



## BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: July 15, 2025

\* = 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 funding passed through the Arizona State Library

**\*Project Title/Description:**

Strategic Community Engagement for Pima County Public Library

**\*Purpose:**

This project seeks to strengthen community engagement for strategic library planning, building on recent survey feedback to inform the Pima County Public Library's (PCPL's) strategic direction. Funds will be used to contract with a consultant for deeper analysis of service gaps and to target diverse outreach across Pima County. Community members will benefit through library services that better align with their evolving needs and emerging service delivery models.

**\*Procurement Method:**

The grant award did not require the Pima County Attorney's Office review or signature.

**\*Program Goals/Predicted Outcomes:**

The project aims to produce a strategic plan that effectively addresses evolving service delivery needs across diverse communities, pinpointing innovations to resolve identified gaps and establishing continuous feedback mechanisms.

**\*Public Benefit:**

Community members will benefit as engaging a wide range of Pima County residents, including those underrepresented in previous surveys, ensures library services will meet diverse and changing community needs and priorities, ultimately leading to improved and more relevant library offerings.

**\*Metrics Available to Measure Performance:**

Participating libraries are asked to measure outcomes and impact through participant surveys, attendance metrics and other deliverables. Participation rates, demographic reach, and the quality of insights gathered from community forums and focus groups will be the focus. PCPL will also consider the feasibility of innovative service models, stakeholder consensus, and the clarity and actionability of implementation plans.

**\*Retroactive:**

Yes. The funding cycle for Library Services and Technology Act (LSTA) projects officially began with the Grant Recipients Workshop on June 23, 2025. Following Board approval, the Library District will formally request the awarded funds. In the event the award is not approved, the project will not proceed as outlined.

GM/ approves  
6/27/2025  
14350000

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (\*) fields

**Contract / Award Information**

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

If Yes, 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 22-10.

**Amendment / Revised Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_  
Amendment No.: \_\_\_\_\_ AMS Version No.: \_\_\_\_\_  
Commencement Date: \_\_\_\_\_ New Termination Date: \_\_\_\_\_  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_

☐ Expense ☐ 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: Grant Department Code: LIB Grant Number (i.e., 15-123): 84727  
Commencement Date: June 23, 2025 Termination Date: August 7, 2026 Amendment Number: \_\_\_\_\_  
☒ Match Amount: \$ 2,500.00 ☒ Revenue Amount: \$ 57,500.00

**\*All Funding Source(s) required:** Library Services and Technology Act Express designated for General Project Strategic Community Engagement from the AZ State Library; Library District funds - 20232FD

**\*Match funding from General Fund?** ☐ Yes ☒ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

**\*Match funding from other sources?** ☒ Yes ☐ No If Yes \$ 2,500.00 % \_\_\_\_\_

**\*Funding Source:** Library District funds - 20232FD

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

Contact: Beth Matthias-Loghry (beth.matthias-loghry@pima.gov)

Department: Library

Anthony  
Batchelder

Digitally signed by Anthony Batchelder  
DN: cn=Anthony Batchelder, o=Pima  
County, ou=Library,  
email=Anthony.Batchelder@pima.gov,  
c=US  
Date: 2025.06.25 14:52:50 -0700

Telephone: 520.594.5613

Department Director Signature: \_\_\_\_\_

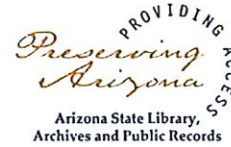
Date: 6/25/25

Deputy County Administrator Signature: \_\_\_\_\_

Date: 6-27-2025

County Administrator Signature: \_\_\_\_\_

Date: 6/27/2025



## Award Notification for LSTA Subgrants

This award is subject to the availability of funding from the Institute of Museum and Library Services.

<b>Library:</b> Pima County Public Library	<b>State Project Number:</b> 2025-0170-03	
<b>Project Name:</b> Strategic Community Engagement for Pima County Public Library	<b>Project Manager:</b> Beth Matthias-Loghry	
<b>Assistance Listing (CFDA) Number:</b> 45.310	<b>Amount Awarded:</b> \$57500	
<b>UEI:</b> JBMBVGUK5LF1	<b>Indirect Cost Rate:</b>	
<b>Period of Performance:</b> June 23, 2025, to August 7, 2026	<b>Final Report Due:</b> September 4, 2026	
<b>Contact for LSTA grant questions:</b> Chris Guerra, Grants Coordinator	<b>Phone:</b> 602-542-6267	<b>Email:</b> <a href="mailto:cguerra@azlibrary.gov">cguerra@azlibrary.gov</a>

### Enclosures:

- General Assurances and Certifications
- Internet Safety Certification
- Non-Construction Assurances
- Grant Recipient Information Packet
- Enclosures:

  
\_\_\_\_\_

Holly Henley, State Librarian & Director  
Arizona State Library, Archives & Public Records Division  
Office of the Arizona Secretary of State

  
\_\_\_\_\_

Date

## Assurances and Certifications for 2025 Arizona LSTA Subgrant Award

### A. Nondiscrimination

The applicant shall comply with the following nondiscrimination statutes and their implementing regulations:

- Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000a *et seq.*, which prohibits discrimination on the basis of race, color, or national origin (note: as clarified by Executive Order Number 13166, the applicant must take reasonable steps to ensure that persons with limited English proficiency (LEP) have meaningful access to the applicant's programs, see Institute of Museum and Library Servs.; Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 68 Fed. Reg. 47099 (Aug. 7, 2003));
- Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 701 *et seq.*, including § 794, which prohibits discrimination on the basis of disability (note: IMLS applies the regulations in 45 C.F.R. Part 1181 in determining compliance with Section 504 as it applies to recipients of Federal assistance);
- Title IX of the Education Amendments of 1972, as amended, (20 U.S.C. § 1681 *et seq.*), which prohibits discrimination on the basis of sex in education programs;
- The Age Discrimination in Employment Act of 1975, as amended, 42 U.S.C. § 6101 *et seq.*, which prohibits discrimination on the basis of age; and
- The requirements of any other nondiscrimination statute(s) which may apply to the application.

### B. Debarment and Suspension

The applicant will comply with 2 C.F.R. Part 3185 and 2 C.F.R. Part 180, as applicable. The authorized representative, on behalf of the applicant, certifies to the best of his or her knowledge and belief that neither the applicant nor any of its principals:

1. are presently excluded or disqualified;
2. have been convicted of, or have a civil judgement rendered against you for, any of the offenses listed in 2 C.F.R. § 180.800(a) within preceding three years;
3. are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses listed in 2 C.F.R. § 180.800(a); or
4. have had one or more public transactions (Federal, state, or local) terminated within the preceding three years for cause or default.

Where the applicant is unable to certify to any of these statements, the authorized representative, on behalf of the applicant, shall attach an explanation to this form.

The applicant is required to comply with 2 C.F.R. Part 180, subpart C (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) as a condition of participation in the award. The applicant is also required to communicate the requirement to comply with 2 C.F.R. Part 180 (Subpart C) (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) to persons at the next lower tier with whom the applicant enters into covered transactions.

As noted in the preceding paragraph, applicants who plan to use IMLS awards to fund contracts should be aware that they must comply with the communication and verification requirements set forth in the above Debarment and Suspension provisions.

### **C. Federal Debt Status**

The authorized representative, on behalf of the applicant, certifies to the best of his or her knowledge and belief that the applicant is not delinquent in the repayment of any Federal debt, including but not limited to unpaid Federal tax liability.

### **D. Drug-Free Workplace**

The authorized representative, on behalf of the applicant, certifies, as a condition of the award, that the applicant will or will continue to provide a drug-free workplace by complying with the requirements in 2 C.F.R. Part 3186 (Requirements for Drug-Free Workplace (Financial Assistance)). In particular, the applicant must comply with drug-free workplace requirements in Subpart B of 2 C.F.R. Part 3186, which adopts the Governmentwide implementation (2 C.F.R. Part 182) of Sections 5152-5158 of the Drug-Free Workplace Act of 1988, 41 U.S.C. §§ 8101-8106. This includes, but is not limited to: making a good faith effort, on a continuing basis, to maintain a drug-free workplace; publishing a drug-free workplace statement; establishing a drug-free awareness program for employees; taking actions concerning employees who are convicted of violating drug statutes in the workplace; and identifying (either at the time of application or upon award, or in documents kept on file in the recipient's offices) all known workplaces under Federal awards.

### **E. Trafficking in Persons**

The authorized representative, on behalf of the applicant, certifies, as a condition of the award, that the applicant will comply with the trafficking in persons requirements that are set out in **Appendix A**.

### **F. Prohibitions Against Lobbying, Publicity, and Propaganda**

In accordance with Federal appropriations law, no IMLS funds may be used for publicity or propaganda purposes for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any state or local legislature or legislative body, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any state or local government. No IMLS funds may be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation,

appropriations, regulation, administrative action, or Executive Order proposed or pending before the Congress or any State government, State legislature, or local legislature or legislative body.

### **G. Certification Regarding Lobbying Activities**

(Applies to applicants requesting funds in excess of \$100,000, see 31 U.S.C. § 1352.)

The authorized representative certifies, to the best of his or her knowledge and belief, that:

1. no Federally appropriated funds have been paid or will be paid, by or on behalf of the authorized representative, to any person for influencing or attempting to influence an officer or employee of an agency; a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. if any funds other than Federal appropriated funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the applicant, as provided in 31 U.S.C. § 1352) for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the authorized representative shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions; and
3. the authorized representative shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when the transaction is made or entered into. Submission of this certification is a prerequisite for making or entering into the transaction imposed by 31 U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### **H. Criminal Disclosures and Reporting of Matters Related to Recipient Integrity and Performance**

An applicant for, recipient, or subrecipient of a Federal award must promptly disclose whenever, in connection with the Federal award (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code or a violation of the civil False Claims Act (31 U.S.C. 3729-3733). The disclosure must be made in writing to the Federal agency, IMLS's Office of the General Counsel, and pass-through entity (if applicable) (2 C.F.R. § 200.113 and 2 C.F.R. Part 3185.)

### **I. Acknowledgement of IMLS Support**

All materials publicizing or resulting from grant activities must contain an acknowledgement of IMLS support, unless IMLS advises otherwise. This includes invitations, brochures, and signage;

audio/video programming for radio, television, or web broadcast; and websites, social media, PowerPoint presentations, and e-mail announcements. (See Grantee Communications Kit, available at [www.imls.gov](http://www.imls.gov), for specific guidance).

The type of recognition varies according to the type of activity. Please use the following guidelines for acknowledgement:

- Written materials must include a credit line indicating IMLS as a source of support.
- Graphic items such as posters or brochures should include the IMLS logo (see Grantee Communications Kit, available at [www.imls.gov](http://www.imls.gov)) displayed in accordance with the Logo Standards Guide.
- Online products, digital publications, and websites should include links to the IMLS website, [www.imls.gov](http://www.imls.gov).
- Audio/video broadcasts must include a tagline indicating IMLS as a source of support. Video broadcasts should display the IMLS logo.

In materials that contain or present substantive project content, such as an exhibition, article, catalogue, or other publication, video documentary, or online exhibition or website, the acknowledgement must also include the following statement:

"The views, findings, conclusions or recommendations expressed in this [publication/program/exhibition/website/article] do not necessarily represent those of the Institute of Museum and Library Services or the U.S. Government."

If you have any question about whether your product requires this statement, contact the IMLS Office of Communications and Public Liaison.

## **J. Acknowledgement of Federal Support**

When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving IMLS-appropriated funding, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state:

1. the percentage of the total costs of the program or project which will be financed with Federal money;
2. the dollar amount of Federal funds for the project or program; and
3. the percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

## **K. General Certification**

The authorized representative, on behalf of the applicant, certifies that the applicant will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

## **L. Certifications Required for Certain Projects**

The following certifications are required if applicable to the project for which an application is being submitted. Applicants should be aware that additional Federal certifications, not

listed below, might apply to a particular project.

1. Native American Human Remains and Associated Funerary Objects

The authorized representative, on behalf of the applicant, certifies that the applicant will comply with the provisions of the Native American Graves Protection and Repatriation Act of 1990 (25 U.S.C. § 3001 *et seq.*), which applies to any organization that controls or possesses Native American human remains, associated funerary objects and/or cultural items and which receives Federal funding, even for a purpose unrelated to the Act.

2. Historic Properties

The authorized representative, on behalf of the applicant, certifies that the applicant will assist the awarding agency in ensuring compliance with section 106 of the National Historic Preservation Act of 1966, as amended, 54 U.S.C. § 306101, Executive Order Number 11593, and any related applicable preservation laws.

3. Environmental Protections

The authorized representative, on behalf of the applicant, certifies that the applicant will comply with environmental standards, including the following:

- a. Institution of environmental quality control measures under the National Environmental Policy Act of 1969, as amended, 42 U.S.C. § 4321 *et seq.*) and Executive Order Number 11514;
- b. Notification of violating facilities pursuant to Executive Order Number 11738;
- c. Protection of wetlands pursuant to Executive Order Number 11990, as amended by Executive Order Number 12608;
- d. Evaluation of flood hazards in floodplains in accordance with Executive Order Number 11988, as amended (see Executive Order No. 12148);
- e. Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972, as amended, 16 U.S.C. § 1451 *et seq.*);
- f. Conformity of Federal actions to State (Clean Air) Implementation Plans under section 176(c) of the Clean Air Act of 1990, as amended, 42 U.S.C. § 7401 *et seq.*);
- g. Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, 42 U.S.C. § 300f *et seq.*); and
- h. Protection of endangered species under the Endangered Species Act of 1973, as amended, 16 U.S.C. § 1531 *et seq.*).



The authorized representative, on behalf of the applicant, certifies that the project will comply with the Wild and Scenic Rivers Act of 1968, as amended, 16 U.S.C. § 1271 *et seq.*), related to protecting components or potential components of the national wild and scenic rivers system.

The authorized representative, on behalf of the applicant, certifies that the applicant will comply with the flood insurance purchase requirements of the National Flood Insurance Act of 1968, 9s amended, and the Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. § 4001 *et seq.*, which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more, or as otherwise designated.

#### 4. Research on Human Subjects

The authorized representative, on behalf of the applicant, certifies that the applicant will comply with 45 C.F.R. Part 46 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

#### 5. Research on Animal Subjects

The authorized representative, on behalf of the applicant, certifies that the applicant will comply with the Animal Welfare Act of 1966, as amended, 7 U.S.C. § 2131 *et seq.*), pertaining to the care, handling, and treatment of warm-blooded animals held for research, teaching, or other activities supported by this award of assistance.

### **M. Whistleblower Protections**

In accordance with 2 CFR 200.217 Whistleblower protections, an employee of a recipient must not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in paragraph (a)(2) of 41 U.S.C. 4712 information that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant. The recipient must inform their employees in writing of employee whistleblower rights and protections under 41 U.S.C. 4712. See statutory requirements for whistleblower protections at 10 U.S.C. 4701, 41 U.S.C. 4712, 41 U.S.C. 4304, and 10 U.S.C. 4310.

### **N. Internal Controls**

In accordance with 2 CFR 200.303 Internal controls, the recipient must:

1. Establish, document, and maintain effective internal control over the Federal award that provides reasonable assurance that the recipient is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should align with the guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control-Integrated Framework” issued by the Committee of Sponsoring

Organizations of the Treadway Commission (COSO).

2. Comply with the U.S. Constitution, Federal statutes, regulations, and the terms and conditions of the Federal award.
3. Evaluate and monitor the recipient's or subrecipient's compliance with statutes, regulations, and the terms and conditions of Federal awards.
4. Take prompt action when instances of noncompliance are identified.
5. Take reasonable cybersecurity and other measures to safeguard information including protected personally identifiable information (PII) and other types of information. This also includes information the Federal agency or pass-through entity designates as sensitive or other information the recipient or subrecipient considers sensitive and is consistent with applicable Federal, State, local, and tribal laws regarding privacy and responsibility over confidentiality.

#### **O. Procurement of Recovered Materials**

1. A recipient or subrecipient that is a State agency or agency of a political subdivision of a State and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 as amended, 42 U.S.C. 6962. The requirements of Section 6002 include procuring only items designated in the guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
2. The recipient or subrecipient should, to the greatest extent practicable and consistent with law, purchase, acquire, or use products and services that can be reused, refurbished, or recycled; contain recycled content, are biobased, or are energy and water efficient; and are sustainable. This may include purchasing compostable items and other products and services that reduce the use of single-use plastic products. See Executive Order 14057, section 101, Policy.

#### **ACKNOWLEDGEMENT AND SIGNATURE**

These assurances and certifications are provided in connection with any and all financial assistance from IMLS after the date this form is signed. This includes payments after such date for financial assistance approved before such date. The applicant recognizes and agrees that any such assistance will be extended in reliance on the representations and agreements made in this assurance, and that the United States shall have the right to seek judicial enforcement of this Statement of Assurances and Certifications. These assurances and certifications are binding on the applicant, its successors, transferees, and assignees, and on the Authorized Certifying Official whose signature appears below.

The undersigned further provides assurances that it will include, as applicable, the language of the assurances and certifications in all subawards and that all subrecipients shall certify and disclose accordingly.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above assurances and certifications.

\_\_\_\_\_  
Signature of Authorized Certifying Official

\_\_\_\_\_  
Library Name

\_\_\_\_\_  
Print Name and Title of Authorized Certifying Official

\_\_\_\_\_  
Date

## **Appendix A**

### **Trafficking in Persons**

The applicant must comply with Federal law pertaining to trafficking in persons. Under 22 U.S.C. § 7104(g), any grant, contract, or cooperative agreement entered into by a federal agency under which funds are to be provided to a private entity shall include a condition that authorizes the Federal agency (IMLS) to terminate the grant, contract, or cooperative agreement, or take other authorized actions, if the grantee or any subgrantee, or the contractor or any subcontractor, engages in, or uses labor recruiters, brokers, or other agents who engage in trafficking in persons, the procurement of a commercial sex act, the use of forced labor, or acts that directly support or advance trafficking in persons. 2 C.F.R. Part 175 requires IMLS to include the following award term, which is made a part of this Statement of Assurances and Certifications:

**(a) *Provisions applicable to a recipient that is a private entity.***

- 1) Under this award, the recipient, its employees, subrecipients under this award, and subrecipients' employees may not engage in:
  - i. Severe forms of trafficking in persons;
  - ii. The procurement of a commercial sex act during the period of time that this award or any subaward is in effect;
  - iii. The use of forced labor in the performance of this award or any subaward; or
  - iv. Acts that directly support or advance trafficking in persons, including the following acts:
    - A. Destroying, concealing, removing, confiscating, or otherwise denying an employee access to that employee's identity or immigration documents;
    - B. Failing to provide return transportation or pay for return transportation costs to an employee from a country outside the United States to the country from which the employee was recruited upon the end of employment if requested by the employee, unless:
      - 1) Exempted from the requirement to provide or pay for such return transportation by the Federal department or agency providing or entering into the grant or cooperative agreement; or
      - 2) The employee is a victim of human trafficking seeking victim services or legal redress in the country of employment or a witness in a human trafficking enforcement action;
    - C. Soliciting a person for the purpose of employment, or offering employment, by means of materially false or fraudulent pretenses, representations, or promises regarding that employment;

- D. Charging recruited employees a placement or recruitment fee; or
  - E. Providing or arranging housing that fails to meet the host country's housing and safety standards.
- 2) The Federal agency may unilaterally terminate this award or take any remedial actions authorized by 22 U.S.C. 7104b(c), without penalty, if any private entity under this award:
- i. Is determined to have violated a prohibition in paragraph (a)(1) of this appendix; or
  - ii. Has an employee that is determined to have violated a prohibition in paragraph (a)(1) of this appendix through conduct that is either:
    - A. Associated with the performance under this award; or
    - B. Imputed to the recipient or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. Part 180 “OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement),” as implemented by IMLS at 2 C.F.R. Part 3185.

(b) ***Provision applicable to a recipient other than a private entity.***

- 1) The Federal agency may unilaterally terminate this award or take any remedial actions authorized by 22 U.S.C. 7104b(c), without penalty, if a subrecipient that is a private entity under this award:
- i. Is determined to have violated a prohibition in paragraph (a)(1) of this appendix; or
  - ii. Has an employee that is determined to have violated a prohibition in paragraph (a)(1) of this appendix through conduct that is either:
    - A. Associated with the performance under this award; or
    - B. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 C.F.R. Part 180 “OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement),” as implemented by IMLS at 2 C.F.R. Part 3185.

(c) ***Provisions applicable to any recipient.***

- 1) The recipient must inform the Federal agency and the Inspector General of the Federal agency immediately of any information you receive from any source alleging a violation of a prohibition in paragraph (a)(1) of this appendix.

- 2) The Federal agency's right to unilaterally terminate this award as described in paragraph (a)(2) or (b)(1) of this appendix:
  - i. Implements the requirements of 22 U.S.C. 78, and
  - ii. Is in addition to all other remedies for noncompliance that are available to the Federal agency under this award.
- 3) The recipient must include the requirements of paragraph (a)(1) of this award term in any subaward it makes to a private entity.
- 4) If applicable, the recipient must also comply with the compliance plan and certification requirements in 2 CFR 175.105(b).

(d) **Definitions.** For purposes of this award term:

*Employee* means either:

- 1) An individual employed by the recipient or a subrecipient who is engaged in the performance of the project or program under this award; or
- 2) Another person engaged in the performance of the project or program under this award and not compensated by the recipient including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing requirements.

*Private Entity* means any entity, including for-profit organizations, nonprofit organizations, institutions of higher education, and hospitals. The term does not include foreign public entities, Indian Tribes, local governments, or states as defined by 2 CFR 200.1.

The terms "severe forms of trafficking in persons," "commercial sex act," "sex trafficking," "Abuse or threatened abuse of law or legal process," "coercion," "debt bondage," and "involuntary servitude" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE	
APPLICANT ORGANIZATION		DATE SUBMITTED





INTERNET SAFETY CERTIFICATION FOR APPLICANT PUBLIC LIBRARIES,  
PUBLIC ELEMENTARY AND SECONDARY SCHOOL LIBRARIES, and CONSORTIA WITH  
PUBLIC AND/OR PUBLIC SCHOOL LIBRARIES

As the duly authorized representative of the applicant library, I hereby certify that the library is (*check only **one** of the following boxes*)

A. ☐ CIPA Compliant (*The applicant library has complied with the requirements of 20 U.S.C. § 9134(f).*)

OR

B. ☒ The CIPA requirements do not apply because no funds made available under the LSTA Grants to States program are being used to purchase computers to access the Internet or to pay for direct costs associated with accessing the Internet.

Anthony Batchelder

Digitally signed by Anthony Batchelder  
DN: cn=Anthony Batchelder, o=Pima County, ou=Library,  
email=Anthony.Batchelder@pima.gov, c=US  
Date: 2025.06.25 14:51:38 -07'00'

Signature of Authorized Representative

Anthony Batchelder

Printed Name of Authorized Representative

Deputy Director of Finance and Facilities

Title of Authorized Representative

6/25/2025

Date

Pima County Public Library

Name of Applicant Library/Program