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December 7, 2007

Jeanne Amos, Director
El Dorado County Library
345 Fair Lane
Placerville, CA 95667-5699

Subject: LSTA FL1-02, FY 2007/08, WP06, Grant Award #40-6969
Title: Early Learning with Families (ELF)
IMLS # LS-00-07-0005-07

Dear Ms. Amos:

I am pleased to approve your grant application for the above named project for a total of \$5,000 in federal Library Services and Technology Act (LSTA) funds for the period ending June 30, 2008. This grant will become effective immediately. The State Library primary consultant assigned to this project is Suzanne Flint, tel. (916) 651-9796, email sflint@library.ca.gov. The contact person for daily activities and oversight is the Project Coordinator, Judy Klikun, tel. (916) 446-6378, email jklikun@sbcglobal.net. Judy is an independent consultant who has been contracted by the North Bay Cooperative Library System, our partner in this endeavor, to coordinate project activities. My staff is ready to assist you in making your project a success. Please work with Suzanne and Judy in implementing your project.

Based on the implementation plan you submitted, funds allowed are as follows:

<u>Categories</u>	<u>2007/08 LSTA Approved Budget</u>
Salaries and benefits	-0-
Library materials	-0-
Operating expenses	5,000
Equipment (items over \$5,000)	-0-
Program Award	<u>\$5,000</u>
Indirect cost (up to 10%)	-0-
Total	<u>\$5,000</u>

On June 30, 2008, this project will be officially closed and no new expenditures may be generated, nor may any additional funded project activities occur. All unexpended and unencumbered funds must be returned by August 30, 2008. This project is allowed 60 days to liquidate encumbrances that were incurred prior to June 30. After the 60-day period, all encumbered funds, which have not been liquidated, must be returned to the State Library.

Timely reporting on financial and program activities is required. The first and second quarter fiscal and narrative reports are being waived for this grant. An interim narrative report and quarterly fiscal report are required and due by April 30, 2008. Final narrative and fiscal reports are also required and due after the close of the project, by July 31, 2008. The final liquidation report, if required, is due and must be submitted by September 15. Thus, all reporting regarding this project must have been received at the State Library by September 15, 2008.

Please note that the required ten percent (10%) of the grant award that is normally withheld until the end of the project period is being waived for this particular grant. Despite this waiver, your library is still responsible for fulfilling all project reporting requirements and expending all funds, or returning all unspent grant funds by the time specified in the grant program. Failure to provide timely reports is a serious breach of a grant recipient's administrative duty under the grant program, which may result in federal audit exceptions against the state and the loss of LSTA funds.

All required reporting materials are located on the California State Library's website at [<http://www.library.ca.gov/grants/lsta/elf.html>] The Interim Narrative Report (LSTA Form 7 ELF), the Fiscal Report (LSTA Form 8), and the Final Narrative Report (LSTA Form 9 ELF), along with instructions for completing each report, are on the State Library's web page under the heading "LSTA Reporting and Control Documents – Targeted Grants: Early Learning with Families @ Your Library." This letter and the enclosed list of LSTA procedural requirements amend the Consolidated Application/Grant Award Certification document and must remain a part of all your existing copies.

Best wishes for a successful project year.

Yours truly,


Susan Hildreth
State Librarian of California

Enclosures

cc: Christopher Berger
Colette Moody
Suzanne Flint
Judy Klikun
Doc.#11658