SUBJECT: INFORMING THE ASSEMBLY OF THE MANAGERS SIGNATURE ON FIVE GRANT APPLICATIONS FOR THE ONLINE WITH LIBRARIES (OWL) GRANTS THROUGH THE ALASKA STATE LIBRARY.

AGENDA OF: September 2, 2025

ASSEMBLY ACTION:

AGENDA ACTION REQUESTED: For information only.

Route To	Signatures
Originator	8/11/2025 X Hugh Leslie Signed by: Hugh Leslie III
Department Director	8/12/2025 X Jillian Morrissey Signed by: Jillian Morrissey
Finance Director	Recoverable Signature X Cheyenne Heindel Signed by: Cheyenne Heindel
Borough Attorney	8/13/2025 X Nicholas Spiropoulos Signed by: Nicholas Spiropoulos
Borough Manager	8/13/2025 X Michael Brown Signed by: Mike Brown
Borough Clerk	8/13/2025 X Lonnie McKechnie Signed by: Lonnie McKechnie

ATTACHMENT(S): FY26 OWL Grant Applications (20 pp)

SUMMARY STATEMENT: The Alaska State Library has announced the availability of grant funding under the Online With Libraries grant program.

These non-competitive grants can be used by each library for internet and Wi-Fi costs.

1. Introduction

The **Online With Libraries (OWL) Internet Cost Assistance program** is a non-competitive funding opportunity that allows public libraries in Alaska to apply for internet assistance from the Alaska State Library through the OWL Program. *Submitting a proposal does not guarantee funding or full funding. Funds are granted according to available resources.*

Only complete applications will be considered. **Applications are due to the OWL Program Manager on or by August 29, 2025.**

Library Name: Big Lake Public Library

Library Address: PO Box 520829, Big Lake AK 99652

Contact(s): Cassidy Drake

E-mail: Cassidy.Drake@matsugov.us

Phone: 907-861-7635

Fax: 907-892-6546

2. Purpose of Funding

The Alaska Online With Libraries (OWL) Program is funded by the State of Alaska to:

- Provide Alaska residents access to high-speed internet and computing equipment in public libraries to access necessary online information and resources for education, employment, government services, health, and enjoyment.
- Bring the world to Alaska by connecting people from all areas of the state with other Alaskans and Americans through internet access and events, meetings, and training via videoconferencing.
- Reduce costs for libraries, agencies, and organizations by substituting travel for video meetings and visits.
- Provide information technology training to Alaska library staff and residents to enhance future education, employment prospects, and quality of life.

OWL Internet Cost Assistance provides supplementary funding for internet connectivity costs to public libraries in Alaska as part of the OWL program's mission to provide Alaskans with the benefits and opportunities that come with access to high-speed internet.

3. Eligibility and Funding Criteria

Public libraries in Alaska that are eligible to receive the Public Library Assistance (PLA) Grant are also eligible to apply for OWL Internet Cost Assistance. Eligibility requires a "Yes" to the question below.

Is the public library (and branches if applicable) currently eligible to receive the Public Library Assistance Grant according to Alaska Library Law? Yes ☒ No ☐

The maximum award is determined based on these factors:

- Annual internet cost
- E-Rate percentage (if applicable - receipt of E-Rate is not required)
- Annual operating budget
- Amount of funding available for the OWL Program through the State.

This funding opportunity applies to internet service for the library only; it cannot be used to pay internet bills that include access for other departments or entities.

The OWL Internet Cost Assistance Program awards may be used for recurring Internet costs only. One-time fees, equipment costs, and labor costs (such as the cost associated with service installation) are not eligible.

4. Budget
These funds must be spent or encumbered between July 1 and June 30. They cannot be carried over into the following year's budget or put into the city's general fund. Any money not spent or encumbered by June 30 must be returned to the Alaska State Library. 100% of the funding awarded must be dedicated to recurring library internet costs. **The OWL Award must not overlap with E-Rate funding**. If you have questions, email eed.owlprogram@alaska.gov.

A. Budget Documentation
- For libraries that receive E-Rate: Please attach a copy of your Funding Commitment Decision Letter from USAC. If you have a contract with your ISP that shows the monthly or annual amount you pay, please attach a copy of the portion that specifies the agreed-upon amount.
- For libraries that DO NOT receive E-Rate: If you have a contract with your ISP showing the amount you pay monthly or per year, please attach a copy of the portion that specifies the agreed-upon amount. If you do not have a contract, please attach copies of the three most recent months of your library's internet bill.

B. Budget Documentation Summary
Please indicate the supporting documents included in this application.
E-Rate Libraries:
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Non-E-Rate Libraries:
- ☐ ISP Contract documentation with the annual agreed price
  or
- ☒ Three recent internet bills
  and
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5. E-Rate Participation
Receipt of E-Rate is not a requirement for this funding opportunity, but it is necessary to note if a library does receive E-Rate funds.

Does the library receive E-Rate Funding?   Yes ☐   No ☒

6. Wireless Sessions Measurement Requirement
To document the utilization of internet connections subsidized by the OWL Program, the Alaska State Library requires that libraries receiving OWL Program funds have a method (automated or otherwise) for counting the number of wireless sessions on the library's Wi-Fi, so they can report this statistic. If a library does not have a way to measure wireless use, the Alaska State Library will provide advice on possible methods.

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- We DO NOT have a way of counting wireless sessions. Contact us for consultation.

7. OWL Zoom Participation (optional)

If your library does not already participate in the OWL Zoom Program, would you like to sign up for an OWL Zoom account for your library? If yes, fill out this short form:

https://library-alaska.libwizard.com/f/get_owl_zoom

8. Submission

Step 1. Complete the application.
Step 2. Gather and include all attachments.
Step 3. Obtain all signatures.
Step 4. Compile the entire application, including all attachments, into a single packet.
Step 5. Submit the complete application packet on or by August 29, 2025.
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Fax the completed application to 907-465-2151 or
Mail the completed application, postmarked by August 29, to:

OWL Program Manager
Alaska State Library
PO Box 110571
Juneau, AK 99811-0571

Please confirm receipt with the OWL Program Manager if you fax or mail the application.
Questions? Contact the OWL Program Manager at eed.owlprogram@alaska.gov or 907-465-2921.

9. Reporting

The OWL Internet Cost Assistance program Report (https://lam.alaska.gov/owl/funding-opportunities) must be signed and submitted to the OWL Program Manager by September 1 of the following year.

10. Acceptance of Financial Responsibility

The library, the legal entity, and the staff who handle the library bills must understand that State money awarded through the "OWL Internet Cost Assistance" program is 100% earmarked for the approved purchases in this application. The awarded funding can only be used for the purposes indicated in the program award agreement. If OWL funds are used for unauthorized purposes, the Alaska State Library will require the misspent funds to be returned. By signing this document, you agree to accept the terms mentioned above.

The library must maintain adequate financial records to ensure complete reporting and retain project and financial records relating to the program for a minimum of five years from the due date of the final program report or until all audit exceptions have been resolved, whichever is longer.

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11. Signatures

This application MUST have two signatures from two different people. The director can sign on behalf of the library. Examples of signers for the fiscal/legal entity include the mayor, city manager, or finance officer for municipal libraries; board president or treasurer for nonprofit libraries; principal, district grants officer, or superintendent for combined school-public libraries.
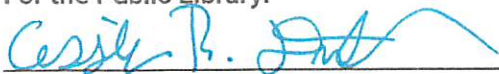
Big Lake Public Library

Public Library Name:

Big Lake, AK

Public Library City:

For the Public Library:	For the Fiscal/Legal Entity:
Cessidy B. Drake (signature)	
Authorized Library Signature	Authorized Fiscal Signature
Cassidy Drake - Librarian	
Printed Name and Title	Printed Name and Title
8/05/2025	
Date Signed	Date Signed

IM 25-180

1. Introduction

The **Online With Libraries (OWL) Internet Cost Assistance program** is a non-competitive funding opportunity that allows public libraries in Alaska to apply for internet assistance from the Alaska State Library through the OWL Program. *Submitting a proposal does not guarantee funding or full funding. Funds are granted according to available resources.*

Only complete applications will be considered. **Applications are due to the OWL Program Manager on or by August 29, 2025.**

Library Name: Sutton Public Library
Library Address: PO Box 266, Sutton AK 99674
Contact(s): Juli Buzby
E-mail: Juli.Buzby@matsugov.us
Phone: 907-861-7640
Fax: 907-745-1057

2. Purpose of Funding

The Alaska Online With Libraries (OWL) Program is funded by the State of Alaska to:

- Provide Alaska residents access to high-speed internet and computing equipment in public libraries to access necessary online information and resources for education, employment, government services, health, and enjoyment.
- Bring the world to Alaska by connecting people from all areas of the state with other Alaskans and Americans through internet access and events, meetings, and training via videoconferencing.
- Reduce costs for libraries, agencies, and organizations by substituting travel for video meetings and visits.
- Provide information technology training to Alaska library staff and residents to enhance future education, employment prospects, and quality of life.

OWL Internet Cost Assistance provides supplementary funding for internet connectivity costs to public libraries in Alaska as part of the OWL program's mission to provide Alaskans with the benefits and opportunities that come with access to high-speed internet.

3. Eligibility and Funding Criteria

Public libraries in Alaska that are eligible to receive the Public Library Assistance (PLA) Grant are also eligible to apply for OWL Internet Cost Assistance. Eligibility requires a "Yes" to the question below.

Is the public library (and branches if applicable) currently eligible to receive the Public Library Assistance Grant according to Alaska Library Law?   Yes ■   No ☐

The maximum award is determined based on these factors:

- Annual internet cost
- E-Rate percentage (if applicable - receipt of E-Rate is not required)
- Annual operating budget
- Amount of funding available for the OWL Program through the State.

This funding opportunity applies to internet service for the library only; it cannot be used to pay internet bills that include access for other departments or entities.

The OWL Internet Cost Assistance Program awards may be used for recurring Internet costs only. One-time fees, equipment costs, and labor costs (such as the cost associated with service installation) are not eligible.

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- ☐ ISP Contract documentation with the annual agreed price
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- ☑ Three recent internet bills
  and
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5. E-Rate Participation
Receipt of E-Rate is not a requirement for this funding opportunity, but it is necessary to note if a library does receive E-Rate funds.
Does the library receive E-Rate Funding?   Yes ☐   No ☑

6. Wireless Sessions Measurement Requirement
To document the utilization of internet connections subsidized by the OWL Program, the Alaska State Library requires that libraries receiving OWL Program funds have a method (automated or otherwise) for counting the number of wireless sessions on the library's Wi-Fi, so they can report this statistic. If a library does not have a way to measure wireless use, the Alaska State Library will provide advice on possible methods.

Please check one: MTA
  - We use _____ (method) to count wireless sessions.
  - We DO NOT have a way of counting wireless sessions. Contact us for consultation.

7. OWL Zoom Participation (optional)
If your library does not already participate in the OWL Zoom Program, would you like to sign up for an OWL Zoom account for your library? If yes, fill out this short form:

https://library-alaska.libwizard.com/f/get_owl_zoom

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Step 1. Complete the application.
Step 2. Gather and include all attachments.
Step 3. Obtain all signatures.
Step 4. Compile the entire application, including all attachments, into a single packet.
Step 5. Submit the complete application packet on or by August 29, 2025.
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Email the completed application to eed.owlprogram@alaska.gov or
Fax the completed application to 907-465-2151 or
Mail the completed application, postmarked by August 29, to:

OWL Program Manager
Alaska State Library
PO Box 110571
Juneau, AK 99811-0571

Please confirm receipt with the OWL Program Manager if you fax or mail the application.
Questions? Contact the OWL Program Manager at eed.owlprogram@alaska.gov or 907-465-2921.

9. Reporting
The OWL Internet Cost Assistance program Report (https://lam.alaska.gov/owl/funding-opportunities) must be signed and submitted to the OWL Program Manager by September 1 of the following year.

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Sutton Public Library

Public Library Name:

Sutton, AK

Public Library City:

For the Public Library:

Juli Buzby

Digitally signed by Juli Buzby
Date: 2025.08.05 16:23:28 -08'00'

Authorized Library Signature

Juli Buzby - Librarian

Printed Name and Title

8/5/25

Date Signed

For the Fiscal/Legal Entity:

Authorized Fiscal Signature

Printed Name and Title

Date Signed

1. Introduction

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Library Name: Talkeetna Public Library

Library Address: PO Box 768, Talkeetna AK 99676

Contact(s): Geraldine Denkewalter

E-mail: Geraldine.Denkewalter@matsugov.us

Phone: 907-861-7645

Fax: 907-733-3017

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Alaska State Library
PO Box 110571
Juneau, AK 99811-0571

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Talkeetna Public Library

Public Library Name:

Talkeetna, AK

Public Library City:

For the Public Library:

Geraldine Denkewalter

Authorized Library Signature

Geraldine Denkewalter - Librarian

Printed Name and Title

8/6/25

Date Signed

For the Fiscal/Legal Entity:

Authorized Fiscal Signature

Printed Name and Title

Date Signed

IM 25-180

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Library Name: Trapper Creek Public Library

Library Address: PO Box 13388, Trapper Creek AK 99683

Contact(s): Marita Crosby

E-mail: Marita.Crosby@matsugov.us

Phone: 907-861-7650

Fax: 907-733-1548

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IM 25-180

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Trapper Creek Public Library

Public Library Name:

Trapper Creek, AK

Public Library City:

For the Public Library:

Marita Crosby

Authorized Library Signature

Marita Crosby - Librarian

Printed Name and Title

8 | 5 | 25

Date Signed

For the Fiscal/Legal Entity:

Authorized Fiscal Signature

Printed Name and Title

Date Signed

IM 25-180

1. Introduction

The **Online With Libraries (OWL) Internet Cost Assistance program** is a non-competitive funding opportunity that allows public libraries in Alaska to apply for internet assistance from the Alaska State Library through the OWL Program. *Submitting a proposal does not guarantee funding or full funding. Funds are granted according to available resources.*

Only complete applications will be considered. **Applications are due to the OWL Program Manager on or by August 29, 2025.**

Library Name: Willow Public Library

Library Address: PO Box 129, Willow AK 99688

Contact(s): Julie Mitchell

E-mail: Julie.Mitchell@matsugov.us

Phone: 907-861-7655

Fax: 907-495-5104

2. Purpose of Funding

The Alaska Online With Libraries (OWL) Program is funded by the State of Alaska to:

- Provide Alaska residents access to high-speed internet and computing equipment in public libraries to access necessary online information and resources for education, employment, government services, health, and enjoyment.
- Bring the world to Alaska by connecting people from all areas of the state with other Alaskans and Americans through internet access and events, meetings, and training via videoconferencing.
- Reduce costs for libraries, agencies, and organizations by substituting travel for video meetings and visits.
- Provide information technology training to Alaska library staff and residents to enhance future education, employment prospects, and quality of life.

OWL Internet Cost Assistance provides supplementary funding for internet connectivity costs to public libraries in Alaska as part of the OWL program's mission to provide Alaskans with the benefits and opportunities that come with access to high-speed internet.

3. Eligibility and Funding Criteria

Public libraries in Alaska that are eligible to receive the Public Library Assistance (PLA) Grant are also eligible to apply for OWL Internet Cost Assistance. Eligibility requires a "Yes" to the question below.

Is the public library (and branches if applicable) currently eligible to receive the Public Library Assistance Grant according to Alaska Library Law?   Yes ■   No ☐

The maximum award is determined based on these factors:

- Annual internet cost
- E-Rate percentage (if applicable - receipt of E-Rate is not required)
- Annual operating budget
- Amount of funding available for the OWL Program through the State.

This funding opportunity applies to internet service for the library only; it cannot be used to pay internet bills that include access for other departments or entities.

The OWL Internet Cost Assistance Program awards may be used for recurring Internet costs only. One-time fees, equipment costs, and labor costs (such as the cost associated with service installation) are not eligible.

4. Budget

These funds must be spent or encumbered between July 1 and June 30. They cannot be carried over into the following year's budget or put into the city's general fund. Any money not spent or encumbered by June 30 must be returned to the Alaska State Library. 100% of the funding awarded must be dedicated to recurring library internet costs. **The OWL Award must not overlap with E-Rate funding**. If you have questions, email eed.owlprogram@alaska.gov.

A. Budget Documentation

- <u>For libraries that receive E-Rate:</u> Please attach a copy of your Funding Commitment Decision Letter from USAC. If you have a contract with your ISP that shows the monthly or annual amount you pay, please attach a copy of the portion that specifies the agreed-upon amount.
- <u>For libraries that DO NOT receive E-Rate:</u> If you have a contract with your ISP showing the amount you pay monthly or per year, please attach a copy of the portion that specifies the agreed-upon amount. If you do not have a contract, please attach copies of the three most recent months of your library's internet bill.

B. Budget Documentation Summary

Please indicate the supporting documents included in this application.

E-Rate Libraries:
- ☐ Funding Commitment Decision Letter (USAC)
  and
- ☐ Document showing your library's most recent operating budget amount.

Non-E-Rate Libraries:
- ☐ ISP Contract documentation with the annual agreed price
  or
- ☒ Three recent internet bills
  and
- ☒ Document showing your library's most recent operating budget amount.

5. E-Rate Participation

Receipt of E-Rate is not a requirement for this funding opportunity, but it is necessary to note if a library does receive E-Rate funds.

Does the library receive E-Rate Funding?　　Yes ☐　No ☒

6. Wireless Sessions Measurement Requirement

To document the utilization of internet connections subsidized by the OWL Program, the Alaska State Library requires that libraries receiving OWL Program funds have a method (automated or otherwise) for counting the number of wireless sessions on the library's Wi-Fi, so they can report this statistic. If a library does not have a way to measure wireless use, the Alaska State Library will provide advice on possible methods.

Please check one: MTA
- We use _____ (method) to count wireless sessions.
- We DO NOT have a way of counting wireless sessions. Contact us for consultation.

7. OWL Zoom Participation (optional)
If your library does not already participate in the OWL Zoom Program, would you like to sign up for an OWL Zoom account for your library? If yes, fill out this short form:

https://library-alaska.libwizard.com/f/get_owl_zoom

8. Submission
Step 1. Complete the application.
Step 2. Gather and include all attachments.
Step 3. Obtain all signatures.
Step 4. Compile the entire application, including all attachments, into a single packet.
Step 5. Submit the complete application packet on or by August 29, 2025.
Applications are due by email, fax, or postal mail on or by August 29, 2025.

Email the completed application to eed.owlprogram@alaska.gov or
Fax the completed application to 907-465-2151 or
Mail the completed application, postmarked by August 29, to:

OWL Program Manager
Alaska State Library
PO Box 110571
Juneau, AK 99811-0571

Please confirm receipt with the OWL Program Manager if you fax or mail the application.
Questions? Contact the OWL Program Manager at eed.owlprogram@alaska.gov or 907-465-2921.

9. Reporting
The OWL Internet Cost Assistance program Report (https://lam.alaska.gov/owl/funding-opportunities) must be signed and submitted to the OWL Program Manager by September 1 of the following year.

10. Acceptance of Financial Responsibility
The library, the legal entity, and the staff who handle the library bills must understand that State money awarded through the "OWL Internet Cost Assistance" program is 100% earmarked for the approved purchases in this application. The awarded funding can only be used for the purposes indicated in the program award agreement. If OWL funds are used for unauthorized purposes, the Alaska State Library will require the misspent funds to be returned. By signing this document, you agree to accept the terms mentioned above.

The library must maintain adequate financial records to ensure complete reporting and retain project and financial records relating to the program for a minimum of five years from the due date of the final program report or until all audit exceptions have been resolved, whichever is longer.

This application is a legal document committing your library to a specific course of action. By signing this document, the library and its fiscal/legal entity agree to accept the terms above.

11. Signatures

This application MUST have two signatures from two different people. The director can sign on behalf of the library. Examples of signers for the fiscal/legal entity include the mayor, city manager, or finance officer for municipal libraries; board president or treasurer for nonprofit libraries; principal, district grants officer, or superintendent for combined school-public libraries.

Willow Public Library

Public Library Name:

Willow, AK

Public Library City:

For the Public Library:

Julie Mitchell <small>Digitally signed by Julie Mitchell
Date: 2025.08.05 14:29:58 -08'00'</small>

Authorized Library Signature

Julie Mitchell - Librarian

Printed Name and Title

8/5/25

Date Signed

For the Fiscal/Legal Entity:

Authorized Fiscal Signature

Printed Name and Title

Date Signed

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