

Project Title: Digital Students  
System/Agency: County of El Dorado County Library

**CONSOLIDATED APPLICATION  
NOTIFICATION OF GRANT AWARD**

I. The subrecipient designated above hereby certifies to the California State Library, for a grant of funds in the amount \$26,206 . This block grant will provide library services as set forth in the LSTA Service Project Application as approved and/or as amended by the California State Librarian.

**TERMS AND CONDITIONS**

The subrecipient agency and its named or designated fiscal agent hereby assures the California State Library that:

1. It is mutually understood between the parties that this grant award may have been written before ascertaining the availability of congressional appropriation of funds, for the mutual benefit of both parties in order to avoid program and fiscal delays which would occur if the grant award were executed after that determination was made.
2. This grant award is valid and enforceable only if sufficient funds are made available to the State by the United States government for the Fiscal Year **2016/17** for the purposes of this program. In addition, this grant award is subject to any additional restrictions, limitations, or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, terms or funding of this grant award in any manner.
3. It is mutually agreed that if the Congress does not appropriate sufficient funds for the program, this grant award shall be amended to reflect any reduction in funds.
4. The California State Library has the option to amend the grant award to reflect any reduction of funds.
5. Upon the grant award approval by the State Librarian, one (1) completed set of this CONSOLIDATED APPLICATION NOTIFICATION OF GRANT AWARD will be sent to the subgrantee. Such copy shall be the officially approved agreement for the conduct of the approved project.
6. "Subrecipient" means the government or other legal entity to which a subaward is awarded and which is accountable to the grantee for the use of the funds provided.
7. The subrecipient will make reports to the State Librarian in such form and containing such information as may be required to enable the California State Library to perform its duties. The subrecipient will keep such records and afford such access as the California State Librarian, California State Library may find necessary to assure the correctness and verification of such reports.

Project Title: Digital Students  
System/Agency: County of El Dorado County Library

**CONSOLIDATED APPLICATION  
NOTIFICATION OF GRANT AWARD, LSTA (continued)**

8. The control of funds and title to property derived there from shall be in a subrecipient agency for the uses and purposes provided; a subrecipient agency will administer such property and funds and shall apply funds only for the purposes for which they were granted.

9. The expenditure under this program will not be used to supplant subrecipient effort.

10. This agreement is entered into under provisions of the Library Services and Technology Act, Public Law 104-208 on September 30, 1996; and Congressional Record – House, H11644-H11728 on September 28, 1996, H12266-H12267 on October 3, 1996; and 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, December 26, 2013. Congress enacted the Museum and Library Services Act of 2010 (Pub. L. 111-340, codified at 20 U.S.C. § 9101 *et seq.*), which also incorporates Library Services and Technology Act (LSTA).

11. Performance of the provisions of this agreement is subject to the conditions and availability of funds as awarded by the State Librarian under said Act.

12. The terms of this agreement shall be from upon execution until the end of the grant period, but shall be subject to termination by either party by giving written notice to the other party at least thirty (30) days prior to the effective date of termination.

In the event this agreement is so terminated, the subrecipient shall deliver to the State Librarian copies of all reports and/or materials prepared up to the date of termination, and the State Librarian shall determine, and pay the subrecipient for the necessary and appropriate expenditures and obligations to the date of termination which have not been covered by prior installments heretofore paid to the subrecipient. If funding has been advanced to the subrecipient, any unobligated balances, as determined by the State Librarian, shall be returned to the State Library within 60 days of the notice of termination.

13. The State Librarian is empowered to review, audit, and inspect the project for compliance with this agreement.

**LIMITATION OF EXPENDITURE**

Expenditure for all projects must conform to the approved budget, as amended, and with applicable Federal and State laws and regulations.

Project Title: Digital Students  
System/Agency: County of El Dorado County Library

**CONSOLIDATED APPLICATION  
NOTIFICATION OF GRANT AWARD, LSTA (continued)**

During the grant period, the subrecipient may find that the awarded budget may need to be modified. Budget changes, requests for additional funds, or requests for reductions in the grant funding award must be discussed with the assigned State Library Grant Monitor and a Grant Award Modification (LSTA Form 4) may be required to be submitted according to the instructions. Approval is by the State Librarian. Adjustments should be reported on the next financial report. Any adjustments in approved budgets must be documented and documentation retained in project accounts. The total amount paid by the California State Library to the subrecipient under this agreement shall not exceed \$26,206 and shall be expended/encumbered in the designated grant period.

**REPORTS AND CLAIMS**

It is the responsibility of the recipient of these instructions to see that the proper individual to supply the required reports and claims receives the instructions and makes the required reports and claims to the California State Library.

- I. The subrecipient shall be responsible for the submission of two Narrative Reports, unless otherwise noted in the Grant Guide for the project located on the CSL's website, on the progress and activities of the project to the State Library within 30 days following the end of the designated quarter.
- II. The subrecipient shall submit quarterly Financial Reports to the State Library, unless otherwise noted in the Grant Guide for the project located on the CSL's website. These reports are to reflect the expenditures made by the subrecipient under the agreement. The financial reports are to be submitted within 30 days following the end of the designated quarter.
- II. To obtain payment hereunder the subrecipient shall submit authorized claims provided by the State Library for that purpose, on each of the following mentioned dates for payment, and the California State Library agrees to reimburse the Library as soon thereafter as State fiscal procedures will permit.
- III. The final 10% of the grant award (if applicable) is payable only if the subrecipient fulfills all project reporting requirements and returns all unspent funds by the time specified in the Grant Guide. Failure to provide timely reports is a serious breach of a grant recipient's administrative duty under the award, which may result in federal audit exceptions against the State and the loss of LSTA funds. The State Librarian may extend the final deadline for good cause. Request for extension beyond the final deadline of the grant period must be received at least 30 days prior to that deadline.

Payment will be provided to cover the expenditures incurred by the subrecipient for the project in the following manner:

\$11,793	upon execution of the agreement and submission of claim by fiscal agent
\$11,792	on or about October 30, 2016
\$2,621	on the submission of all reporting and return of funds

If the amount of payment made by the California State Library shall exceed the actual expenses during the term of this agreement, as reflected in the financial reports to be filed by the subrecipient, the subrecipient shall refund to the California State Library the amount of such excess payment.

Project Title: Digital Students  
System/Agency: County of El Dorado County Library

**CERTIFICATIONS REGARDING: NONDISCRIMINATION; DEBARMENT AND  
SUSPENSION; AND OTHER ASSURANCES**

**The authorized representative certifies that the Subrecipient or its Fiscal Agent will comply with the following:**

**Nondiscrimination**

- (a) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000 *et seq.*), which prohibits discrimination on the basis of race, color, or national origin;
- (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 701 *et seq.*), which prohibits discrimination on the basis of disability (note: IMLS applies the regulations in 45 C.F.R. part 1170 in determining compliance with § 504 as it applies to recipients of Federal assistance);
- (c) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. § 1681–83, 1685-86), which prohibits discrimination on the basis of sex in education programs; and
- (d) The Age Discrimination in Employment Act of 1975, as amended (42 U.S.C. § 6101 *et seq.*), which prohibits discrimination on the basis of age.

**The authorized representative certifies to the best of his or her knowledge and belief that neither the Subrecipient nor its Fiscal Agent:**

**Debarment and Suspension**

- (a) Are presently excluded or disqualified;
- (b) Have been convicted within the preceding three years of any of the offenses listed in 2 C.F.R. part 180.800(a) or had a civil judgment rendered against it or them for one of those offenses within that time period; fraud, antitrust, embezzlement, forgery, bribery, tax evasion, making false statements, receiving stolen property, or similar offenses so serious as to affect the integrity of the subrecipient or its fiscal agent.
- (c) Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in 2 C.F.R. part 180.800(a) and enumerated above.
- (d) Have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

**Trafficking in Persons**

- engages in trafficking in persons, procures a commercial sex act, or uses forced labor
- procures a commercial sex act during the period of time that the award is in effect
- uses forced labor in the performance of the grant

**Federal Debt Status**

Representative certifies to the best of his or her knowledge and belief that the Subrecipient is not delinquent in the repayment of any Federal debt.

Project Title: Digital Students  
System/Agency: County of El Dorado County Library

**CERTIFICATIONS REGARDING: NONDISCRIMINATION; DEBARMENT AND  
SUSPENSION; AND OTHER ASSURANCES (continued)**

**Certification Regarding Lobbying Activities (Applies to Applicants Requesting Funds in  
Excess of \$100,000) (31 U.S.C. § 1352)**

- (a) No Library Services and Technology Act funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into of a cooperative agreement, or the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- (b) No Library Services and Technology Act funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any State agency, Member of the Legislature, an officer or employee of the Legislature, or an employee of a Member of the Legislature in connection with legislative action through oral or written communication with State legislative officials, or solicitation of others to influence or attempt to influence legislative action.
- (c) No Library Services and Technology Act or other federal funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence any officer or employee of any county, district, or city agency, in connection with legislative action through oral or written communication with officials, or solicitation of others to influence or attempt to influence legislative action. LSTA funds will not be used for costs to:
- draft legislation or resolutions
  - travel to meetings of governmental bodies urge passage of legislation or resolutions
  - survey voters regarding passage and drafting of legislation or resolutions
  - pay governmental fees (use fees, ballot filing fees, permits, etc.)

**Drug-Free Workplace**

- (a) Continue to provide a drug-free workplace by complying with the requirements in 2 C.F.R. part 3186 (Requirements for Drug-Free Workplace (Financial Assistance)). In particular, the recipient must comply with drug-free workplace requirements in subpart B of 2 C.F.R. part 3186, which adopts the Government-wide implementation (2 C.F.R. part 182) of sections 5152-5158 of the Drug-Free Workplace Act of 1988 (P. L. 100-690, Title V, Subtitle D; 41 U.S.C. §§ 701-707).
- (b) This includes, but is not limited to: making a good faith effort, on a continuing basis, to maintain a drug-free workplace; publishing a drug-free workplace statement; establishing a drug-free awareness program for the employees; taking actions concerning employees who are convicted of violating drug statutes in the workplace.

Project Title: Digital Students  
System/Agency: County of El Dorado County Library

**The authorized representative also certifies that the Subrecipient or its Fiscal Agent will comply with the following:**

- will comply with all requirements by the Federal-sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
- will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of violating facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
- will comply with the flood insurance purchase requirements of Section 102(a) requires, on or after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
- will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.

**LSTA GRANT AWARD DOCUMENTATION**  
Budget Citation Chapter 23, Item 6120-211-0890

LSTA Award #: **40-8680**

Approval Date: **7/1/2016**

Project Title: **Digital Students**

Subgrantee: **County of El Dorado County Library**

Funding Start Date: **\*\*upon execution\*\***

Term: upon execution – end of grant period

Approved Funds: **\$26,206**

Payments:	<b>\$11,793</b>	upon execution of agreement	Schedule No.
	<b>\$11,792</b>	on or about October 30, 2016	Schedule No.
	<b>\$2,621</b>	on completion and return of abatements	Schedule No.

Appropriation Encumbered (designate where applicable)

For: **FY 16/17**  
**WP 15**

Reporting Structure: **61202000**

COA: **5432000**

Program #: **5312**

DUNS #: **001879035**

*The LSTA program is a federal grant from the Institute of Museum and Library Services (IMLS)*

Catalog Number From Catalog of Federal Domestic Assistance (CFDA) #: 45.310

IMLS FAIN: LS-00-16-0005-16

IMLS Federal Award Date: 02/08/16

IMLS Total Amount of the Federal Award and Obligated by this action: \$15,317,151

BUDGET CATEGORY	APPROVED BUDGET	REVISED	REVISED
SALARIES	\$15,720		
EQUIPMENT			
LIBRARY MATERIALS			
CONSULTANT FEES			
TRAVEL	\$2,376		
SUPPLIES/OTHER	\$8,110		
CONTRACTED SERVICES			
INDIRECT COSTS			
<b>TOTAL</b>	<b>\$26,206</b>		

CALIFORNIA STATE LIBRARY  
Library Services and Technology Act  
**FINANCIAL CLAIM**  
**1ST PAYMENT**

INVOICE #: 40-8680-001

FY: 16/17

WP: 15

ITEM NO: 6120-211-0890, Chapter 23, Statutes of 2016

PURCHASING AUTHORITY NUMBER: CSL-6120

REPORTING STRUCTURE: 61202000

COA: 5432000

PROGRAM #: 5312

SCHEDULE NO:

SCHEDULE DATE:

DATE: \_\_\_\_\_

Claim of: County of El Dorado County Library

Address: \_\_\_\_\_

For: County of El Dorado County Library  
(Name of System or Agency)

Project Title: Digital Students

Amount Claimed: \$11,793

Grant Award Number: 40-8680

For Period From: upon execution to end of grant period

Type of Payment

**PROGRESS**

FINAL

IN FULL

Payable Upon Execution of Agreement 7/1/2016

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**CERTIFICATION**

I hereby certify under penalty of perjury: that I am the duly authorized representative of the claimant herein; that this claim is in all respects true, correct and in accordance with law and the terms of the agreement; and that payment has not previously been received for the amount claimed herein.

by \_\_\_\_\_  
(Signature of the authorized representative)

\_\_\_\_\_  
(Title)

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State of California, State Library Fiscal Office

by \_\_\_\_\_ date \_\_\_\_\_  
(State Library representative)

MAIL ONE ORIGINAL SIGNATURE TO:

California State Library  
Fiscal Office – LSTA  
P.O. Box 942837  
Sacramento, CA 94237-0001



Project Title: Digital Students  
System/Agency: County of El Dorado County Library

**PLEASE COMPLETE AND RETURN THIS PAGE**

**CERTIFICATION**

- I. I certify that I am the legally designated representative for this award and am authorized to receive and expend funds for the conduct of this program.
- II. I certify that all information provided to the California State Library for review in association with this award is and will be correct and complete to the best of my knowledge; that as the authorized representative of the grant award, I have the legal authority to commit my organization to the conditions of this award.
- III. I certify that any or all other subrecipients participating in the program have agreed to the terms of the application/grant award, and have entered into an agreement(s) concerning the final disposition of equipment, facilities, and materials purchased for this program from the funds awarded for the activities and services described in the attached, as approved and/or as amended in the application.

**SIGNED** \_\_\_\_\_ **DATE** \_\_\_\_\_  
*Authorized representative*

\_\_\_\_\_  
*Type or print name and title of authorized representative*

\_\_\_\_\_  
*E-mail address of authorized representative*

<p><b>This form, with signature, must be returned to:</b></p> <p><b>California State Library Fiscal Office – LSTA P.O. Office 942837 Sacramento, CA 94237-0001</b></p>
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