



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

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: 10/2/2018

*\* = 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-23, for the City of Tucson

**\*Purpose:**

The Pima County Public Library (PCPL) will support staff development and community engagement with designated State-Grants-In-Aid funding for the City of Tucson.

**\*Procurement Method:**

Not applicable to grant awards.

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

PCPL will promote community engagement at the Tucson Festival of books, and provide training opportunities that will offer staff pathways to promotion and professional development.

**\*Public Benefit:**

Pima County and its residents will have the educational and economic benefits of having a fully-engaged library that works to be accountable and responsive to community needs.

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

Metrics will be collected using outcome surveys, strength-based assessments, and evaluation about the experience and the impact.

**\*Retroactive:**

Yes. The Arizona State Library sends award notifications in August, with a period of performance that begins July 1. PCPL submits 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): 19-019Effective Date: July 1, 2018 Termination Date: June 30, 2019 Amendment Number: \_\_\_\_\_☒ Match Amount: \$ 33110.00 ☒ Revenue Amount: \$ 25498.00**\*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 \$ 33110.00 % \_\_\_\_\_**\*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: 520-594-5613

Department Director Signature/Date: \_\_\_\_\_

Deputy County Administrator Signature/Date: \_\_\_\_\_

County Administrator Signature/Date: \_\_\_\_\_

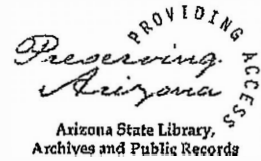
(Required for Board Agenda/Addendum Items)



**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

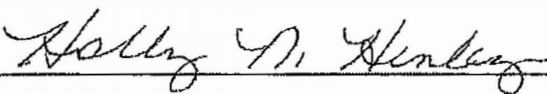


**Award Notification for State Grants-in-Aid**

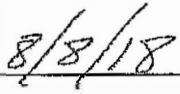
<b>Library Name &amp; Address:</b> Pima County Public Library 101 N. Stone Ave Tucson, AZ 85701		<b>State Project Number:</b> SGIA 19-A-23	
<b>Project Name:</b> SGIA 2019		<b>Project Manager:</b> Amber Mathewson	
<b>Program Information:</b> <a href="http://www.azlibrary.gov/libdev/funding/sgia">http://www.azlibrary.gov/libdev/funding/sgia</a>		<b>Amount Awarded:</b> \$25,498	
<b>Period of Performance:</b> July 1, 2018 to June 30, 2019		<b>Final Report Due:</b> July 31, 2019	
<b>Contact for SGIA grant questions:</b> Janet "Jaime" Ball, Library Development Administrator	<b>Phone:</b> 602-542-6266	<b>Email:</b> 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

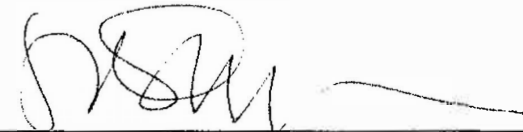
I certify this application to be true and accurate to the best of my knowledge. On behalf of all organizations participating in this application, I hereby assure and certify that I will comply with all regulations, policies, guidelines and requirements pertinent to the application and to the use of award 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-23

Authorizing Official's Name Michelle Simon

Authorizing Official's Title Deputy Director, Support Services



Authorizing Official Signature for Library

8/28/2019

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

LIBRARY USE ONLY

Postmark Date

Date Received

## Michael Seamans

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**From:** Arizona State Library <mail@grantapplication.com>  
**Sent:** Thursday, August 23, 2018 12:55 PM  
**To:** Beth Matthias-Loghry  
**Subject:** Your Application

Your application has been saved successfully, and the tracking number is 23261. 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

E-mail

michelle.simon@pima.gov

## **Project Information**

Enter SGIA 2018 Amount Awarded  
25498.00

### **Project Narrative**

THE STATE of Arizona, with funds appropriated by the Arizona State Legislature, has designated \$25,498.00 for the City of Tucson State Grants-in-Aid (SGIA) appropriation directed at Pima County Public Library (PCPL) for fiscal year 2019.

Pima County Public Library (PCPL) will support staff development and community engagement with designated funding for the City of Tucson. SGIA funds allow the Library to be a full partner in the country's third largest book festival and demonstrate its expertise in connecting books with a community of readers. City of Tucson SGIA funds also help PCPL to advance staff learning opportunities.

### **PCPL at the Tucson Festival of Books**

The Pima County Public Library (PCPL) will promote community engagement and social connection, and provide culturally relevant programming through the PCPL Nuestras Raíces genre track during the Tucson Festival of Books event, March 2-3, 2019 on the University of Arizona campus.

As the third biggest book festival nationwide, the Tucson Festival of Books is a signature event where PCPL expands on partnerships and connects us to a community of enthusiastic readers as they explore books and meet their favorite authors. PCPL's place there secures high visibility because it attracts more than 130,000 people. There, our staff members interact with people of all ages, as they support and moderate author panels and provide other programs.

PCPL has been a partner with the Festival from the beginning. PCPL staff host talks, exhibits, and hands-on activities in the Nuestras Raíces tent – which is a Festival forum for Latina/o voices, Mexican-American cultural and literary roots, and the issues that affect our community and the Southwest region.

PCPL events include Mexican-American authors, workshops, arts and crafts; the presence of the Bookmobile, the Bookbike and nationally recognized Seed Library; and the youth-designed teen tent and teen-moderated author interviews.

### **Organizational Health**

SGIA will also support conference attendance and internal training initiatives including online Skillsoft lessons focusing on desktop applications and best management practices, and training on workplace communication styles and giving feedback. More staff will train with the Platinum Rule Behavioral Profile Self-Assessment and the concepts presented in Radical Candor. These seminars focus on better understanding of personal working styles, and improved communication through candid praise and criticism. Both days include interactive discussion and role playing, so up to 120 more staff will learn how being direct and paying close attention to their co-workers style and their own can relate to team

building, better employee conduct, defusing conflict and managing performance expectations.

At PCPL, we hope to serve everyone, and people are important to us. SGIA funding for the City of Tucson will encourage shared learning, development, and the leveraging of existing expertise. Organizational Health initiatives ensure that Pima County will have a strong library system that will create capacity continue to bring about positive changes for the community into their future.

#### 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

Travel local match

Total Travel

0.00

#### Equipment



Equipment local match

Total Equipment

0.00

Supplies and Materials

Supplies and Materials local

Total Supplies and Materials

0.00

Services

25498.00

Services local match

33110.00

Total Services

58608.00

Total Grant Budget

25498.00

Total Local Budget

33110.00

Total Budget

58608.00

## **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**