E-201C.1
CALIFORNIA STATE LIBRARY
FY 2014/15

LSTA EUREKA! LEADERSHIP GRANT APPLICATION

ELEMENT 1: BASIC INFORMATION

Applicant Information
1. Library/Organization
   San Diego County Library

3. Internet Web Site Address
   www.sdcl.org

4. Project Coordinator Name & Title
   Fumiko Osada, Librarian I

6. Business Phone Number
   619-588-3718

8. Mailing Address
   PO Box or Street Address
   201 E. Douglas Ave.
   City
   El Cajon
   State
   CA
   Zip
   92020

9. Project Title
   Dare to Dream: A Professional Development Workshop Series

10. LSTA Funds Requested
    $5,000

11. Cash Match
    $400

12. In-Kind
    $57,918

13. Total Project Cost
    $63,318

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) 100

17. Congressional District(s) number
    53

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

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

   Director Name: José Aponte
   Mailing Address
   5560 Overland Ave., Suite 110
   City San Diego
   Zip 92123

   Director Signature:
   Date: 5/11/14
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.

The struggling suburb of El Cajon sits about 20 minutes east of San Diego’s city limits. Its 100,000 residents endure the highest poverty and child poverty rates of any city in San Diego County – 24% of the general population and 35% of children live in poverty. From 2006 to 2012, El Cajon Valley High School’s graduation rate dropped from 90% to 67%. Many local youth have not had the resources to move forward academically or professionally since the economic recession, from which El Cajon has not recovered.

Undocumented families face additional socioeconomic disadvantages. Breadwinners often find only lower-paid work with few benefits, and many live in constant fear of being detained or deported. Unauthorized teens are directly and indirectly affected by their lack of legal status. Directly, they have difficulty applying for college and work with no social security number. Indirectly, family hardship, lower expectations, and inexperience with school and job application processes limit undocumented teens’ access to information about future options. These detrimental forces underscore the need for a programmatic approach to support this vulnerable community.

Accurate data about undocumented youth is difficult to find, especially at a local level, because fear keeps them from disclosing their personal information or status. Therefore, researchers, organizers, and educators acted as key informants to determine community needs for this project. Through discussion with these sources, it was determined that the best way to reach and help undocumented teens and young adults would be to hold East San Diego County’s first large-scale event about Deferred Action for Childhood Arrivals (DACA), which gives unauthorized immigrants who arrived before age 18 the legal right to stay and work in the U.S. for renewable two-year terms. This event will then lead to additional professional development sessions. The workshop series will cover the following topics: (1) DACA information and assessment, (2) legal advice and instruction for DACA renewal, (3) post-DACA FAQs and tips, (4) higher education options, and (5) job skills such as interviewing, resumes, and professional dress. The projected attendance for the series is 100 undocumented teens and adults, with at least 40 coming to more than one event. With each session that they attend, the participants will feel more confident in their abilities to explore career options and meanwhile learn to trust the library. The success of this proposed project depends heavily on support from partners, which include but are not limited to high schools, colleges, universities, and community agencies. (Please see Element 6: Attachments 1-8 for a list of contacts, correspondence, interview notes, a letter of support, and estimated calculations for in-kind salary and benefit contributions.)

This project addresses the following guiding principles outlined in San Diego County Library (SDCL)’s strategic plan: responsiveness, accessibility, communication, inclusiveness, and collaboration. Through this workshop series, SDCL will earn the trust of a marginalized community, which has been forced to hide because of a deep suspicion of government entities. These new customers will look to SDCL to explore opportunities for educational and professional advancement. Partners who have assisted the undocumented population for years will provide invaluable help to organize these events. As a result of this work, the library will be established as a safe space and an easily accessible go-to resource for undocumented East County residents.
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.
Undocumented teens and young adults will learn about employment authorization renewal, higher education options, and job search skills, resulting in increased knowledge and capabilities to pursue opportunities for career advancement.

B. Project Activities/Methods – How will the project be carried out? Include major activities from the timeline.
Dare to Dream: A Professional Development Workshop Series comprises the following components:
* Session 1: DACA Application Information Session and Renewal Assessment (September) – Information and Q&A for those who are eligible for DACA. Mainly targeted to high school students who have just aged into eligibility for DACA. Also, the first DACA recipients from 2012 will be facing their renewal applications this year. If attendees qualify, they can make appointments at Session 1 to attend Session 2.
  - Main partners: Alliance San Diego, UURISE, Grossmont Union High School District (GUHSD), community colleges
  - Participant estimate: 70
* Session 2: DACA Renewal Workshop (September) – By appointment only. Attendees can consult with lawyers and volunteers to fill out, review, and submit their renewal applications.
  - Main partners: Alliance San Diego, UURISE
  - Participant estimate: 40
* Session 3: Life After DACA: Tips and Q&A (October) – Organizers share tips to make life easier for newly DACAmented individuals, e.g. about getting a state ID or driver’s license, employment rights, etc.
  - Main partners: Alliance San Diego, GUHSD, San Diego Dream Team, community colleges
  - Participant estimate: 25
* Session 4: Life After DACA: Options for Higher Education (Early November) – Many undocumented students do not know their options for getting higher education. Local colleges and universities are invited to share information at tables in a college fair setting.
  - Main partners: Alliance San Diego, GUHSD, community colleges, local universities
  - Participant estimate: 25
* Session 5: Life After DACA: Join the Job Hunt (February) – Professional clothing swap, resume and cover letter writing and editing, interview practice.
  - Main partners: East County Career Center, GUHSD, community colleges
  - Participant estimate: 25
C. **Anticipated Project Outputs – Measures of service or products provided.**
   - Session 1: 70 undocumented youth will attend.
   - Session 2: 40 undocumented youth will attend. 80% of Session 2 participants will complete and submit their DACA renewal applications.
   - Session 3: 25 undocumented youth will attend.
   - Session 4: 25 undocumented youth will attend.
   - Session 5: 25 undocumented youth will attend. 80% of participants will leave with a draft of their resume. 80% of participants will try a mock job interview. 60% of participants will find a new or gently used professional outfit.

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?**
   - 80% of workshop participants will acknowledge that the library is a safe space for undocumented youth.
   - 80% of workshop participants will report greater confidence in their ability to find educational or professional opportunities.
   - 80% of workshop participants will indicate that these workshops reduced their fear of moving forward in their education and career goals.

E. **Complete the following sentence. This project will be successful if:**
   - Undocumented youth feel that they have more knowledge and support to make educational and professional plans.
   - They see the library as a safe resource and place to explore their future options.
   - They show greater confidence in their job search skills and their future.
<table>
<thead>
<tr>
<th>Activity</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
</tr>
</thead>
<tbody>
<tr>
<td>Element 4: Grant Timeline/Activities</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

**Planning and Evaluation:** Please put an X in each pertaining month. 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 the narrative and appendices.

- **2014/15**
- **Session 1:** DACCA Information Session & DACCA Renewal Assessment.
- **Session 2:** DACCA Renewal Workshop.
- **Session 3:** DACCA Renewal Workshop.
- **Session 4:** DACCA Information Session & DACCA Renewal Assessment.
- **Session 5:** Life After DACCA: Jobs & Hunter.

- Meet with East County Career Center to plan Session 5.
- Meet with college and university contacts to plan Session 3.
- Meet with San Diego Dream Team to plan Session 2.
- Meet with San Diego Alliance and UNRRC to plan Sessions 1-3.
- Continue to set up and discuss partnering possibilities.
- Continue to survey undocumented youth.
- Review and compile survey results.
- Develop survey questions and survey.
- Order purchase equipment and materials for Sessions.
- Local outreach to promote workshop series.
- Begin advertising workshop series through media advertisement.
- Review and update materials and strategies
- Continue to develop and implement strategies and partnerships.
- Meet with County Social Services and possible community partners.
- Meet with East County Career Center to plan Session 5.
- Begin collecting professional clothes for Session 5.
- Submit reports to grant monitors.
- Train staff for replication at other locations.
- Meet with East County Career Center to plan Session 5.
ELEMENT 5: BUDGET

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

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Column B LSTA</th>
<th>Column C Cash Match</th>
<th>Column D In-Kind</th>
<th>Column E Total (B+C+D = E)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries &amp; Benefits</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Librarian substitute at $30/hour for 29 hours</td>
<td>$870</td>
<td>$0</td>
<td>$0</td>
<td>$870</td>
</tr>
<tr>
<td>Librarian salary at $49/hour for 132 hours</td>
<td>$0</td>
<td>$0</td>
<td>$6,468</td>
<td>$6,468</td>
</tr>
<tr>
<td>In-kind salaries &amp; benefits from partners &amp; volunteers</td>
<td>$0</td>
<td>$0</td>
<td>$51,150</td>
<td>$51,150</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$870</td>
<td>$0</td>
<td>$57,618</td>
<td>$58,488</td>
</tr>
</tbody>
</table>

Explanation:
- The librarian will work at two 10-hour workshops and three 3-hour workshops. We will need a substitute for 29 hours.
- The in-kind contribution of the San Diego County Library relates to the hours spent by the librarian (project manager) on organizing and managing this project. This figure is based on an average of 12 hours per month over an 11-month period, not counting the time spent in workshops. This equals 132 hours.
- This project depends heavily on in-kind contributions from partners and volunteers. For a detailed table of in-kind salaries and benefits from partners and volunteers, please see Element 6: Attachment 8.

<table>
<thead>
<tr>
<th>Library Materials</th>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Job hunting books targeted to millennials</td>
<td>$580</td>
<td>$0</td>
<td>$0</td>
<td>$580</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$580</td>
<td>$0</td>
<td>$0</td>
<td>$580</td>
</tr>
</tbody>
</table>

Explanation:
- Session 5 (Life After DACA: Join the Job Hunt) will offer a selection of new materials, specifically targeted to millennials looking for entry-level work, to prepare participants for their job search.

<table>
<thead>
<tr>
<th>Equipment (Items over $5,000 per unit)</th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
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<tr>
<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>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

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</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>LSTA</td>
<td>Cash Match</td>
<td>In-Kind</td>
<td>Total</td>
</tr>
<tr>
<td><strong>Contracted Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 job coaches x $50/hr x 3 hours</td>
<td></td>
<td>$600</td>
<td>$0</td>
<td>$0</td>
<td>$600</td>
</tr>
<tr>
<td>Graphic design fee</td>
<td></td>
<td>$250</td>
<td>$0</td>
<td>$0</td>
<td>$250</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td>$850</td>
<td>$0</td>
<td>$0</td>
<td>$850</td>
</tr>
</tbody>
</table>

**Explanation:**
- Four job coaches who are experienced in helping youth will teach at Session 5 (Life After DACA: Join the Job Hunt). Two will focus on cover letter and resume writing and editing, the other two on interviewing skills.
- A graphic designer will be hired to create a logo and a flyer in order to brand the workshop for more effective marketing.

<table>
<thead>
<tr>
<th>Supplies</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Office supplies</td>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$200</td>
<td>$200</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<td></td>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$200</td>
<td>$200</td>
</tr>
</tbody>
</table>

**Explanation:**
- Office supplies (paper, manila folders, envelopes, stamps) for the workshops will be ordered through our branch supply budget.

<table>
<thead>
<tr>
<th>Other Charges</th>
<th></th>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenses for two all-day workshops</td>
<td></td>
<td>$1,300</td>
<td>$0</td>
<td>$0</td>
<td>$1,300</td>
</tr>
<tr>
<td>Refreshments for Sessions 3, 4, 5 participants</td>
<td></td>
<td>$0</td>
<td>$200</td>
<td>$100</td>
<td>$300</td>
</tr>
<tr>
<td>2 rolling dress racks for Session 5</td>
<td></td>
<td>$0</td>
<td>$200</td>
<td>$0</td>
<td>$200</td>
</tr>
<tr>
<td>Advertisement</td>
<td></td>
<td>$1,400</td>
<td>$0</td>
<td>$0</td>
<td>$1,400</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td>$2,700</td>
<td>$400</td>
<td>$100</td>
<td>$3,200</td>
</tr>
</tbody>
</table>

**Explanation:**
- Sessions 1 and 2 are all-day workshops that require supplies for volunteers and copier rental.
- Refreshments for workshop participants will only be offered at Sessions 3-5, and they will be funded by our Friends of the Library group.
- 2 rolling dress racks will be purchased with Friends funds for the professional clothes giveaway at Session 5.
- TV, Facebook, and radio advertisements will help the library and partners reach out to a broader audience.

<table>
<thead>
<tr>
<th>Operating Expenses Subtotal</th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$3,550</td>
<td>$400</td>
<td>$300</td>
<td>$4,250</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Total</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(Salaries &amp; Benefits, Materials, Equipment, and Operating Expenses)</td>
<td>$5,000</td>
<td>$400</td>
<td>$57,918</td>
<td>$63,318</td>
<td></td>
</tr>
<tr>
<td><strong>Indirect Cost (up to 10%)</strong></td>
<td></td>
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<td></td>
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<tr>
<td></td>
<td>$0</td>
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<td>$0</td>
<td>$0</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grant Totals</th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$5,000</td>
<td>$400</td>
<td>$57,918</td>
<td>$63,318</td>
<td></td>
</tr>
</tbody>
</table>
FUTURE FUNDING
Briefly describe how this project will be financially supported in the future.
With the extensive service, publicity, and outreach that are made possible through LSTA funding, this project will establish the library as a trusted space for the undocumented immigrant community – a resource East San Diego County has long lacked. Library staff and project partners will form a network of local DACA stakeholders and continue collaborating to bring support and services to DREAMers in El Cajon. Additional informational sessions and workshops will be offered as needed at El Cajon Library and replicated at branches in the San Diego County Library system.

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 2014/15

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. ☐ 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 5/1/14
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 requirements of 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, or 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, or 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)
San Diego County Library, El Cajon Branch
201 E. Douglas Ave.
El Cajon, CA 92020

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.

San Diego County Library
Library/Organization

José Aponte
Printed Name of Authorized Representative

Dare to Dream: A Professional Workshop Series
Project Name

Director, San Diego County Library
Title

Mailing Address (if different than page 1)

City

Signature of Authorized Representative

Zip

Date 5/1/14

file:mcp/lsa/announceapps&instr/1415