

CALIFORNIA STATE LIBRARY
FY 2014/15
LSTA STATEWIDE GRANT APPLICATION

ELEMENT 1: BASIC INFORMATION

Applicant Information

- | | | | |
|--|--|--------------|------------|
| 1. Library/Organization
Califa | 2. Library's DUNS Number
135909930 | | |
| 3. Internet Web Site Address
www.califa.org | | | |
| 4. Project Coordinator Name & Title
Natalie Cole, CLA Associate Executive Director | 5. Email Address
ncole@cla-net.org | | |
| 6. Business Phone Number
650-376-0886, ext. 4 | 7. Fax Number
650-539-2341 | | |
| 8. Mailing Address | | | |
| PO Box or Street Address | City | State | Zip |
| 2471 Flores Street | San Mateo | CA | 94403 |

Project Information

9. **Project Title** California Summer Reading Challenge
10. **LSTA Funds Requested** \$130,000
11. **Cash Match** \$67,750
12. **In-Kind** \$0
13. **Total Project Cost** \$197,750
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)
- | | |
|--|---|
| <input checked="" type="checkbox"/> Literate California | <input type="checkbox"/> Bridging the Digital Divide |
| <input type="checkbox"/> 21 st Century Skills | <input type="checkbox"/> Information Connections |
| <input type="checkbox"/> 22 nd Century Tools | <input checked="" type="checkbox"/> Community Connections |
| <input type="checkbox"/> Content Creation/Preservation | <input checked="" type="checkbox"/> Ensuring Library Access for All |
16. **Number of persons served** (The number of persons who use or will benefit directly from this project) 650000
17. **Congressional District (s) number** statewide
18. **Primary Audience for project** (Check at least one, maximum of three)
- | | |
|--|--|
| <input type="checkbox"/> Adults | <input type="checkbox"/> Public library trustees |
| <input type="checkbox"/> Children | <input type="checkbox"/> Rural Populations |
| <input type="checkbox"/> Institutionalized persons | <input type="checkbox"/> Senior Citizens |
| <input checked="" type="checkbox"/> Library Staff & Volunteers | <input checked="" type="checkbox"/> Statewide public |
| <input type="checkbox"/> Non/limited English speaking persons | <input type="checkbox"/> Urban populations |
| <input type="checkbox"/> People with special needs | <input type="checkbox"/> Young adults and teens |
| <input type="checkbox"/> Pre-school children | |

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

Director Name: Linda Crowe

Mailing Address _____ **City** _____ **Zip** _____
(if different from above)

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.

CLA proposes to launch the California Summer Reading Challenge, a new initiative that will inspire and enable libraries to extend, revitalize, and fulfill the potential of their summer reading programs. The Challenge will help librarians develop programs that challenge Californians to read during the summer. It will challenge libraries to develop innovative programs and partnerships, and conduct outreach and evaluation, to increase and raise awareness of the impact and value of summer reading. And it will position California as a leader in summer reading development.

Summer provides libraries with unparalleled opportunities to address summer learning loss; reach out to underserved groups; create partnerships; and increase the library's visibility and status. Summer reading programs help students retain and improve their reading skills, allow adults to model good reading habits, and help libraries create communities of readers and library users. When these programs are reimagined they have even greater impact. For example, some libraries now provide free summer lunches for low-income children who lack access to food and learning while school is out. These popular programs provide nourishment and enrichment for youth, and bring new families, partners, and visibility to the library. Extensive data on summer learning loss, the need for summer learning and enrichment programs, the need for summer meal sites in California, and the value of summer reading and library meal programs can be found on CLA's website: www.cla-net.org.

Librarians involved in the development of the Challenge view it as a means of invigorating and rebranding summer reading, and engaging more stakeholders, families, and influencers with programs that are perceived as vital and dynamic. However, to make the most of summer's opportunities, libraries need support. For example, librarians tell us: "We absolutely depend on the summer reading materials! Our staff has been cut back so much in recent years, we simply wouldn't have time to plan programs without the manual and all the wonderful suggestions and program outlines."

The California Summer Reading Challenge will provide libraries with training, tools, resources, programming models, partnerships, and materials to help them present high-quality summer reading programs, and develop and extend those programs to the benefit of the community and the library. Currently, there is no information or training available to help libraries establish themselves as summer meal sites. Our highlighted summer extension project, Lunch at the Library, which is presented in partnership with the California Summer Meal Coalition, will provide training and resources, grounded in rigorous research and program testing, to enable libraries to create successful and impactful programs that provide free summer lunches, summer learning, and enrichment for low-income children and teens. Lunch at the Library training will also be presented as a pre-conference training session, for librarians nationwide, at the ALA conference being held in San Francisco in June 2015.

The Challenge contributes directly to three goals in the California State Library's 5 Year Plan 2013-2017: (I) Literate California, (VII) Community Connections, and (VIII) Ensuring Library Access for All.

CLA is committed to providing support and professional development resources to the library community, and providing programs that benefit both California's libraries and the communities served by those libraries. The California Summer Reading Challenge aligns with all aspects of this mission.

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.

The California Summer Reading Challenge will inspire and enable California public libraries to revitalize and extend their summer reading programs, evaluate those programs, raise their visibility, and increase their impact. Program staff and advisory council members will provide libraries with resources, opportunities, and encouragement to embrace and participate in the Challenge successfully.

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

We will develop and maintain partnerships with local, state, and national organizations working in summer learning loss, literacy, and summer health, (e.g., Campaign for Grade Level Reading, Partnership for Children and Youth, USDA, the California State Parks and Department of Education), to raise awareness of summer reading, ensure that public libraries are part of state and national conversations around summer, and provide opportunities for libraries to connect locally with these organizations and initiatives.

We will develop and pilot innovative summer reading extension programs and make successful programming models available for replication. Our 2014 highlighted program, Lunch at the Library, links summer learning and summer nutrition, and leverages previous work by CLA and the California Summer Meal Coalition to establish libraries in low-income communities as summer lunch sites. Summer meal programs attract new families to the library and provide much-needed nourishment for library regulars. To fulfill the potential of these programs, we will work with ten library sites in Fresno, Los Angeles, Oakland, Sacramento, and San Diego to provide and test enriching science, literacy, arts, engineering, technology, and nutrition programming, to address summer learning loss among children and teens who obtain free summer lunches. LSTA funding, in conjunction with funds from the Packard Foundation, will allow CLA the extensive staff time and resources required to fully test and develop Lunch at the Library; create comprehensive resources (including replicable programming models, a guide to implementation, a mentoring program, community online discussion, and tools for assessing capacity, conducting evaluation, connecting with meal sponsors, promoting the program and more) and provide webinars and in-person training. Our goal is 100 successful California library meal sites by 2016. Our work this year will provide libraries with the resources they need to establish themselves as successful summer meal sites, and will result in a meaningful, visible, large-scale effort that establishes California as a leader in the emerging practice of providing free summer lunches and enrichment programming for low-income youth.

We will facilitate outcomes- and output-based summer reading evaluation through our outcomes initiative and annual summer reading participation survey, to help libraries demonstrate the extent and impact of their programs. We will promote our online evaluation resources, provide training in outcomes-based evaluation, and disseminate data that libraries can use to promote and celebrate the value and impact of their programs.

We will make available, free of charge, high-quality, programming materials from iREAD to enable libraries to continue presenting the high-quality summer reading programs at the core of the Challenge.

We will provide training on the Challenge at the annual CLA summer reading preconference workshop. The workshop will include small-group discussions on outreach, partnerships, summer learning loss, and literacy initiatives; programming presentations; opportunities for librarians to provide feedback on iREAD; craft stations; and an idea exchange. We will maintain a wealth of programming, partnership, outreach, evaluation, and public relations tools and resources, including workshop materials, on our website. We will create a digital logo that libraries can use to promote their involvement in the Challenge and inspire their communities. The logo will be used perennially and will transcend the summer reading themes, helping us engage libraries who do not use the official statewide theme and slogan. We will conduct a soft launch of the Challenge in the fall via the program website, listservs, CLA newsletter, project partners, and social

media, and we will launch it officially at the CLA conference. Following conference, we will promote the Challenge to libraries, and promote libraries' summer Challenge activities to others, electronically, in library publications, and in person (e.g. through regional library meetings and meetings with outside agencies). We will also work with the USDA and CDE to obtain state and national visibility for the Lunch at the Library program.

In addition, CLA will present Lunch at the Library training as an ALA pre-conference session in June 2015. Not only will California librarians and CLA staff share what has been learned in offering lunches as part of summer reading programs, the San Francisco Public Library will also invite participants to observe their Lunch at the Library program "in action." The pre-conference event should help establish California as a preeminent leader in Lunch at the Library programs.

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

- Over 650,000 Californians will sign up for summer reading (2014).
- Over 1,000 library outlets will offer summer reading programs (2014).
- Over 30 jurisdictions will present outcomes-based summer reading (2014).
- Over 120 jurisdictions will use the statewide iREAD program materials (2014).
- 5 library jurisdictions will provide and test lunch and learning programs for low-income families, providing models for future, similar programs.
- Comprehensive training and resources to guide and support summer lunch programs.
- Over 130 jurisdictions will plan to participate in the Challenge in 2015.

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?

The overall organizational outcome is that libraries adopt the California Summer Reading Challenge, which would represent a change in summer reading behavior and attitude. We will measure awareness of and participation in the Challenge in our annual summer reading survey.

The statewide summer reading outcomes are: 1. Children (or teens, adults, families) belong to a community of readers and library users; 2. Underserved community members participate in the summer reading program. We will provide libraries with tools to measure whether the outcomes are achieved; collate survey responses; and create local and statewide outcomes reports. In addition, the Outcomes Action Working Group will evaluate the outcomes in light of the development of the Challenge and adjust them as needed.

The Lunch at the Library outcomes will be developed during the project period. They will be based on the Summer Matters Initiative's Six Elements of a Great Summer Learning Program, and will relate to broadening youth horizons, exposing youth to a variety of summer activities, helping youth build mastery, and promoting healthy habits.

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

California public libraries embrace the California Summer Reading Challenge.

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.

Activity	2014/15											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Conduct site visits to Lunch at the Library programs.	X	X										
Redevelop website to reflect the Challenge and the 2014 program results.	X	X	X									
Collect, analyze, promote, & report on outcomes, output, and lunch program data.		X	X	X	X							
Distribute iREAD Resource Guides and CDs.			X	X								
Present Lunch at the Library training webinars.			X				X					
Lunch at the Library 2014 debrief and 2015 planning meetings.			X					X				
Convene Advisory Council meetings.			X		X		X		X		X	
Develop Lunch at the Library Resource Guide and online resources.			X	X	X	X	X					
Plan & present the Challenge launch and training at conference.			X	X	X							
Attend iREAD planning meeting in Illinois.				X								
Write and submit article for publication on the Lunch at the Library program.				X	X	X						
Convene outcomes action working group and develop the outcomes initiative.						X	X	X				
Promote statewide, altruistic activity, and support participants.							X	X	X	X	X	
Provide training and information to libraries on outcomes-based summer reading.							X	X	X	X		
Work with sponsors to obtain summer reading incentives								X	X	X		
Plan and present ALA preconference on Lunch at the Library.								X	X	X	X	X
Create online surveys for libraries conducting outcomes-based summer reading.									X	X	X	
Distribute the 2015 output-based participation survey (for planning purposes).									X	X		X
Libraries begin presenting their summer reading programs.												X
Consult with libraries on the development of the Challenge and Lunch program	X	X	X	X	X	X	X	X	X	X	X	X
Maintain the website and provide support to libraries.	X	X	X	X	X	X	X	X	X	X	X	X
Promote the Challenge and its components (e.g. partnerships, outcomes, meals).	X	X	X	X	X	X	X	X	X	X	X	X
Develop and maintain partnerships in support of summer reading programs.	X	X	X	X	X	X	X	X	X	X	X	X

ELEMENT 5: BUDGET

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

Column A	Column B	Column C	Column D	Column E
Budget Category	LSTA	Cash Match	In-Kind	Total (B+C+D = E)
Salaries & Benefits				
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0
Explanation:				
Library Materials				
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0
Explanation:				
Equipment (Items over \$5,000 per unit)				
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0
Explanation:				

Operating Expenses

Column A Budget Category	Column B LSTA	Column C Cash Match	Column D In-Kind	Column E Total (B+C+D = E)
Contracted Services				
Natalie Cole	\$36,750	\$26,000	\$0	\$62,750
Trish Garone	\$24,490	\$18,200	\$0	\$42,690
Patrice Chamberlain, Virginia Walter, Lauren Takeda, Amonty Parsons	\$10,000	\$0	\$0	\$10,000
Oakland Public Library and Sacramento Public Library (workshops)	\$5,000	\$0	\$0	\$5,000
Subtotal	\$76,240	\$44,200	\$0	\$120,440
Explanation: Cole will direct the project & conduct grant writing, reporting, evaluation, promotion, partner development, training workshops & meetings; she will liaise with project advisors, maintain & develop the website, create content for publication, & respond to enquiries. Garone will support program planning & implementation & coordinate the statewide themed activity. Chamberlain, ED of the CSMC will co-direct the Lunch program & co-create resources, partnerships, & reports (\$4,500). Cash match is from the Packard Foundation. Walter, Consultant, will facilitate summer reading outcomes & library meals planning & debrief meetings, & will advise on project development (\$4,000). Takeda will design a Challenge logo (\$500), & Parsons will provide website assistance (\$1,000). Sacramento & Oakland Public Libraries will contract with outside agencies to provide writing workshops & science centers respectively.				
Supplies				
Summer Reading Resource Guides	\$18,000	\$0	\$0	\$18,000
Workshop and meeting supplies	\$1,680	\$3,050	\$0	\$4,730
Programming supplies at library sites	\$10,000	\$11,000	\$0	\$21,000
	\$0	\$0	\$0	\$0
Subtotal	\$29,680	\$14,050	\$0	\$43,730
Explanation: Costs include summer reading Resource Guides and CDs, and workshop and meeting supplies for training, planning, and debrief meetings (including handouts, manipulatives, and working lunches at working meetings). Programming supplies will support intentional programming at ten library sites and will include items to support science centers, STEAM events, writing workshops, robotics programming, craft programs, food and nutrition programming, and a summer app academy. Cash match includes funds from the Packard Foundation to support Lunch at the Library trainings and meetings.				
Other Charges				
Mailing and Shipping	\$2,250	\$0	\$0	\$2,250
Travel	\$7,012	\$9,500	\$0	\$16,512
Audio Visual	\$3,000	\$0	\$0	\$3,000
	\$0	\$0	\$0	\$0
Subtotal	\$12,262	\$9,500	\$0	\$21,762
Explanation: Mailing and shipping includes sending Resource Guides and CDs to libraries. Travel includes two librarians' travel to the iREAD planning meeting in Illinois; librarians' travel to present at the library meals preconference at ALA; project staff and librarians' travel to a library meals debrief meeting; project staff and librarians' travel to the outcomes working group meeting; and project staff travel to provide in-house training to librarians on outcomes-based summer reading. Audio visual includes technology at the ALA preconference. Cash match includes funds from the Packard Foundation to support Lunch at the Library site visits, and regional and all-project planning and debrief meetings.				
Operating Expenses Subtotal	\$118,182	\$67,750	\$0	\$185,932
Project Total (Salaries & Benefits, Materials, Equipment, and Operating Expenses)				
	\$118,182	\$67,750	\$0	\$185,932
Indirect Cost (up to 10%)				
	\$11,818	\$0	\$0	\$11,818
Grant Totals				
	\$130,000	\$67,750	\$0	\$197,750

FUTURE FUNDING

Briefly describe how this project will be financially supported in the future.

The need for high-quality, visible, outward-looking, innovative, and economically viable summer reading programming is ongoing. We are committed to working with the California State Library to continue providing a Summer Reading Challenge that meets the needs of California's diverse communities, and that contributes to the accomplishment of the goals set out in the LSTA 5-Year Plan, 2013-2017.

We plan to continue supporting the Lunch at the Library program in California through online resources and programming models we will create this year, and through our partnership with the David and Lucile Packard Foundation. CLA and CSMC are approaching additional Foundations for assistance with extending the reach of this program nationally and positioning California as a leader in library summer meal provision. In addition, libraries will use their Lunch at the Library results to obtain resources for local self-sustainability.

We have established a partnership with iREAD through which we are beginning to generate income to support the California Summer Reading Challenge.

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

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.
4. It will comply with Section 504 of the Rehabilitation Act of 1973, as amended, 20 U.S.C. 794, which prohibits discrimination on the basis of handicap in programs and activities receiving Federal financial assistance.
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, 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)

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.

<u>Califa</u> Library/Organization	<u>California Summer Reading Challenge</u> Project Name	
<u>Linda Crowe</u> Printed Name of Authorized Representative	<u>Executive Director</u> Title	
<u>Mailing Address (if different than page 1)</u>	<u>City</u>	<u>Zip</u>
<u>Signature of Authorized Representative</u>	<u>Date</u>	