

SUBJECT: INFORMING THE ASSEMBLY OF THE MANAGERS SIGNATURE ON AND SUBMITTAL OF AN ALASKA STATE LIBRARY CONTINUING EDUCATION GRANT APPLICATION.

AGENDA OF: December 8, 2022

ASSEMBLY ACTION:

presented to the Assembly
12-8-22

BSA

MANAGER RECOMMENDATION: For information only.

APPROVED BY MICHAEL BROWN, BOROUGH MANAGER:

WBS

| Route To: | Department/Individual | Initials | Remarks |
|-----------|-----------------------|---------------|-------------------------------------|
| | Originator- P. Graham | PG | |
| | Finance Director | CF | |
| | Borough Attorney | NS | NSP must comply with all assurances |
| | Borough Clerk | John 11/28/22 | BSA |

ATTACHMENT (S) : Grant Application (2 pp)

SUMMARY STATEMENT: The Alaska State Library has released a Continuing Education Grant application to offset the costs associated with a librarian's attendance of the 2023 Alaska Library Association Conference. The Sutton Library has funding for one person to attend the conference in Fairbanks, if this grant is received, the newest librarian at the Sutton Library will also be able to attend. This conference will provide invaluable training that has not been available during the pandemic, and will provide each librarian the ability to obtain the state required continuing education.

If the grant is awarded, additional legislation will be sent forward to accept and appropriate the funding.

Alaska State Library Continuing Education (CE) Grant

Application for Public and Public/School Libraries

A. Contact

Library Name: Sutton Public Library

NOTE: All reimbursements will be paid to the organization, not to an individual.

Applicant Name: Juli Buzby

Applicant Email: juli.buzby@matsugov.us

B. Event

CE Event: AKLA 2023 Conference

CE Date & Location: March 23-25, 2023 in Fairbanks

CE Event URL: <https://akla.org/2023/>

C. Budget Estimate & Explanation

| Item | Amount |
|----------------------|-------------------|
| Registration/Tuition | 200 |
| Travel Costs | 250 |
| Ground Transport | 75 |
| Lodging | 700 |
| Per Diem | 280 |
| Other Costs | Enter Other Costs |
| TOTAL | 1505 |

Explanation of costs or deviation in travel. Enter
Explanation of costs or deviation in travel (if necessary)

D. Justification

Why do you want to attend this CE event?

A short paragraph describing why this event will be beneficial to you, your library, and community.

In person attendance at conference is an irreplaceable training opportunity and sharing this experience with our newest librarian is a chance for connection and resources not afforded in the last several years.

E. Process

1. Please fill out this form as completely as possible. Please review the Continuing Education (CE) Guidelines for a review of acceptable event costs and documentation. Don't forget the justification!
2. Obtain the two necessary signatures for the library and legal entity. Two different people must sign.
3. Return this application by
 - a. Scan/email (preferred) to eed.library.grants@alaska.gov or
 - b. Mail to Grants Administrator, Alaska State Library, PO Box 110571, Juneau, AK 99811 or
 - c. FAX to 907-465-2151
4. You will receive an email with your official award paperwork.
5. Within 2 weeks of your return, fill out the Continuing Education (CE) Reimbursement & Final Report form.

F. Notice of Assurances

The federal Institute of Museum and Library Services (IMLS) manages the Library Services and Technology Act (LSTA) under which federal grant funds are awarded to the Alaska State Library. The Alaska State Library uses LSTA funds to pay for continuing education grants.

As a recipient of federal LSTA grant funds through the Alaska State Library, your library is required to meet specific federal laws, regulations, and circulars. You agree to these requirements when you submit a signed continuing education grant application to the Alaska State Library.

- A. 22 USC 7104 (g) and 2 CFR 175.15 Prohibition Against Trafficking in Persons;
- B. 31 USC 1352 Certification Regarding Lobbying Activities (For Grants of More than \$100,000)
- C. 42 USC 2000d (Title VI Civil Rights Act of 1964) Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons;
- D. 2 CFR 220, Cost Principles for Educational Institutions (formerly OMB Circular A-21);
- E. 2 CFR 225, Cost Principles for State, Local and Indian Tribal Governments (formerly OMB Circular A-87);
- F. 2 CFR 230, Cost Principles for Non-Profit Organizations (formerly OMB Circular A-122);
- G. 45 CFR 1110, Nondiscrimination in Federally Assisted Programs;
- H. 45 CFR 1170, Nondiscrimination on the Basis of Handicap in Federally Assisted Programs and Activities;
- I. 45 CFR 1185, Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants);
- J. 45 CFR 1183, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments;
- K. OMB Circular A-102, Grants and Cooperative Agreements with State and Local Governments;
- L. OMB Circular A-110, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Non-Profits Organizations; and
- M. OMB Circular A-133 Revised, Audits of States, Local Governments, and Non-Profit Organizations.

G. Signatures

This grant application is a legal document committing your library to a specific course of action.

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

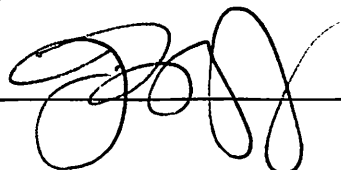
For the Library:

Date: 11/12/2022

Print/Type Name: Juli Buzby

Title: Librarian

Signature: _____



For the Legal Entity:

Date:

Print/Type Name:

Title:

Signature: _____

Contact eed.library.grants@alaska.gov or 907-465-1018 with questions.