

Alverson, Sarah R.

From: Haske, Jackie <jackie.haske@ncdcr.gov>
Sent: Wednesday, March 21, 2018 3:44 PM
To: Alverson, Sarah R.
Cc: Baggett, Tammy K.; Prince, Catherine
Subject: EZ Edge Technology Grant
Attachments: Durham County Library _EZ_Edge_2017-2018_agreement.pdf;
Durham_County_conflict_of_interest.pdf; No_Overdue_Tax_Debts.docx;
Certification_Regarding_Debarment_and_Suspension.pdf; CIPA_Certification.docx

Importance: High

The State Library is pleased to confirm that **Durham County Library's** application for a 2017-2018 LSTA EZ Edge Technology grant has been awarded in the amount of **\$8,000.00**.

Your next step is to complete the attached documents, obtain signatures, and return all the documents as one packet before spending for your project can begin. Please note: **two** complete sets of the Grant Agreement with **original signatures** must be received before they can be submitted to the State Librarian for signature. We strongly recommend the documents be sent via a commercial mail service such as UPS or FedEx.

Be sure to review the information on the first page of the Grant Agreement for correctness; make any changes to both originals and we will update our files.

You should see the following attachments with this email, in addition to your Grant Agreement:

- Certification Regarding Debarment & Suspension
- Statement of No Overdue Tax Debts
- CIPA certification

Please also review the attached Conflict of Interest Policy, which is the most current version we have on file. If you have an updated policy, please submit with your other required documents.

When all the required documents have been received, your Grant Agreements will be presented to the State Librarian for signature and an original Grant Agreement will be returned to you for your files.

Keep in mind that:

- The library's authorized representatives AND the State Librarian must sign the Grant Agreement in order for it to be fully executed; thereby completing the awarding of funds. Funds cannot be encumbered or spent until you have been notified that the State Librarian has signed the grant agreement.
- The Project Manager is the primary contact between your library and the State Library for the life of the project. It is expected that when questions arise about expenditures, reimbursements, reporting, and anything else related to the grant, the Project Manager will be the State Library's primary point of contact. It is the library's responsibility to notify the State Library of changes in any Project Manager information.
- You are required to [credit IMLS](#) and the State Library (see statement below) in all related publications and activities in conjunction with the use of the grant funds.
"This grant is made possible by funding from the federal Institute of Museum and Library Services (IMLS) under the provisions of the Library Services and Technology Act (LSTA) as administered by the State Library of North Carolina, a division of the Department of Natural and Cultural Resources (IMLS grant number LS-00-17-0034-17)."

Please let me know if you have any questions.

Sincerely,



STATE LIBRARY
of NORTH CAROLINA

Catherine M. Prince

Federal Programs Consultant
NC Dept. of Natural and Cultural Resources
919.807.7423 | catherine.prince@ncdcr.gov

109 E. Jones St. | 4640 Mail Service Center
Raleigh, North Carolina 27699-4640

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