

FIRST THINGS FIRST NOTICE OF RENEWAL CONSIDERATION

TO: First Things First Grantees

FROM: Jeanne Weeks
Grants and Contracts Procurement Specialist

RE: Renewal Information

DATE: March 2, 2011

Your current grant program is approaching renewal consideration from First Things First Gila Regional Partnership Council.

Receipt of this packet does not guarantee renewal of your agreement; it indicates that you are eligible for renewal consideration. First Things First may award programs based on a number of factors including past performance and response to this renewal package.

Should you be renewed, you will continue to be responsible for adherence to the terms and conditions as set forth in the original Request for Grant Application (RFGA) or grant agreement. This includes adherence to the appropriate standards of practice, program and financial requirements, and timely submission of data, narrative, and financial reports.

Attached please find the Renewal Package for First Things First Grant Programs. The Renewal Package Cover Page includes information on the following Attachments:

- **Attachment A** – Narrative response to First Things First questions related to implementation and data collection
- **Attachment B** – Implementation Plan
- **Attachment C** – Budget and Budget Narrative
- **Attachment D** – Key Personnel
- **Attachment E** – Disclosure of Other Funding
- **Attachment F** – Standard First Things First Information Form and Authorized Renewal Submission Signature

Once renewal applications are submitted and reviewed, recommendations for funding will be made to the Gila Regional Partnership Council and Board of First Things First. First Things First staff may contact you for clarifications prior to making recommendations to the Regional Partnership Council and/or Board of First Things First. Contracts will be in effect from July 1, 2011 through June 30, 2012. All other rules and regulations, and special terms and conditions from awarding RFGA or grant agreement will remain in effect for the contract period.

Renewal applications must be **received** by **March 25, 2011 by 3:00 pm** and submitted to me via email, by mail to 4000 N. Central Avenue, Suite 800, Phoenix, AZ 85012 or by fax (602)265-0009. Please contact me if you have any questions at jweeks@azftf.gov or by telephone at (602) 771-5084.

Thank you and I look forward to reviewing your renewal package.

First Things First Grant Renewal Package Instructions

July 1, 2011 – June 30, 2012

Renewal Instructions

Your First Things First grant is eligible for a program renewal by extending the current grant award from July 1, 2011 through June 30, 2012. Programs proposed for 2011-2012 cannot be different in scope than the current grant award.

Grantee Name:	Gila County Library District
First Things First Award Number:	FTF-RC004-11-0272-01
Strategy Name:	Community-based Literacy
Standards of Practiced Assigned:	<ul style="list-style-type: none"> • SOP Literacy
Renewal Funding Eligible Amount:	\$85,000.00

The renewal package does include narrative information as well as required forms as outlined in the following attachment sections:

Program Implementation Narrative: (Attachment A) Please provide a narrative response to the questions found in this Attachment.

Program Implementation Plan: (Attachment Form B) Please provide an updated implementation plan for your program for 2011 - 2012. The implementation plan should be related to the originally approved program activities, tasks, data collection, data submission, and process. Please use any necessary narrative to further describe your program implementation (Question 2).

2011-2012 Budget Forms (Attachment C – must include line item budget and narrative):

- Line Item Budget Form
- Budget Narrative Explanation

Key Personnel/Staff Overview: (Attachment Form D) Please list all staff that will be paid from this grant program during the 2011-2012 grant cycle. This should match your line item budget and budget narrative. Submit resumes and/or staff change notification forms for new staff or those that have not yet been submitted to First Things First previously. The staff change notification form is located under the Grantee Resources folder on the PGMS home page.

Disclosure of Other Funding Sources (Attachment E) – List any other funding utilized for this program administered by your agency.

First Things First Standard Information and Authorized Signature (Attachment Form F): Please complete all three sections detailing:

- The legal applicant
- The main, program, financial and evaluation contact information – these contacts should be what you want identified for this grant award in First Things First’s Partner Grant Management System (PGMS)
- The program **Target Service Unit(s)** assigned for the strategy assigned by First Things First

and your implementation **Target Service Number(s)** to be served/completed in 2011-2012 and any additional Target Service Units(s) and Number(s) needed for your program implementation for 2011 – 2012.

- The program description – brief summary to be used for public descriptions of First Things First funded programs
- Authorized Renewal Submission Signature

Standards of Practice Updates: Any updates to the Standards of Practice related to the scope of work for your award can be found when you log into Partners Grant Management System (PGMS) under Grantee Resources. Updated Standards of Practice are part of the requirements for the award and implementation of your grant program. Please take a moment to make sure you have reviewed the latest Standards of Practice. The Standards of Practice represent First Things First’s intent for the implementation of this strategy. Grantees that cannot meet the identified standards must state so clearly in writing and justify the reasoning, and identify how the grantee is moving toward meeting the standard. First Things First will respond as to whether a waiver of any part of the Standards of Practice shall be approved.

Model Programs that Require Certification and Accreditation: It is the grantee’s responsibility to maintain accreditation/certification with national program models. Grantees are to include staff training, program model accreditation/certification and quality assurance and evaluation costs in budgets, as needed. Programs will need to refer to their National office and/or administrative home for cost information, if applicable.

Compliance with State and Federal Law: As a reminder, all other state rules, regulations, and special terms and conditions will remain in effect for the contract period. This renewal application information becomes part of the agreement and expectations for program implementation and performance. A complete listing of the state uniform terms and conditions can be found via the State Procurement Office website at: http://spo.az.gov/Admin_Policy/SPM/Forms/default.asp. Additionally, First Things First will post any important grantee requirement and updated Communications Protocol information under the Grantee Resources section of PGMS.

Grantees must maintain compliance with the Federal Immigration and Nationality Act (FINA) and all other federal immigration laws and regulations related to the immigration status of its employees. These warranties shall remain in effect through the term of the agreement. Grantees will also maintain Employment Eligibility Verification forms (I-9) as required by the U.S. Department of Labor’s Immigration and Control Act for all employees performing work under the agreement. I-9 forms are available for download at USCIS.GOV.

First Things First may request verification for any Contractor or subcontractor performing work under the agreement. Should FTF suspect or find that a grantee is not in compliance with state or federal laws, First Things First may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the agreement for default and suspension and/or debarment of the grantee. All costs necessary to verify compliance are the responsibility of the grantee.

Data Security: All grantees must have a data security policy in force, which identifies how the organization ensures that data is protected in all its forms, during all phases of its life cycle, from inappropriate access, use, modification, disclosure, or destruction.

All grantees subject to HIPAA, FERPA, GITA, or other data regulation, are required to submit and maintain those approvals for all data. If HIPAA, FERPA or other data regulation requires that participating individuals give consent to data collection on their person and if in the course of regular

data submissions to FTF such data will be provided to FTF, submission of personal data to FTF must be reflected in all data regulation documents.

Program Performance: First Things First provides program information to the public, Regional Partnership Councils, and the Board of First Things First. The information regularly provided to the Regional Partnership Councils and Board of First Things First will include proposed renewal information, submission of data related to performance measures and target service units, prior program implementation performance information, program narrative information, and financial information. Regional Councils utilize this information as part of the elements necessary to continue strategic planning that is demonstrated in priorities for annual Funding Plans, renewal decisions, development of new or modified strategies, review of the impact that program implementation has had in the region and state as well as achievement of system building.

Renewal Package Due Date: Renewal Package must be *received* by **March 25, 2011 at 3:00 p.m.** and submitted via mail, fax or email to:

Jeanne Weeks
Grants and Contracts Procurement Specialist
jweeks@azftf.gov
(602) 771-5084
(602) 265-0009 (Fax)

Please contact your assigned Finance Division staff member if you have any questions about your Renewal Package.

Attachment A

Program Implementation Questions

Please provide a narrative response to the questions below. To ensure that you are not changing the scope of work of your original grant, you must use the same programs and/or strategies as described in your original proposal, unless you have obtained prior approval.

1. (Complete A, B, and/or C as appropriate)

- a) If your program received approved modifications, please describe those modifications and how they will continue to be implemented in 2011-2012.

We have not received approved modifications to our existing program; however we are going to be proposing a few changes in our current year's budget in order to expand our capacity to reach children and families. Our proposed changes are in keeping with the overall goals and focus of the grant. We would like to contract for additional services to collect baseline data from all of the Kindergarten Classes that relates to the number of students at the beginning of this current school year who did not have the early literacy – pre-reading skills. Our plan is to collect this information on a yearly basis, in an effort to see if the objective of reducing the number of kindergartners who are lacking the pre-reading skills necessary to learn to read is actually decreasing.

We will be asking to purchase an additional three full sets of Brain Boxes, as well as two partial sets of just the "Infant and Babies" portion of the collection (approximately \$7,000.00). This will allow us to loan out Brain Boxes for curriculum use at the two WIC Offices, the two "families in crisis" centers and the Pregnancy Clinics within the county. We are also proposing the purchase of "Early Learning Stations" (children's literacy computers) for six of the libraries in the service area, in order to expand the literacy learning opportunities within the libraries and provide an additional resource to parents and early learners (approximately \$6,000.00). The seventh library (Globe) has already received a small grant to obtain one of these early learning stations. They are being successfully used in other communities to broaden the early learning opportunities that the local libraries offer their communities.

- b) If you have proposed modifications moving forward, please describe how they will enhance program implementation and/or why they are necessary for the program to be successful in 2011-2012.

Moving forward into the new fiscal year, we are planning on just a few important modifications to the program. First, since we have already heavily focused on training opportunities for library staff and other agency staff to understand and present information on the importance of early reading skills, we are not including training for library staff in 2011-2012. Enough staff at each library is trained in this area, and since much of the training was in the format of "Train the Trainer" we believe we can internally provide the training for the staff /volunteers who require it. Additionally, we feel that, with our proposed modifications to the existing year's

plan, we will have enough programming aids in the form of Brain Boxes and Early Learning Centers, and we are not planning on additional materials purchases for the coming program year.

We plan to modify the program by providing funds from this grant to each community library so that they can, in turn, contract with individuals in each community to provide outreach, advocacy, program promotion and parent training to expand the program to reach our goal of enrolling 60% of the children from ages birth to five years within the service area. The amount of funding available to each library will vary depending on the size of the community served. These local outreach advocates will provide 75-100% of the contracted services in the first quarter of the fiscal year to boost enrollment numbers in order to provide the maximum number of books to the children enrolled. Subsequently they could provide a minimum number of community outreach opportunities in the second quarter of the fiscal year. Our plans include having them contact each local church and follow up with an individual literacy event at each location, if allowed. They will also be asked to find local opportunities where parents and caregivers gather to present the training information, as well as contact each local elementary school and ask to participate in the beginning of school open houses, parent nights and other events.

- c) If there are no modifications or no planned modifications, please indicate no modifications necessary and provide a brief description of the existing program implementation as proposed in Question 2.
2. Please provide a brief narrative description of your proposed program that will be implemented in 2011-2012. This description should match information provided in your Implementation Plan (Attachment B) and explain anything from the Implementation Plan needing additional description.

Expand the existing early literacy program that provides training to parents about the importance of early literacy development for young children birth through age five. Incorporate Brain Boxes into children's programming in all public libraries. Add Brain Boxes to be used at WIC Clinics, Family Crisis Shelters, and Pregnancy Clinics in order to reach more parents with the message of the importance of early literacy. Existing Library District and local library staff will provide any additional training for staff / volunteers on both the early literacy program and the incorporation of Brain Boxes in to programming at the various locations they will be on loan at.

During the first quarter of the fiscal year, each library will contract with a part time, local advocacy and outreach person to expand opportunities to reach additional children in each community (as briefly explained in the earlier question).

As an incentive and reward, each month, each child enrolled in the early literacy program will continue to receive a book in the mail addressed to the child until they reach the age of five.

3. An additional \$40,000 has been provided related to increased services, please describe how you will reach an anticipated 1,800 children and their families with early literacy information and book distribution. Your implementation plan (Attachment B) should include staffing and/or consultants that will provide outreach in the various

communities in the region to reach children and their families that have not previously been reached through the current program.

We plan to allow each local library to contract with an advocacy-outreach consultant in each community to search out and find parents/caregivers of children age's birth to five years of age, not currently enrolled in the book program, in order to spread the message of the importance of early literacy and reach our goal of enrolling 1,800 children. The amount of funding available to each library will vary depending on the size of the community served. These local outreach advocates will be required to attend a mandatory planning, brainstorming and training session to ensure that everyone is adequately trained and to expand ideas for reaching parents and children. They will provide 75-100% of the contracted services in the first quarter of the fiscal year to boost enrollment numbers in order to provide the maximum number of books to the children enrolled. Subsequently they could provide a minimum number of community outreach opportunities in the second quarter of the fiscal year. Our plans include having them contact local churches, schools, and area service organizations to expand our contact with parents and enrollment of children in the book program. They will also be asked to find additional local opportunities to present the training information. This line item will account for \$30,000. The balance of the increase, along with the shift from training and curriculum materials, will expand our capacity to provide more books to children.

4. Please describe current and ongoing plans for data collection and submission, including how your program is using data to promote optimal service and ongoing improvement.

We plan to hire a contract individual to continue the data collection from the area Kindergarten teachers after the start of next school year. We will be collecting this data annually in an effort to see if our program is truly increasing the number of kindergarteners that have the prereading skills necessary when they enter kindergarten.

We plan to mail out a letter that includes a stamped post card survey during the final quarter of the grant year, to each family enrolled in the book program. The survey will consist of a few (three or four) questions that address changed behavior with regard to reading to their children, their opinion with regard to increased skills of their children, and their overall satisfaction with this program.

Finally, we will be surveying the library staff and the area partners to collect data regarding the number of programs provided for preschool age children and parents that utilize the training and/or materials obtained through this ongoing grant, the number of children utilizing the Early Learning Computer Stations in the libraries, whether or not the libraries are experiencing an increase in library use from the target populations (families with young children), and their overall satisfaction with this program. Additionally, we will be collecting anecdotal stories regarding families and children enrolled in this program and their comments.

Attachment B

2011 – 2012 Implementation Plan

Activities	Task	Person Responsible	Date Task Will Be Completed/Timeline	Support Documentation
Promotion of Early Literacy Programming in Gila County Registration of Children into Imagination Library	Mandatory meeting between GCLD Library Director and Consultants to plan the promotion of Early Literacy Programming	One Contract person per community TBA and Jacque Griffin	July 2011	
	Register Children for Imagination Library	One Contract person per community TBA	July 2011 thru October 2011	
	Locate Venues for Reaching Children Whose parents don't come to library	One Contract person per community TBA	July 2011 thru October 2011	
Input Imagination Library Registrations into Dollywood Foundation Site	Data Input for new registrations	Mary Stemm	Monthly	
	Data updates for change of address	Mary Stemm	Monthly	
	NCOAA Alerts for "Bad" addresses	Mary Stemm	Monthly	
Invoicing	Process invoices for book orders from Dollywood Foundation Imagination Library	Mary Stemm	Monthly	
	Process all other invoices for Early Literacy programming	Mary Stemm	As the need arises	
	Input Paid Invoices to First Things First	Mary Stemm	Monthly	
Data / Narrative Reports	Upload Narrative Report to First Things First	Mary Stemm	Quarterly	
	Upload Data Report to FTF	Mary Stemm	Monthly	
Evaluation	Poll Kindergartens in all public schools for number of children not prepared for enrollment.	Evaluator (yet to be determined)	September 2011	
Survey	Mail Survey to parents during 4 th qtr.	Mary Stemm	April 2011	
Early Literacy Training	Train parents/caregivers by attending parent meetings of various community entities during the year	Jacque Griffin, Mary Stemm, Consultants	As often as possible when the occasions arise	
	Train parents/caregivers by video presentation at WIC Clinics and take new registrations for Imagination Library	Jacque Griffin/WIC Clinic Employees	Weekly	
	Continue one on one training w/parents	Public Librarians, Consultants	Daily as the need arises	

Attachment C

STANDARD LINE ITEM BUDGET INSTRUCTIONS

While you must use this format, you may reproduce it with Word Processing or Spreadsheet software. **Limit** your budget line items to the following categories: Personnel, Fringe Benefits, Professional Services, Travel, Pass-Through (i.e., Sub grants), Other Operating Expenses and Administrative/Indirect Costs and to the budget subcategories listed.

As shown, a line item budget justification for each component must be included and describe the procedure for determining the cost of budget categories in the budget narrative. Detail in the line item budget narrative strengthens the items requested in the line item budget by describing how the cost was determined, the benefit of the item to the program and the how the item is essential for the program's success.

Please keep in mind that requested funds must follow the original scope of work and must follow the basic guidelines for grantees related to allow ability of costs that demonstrate reasonableness for the project and are necessary for the successful implementation of the program. Items described in a line item budget and in more detail in the budget narrative should describe how the costs were determined and the public purpose for the cost related to the project's implementation. Please assure that all requested funds follow these guidelines:

- Be necessary and reasonable for proper and efficient performance and administration of First Things First funds.
- Be authorized or not prohibited under State or local laws or regulations.
- Be consistent with policies, regulations, and procedures that apply uniformly to all costs charged and expended by the agency – consistent treatment of costs.
 - For example – a cost may not be assigned to another grant award as an indirect cost if any other cost incurred for the same purposes in like circumstances has been allocated to the First Things First award as a direct cost.
 - For example – a cost for a certain type of expense is charged one rate to another source of funding and a different rate to First Things First.
- Be determined in accordance with generally accepted accounting principles.
- Be adequately documented.

Attachment C – Line Item Budget

Budget Period: July 1, 2011 – June 30, 2012

Budget Category	Line Item Description	Requested Funds	Total Cost
PERSONNEL SERVICES		Personnel Services Sub Total	\$
Salaries			
EMPLOYEE RELATED EXPENSES		Employee Related Expenses Sub Total	\$
Fringe Benefits or Other ERE			
PROFESSIONAL AND OUTSIDE SERVICES		Professional and Outside Services Sub Total	\$50,400.00
Contracted Services	Dollywood Foundation Imagination Library Books	50,400.00	
TRAVEL		Travel Sub Total	\$405.00
In-State Travel	Various travel in-state for liaisons	\$253.51	
Out of State Travel	Various travel in-state for evaluator	\$151.49	
AID TO ORGANIZATIONS OR INDIVIDUALS		Aid to Organizations or Individuals Sub Total	\$31,500.00
Sub-grants or Subcontracts to organizations/agencies/entities	Program Promoters Evaluator	30,000.00 1,500.00	
OTHER OPERATING EXPENSES		Other Operating Expenses Sub Total	\$2695
<ul style="list-style-type: none"> • Telephones/Communications Services • Internet Access • General Office Supplies • Food • Rent/Occupancy • Evaluation (non-contracted and non-personnel expenses) • Utilities • Furniture • Postage • Software (including IT supplies) • Dues/Subscriptions • Advertising • Printing/Copying • Equipment Maintenance • Professional Development/Staff Training • Conference Workshops/ Training Fees for Staff • Insurance • Program Materials • Program Supplies • Scholarships • Program Incentives 	Paper, envelopes, postcards for survey Shipping Postage for surveys 5000 Registration Brochures English for Imagination Library Printing surveys	470.00 15.00 1,020.00 685.00 500.00	470.00 15.00 1,025.00 685.00 500.00
NON-CAPITAL EQUIPMENT		Non-Capital Sub Total	\$
Equipment \$4,999 or less in value			
Subtotal Direct Program Costs:			\$
ADMINISTRATIVE/INDIRECT COSTS		Total Admin/Indirect	\$
Indirect/Admin Costs		\$	\$
Total		\$	\$85,000.00

Attachment C (Continued)

BUDGET NARRATIVE EXPLANATION

The purpose of the budget narrative is to provide more clarity and detail on the various budget line items. The budget narrative should explain the criteria used to compute the budget figures on the budget form (Attachment C Line Item Budget). Please verify that the narrative and budget form correspond and the calculations and totals are accurate. ***Please include one narrative for your Line Item Budget of 12 months. Limit your budget categories and subcategories to those listed.***

NOTE: Briefly highlight any changes to your budget from the previous Fiscal Year, particularly those line items where your budget has increased. If the total funds available under this contract have increased from the previous year, only one description of the sum of budget increases is needed.

Professional and Outside Services: If professional consultants/services costs are proposed in the budget, define how the costs for these services were determined and the justification for the services related to the project. Explain how all contracts will be procured.

Gila County Library District will continue to contract with the Dollywood Foundation Imagination Library to supply a book a month by mail to any child registered in the program. Rate of \$28.00 per child with a goal of 1800 (60%) equals \$50,400.00.

Travel: Separate travel that is in state and out-of-state. Include a detailed breakdown of hotel, transportation, meal costs, etc. Indicate the location(s) of travel, the justification for travel, how many employees will attend and how the estimates have been determined. Explain the relationship of each cost item to the project (e.g., if training or training expenses are requested, explain the topic of the training and its relationship to the project). Applicants **must** use the State of Arizona Travel Policy limitations on rates for mileage, lodging, and meals (<http://www.gao.az.gov/travel/> for both in state and out-of-state travel).

Travel monies will be set aside for the liaisons to travel from their communities to Globe in order to meet with the Gila County Library Director to complete plans for the awareness campaign and to insure that there is a unified message presented to the prospective parents/caregivers.

Strawberry to Globe	99.8	Round trip 199.6 @ 44.5 per mile = \$88.82
Payson to Globe	81.3	Round trip 162.6 @ 44.5 per mile = \$72.36
Young to Globe	66.9	Round trip 133.8 @ 44.5 per mile = \$59.54

Hayden to Globe 37.3 Round trip 74.6 @ 44.5 per mile = \$ 33.19
 Total **\$253.91**

Travel for the evaluator to travel to each school and meet with Kindergarten teachers will be approximately 340.43 miles @ 44.5 per mile = **151.49**
Total for this line item is \$405.00

Aid to Organizations or Individuals: In the event that this includes collaboration and the contract will be utilizing other sub grantees or subcontractors to perform various components of the program, include a list of sub grantees, programmatic work each sub grantee will perform, and how costs for each sub grantee are determined.

Funds will be distributed to the libraries of the communities of Young, Hayden/Winkelman, Tonto Basin/Roosevelt, Globe/Miami, and Payson in order to have each library contract with a liaison from their community that knows their community best. The liaisons will be paid by each library at a rate of \$20.00 per hour to conduct outreach to the community. \$30,000.00 will be divided as follows:

Budgeted amount for Community liaisons

Young	\$ 1,800	
Hayden/Winkelman	\$ 2,500	
Tonto Basin/Roosevelt	\$ 2,500	
Pine/Strawberry	\$ 2,500	
Globe/Miami	\$ 9,000	
Payson	\$11,700	
Total		\$30,000

An evaluator will be contracted with at the rate of \$20.00 hour in order to conduct a survey of all the Kindergarten teachers at the schools to find out how many children entered school in August 2011 unprepared for reading readiness. **\$1,500** is set aside for this.
Total for this line item is \$31,500.00.

Other Operating Expenses: Explain each item to be purchased, how the costs were determined and justify the need for the items. All purchases should be made through competitive bid or using established purchasing procedures. All items should be categorized in the following categories:

General Office Supplies: Paper, envelopes, postcards for 1500 4th quarter survey of parents is \$470.00
 Postage/Shipping: Shipping for registration forms is estimated at \$15.00.
 Postage for 1500 surveys for parents estimated at \$1020.00
 5000 Registration forms for Dollywood Foundation Imagination Library will cost \$685.00.
 Printing 1500 surveys is estimated at \$500.00
Total \$2695.00

Attachment D

KEY PERSONNEL OVERVIEW

STAFF MEMBER	BACKGROUND AND EXPERTISE OF PERSONNEL
Name: Title: FTE on this project:	<i>N/A: per directions on page 2 of this renewal package, no staff or personnel will be paid from this grant program during the 2011-2012 cycle.</i>
Name: Title: FTE on this project:	

***In addition to this overview, please attach a resume (for current personnel if not previously submitted to First Things First) or a job description (for positions to be hired and not previously submitted to First Things First) for the key individuals involved in the project.**

Attachment F

FIRST THINGS FIRST STANDARD INFORMATION FORM AND AUTHORIZED RENEWAL SUBMISSION SIGNATURE

A. Agency Information:

Program Name (if applicable) First Things First Community Based Early Language and Literacy

Agency Gila County Library District Contact Person Jacque Griffin

Address 1400 E Ash St Position Library District Director

Address _____ Email jgriffin@co.gila.az.us

City, State, Zip Globe, AZ 85501 Phone 928-402-8770 x _____ Fax 928-425-3462

County Gila Employer Identification Number: 86-6000444

Agency Classification: _____ State Agency County Government _____ Local Government _____ Schools _____ Tribal
_____ Faith Based _____ Other

If any of your agency's vendor information has changed, an updated Substitute W-9 Form is necessary to change payment information.
http://www.gao.az.gov/onlineforms/forms/AZ_subw-9_010410.pdf

In which Congressional (Federal) District is your agency? Enter District # 1
<http://www.azredistricting.org> (click on Final Maps)

In which Legislative (State) District is your agency? Enter District # 5
<http://www.azredistricting.org> (click on Final Maps)

Approximately how much FEDERAL funding (from a Federal Source) will your organization expend in your current fiscal year?
\$ 0.00

What is your organization's fiscal year-end date? June 30

Accounting Method: _____ Cash Accrual

Does your organization undergo an annual independent audit in accordance with OMB Circular A-133? Y N

Please provide contact information of the audit firm conducting your audit:

Agency Miller Alan & Company, PC

Address 5333 N 7th St, Suite 100, Phoenix, AZ 85014

Phone Number 602-264-3888

Email jgriffin@co.gila.az.us

Phone 928-402-8770 x Fax 928-425-3462

Program Contact Information – This should be information for the person designated as the Program contact for this grant award.

Contact Person Mary A Stemm

Position Library Assistant Senior

Address 1400 E Ash St

City, State, Zip Globe, AZ 85501

Email mstemm@gcldaz.org

Phone 928-402-8768 x Fax 928-425-3462

Financial Contact Information – This should be information for the person designated as the Financial contact for this grant award.

Contact Person Mary Stemm

Position Library Assistant Senior

Address 1400 E Ash St

City, State, Zip Globe, AZ 85501

Email mstemm@gcldaz.org

Phone 928-402-8768 x Fax 928-425-3462

Evaluation Contact Information – This should be information for the evaluation contact person within the grant awarded.

Contact Person Mary Stemm

Position Library Assistant Senior

Address 1400 E Ash St.

City, State, Zip Globe, AZ 85501