



June 15, 2010

Ms. Anna Kim  
Director, Administrative Services  
Alaska Department of Education and Early Development  
Alaska Dept. of Education & Early Development  
PO Box 110500  
Juneau, AK 99811-0500

Dear Ms. Kim:

It gives me great pleasure to notify you that your proposal has been selected to receive a 2010 Laura Bush 21<sup>st</sup> Century Librarian Program Grant.

This year we received 110 applications requesting more than \$68,242,619. At this time, we have selected 38 projects to receive funding, totaling \$22,625,088. The projects selected for funding were identified by reviewers as examples of those that would significantly increase the number of students enrolled in master's and doctoral-level LIS programs, attract high school and college students to librarianship, conduct research to support the successful recruitment and education of the next generation of librarians and the work of new LIS faculty, and enhance curricula within graduate schools of library and information science, as well as programs of continuing education for librarians and library staff.

Enclosed you will find a letter from Joyce Ray, Associate Deputy Director for Library Services, providing details about the terms and conditions of this award. Please review her letter and the enclosed forms and materials carefully and follow the instructions they contain.

Congratulations on successfully completing this year's Laura Bush 21<sup>st</sup> Century Librarian Program competition. I am delighted that the Institute of Museum and Library Services is able to provide support for this project.

Sincerely,

Marsha L. Semmel  
Acting Director

Enclosures  
cc: Sue Sherif



INSTITUTE of  
**Museum and Library**  
SERVICES

*Connecting People to Information and Ideas*

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Director, Administrative Services  
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PO Box 110500  
Juneau, AK 99811-0500

Dear Ms. Kim:

Grant Award Number: RE-06-10-0087-10

Congratulations on your 2010 Laura Bush 21<sup>st</sup> Century Librarian Program grant award. This package contains the information you will need to manage your award:

1. Grant Award Notification and
2. Grant General Terms and Conditions

The Grant Award Notification and Grant General Terms and Conditions contain important information about complying with the terms of the award. Please read all of this information carefully. The amount of your award, the dates of the award period and the grant award number we have assigned are provided in the Grant Award Notification. **In all correspondence with IMLS about your award, including reports and requests for reimbursement, please reference your grant award number.**

You will also need to visit the IMLS web site (<http://www.imls.gov/recipients/recipients.shtm>) for financial and reporting forms you will need to manage your award:

1. SF 3881, ACH (Automated Clearing House) Enrollment Form, to be completed and returned immediately;
2. SF 270, Request for Advance or Reimbursement, to be submitted each time you request a payment;
3. SF 272, Federal Cash Transactions Report, to be filed quarterly for those who use the advance payment method;
4. SF 425, Federal Financial Report, to be submitted annually; and
5. Interim and Final Performance Reporting Instructions for IMLS Discretionary Awards.

The completed SF 3881, Automated Clearinghouse Enrollment (ACH) Form, must be signed by your institution's Authorizing Official and returned to us in order to set up the disbursement process. You must also submit a completed SF 270, Request for Advance or Reimbursement, each time you request a payment.

As specified in the General Terms and Conditions for IMLS Discretionary Awards, you must submit a semi-annual narrative program report and an annual financial report. All official correspondence must be signed by your Authorizing Official.

In an effort to help grantees better describe their grant activities, IMLS is supporting a short Web-based course called *Shaping Outcomes*, which provides useful information about outcomes-based planning and evaluation for museums and libraries. For more information about this course, visit <http://www.shapingoutcomes.org>, or contact [outcomes@iupui.edu](mailto:outcomes@iupui.edu). The course is offered as a self-paced online tutorial at no charge or as an instructor-mediated distance-learning course for a registration fee of \$150. You may use some of the funds allocated for IMLS travel to support participation. IMLS will provide information about meetings for which IMLS travel funds may also be used at a later date.

We are copying the Project Director for this project and enclosing three additional items in that packet:

- 1) a description of the review process that was used in making funding decisions;
- 2) copies of panel review comments for this application;
- 3) Information on how to use the Grantee Communications kit from the IMLS Director of Policy, Planning, Research and Communications.

It is a requirement that your institution credit the Institute of Museum and Library Services in all publications and activities relating to the use of your award. Your public recognition of IMLS support encourages others to apply, and we appreciate your cooperation.

We also encourage you to establish a Web site for your project to explain your project goals and report on your progress. It is a great way to publicize your project and to share information with your colleagues. Please notify your program officer of your URL so that we can link to it from the IMLS Web site.

We urge the Project Director to consider comments from reviewers as their suggestions could, in many cases, result in stronger projects. After reviewing all of the enclosed documents pertaining to your award, if you have any questions, please contact your program officers, Kevin Cherry at (202) 653-4662 (e-mail [kcherry@imls.gov](mailto:kcherry@imls.gov)) or Mary Alice Ball at (202) 653-4730 (e-mail [mball@imls.gov](mailto:mball@imls.gov)).

We look forward to following the progress of your project and to sharing information about it with others who will benefit from your work.

Sincerely,



Joyce Ray  
Associate Deputy Director for Library Services

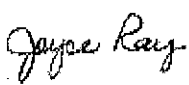
Enclosures

cc: Sue Sherif



**Official Award Notification for Grants and  
Cooperative Agreements**

Date of Award June 10, 2010

<b>Awardee Name and Address</b> Alaska Department of Education and Early Development Org. Unit: Alaska Division of Libraries, Archives, and 801 West 10th Street, Suite 200 P.O. Box 110500 Juneau, AK 99811-0500	<b>Librarians for the 21st Century</b>  L21-Continuing Education  Award Number RE-06-10-0087-10
<b>Authorizing Official</b> Anna Kim Alaska Dept. of Education & Early Development PO Box 110500 Juneau, AK 99811-0500	<b>Award Period</b>  From October 01, 2010 To September 30, 2012
<b>Project Director</b> Sue Sherif Alaska State Library 344 West Third Avenue, Suite 125 Anchorage, AK 99501	<b>Total Award Amount \$ 185,427.00</b>  06/10/2010 \$185,427.00 Original Award
<b>Basic Award Information</b>  1. The Institute of Museum and Library Services (IMLS) provides this grant support pursuant to 20 USC § 9101 et seq.  2. The award is made in support of the purposes set forth in the original application or, if noted in the special terms and conditions of the award, in a revised plan of work that has been approved by IMLS program staff.  3. The administration of this grant and the expenditure of grant funds are subject to the special terms and conditions of this award, which appear on the second page of the award notification, and the General Terms and Conditions for IMLS Discretionary Awards. The latter document incorporates by reference the audit requirements of OMB Circular A-133 and the applicable uniform administrative requirements and cost principles promulgated by the Office of Management and Budget. (For further details on the uniform administrative requirements and cost principles, see Articles 3 and 4 of the General Terms and Conditions for IMLS Discretionary Awards.)  4. The first request for payment will indicate the grantee's acceptance of the award.  5. The schedule of due dates for financial and performance reports is attached as the final page of the award notification.	
<b>IMLS Authorizing Official</b>  Signature 	<b>Name and Title</b>  Joyce Ray Associate Deputy Director for Library Services
<b>Accounting code:</b>  CFDA Number: 45.313	<b>TIN No. - 926001185</b> <b>DUNS No. - 809386824</b>

AWARDEE: Alaska Division of Libraries, Archives and Museums  
AWARD NUMBER: RE-06-10-0087

#### IMLS CONTACTS

Questions related to changes in project activities, personnel, and budgets or the extension of the grant period should be addressed to either Kevin Cherry, Senior Program Officer, Office of Library Services, 202-653-4662 or [kcherry@imls.gov](mailto:kcherry@imls.gov).

or

Mary Alice Ball, Senior Program Officer, Office of Library Services, 202-653-4730 or [mball@imls.gov](mailto:mball@imls.gov).

Questions related to the processing of payments, notices of overdue reports, interest earned on grant funds, and audit requirements should be addressed to Grants Administration 202-653-4737 or [grantsadmin@imls.gov](mailto:grantsadmin@imls.gov).

#### SPECIAL TERMS AND CONDITIONS OF THE AWARD

The budget submitted with the application is approved. Changes in this budget will be subject to the limitations set forth in Article 8 of the *General Terms and Conditions for IMLS Discretionary Awards*.

The indirect costs rate(s) or the administrative fee used in the approved budget to calculate overhead costs may be applied against direct project costs to determine total project costs.

The grantee is required to cost share project expenses at no less than the level indicated in the approved budget.

## BUDGET FORM: Section B, Summary Budget

	\$ IMLS	\$ Cost Share	\$ TOTAL COSTS
1. Salaries and Wages	\$40,000.00	\$99,947.00	\$139,947.00
2. Fringe Benefits	\$0.00	\$30,582.00	\$30,582.00
3. Consultant Fees	\$4,050.00	\$0.00	\$4,050.00
4. Travel	\$21,794.00	\$8,480.00	\$30,274.00
5. Supplies and Materials	\$2,300.00	\$2,000.00	\$4,300.00
6. Services	\$16,525.00	\$2,075.00	\$18,600.00
7. Student Support	\$96,525.00	\$8,000.00	\$104,525.00
8. Other Costs	\$0.00	\$0.00	\$0.00
<b>TOTAL DIRECT COSTS (1-8)</b>	<b>\$181,194.00</b>	<b>\$151,084.00</b>	<b>\$332,278.00</b>
9. Indirect Costs	\$4,233.00	\$6,951.00	\$11,184.00
<b>TOTAL COSTS (Direct and Indirect)</b>	<b>\$185,427.00</b>	<b>\$158,035.00</b>	<b>\$343,462.00</b>

### Project Funding for the Entire Grant Period

1. Grant Funds Requested from IMLS	<b>\$185,427.00</b>
2. Cost Sharing:	
a. Applicant's Contribution	<b>\$108,460.00</b>
b. Kind Contribution	<b>\$49,575.00</b>
c. Other Federal Agencies*	<b>\$0.00</b>
d. TOTAL COST SHARING	<b>\$158,035.00</b>
3. TOTAL PROJECT FUNDING (1+2d)	<b>\$343,462.00</b>
Percentage of total project costs requested from IMLS	<b>53.9 %</b>

\*If funding has been requested from another federal agency, indicate the agency's name:  
NA