



2021 American Rescue Plan Act (ARPA) Grant Application

Library Name Estherville Public Library

Grant Project Manager Name Tena Sunde

Grant Project Manager Title Director

Phone number 712-362-7731

Email address tena.sunde@estherville.lib.ia.us

Library Director Tena Sunde

Library Director Email address tena.sunde@estherville.lib.ia.us

Title of Grant Project Meeting Room Technology Update

Description of the Grant Project

Now that we are able to open our largest meeting space for public use once again, it has become apparent that our damaged built-in screen and aged multimedia projector need to be updated. We hope to encourage those using the space to offer hybrid (online / in-person) meetings and events. This technology update will support digital inclusion efforts enabling our library to once again provide space for non-profit groups to hold informational and educational sessions free of charge in an accessible place where everyone is welcome.

Project Evaluation Plan

Staff will keep statistics on meeting room usage, which we expect to see gradually increasing now that the space is open once again. Anecdotal evidence will be collected regarding the use of technology within that space, as staff will be called upon to assist those who wish to set up hybrid online / in-person sessions. We hope to offer everything needed to make hybrid sessions possible, both so that we can stay within our new capacity limitations, and also so that we can assist groups in allowing their members to participate at their comfort levels.



Estimated Budget

Round all amounts to the nearest dollar
List or describe items in each category

Items	Itemized Cost	Total
Equipment and Hardware Sony VPLPHZ50 Laser Projector, 5500 ANSI Lumens Screen - 123" Diag. 65"H x 104"W, 16:10 Fabric Roll B 24" Black Drop-Down Top	2699.95 2300.05	5,000.00
Library Materials and Supplies		0.00
Contracted Services		0.00
Subscriptions and Software		0.00
Other		0.00
		Budget Total 5,000.00

ARPA Funds Requested	Local Cash [not required]	Total Amount
5000		5,000.00





2021 American Rescue Plan Act (ARPA) Grant Award Letter

Grant #
ARPA-2021 90

The Estherville Public Library has been awarded a 2021 American Rescue Plan Act (ARPA) Grant for the sum of \$ 5,000. Your library will be reimbursed for expenses rather than receive a lump sum payment at the start of the project.

Please sign the Agreement, Attachment A and Attachment B and Attachment C and submit **immediately. Do not begin work on your project, or begin purchasing until all parties have signed and you receive the final version of the Agreement.**

If you make purchases online, and pay with a credit card, save the order confirmation, any invoices, or bills, credit card statements, and copies of checks used to pay it, or payment confirmation for online purchases. **Save everything** that shows you ordered it, received it (like packing slips), were charged for it, and paid it. Submit all this proof when you request reimbursement.

After the project is complete, pay all the bills, and then apply for reimbursement. Submit these materials to receive reimbursement:

- The State of Iowa General Accounting Expenditure (GAX) form
- copies of order confirmations, packing slips, credit card statements, invoices
- copies of the checks or proof of payment

The grant amount of money must be expended by January 31, 2022.
The request for reimbursement must be made by April 29, 2022.
If you have any questions, please contact us.

Marie Harms
Library Program Director
515-281-3464
marie.harms@iowa.gov

Nancy Medema
Library Program Director
515-281-4328
Nancy.medema@iowa.gov

2021 American Rescue Plan Act (ARPA) Grant Grant Agreement

Grant Agreement # ARPA 2021 90

State of Iowa, State Library of Iowa, 1112 E Grand Ave, Des Moines, IA 50319

Department Contact: Michael Scott, State Librarian, 515-242-5062 | michael.scott@iowa.gov

Program Coordinator: Nancy Medema | Program Director | 515-281-4328 | nancy.medema@iowa.gov

Program Coordinator: Marie Harms | Program Director | 515-281-3464 | marie.harms@iowa.gov

Library Name [Grantee] **Estherville Public Library**

Grant Project Manager Name **Tena Sunde**

Grant Project Manager Title **Library Director**

Phone number **712-362-7731**

Email address **tena.sunde@estherville.lib.ia.us**

Title of the Grant Project **Meeting Room Technology Update**

Grant Period from **06/11/2021** to **01/31/2022**

Grant Amount \$ **5,000**

Description of the Grant Project

Purchase a Sony Laser Projector and a fabric roll screen to update the technology in the meeting room and encourage those using the meeting room to offer a hybrid option (in person and online) for their meetings.

Project Evaluation Plan

Staff will collect statistics of meeting room use as well as anecdotal evidence of the use of the space.

PAYMENT PROVISIONS:

A Reimbursement Request will be submitted by the Grantee upon completion of project.

INCORPORATION OF DOCUMENTS:

- Attachment A Minority Impact Statement
- Attachment B Certification regarding: Nondiscrimination; debarment and suspension, drug-free workplace; Federal Debt Status; Lobbying and Publicity
- Attachment C CIPA Compliance Certification Form

TERMINATION: This agreement may be terminated by either party upon thirty (30) days written notice.

AMENDMENTS: Requests for and approval of amendments to the agreement must be mutually acceptable and in writing.

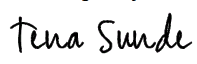
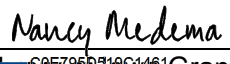
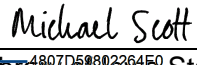
INDEMINIFACATION: The grantee agrees jointly and severally to indemnify and hold the State, its successors, and assigns harmless from and against all liability, loss, damage, or expense, including reasonable counsel fees, which the State shall incur by reason of the failure of the grantee to perform fully and comply with the terms and obligations of this agreement.

AVAILABILITY OF FUNDS: Its continuation is subject to the future availability of Federal funds under the ARPA grant program from which it is supported.

RECORD RETENTION: As a sub-recipient of federal funds, the grantee agrees to maintain books, records, and documents (including original receipts) which sufficiently and properly document and calculate all charges billed to the Agency for a period of five (5) years following the date of the final payment or completion of any required audit, whichever is later.

ASSURANCE: The GRANTEE, by signatures affixed below, assures the Department that the grantee is operating in compliance with all applicable FEDERAL, STATE, and LOCAL statutes, rules and regulations.

REPRESENTATIONS: Representations, verbal or written, that may have been made prior to the signing of this agreement and not expressly stated in the terms of this agreement, are nonbinding, void and of no effect. Neither party has relied on such prior representations in entering into this agreement.

<p>DocuSigned by:  <hr/> <small>6FAD55202F4E4DC...</small> Library Grant Representative</p>	<p>Director <hr/> TITLE</p>	<p>6/11/2021 <hr/> DATE</p>
<p>DocuSigned by:  <hr/> <small>92F7959916CC1481</small> State Library of Iowa Grant Coordinator</p>	<p>Program Director <hr/> TITLE</p>	<p>6/11/2021 <hr/> DATE</p>
<p>DocuSigned by:  <hr/> <small>4807D598022645D</small> State Library of Iowa State Librarian</p>	<p>State Librarian <hr/> TITLE</p>	<p>6/14/2021 <hr/> DATE</p>

ATTACHMENT A MINORITY IMPACT STATEMENT

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code Section 8.11, all grant applications submitted to the State of Iowa which are due beginning January 1, 2009, shall include a Minority Impact Statement. This is the state's mechanism to require grant applicants to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s).

- The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

Describe the positive impact expected from this project.

Indicate which group is impacted:

- Women
- Persons with a Disability
- Blacks
- Latinos
- Asians
- Pacific Islanders
- American Indians
- Alaskan Native Americans
- Other

- The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons

Describe the negative impact expected from this project.

Present the rationale for the existence of the proposed program or policy.

Provide evidence of consultation of representatives of the minority groups impacted.

Indicate which group is impacted:

- Women
- Persons with a Disability
- Blacks
- Latinos
- Asians
- Pacific Islanders
- American Indians
- Alaskan Native Americans
- Other

- The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons

Present the rationale for determining no impact.

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge:

DocuSigned by:

Tena Sunde

6EAD5208FAE4DC

Library Grantee Representative

Director

Title

6/11/2021

Date

Definitions

“Minority Persons”, as defined in Iowa Code Section 8.11, mean individuals who are women, persons with a disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

“Disability”, as defined in Iowa Code Section 15.102, subsection 5, paragraph “b”, subparagraph (1):b. As used in this subsection:

"Disability" means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

"Disability" does not include any of the following:

- (a) Homosexuality or bisexuality.
- (b) Transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.
- (c) Compulsive gambling, kleptomania, or pyromania.
- (d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

“State Agency”, as defined in Iowa Code Section 8.11, means a Department, board, bureau, commission, or other agency or authority of the State of Iowa.

It is the policy of the Iowa Department of Education not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, gender, disability, religion, age, political party affiliation, or actual or potential parental, family or marital status in its programs, activities, or employment practices as required by the Iowa Code sections 216.9 and 256.10(2), Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C. §§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.). If you have questions or grievances related to this policy, please contact the Legal Consultant, Department of Education, Grimes State Office Building, Des Moines, Iowa 50319-0146, 515/281-5295.

ATTACHMENT B

CERTIFICATIONS REGARDING: NONDISCRIMINATION; DEBARMENT AND SUSPENSION; DRUG-FREE WORKPLACE; FEDERAL DEBT STATUS; LOBBYING AND PUBLICITY

1. Nondiscrimination

The authorized representative, on behalf of the SUB-GRANTEE, certifies that the SUB-GRANTEE will comply with the following nondiscrimination statutes and their implementing regulations:

- (a) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000 *et seq.*), which prohibits discrimination on the basis of race, color, or national origin;
- (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 701 *et seq.*), which prohibits discrimination on the basis of disability (note: IMLS applies the regulations in 45 C.F.R. part 1170 in determining compliance with § 504 as it applies to recipients of Federal assistance);
- (c) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–83, 1685–86), which prohibits discrimination on the basis of sex in education programs; and
- (d) the Age Discrimination in Employment Act of 1975, as amended (42 U.S.C. § 6101 *et seq.*), which prohibits discrimination on the basis of age.

2. Debarment and Suspension

The SUB-GRANTEE shall comply with 2 C.F.R. part 3185. The authorized representative, on behalf of the SUB-GRANTEE, certifies to the best of his or her knowledge and belief that neither the SUB-GRANTEE nor any of its principals for the Five-Year Plan:

- (a) Are presently excluded or disqualified;
- (b) Have been convicted within the preceding three years of any of the offenses listed in 2 C.F.R. part 180.800(a) or had a civil judgment rendered against it or them for one of those offenses within that time period;
- (c) Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in 2 C.F.R. part 180.800(a); or
- (d) Have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

Where the SUB-GRANTEE is unable to certify to any of the statements in this certification, the authorized representative shall attach an explanation to this form.

The SUB-GRANTEE, as a primary tier participant, is required to comply with 2 C.F.R. part 180 subpart C (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) as a condition of participation in the award. The SUB-GRANTEE is also required to communicate the requirement to comply with 2 C.F.R. part 180 subpart C (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) to persons at the next lower tier with whom the SUB-GRANTEE enters into covered transactions.

3. Drug-Free Workplace

The authorized representative, on behalf of the SUB-GRANTEE, certifies, as a condition of the award, that the SUB-GRANTEE will or will continue to provide a drug-free workplace by complying with the requirements in 2 C.F.R. part 3186 (Requirements for Drug-Free Workplace (Financial Assistance)). In particular, the SUB-GRANTEE as the recipient must comply with drug-free workplace requirements in subpart B of 2 C.F.R. part 3186, which adopts the Government-wide implementation (2 C.F.R. part 182) of sections 5152-5158 of the Drug-Free Workplace Act of 1988 (P. L. 100-690, Title V, Subtitle D; 41 U.S.C. §§ 701-707).

This includes, but is not limited to: making a good faith effort, on a continuing basis, to maintain a drug-free workplace; publishing a drug-free workplace statement; establishing a drug-free awareness program for the SUB-GRANTEE's employees; taking actions concerning employees who are convicted of violating drug statutes in the workplace; and identifying (either at the time of application or upon award, or in documents that the SUB-GRANTEE keeps on file in its offices) all known workplaces under its Federal awards.

4. Federal Debt Status

The authorized representative, on behalf of the SUB-GRANTEE, certifies to the best of his or her knowledge and belief

that the SUB-GRANTEE is not delinquent in the repayment of any Federal debt.

5. Certification Regarding Lobbying Activities (Applies to Applicants Requesting Funds in Excess of \$100,000) (31 U.S.C. § 1352)

The authorized representative certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the authorized representative, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the applicant, as provided in 31 U.S.C. § 1352) for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the authorized representative shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(c) The authorized representative shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

6. Publicity

Grant recipients are required to acknowledge in any publicity about the project or any publications resulting from this project, the American Rescue Plan Act (ARPA) and the State Library of Iowa. The acknowledgment should read, "**This (publication/activity/project/Web site) is supported by the Institute of Museum and Library Services under the provisions of the American Rescue Plan Act (ARPA) as administered by the State Library of Iowa.**" This includes all newspaper articles about the project.

This certification is a material representation of fact upon which reliance is placed when the transaction is made or entered into. Submission of this certification is a prerequisite for making or entering into the transaction imposed by 31 U.S. C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned further provides assurances that it will include, as applicable, the language of the certifications in all sub awards and that all sub recipients shall certify and disclose accordingly.

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

DocuSigned by:
Tena Sunde

Library Grantee Representative

Director

Title

6/11/2021

Date

ATTACHMENT C
CIPA COMPLIANCE CERTIFICATION
for Public Libraries

As the authorized library representative, I hereby certify that the library is
(*check only **one** of the following boxes*)

A. CIPA Compliant now

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

Name of technology protection measure installed

OR

B. Not yet CIPA Compliant, but will be

The applicant library has plans to comply with the requirements of Section 9134 (f)(1) of the Library Services and Technology Act

Briefly state the plan to become CIPA compliant and indicate the date by which this will be done.

B. The CIPA requirements do not apply because **no funds** made available under the ARPA program will be used to purchase electronic equipment capable of accessing the Internet or to pay for direct costs associated with accessing the Internet.

DocuSigned by:

Tena Sunde

Director

6/11/2021

Library Grant Representative

Title

Date



CIPA COMPLIANCE INFORMATION

Overview

CIPA is the Children's Internet Protection Act, which applies to public libraries and public elementary and secondary school libraries seeking funds under the federal Universal Service (E-rate) program or the American Rescue Plan Act (ARPA) grant programs funded by the Institute of Museum and Library Services (IMLS) and administered by the State Library of Iowa.

Affected Libraries

The following types of libraries applying for ARPA grants from the State Library of Iowa must be CIPA compliant and must submit the **CIPA Compliance Certification Form** with their signed Grant Agreement.

- Public libraries
- Consortia with public and/or public-school libraries

If a library type listed above is already compliant with CIPA under the rules for receiving E-rate funds, that library is not affected by the rules established for ARPA grant recipients. Accordingly, the compliance information in this document applies **only** to libraries meeting **all three** of the following conditions.

The library is:

- 1) a public library or public elementary or secondary school library,
- 2) NOT required to comply with CIPA through the federal Universal Service (E-rate) program, and
- 3) seeking ARPA funds for the purchase of technology used to access the Internet and/or for the payment of direct costs associated with accessing the Internet.

Libraries that are required to comply with CIPA because of the receipt of funds from the Universal Service (E-rate) program must adhere to a different and more stringent set of requirements. The compliance information in this document does not apply to libraries that must comply with CIPA under the Universal Service (E-rate) rules.

Purchases That Require CIPA Compliance

A library that is subject to CIPA under the rules for ARPA must comply with the law when either of the following are approved for purchase with ARPA funds:

- technology used to access the Internet, or
- direct costs associated with accessing the Internet (i.e., the costs of connecting to an Internet service provider [ISP]).

Requirements for Compliance

The policy requires that some form of "technology protection measure" be in use on *all* computers used to access the Internet. *This includes computers that were not purchased with ARPA funds but that are used to access the Internet.* The law provides no other guidance on technology protection measures. According to the CIPA legislation, the technology protection measure may be disabled upon the request of the user for "bona fide research or other lawful purposes." The law as applied to ARPA grant recipients *does not differentiate* between minors and adults when a request is made to disable the technology protection measure or unblock a website. Anyone may make such a request. For purposes of CIPA, a "minor" is someone under 17 years of age.

To receive ARPA funds for purchases listed above, the library must have in place a policy of:

- a) Internet safety for minors that includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are (I) obscene; (II) child pornography; or (III) harmful to minors; and is enforcing the operation of such technology protection measure during any use of such computers by minors; and
- b) Internet safety that includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are (I) obscene; (II) child pornography; and is enforcing the operation of such technology protection measure during any use of such computers."

Note that the difference between (a) and (b) is that (a) applies to minors and includes the category of "visual depictions" that are "harmful to minors", while (b) applies to adults and does not include the category "harmful to minors".