CALIFORNIA STATE LIBRARY
FY 2013/14
LSTA PITCH AN IDEA OUT-OF-CYCLE GRANT APPLICATION

ELEMENT 1: BASIC INFORMATION

Applicant Information

1. Library/Organization
   Library Foundation of Los Angeles

2. Library’s DUNS Number
   861166288

3. Internet Web Site Address
   www.lfla.org

4. Project Coordinator Name & Title
   Eva Mitnick, Coordinator of Children's Services

5. Email Address
   emitnick@lapl.org

6. Business Phone Number
   213-228-7483

7. Fax Number
   213-228-7485

8. Mailing Address
   PO Box or Street Address
   City
   State
   Zip
   630 W. 5th Street
   Los Angeles
   CA
   90071

Project Information

9. Project Title
   Full STEAM Ahead: A Year of Engaging After-School Programming for Kids

10. LSTA Funds Requested
    $77,000

11. Cash Match
    $0

12. In-Kind
    $55,658

13. Total Project Cost
    $132,658

14. Federal Library Services & Technology Act (LSTA) Purpose (Check one purpose which best describes the project)
   □ Developing library technology, connectivity and services
   □ Providing targeted services to diverse populations or persons who have difficulty accessing services
   ☒ Providing services to promote life-long learning
   □ Developing public and private partnerships

15. California’s LSTA Goals (Check all that describe the project)
   □ Literate California
   ☒ Bridging the Digital Divide
   □ 21st Century Skills
   □ Information Connections
   □ 22nd Century Tools
   ☒ Community Connections
   □ Content Creation/Preservation
   □ Ensuring Library Access for All

16. Number of persons served (The number of persons who use or will benefit directly from this project)
    670

17. Congressional District (s) number
    27, 28, 30, 31, 32, 33, 34, 35, 36, 37

18. Primary Audience for project (Check at least one, maximum of three)
   □ Adults
   ☒ Children
   □ Institutionalized persons
   □ Library Staff & Volunteers
   □ Non/limited English speaking persons
   □ People with special needs
   □ Pre-school children
   □ Public library trustees
   □ Rural Populations
   □ Senior Citizens
   □ Statewide public
   ☒ Urban populations
   ☒ Young adults and teens

19. This signature certifies that I have read and support this LSTA Grant Application.

   Director Name: John Szabo

   Mailing Address (if different from above)

   City
   Zip

   Director Signature:

   Date:
ELEMENT 2: PROJECT BACKGROUND AND SUMMARY

Describe how this project was identified as a need, how it relates to your strategic plan, and what will be accomplished if this project is implemented. Should relate to activities in the timeline (Element 4) and include statistical info to support project. Limit to one page and use 12 point font.

"STEM education will determine whether the United States will remain a leader among nations." - Prepare and Inspire: a report to the President by the President's Council of Advisors on Science and Technology, Sept. 2010.

Unfortunately, students in America - and particularly in California - are falling behind. In 2009, 77% of California 4th graders (compared to 68% nationwide) tested below proficient in the National Assessment of Educational Progress (NAEP) science assessment. In 2011, 77% of California 8th graders tested below proficient in the NAEP science assessment (compared to 70% nationwide) - (source - U.S. Dept of Education NAEP website). Black and Hispanic students score significantly below White and Asian students.

Science, Technology, Engineering and Math (STEM) plus Art equals STEAM. An education in and appreciation of the arts spurs creativity, a key ingredient in STEM innovation. Afterschool library STEAM programs cannot take the place of school-based STEM and Arts curricula. However, libraries are uniquely positioned to offer the kind of fun, hands-on, project-based learning opportunities that will entice children to become fascinated by science and technology. Libraries are free, are open after school and on weekends, and offer services in every community. And finally - library programs have the freedom to offer creative, experimental learning experiences that do not require children to earn a grade or be tested.

There are very few free or low-cost afterschool STEM or STEAM learning opportunities for children in the City of Los Angeles, particularly in low-income neighborhoods. Library STEAM programs will fill this gap, as they will be offered in branches in some of our neediest neighborhoods throughout the City.

Providing afterschool STEAM programming would be a key step in meeting several key Los Angeles Public Library (LAPL) goals. In particular, it addresses two key goals of LAPL's new strategic plan - Nurture Student Success and Stimulate the Imagination. In fact, one could say that the Full STEAM Ahead project aims to nurture student success by stimulating the imagination!

This project will also address the fact that our library programs for school-aged children tend to attract a majority of girls. For example, elementary school registrants in our Summer Reading Program were 45.9% male and 54.1% female. For teens, the ratios are even more pronounced - 40.3% male and 59.7% female. STEAM programming, with its emphasis on hands-on, project-based exploration, tends to attract boys. And girls who attend these programs may be enticed to seriously consider a STEAM-based career.

To meet our community's needs and the goals of our Library, LAPL will offer a variety of STEAM programming for tweens and teens ages 8 to 13 in at least 13 locations - 12 of our 72 branches plus Central Library.

Some programs will be single events; most will be 3 to 5 session workshops. For example - Iridescent Learning will conduct at least 2 5-session Family Science Courses, based on a model that has already proven successful at LAPL. Venice Arts will provide at least 2 4-session Digital Storytelling courses for middle schoolers. The Los Angeles County Museum of Art will offer at least 6 workshops on the Science of Art. The LA Makerspace will provide workshops on robotics and circuitry. For a complete list of partners and programs, see page 5.

This project will also provide staff development training (offered by some of our partners) and equipment that will allow LAPL to offer STEAM programming throughout the year and into the future. Digital cameras lend themselves to activities ranging from citizen journalism to book trailers to digital storytelling. 3D printers will excite the community and attract local Makers to work with our kids and teens. We will create bookmarks, brochures and an interactive STEAM portal on the LAPL website to promote and showcase the project.

By working with all sorts of partners, offering a variety of workshops in different formats and systematically assessing our success in achieving desired outcomes, we hope to create a successful model for enriching, learning-based and fun afterschool STEAM programming.
ELEMENT 3: PLANNING AND EVALUATION

Please answer each area concisely and completely. Limit to two pages and use 12 point font.

A. Project Purpose – Short statement which answers the questions: we do what, for whom, for what expected benefit.

LAPL's Full STEAM Ahead project will offer interactive, fun, learning-based STEAM programming - both one-time programs and workshop series - to children ages 8 to 13 in at least 12 branches in low-income neighborhoods and Central Library, so that these children will develop interest and skills in and knowledge of STEAM-related topics.

This project will also provide staff development to children's and young adult librarians so that we build our library's capacity to continue to offer meaningful STEAM programming. Finally, this project will provide LAPL with equipment and supplies that will not only support this year's programming but will allow us to offer STEAM programming in the years to come.

B. Project Activities/Methods – How will the project be carried out? Include major activities from the timeline.

LAPL will partner with a variety of local non-profit organizations, institutions and individuals that have the capacity and expertise to offer STEAM programming to kids. At least 34 single programs and multi-session workshops will be offered in at least 12 branches and Central Library from October 2013 to May 2014, with each branch receiving at least 2 different programs. The branches, which will be located throughout the City of Los Angeles, will be chosen based on the socio-economic status of their community members and on branch staffing levels and enthusiasm.

In addition, our partners will offer at least 6 staff development workshops to children's and young adult (YA) librarians on a variety of topics, from project-based scientific inquiry to Scratch to planning, shooting, editing and uploading a video project.

In order to support the programs and workshops, we will purchase equipment and supplies ranging from digital cameras to kid-friendly circuitry kits to Lego bricks to arts and crafts materials. Happily, most of these supplies will be reusable, allowing us to continue to offer STEAM programming beyond the grant period.

To publicize the program, we plan to create a section on LAPL's website that not only lists dates, times and locations of the workshops, but also provides booklists and links to community organizations and websites that provide STEAM information and resources. We plan to upload some of the digital content created in some of the workshops, such as videos and photographs. In addition, we will create collateral (bookmarks, brochures) that list programs and direct people to our website for more information. We will reach out to local schools, community groups, community organizations, and more.

To evaluate the program, we will ask each partner for the learning goals for each workshop, how they will be achieved, and how success will be determined. Most of our partners have already created assessment tools for their workshops, and we will use these to determine if learning goals were reached. In addition, we will create a short, standard survey that will allow us to assess how satisfied participants were with the workshops, whether they feel more knowledge about and interest in STEAM topics, and so on.

C. Anticipated Project Outputs – Measures of service or products provided.

34 individual programs and workshop series will be offered to kids and teens.

550 kids and teens ages 8 to 13 will attend programs.

6 staff development workshops will be offered to children's and YA librarians.

120 children's and YA librarians will attend staff development workshops.

LAPL will partner with at least 8 organizations, institutions and individuals to offer programs and workshops.

D. Anticipated Project Outcome(s) – What change is expected in the target audience’s skills, knowledge, behavior, attitude, and/or status/life condition? How will you measure these outcomes?
Based on the study "Defining Youth Outcomes for STEM Learning in Afterschool" (Afterschool Alliance, January 2013), we anticipate the following project outcomes:

85% of youth who attend a program develop an interest in STEAM learning activities. Indicators include active participation in STEAM learning opportunities and curiosity and interest about STEAM topics, concepts, or practices. This will be measured by observing children as they engage in activities and ask questions during the workshop, by noting if STEAM-related library materials are checked out after workshops, and with a simple survey that will be administered after each workshop.

80% of youth who attend a program develop capacities to productively engage in STEAM learning activities. Indicators include an ability to demonstrate STEM knowledge and/or skills and an understanding of STEM methods of investigation. This will be measured in a variety of ways. Many of our partners have already developed assessment tools for their workshops that will demonstrate if the learning objectives have been achieved. In addition, presenters will ask questions during and after the program to ascertain knowledge and understanding. Finally, many workshops will result in finished products that will demonstrate STEM knowledge and skills.

85% of librarians who attend a STEAM staff development workshop will feel well-prepared to offer a STEAM library program to children and/or teens. We will measure this with an anonymous survey administered after each workshop.

E. Complete the following sentence. This project will be successful if:

This project will be successful if children who participate become interested and knowledgeable in STEAM-related topics and if librarians feel empowered to offer STEAM-related programming.

Our surveys and observations will tell us whether we have been successful. In addition, we can measure hits to our STEAM website, repeat visits to programs, increased circulation of STEAM library materials, and how many STEAM programs our newly trained librarians present.
### ELEMENT 4: GRANT TIMELINE/ACTIVITIES

Show each major project activity and when it will be started and/or completed throughout the project. The timeline should correspond to the activities described in Planning and Evaluation. Please put an X in each pertaining month.

<table>
<thead>
<tr>
<th>Activity</th>
<th>2013/14</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>July</td>
</tr>
<tr>
<td>Buy materials</td>
<td>x</td>
</tr>
<tr>
<td>Iridescent Learning Curiosity Machine and Family Science Course workshops</td>
<td>x</td>
</tr>
<tr>
<td>Freshi Media - 2 workshop series on app development, 2 on stop motion animation.</td>
<td></td>
</tr>
<tr>
<td>LA Makerspace - a variety of workshops, from Squishy Circuits to robotics</td>
<td>x</td>
</tr>
<tr>
<td>Venice Arts - &quot;Photo Stories&quot; - two 4-week workshops on digital storytelling</td>
<td></td>
</tr>
<tr>
<td>LA County Museum of Art (art workshops on the Science of Art)</td>
<td>x</td>
</tr>
<tr>
<td>Mobile Film Classroom (2 3-session workshops - creating library PSAs)</td>
<td>x</td>
</tr>
<tr>
<td>Natural History Museum (the Sea Mobile and Earth Mobile visit libraries)</td>
<td>x</td>
</tr>
<tr>
<td>Scratch workshops (6 workshops on the basics of Scratch programming)</td>
<td>x</td>
</tr>
<tr>
<td>Collaborative Lego Murals (6 workshops)</td>
<td>x</td>
</tr>
<tr>
<td>Staff development workshop - introduction to Scratch</td>
<td></td>
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<tr>
<td>Staff development workshop - project-based scientific inquiry for families</td>
<td></td>
</tr>
<tr>
<td>Staff development workshop - teaching basic circuitry with Squishy Circuits</td>
<td></td>
</tr>
<tr>
<td>Staff development workshop - teaching basic circuitry with Snap Circuits</td>
<td></td>
</tr>
<tr>
<td>Staff development workshop - working with kids/teens on short film projects</td>
<td></td>
</tr>
<tr>
<td>Finalize schedule of workshops and create promotional materials</td>
<td>x</td>
</tr>
<tr>
<td>Design PR materials and create interactive website</td>
<td>x</td>
</tr>
<tr>
<td>Choose branches and schedule programs</td>
<td>x</td>
</tr>
<tr>
<td>Formalize agreements with partners</td>
<td>x</td>
</tr>
<tr>
<td>Develop evaluation criteria and assessment tools</td>
<td>x</td>
</tr>
<tr>
<td>Evaluate program and prepare grant reports</td>
<td></td>
</tr>
<tr>
<td>Begin planning for next year based on successes and lessons learned</td>
<td></td>
</tr>
</tbody>
</table>

Approved LM 6/24/13
ELEMENT 5: BUDGET

The budget should clearly identify the amounts requested and from what sources.

<table>
<thead>
<tr>
<th>Column A</th>
<th>Column B</th>
<th>Column C</th>
<th>Column D</th>
<th>Column E (B+C+D = E)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget Category</strong></td>
<td>LSTA</td>
<td>Cash Match</td>
<td>In-Kind</td>
<td>Total</td>
</tr>
<tr>
<td><strong>Salaries &amp; Benefits</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project coordinator - .1 FTE x $110,079</td>
<td>$0</td>
<td>$0</td>
<td>$11,008</td>
<td>$11,008</td>
</tr>
<tr>
<td>Librarians - 12 branches, Central Library- .025 x $79,845 x 13</td>
<td>$0</td>
<td>$0</td>
<td>$25,950</td>
<td>$25,950</td>
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<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$0</td>
<td>$0</td>
<td>$36,958</td>
<td>$36,958</td>
</tr>
</tbody>
</table>

**Explanation:**
Coordinator of Children's Services will coordinate the planning, implementation and evaluation of the project. This includes working closely with partners and branch librarians, scheduling programs, developing PR materials, developing evaluation tools, writing grant reports, and more.
Librarians at branches and Central Library will work with coordinator to promote event, will help with workshops and will attend staff development workshops.

| **Library Materials** | | | | |
| Books, videos on STEAM-related topics - 73 branches x $200 | $0 | $0 | $14,600 | $14,600 |
| | $0 | $0 | $0 | $0 |
| | $0 | $0 | $0 | $0 |
| Subtotal | $0 | $0 | $14,600 | $14,600 |

**Explanation:**
We plan to offer a great variety of new and replacement STEAM-related materials and anticipate that all 72 branches plus Central Library will spend approximately $200 of their materials budget on these.

| **Equipment (Items over $5,000 per unit)** | | | | |
| $0 | $0 | $0 | $0 |
| $0 | $0 | $0 | $0 |
| $0 | $0 | $0 | $0 |
| Subtotal | $0 | $0 | $0 | $0 |

**Explanation:**
# Operating Expenses

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Column A</th>
<th>Column B</th>
<th>Column C</th>
<th>Column D</th>
<th>Column E (B+C+D = E)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contracted Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Workshop providers - Iridescent Learning and Freshi Media</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$14,500</td>
</tr>
<tr>
<td>Workshop providers - Mobile Film Classroom and Venice Arts</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$8,800</td>
</tr>
<tr>
<td>Workshop providers - LA Makerspace; Scratch; Lego ART</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$7,200</td>
</tr>
<tr>
<td>Workshop providers - LA County Museum; Natural History Mus</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,100</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$28,500</td>
<td></td>
<td></td>
<td></td>
<td>$32,600</td>
</tr>
</tbody>
</table>

**Explanation:**
Iridescent Learning - 2 5-week engineering courses; staff training - $4,500 LSTA and $2,000 in-kind (4 free programs provided through their own grant); Freshi Media - 4 4-week courses - app development; stop motion - $8,000
Mobile Film Classroom - 2 series, plus staff development - $3,000; Venice Arts - 2 4-week digital storytelling courses - $5,800
LA Makerspace - 6 programs for kids; 2 staff workshops - $3,000; Scratch workshops (instructor tbd) - 6 workshops - $1,200; Adam Ward - Collaborative Lego murals - 6 workshops - $3,000
LA County Museum of Art - 6 workshops on the Science of Art - $900 in-kind (we are not charged for these workshops); Natural History Museum - 2 visits to branches from the Earth mobile and Sea mobile - $1,200 in-kind (no charge to us)

| **Supplies** |  |  |  |  |  |
| Art/craft supplies (paper, markers, paint, glue, etc) | $3,000 |  |  |  | $3,000 |
| Science supplies (microscopes, kits, etc) | $5,000 |  |  |  | $5,000 |
| Lego Bricks | $5,000 |  |  |  | $5,000 |
| Squishy Circuits, Snap Circuits, Brushbots, etc | $5,000 |  |  |  | $5,000 |
| **Subtotal** | $18,000 |  |  |  | $18,000 |

**Explanation:**
These supplies will supplement the materials used in the workshops and will allow librarians to offer programming in other branches and beyond the grant period.

| **Other Charges** |  |  |  |  |  |
| Digital cameras for library programs (30 @ $150) | $4,500 |  |  |  | $4,500 |
| Makerbot Replicators for library programs (2 @ $2,200) | $4,400 |  |  |  | $4,400 |
| Filament for Makerbot Replicators (30 @ $48) | $1,600 |  |  |  | $1,600 |
| Total from items listed below | $13,000 |  |  |  | $13,000 |
| **Subtotal** | $23,500 |  |  |  | $23,500 |

**Explanation:**
Batteries, memory cards and accessories for digital cameras - $1,000
Video and video editing software for 25 already-owned laptops for branch library use during and after project - $2,000
Design of promotional materials with current library vendor - $3,500
Printing of 10,000 brochures/bookmarks - $2,000
Advertisements in LA Parent magazine, etc - $1,500
STEAM interactive web portal - current contract labor - $3,000

**Operating Expenses Subtotal** | $70,000 |  |  |  | $74,100 |

| **Project Total** (Salaries & Benefits, Materials, Equipment, and Operating Expenses) |  |  |  |  |  |
| $70,000 |  | $55,658 |  | $125,658 |

| **Indirect Cost (up to 10%)** |  |  |  |  |  |
| $7,000 |  |  |  | $7,000 |

| **Grant Totals** |  |  |  |  |  |
| $77,000 |  | $55,658 |  | $132,658 |
FUTURE FUNDING
Briefly describe how this project will be financially supported in the future.

There are several ways we plan to fund this kind of hands-on STEAM programming in the future:
1. Our Library Foundation and its donors are interested in funding this project if it achieves good results this year
2. Several of our partners work with us using their own grants and funding, as this fulfills their own missiona and goals; we expect this to continue and to grow.
3. We will explore the possibility of applying for grants with some of our partners in order to continue fruitful collaboration
4. The staff training and equipment made possible through this grant will allow our librarians to continue offering STEAM-based programming in the future.

ELEMENT 6: ATTACHMENTS
If you have additional resources that support your grant, please attach after this page

ELEMENT 7: INTERNET CERTIFICATION FOR APPLICANT
PUBLIC LIBRARIES FY 2013/14

Check the Appropriate Library Type

- [ ] Public Library  - [ ] Academic  - [ ] K-12  - [ ] Multi-type  - [ ] Special/Other

As duly authorized representative of the applicant library, I hereby certify that: (check only one of the following boxes)

A.  - [ ] The applicant library has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act.

B.  - [x] The requirements of Section 9134 (f)(1) of the Library Services and Technology Act do not apply to the applicant library because no funds made available under the LSTA program will be used to purchase computers used to access the Internet or to pay for direct cost associated with accessing the Internet for a public library or public elementary school or secondary school library that does not receive discounted E-Rate services under the Communications Act of 1934, as amended.

Signature of Authorizing Official

Date
ELEMENT 8: ASSURANCES

The applicant assures and certifies that it will comply with the regulations, policies, guidelines and requirements, as they relate to the application, acceptance and use of Federal funds for this federally assisted project. Also the Applicant assumes and certifies:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

2. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement.

3. It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment or (2) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the grant-sided activity.


5. It will comply with Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance.

6. It will comply with the Age Discrimination Act of 1975, as amended, 42 U.S.C 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving Federal financial assistance.

7. It will comply with the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.

8. It will comply with the provisions of the Hatch Act which limit the political activity of employees.

9. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.

10. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

11. It will give the sponsoring agency or the Comptroller General through any authorized representative the access to and the right to examine all records, books, papers, or documents related to the grant.

12. It will comply with all requirements by the Federal-sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.

13. It 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.

14. It 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.

15. It 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.
ELEMENT 9: CERTIFICATIONS REGARDING LOBBYING, DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTER; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82 “New Restrictions on Lobbying,” and 34 CFR Part 85, “Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants).” The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Institute of Museum and Library Services determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code and implemented at 34 CFR Part 82 for persons entering into a grant or cooperative agreement over $100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

(a) No Federal appropriated 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 agency, a Member of Congress, and officer of employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into or any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL “Disclosure Form to Report Lobbying,” in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110–

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, of local) with commission of any of the offenses enumerated in paragraph

(2)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, of local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610–

A. The applicant certifies that it will or will continue to provide a drug-free workplace by;
(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee’s workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about–

   (1) The dangers of drug abuse in the workplace;
   (2) The grantee’s policy of maintaining a drug-free workplace;
   (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
   (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will–

   (1) Abide by the terms of the statement; and
   (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, OLS/State Programs Division, Institute of Museum and Library Services, 1100 Pennsylvania Avenue, N.W., Room 802, Washington, DC 20506. Notice shall include the identification number(s) of each affected grant.

(f) Taking one of the following action, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted–

   (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
   (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation or paragraphs (a),(b),(c),(d),(e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance or work done in connection with the specific grant:

   Place of Performance (Street address, city, county, state, zip code)

   Los Angeles Public Library
   630 W. 5th Street
   Los Angeles, CA 90071

   Check ☐ if there are workplaces on file that are not identified here.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610–

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction to: Director, OLS/State Programs Division, Institute of Museum and Library Services, 1100 Pennsylvania Avenue, N.W., Room 802, Washington, DC 20506. Notice shall include the identification number(s) of each affected grant.

4. FEDERAL DEBT STATUS

   The undersigned, on behalf of the applicant, certifies to the best of his or her knowledge and belief that the applicant is not delinquent in the repayment of any Federal debt.
**ELEMENT 9: CERTIFICATION**

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certification.

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<tr>
<th>Library Foundation of Los Angeles</th>
<th>Full STEAM Ahead</th>
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<tr>
<td>Library/Organization</td>
<td>Project Name</td>
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<tr>
<td>Ken Brecher</td>
<td>President, Library Foundation of Los Angeles</td>
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<tr>
<td>Printed Name of Authorized Reprensentative</td>
<td>Title</td>
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Mailing Address *(if different than page 1)*

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Signature of Authorized Representative

Date