,000	
DUNS: 074477969	Indirect Cost Rate:	
Period of Performance: December 7, 2017 to August 1, 2018	Final Report Due: September 5, 2018	
Contact for LSTA grant questions: Amy LedIn, Project Specialist	Phone: 602-542-6268	Email: aledin@azlibrary.gov

Enclosures:

- General Assurances and Certifications
- Internet Safety Certification
- Non-Construction Assurances
- Request for Payment

Holly Henley

Holly Henley, State Librarian & Director of Library Services

12/6/17

Date