

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY ACCEPTING AND APPROPRIATING \$41,230.75 FROM THE DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT AND APPROVING THE BUDGET FOR THE ONLINE WITH LIBRARIES (OWL) INTERNET COST ASSISTANCE GRANT PROGRAM.

AGENDA OF: October 15, 2024

Assembly Action:

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To	Signatures
Originator	<div style="text-align: right; font-size: small;">9 / 2 7 / 2 0 2 4</div> <hr/> X H u g h L e s l i e <hr/> <small>Signed by: Hugh Leslie III</small>
Community Development Director	<div style="text-align: right; font-size: small;">9 / 3 0 / 2 0 2 4</div> <hr/> X J i l l i a n M o r r i s s e y <hr/> <small>Signed by: Jillian Morrissey</small>
Finance Director	<div style="text-align: right; font-size: small;">1 0 / 2 / 2 0 2 4</div> <hr/> X C h e y e n n e H e i n d e l <hr/> <small>Signed by: Cheyenne Heindel</small>
Borough Attorney	<div style="text-align: right; font-size: small;">1 0 / 2 / 2 0 2 4</div> <hr/> X N i c h o l a s S p i r o p o u l o s <hr/> <small>Signed by: Nicholas Spiropoulos</small>
Borough Manager	<div style="text-align: right; font-size: small;">1 0 / 2 / 2 0 2 4</div> <hr/> X M i c h a e l B r o w n <hr/> <small>Signed by: Mike Brown</small>
Borough Clerk	<div style="text-align: right; font-size: small;">1 0 / 3 / 2 0 2 4</div> <hr/> X L o n n i e M c K e c h n i e <hr/> <small>Signed by: Lonnie McKechnie</small>

ATTACHMENT (S) : Ordinance Serial No. 24-102 (2 pp)
 Resolution Serial No. 24-109 (2 pp)
 Fiscal Note - Yes
 Grant agreements (10 pp)

SUMMARY STATEMENT: The State of Alaska, Department of Education and Early Development provided the Borough libraries with a \$41,230.75 grant for internet cost assistance within the libraries. This is to ensure the best possible service that can be provided to library patrons.

RECOMMENDATION OF ADMINISTRATION: ACCEPT AND APPROPRIATE \$41,230.75 FROM THE DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT AND APPROVING THE BUDGET FOR THE ONLINE WITH LIBRARIES (OWL) INTERNET COST ASSISTANCE GRANT PROGRAM.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: 10/15/2024

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE BUDGET FOR THE ONLINE WITH LIBRARIES (OWL) INTERNET COST ASSISTANCE GRANT PROGRAM FROM THE DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$41,230.75	FUNDING SOURCE State Grant
FROM ACCOUNT #	PROJECT
TO ACCOUNT: 200.170.xxx 3xx.xxx (various library budgets)	PROJECT #
VERIFIED BY: _____ 10/2/2024 X Liesel Weiland Signed by: Liesel Weiland	

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Personnel Services						
Travel						
Contractual		41.2				
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING		41.2				

CAPITAL						
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REVENUE						
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FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds		41.2				
Other						
TOTAL		41.2				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

APPROVED BY:	10/2/2024
	X Cheyenne Heindel _____

Signed by: Cheyenne Heindel



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Education
& Early Development

DIVISION OF LIBRARY, ARCHIVES & MUSEUMS

P.O. Box 110571
Juneau, Alaska 99811-0571
Main: 907.465.4837
Fax: 907.465.2151

September 23, 2024

The **Online with Libraries (OWL) Internet Cost Assistance Program** award for **FY25** for **Talkeetna Public Library** will be **\$8,581.54**. The Alaska State Library is pleased that your library is eligible to receive this grant for high-speed internet costs so that you can provide the best possible service to your library patrons.

In order to receive this award, please return a signed copy of the attached grant agreement within thirty days of this award letter. Two different people (the librarian and the appropriate legal authority) must sign the grant agreement as it is a legal document committing your library to certain obligations in return for receiving the OWL Internet Cost Assistance Program award. Upon return of the signed grant agreement, the division will be able to electronically deposit your grant award (or mail a paper check in specific instances).

Librarians and officials should carefully review the conditions governing the administration of this OWL award. To remain eligible for future grants from the Alaska State Library, some of the most important grant requirements are highlighted below:

1. Maintain **internet access for public use** at the library.
2. Maintain accurate financial records for auditing purposes.
3. Use funds for **public library internet access** (not school or staff-only internet).
4. Return any grant funds unexpended or unencumbered by **June 30, 2025**.
5. Submit a final report and copies of all internet bills for the fiscal year by **September 1, 2025**.
6. Notify the OWL Program Manager of changes in director or library contact information within 30 days.
7. Maintain eligibility as a public library by meeting the statutory requirements for the Public Library Assistance Grant (4 AAC 57.064. and 4 AAC 57.067.), including:
 - a. Establish and maintain a collection of books and other materials for loan;
 - b. Provide access to interlibrary loans;
 - c. Provide reference information;
 - d. Provide programming for children;
 - e. Maintain the number and timing of open hours;
 - f. Maintain the existing and ongoing educational requirements for the library director;
 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
 - h. Submit an Alaska Public Library Annual Report; and
 - i. Uphold specific governance requirements for non-profits and school/public libraries.

Any portion of this grant money not spent or encumbered by **June 30, 2025**, must be returned to the Alaska State Library. You may request a short extension to spend unused grant funds. The Alaska State Library audits the records of selected libraries at the end of the grant year. The Alaska State Library will reclaim any unused grant funds and funds not properly accounted for.

Please return the signed agreement to the OWL Program Manager at eed.owlprogram@alaska.gov within 30 days or request an extension if you need more time. After receiving your FY25 OWL grant funds, please send an email to confirm that funds were received to: eed.owlprogram@alaska.gov.

Questions should be directed to the email above or you may call 907.465.2921.

Sincerely,

Stacy R.J. Tomaszewski
Library Technology Consultant & OWL Program Manager
Alaska State Library

IM No. 24-194
Ordinance Serial No. 24-102
Resolution Serial No. 24-109

**Alaska State Library
Online With Libraries (OWL)
Internet Cost Assistance Grant Agreement FY2025**

This agreement, made and entered into on September 23, 2024 by and between the **Alaska State Library**, hereafter referred to as the Grantor; and the **Talkeetna Public Library**, hereafter referred to as the Grantee. The FY25 grant period spans July 1, 2024 to June 30, 2025.

Whereas, the State of Alaska has appropriated funds for the Online with Libraries (OWL) Program; and whereas, the application of the Grantee for a grant for Internet Cost Assistance has been approved. NOW THEREFORE, for and in consideration of the mutual covenants herein contained the parties hereto agree as follows:

The Grantor will agree to:

1. Furnish funds in the amount of **\$8,581.54** (dispersed after the signed agreement is received).
2. Provide advisory services in furtherance of the grant project.
3. Acknowledge the Grantee's eligibility for additional OWL grants and services.

The Grantee will agree to:

8. Abide by the conditions set forth in its application, and approved by the Grantor, which includes:
 - a. Maintain **internet access for public use** at the library.
9. Maintain accurate financial records for auditing purposes.
 - a. Expended funds must be clearly attributable to **public library internet access** (not school or staff-only internet).
 - b. Return any grant funds unexpended or unencumbered by **June 30, 2025**, and all funds for which there is no proper accounting.
10. Respond to communication, provide reports, and maintain contact information, such as:
 - a. Submit a final report and copies of all internet bills for the fiscal year by **September 1, 2025**.
 - b. Notify the OWL Program Manager of any changes in director or library contact information within 30 days.
11. Maintain eligibility as a public library by meeting the statutory requirements for the Public Library Assistance Grant (4 AAC 57.064. and 4 AAC 57.067.), including:
 - a. Establish and maintain a collection of books and other materials for loan;
 - b. Provide access to interlibrary loans;
 - c. Provide reference information;
 - d. Provide programming for children;
 - e. Maintain the number and timing of open hours;
 - f. Maintain the existing and ongoing educational requirements for the library director;
 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
 - h. Submit an Alaska Public Library Annual Report; and
 - i. Uphold specific governance requirements for non-profits and school/public libraries.

Funding for this grant is dependent on the following source:

EOWL01004 - OWL	OWL25-TALKE	\$8581.54
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By accepting this award or agreement, the grantee may become subject to the audit requirements of the State of Alaska Administrative Code 2 AAC 45.010. As a result, the grantee may be required to provide for an audit and permit independent auditors to access their records and financial statements. The grantee should consult with an independent auditor for assistance in determining audit requirements for each fiscal year.

The undersigned understands and agrees to the conditions of this agreement. Both signatures are required.

For the Library

Sheraldene Kennerwaller

Signature

Librarian

Title

Date

For the Legal Entity

Signature

Title

Date

**MAIL TO: OWL Program Manager Alaska State Library, P.O. Box 110571, Juneau, AK 99801
or SCAN TO: eed.owlprogram@alaska.gov
or FAX TO: 907-465-2151**



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Education
& Early Development**

DIVISION OF LIBRARY, ARCHIVES & MUSEUMS

P.O. Box 110571
Juneau, Alaska 99811-0571
Main: 907.465.4837
Fax: 907.465.2151

September 23, 2024

The **Online with Libraries (OWL) Internet Cost Assistance Program** award for FY25 for **Big Lake Public Library** will be **\$8,581.54**. The Alaska State Library is pleased that your library is eligible to receive this grant for high-speed internet costs so that you can provide the best possible service to your library patrons.

In order to receive this award, please return a signed copy of the attached grant agreement within thirty days of this award letter. Two different people (the librarian and the appropriate legal authority) must sign the grant agreement as it is a legal document committing your library to certain obligations in return for receiving the OWL Internet Cost Assistance Program award. Upon return of the signed grant agreement, the division will be able to electronically deposit your grant award (or mail a paper check in specific instances).

Librarians and officials should carefully review the conditions governing the administration of this OWL award. To remain eligible for future grants from the Alaska State Library, some of the most important grant requirements are highlighted below:

1. Maintain **internet access for public use** at the library.
2. Maintain accurate financial records for auditing purposes.
3. Use funds for **public library internet access** (not school or staff-only internet).
4. Return any grant funds unexpended or unencumbered by **June 30, 2025**.
5. Submit a final report and copies of all internet bills for the fiscal year by **September 1, 2025**.
6. Notify the OWL Program Manager of changes in director or library contact information within 30 days.
7. Maintain eligibility as a public library by meeting the statutory requirements for the Public Library Assistance Grant (4 AAC 57.064. and 4 AAC 57.067.), including:
 - a. Establish and maintain a collection of books and other materials for loan;
 - b. Provide access to interlibrary loans;
 - c. Provide reference information;
 - d. Provide programming for children;
 - e. Maintain the number and timing of open hours;
 - f. Maintain the existing and ongoing educational requirements for the library director;
 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
 - h. Submit an Alaska Public Library Annual Report; and
 - i. Uphold specific governance requirements for non-profits and school/public libraries.

Any portion of this grant money not spent or encumbered by **June 30, 2025**, must be returned to the Alaska State Library. You may request a short extension to spend unused grant funds. The Alaska State Library audits the records of selected libraries at the end of the grant year. The Alaska State Library will reclaim any unused grant funds and funds not properly accounted for.

Please return the signed agreement to the OWL Program Manager at eed.owlprogram@alaska.gov within 30 days or request an extension if you need more time. After receiving your FY25 OWL grant funds, please send an email to confirm that funds were received to: eed.owlprogram@alaska.gov.

Questions should be directed to the email above or you may call 907.465.2921.

Sincerely,

Stacy R.J. Tomaszewski
Library Technology Consultant & OWL Program Manager
Alaska State Library

IM No. 24-194
Ordinance Serial No. 24-102
Resolution Serial No. 24-109



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Education
& Early Development**

DIVISION OF LIBRARY, ARCHIVES & MUSEUMS

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September 23, 2024

The **Online with Libraries (OWL) Internet Cost Assistance Program** award for **FY25** for **Sutton Public Library** will be **\$6,904.59**. The Alaska State Library is pleased that your library is eligible to receive this grant for high-speed internet costs so that you can provide the best possible service to your library patrons.

In order to receive this award, please return a signed copy of the attached grant agreement within thirty days of this award letter. Two different people (the librarian and the appropriate legal authority) must sign the grant agreement as it is a legal document committing your library to certain obligations in return for receiving the OWL Internet Cost Assistance Program award. Upon return of the signed grant agreement, the division will be able to electronically deposit your grant award (or mail a paper check in specific instances).

Librarians and officials should carefully review the conditions governing the administration of this OWL award. To remain eligible for future grants from the Alaska State Library, some of the most important grant requirements are highlighted below:

1. Maintain **internet access for public use** at the library.
2. Maintain accurate financial records for auditing purposes.
3. Use funds for **public library internet access** (not school or staff-only internet).
4. Return any grant funds unexpended or unencumbered by **June 30, 2025**.
5. Submit a final report and copies of all internet bills for the fiscal year by **September 1, 2025**.
6. Notify the OWL Program Manager of changes in director or library contact information within 30 days.
7. Maintain eligibility as a public library by meeting the statutory requirements for the Public Library Assistance Grant (4 AAC 57.064. and 4 AAC 57.067.), including:
 - a. Establish and maintain a collection of books and other materials for loan;
 - b. Provide access to interlibrary loans;
 - c. Provide reference information;
 - d. Provide programming for children;
 - e. Maintain the number and timing of open hours;
 - f. Maintain the existing and ongoing educational requirements for the library director;
 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
 - h. Submit an Alaska Public Library Annual Report; and
 - i. Uphold specific governance requirements for non-profits and school/public libraries.

Any portion of this grant money not spent or encumbered by **June 30, 2025**, must be returned to the Alaska State Library. You may request a short extension to spend unused grant funds. The Alaska State Library audits the records of selected libraries at the end of the grant year. The Alaska State Library will reclaim any unused grant funds and funds not properly accounted for.

Please return the signed agreement to the OWL Program Manager at eed.owlprogram@alaska.gov within 30 days or request an extension if you need more time. After receiving your FY25 OWL grant funds, please send an email to confirm that funds were received to: eed.owlprogram@alaska.gov.

Questions should be directed to the email above or you may call 907.465.2921.

Sincerely,

Stacy R.J. Tomaszewski
Library Technology Consultant & OWL Program Manager
Alaska State Library

IM No. 24-194
Ordinance Serial No. 24-102
Resolution Serial No. 24-109

**Alaska State Library
Online With Libraries (OWL)
Internet Cost Assistance Grant Agreement FY2025**

This agreement, made and entered into on September 23, 2024 by and between the **Alaska State Library**, hereafter referred to as the Grantor; and the **Sutton Public Library**, hereafter referred to as the Grantee. The FY25 grant period spans July 1, 2024 to June 30, 2025.

Whereas, the State of Alaska has appropriated funds for the Online with Libraries (OWL) Program; and whereas, the application of the Grantee for a grant for Internet Cost Assistance has been approved. NOW THEREFORE, for and in consideration of the mutual covenants herein contained the parties hereto agree as follows:

The Grantor will agree to:

1. Furnish funds in the amount of **\$6,904.59** (dispersed after the signed agreement is received).
2. Provide advisory services in furtherance of the grant project.
3. Acknowledge the Grantee's eligibility for additional OWL grants and services.

The Grantee will agree to:

8. Abide by the conditions set forth in its application, and approved by the Grantor, which includes:
 - a. Maintain **internet access for public use** at the library.
9. Maintain accurate financial records for auditing purposes.
 - a. Expended funds must be clearly attributable to **public library internet access** (not school or staff-only internet).
 - b. Return any grant funds unexpended or unencumbered by **June 30, 2025**, and all funds for which there is no proper accounting.
10. Respond to communication, provide reports, and maintain contact information, such as:
 - a. Submit a final report and copies of all internet bills for the fiscal year by **September 1, 2025**.
 - b. Notify the OWL Program Manager of any changes in director or library contact information within 30 days.
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 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
 - h. Submit an Alaska Public Library Annual Report; and
 - i. Uphold specific governance requirements for non-profits and school/public libraries.

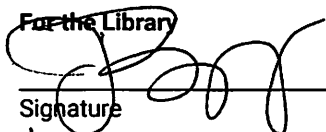
Funding for this grant is dependent on the following source:

EOWL01004 - OWL	OWL25-SUTTO	\$6,904.59
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By accepting this award or agreement, the grantee may become subject to the audit requirements of the State of Alaska Administrative Code 2 AAC 45.010. As a result, the grantee may be required to provide for an audit and permit independent auditors to access their records and financial statements. The grantee should consult with an independent auditor for assistance in determining audit requirements for each fiscal year.

The undersigned understands and agrees to the conditions of this agreement. Both signatures are required.

For the Library



Signature

Librarian

Title

9-24-24

Date

For the Legal Entity

Signature

Title

Date

**MAIL TO: OWL Program Manager Alaska State Library, P.O. Box 110571, Juneau, AK 99801
or SCAN TO: eed.owlprogram@alaska.gov
or FAX TO: 907-465-2151**



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Education
& Early Development

DIVISION OF LIBRARY, ARCHIVES & MUSEUMS

P.O. Box 110571
Juneau, Alaska 99811-0571
Main: 907.465.4837
Fax: 907.465.2151

September 23, 2024

The **Online with Libraries (OWL) Internet Cost Assistance Program** award for **FY25** for **Trapper Creek Public Library** will be **\$8,581.54**. The Alaska State Library is pleased that your library is eligible to receive this grant for high-speed internet costs so that you can provide the best possible service to your library patrons.

In order to receive this award, please return a signed copy of the attached grant agreement within thirty days of this award letter. Two different people (the librarian and the appropriate legal authority) must sign the grant agreement as it is a legal document committing your library to certain obligations in return for receiving the OWL Internet Cost Assistance Program award. Upon return of the signed grant agreement, the division will be able to electronically deposit your grant award (or mail a paper check in specific instances).

Librarians and officials should carefully review the conditions governing the administration of this OWL award. To remain eligible for future grants from the Alaska State Library, some of the most important grant requirements are highlighted below:

1. Maintain **internet access for public use** at the library.
2. Maintain accurate financial records for auditing purposes.
3. Use funds for **public library internet access** (not school or staff-only internet).
4. Return any grant funds unexpended or unencumbered by **June 30, 2025**.
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7. Maintain eligibility as a public library by meeting the statutory requirements for the Public Library Assistance Grant (4 AAC 57.064. and 4 AAC 57.067.), including:
 - a. Establish and maintain a collection of books and other materials for loan;
 - b. Provide access to interlibrary loans;
 - c. Provide reference information;
 - d. Provide programming for children;
 - e. Maintain the number and timing of open hours;
 - f. Maintain the existing and ongoing educational requirements for the library director;
 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
 - h. Submit an Alaska Public Library Annual Report; and
 - i. Uphold specific governance requirements for non-profits and school/public libraries.

Any portion of this grant money not spent or encumbered by **June 30, 2025**, must be returned to the Alaska State Library. You may request a short extension to spend unused grant funds. The Alaska State Library audits the records of selected libraries at the end of the grant year. The Alaska State Library will reclaim any unused grant funds and funds not properly accounted for.

Please return the signed agreement to the OWL Program Manager at eed.owlprogram@alaska.gov within 30 days or request an extension if you need more time. After receiving your FY25 OWL grant funds, please send an email to confirm that funds were received to: eed.owlprogram@alaska.gov.

Questions should be directed to the email above or you may call 907.465.2921.

Sincerely,

Stacy R.J. Tomaszewski
Library Technology Consultant & OWL Program Manager
Alaska State Library

IM No. 24-194
Ordinance Serial No. 24-102
Resolution Serial No. 24-109

**Alaska State Library
Online With Libraries (OWL)
Internet Cost Assistance Grant Agreement FY2025**

This agreement, made and entered into on September 23, 2024 by and between the **Alaska State Library**, hereafter referred to as the Grantor; and the **Trapper Creek Public Library**, hereafter referred to as the Grantee. The FY25 grant period spans July 1, 2024 to June 30, 2025.

Whereas, the State of Alaska has appropriated funds for the Online with Libraries (OWL) Program; and whereas, the application of the Grantee for a grant for Internet Cost Assistance has been approved. NOW THEREFORE, for and in consideration of the mutual covenants herein contained the parties hereto agree as follows:

The Grantor will agree to:

1. Furnish funds in the amount of **\$8,581.54** (dispersed after the signed agreement is received).
2. Provide advisory services in furtherance of the grant project.
3. Acknowledge the Grantee's eligibility for additional OWL grants and services.

The Grantee will agree to:

8. Abide by the conditions set forth in its application, and approved by the Grantor, which includes:
 - a. Maintain **internet access for public use** at the library.
9. Maintain accurate financial records for auditing purposes.
 - a. Expended funds must be clearly attributable to **public library internet access** (not school or staff-only internet).
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 - e. Maintain the number and timing of open hours;
 - f. Maintain the existing and ongoing educational requirements for the library director;
 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
 - h. Submit an Alaska Public Library Annual Report; and
 - i. Uphold specific governance requirements for non-profits and school/public libraries.

Funding for this grant is dependent on the following source:

EOWL01004 - OWL	OWL25-TRAPP	\$8581.54
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By accepting this award or agreement, the grantee may become subject to the audit requirements of the State of Alaska Administrative Code 2 AAC 45.010. As a result, the grantee may be required to provide for an audit and permit independent auditors to access their records and financial statements. The grantee should consult with an independent auditor for assistance in determining audit requirements for each fiscal year.

The undersigned understands and agrees to the conditions of this agreement. Both signatures are required.

For the Library

Marita Crosby
Signature

Librarian 9/24/24
Title Date

For the Legal Entity

Signature

Title Date

**MAIL TO: OWL Program Manager Alaska State Library, P.O. Box 110571, Juneau, AK 99801
or SCAN TO: eed.owlprogram@alaska.gov
or FAX TO: 907-465-2151**



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Education
& Early Development**

DIVISION OF LIBRARY, ARCHIVES & MUSEUMS

P.O. Box 110571
Juneau, Alaska 99811-0571
Main: 907.465.4837
Fax: 907.465.2151

September 23, 2024

The **Online with Libraries (OWL) Internet Cost Assistance Program** award for FY25 for **Willow Public Library** will be **\$8,581.54**. The Alaska State Library is pleased that your library is eligible to receive this grant for high-speed internet costs so that you can provide the best possible service to your library patrons.

In order to receive this award, please return a signed copy of the attached grant agreement within thirty days of this award letter. Two different people (the librarian and the appropriate legal authority) must sign the grant agreement as it is a legal document committing your library to certain obligations in return for receiving the OWL Internet Cost Assistance Program award. Upon return of the signed grant agreement, the division will be able to electronically deposit your grant award (or mail a paper check in specific instances).

Librarians and officials should carefully review the conditions governing the administration of this OWL award. To remain eligible for future grants from the Alaska State Library, some of the most important grant requirements are highlighted below:

1. Maintain **internet access for public use** at the library.
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7. Maintain eligibility as a public library by meeting the statutory requirements for the Public Library Assistance Grant (4 AAC 57.064. and 4 AAC 57.067.), including:
 - a. Establish and maintain a collection of books and other materials for loan;
 - b. Provide access to interlibrary loans;
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 - d. Provide programming for children;
 - e. Maintain the number and timing of open hours;
 - f. Maintain the existing and ongoing educational requirements for the library director;
 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
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 - i. Uphold specific governance requirements for non-profits and school/public libraries.

Any portion of this grant money not spent or encumbered by **June 30, 2025**, must be returned to the Alaska State Library. You may request a short extension to spend unused grant funds. The Alaska State Library audits the records of selected libraries at the end of the grant year. The Alaska State Library will reclaim any unused grant funds and funds not properly accounted for.

Please return the signed agreement to the OWL Program Manager at eed.owlprogram@alaska.gov within 30 days or request an extension if you need more time. After receiving your FY25 OWL grant funds, please send an email to confirm that funds were received to: eed.owlprogram@alaska.gov.

Questions should be directed to the email above or you may call 907.465.2921.

Sincerely,

Stacy R.J. Tomaszewski
Library Technology Consultant & OWL Program Manager
Alaska State Library

IM No. 24-194
Ordinance Serial No. 24-102
Resolution Serial No. 24-109

**Alaska State Library
Online With Libraries (OWL)
Internet Cost Assistance Grant Agreement FY2025**

This agreement, made and entered into on September 23, 2024 by and between the **Alaska State Library**, hereafter referred to as the Grantor; and the **Willow Public Library**, hereafter referred to as the Grantee. The FY25 grant period spans July 1, 2024 to June 30, 2025.

Whereas, the State of Alaska has appropriated funds for the Online with Libraries (OWL) Program; and whereas, the application of the Grantee for a grant for Internet Cost Assistance has been approved. NOW THEREFORE, for and in consideration of the mutual covenants herein contained the parties hereto agree as follows:

The Grantor will agree to:

1. Furnish funds in the amount of **\$8,581.54** (dispersed after the signed agreement is received).
2. Provide advisory services in furtherance of the grant project.
3. Acknowledge the Grantee's eligibility for additional OWL grants and services.

The Grantee will agree to:

8. Abide by the conditions set forth in its application, and approved by the Grantor, which includes:
 - a. Maintain **internet access for public use** at the library.
9. Maintain accurate financial records for auditing purposes.
 - a. Expended funds must be clearly attributable to **public library internet access** (not school or staff-only internet).
 - b. Return any grant funds unexpended or unencumbered by **June 30, 2025**, and all funds for which there is no proper accounting.
10. Respond to communication, provide reports, and maintain contact information, such as:
 - a. Submit a final report and copies of all internet bills for the fiscal year by **September 1, 2025**.
 - b. Notify the OWL Program Manager of any changes in director or library contact information within 30 days.
11. Maintain eligibility as a public library by meeting the statutory requirements for the Public Library Assistance Grant (4 AAC 57.064. and 4 AAC 57.067.), including:
 - a. Establish and maintain a collection of books and other materials for loan;
 - b. Provide access to interlibrary loans;
 - c. Provide reference information;
 - d. Provide programming for children;
 - e. Maintain the number and timing of open hours;
 - f. Maintain the existing and ongoing educational requirements for the library director;
 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
 - h. Submit an Alaska Public Library Annual Report; and
 - i. Uphold specific governance requirements for non-profits and school/public libraries.

Funding for this grant is dependent on the following source:

EOWL01004 - OWL	OWL25-WILLO	\$8581.54
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By accepting this award or agreement, the grantee may become subject to the audit requirements of the State of Alaska Administrative Code 2 AAC 45.010. As a result, the grantee may be required to provide for an audit and permit independent auditors to access their records and financial statements. The grantee should consult with an independent auditor for assistance in determining audit requirements for each fiscal year.

The undersigned understands and agrees to the conditions of this agreement. Both signatures are required.

For the Library

Julie Mitchell
Signature
Librarian 9/24/2024
Title Date

For the Legal Entity

Signature

Title Date

MAIL TO: OWL Program Manager Alaska State Library, P.O. Box 110571, Juneau, AK 99801
or SCAN TO: eed.owlprogram@alaska.gov
or FAX TO: 907-465-2151