SPONSORED BY: _Kassandra Gove_ BILL No. 2022- 191

Kassandra Gove, Mayor

An Order to authorize the Mayor to accept and expend a Sustainable & Resilient New England Libraries Grant from the Association for Rural & Small Libraries (ARSL) in the amount of $8,200.00.

Summary: One of the purposes of this grant program is to expand technology resources to create or reinforce community technology infrastructure. The Amesbury Public Library will use awarded grant funds to replace eight of the Library's public computers and to purchase 2 iPad minis. Funds must be expended by 12/21/2023.

Be it Ordered by the City Council of the City of Amesbury assembled, and by the authority of the same as follows:

That the City of Amesbury authorizes the Mayor to accept and expend a Sustainable & Resilient New England Libraries Grant from the Association for Rural & Small Libraries (ARSL) in the amount of $8,200.00.

From:	info@arsl.org
Sent:	Monday, December 19, 2022 6:30 PM
Subject:	Grant Application Update: ARSL Sustainable & Resilient New England Libraries

Hello and congratulations!

The ARSL Grant Review Team is delighted to report that your application for the ARSL Sustainable & Resilient New England Libraries Grant has been selected for **full funding**!

Grant funds will be distributed via check; those checks will be printed and mailed to grant recipients by **early January**. Please double-check your submission confirmation email to ensure that the mailing address you provided is complete and accurate. This is the address we will use to mail your award checks.

Checks will be sent using a Chase Bank automatic check-issuing service. These checks can look like junk mail at a glance; please be sure to check the incoming mail at your library very thoroughly during the first few weeks of January! Chase should provide us with a delivery estimate once we have ordered the checks, and we will update you with that estimate once we know it.

As your project gets underway, please use the media kit linked below to acknowledge the support of ARSL and our regional partner foundation (who have chosen to remain anonymous). The media kit includes the ARSL logo and guidelines for how ARSL should be acknowledged in a variety of situations. If you have any questions about the media kit, please let us know! We're happy to provide guidance wherever needed.

ARSL Grant Awardee Media Kit:
https://drive.google.com/drive/folders/1KpmfJe3jElwhq04uFva_hbKOJ6fRE48n?usp=share_link

Grant reporting will be due upon completion of your project, but no later than **February 1, 2024**. If you are unable to complete your project in the time projected (things happen!) a report will still be due by the official reporting date, with a supplemental report to be submitted upon project completion. We are working with our partner foundation to develop a reporting form based on feedback from this recipients of grants during the last funding cycle. This form should be emailed to you in early January, with reminder emails to come as the reporting date approaches.

We look forward to seeing your projects unfold, and reading all about them in your grant reports!

MEMO

Date: December 27, 2022
To: Ann Marie Casey, Chief of Staff
From: Aimie Westphal, Library Director
Subject: ARSL grant information for City Council vote

Application Date: 11/22/22
Award Date: 12/19/22
Organization: Association for Rural & Small Libraries (ARSL)
Grant Name: Sustainable & Resilient New England Libraries Grant
Purpose: One of the purposes of the grant is to expand technology resources to create or reinforce community technology infrastructure. My request was for funds to replace eight of the Library's public computers and our old iPad mini used for outreach, as well as purchase an additional iPad mini.
Amount Requested: $8,200
Timeframe: funds need to be expended by 12/31/23, will be received in January 2023

Attachments:
Application
Award Letter

From:	Google Forms <forms-receipts-noreply@google.com>
Sent:	Tuesday, November 22, 2022 12:45 PM
To:	Aimie Westphal
Subject:	Sustainable & Resilient New England Libraries Grant

Google Forms

Thanks for filling out Sustainable & Resilient New England Libraries Grant

Here's what was received.

Sustainable & Resilient New England Libraries Grant

Through the generosity of an anonymous private foundation, the Association for Rural & Small Libraries is pleased to offer this grant opportunity. Each eligible* library may submit one application with one fundable project related to resiliency and sustainability for your library and/or your community.

Not all applications will be selected for funding. If selected, grants will be in the amount of $5,000-$15,000.

The deadline for applying for a grant is 1:00 pm ET on November 22, 2022.
Applicants will be notified of the outcome by December 20, 2022.
Funded projects must be completed by December 31, 2023.
Project reports must be submitted by February 1, 2024.

If selected for funding, grant may be used for one-time, non-renewable projects. No general operating grants will be considered.

You will receive a copy of your response to the email address provided.

Eligible libraries must meet the IMLS definition of a small and/or rural library, but do not need to be active members of ARSL.

Email *

awestphal@amesburylibrary.org

Section 1: Project Director Information

This section is regarding the person with whom all grant and project related communications will be conducted. This person must be authorized to enter into contracts on behalf of the library, or is the person at the library who manages contract approvals with the local governing authority.

First Name *

Aimie

Last Name *

Westphal

Job Title or Role *

Director

Phone Number(s) *

978-388-8148 ext. 612

Section 2: Library Information
This section is regarding the library for which the funding is requested.

Library Name *

Amesbury Public Library

Library Mailing Address *

Please provide your FULL mailing address, including city, state, and ZIP code.

149 Main Street, Amesbury, MA 01913

State *

Massachusetts

Library Type *

Public Library - Multi-Outlet Branch System

Public Library - Single-Outlet, Independent or Incorporated

Public Library - Municipal/City

School Library

Tribal Library

Other:

ARSL Membership Status *

ARSL membership is NOT required to participate in this grant opportunity. We encourage all non-member applicants to consider joining
ARSL: https://www.arsl.org/join-arsl

Organizational (Library) Member

Individual Member

Nonmember

Section 3: Project and Funding Information
This section is regarding details related to your project and funding needs.

Which category of project are you seeking to fund? *
Please select all categories that apply to your project.

Facility Improvements

Outreach & Programming Activities

☑ Other: technology infrastructure

Please tell us about: your library's service area; operating budget; main sources of revenue/income; and community demographics such as age, ethnicity, socioeconomic status, etc.
*

Word limit: 300 words

The City of Amesbury has a population of just over 17,000 people. About 30% of the population is under 25 years old, second only to the population group between 45 and 64 years of age. However, the average age of the city's population has been steadily increasing. Since 2010, Amesbury's median resident age has increased from 39.9 years to 43.9 years of age. About 94% of the population is White. Just over six percent of households in Amesbury live below the poverty line. However, many households in Amesbury do not make more than the regional living wage as estimated by the Massachusetts Institute of Technology (MIT). Amesbury residents vary in educational attainment. A quarter of the city's population holds a GED and another quarter holds a Bachelor's Degree. Amesbury residents have significantly higher educational attainment than residents county-wide. Roughly 40% of Amesbury residents hold a bachelor's degree or higher. The Library's operating budget has always met the MAR except FY21 when we were in waiver status due to cuts made during the COVID-19 pandemic. For FY23 our operating budget is about $880,000 representing less than 1% of the overall municipal budget.

Describe specific service and/or outreach challenges that your library may be facing and that may be helped by the proposed grant. How will your project address the needs of marginalized and/or under-served populations within your community?
*

Word limit: 500 words

The Library does not have a dedicated technology budget line. Historically purchases of new technology including computers for the staff and public are funded from our State Aid funds as a crisis measure when machines have reached end of life. This has resulted in a lack of consistency in purchasing and a current public computer environment where the machines vary from five to up to ten years old. The grant would facilitate purchase of a full slate of public computers equipped with current software. Our community relies on this access to computers and to internet. Residents in our community have been impacted financially by the Covid-19 pandemic, consequently many rely on the library for dependable and consistent internet access. This hardware investment will ensure we are offering a dependable source of technology, including internet and printing services. Additionally, telecommuters, students, and lifelong learners, and job seekers utilize our resources via our public computers. Library resources such as the library catalog and databases as well as online resources including government websites, social services, and legal resources are consulted daily on these machines fulfilling a critical need for patrons. At present our public computers run slowly, often fail, exhibit functionality challenges weekly, and requiring staff intervention regularly. This disrupts use and limits access for our users. We would also like to replace our five-year-old iPad. We rely on the iPad to provide access to mobile circulation services during outreach events. This allows us to provide access to our collection to patrons unable to travel to our building. Our current building is non-ADA compliant. As we continue to identify ways to meet the needs of patrons with mobility issues we increasingly rely on these outreach events. Having stable and reliable technology for staff and

constituents to interact with off-site ensures we are providing the most equitable service we are able for patrons inside and outside our facility. Ideally, we would purchase two iPads to provide for a backup device in the case of failure or tech issues and to potentially reach more people.

Total Amount of Funding Requested *
Funding request should be between $5,000 and $15,000.

8,200

How will the funding be used? Please be as specific as possible on the item(s) and/or service(s) that you intend to purchase. If the item or service requires ongoing maintenance and/or support, please indicate how that will be covered in the long term. *
Word limit: 200 words

We would use the grant funds to purchase eight Dell micro form desktop computers that cost about $900 each and two iPad minis that cost $499 each. This technology will be supported by a combination of Merrimack Valley Library Consortium (MVLC) staff, the City's IT department and library staff. MVLC provides us with the Microsoft and anti-virus software as part of our membership appropriation and includes support for those items along with general PC support ranging from virtual troubleshooting to on-site help.

Section 4: Conditions and Agreements
This section is regarding the requirements for those selected to receive grant funding. Not all applications will be selected for funding, but agreeing to the condition below is a requirement for selection.

After completion of funded project, but no later than February 1, 2024, each recipient will be required to submit a brief report (1-2 pages) detailing the implementation and outcome of the project. *

☑ If selected as a recipient, we agree to this requirement.

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