Arkansas State Library

American Rescue Plan in Arkansas Public Libraries

Non-Competitive Application

Deadline – June 15, 2021

ADMINISTRATIVE USE ONLY

Date: Click here to enter date. Award # Click here to number.

Application Complete

App  LoA  W-9

Optional Delayed Application dates – check one

Delayed Application July 1, 2021

Delayed Application August 1, 2021

Delayed Application September 1, 2021

The following is a non-competitive application that will allow the applicant and the Arkansas State Library to better plan for the use of ARPA funds. In addition to this application, a Letter of Agreement and a W-9 must be completed and submitted by all applicants.

The Application is divided into three sections: Library Information, Narrative, and Budget. The Application Guidelines explains the different sections. Completion of this form does not imply ASL’s approval of an expenditure, and each application will be reviewed for compliance.

Section 1 – Library Information

Library Click here to enter library name

Mailing Address: Clickhere to enter text.

City: Click here to enter city Zip Code: Click here to enter zip

Library Director: Click here to enter name

Email: Click or tap here to enter text. Phone: Click here to enter number.

Project Manager (if different from Director): Click here to enter name.

Email: Click here to enter text. Phone: Click here to enter number

DUNS Number: Click here to enter DUNS

Section 2 - Narrative

You may choose more than one category: Information Access, Institutional Capacity, Targeted Audiences, or Enhanced Technology. A non-exhaustive list of possible purchases is in the Guidelines. Write as much detail as possible to describe what you are going to purchase and what the purpose of the purchased item or service is.

Information Access

Information Access – The following are IMLS Focal Areas used in annual reports to IMLS:

* Improve users’ ability to discover information resources
* Improve users’ ability to obtain and/or use information resources
* Improve users’ general knowledge and skills

This can include: Books / E-books / Audiobooks / Databases (**subscription MUST end on or before September 30, 2022**) / Subscription magazine services (**subscription MUST end on or before September 30, 2022**) This list is by no means exhaustive.

Describe what you plan to purchase and accomplish. Include how this will address problems/issues caused by the COVID-19 Pandemic. 250 words maximum.

Click here to enter text.

If you plan to use any ARPA funds for salaries, explain how this position will augment the project. There are strict regulations for using federal funds for salaries/wages. This is discussed in the ARPA Manual under “Paying Employees with ARPA Funds.” 250 words maximum.

Click here to enter text.

Institutional Capacity

Institutional Capacity – This can include: Internal Wi-Fi upgrades / Website / Filtering software / ILS migration / Masks / Wipes / Ionizers / Atomizer guns and disinfectant refills / Plexi-glass barriers (**not requiring construction to install or using local funds for installation**) / Hand sanitizer stations ( **either** **free-standing or installed without using ARPA funds for the installation**) / Book lockers (**use local funds for installation**) / Furniture to facilitate outdoor programs (not built-in that would require construction) / ADA Assessment. This list is by no means exhaustive.

Describe what you plan to purchase and accomplish. Include how this will address problems/issues caused by the COVID-19 Pandemic. 250 words maximum.

Click here to enter text.

If you plan to use any ARPA funds for salaries explain how this position will augment the project. There are strict regulations using federal funds for salaries/wages. This is discussed in the ARPA Manual under “Paying Employees with ARPA Funds.” 250 words maximum.

Click here to enter text.

Targeted Audiences

Targeted Audience – The following are IMLS Focal Areas used in annual reports to IMLS:

* Improve users’ ability to apply information that furthers their personal, family, or household expenses.
* Improve users’ ability to apply information that furthers their personal or family health and wellness
* Improve users’ ability to apply information that furthers their parenting and family skills
* Improve users’ ability to use resources and apply information for employment support
* Improve users’ ability to use and apply business resources

This can include: Wi-Fi hotspots / Devices with data plans (**plans MUST end on or before September 30, 2022**) / Job Fairs / Career Prep Databases other than Learning Express (**subscription MUST end on or before September 30, 2022**) / Workforce development mobile unit / Exercise equipment for checkout / Bookmobile or book bike

Describe what you plan to purchase and accomplish. Include who your targeted audience is and how this will address problems/issues caused by the COVID-19 Pandemic. 250 words maximum

Click here to enter text.

If you plan to use any ARPA funds for salaries, explain how this position will augment the project. There are strict regulations using federal funds for salaries/wages. This is discussed in the ARPA Manual under “Paying Employees with ARPA Funds”. 250 words maximum.

Click here to enter text.

Enhanced Technology

Enhanced Technology – This can include: Digital navigators (**contract or salary MUST end by June 30, 2022**) / Tech circuit rider program / (**contract or salary must end by June 30, 2022**) / Computers (**including peripherals, software, etc.**) / Laptops / Printers

Describe what you plan to purchase and accomplish. Include how this will address problems/issues caused by the COVID-19 Pandemic. 250 words maximum.

Click here to enter text.

If you plan to use any ARPA funds for salaries, explain how this position will augment the project. There are strict regulations using federal funds for salaries/wages. This is discussed in the ARPA Manual under “Paying Employees with ARPA Funds”. 250 words maximum.

Click here to enter text.

*Training/Workshops*

We will be offering training/workshops to staff and/or patrons.

Choose which project categories will provide training/workshops

Information Access Institutional Capacity  Targeted Audiences  Enhanced Technology

Describe the training you will provide and for which project categories. There will be required surveys for each training/workshop provided. These survey forms will be on the ASL website on the ARPA page.

Click here to enter text.

Section 3 - Budget

The amount you may request in your budget is listed in the email accompanying this document. Be as accurate as possible when developing your budget. During the course of your grant, changing circumstances may make it necessary for you to move funds among project categories; this is acceptable with prior approval. The table is for dollar amounts only. Put dollar amounts in each budget category under all of the projects for which you are applying. The description of what you will be purchasing is in the narrative section.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Budget Categories* | *Project Categories* | | | |
| Information Access | Institutional Capacity | Targeted Audiences | Enhanced Technology |
| Salary | $ here | $ here | $ here | $ here |
| Consultant Fees | $ here | $ here | $ here | $ here |
| Supplies/Materials | $ here | $ here | $ here | $ here |
| Services | $ here | $ here | $ here | $ here |
| Equipment ($5,000 and over requires prior approval) | $ here | $ here | $ here | $ here |
| Indirect Costs (optional) | $ here | $ here | $ here | $ here |
| Totals | Total IA $ | Total IC $ | Total TA $ | Total ET $ |
|  |  |  | Grand Total | Grand Total $ |

Request full amount of first installment – half of full award

Request less than first installment Amount requested

If you require more than your designated first installment, a formal request form MUST be submitted. Check the box below, add amount requested, and submit the Request Form which can be found [here](https://aslweb.wufoo.com/forms/z5omwuw178z80k/).

Request more than first installment amount Amount requested

Submit completed forms to:

[Aslib.grants@ade.arkansas.gov](mailto:Aslib.grants@ade.arkansas.gov) FAX: 501-682-1533

Mail: Debbie Hall, LSTA Coordinator Questions? Contact [debbie.hall](mailto:aslib.grants@ade.arkansas.gov)

Arkansas State Library | 900 W. Capitol, Suite 100 | Little Rock, AR 72201