

SUBJECT: INFORMING THE ASSEMBLY OF THE MANAGERS SIGNATURE ON FIVE GRANT APPLICATIONS FOR SUBMISSION TO THE ALASKA STATE LIBRARY FOR THE ALASKA PUBLIC LIBRARY ASSISTANCE GRANTS.

AGENDA OF: March 3, 2026

ASSEMBLY ACTION: Presented to the Assembly 03/03/26 - BJH

AGENDA ACTION REQUESTED: For information only.

| Route To | Signatures |
|--------------------------------|--|
| Community Development Director |  Expired certificate X Jillian Morrissey Signed by: Jillian Morrissey |
| Finance Director |  Recoverable Signature X Cheyenne Heindel Signed by: Cheyenne Heindel |
| Borough Attorney | X Nicholas Spiropoulos Signed by: Nicholas Spiropoulos 2 / 19 / 2026 |
| Borough Manager | X Michael Brown Signed by: Mike Brown 2 / 19 / 2026 |
| Borough Clerk | X Lonnie McKechnie Signed by: Lonnie McKechnie 2 / 23 / 2026 |

ATTACHMENT (S): FY27 Alaska Public Library Assistance Grant applications (30 pp)

SUMMARY STATEMENT: The Alaska State Library has announced the availability of grant funding under the Alaska Public Library Assistance Grant Program.

These non-competitive grants of up to \$7,000 can be used by individual libraries for various operation costs.

The borough Manager will sign applications for five individual libraries.

ALASKA PUBLIC LIBRARY ASSISTANCE GRANT APPLICATION FY27

Use this form to apply for the Alaska Public Library Assistance Grant. Applications are available at the beginning of the new year and must be submitted by April 1.

Instructions are found in the PLA Guidelines found on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>

Eligibility requirements for the Public Library Assistance Grant according to Alaska Statute and Code may be found on the Alaska Library Law web page: <https://lam.alaska.gov/library-law>

- **Alaska Statutes: Article 03 Library Assistance Grants Sec. 14.56.300. - 14.56.340.**
- **Alaska Administrative Code: Article 2: Library Assistance Grants 4 AAC 57.050. - 57.099.**

A. Library

Library Name: Trapper Creek Public Library

Library Email Address (if available): trappercreek.library@matsugov.us

Mailing Address: PO Box 13388 Trapper Creek, AK 99683

Physical Address (if different from mailing): 8901 E Devonshire Drive

Fax Number (if available): 907-733-1548

Library Type(s) (please check all that apply)

Public School Special Academic Museum Archive Tribal

Name of Legal Entity, Governing Body, or Nonprofit: _____

Fiscal Year (FY) of Legal Entity (Check one for financial and reporting purposes):

Same as State Fiscal Year, July 1 to June 30 (FY2027 or FY27 is July 1, 2026 to June 30, 2027)

Legal Entity Fiscal Year (i.e. January 1 to December 31): _____

B. Contact Information

Designated Library Director

Name: Marita Crosby

Job Title: Librarian

Phone: 907-861-7650

E-mail: marita.crosby@matsugov.us

Financial or Second Contact

Name: Sarah Thomas

Job Title: Division Administrative Specialist

Phone: 907-861-7631

E-mail: sarah.thomas@matsugov.us

D. Budget

Fair Value Rate for Volunteer Labor: Volunteer value can only be claimed for the total number of hours the library is open for the entire year, even if more than one volunteer is present. Use the Value of Volunteer Time for Alaska according to the Independent Sector at <https://independentsector.org/resource/value-of-volunteer-time> of \$35.51. The calculation would be: Hours Per Week x Weeks Open Per Year x \$35.51 = value to enter in A3.

Match: The Total Budget column for section **B. Collection** should add up to \$3,500 to demonstrate the library meeting the collection match requirement. If the Local Matching Funds column totals \$7,000 or more, still only request \$7,000 in the PLA Grant Funds column.

Financial Summary

| Category | Subcategory | Local Matching Funds | PLA Grant Funds | Total Budget |
|----------------------|--|----------------------|-----------------|---------------|
| A. Personnel | 1. Wages | \$ 119,454.00 | \$ 2,000.00 | \$ 121,454.00 |
| | 2. Benefits | \$ 64,200.00 | \$ 1,000.00 | \$ 65,200.00 |
| | 3. Volunteer Value | | | \$ 0.00 |
| B. Collection | 1. Books (print) | \$ 17,000.00 | \$ 3,500.00 | \$ 20,500.00 |
| | 2. Subscriptions (print) | | \$ 500.00 | \$ 500.00 |
| | 3. A/V | | | \$ 0.00 |
| | 4. Digital Materials/Online Services | | | \$ 0.00 |
| | 5. Initial \$500 Spent on ISP | \$ 500.00 | | \$ 500.00 |
| | 6. Games, Toys, Software, Tools, Equipment, and other items for patron use | \$ 2,650.00 | | \$ 2,650.00 |
| C. Other | 1. Building Operations | \$ 26,774.00 | | \$ 26,774.00 |
| | 2. Furniture, Equipment, Computers & E-Readers | \$ 5,740.00 | | \$ 5,740.00 |
| | 3. Travel | \$ 3,000.00 | | \$ 3,000.00 |
| | 4. Supplies | \$ 1,500.00 | | \$ 1,500.00 |
| | 5. Services (not ISP) | \$ 7,500.00 | | \$ 7,500.00 |
| | 6. ISP Fees Paid Beyond the \$500 listed on Line B-5 | \$ 18,007.00 | | \$ 18,007.00 |
| | 7. All Other Unreported Expenditures | \$ 1,400.00 | | \$ 1,400.00 |
| D. Total | Totals | \$ 267,725.00 | \$ 7,000.00 | \$ 274,725.00 |

E. Basic Services

Each public library that receives the Alaska Public Library Assistance grant is required by **Alaska Statute: Article 06. Requirements for Public Libraries. AS Sec. 14.56.400.0.** to provide four basic library services free of charge to the residents of the municipality or community. Please answer the following questions for each of these four required services, even if you do not plan to use grant funds for that service. **If necessary attach additional pages.**

Provide a collection of books and other materials for loan – How will your library collections be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to your library collections? Please be specific.

By purchasing new materials and continuing with our periodical subscriptions we increase our book and audiovisual collections. We go through our collection regularly and weed out unused or damaged material. By purchasing online databases this increases the amount of materials available for patrons to use. Materials requested by patrons will be evaluated for possible purchase, they can also have materials ordered from other libraries. Patron comments and survey responses will be our evaluation and circulation statistics will help provide insight into what our strengths are in our collection. Our goal is to have a welcoming and helpful atmosphere for our patrons.

Provide access to interlibrary loan (ILL) services – How will ILL service be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide ILLs to your patrons? (See box below.) How will you evaluate improvements to ILL services? Please be specific.

The use of OCLC World Share ILL will enable us to offer more items for our patrons. Membership in ALN has provided additional resources sharing for our patrons. The use of SLED & Digital Pipeline will provide patrons with access to material collections from around the world. Staff will be updated on changes to the systems to provide information to help the needs of patrons. The 800# will be utilized on an as needed basis. We will record and evaluate public comments and survey responses. New staff will be trained in these areas to assist patrons.

Provide reference services – How will reference services be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide reference answers to your patrons? (See box below.) How will you evaluate improvements to reference services? Please be specific.

Staff will continue to receive training to keep up to date on available resources. Patron questions will be answered from information obtained through book, internet searches, SLED and any other reference platforms available. We will provide information to the public on what services our library provides through fliers, emails and social media. Word of mouth, working with the local schools and attending local festivals is the best way to get our information out. We do periodic surveys to have the public let us know how we are doing. The 800# will be used as needed.

Provide reading and/or educational programs for children – How will children’s programs be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to children’s programming? For combined school public libraries, what programs are you planning for preschool children? Please be specific.

We have a toddler program for children 5 and under, home school and after school programs once a week. We added a teen STEM after school program for older kids. Our once a month movie nights gives families an opportunity to come and hang out with other kids. We sponsor a Summer Reading program that goes from June through August and is open to anyone 18yrs and under. We purchase books from the Battle of the Books list and encourage children to participate in the program. We are working closely with the local elementary school to share information on what programs we offer at the library. Our advertising consists of word of mouth, fliers, emails and social media. Statistics show how well attended our programs are and surveys give the patrons a chance to suggest new programs they would like to see.

Did you know that the State Library gives the Anchorage Public Library a grant every year to provide you with interlibrary loan and reference backup services for your patrons? If you need help with ILL, call the helpful staff at 1-800-261-2838! (Please do NOT give this number to your patrons. Only library staff or library volunteers may use this number.) IM 26-032

F. Additional Material

If you have branches, please fill out the **Branch Library or Bookmobile Addendum** and attach to the grant application.

If you are a New Library or Returning Library, please fill out the **New or Returning Library Addendum** and attach it to the grant application.

These forms are available on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>.

G. How to Submit

Once you have completed this application please obtain the necessary signatures and submit it to the Alaska State Library by April 1.

We do not need the original document. Scans or copies are also acceptable.

Scan/email (preferred) application to eed.library.grants@alaska.gov

OR

Mail application to Grants Coordinator, Alaska State Library, PO Box 110571, Juneau, AK 99811

OR

FAX application to 907-465-2151

Applications are reviewed by the Grants Coordinator after submission. Libraries will be contacted if there are questions about grant eligibility. If your library meets the requirements for the PLA Grant, you will receive an email with your official award paperwork.

H. Signatures

This application MUST have two signatures from two different people.

This grant application is a legal document committing your library to a specific course of action including ensuring the library meets all eligibility requirements for the grant. A full list of eligibility requirements is listed in the PLA Grant Guide and will also be included with the award paperwork.

Designated Library Director:

Print or Type Name: Marita Crosby

Job Title: Librarian

Date: 2/12/26

For the Legal Entity:

Print or Type Name: _____

Job Title: _____

Date: _____

Signature: Marita Crosby Digitally signed by Marita Crosby
Date: 2026.02.18 09:35:36 -09'00'

Signature: _____

Due by April 1!

Questions? Contact the Grants Coordinator by email eed.library.grants@alaska.gov or
phone, 907-465-2271

ALASKA PUBLIC LIBRARY ASSISTANCE GRANT APPLICATION FY27

Use this form to apply for the Alaska Public Library Assistance Grant. Applications are available at the beginning of the new year and must be submitted by April 1.

Instructions are found in the PLA Guidelines found on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>

Eligibility requirements for the Public Library Assistance Grant according to Alaska Statute and Code may be found on the Alaska Library Law web page: <https://lam.alaska.gov/library-law>

- **Alaska Statutes: Article 03 Library Assistance Grants Sec. 14.56.300. - 14.56.340.**
- **Alaska Administrative Code: Article 2: Library Assistance Grants 4 AAC 57.050. - 57.099.**

A. Library

Library Name: Big Lake Public Library

Library Email Address (if available): biglake.library@matsugov.us

Mailing Address: P.O. Box 520829 Big Lake, AK 99652

Physical Address (if different from mailing): 3140 S. Big Lake Wasilla, AK 99623

Fax Number (if available): 907-892-6546

Library Type(s) (please check all that apply)

Public School Special Academic Museum Archive Tribal

Name of Legal Entity, Governing Body, or Nonprofit: Matanuska-Susitna Borough

Fiscal Year (FY) of Legal Entity (Check one for financial and reporting purposes):

Same as State Fiscal Year, July 1 to June 30 (FY2027 or FY27 is July 1, 2026 to June 30, 2027)

Legal Entity Fiscal Year (i.e. January 1 to December 31): _____

B. Contact Information

Designated Library Director

Name: Cassidy Drake

Job Title: Head Librarian

Phone: 907-861-7636

E-mail: cassidy.drake@matsugov.us

Financial or Second Contact

Name: Sarah Thomas

Job Title: Administrative Specialist

Phone: 907-861-7631

E-mail: sarah.thomas@matsugov.us

C. Schedule

Each library facility is required to have trained staff (paid or volunteer) and provide free library services to all residents of the facility's legal service area on a regularly scheduled basis for at least 48 weeks per year and three days per week for a specific minimum of hours per week as indicated in **Sec 4 AAC 57.064. Public Library Assistance grants; Eligibility.**

When will the library be open to the public each day?

Monday: 10-6

Tuesday: 10-6

Wednesday: 10-6

Thursday: 10-6

Friday: 10-6

Saturday: 10-5

Sunday: Closed

Number of hours the library is open to the public each week: 47

Number of weeks the library is open to the public per year: 52

If open fewer than 52 weeks, the weeks will your library be closed: _____

D. Budget

Fair Value Rate for Volunteer Labor: Volunteer value can only be claimed for the total number of hours the library is open for the entire year, even if more than one volunteer is present. Use the Value of Volunteer Time for Alaska according to the Independent Sector at <https://independentsector.org/resource/value-of-volunteer-time> of \$35.51. The calculation would be: Hours Per Week x Weeks Open Per Year x \$35.51 = value to enter in A3.

Match: The Total Budget column for section **B. Collection** should add up to \$3,500 to demonstrate the library meeting the collection match requirement. If the Local Matching Funds column totals \$7,000 or more, still only request \$7,000 in the PLA Grant Funds column.

Financial Summary

| Category | Subcategory | Local Matching Funds | PLA Grant Funds | Total Budget |
|----------------------|--|----------------------|-----------------|--------------|
| A. Personnel | 1. Wages | | | \$ 0.00 |
| | 2. Benefits | | | \$ 0.00 |
| | 3. Volunteer Value | | | \$ 0.00 |
| B. Collection | 1. Books (print) | \$ 30,000.00 | \$ 7,000.00 | \$ 37,000.00 |
| | 2. Subscriptions (print) | | | \$ 0.00 |
| | 3. A/V | | | \$ 0.00 |
| | 4. Digital Materials/Online Services | | | \$ 0.00 |
| | 5. Initial \$500 Spent on ISP | | | \$ 0.00 |
| | 6. Games, Toys, Software, Tools, Equipment, and other items for patron use | | | \$ 0.00 |
| C. Other | 1. Building Operations | | | \$ 0.00 |
| | 2. Furniture, Equipment, Computers & E-Readers | | | \$ 0.00 |
| | 3. Travel | | | \$ 0.00 |
| | 4. Supplies | | | \$ 0.00 |
| | 5. Services (not ISP) | | | \$ 0.00 |
| | 6. ISP Fees Paid Beyond the \$500 listed on Line B-5 | | | \$ 0.00 |
| | 7. All Other Unreported Expenditures | | | \$ 0.00 |
| D. Total | Totals | \$ 30,000.00 | \$ 7,000.00 | \$ 37,000.00 |

E. Basic Services

Each public library that receives the Alaska Public Library Assistance grant is required by **Alaska Statute: Article 06. Requirements for Public Libraries. AS Sec. 14.56.400.0.** to provide four basic library services free of charge to the residents of the municipality or community. Please answer the following questions for each of these four required services, even if you do not plan to use grant funds for that service. **If necessary attach additional pages.**

Provide a collection of books and other materials for loan – How will your library collections be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to your library collections? Please be specific.

The plan for this year's funds is to replace many of our kid's series that have been in circulation at the Big Lake Library since the mid-1990s. A lot of our kid's books are looking a pretty worn so we will be replacing those as well. We are undertaking a large weeding project, spanning the entire library and it is helping to point out some gaps in our collection that we will use the funds to fill.

We will be spending some of the grant funds on adding to the more popular series that we have big hole in. Right now we are having to bring in lots of books from series through interlibrary loan because we're missing gaps. We love using the ILL system, but we'd like to have these books ourselves.

We will also be spending some grant funds on adding to our non-fiction section. This is the latest section we have weeded and now it needs to be built back up.

As always we will also be adding to our mystery section as it continues to circulate the best.

The Big Lake Library staff and patrons have always had the freedom to recommend items for the collection and that will continue. The staff have different expertise in terms of which sections of the collection they are best with so I am always looking for their assistance. The staff have all been trained in reader's advisory and are a huge help in deciding what to order

Provide access to interlibrary loan (ILL) services – How will ILL service be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide ILLs to your patrons? (See box below.) How will you evaluate improvements to ILL services? Please be specific.

Each month we place new orders of materials which means we have around 175 new items coming to the library each month. Many times we have holds on these items before we can even get them on the shelves. Because of this our ILL service has increased throughout the year. We are grateful we can share our new materials with our local patrons and the patrons around the state.

As we have been for the last couple of years Big Lake remains the transit hub for the Mat-Su Valley. The on-call staff handle the majority of the process twice a week and the turn over of the process is incredible to watch. Often they have everything sorted, cleaned, and checked-in in under an hour.

We have used the 800# at times, though we do most of our ILL ordering through OCLC.

We are still keeping an eye on the turnaround times for holds and it continues to be our baseline for judging how the system is working.

Provide reference services – How will reference services be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide reference answers to your patrons? (See box below.) How will you evaluate improvements to reference services? Please be specific.

All of the Big Lake Library staff have been trained in using SLED and OCLC. They have been trained in filling out the PFD and basic tax forms.

We keep a daily record of our reference questions and our tech services questions. All of the staff have a basic knowledge of most operating systems and can help trouble shoot most tech questions. We started offering tech classes for adults this past fall that were well attended and we will do so again.

Provide reading and/or educational programs for children – How will children’s programs be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to children’s programming? For combined school public libraries, what programs are you planning for preschool children? Please be specific.

We offer one after-school story hour class, two pre-school story hours, one baby lap-sit program, and a reading dragn program.

Our summer reading program was very well attended, with almost 300 kids signed up. We had all in-person programs. We are hopeful for similar numbers this coming summer.

We rely on in-person feedback from patrons to judge the success of our children's programs.

F. Additional Material

If you have branches, please fill out the **Branch Library or Bookmobile Addendum** and attach to the grant application.

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FAX application to 907-465-2151

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H. Signatures

This application MUST have two signatures from two different people.

This grant application is a legal document committing your library to a specific course of action including ensuring the library meets all eligibility requirements for the grant. A full list of eligibility requirements is listed in the PLA Grant Guide and will also be included with the award paperwork.

Designated Library Director:

Print or Type Name: Cassidy Drake

Job Title: Head Librarian

Date: 02/04/2025

For the Legal Entity:

Print or Type Name: _____

Job Title: _____

Date: _____

Signature: Cassidy Drake Digitally signed by Cassidy Drake
Date: 2026.02.04 16:24:36 -09'00'

Signature: _____

Due by April 1!

Questions? Contact the Grants Coordinator by email eed.library.grants@alaska.gov or
phone, 907-465-2271

ALASKA PUBLIC LIBRARY ASSISTANCE GRANT APPLICATION FY27

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Instructions are found in the PLA Guidelines found on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>

Eligibility requirements for the Public Library Assistance Grant according to Alaska Statute and Code may be found on the Alaska Library Law web page: <https://lam.alaska.gov/library-law>

- **Alaska Statutes: Article 03 Library Assistance Grants Sec. 14.56.300. - 14.56.340.**
- **Alaska Administrative Code: Article 2: Library Assistance Grants 4 AAC 57.050. - 57.099.**

A. Library

Library Name: Talkeetna Public Library

Library Email Address (if available): talkeetna.library@matsugov.us

Mailing Address: PO Box 768, Talkeetna AK 99676

Physical Address (if different from mailing): 24645 S Talkeetna Spur Rd, Talkeetna AK 99676

Fax Number (if available): 907-733-3017

Library Type(s) (please check all that apply)

- Public School Special Academic Museum Archive Tribal

Name of Legal Entity, Governing Body, or Nonprofit: Matanuska-Susitna Borough

Fiscal Year (FY) of Legal Entity (Check one for financial and reporting purposes):

- Same as State Fiscal Year, July 1 to June 30 (FY2027 or FY27 is July 1, 2026 to June 30, 2027)
- Legal Entity Fiscal Year (i.e. January 1 to December 31): _____

B. Contact Information

Designated Library Director *Geraldine Denkewalter* Financial or Second Contact

Name: Geraldine Denkewalter

Name: _____

Job Title: Librarian

Job Title: _____

Phone: 907-861-7645

Phone: _____

E-mail: Geraldine.Denkewalter@matsugov.us

E-mail: _____

C. Schedule

Each library facility is required to have trained staff (paid or volunteer) and provide free library services to all residents of the facility's legal service area on a regularly scheduled basis for at least 48 weeks per year and three days per week for a specific minimum of hours per week as indicated in **Sec 4 AAC 57.064. Public Library Assistance grants; Eligibility.**

When will the library be open to the public each day?

Monday: 11am to 6pm

Tuesday: 11am to 6pm

Wednesday: 11am to 6pm

Thursday: 11am to 6pm

Friday: 11am to 6pm

Saturday: 11am to 6pm

Sunday: closed

Number of hours the library is open to the public each week: 42

Number of weeks the library is open to the public per year: 52

If open fewer than 52 weeks, the weeks will your library be closed: n/a

D. Budget

Fair Value Rate for Volunteer Labor: Volunteer value can only be claimed for the total number of hours the library is open for the entire year, even if more than one volunteer is present. Use the Value of Volunteer Time for Alaska according to the Independent Sector at <https://independentsector.org/resource/value-of-volunteer-time> of \$35.51. The calculation would be: Hours Per Week x Weeks Open Per Year x \$35.51 = value to enter in A3.

Match: The Total Budget column for section **B. Collection** should add up to \$3,500 to demonstrate the library meeting the collection match requirement. If the Local Matching Funds column totals \$7,000 or more, still only request \$7,000 in the PLA Grant Funds column.

Financial Summary

| Category | Subcategory | Local Matching Funds | PLA Grant Funds | Total Budget |
|----------------------|--|--------------------------|-----------------|--------------------------|
| A. Personnel | 1. Wages | \$ 180,000.00 | \$ 2,000.00 | \$ 182,000.00 |
| | 2. Benefits | \$ 90,000.00 | \$ 1,000.00 | \$ 91,000.00 |
| | 3. Volunteer Value | \$ 21,732.00 | | \$ 21,732.00 |
| B. Collection | 1. Books (print) | 7,315.00 | \$ 3,500.00 | \$ 3,500.00 |
| | 2. Subscriptions (print) | \$ 500.00 | | \$ 500.00 |
| | 3. A/V | \$ 6,500.00 | | \$ 6,500.00 |
| | 4. Digital Materials/Online Services | \$ 150.00 | | \$ 150.00 |
| | 5. Initial \$500 Spent on ISP | \$ 500.00 | | \$ 500.00 |
| | 6. Games, Toys, Software, Tools, Equipment, and other items for patron use | \$ 4,500.00 | \$ 500.00 | \$ 5,000.00 |
| C. Other | 1. Building Operations | \$ 39,150.00 | | \$ 39,150.00 |
| | 2. Furniture, Equipment, Computers & E-Readers | \$ 2,500.00 | | \$ 2,500.00 |
| | 3. Travel | \$ 2,000.00 | | \$ 2,000.00 |
| | 4. Supplies | \$ 13,380.00 | | \$ 13,380.00 |
| | 5. Services (not ISP) | \$ 17,500.00 | | \$ 17,500.00 |
| | 6. ISP Fees Paid Beyond the \$500 listed on Line B-5 | \$ 0.00 | | \$ 0.00 |
| | 7. All Other Unreported Expenditures | \$ 1,000.00 | | \$ 1,000.00 |
| D. Total | Totals | \$ 379,413.00 | \$ 7,000.00 | \$ 386,413.00 |

410,912.00

\$ 417,912.00

E. Basic Services

Each public library that receives the Alaska Public Library Assistance grant is required by **Alaska Statute: Article 06. Requirements for Public Libraries. AS Sec. 14.56.400.0.** to provide four basic library services free of charge to the residents of the municipality or community. Please answer the following questions for each of these four required services, even if you do not plan to use grant funds for that service. **If necessary attach additional pages.**

Provide a collection of books and other materials for loan – How will your library collections be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to your library collections? Please be specific.

Talkeetna Library strives to meet our patrons' stated needs for a well-rounded collection, one that is up to date and in good condition. We aim for a balanced and diverse collection with a variety of materials that include new, classic, and items of interest to different levels. In order to attain this, we are planning a building-wide inventory and intensive weeding this spring. Each staff member will be assigned an area of personal interest first, and then progress until the entire collection has been reviewed, freshened, and/or replaced as needed. We plan a self-training in March, then a class together in person, and then proceed to the task. Our main goals are to have a broad, current collection that appeals to (at least) most of our patrons. We are working on a survey asking for patrons to let us know what they are most interested in: genre, format, and subjects. We will develop a matrix to compare these answers so we can better serve our patrons.

Provide access to interlibrary loan (ILL) services – How will ILL service be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide ILLs to your patrons? (See box below.) How will you evaluate improvements to ILL services? Please be specific.

The ALC has a good inter and intra library loan system in place. The Mat Su Borough and Anchorage Libraries participate in a road-system tote system, with materials arriving once or twice a week. In addition, we have access to statewide library collections. These need to be mailed, which is quite expensive, but gets material not held in the local area in the patrons' hands fairly quickly.

In addition, Talkeetna Library uses the OCLC system, enabling us to get materials that are not readily available in state. As our collections grow and develop, we are not using the OCLC system as much but it is appreciated. Our staff and several tech savvy patrons have received training in the 800# ILL and Reference Backup Service. This works especially well in providing materials to the outlying small villages. We keep track of the numbers of items sent out and requested through ILL. This number has dropped but is still fairly active especially with several patrons who are having trouble filling their requests.

Provide reference services – How will reference services be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide reference answers to your patrons? (See box below.) How will you evaluate improvements to reference services? Please be specific.

Our daily reference numbers have increased but that may also be the result of our actually keeping track of how many reference questions we are asked. We were just guessing the numbers, but since we started keeping track, we have been surprised at how many questions and requests for assistance. We realized that when we got a request for assistance for help with a question, our reaction was to respond and lead the patron through the steps. The staff is trained in the 800# system, and while we do not use it very often, we have always found the staff to be friendly, pleasant and helpful.

Provide reading and/or educational programs for children – How will children's programs be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to children's programming? For combined school public libraries, what programs are you planning for preschool children? Please be specific.

We repeated the favorites, added a few, resurrected another, discontinued one, and flopped at another. The Reading Mentor program, Storytime, Science Thursday program, Teen and Tween Book to Movie programs and of course Summer Reading Program have continued. Some of these are seasonal or just operate in the fall and winter, but most run year round. We started a Middle School Cooking Class called Sizzle & Stir which has been a huge hit. This is not just cooking but the teaching of skills of kitchenware and following instructions. They make food for 6 weeks and then prepare an entire dinner for a guest. Gardening Club for Kids and Adults will begin in March, growing herbs and vegetables mostly for use in the Community Herb Garden at the library. We will be resurrecting Literary Camp during the summer and possibly a yoga class for ages 0 to 16 as well as the weekly Music & Motion for preschoolers. We discontinued the Saturday Craft Group because of lack of attendance. And we totally flopped with a Toddler Time. We just could not find a good time slot. The next big event hopefully will be an AfterSchool Group and a Homeschool Group. Several of the staff are retired teachers and/or homeschool teachers, so training has been minimal. They have attended some webinars and virtual conferences. We keep attendance sheet, ask questions at the end of the programs, but the usual methods don;t work. We are impacted by the increase in activities at all levels through the Denali Arts Council and Denali Education Center, and the Green Light Circus, especially in the summer, but a new very active church in town, hockey and skiing made a big dent in our middle school student participation. We are considering adding \$2 bills to events to lure the kids in.

F. Additional Material

If you have branches, please fill out the **Branch Library or Bookmobile Addendum** and attach to the grant application.

If you are a New Library or Returning Library, please fill out the **New or Returning Library Addendum** and attach it to the grant application.

These forms are available on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>.

G. How to Submit

Once you have completed this application please obtain the necessary signatures and submit it to the Alaska State Library by April 1.

We do not need the original document. Scans or copies are also acceptable.

Scan/email (preferred) application to eed.library.grants@alaska.gov

OR

Mail application to Grants Coordinator, Alaska State Library, PO Box 110571, Juneau, AK 99811

OR

FAX application to 907-465-2151

Applications are reviewed by the Grants Coordinator after submission. Libraries will be contacted if there are questions about grant eligibility. If your library meets the requirements for the PLA Grant, you will receive an email with your official award paperwork.

H. Signatures

This application MUST have two signatures from two different people.

This grant application is a legal document committing your library to a specific course of action including ensuring the library meets all eligibility requirements for the grant. A full list of eligibility requirements is listed in the PLA Grant Guide and will also be included with the award paperwork.

Designated Library Director:

Print or Type Name: Geraldine Denkewalter

Job Title: Librarian

Date: 2/5/2026

For the Legal Entity:

Print or Type Name: _____

Job Title: _____

Date: _____

Signature: 

Signature: _____

Due by April 1!

Questions? Contact the Grants Coordinator by email eed.library.grants@alaska.gov or phone, 907-465-2271

ALASKA PUBLIC LIBRARY ASSISTANCE GRANT APPLICATION FY27

Use this form to apply for the Alaska Public Library Assistance Grant. Applications are available at the beginning of the new year and must be submitted by April 1.

Instructions are found in the PLA Guidelines found on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>

Eligibility requirements for the Public Library Assistance Grant according to Alaska Statute and Code may be found on the Alaska Library Law web page: <https://lam.alaska.gov/library-law>

- **Alaska Statutes: Article 03 Library Assistance Grants Sec. 14.56.300. - 14.56.340.**
- **Alaska Administrative Code: Article 2: Library Assistance Grants 4 AAC 57.050. - 57.099.**

A. Library

Library Name: Willow Public Library

Library Email Address (if available): Willow.Library@matsugov.us

Mailing Address: PO Box 129 Willow, AK 99688

Physical Address (if different from mailing): 23557 W. Willow Community Center Circle

Fax Number (if available): 907-495-5014

Library Type(s) (please check all that apply)

Public School Special Academic Museum Archive Tribal

Name of Legal Entity, Governing Body, or Nonprofit: Matanuska-Susitna Borough

Fiscal Year (FY) of Legal Entity (Check one for financial and reporting purposes):

Same as State Fiscal Year, July 1 to June 30 (FY2027 or FY27 is July 1, 2026 to June 30, 2027)

Legal Entity Fiscal Year (i.e. January 1 to December 31): _____

B. Contact Information

Designated Library Director

Name: Julie Mitchell

Job Title: Librarian

Phone: (907)861-7656

E-mail: Julie.Mitchell@matsugov.us

Financial or Second Contact

Name: Sarah Thomas

Job Title: Administrative Specialist

Phone: (907) 861-7631

E-mail: Sarah.Thomas@matsugov.us

C. Schedule

Each library facility is required to have trained staff (paid or volunteer) and provide free library services to all residents of the facility's legal service area on a regularly scheduled basis for at least 48 weeks per year and three days per week for a specific minimum of hours per week as indicated in **Sec 4 AAC 57.064. Public Library Assistance grants; Eligibility.**

When will the library be open to the public each day?

Monday: Noon - 8:00pm

Tuesday: Noon - 8:00pm

Wednesday: 10:00am - 6:00pm

Thursday: Noon - 8:00pm

Friday: 10:00am - 6:00pm

Saturday: 10:00am - 3:30pm

Sunday: Closed

Number of hours the library is open to the public each week: 46

Number of weeks the library is open to the public per year: 52

If open fewer than 52 weeks, the weeks will your library be closed: _____

D. Budget

Fair Value Rate for Volunteer Labor: Volunteer value can only be claimed for the total number of hours the library is open for the entire year, even if more than one volunteer is present. Use the Value of Volunteer Time for Alaska according to the Independent Sector at <https://independentsector.org/resource/value-of-volunteer-time> of \$35.51. The calculation would be: Hours Per Week x Weeks Open Per Year x \$35.51 = value to enter in A3.

Match: The Total Budget column for section **B. Collection** should add up to \$3,500 to demonstrate the library meeting the collection match requirement. If the Local Matching Funds column totals \$7,000 or more, still only request \$7,000 in the PLA Grant Funds column.

Financial Summary

| Category | Subcategory | Local Matching Funds | PLA Grant Funds | Total Budget |
|----------------------|--|----------------------|-----------------|---------------|
| A. Personnel | 1. Wages | \$ 204,700.00 | | \$ 204,700.00 |
| | 2. Benefits | \$ 115,000.00 | | \$ 115,000.00 |
| | 3. Volunteer Value | | | \$ 0.00 |
| B. Collection | 1. Books (print) | \$ 15,000.00 | \$ 7,000.00 | \$ 22,000.00 |
| | 2. Subscriptions (print) | \$ 1,500.00 | | \$ 1,500.00 |
| | 3. A/V | \$ 1,500.00 | | \$ 1,500.00 |
| | 4. Digital Materials/Online Services | \$ 2,000.00 | | \$ 2,000.00 |
| | 5. Initial \$500 Spent on ISP | \$ 500.00 | | \$ 500.00 |
| | 6. Games, Toys, Software, Tools, Equipment, and other items for patron use | \$ 10,000.00 | | \$ 10,000.00 |
| C. Other | 1. Building Operations | \$ 48,500.00 | | \$ 48,500.00 |
| | 2. Furniture, Equipment, Computers & E-Readers | \$ 10,500.00 | | \$ 10,500.00 |
| | 3. Travel | | | \$ 0.00 |
| | 4. Supplies | \$ 5,000.00 | | \$ 5,000.00 |
| | 5. Services (not ISP) | \$ 20,000.00 | | \$ 20,000.00 |
| | 6. ISP Fees Paid Beyond the \$500 listed on Line B-5 | \$ 16,500.00 | | \$ 16,500.00 |
| | 7. All Other Unreported Expenditures | \$ 14,700.00 | | \$ 14,700.00 |
| D. Total | Totals | \$ 465,400.00 | \$ 7,000.00 | \$ 472,400.00 |

E. Basic Services

Each public library that receives the Alaska Public Library Assistance grant is required by **Alaska Statute: Article 06. Requirements for Public Libraries. AS Sec. 14.56.400.0.** to provide four basic library services free of charge to the residents of the municipality or community. Please answer the following questions for each of these four required services, even if you do not plan to use grant funds for that service. **If necessary attach additional pages.**

Provide a collection of books and other materials for loan – How will your library collections be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to your library collections? Please be specific.

We will continue to request materials using a variety of resources. ie Patron requests, the Collection Development Policy, reviews etc. Our new policy dictates that all requests for purchase must be approved by the Mat-Su Library Board. We will continue to weed regularly, getting rid of materials that are outdated, damaged or unused. We will continue to lend out our materials to other Libraries and borrow for our patrons through our catalog and OCLC.

Provide access to interlibrary loan (ILL) services – How will ILL service be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide ILLs to your patrons? (See box below.) How will you evaluate improvements to ILL services? Please be specific.

We will continue to remind patrons of this service. One of the reasons we have been given for not purchasing materials is because they are available elsewhere so we will do our best to continue to serve our patrons. This will most likely increase the need.

Provide reference services – How will reference services be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide reference answers to your patrons? (See box below.) How will you evaluate improvements to reference services? Please be specific.

We very rarely come up against a reference question that we can not answer. We are always on the lookout for other services and information sources to share with our patrons. We have never needed to call the 800# but we have filled requests for other patrons from other areas that have used it.

Provide reading and/or educational programs for children – How will children’s programs be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to children’s programming? For combined school public libraries, what programs are you planning for preschool children? Please be specific.

We have added a Homeschool gathering on Fridays that is growing like crazy. We are talking to the local Lion's club about cohosting some movie nights to see if that will improve attendance. Our mentoring program currently has 13 students who meet once a week with an adult mentor during the school year. We just hosted a National Take Your Child to the Library Open House and are talking about ways to expand and improve it next year.

Did you know that the State Library gives the Anchorage Public Library a grant every year to provide you with interlibrary loan and reference backup services for your patrons? If you need help with ILL, call the helpful staff at 1-800-261-2838! (Please do NOT give this number to your patrons. Only library staff or library volunteers may use this number.) IM 26-032

F. Additional Material

If you have branches, please fill out the **Branch Library or Bookmobile Addendum** and attach to the grant application.

If you are a New Library or Returning Library, please fill out the **New or Returning Library Addendum** and attach it to the grant application.

These forms are available on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>.

G. How to Submit

Once you have completed this application please obtain the necessary signatures and submit it to the Alaska State Library by April 1.

We do not need the original document. Scans or copies are also acceptable.

Scan/email (preferred) application to eed.library.grants@alaska.gov

OR

Mail application to Grants Coordinator, Alaska State Library, PO Box 110571, Juneau, AK 99811

OR

FAX application to 907-465-2151

Applications are reviewed by the Grants Coordinator after submission. Libraries will be contacted if there are questions about grant eligibility. If your library meets the requirements for the PLA Grant, you will receive an email with your official award paperwork.

H. Signatures

This application MUST have two signatures from two different people.

This grant application is a legal document committing your library to a specific course of action including ensuring the library meets all eligibility requirements for the grant. A full list of eligibility requirements is listed in the PLA Grant Guide and will also be included with the award paperwork.

Designated Library Director:

Print or Type Name: Julie Mitchell

Job Title: Librarian

Date: 2/11/2025

For the Legal Entity:

Print or Type Name: _____

Job Title: _____

Date: _____

Signature: Julie Mitchell Digitally signed by Julie Mitchell
Date: 2026.02.11 16:39:45 -09'00'

Signature: _____

Due by April 1!

Questions? Contact the Grants Coordinator by email eed.library.grants@alaska.gov or
phone, 907-465-2271

ALASKA PUBLIC LIBRARY ASSISTANCE GRANT APPLICATION FY27

Use this form to apply for the Alaska Public Library Assistance Grant. Applications are available at the beginning of the new year and must be submitted by April 1.

Instructions are found in the PLA Guidelines found on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>

Eligibility requirements for the Public Library Assistance Grant according to Alaska Statute and Code may be found on the Alaska Library Law web page: <https://lam.alaska.gov/library-law>

- **Alaska Statutes: Article 03 Library Assistance Grants Sec. 14.56.300. - 14.56.340.**
- **Alaska Administrative Code: Article 2: Library Assistance Grants 4 AAC 57.050. - 57.099.**

A. Library

Library Name: Sutton Public Library

Library Email Address (if available): sutton.library@matsugov.us

Mailing Address: PO Box 452 Sutton, AK 99674

Physical Address (if different from mailing): 11301 N Chickaloon Way Sutton, AK 99674

Fax Number (if available): 907-745-1057

Library Type(s) (please check all that apply)

Public School Special Academic Museum Archive Tribal

Name of Legal Entity, Governing Body, or Nonprofit: _____

Fiscal Year (FY) of Legal Entity (Check one for financial and reporting purposes):

- Same as State Fiscal Year, July 1 to June 30 (FY2027 or FY27 is July 1, 2026 to June 30, 2027)
- Legal Entity Fiscal Year (i.e. January 1 to December 31): _____

B. Contact Information

Designated Library Director

Name: Juli Buzby

Job Title: Librarian

Phone: 907-861-7640

E-mail: jui.buzby@matsugov.us

Financial or Second Contact

Name: Sarah Thomas

Job Title: Division Admin Specialist

Phone: 907-861-7631

E-mail: sarah.thomas@matsugov.us

C. Schedule

Each library facility is required to have trained staff (paid or volunteer) and provide free library services to all residents of the facility's legal service area on a regularly scheduled basis for at least 48 weeks per year and three days per week for a specific minimum of hours per week as indicated in **Sec 4 AAC 57.064. Public Library Assistance grants; Eligibility.**

When will the library be open to the public each day?

Monday: CLOSED

Tuesday: 10-7

Wednesday: 10-7

Thursday: 10-7

Friday: 10-7

Saturday: 11-4

Sunday: CLOSED

Number of hours the library is open to the public each week: 41

Number of weeks the library is open to the public per year: 52

If open fewer than 52 weeks, the weeks will your library be closed: N/A

D. Budget

Fair Value Rate for Volunteer Labor: Volunteer value can only be claimed for the total number of hours the library is open for the entire year, even if more than one volunteer is present. Use the Value of Volunteer Time for Alaska according to the Independent Sector at <https://independentsector.org/resource/value-of-volunteer-time> of \$35.51. The calculation would be: Hours Per Week x Weeks Open Per Year x \$35.51 = value to enter in A3.

Match: The Total Budget column for section **B. Collection** should add up to \$3,500 to demonstrate the library meeting the collection match requirement. If the Local Matching Funds column totals \$7,000 or more, still only request \$7,000 in the PLA Grant Funds column.

Financial Summary - Requested proposal

| Category | Subcategory | Local Matching Funds | PLA Grant Funds | Total Budget |
|----------------------|--|----------------------|-----------------|---------------|
| A. Personnel | 1. Wages | \$ 191,481.00 | \$ 2,000.00 | \$ 193,481.00 |
| | 2. Benefits | \$ 124,000.00 | \$ 1,000.00 | \$ 125,000.00 |
| | 3. Volunteer Value | | | \$ 0.00 |
| B. Collection | 1. Books (print) | \$ 22,000.00 | \$ 3,500.00 | \$ 25,500.00 |
| | 2. Subscriptions (print) | | \$ 500.00 | \$ 500.00 |
| | 3. A/V | | | \$ 0.00 |
| | 4. Digital Materials/Online Services | | | \$ 0.00 |
| | 5. Initial \$500 Spent on ISP | \$ 500.00 | | \$ 500.00 |
| | 6. Games, Toys, Software, Tools, Equipment, and other items for patron use | \$ 2,500.00 | | \$ 2,500.00 |
| C. Other | 1. Building Operations | \$ 76,595.00 | | \$ 76,595.00 |
| | 2. Furniture, Equipment, Computers & E-Readers | \$ 12,000.00 | | \$ 12,000.00 |
| | 3. Travel | \$ 470.00 | | \$ 470.00 |
| | 4. Supplies | \$ 3,550.00 | | \$ 3,550.00 |
| | 5. Services (not ISP) | \$ 4,000.00 | | \$ 4,000.00 |
| | 6. ISP Fees Paid Beyond the \$500 listed on Line B-5 | \$ 16,565.00 | | \$ 16,565.00 |
| | 7. All Other Unreported Expenditures | \$ 1,005.00 | | \$ 1,005.00 |
| D. Total | Totals | \$ 454,666.00 | \$ 7,000.00 | \$ 461,666.00 |

E. Basic Services

Each public library that receives the Alaska Public Library Assistance grant is required by **Alaska Statute: Article 06. Requirements for Public Libraries. AS Sec. 14.56.400.0.** to provide four basic library services free of charge to the residents of the municipality or community. Please answer the following questions for each of these four required services, even if you do not plan to use grant funds for that service. **If necessary attach additional pages.**

Provide a collection of books and other materials for loan – How will your library collections be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to your library collections? Please be specific.

Sutton Public Library provides collections of materials for all ages in a variety of formats. These collections are improved through the purchase and display of new items, as well as ongoing evaluation of materials already on the shelves. Patron input, as well as standard book review sources, will be used as the primary methods of collection development. To keep collections fresh and usable, staff will be instructed in using circulation reports for weeding and encouraged to weed, as time allows, to open shelf space for displays of new or themed items with the goal of increased circulation. Evaluation will be done on a continual basis through patron input and circulation reports.

Provide access to interlibrary loan (ILL) services – How will ILL service be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide ILLs to your patrons? (See box below.) How will you evaluate improvements to ILL services? Please be specific.

Participation in the Alaska Library Consortium allows patrons to have access to materials throughout the state that are delivered to their home library. This has decreased our use of ILL through the OCLC Worldshare; however we still train staff to use this service for items not found with ALC. We do not use the 800# ILL and Reference Backup number to provide ILL's to patrons, but we do send materials from our library at the request of the 800# ILL.

Provide reference services – How will reference services be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide reference answers to your patrons? (See box below.) How will you evaluate improvements to reference services? Please be specific.

Provide reading and/or educational programs for children – How will children’s programs be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to children’s programming? For combined school public libraries, what programs are you planning for preschool children? Please be specific.

Programming for children of all ages; preschool, elementary, as well as tweens and teens is provided year round at the Sutton Public Library. We strive to bring new, unique programming to the library through collaboration with local non-profits and other libraries. All staff who plan and lead these programs will be involved in appropriate training. We will use our participation numbers and patron surveys as our evaluation methods.

Did you know that the State Library gives the Anchorage Public Library a grant every year to provide you with interlibrary loan and reference backup services for your patrons? If you need help with ILL, call the helpful staff at 1-800-261-2838! (Please do NOT give this number to your patrons. Only library staff or library volunteers may use this number.)

F. Additional Material

If you have branches, please fill out the **Branch Library or Bookmobile Addendum** and attach to the grant application.

If you are a New Library or Returning Library, please fill out the **New or Returning Library Addendum** and attach it to the grant application.

These forms are available on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>.

G. How to Submit

Once you have completed this application please obtain the necessary signatures and submit it to the Alaska State Library by April 1.

We do not need the original document. Scans or copies are also acceptable.

Scan/email (preferred) application to eed.library.grants@alaska.gov

OR

Mail application to Grants Coordinator, Alaska State Library, PO Box 110571, Juneau, AK 99811

OR

FAX application to 907-465-2151

Applications are reviewed by the Grants Coordinator after submission. Libraries will be contacted if there are questions about grant eligibility. If your library meets the requirements for the PLA Grant, you will receive an email with your official award paperwork.

H. Signatures

This application **MUST** have two signatures from two different people.

This grant application is a legal document committing your library to a specific course of action including ensuring the library meets all eligibility requirements for the grant. A full list of eligibility requirements is listed in the PLA Grant Guide and will also be included with the award paperwork.

Designated Library Director:

Print or Type Name: Juli Buzby

Job Title: Librarian

Date: 1/7/26

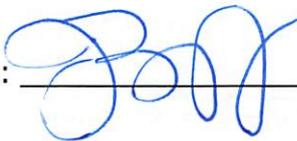
For the Legal Entity:

Print or Type Name: _____

Job Title: _____

Date: _____

Signature: _____



Signature: _____

Due by April 1!

Questions? Contact the Grants Coordinator by email eed.library.grants@alaska.gov or phone, 907-465-2271