

April 22

February 20, 2008

Ms. Katharine Miller
Library Technician
South Lake Tahoe Branch Library
1000 Rufus Allen Boulevard
South Lake Tahoe, CA 96150-8204

Grant Number: MPL08-20

Dear Ms. Miller:

Congratulations! I am pleased to inform you that the California Council for the Humanities has approved the South Lake Tahoe Branch Library's [El Dorado County Library system] application to participate in the **How I See It: My Place** library program.

In addition to a program outline and a package of equipment and supplies which will enable you to implement the project, the award carries a cash grant in the amount of **\$1,000.00** to be matched by at least an equivalent contribution of local funds or in-kind services. The grant period for the project is from February 20, 2008 to December 20, 2008. Only expenditures made during this period will be funded by the grant.

This award packet should include the following documents:

- Award letter
- Grant Agreement
- Assurance as to Labor and Safety Standards Form
- Certification Document
- CIPA Guidelines and Certification Form A [if applicable]

Complete and sign the last page of the Grant Agreement, Assurance As to Labor and Safety Standards Form, Certification Document and CIPA Form A; make a copy for your own records; and return to the Council promptly to receive your grant funds. Please note that per State Library guidelines, participating libraries must complete and return the CIPA Certification Form A in order to be eligible to receive a laptop computer as part of the equipment package.

If you have any questions about the award documents, contact Lucy Nguyen, Grants Manager, at 415/391-1474 ext. 315 or at LNguyen@calhum.org. All correspondence with our offices should include the above grant number.

The Council will conduct a two-day orientation meeting in Los Angeles [May 8-10, 2008] to allow librarians to meet CCH staff and consultants, become familiar with the equipment and methods to be used in the project, and to exchange ideas and learn from one another. Equipment, materials and supplies will be distributed at or subsequent to this meeting. Details about the meeting will be forthcoming shortly. Attendance at this meeting is mandatory. Failure to attend the training session will result in revocation of

the award, make the library ineligible to receive the equipment package, and trigger a request for return of grant funds.

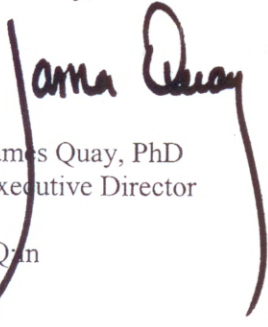
Any tangible results of grant activity (publicity materials, displays, presentations, website, etc.) must include the Council's *California Stories: How I See It* logo, with the Council's name fully visible, and bear the following acknowledgement: "This project is a program of the California Council for the Humanities' *California Stories: How I See It* campaign conducted in partnership with Califa. It is supported in part by the U.S. Institute of Museum and Library Services, under the provisions of the Library Services and Technology Act, administered in California by the State Librarian. For more information on the Council and the *California Stories* Initiative, visit www.californiastories.org."

Other program related documents for your use such as audience surveys, final report form, acknowledgement language, and online event calendar overview can be found in the CCH grantee toolbox at http://www.calhum.org/guidelines/grantee_toolbox.htm. This is a hidden URL for grantees only, and is not accessible by the general public.

If you have questions about the program or activities, contact Felicia Kelley, Senior Programs Manager, at (213) 623-5993 of fkelly@calhum.org.

On behalf of the Council I congratulate your receipt of the award. We look forward to a stimulating humanities project.

Sincerely,



James Quay, PhD
Executive Director

JQ:m