



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

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: 10/02/2018

** = Mandatory, information must be provided*

or Procurement Director Award ☐

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

Grantor- Arizona State Library, Archives & Public Records; funding appropriated by the Arizona State Legislature

***Project Title/Description:**

SGIA 2019: 19-A-11 for Pima County

***Purpose:**

This year's emphasis for State Grants-In-Aid (SGIA) funding will be supporting Pima County Public Library as a healthy learning organization as the library pursues specific goals related to organizational wellness and community focus.

***Procurement Method:**

Not applicable to grant awards.

***Program Goals/Predicted Outcomes:**

Staff will invest time in learning, professional growth and will encourage decision-making at the level that is closest to the customer, whether that customer is external, or internal.

***Public Benefit:**

PCPL staff will shape communication and decision-making practices and participate in development opportunities to improve services for Pima County residents.

***Metrics Available to Measure Performance:**

Measures will include the number of staff who attend trainings and achieve goals related to training (through pre-post evaluation), and the number of learning opportunities that are implemented successfully.

***Retroactive:**

Yes. The Arizona State Library sends award notifications in August, with a period of performance that begins July 1. PCPL completes the application once the award notice is received.

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**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 22-73.***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 ☐ AmendmentDocument Type: GTAW Department Code: LIB Grant Number (i.e., 15-123): 19-018Effective Date: July 1, 2018 Termination Date: June 30, 2019 Amendment Number: _____☒ Match Amount: \$ 26,600.00 ☒ Revenue Amount: \$ 25,000.00***All Funding Source(s) required:** Arizona State Library, Archives & Public Records, Funding appropriated by the Arizona State Legislature; Library District funds.***Match funding from General Fund?** ☐ Yes ☒ No If Yes \$ _____ % _____***Match funding from other sources?** ☒ Yes ☐ No If Yes \$ 26,600.00 % _____***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)?** _____Contact: Beth Matthias-LoghryDepartment: LibraryTelephone: 520-594-5613Department Director Signature/Date: [Signature] 9/16/18Deputy County Administrator Signature/Date: [Signature] 9.11.2018County Administrator Signature/Date: [Signature] 9/11/18

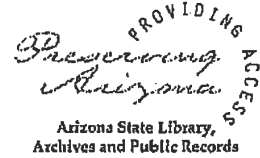
(Required for Board Agenda/Addendum Items)



MICHELE REAGAN
Secretary of State
State of Arizona

ARIZONA STATE
LIBRARY, ARCHIVES AND PUBLIC RECORDS
A DIVISION OF THE ARIZONA SECRETARY OF STATE

Holly Henley
State Librarian & Director of Library Services



Award Notification for State Grants-in-Aid

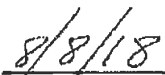
Library Name & Address: Pima County Public Library 101 N. Stone Avenue Tucson, AZ 85701-1501		State Project Number: SGIA 19-A-11	
Project Name: SGIA 2019		Project Manager: Amber Mathewson	
Program Information: http://www.azlibrary.gov/libdev/funding/sgia		Amount Awarded: \$25,000	
Period of Performance: July 1, 2018 to June 30, 2019		Final Report Due: July 31, 2019	
Contact for SGIA grant questions: Janet "Jaime" Ball, Library Development Administrator	Phone: 602-542-6266	Email: jball@azlibrary.gov	

When possible, please acknowledge SGIA as follows:

This project is supported by the Arizona State Library, Archives & Public Records, a division of the Secretary of State, with funds appropriated by the Arizona State Legislature.



Holly Henley, State Librarian & Director of Library Services

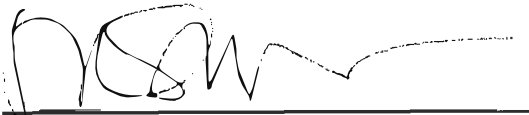


Date

Certification of Application for SGIA

I certify this application to be true and accurate to the best of my knowledge. On behalf of all organizations participating in this application, I hereby assure and certify that I will comply with all regulations, policies, guidelines and requirements pertinent to the application and to the use of award funds. Funds will not be used for indirect or administrative costs. The applicant agrees to submit a final report which will include a narrative, budget and certification by the final report deadline. If this application is approved, I certify that the project will begin promptly and will be completed as described.

Library Name Pima County Public Library
Project Name SGIA 2019 19-A-11 (Pima County)
Authorizing Official's Name Michelle Simon
Authorizing Official's Title Deputy Director, Support Services



Authorizing Official Signature for Library

8/28/18

Date

IMPORTANT:

This form MUST be postmarked by the due date in order for the application to be eligible for consideration. Please type or print clearly.

MAIL COMPLETED APPLICATION TO
Grants Administrator
Arizona State Library, Archives & Public Records
Library Development
1919 W Jefferson St
Phoenix, AZ 85009

--- P.P. Use Only ---

Postmark Date

Date Received

Michael Seamans

From: Arizona State Library <mail@grantapplication.com>
Sent: Thursday, August 23, 2018 12:53 PM
To: Beth Matthias-Loghry
Subject: Your Application

Your application has been saved successfully, and the tracking number is 23259. You can view your in-progress and submitted applications through your account dashboard by clicking [here](#). For your records, here is a copy of the contents of your application:

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.

SGIA 2019

Contact Information

Library Name
Pima County Public Library
Address
101 N. Stone Avenue
City
Tucson
State
AZ
Postal Code
85701-1501
Library Director/Manager Information
First Name
Amber
Last Name

Mathewson

Office Phone

520-594-5650

Office Fax

520-594-5621

E-mail

amber.mathewson@pima.gov

No Same as Library Director

First Name

Beth

Last Name

Matthias-Loghry

Office Phone

520-594-5613

Office Fax

520-594-5621

E-mail

beth.matthias-loghry@pima.gov

First Name

Michelle

Last Name

Simon

Office Phone

520-594-5654

Office Fax

520-594-5621

E-mail

michelle.simon@pima.gov

Project Information

Enter SGIA 2018 Amount Awarded
25000.00

Project Narrative

THE STATE of Arizona, with funds appropriated by the Arizona State Legislature, has designated \$25,000.00 for the Pima County State Grants-in-Aid (SGIA) appropriation directed at Pima County Public Library (PCPL) for fiscal year 2019.

Pima County Public Library (PCPL) continues to articulate a clear vision for itself and grow as an organization. This year's emphasis will be a focus on PCPL as a healthy learning organization, as we set specific goals of excellence, superior organizational wellness and community focus.

Healthy Learning Organization

Building on SGIA projects from 2018, Pima County Public Library will take steps to build its profile as a healthy organization. Staff will use information about services, modes of operation and community happenings. As staff gather this data, they will consider as they plan for accountability -- for both achievement and impact.

Healthy Learning Organization goals involve creating

- a) more time for staff to invest time in learning, professional growth and creativity, and
- b) encouraging decision-making at the level that is closest to the customer -- whether that customer is external, or internal.

Managers and teams will participate in LeadFIT, through drop-in and as scheduled sessions. LeadFIT is hands-on, team learning that utilizes design-thinking methods while it encourages appreciative inquiry. The LeadFIT development program weighs the process and the progress equally by exploring the vision, social and situational awareness, and resource allocation (both time and human), as well as accountability and key success factors.

SGIA will support The ICAT or the Impact Capacity organizational Assessment Tool, as these planning and evaluation efforts continue. ICAT efforts will continue with a focus on informed team-building practices. Sessions will explore the neuroscience research that is illuminating what is happening in teams and organizations, reflect on how to leverage the strengths of everyone, and align around shared aspirations. Participants, whether they are managers or they participate in teams, will identify new strategies for increasing trust within their teams and for PCPL.

Pima County Public Library's executive team uses three strategic anchors to inform decision-making and focus: access, organizational strength, and community responsiveness. The Healthy Learning Organization initiative will ensure the PCPL is meeting criteria as a healthy organization, can accomplish goals and build on the aspirations of community members.

Salaries and Benefits

Salaries and Benefits local match

Total Salary and Benefits

0.00

Consultant Fees

Consultant Fees local match

Total Consultant

0.00

Travel

12000.00

Travel local match

12000.00

Total Travel

24000.00

Equipment

Equipment local match

Total Equipment

0.00

Supplies and Materials

1000.00

Supplies and Materials local

3600.00

Total Supplies and Materials

4600.00

Services

12000.00

Services local match

11000.00

Total Services

23000.00

Total Grant Budget

25000.00

Total Local Budget

26600.00

Total Budget

51600.00

Certification

To complete your application

please fill out the certification form, print it, sign it and mail it by **December 31, 2018** to:

Arizona State Library

1919 W. Jefferson St.

Phoenix, AZ 85009.

Note: For project name, use SGIA 2019
[Click here to open the certification form](#)