



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: May 17, 2022

* = 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:**

Our Story - A Communities of Color Curation Project

***Purpose:**

This grant amendment does not change the amount of the award. Project funds identified for services and for supplies have been shifted between budget categories in this request for a no-cost budget revision. Changes requested reflect actual project purchasing of digitization supplies, and better support training and programmatic goals. The identification of scanners and other equipment that are better suited for public checkout lowered project expenses and lessened estimated match. Grantor has allowed \$12,478.00 to be deducted from Supplies in the budget, and added to Services. The project continues with its intended purpose to assist community members with preserving family photos, journals, diaries, film, and letters.

***Procurement Method:**

Not applicable to grant awards.

***Program Goals/Predicted Outcomes:**

Additional funds allocated to Services realized by this transfer will support staff training to engage in workshops and local trainings, and to utilize existing agreements for public programs for the intended audience.

***Public Benefit:**

Pima County residents, specifically members of marginalized groups, will be able to speak, personally and truthfully about their lives, to interpret their own stories and experiences, and to become more visible.

***Metrics Available to Measure Performance:**

Evaluation will be done with short surveys to solicit participant and staff experiences, anecdotal accounts, community partner feedback, and social media reach.

***Retroactive:**

No.

6mI approved.
(R12) 4/28/22

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
Is there revenue included? ☐ Yes ☐ No If Yes \$ _____ Amount This Amendment: \$ _____

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

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

Grant/Amendment Information (for grants acceptance and awards)

☐ Award ☒ Amendment

Document Type: GTAM Department Code: LIB Grant Number (i.e., 15-123): 22*083
Commencement Date: 05/14/2021 Termination Date: 9/1/2022 Amendment Number: 1
☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** IMLS LSTA Subgrant from the AZ. State Library; Library District funds - 2051

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

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

***Funding Source:** Library District Funds 2051

***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, beth.matthias-loghry@pima.gov, or call Michelle Simon

Department: Library

Telephone: 520-594-5654 (Michelle)

Department Director Signature: Beth Matthias-Loghry

Date: 4-28-22

Deputy County Administrator Signature: [Signature]

Date: 29 Apr 2022

County Administrator Signature: [Signature]

Date: 4/28/2022

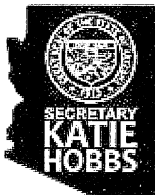
Subject: Memo to Jaime about Our Story and her approval
Date: Thursday, March 17, 2022 2:46:00 PM
Attachments: [MemotoJaimeonshiftsinbudget.docx](#)

From: Beth Matthias-Loghry
Sent: Tuesday, March 15, 2022 5:49 PM

From: Jaime Ball
Sent: Tuesday, March 15, 2022 4:46 PM
To: Beth Matthias-Loghry **Subject:** RE: A memo for you.

CAUTION: This message and sender come from outside Pima County. If you did not expect this message, proceed with caution. Verify the sender's identity before performing any action, such as clicking on a link or opening an attachment.

Hi, Beth,
Thanks for this info.
Memo: Your request to reallocate funds for the LSTA 2021 Our Story project is approved.



Janet "Jaime" Ball
Library Development Administrator
Arizona State Library, Archives & Public Records

Office: 602-542-6266

1700 W. Washington St., B-002 | Phoenix, AZ | 85007

This message and any messages in response to the sender of this message may be subject to a public records request.

From: Beth Matthias-Loghry

Sent: Tuesday, March 15, 2022 3:10 PM

To: Jaime Ball

Subject: A memo for you.

Memo -- Request approval/review of Budget information changes for the Our Story-A Communities of Color Curation Project

—Beth

Beth Matthias-Loghry | Services Manager | Administration and Development
Pima County Public Library | 101 N Stone Ave Tucson AZ 85701
520.594.5613 | beth.matthias-loghry@pima.gov | www.library.pima.gov

MEMORANDUM

DATE: April 27, 2022
TO: Janet "Jaime" Ball
FROM: Beth Matthias-Loghry *B M-L*
SUBJECT: Request approval/review of Budget information changes the Our Story-A Communities of Color Curation Project

As we discussed by phone recently, now that Pima County Public Library (PCPL) is 8 months into the Our Story-A Communities of Color Curation Project that is being supported Library Services and Technology Act funding (LSTA), it is becoming apparent that the budget, as approved, for needs some adjustments to in order to meet some modifications in project work.

This memo serves as a request for a revision in the Budget Categories.

Several expenses have emerged that were not anticipated when the proposal was submitted. It has been necessary to engage the services of a Project Collaborator to assist our Kindred Project Team to identify and support learning, programmatic, and professional development goals. In addition, we have now found that less funds will be required for the software, scanners, and other digitalization supplies for updating audio, video and photos than was originally envisioned.

The funds realized by reduction in supplies will the cover the Project Consultant's time, as well as additional services specifically tied to professional development for supporting staff and related programming and outreach for the intended audience.

We are asking that \$12478.00 be deducted from the supplies budget line and an equal amount reallocated in Services. These adjustments are listed below in PCPL's request for budget revision.

Budget Revision Request

Grant: State Project Number: 2021-0170-InComm-05

Budget Category	LSTA \$	Description
Salaries, Wages, Benefits	00.00	PCPL will leverage staff work for program coordination, procurement purchasing and promotion.
Consultant Fees	00.00	
Travel	00.00	
Supplies/Materials	25,717.00	Estimates for supplies includes, scanners, mobile devices, cameras, recorders, microphones, sim cards, players power strips flash drives, and software; carts, and storage; books, tools and other resources.
Equipment		
Services	17,150.00	Services for staff training to engage in workshops or utilize existing agreements to provide PCPL Team Members training, and for related programs for the public.
Indirect	4763	Indirect costs.
TOTAL	47630	