



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

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: 2/4/2020

\* = Mandatory, information must be provided

or Procurement Director Award ☐

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

the American Library Association (ALA)

**\*Project Title/Description:**

Library Census Equity Fund mini-grants

**\*Purpose:**

<http://www.ala.org/advocacy/govinfo/census/grants>

**\*Procurement Method:**

Not applicable to grant awards.

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

In order to make the decennial census more accessible to members of indigenous populations in Pima County, which are considered hard-to-count communities because of geographic distance and independent cultural institutions, the Library has received a mini-grant from the Library Census Equity Fund to expand the capacity to bring technology to people who have been disproportionately under counted by in the past.

**\*Public Benefit:**

Tribal members of the Tohono O'odham and Yaqui Nations will have increased access and opportunity to complete the census questionnaire on line.

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

Library will collect observational data, activity measures, and success stories in a short report to meet grant requirements.

**\*Retroactive:**

No. the performance period must start by April 1 2020. Library will request funds upon Board approval.

GM1 Approved AD  
1/16/2020

**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 22-10.***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): 20-081

Effective Date: 4/1/2020 Termination Date: 5/15/2020 Amendment Number: \_\_\_\_\_

☐ Match Amount: \$ \_\_\_\_\_ ☒ Revenue Amount: \$ 2000.00**\*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)?** \_\_\_\_\_

Contact: Beth Matthias-Loghry

Department: Library Telephone: 520-594-5613

Department Director Signature/Date: *Beth Matthias-Loghry* 1-14-2020Deputy County Administrator Signature/Date: *J. W. [Signature]* 1-14-2020County Administrator Signature/Date: *C. D. [Signature]* 1/15/2020  
(Required for Board Agenda/Addendum Items)

## GRANT APPLICATION APPROVAL REQUEST

**Instructions:** Fill out the top section of this form completely. Contact the program Grants Management & Innovation (GMI) Lead if you require assistance (724-2240). Email your completed request to: [GMI@pima.gov](mailto:GMI@pima.gov). Your request will be forwarded to County Administration for review. Notification of approval requests should be submitted at least 15 business days prior to the application's submission deadline (AP 5-1 Procedure).

Requesting department or entity:	Library	Date: 11/5/19
Contact information:	Name: Amy Rusk	Telephone:
Funding opportunity title:	Library Census Equity Fund mini-grants	
Link to opportunity:	<a href="http://www.ala.org/advocacy/govinfo/census/grants">http://www.ala.org/advocacy/govinfo/census/grants</a>	
Funding agency:	the American Library Association (ALA)	
Amount to be requested:	\$ 2,000.00	
Due date and time:	11/22/2019	11:59 PM
What are you going to spend the money on?	<p>The Library will use funding to expand the library's technology capacity for people completing the census questionnaire on-line as it reaches out to people have been under counted disproportionately by the decennial census.</p> <p>We will apply funding to 4 i-Pads (plus extended warranty) and program supplies to assist in this effort.</p>	
What will be the benefit to Pima County?	<p>The Library will partner in efforts and bolster services to hard-to-count communities and help achieve a complete count in the 2020 Census.</p> <p>NOTE: Indirect not applicable; no salaries involved.</p>	
Indirect costs – check one:	<input type="checkbox"/> I will be requesting indirect costs. Indirect-cost rate to be requested:      % <input type="checkbox"/> I have attached a request for waiver of indirect costs (GMI Intranet) <input checked="" type="checkbox"/> I need help understanding indirect costs. <i>Indirect not applicable; no salaries involved</i>	
By: <u><i>Andrew M. Mathewson</i></u> Date: <u><i>11-6-19</i></u> Department Director or Designee		

<b>GRANT COST/BENEFIT ANALYSIS</b> <b>To be completed by GMI staff</b>																													
<b>CFDA No.</b>	Non-profit organization																												
<b>Competitive Criteria:</b>	American Library Association (ALA) will provide mini-grants to bolster library service to hard-to-count (HTC) communities and help achieve a complete count in the 2020 Census. Applicants may propose activities such as conducting community outreach activities or expanding library technology capacity for people completing the census questionnaire online. Proposed activity must be related to 2020 Census preparations or outreach by the library to serve a hard-to-count population (young children, American Indians and Alaska Natives, people experiencing homelessness, and people of color, among others).																												
<b>Other Factors:</b>	All types of libraries/library organizations eligible. Collaboration encouraged. Selection based on expected impact of proposed activities to contribute to complete Census count. Priority: diversity in types of libraries and applicants that have not previously received other funding to support library 2020 Census preparations/activities.																												
<b>Number of Awards:</b>	25 <span style="float: right;">Total amount to be awarded: \$2,000.00</span>																												
<b>Match Required:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>If required what is the amount/percent:</b> _____																													
<b>Terms Notes (e.g. unusual restrictions, reporting burdens, etc.):</b>	Opportunity announced 11/4; applications due 11/22/2019.  Funds may NOT be used for lobbying activities (as described in 26 U.S.C. §501), to intervene in any election, to support or oppose any political party or candidate for public office, or to carry on a voter registration drive.																												
<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Will this project require additional office/project space?</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/> Yes</td> <td style="width: 10%; text-align: center;"><input checked="" type="checkbox"/> No</td> <td style="width: 20%;"></td> </tr> <tr> <td>Will this project require staff time that cannot be paid for by the grant?</td> <td style="text-align: center;"><input checked="" type="checkbox"/> Yes</td> <td style="text-align: center;"><input type="checkbox"/> No</td> <td></td> </tr> <tr> <td>Will your project require any equipment items over \$5,000 per item?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> <tr> <td>Does the proposal use a fixed price contract?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> <tr> <td>Is this project subject to Human Subjects compliance?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> <tr> <td>Does this project involve subrecipients?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> <tr> <td>Is there a Statutory Funding Preference from the funding agency?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> </table>		Will this project require additional office/project space?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		Will this project require staff time that cannot be paid for by the grant?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		Will your project require any equipment items over \$5,000 per item?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		Does the proposal use a fixed price contract?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		Is this project subject to Human Subjects compliance?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		Does this project involve subrecipients?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		Is there a Statutory Funding Preference from the funding agency?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
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<b>Allowable Indirect Rate:</b> <u>not applicable</u> <b>If Indirect is not allowed, attach documentation.</b>																													
<b>List any other proposal or funder specific requirements:</b>																													
<b>GMI notes &amp; recommendations:</b>																													
By: <u><i>Amy Froh</i></u> <span style="float: right;">Date: <u>11/12/19</u></span> <div style="text-align: center; margin-top: 5px;">GMI Director</div>																													
<b>County Administrator Approval Request</b>																													
Approved: <input checked="" type="checkbox"/> <span style="margin-left: 20px;">Not Approved: <input type="checkbox"/></span> <span style="float: right;">Subject to Further Review: <input type="checkbox"/> Yes <input type="checkbox"/> No</span>																													
If your project is subject to further review, please contact your GMI Lead to discuss necessary revisions prior to resubmission of the Grant Approval Application Request.																													
By: <u><i>Rur</i></u> <span style="float: right;">Date: <u>11/13/2019</u></span> <div style="text-align: center; margin-top: 5px;">County Administrator or Designee</div>																													



(/news/)

## **ALA Awards more than \$100,000 to 59 Library Census Equity Fund Grantees**

For Immediate Release

Thu, 12/19/2019

**Contact:**

Shawnda Hines

Assistant Director, Communications

Public Policy and Advocacy

shines@alawash.org (mailto:shines@alawash.org)

WASHINGTON — The American Library Association (ALA) announced the names of 59 libraries receiving Library Census Equity Fund mini-grants

(<http://www.ala.org/advocacy/govinfo/census/grants>) of \$2,000 to bolster their service to hard-to-count communities and help achieve a complete count in the 2020 Census.

"The 2020 Census will determine how political representation and critical resources are distributed for the next ten years, and libraries are essential partners in making sure the data collected as part of the Census is complete and accurate," said ALA President Wanda Brown. "The efforts of these 59 libraries will shine a light on all the library workers across the country who are shouldering efforts to reach and inform their communities—especially vulnerable and hard-to-count populations—about the importance of a full and inclusive count."

According to the U.S. Census Bureau, populations historically undercounted in the decennial effort include young children, people experiencing homelessness, American Indians and Alaska Natives, and people of color. In the 2020 Census, which will have a new online response option, people who lack internet access or online skills may also be at risk of being undercounted. (To learn more, see ALA's Libraries' Guide to the 2020 Census (<http://www.ala.org/advocacy/sites/ala.org.advocacy/files/content/govinfo/LibrariesGuide2020Census.pdf>).)

More than 500 libraries of all types submitted applications for 25 Library Census Equity Fund mini-grants. In response to the overwhelming number of applicants, the ALA provided funding for 34 additional grants, including proposals to:

- purchase additional portable computers and mobile hotspots to expand access to the 2020 Census' online response option, also providing a technology trainer to deliver the resources to tribal chapter houses and other under-resourced parts of the community;

- utilize the Census Bureau's Statistics in Schools to educate children and their parents and guardians on the historical undercount of young children in the Census; and
- equip a bookmobile in geographically isolated communities to facilitate educational events on the Census and offer access to the online response option in locations such as country stores and senior centers.

The 59 grantees will undertake their activities in January through April 2020. The self-response period for the 2020 Census will begin after March 12, 2020.

Applications were reviewed by a selection committee established by ALA's 2020 Census Library Outreach and Education Task Force (<http://www.ala.org/advocacy/govinfo/census>). ALA offered thanks to the members of the selection committee: Tom Adamich, Patricia Ball, Heather Cousin, Susan Hildreth, and Cecilia Tovar.

"We were amazed by the range and thoughtfulness of the applications we received," said selection committee member Susan Hildreth. "We are pleased and grateful to our funder that we were able to secure funds to more than double our original number of grants, and we appreciate there is a lot of work to do. I hope libraries we were not able to fund will look to their library and community foundations, Friends groups and other community agencies for support in realizing their plans."

A recent tip sheet and companion webinar (<https://www.youtube.com/watch?v=3xAH6wNjGMw>) developed with the task force, *Preparing My Library for the 2020 Census*, (<http://www.ala.org/advocacy/sites/ala.org.advocacy/files/content/govinfo/Sign-ons/Preparing%20Library2020Census.pdf>) offers guidance and potential sources of funding to support library census activities.

To learn more and access a wide range of information and tools for supporting a fair, inclusive and complete count in the 2020 Census, visit [ala.org/census](http://www.ala.org/census) (<http://www.ala.org/census>) and follow the conversation on social media with #CountOnLibraries.


Library Census Equity Fund grantees: ([https://www.google.com/maps/d/viewer?mid=1wTFd2mF4d9gec5N7VsOFySPzA6J-\\_FW0&ll=37.31179891007929%2C-92.43802006775684&z=5](https://www.google.com/maps/d/viewer?mid=1wTFd2mF4d9gec5N7VsOFySPzA6J-_FW0&ll=37.31179891007929%2C-92.43802006775684&z=5))

- Alamogordo Public Library, Alamogordo, N.M.
- Ascension Parish Library, Gonzales, La.
- Batavia Public Library District, Batavia, Ill.
- Belen Public Library, Belen, N.M.
- Bradbury-Sullivan LGBT Community Center, LGBT Library, Allentown, Pa.
- Brooks County Public Library, Quitman, Ga.
- Carrie Dorsey Perry Memorial Library, Nashville, Ga.
- Central Arkansas Library System, Little Rock, Ark.
- Central Rappahannock Regional Library, Fredericksburg, Va.

- Chapel Hill Public Library, Chapel Hill, N.C.
- City of Las Cruces Thomas Branigan Memorial Library, Las Cruces, N.M.
- Coahoma Community College, Dickerson Johnson Library and Resource Center, Clarksdale, Miss.
- Confederated Tribes of Grand Ronde Tribal Library, Grand Ronde, Ore.
- Conneaut Public Library, Conneaut, Ohio
- Cook Memorial Library, La Grande, Ore.
- Coppin State University, Parlett L. Moore Library, Baltimore, Md.
- Craven-Pamlico-Carteret Regional Library, New Bern, N.C.
- Dearborn Public Library, Dearborn, Mich.
- East Carroll Parish Library, Lake Providence, La.
- Ferguson Library, Stamford, Conn.
- Finney County Public Library, Garden City, Kan.
- Friends of the Chattanooga Public Library, Chattanooga, Tenn.
- Friends of the Dallas Public Library, Inc., Dallas, Texas
- Friends of the Dothan Houston County Library System, Dothan, Ala.
- Grand County Public Library, Moab, Utah
- Hart County Public Library, Munfordville, Ky.
- Heather Ridge School Library Media Center, Frederick, Md.
- Homewood Public Library, Homewood, Ala.
- Indian Trails Public Library District, Wheeling, Ill.
- Ingalls Memorial Library, Rindge, N.H.
- Lubbock Public Library, Lubbock, Texas
- Malden Public Library, Malden, Mass.
- Mendocino County Library, Ukiah, Calif.
- Missoula Public Library, Missoula, Mont.
- Morton-James Public Library, Nebraska City, Neb.
- Nantahala Regional Library, Murphy, N.C.
- Octavia Fellin Public Library, Gallup, N.M.
- Ochopee Regional Library System, Vidalia, Ga.
- Passaic Public Library, Passaic, N.J.
- Pike County Public Library, Petersburg, Ind.
- Pima County Public Library, Tucson, Ariz.
- Prince William Public Library System Foundation, Woodbridge, Va.
- Pueblo of Pojoaque Public Library, Santa Fe, N.M.
- Red Bank Public Library, Red Bank, N.J.
- Roswell Public Library, Roswell, N.M.

- Saginaw Chippewa Tribal Library, Mt. Pleasant, Mich.
- San Antonio Public Library, San Antonio, Texas
- San Jose Public Library, San Jose, Calif.
- Santa Ana Public Library, Santa Ana, Calif.
- Santa Cruz Public Libraries, Santa Cruz, Calif.
- Spartanburg County Public Library, Spartanburg, S.C.
- Stillwater Public Library, Stillwater, Okla.
- Suffolk County Community College, Grant Campus Library, Brentwood, N.Y.
- SUNY Buffalo State College, E.H. Butler Library, Buffalo, N.Y.
- Timberland Regional Library, Tumwater, Wash.
- Ventura County Library System, Ventura, Calif.
- Walter T.A. Hansen Memorial Library, Mars Hill, Maine
- West Florida Regional Library, Pensacola, Fla.
- Westerville Public Library, Westerville, Ohio

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#### Tags

Advocacy (/news/taxonomy/term/448), Awards (/news/taxonomy/term/2212), American Library Association (/news/taxonomy/term/532), Public Policy and Advocacy (PPA) (/news/taxonomy/term/628)