



Murrieta Public Library's eBooks for All

Prepared by Murrieta Public Library
for California State Library 2025-26 LSTA eBooks for All California

Primary Contact: Agnes Rita

Opportunity Details

Opportunity Information

Title

2025-26 LSTA eBooks for All California

Description

Help build the statewide eBook collection!

The California State Library invites public libraries to apply for funding to build our shared statewide collection of eBooks and eAudiobooks, accessible to every library in the state.

The collection, currently consisting of over 150,000 copies of over 50,000 titles, is designed to meet the recreational and informational reading needs of California's diverse communities. Many titles are licensed for simultaneous use. The collection is available to all public libraries to provide for free to readers of all ages. Libraries wishing to have access to this collection must be on the Palace App, an eReader aggregator that can browse and display materials from Overdrive, CloudLibrary, Boundless, and other similar services.

The eBooks for All California project not only includes materials inside the app, it also includes a geolocated collection of materials that are all licensed for simultaneous use to anyone inside of California, with or without a library card.

If your library or organization is interested in purchasing materials for inclusion in this growing statewide collection, the California State Library would welcome your participation.

The eBooks for All Collection Development Grants 2025-2026 LSTA-funded projects meet Goal 4 of the California Library Services and Technology Act Investment Plan 2023–2027: Strengthen equitable resource-sharing and access to information, services, and opportunity with an emphasis on local community strengths and challenges.

Awarding Agency Name

California State Library

Agency Contact Name

Alanna Wilson

Agency Contact Phone

(916) 603-7180

Agency Contact Email

LSTAgreats@library.ca.gov

Opportunity Posted Date

1/8/2025

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/f7bfec78-d3aa-41f6-b2e0-baeafa176f7e>

Is Published

Yes

Funding Information

Funding Sources

Federal Or Federal Pass Through

Funding Restrictions

<https://www.library.ca.gov/grants/lsta-application-guide/>

Award Information

Award Period

07/01/2025 - 06/30/2026

Award Type

Competitive

Capital Grant

No

Indirect Costs Allowed

Yes

Indirect Cost Description

An indirect cost is the applicant's incurred cost that cannot be readily isolated or identified with just one project or activity. These types of costs are often referred to as "overhead costs." Typical examples of indirect costs are general telephone service, postage, office supplies, office space expenses, and administrative or financial operations for an entire organization.

Applicants may choose to:

- Not request any indirect costs;
- Use a current approved indirect cost rate with a federal agency or one pending review to be approved by the project start date (applicants choosing this option must attach supporting documentation to application); or

Use an indirect cost rate not to exceed 15% of modified total direct costs (MDTC). MDTC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and subcontracts up to the first \$50,000 of each subcontract.

Submission Information

Submission Window

01/08/2025 12:00 PM - 03/12/2025 12:00 PM

Submission Timeline Type

One Time

Allow Multiple Applications

No

Question Submission Information

Question Submission Email Address

LSTAgrants@library.ca.gov

Question Submission Additional Information

The State Library team is here to help. Request a meeting to discuss your proposal with members of our team. For those with questions about designing equitable grant programs, we may ask a trained Equity Advisor to join the meeting.

<https://outlook.office365.com/book/MeetwithCSLStaff@CaStateLibrary.onmicrosoft.com/>

Attachments

Technical Assistance Session

Technical Assistance Session

Yes

Session Date and Time

01/14/2025 10:00 PM

Conference Info / Registration Link

https://us06web.zoom.us/join/tZ0qf--qpj0iEtVPiNQnr5M1jjXJFp4_cc_T#/registration

Eligibility Information

Eligibility Type

Public

Additional Eligibility Information

<https://www.library.ca.gov/grants/lsta-application-guide/#eligibility>

Additional Information

Additional Information URL

<https://www.library.ca.gov/grants/ebooks-for-all/>

Project Information

Application Information

Application Name

Murrieta Public Library's eBooks for All

Award Requested

\$20,000.00

Cash Match Requirement

\$0.00

Cash Match Contributions

\$5,000.00

In-Kind Match Requirement

\$0.00

In-Kind Match Contributions

\$0.00

Other Funding Requirement

\$0.00

Other Funding Contributions

\$0.00

Total Award Budget

\$25,000.00

Primary Contact Information

Name

Agnes Rita

Email Address

arita@murrietaca.gov

Address

8 Town Sq
Murrieta, CA 92562

Phone Number

(951) 461-6130

Project Description

Applicant Information

This form does not auto-save your work. Click the green Save button often.

To increase the size of the text, press the "Ctrl" and the "+" buttons on your keyboard at the same time.

1. Is your organization a California public library? If your organization is not a California Public Library you will be prompted to enter your organizations name in the next field.

- Yes
 No

1b. Select Library Name

Murrieta Public Library ▼

2. Authorized Representative First and Last Name

Justin Clifton

3. Authorized Representative Title

City Manager

4. Authorized Representative Phone (Use the format 123-456-7890)

951-461-6078

5. Authorized Representative Email

JClifton@MurrietaCA.gov

6. Authorized Representative Street

1 Town Sq

7. Authorized Representative City

Murrieta

8. Authorized Representative Postal Code (Use the format 12345 or 12345-6789)

92562

9. Recipient Grant Manager First and Last Name

Agnes Rita

10. Recipient Grant Manager Title

Supervising Librarian

11. Recipient Grant Manager Email

arita@murrietaca.gov

12. Recipient Grant Manager Phone (Use the format 123-456-7890)

9514616130

Open this link to check that your organization meets all LSTA eligibility requirements.

<https://www.library.ca.gov/grants/lsta-application-guide/#eligibility>

13. Based on the requirements in the document linked above, is your organization eligible to apply for LSTA funding?

- Yes

No

14. Organization's Unique Entity Identifier

CP6AE8VFMVR6

15. Organizations Federal Employer Identification Number

33-0468975

Project Details

This form does not auto-save your work. Click the green Save button often.

To increase the size of the text, press the "Ctrl" and the "+" buttons on your keyboard at the same time.

1. Primary Project Audience: Identify the audience(s) for this project.

Select all that apply

- Adults
- Families
- Immigrants/Refugees
- Intergenerational Groups (Excluding Families)
- Library Staff, Volunteers, and/or Trustees
- Low Income
- Non/Limited English Speaking
- People with Disabilities
- People with Limited Functional Literacy
- Pre-School Children
- Rural Populations
- School Age Children
- Senior Citizens
- Statewide Public
- Suburban Populations
- Unemployed
- Urban Populations
- Young Adults and Teens

2. Abstract: Provide a brief summary of your project including what you will do, for whom, and for what expected benefit. This statement may be used for publicity purposes. (Word limit: 60)

[See Project Description & Brief Abstract Writing Examples for an example.](#)

Question 2 Response:

The Murrieta Public Library seeks \$20,000 in grant funding to purchase eBooks and eAudiobooks through the Palace Project App. This initiative aims to expand and diversify our collection, bridging the gap for families, older adults, and underserved groups with accessible and diverse digital materials, promoting literacy, lifelong learning, and community connection.

3. Project Description: Provide a description that will enable the reviewers to understand the overall project if they were to read only this response and no other part of the application. (Word limit: 300)

See [Project Description & Brief Abstract Writing Examples](#) for an example.

The text should be a summary of:

- the needs and aspirations your project responds to
- how your project contributes to the State Library Goal for this funding opportunity (see Application Instructions & Guidelines)
- your planned activities
- how the activities you propose will achieve your desired outcomes and goal

Organize your text in a readable format. Use subheadings as needed.

Question 3 Response:

Our goal is to address our community's need for an increase in digital access to library materials. Despite our limited collection development budget, we continue to advocate for more local funding and apply for grants that will allow us to provide a robust eBook and eAudiobook collection to our community. By participating in the eBooks for All: California Statewide Collection and sharing resources we are addressing our community's needs for more digital materials. With more funding, we will be able to customize our collection based on our community's needs and offer more locally relevant materials while at the same time supporting other libraries in the project by expanding the overall Statewide Collection. The Murrieta Public Library plans to focus on purchasing more eAudiobooks with the grant, including titles that celebrate different cultures, languages, and life experiences that will help create a more robust Statewide Collection. To promote the Palace Project App, the Library will host two instructional workshops designed to guide patrons in effectively navigating and utilizing the app. These workshops will not only empower users to access a wealth of digital resources but also strengthen community engagement and literacy. We will also promote the service via social media and local outreach through school resource fairs and Murrieta's Community Services Department activities.

4. Agency Alignment: Describe how the proposed project aligns with your agency's mission, values, strategic plan, goals, and/or other activities. (Word limit: 150)

Question 4 Response:

The Murrieta Public Library is dedicated to providing free and equitable access to information, services, and technology. Guided by these principles, we've prioritized the acquisition of digital materials and databases that break down barriers to access, particularly for families, older adults, and underserved groups. Expanding our eBook collection and offering more ways to access books will help us remove expense and knowledge barriers for all residents. Through the grant, we aim to provide a robust resource for residents to explore diverse perspectives and experiences, bridging the knowledge gap and promoting community resilience. We hope that by being part of the Statewide Collection, we will meet our goal of providing equity-based services and addressing our community's need for more eBooks and eAudiobook access.

5. Is this a brand new project?

A new project is one that has not been implemented before at your organization. This is a project that you are starting from scratch.

Question 5 Response:

- Yes
 No

5b. Impact to Date: Describe the project's current status, any results, lessons learned, and impact to date and why you are seeking additional funds. (Word limit: 150)

Strong reasons might include, but are not limited to:

- applying lessons learned
- extending impactful projects to new audiences
- building on successful projects with new innovations, etc.

Question 5b Response:

The Murrieta Public Library received grant funding for the fiscal year 2023-2024, to enhance its eBook and eAudiobook collection through the Palace Project App. Our initiative, "eBooks for All: Palace Project," aimed to

diversify digital access and better serve our community. With this funding, we acquired 1,109 new digital materials, comprising 537 eAudiobooks and 482 eBooks. To date, we had a total of 950 checkouts for eBooks and eAudiobooks. We promoted the Palace Project App through outreach at local events, such as school resource fairs and Senior Center activities, along with targeted social media campaigns. Patrons valued their ability to access collections from other libraries statewide and appreciated the faster access to eAudiobooks compared to CloudLibrary. Through this collaborative approach, we strengthened resource-sharing and ensured equitable access to diverse digital materials. We are seeking more funding to address the need of our community for more eAudiobooks access as well as assist with increasing the Statewide Collection.

6. Is this project expected to take more than one year to implement fully?

- Yes
 No

7. **Focus Population: Who is the focus population for this project? (Word limit: 50)**

Describe the focus population for your proposed project.

Question 7 Response:

For this grant period, we are focusing on three populations: families, older adults, and underserved groups (low-income, people with disabilities, and teens).

8. **How does this proposed project address barriers and needs experienced by the focus population and align with the population's needs and aspirations? (Word limit: 150)**

Describe how what you plan to do will help address the barriers and unmet needs and align with the aspirations of the focus population.

Question 8 Response:

By purchasing a more diverse collection, including titles that celebrate different cultures, languages, and life experiences, we will create an inclusive digital library that facilitates reading and learning among families, older adults, and underserved groups. We have a huge group of homeschool families that use both our Zip Books program and our eBooks resources, and they have expressed how hard it is to get books through CloudLibrary; offering the Palace Project app as an alternative has been helpful to them, expand the Statewide Collection will help address their need. Also, our older adult patrons, who have recently transitioned to digital audiobooks via tablets, have expressed a strong desire for an expanded collection of these materials. Removing financial barriers associated with accessing eBooks and eAudiobooks has significantly benefited residents facing economic hardships. By increasing access to these resources, we not only enhance our relevance to the community but also fulfill our commitment to meeting the diverse needs of all our patrons.

9. **How will you connect with the focus population, inform them about the project, remove barriers, and encourage their participation? (Word limit: 300)**

Describe your outreach efforts to connect the focus population with the project, increase their participation, and address obstacles to their participation.

Question 9 Response:

We will have workshops to enhance digital literacy and outreach to the community and local schools to ensure that all community members can navigate Palace Project app confidently.

10. **How is your project being created, planned, and implemented in collaboration with the focus population? (Word limit: 300)**

Describe how members of the focus population are working and will work with you on the project as you create, plan,

and implement it.

Question 10 Response:

To ensure the grant project meets the needs of our community, we conducted a library survey of our services as part of our strategic plan last year. We gathered information on what services and programs they want our Library to offer. We had several responses, including adding more audiobooks to our digital collection via CloudLibrary and the Palace Project App. With the grant funds, we plan to purchase more eAudiobooks as well as provide informational programs to the public.

11. Project Outputs: List your anticipated project outputs. Include services to be provided and/or products to be created in this project as well as the approximate number of each.

Outputs are quantifiable measures of services and/or products to be created or provided. Be sure to include the number of people you anticipate will participate in and/or benefit from each activity, if applicable.

Example list of outputs:

- Three training workshops will be held; 25 people will attend each workshop
- 15 story hours will be held
- 100 promotional bookmarks will be created and distributed
- 150 individuals will be trained
- 50 children and caregivers will have participated
- 1,000 photographs will be digitized
- Five kits will be created and given to each branch

Question 11 Response:

- Two Palace Project App workshop will be held; 25 people per workshop
- 100 promotional bookmarks will be created and distributed
- Five outreach to the community, school resource fairs, senior center, and other community events.
- 100 promotional flyers will be created and distributed
- 10 social media posts
- Purchase between 400 to 500 digital materials (eBooks and eAudiobooks)

12. Additional Evaluation: Beyond the framework required by the State Library and IMLS, describe additional local plans, if any, for evaluating the impact of your project in response to your stated need. (Word limit: 300)

Question 12 Response:

13. Future Plans: If this project is successful, how will it be supported and sustained in the future, and if it's not, how will you use any lessons learned? How will you share successes and lessons learned? (Word limit: 150)

Question 13 Response:

The Library will advocate garnering more local funding to sustain its eBook and eAudiobook collection. If another grant opportunity arises, the Murrieta Public Library will continue to apply for the grant to help fund the expansion of its digital collection.

14. Project Partner: Do you have a project partner to report?

A partner is an organization that will contribute resources to your project (materials, funds, staff, etc.) and with which you have a signed agreement. If you are requesting \$75,000 or more, you are required to have at least one partner.

Contractors paid for their involvement with the project are NOT partners.

Question 14 Response

- Yes
 No

15. Community Connections: A community connection is a cooperating institution or agency with which the applicant works to achieve project goals but with which the applicant might not have a formal, signed agreement.

Organizations or individuals who are contractors under the project are not considered community connections.

Do you have a community connection to report?

- Yes
 No

16. Project Partner and Community Connection Letters of Support: Attach any letters of support to your application.

Acceptable file formats include PDF, Word (.doc, .docx), Excel (.xlsx), JPEG/JPG, and PNG.

Your letters of support should be named OpportunityName_LetterofSupport1_OrganizationName

If you have more than one letter of support, click Choose File again to upload multiple files.

Upload Letters of Support Here:

LSTA Goal 4 Question

This form does not auto-save your work. Click the green Save button often.

To increase the size of the text, press the "Ctrl" and the "+" buttons on your keyboard at the same time.

Goal 4: Strengthen equitable resource-sharing and access to information, services, and opportunity with an emphasis on local community strengths and challenges.

Describe how your project will foster and support resource-sharing and access to information, services, and opportunities that prioritizes community engagement and centers on the lived experiences, strengths, and challenges of local communities. Provide information about how you will:

- Intentionally bring together library workers and community members from a range of backgrounds and experiences to share resources and co-design projects and activities that deliver equitable access to information, services, and opportunity.
- Ensure your project is centered on and informed by California's culturally specific and unique resources, particularly the lived experiences of marginalized communities.
- Ensure your project is centered on and makes more visible lived experiences and histories from members of California communities whose stories are not usually seen.

Goal 4 Question Response:

The Murrieta Public Library is dedicated to providing free and equitable access to information, services, and technology. Guided by these principles, we've prioritized the acquisition of digital materials and databases that break down barriers to access, particularly for families, older adults, and underserved groups. Expanding our eBook collection and offering more ways to access books will help us remove expense and knowledge barriers for all residents. Through the grant, we aim to provide a robust resource for residents to explore diverse perspectives and relatable experiences, bridging the knowledge gap and promoting community resilience. We hope that by being part of the Statewide Collection, we will meet our goal of providing equity-based services and addressing our community's need for more eBooks and eAudiobook access.

Project Activities

This form does not auto-save your work. Click the green Save button often.

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.

What activities will be used to accomplish your project and achieve your outcomes?

- An Activity is an action or actions that help you accomplish the goal of your project.
- Your project will likely have between one and four activities.
- You should only report on major activities.
- Include all activities that account for at least 10% of your project budget.
- Routine actions such as purchasing supplies to support programs are not activities.

For guidance on Outcome Surveys, visit [Outcome Survey Information](#).

Activity Name

Purchasing of digital materials

Activity Description: Provide a brief summary of your activity including what you will do and how you will do it, for whom, and for what expected benefit. (Word Limit: 90-160)

Murrieta Public Library plans to spend \$25,000 (including matched funds) to purchase 300 to 400 digital eBooks and eAudiobooks in the Palace Project Marketplace. The collection selected included adult, teen/YA, and children's materials. In addition, the library has expanded its offerings to include Spanish-language resources, further enhancing our digital collection.

Choose your activity

- Instruction: Involves an interaction for knowledge or skill transfer.
- Content: Involves the acquisition, development, or transfer of information.
- Planning/Evaluation: Involves design, development, or assessment of a project, program, service, operation, resource and/or user group.
- Procurement: Involves purchasing facilities, equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure. NOTE: contact LSTA@library.ca.gov before choosing this activity.

Choose the Type that best describes the content activity and aligns with the intent (**Outcomes survey(s) must be issued during the project period if beneficiary is library workforce.)

- Acquisition: Selecting, ordering, and receiving materials. May also include obtaining software or hardware for the purpose of storing and/or retrieving information.**
- Creation: Design or production of an information tool or resource such as digital objects, curricula, manuals. Includes digitization or the process of converting data to digital format.**
- Description: Apply standardization descriptive to items in a collection for the purposes of intellectual control, organization, and retrieval.
- Lending: Circulation of materials, both general circulation and reserves. May also refer to the physical or electronic delivery of documents from a library collection to a library user, upon request.
- Preservation: Effort that extends the life or useful life of a living or non-living collection, the individual items or entities included in a collection, or a structure, building, or site by reducing the likelihood or speed of deterioration.

Choose the format that best describes the Content

- Digital (computer-mediated). The term includes commercial or not-commercial hardware, software, and/or data transfer connections and protocols, systems at any scale, and metadata.
- Physical (medium in or on which information [data, sound, images, etc.] is stored [for example, paper, film, magnetic tape or disk, etc.]. The medium may be encased in a protective housing made of another material [plastic, metal, etc.])

Combined digital and physical.

Is the activity directed at the library workforce (includes volunteers and trustees) or the general population?

- Library workforce
 General population

Do you have a second activity to report?

- Yes
 No

If No, scroll to the bottom of page

Project Timeline

This form does not auto-save your work. Click the green Save button often.

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.

Timeline:

The timeline should capture when project actions will occur.

- It must include all Project Activities listed in the application and connect to the Project Description.
- List actions in chronological order.
- Actions must be within the project implementation dates.

For this grant the start date is July 1, 2025 and the end date is June 30, 2026.

Below, enter each of your major actions and when they will occur.

Action 1 Description

Upon grant acceptance, funding approval will need to be approved by the City Council, City Manager, and Finance Department

Action 1 Start Date

7/1/2025

Action 1 End Date

9/1/2025

Do you have a 2nd action to report?

- Yes
 No

Action 2 Description

Once approved, the Library will start purchasing eBooks and eAudiobooks monthly until grant funds have been expended. Offer two Palace Project App workshop to the public, promote the service via outreach and social media.

Action 2 Start Date

9/1/2025

Action 2 End Date

5/29/2026

Do you have a 3rd action to report?

- Yes
 No

Action 3 Description

Create mid-year report

Action 3 Start Date

1/1/2026

Action 3 End Date

2/6/2026

Do you have a 4th action to report?

- Yes
 No

Action 4 Description

Create the final report

Action 4 Start Date

6/1/2026

Action 4 End Date

6/30/2025

Do you have a 5th action to report?

- Yes
 No

If No, scroll to the bottom.

Additional Information/Uploads (LSTA)

This form does not auto-save your work. Click the green Save button often.

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.

Applicant Organization Assessment

1. Recipient Grant Manager Name

Agnes Rita

2. Is the recipient grant manager new to your organization (joined within the past year)?

- Yes
 No

2b How long has the recipient grant manager worked in your organization? (Enter in years. Example: 3.5)

11.5

3. Has the recipient grant manager previously managed any LSTA or other federal grant projects within the last three years?

- Yes
 No

3b. How many grant projects has the recipient grant manager previously managed?

26

4. How long has the organization's director been in his/her current position? (Enter in years. Example: 3.5)

3.1

5. Has the applicant organization received any grants from the California State Library in the past three (3) years?

- Yes
 No

5b. How many grants has the applicant organization received from California State Library in the past three (3) years?

10

6. Has the applicant organization been awarded a grant not issued by the California State Library in the past three (3) years?

- Yes
 No

7. For any grants received within the past three (3) years, has the applicant organization been late submitting any of the following (select all that apply)?

- Amendments
 Budget modifications, augmentations and/or revisions
 Fiscal and/or narrative reporting
 The applicant organization has not been late in any of the above
 N/A - The applicant organization has not received any grants within the past three (3) years.

8. For any grants received within the past three (3) years, has your organization failed to meet any grant requirements?

- Yes
 No

9. In the past two years, has your organization undergone a reorganization or major shift in management that would affect

this program?

- Yes
 No

10. Has the applicant organization ever been convicted of violating federal criminal law involving fraud, bribery, or gratuity violations?

- Yes
 No

11. Does the applicant organization have a current lawsuit filed against them or previously had a lawsuit filed against them in the last five (5) years?

- Yes
 No

12. How many times in the past five (5) years has the applicant organization received an audit and/or monitoring finding(s)?

- The applicant organization has not received an audit finding in the past five years
 1-3 findings
 4-6 findings
 7+ findings

13. Select the type of audit(s) or monitoring that resulted in findings (select all that apply):

- The applicant organization has not received an audit finding in the past five years
 Federal audit
 Financial audit
 LSTA monitoring
 State audit
 Any other type of audit not identified above:

13b. If 'Any other type' was chosen, explain audit type.

14. Does your accounting system identify and track expenditures and receipt of program funds separately for each grant award?

- Yes
 No

15. Is your organization facing bankruptcy or major budget deficits?

- Yes
 No

Applicant Organization Travel Policy

Applicants with a travel policy in place may use their organization's local travel reimbursement rates for most allowable travel-related expenses.

If you plan to use your organization's approved travel policy for travel reimbursement, you must attach it to this application.

Policy rates must be reasonable. Reimbursement is subject to rate approval by the California State Library. The mileage rate used cannot exceed the current state mileage rate. See [Travel in the Budget Information section of Application Guide](#) for more information.

Acceptable file formats include PDF, Word (.doc, .docx), Excel (.xlsx), JPEG/JPG, and PNG.

Your travel policy should be named OpportunityName_TravelPolicy_OrganizationName

Attach Travel Policy.

Additional Documents

Attach additional supporting documents to this application.

Supporting attachments should provide data for information provided in the narrative.

Examples of attachments include:

- Letter of support from individuals or groups (not partner or community connections);
- Citations from reports supporting the needs statement;
- Staff position descriptions;
- Sample evaluation tools;
- Description and expertise of any consultants to be used

Acceptable file formats include PDF, Word (.doc, .docx), Excel (.xlsx), JPEG/JPG, and PNG.

Your additional documents should be named

OpportunityName_UpToThreeWordDescription_OrganizationName

Attach additional supporting documents to this application. If you have more than one file, click Choose File again to upload multiple files.

Children's Internet Protection Act (CIPA) Certification

The Institute of Museum and Library Services establishes guidelines to ensure that the California State Library's implementation of the Children's Internet Protection Act (CIPA) complies with the 2003 decision of the US Supreme Court. The California State Library is required by 20 U.S.C. Section 9134(b)(7) to provide assurance that we will comply with 20 U.S.C. Section 9134(f), which sets out standards relating to Internet Safety for public libraries and public elementary school and secondary school libraries.

Under CIPA, California State Library must assure the Federal Government that no funds will be made available for public libraries and public elementary and secondary school libraries to purchase computers to access the Internet or pay for the direct costs of accessing the Internet unless the libraries have certified that they have Internet safety policies and technology protection measures, e.g., software filtering technology, in place. California State Library must collect certifications from libraries subject to CIPA that apply to the States for Library Services and Technology Act (LSTA) funding. Public libraries and public elementary and secondary school libraries must be in compliance with CIPA to obtain IMLS State Program funding which will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet.

The authorized representative applying for LSTA funding must certify that the location at which the project will be implemented, is one of the following:

- A single applicant that is CIPA compliant.
- A single applicant that is not CIPA compliant.
- Representing a group of applicants. The library submitting this application has collected Internet Safety Certifications from all other applicants and attached them to this application.

Application Certification

This form does not auto-save your work. Click the green Save button often

To increase the size of the text, click the "Ctrl" and "+" buttons on your keyboard at the same time.

Application Certification Upload Instructions

1. Download the Application Certification Template below.
2. The Authorized Representative signs for your project.
3. Upload your completed form by using "Choose File" button below.

Application Certification Template

OpportunityName_Certification_OrganizationName.docx

Upload your completed Certification and Signature page. Your file name should follow the format OpportunityName_Certification_OrganizationName. Example: InspirationGrant_Certification_CaliforniaStateLibrary. Acceptable file formats include PDF, Word (.doc, .docx), Excel (.xlsx), JPEG/JPG, and PNG.

Authorized Representative Reminder

The Authorized Representative is the legally designated representative of the applicant organization. The legally designated representative has the legal authority to enter into an agreement executing the agreement and is authorized to receive and expend funds in order to administer the proposed grant project. The individual designated in the application as the Authorized Representative will be responsible for signing any potential award materials requiring signature such as award agreement, payment claim forms, report forms and budget modification requests. The Authorized Representative must have signatory power within their organization.

Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
A. Salaries, Wages and Benefits			
Project Coordinator- Supervising Librarian	\$0.00	\$13,554.00	\$13,554.00
Subtotal	\$0.00	\$13,554.00	\$13,554.00
F. Services			
eBooks and eAudiobooks licenses and fees	\$20,000.00	\$0.00	\$20,000.00
eBooks and eAudiobooks licenses and fees matched funds	\$0.00	\$5,000.00	\$5,000.00
Subtotal	\$20,000.00	\$5,000.00	\$25,000.00
Total Proposed Cost	\$20,000.00	\$18,554.00	\$38,554.00

Revenue Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
Grant Funding			
Award Requested	\$20,000.00		\$20,000.00
Subtotal	\$20,000.00		\$20,000.00
Non-Grant Funding			
Cash Match		\$5,000.00	\$5,000.00
In-Kind Match		\$0.00	\$0.00
Other Funding and Contributions		\$0.00	\$0.00
Subtotal		\$5,000.00	\$5,000.00
Total Proposed Revenue	\$20,000.00	\$5,000.00	\$25,000.00

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

A. Salaries, Wages and Benefits

Includes all salaries, wages, and fringe benefits paid to staff directly employed by the awardee organization and

contribute to the project regardless of funding type (LSTA/Cash Match/In-kind). The narrative section for Salaries, Wages and Benefits line items must include the position title, FTE for direct project work, hourly rate inclusive of salaries, wages and benefits, and how the position supports the project. FTE is the proportion of a full-time employee's time spent on the proposed project. Refer to the Table for Estimating Time Allocations (FTE) <https://www.library.ca.gov/grants/lsta-application-guide/fte-estimates/>

Project Coordinator- Supervising Librarian

Project Coordinator – Supervising Librarian 100 hours x \$135.54 (Fully burdened rate) Oversees the eBooks for All grant and staff. Creates reports. Manages collection development and budget.

F. Services

Include any costs for individuals contracted to manage and/or implement the project activities. Services that should be described include items such as printing, subscriptions or licenses, project-specific media and marketing services, equipment and vehicle maintenance, and building equipment lease and rental. LSTA funds cannot be used to fund portions of contracts that fall outside of and/or extend beyond the award period. If an awardee would like to enter into a contract that extends beyond the award period, the awardee must use other, non-LSTA funds to cover the portion of the contract that runs beyond the project period end date. The awardee must obtain and keep detailed invoicing which clearly shows the proration of the portion of the contract to be paid for by LSTA funds. *A note on eBooks: eBook costs involve licensing and belong in Services. Time-bound metered eBook titles must be limited to the project period dates and cannot exceed the project end date. Any use of metered eBook titles needs to take place within the grant period. The narrative section for Services line items must be organized by individual vendor, or anticipated service, and include the type of services proposed.

eBooks and eAudiobooks licenses and fees

The Murrieta Public Library will purchase \$20,000 worth of eBooks and eAudiobooks from the Digital Public Library of America collection.

eBooks and eAudiobooks licenses and fees matched funds

The Murrieta Public Library will purchase \$5,000 worth of matched funds for eBooks and eAudiobooks from the Digital Public Library of America collection.