American Rescue Plan Act of 2021 (ARPA) Grant Information and Guidelines

Public Law Number 117-2

Developed by
Division for Libraries and Technology

Wisconsin Department of Public Instruction
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Introduction

On March 11, 2021, the American Rescue Plan Act of 2021 (ARPA) became Public Law Number 117-2. The ARPA grant program is administered at the federal level by the Institute of Museum and Library Services (IMLS). ARPA includes a provision appropriating an additional $200 million for IMLS to carry out museum and library services across the nation. Eighty-nine percent of the $200 million ($178 million) is required to be allocated to state library administrative agencies.

IMLS defined spending priorities for ARPA funds as 1) supporting digital inclusion efforts to enable libraries to reach residents such as through internet hotspots, accessible Wi-Fi, and digital content and related resources, particularly in support of education, health, and workforce development needs; 2) providing rapid emergency relief to libraries across the country, allowing them to safely respond to the pandemic and implement public health protocols; 3) supporting library services that meet the needs of communities throughout the U.S., including costs such as personnel, technology, training, materials, supplies, equipment, and associated indirect costs; and with respect to the priority areas listed, reach tribal and museum partners best positioned to assist with pandemic response efforts, in addition to traditionally eligible library entities, where appropriate.

Using a population-based distribution method similar to the Library Services and Technology Act (LSTA) Grants to States program, IMLS awarded the Wisconsin Department of Public Instruction (DPI) $3,270,854 on April 8, 2021. This funding is available to Wisconsin through September 30, 2022.

IMLS is the primary source of federal support for the nation's 123,000 libraries and 17,500 museums. IMLS's mission is to advance, support, and empower America's museums, libraries, and related organizations through grantmaking, research, and policy development. IMLS administers its program according to the Office of Management and Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

ARPA Grant Timeline

Event	Date
Date of IMLS Award to the DPI.	April 8, 2021
Start of grant period. Earliest date expenditures may be charged back to grant.	July 1, 2021
Grant application and eligibility requirements released by the DPI's Division for Libraries and Technology.	September 27, 2021
Grant pre-application deadline for competitive grant applications.	October 25, 2021
Awards announced for competitive grant applications.	Estimated mid-late November 2021
Applications are entered into WISEgrants (exact date depending on WISEgrants transition).	Estimated late-November to December 2021
Notifications of Federal Grant Subaward sent to awardees.	Estimated December 2021
End of grant period. Final day expenditures may be charged to grant.	June 30, 2022
Claims due to the Department of Public Instruction.	August 15, 2022
Final project evaluations due to the DPI.	August 15, 2022

ARPA Grant Contract

Please submit pre-applications and general questions to LibraryReport@dpi.wi.gov to be routed to the appropriate staff contact within the Division for Libraries and Technology.

Vision and Principles

The DPI and the Wisconsin Public Library System Directors created the following vision and principles for the use of ARPA funds and their impact on libraries throughout the state.

Vision
Public Libraries are Centers for Community Recovery, Resiliency, and Revitalization.

Principles
Positioning public libraries and library systems to:

- Champion their roles as resilient community and public service centers, welcoming patrons back into buildings as safe places for all.
- Collaborate on projects that have statewide impact and can be scaled to libraries of all sizes.
- Equitably develop and improve upon regional and statewide platforms, services, and resources, that are collectively provided and marketed to free up libraries to focus on the needs of their communities.
- Maintain and enhance the connections created during the health crisis—within systems and statewide—and continue to build bridges to the resources residents need to help them recover from the impacts of the pandemic.
- Support libraries in becoming more prominent and visible in their communities by providing innovative resources and services that create opportunities for communities to revitalize and reach their aspirations.

ARPA Grant Requirements

Acknowledge IMLS for Project Funding

ARPA grant award subrecipients (including all public libraries and public library systems) are required to acknowledge IMLS as the funding agency. All products and informational materials, regardless of format or method of distribution that are supported by a ARPA grant, including websites and databases created totally or in part, must include a logo and an acknowledgement. More information is available on the DPI LSTA FAQ page (because of the overlap with other IMLS grant requirements) and the IMLS Acknowledgement Requirements page. The IMLS acknowledgement must be included on everything that is purchased and distributed using ARPA funding. Any promotional materials including flyers, web pages, and signs must include an IMLS acknowledgement and IMLS logo where appropriate.

Additional Materials

The DPI and IMLS are eager to see and share details regarding your projects in order to demonstrate the value of public libraries in their communities and to inform the public how their investment in public

libraries was utilized. Send additional materials providing context to the project or the project's outcome such as images, promotional materials, websites, feedback received, survey results, staff and patron stories about the project, press releases, and news articles to LibraryReport@dpi.wi.gov. If shared with the Division for Libraries and Technology, additional materials may be shared publicly (e.g., social media, newsletters) and with IMLS unless otherwise indicated. Be sure to include the library's name and location with any materials sent.

Allowable Costs

Ensuring costs charged back to a federal award are allowable is important in the planning and implementation of projects. Disregard of allowable costs might affect project status or out-of-pocket costs for a grantee. Generally, ARPA allowable expenses are similar to the LSTA program in that the costs must be directly related and necessary to carry out one or more of the goals and objectives identified in the LSTA Five-Year State Plan. The DPI's Allowable Cost Checklist for Federal Funds provides a list of questions to ask in determining if a cost is allowable. The DPI follows the Code of Federal Regulations Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Title 2 Subtitle A Chapter II Part 200 Subpart E), which has more details regarding allowable costs.

Equipment requests (items that cost $5,000 or more per-unit) must be pre-approved by the DPI and by IMLS.

Allowable cost examples for ARPA projects include, but are not limited to:

- Salaries, wages, fringe benefits
- Travel costs
- Materials and supplies (specific attention should be given to purchases of internet-accessible devices)
- Consultant fees
- Supplies
- Food (If obtained in conjunction with training to achieve one of the project purposes. The cost must be reasonable and necessary to achieve project goals. In most cases, use local funds for food expenses.)
- Performance costs (only if the performance is primarily for educational purposes)
- ARPA project marketing cost (marketing the library in general is not an allowable cost)

Unallowable Costs

- Purchase of internet filtering software
- Marketing and public relations of general library services
- Meetings, conventions for non-ARPA grant activities
- Memorabilia or any kind of promotional items
- Gifts, souvenirs, t-shirts, temporary tattoos, toys, stickers, candy
- Parties, games, coloring books
- Incentives and motivators (i.e., rewards, prizes)
- Lobbying or advocacy activities (i.e., attempt to influence government decision-making)
- Construction expenditures

The DPI recommends libraries partner with local businesses and organizations to cover the cost of promotional materials. For more information about allowable and unallowable costs, view the FAQ page.

Budget and Activity Changes

The DPI notifies grant subrecipients if the submitted budget within the application requires a change before the federal grant subaward is issued. If the grant subaward does not include any special conditions, the budget is approved as stated in the original application. The DPI will provide a signed copy of the approved grant application and the approved budget summary will be provided to the applicant agency along with the notification of federal grant subaward.

During the project performance period, changes to an approved grant budget must be approved by the DPI. This process will occur within WISEgrants, and further instructions will be provided as part of WISEgrants training.

Internet-Accessible Devices

ARPA funds used to purchase internet-accessible devices (e.g., computers, tablets, smartphones) or to pay for costs associated with accessing the internet by library patrons or staff (e.g., hotspot data plans, internet service provider subscription costs), must comply with the [Children's Internet Protection Act (CIPA),](#) passed in December 2000. CIPA mandates the use of internet filters on all library-owned public access **and** staff computers with internet access in libraries.

ARPA funding may be used for projects that include the use or purchase of internet-accessible devices that are non-CIPA compliant if matching local funds are used for the purchase of the devices. ARPA funds can be used for equipment, training, transportation, or other ARPA allowable costs related to the use of non-CIPA compliant internet-accessible devices.

The American Library Association (ALA) provides examples of possible funding scenarios in [An Update on Filtering: Focusing on Use of IMLS Funds from the CARES Act](#) (July 2, 2020), which also applies to ARPA. The ALA examples are some of the more common ways federal funds could be spent on internet-accessible devices or direct costs associated with accessing the internet.

All library-owned computers with internet access **must be filtered** when using federal funds to purchase internet accessible devices or costs directly associated with accessing the internet. For example:

- Computers for checkout or for use in the library
- Hotspots with data plans (the hotspots themselves do **not** have to be filtered)

Library-owned computers with internet access need **not** be filtered when using federal funds to purchase infrastructure to provide internet on library grounds or storage for internet-accessible devices. For example:

- Hotspots without a data plan (the data plan must be purchased separately using non-federal funds)
- Wireless access points and routers
- Cabling
- Cases and storage carts
- Computer peripherals (mice, monitors, keyboards)

Note that for CIPA compliance, libraries are required to block images that are obscene, contain child pornography, or are harmful to minors on all library-owned, internet-connected computers, and to have an internet safety policy that has been approved at a public meeting. The filter can be turned off by an authorized library staff member for adult patrons (17 and older) for lawful purposes.

Eligible Entities

All Wisconsin public libraries and regional public library systems are eligible to apply for ARPA funds. Eligible entities may also apply as a consortium of libraries or library systems. Refer to the Allocation and Eligibility section of each ARPA Project Category to review eligible entities for each specific grant category.

Wisconsin public libraries and public library systems must have a unique entity identifier (currently provided by Dun & Bradstreet as a DUNS number) and be set up in the DPI's online aids banking system to receive funds. If a library is not set up to receive funds directly from the DPI, the library may apply as a participating member of a consortium, but it cannot be the fiscal agent for the consortium. Public library systems are encouraged to act as fiscal agents for ARPA funding as all systems are already set up with DUNS numbers.

Any ARPA applicants that have not registered banking information with the DPI must do so before the DPI will issue a federal grant subaward or approve claims for reimbursement. This process may take several months, so the DPI recommends starting this process as soon as an agency decides to apply for an ARPA grant. Contact Jacqueline Jordee, Accountant, at jacqueline.jordee@dpi.wi.gov or call (608) 267-9134 for more information regarding online aids banking for your agency.

End-of-Project Grant Evaluation

Each recipient of ARPA funds must complete an evaluation of the project. Evaluations are due to the DPI by emailing a completed evaluation to LibraryReport@dpi.wi.gov within 45 days after the end date of the grant (August 15, 2022). The evaluation form will be provided to the grantee at the time of subaward. The evaluation will be the same format and questions as the current evaluation form used for LSTA grant reporting. If you would like a copy of the evaluation form to reference as you are developing your application, please request a copy via LibraryReport@dpi.wi.gov.

Grant Payment – Claim for Reimbursement

Disbursement of grant funds is done on a reimbursement basis. This means the grant recipient makes purchases using local funds and then submits a claim for reimbursement through WISEgrants. After the claim has been reviewed by the DPI staff, the ARPA funds are directly deposited to a bank account established by the grantee following approval of the form by the DPI. The DPI recommends grant subrecipients submit claims at least quarterly during the grant period. Direct all questions regarding financial claims to the DPI's ARPA accountant, Mark Rudman, at mark.rudman@dpi.wi.gov or (608) 267-9187. Recipients must complete grant activities and encumber expenses by the end date on the notification of federal grant subaward. The grantee maintains all receipts for purchases.

Note: More information on how to submit a claim in WISEgrants will be provided to grantees in future communications prior to January 1, 2022.

Indirect Cost Rate

An indirect cost is an organization'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.

Indirect costs must be budgeted within the specific dollar amount awarded in the ARPA grant. The awarded agency cannot budget indirect costs in excess of the grant award amount. Applicant agencies can choose to budget indirect costs using a current indirect cost rate already negotiated with a federal

agency, using the *de minimis* rate not to exceed 10% of modified total direct costs, or not include any indirect costs. Contact LibraryReport@dpi.wi.gov to request more information.

Partnerships and Collaborations

IMLS defines a *partner* in the State Program Report (SPR) Reporting System User Documentation – State Library Administrative Agency View as, "A cooperating institution, designated through a formal agreement that contributes material resources (i.e., materials, funds, staff) to the activity." IMLS provides the example of a statewide training, in which staff from several library systems attend is not considered a partnership between the DPI and the systems, but if the DPI worked with the University of Wisconsin–Madison, who agreed to provide their facilities to host the training, that would be considered a partnership. There are many opportunities to collaborate on ARPA projects, but not all collaborations are partnerships per the IMLS definition.

IMLS considers partnerships official when there is a formal agreement between the grant applicant and another institution and a contribution of material resources. An agreement may come in the form of a signed letter stating the intent of member librarians to offer a program to library users, financial support, or in-kind contribution of staff to teach a workshop or deliver a presentation. The formal agreement should include a clear understanding of the responsibilities expected from each institution.

Grants are offered to a single fiscal agent. Any project that includes the distribution of funds or shared activities with additional entities must have a formal partnership agreement. This is an example of a written memorandum of understanding and can be modified to formalize a project partnership.

For fiscal relationships, allocating funds to member libraries requires greater documentation of accountability in the ARPA application and final evaluation. For example, library system staff, as grant administrators, need to provide information to member libraries about their responsibility in agreeing to accept funds. IMLS requires each recipient of funds to describe the impact of the federal funds on its community. Each library or organization that receives and expends ARPA money must report the use of the ARPA funds and the outcomes of the project to the original recipient of the grant award.

ARPA Competitive Project Categories

Application Process and Notification

The competitive application process will consist of two steps. Fill out and submit a pre-application by **October 25, 2021.** Please provide details on proposed project activities and total budget request amount. Pre-applications received after the due date (Monday Oct 25, 2021, 11:59:59 p.m.) will not be reviewed and will be determined ineligible for funding. Each of the three grant categories has a different set of pre-application questions linked in the appropriate grant category section.

Please ensure you are using the correct pre-application form for the grant category when submitting the pre-application to LibraryReport@dpi.wi.gov. The pre-application will be reviewed by three individual rankers to score and prioritize the funding of projects. Scoring rubrics that will be used to score projects are located in the appendices of this document.

Once all projects are reviewed and scored, the DPI's Division for Libraries and Technology staff will recommend projects to the Division Administrator for approval. The Division Administrator will make recommendations to the State Superintendent of Public Instruction. The State Superintendent reviews recommendations from the Division Administrator and makes a final determination regarding all grant applications. The Division for Libraries and Technology staff will notify all applicants whether their projects will be funded.

This is a competitive grant program meaning that not all applicants who apply will be funded. For the projects approved to receive funding, a formal application process within WISEgrants will follow in late fall. Additional details on the application process within WISEgrants will be provided at that time.

Allocations and Eligibility

Eligible entities are Wisconsin public libraries that are legally established as a public library under Wis. Stat. § 43 and Wisconsin Public Library Systems. A public library system may act as a fiscal agent for a public library or libraries that meet the above criteria. Each eligible applicant may only submit one application per grant category.

Each grant awarded will be between $50,000 as a minimum grant award amount and $200,000 as the maximum award amount per application.

Competitive Categories Overview

The COVID-19 pandemic disrupted access to services that members of communities regularly used. While navigating the public health crisis, Wisconsin libraries quickly adapted their service models to keep staff and patrons safe. The libraries did what they do best, albeit with more reliance on technology, which is to connect people to information and resources. As libraries continuously adapt to serve their communities, three major themes have emerged regarding what libraries need to provide to their communities. The themes are Libraries as a Center for Community Resilience, Hybrid Library Service Model, and Library Space and Safety Improvement. These three themes serve as the basis for the following three competitive grant categories.

#1 Library as a Center for Community Resiliency

Libraries serve as a place for people to connect to information and resources, as well as to provide help for those seeking new opportunities and responding to challenges. The pandemic reminded the nation that a library is a key partner in a community's response to emergencies. The Library as a Center for Community Resiliency grant category focuses on developing, enhancing, or expanding innovative community partnership models for the library to be a center for resiliency in their community.

Eligible Wisconsin Public Libraries and Public Library Systems	Individual Award Per Application	Total Allocation
Library as a Center for Community Resiliency	$50,000-$200,000	Up to $750,000
State Total		**Up to $750,000**

Example Projects for Library as a Center for Community Resiliency
- Provide social service and digital navigator services
  - Note: Digital navigation services include providing guidance and ongoing assistance with affordable internet access, device acquisition, technical skills, and application support.
- Connect people to workforce development and support
- Expand community educational support and partnerships
- Develop resources for emergency response preparedness

General Stipulations for ARPA Competitive Grant Projects
- Projects must tie back to the LSTA Five-Year Plan for Wisconsin 2018-2022
- Project shall align with at least one of the IMLS spending priorities below:
  - Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs
  - Provide rapid emergency relief
  - Support library services that meet the needs of their communities
  - Reach tribal and museum partners best positioned to assist with pandemic response efforts
- Projects encouraged to include costs for marketing an ARPA project, training staff and patrons on use, and administrative overhead to carry out the project

Pre-Application Questions for Library as a Center for Community Resiliency Grant Category
1. Project Abstract: How will the project create a model for the library to foster and cultivate collaborations with local partners and establish a responsive network connecting residents with the resources and support they need to emerge from the impacts of the pandemic with resiliency? Describe the problem or need this project addresses in your community or for your target audience. Please describe staffing, specific partnerships, and resources that will be developed by the library or libraries involved in this project to fulfill this community role. (0-4 points)
2. Future model sustainability and support: What do you envision will demonstrate tangible, successful results from the project, including how sustainability can be achieved to continue to

develop and fulfill this role for the library or libraries involved in the project? As part of your response, please directly address how you will handle any ongoing costs beyond the grant period. (0-10 points)

3. <u>Library staff support</u>: What training and professional learning will this project provide to staff to support the development of the staff's knowledge base and skills in order for them to connect and navigate patrons to the right resources and partners? (0-4 points)

4. <u>IMLS priorities</u>: How does the project align with at least one of the IMLS spending priorities listed below? (0-6 points)
   a. Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs
   b. Provide rapid emergency relief
   c. Support library services that meet the needs of their communities
   d. Reach tribal and museum partners best positioned to assist with pandemic response efforts

5. <u>Project reach potential</u>: How will your project have regional or statewide impact? How can the results of the project be shared or replicated by other libraries in the state? (0-10 points)

6. <u>Equity</u>: How will your project reach historically underserved populations, as well as those disproportionately affected by the pandemic? (0-10 points)

Fill out the [Library as a Center for Community Resiliency Pre-Application](). Make a copy of the file and submit it to [LibraryReport@dpi.wi.gov]() by **October 25, 2021**. Please either submit the pre-application file as an attachment to an email or ensure the submitted file has appropriate viewing permissions when sharing the link.

Pre-Application Scoring

Pre-applications will be reviewed by three rankers and evaluated using the scoring rubric located in [Appendix A](). Please review the scoring rubric as you are filling out the pre-application to ensure your project answers align with the scoring rubric.

#2 Hybrid Library Service Model

To maintain the health safety measures library staff put into place during the pandemic, libraries need to provide multiple ways patrons can access services and resources. The Hybrid Library Service Model grant category focuses on libraries adopting and developing innovative hybrid service models to reach members of their communities no matter their situations. A hybrid service model includes having virtual, in-person, mobile/remote, and self-service options where patrons can easily and safely access resources and services inside and outside of the library. Developing multiple point-of-service options can position a library to continue providing services and resources during emergency events, as well as expand a library's reach to members of the community that may have barriers to using the library.

Eligible Wisconsin Public Libraries and Public Library Systems	Individual Award Per Application	Total Allocation
Hybrid Library Service Model	$50,000-$200,000	Up to $750,000
State Total		**Up to $750,000**

Example Projects for Hybrid Library Service Model
- Purchase equipment to provide mobile/remote library services
- Adopt or improve mobile applications
- Implement scheduling software for curbside material pickup and other services accessed via reservation
- Establish public kiosks in the community to access library services and resources
- Develop virtual platforms for programming

General Stipulations for ARPA Competitive Grant Projects
- Projects must tie back to the LSTA Five-Year Plan for Wisconsin 2018-2022
- Project shall align with at least one of the IMLS spending priorities below:
    - Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs
    - Provide rapid emergency relief
    - Support library services that meet the needs of their communities
    - Reach tribal and museum partners best positioned to assist with pandemic response efforts
- Projects encouraged to include costs for marketing an ARPA project, training staff and patrons on use, and administrative overhead to carry out the project

Pre-Application Questions for Hybrid Library Service Model Grant Category
1. Project Abstract: What hybrid library service option(s) are you proposing to develop? Describe the problem or need this project addresses in your community or target audience. Please be specific about what you plan to purchase, how you plan to implement including staffing needs, and/or where you envision providing any service options outside of the library building. (0-4 points)

2. <u>Future model sustainability and support</u>: How will you demonstrate tangible, successful results from the project, including how sustainability can be achieved to continue to develop and provide hybrid service options? As part of your response, please directly address how you will handle any ongoing costs beyond the grant period. (0-10 points)
3. <u>Library Staff support</u>: What training and professional learning will this project provide to staff to support the development of their knowledge base and skills to provide hybrid service options? (0-4 points)
4. <u>IMLS priorities</u>: How does the project align with at least one of the IMLS spending priorities listed below? (0-6 points)
   a. Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs
   b. Provide rapid emergency relief
   c. Support library services that meet the needs of their communities
   d. Reach tribal and museum partners best positioned to assist with pandemic response efforts
5. <u>Project reach potential</u>: How will your project have regional or statewide impact? How can the results of the project be shared or replicated by other libraries in the state? (0-10 points)
6. <u>Equity</u>: How will your project reach historically underserved populations and/or those disproportionately affected by the pandemic? (0-10 points)

Fill out the Hybrid Library Service Model Pre-Application. Make a copy of the file and submit it to LibraryReport@dpi.wi.gov by **October 25, 2021**. Please either submit the pre-application file as an attachment to an email or ensure the submitted file has appropriate viewing permissions when sharing the link.

Pre-Application Scoring
Pre-applications will be reviewed by three rankers and evaluated using the scoring rubric located in Appendix B. Please review the scoring rubric as you are filling out the pre-application to ensure your project answers align with the scoring rubric.

#3 Library Space and Safety Improvement

The pandemic forced libraries to closely look at the ongoing safety needs of library staff and patrons when inside the library. The Library Space and Safety Improvement grant category is focused on ways ARPA funds can be used to help libraries improve the safety of their buildings, spaces within libraries, and increase contactless options in handling materials.

Eligible Wisconsin Public Libraries and Public Library Systems	Individual Award Per Application	Total Allocation
Library Space and Safety Improvement	$50,000-$200,000	Up to $750,000
State Total		**Up to $750,000**

Example Projects for Library Space and Safety Improvement
- Space planning
- Technology for meeting rooms/spaces
- HVAC upgrades (Any upgrades will need to be discussed in detail with the DPI staff to ensure that activities are not considered construction by IMLS. Contact Alexandra.Delvoye@dpi.wi.gov for more details)
- Automated Materials Handling/RFID
- Materials pick up lockers

General Stipulations for ARPA Competitive Grant Projects
- Projects must tie back to the LSTA Five-Year Plan for Wisconsin 2018-2022
- Project shall align with at least one of the IMLS spending priorities below:
    - Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs
    - Provide rapid emergency relief
    - Support library services that meet the needs of their communities
    - Reach tribal and museum partners best positioned to assist with pandemic response efforts
- Projects encouraged to include costs for marketing an ARPA project, training staff and patrons on use, and administrative overhead to carry out the project

Pre-Application Questions for Library Space and Safety Improvement Grant Category
1. Project Abstract: What building, space, and safety improvements are you proposing to make at your library or libraries? Describe the problem or need this project addresses and the target audiences from the community that will benefit from the project. Please be specific about what you plan to purchase and/or contract for, and how any facility changes will improve safety. *Please note construction related expenditures, if part of your project budget, are not allowed per IMLS requirements to be paid for with ARPA funds and, therefore, will need to be covered by other funding outside the grant.* (0-6 points)

2. <u>Future model sustainability and support</u>: What do you envision will demonstrate tangible, successful results from the project? Please include how sustainability can be achieved to support any ongoing costs that may exist for any facility improvements or equipment additions beyond the grant period. (0-10 points)
3. <u>Staff support</u>: What training and professional learning, if any, will staff need to adapt to building and space changes or new methods to interact with patrons? (0-4 points)
4. <u>IMLS priorities</u>: How does the project align with at least one of the IMLS spending priorities listed below? (0-6 points)
   a. Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs
   b. Provide rapid emergency relief
   c. Support library services that meet the needs of their communities
   d. Reach tribal and museum partners best positioned to assist with pandemic response efforts
5. <u>Project reach potential</u>: How can the results of the project be shared or replicated by other libraries in the state? (0-10 points)
6. <u>Equity</u>: How will your project improve the safe use of the library for historically underserved populations, as well as for those disproportionately affected by the pandemic? (0-10 points)

Fill out the [Library Space and Safety Improvement Pre-application](). Make a copy of the file and submit it to [LibraryReport@dpi.wi.gov]() by **October 25, 2021**. Please either submit the pre-application file as an attachment to an email or ensure the submitted file has appropriate viewing permissions when sharing the link.

Pre-Application Scoring
Pre-applications will be reviewed by three rankers and evaluated using the scoring rubric located in [Appendix C](). Please review the scoring rubric as you are filling out the pre-application to ensure your project answers align with the scoring rubric.

ARPA Formula Grant

IT Hardware Improvements and Upgrades

Similar to the Coronavirus Aid, Relief, and Economic Security Act funds awarded in 2020, ARPA spending priorities include enabling libraries to provide services to residents with internet hotspots, accessible Wi-Fi, and other digital inclusion efforts, particularly in support of education, health, and workforce development needs. Wisconsin public libraries and public library systems will use the funds to expand digital network access, purchase internet accessible devices (provided the library complies with CIPA), and/or provide technical support services to citizens to address digital inclusion efforts.

Application
Apply for an ARPA IT Hardware Improvements and Upgrades grant through WISEgrants. WISEgrants applications and instructions will be forthcoming. The application deadline will be shared at a later date depending on the transition to WISEgrants.

Eligible Entities and Distribution
A public library system or a consortium of library systems must apply for these funds on behalf of their member libraries. Public library systems, as the subrecipient agencies, will then determine whether they will subgrant these funds to member libraries (reimbursing members for qualifying expenditures), purchase supplies or services on behalf of their member libraries, or employ a combination of distribution methods.

For fiscal relationships, allocating funds to member libraries requires documentation of accountability in the ARPA application and final evaluation. Library system staff, as subgrant administrators, must provide information to member libraries about the responsibility in agreeing to accept funds. IMLS requires that each recipient of funds describe the impact of the federal funds on its community. Each library or organization that receives and expends ARPA money must report the use of the ARPA funds and the outcomes of the project to the original recipient of the grant award.

Allocation Details and Amounts
The IMLS ARPA funding priorities advised states and territories to utilize poverty, unemployment, and broadband availability data when prioritizing funding. Such data are on-hand at the county level. Each library within a county generates a uniform allocation based on that county's percentage in the following metrics:

Poverty: The poverty metric comprises 25% of each library's allocation. Metric: Poverty Percent, All Ages. Source: U.S. Census Bureau, SAIPE State and County Estimates for 2019 accessed via data.census.gov.

Unemployment: The unemployment metric comprises 25% of each library's allocation. Metric: Formula to determine the percentage of unemployment utilizing the sum of initial unemployment insurance claims in a county since January 1, 2021, divided by the county's voting age population estimate from 2021. Sources: Wisconsin Department of Workforce Development 2021 Unemployment Insurance Claims Initial Claims by Wisconsin County through week 37; Wisconsin Department of Administration Demographic Services Center January 1, 2021, County Preliminary Population Estimates.

Broadband Availability: The broadband availability metric comprises 50% of each library's allocation. Metric: Percent with no home internet. Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates accessed via IMLS Indicators Workbook: Economic Status and Broadband Availability and Adoption.

The Wisconsin Libraries ARPA Distribution spreadsheet details the allocation amounts generated by each Wisconsin public library and system, the sums and averages by county, and the sums and averages by system. The table below outlines the total ARPA aid amounts for each system.

Eligible Wisconsin Public Library Systems	Total ARPA Distribution	Average of Member Library ARPA Distributions
Arrowhead Library System	$14,450.00	$2,064.00
Bridges Library System	$28,289.00	$1,178.70
IFLS Library System	$88,063.00	$1,661.60
Kenosha County Library System	$3,122.00	$1,561.10
Lakeshores Library System	$25,030.00	$1,668.67
Manitowoc-Calumet Library System	$9,337.00	$1,556.10
Milwaukee County Federated Library System	$36,014.00	$2,400.92
Monarch Library System	$52,713.00	$1,757.11
Nicolet Federated Library System	$29,404.00	$1,960.27
Northern Waters Library Service	$53,031.00	$1,964.10
Outagamie Waupaca Library System	$27,551.00	$1,620.66
South Central Library System	$81,171.00	$1,531.52
Southwest Wisconsin Library System	$54,149.00	$1,933.89
Winding Rivers Library System	$66,063.00	$1,943.02
Winnefox Library System	$56,936.00	$1,897.85
Wisconsin Valley Library Service	$54,697.00	$2,187.86
State Total	**$680,020.00**	**$1,784.83**

Example Projects for ARPA IT Hardware Improvements and Upgrades projects
The list below is intended to provide an outline and generate ideas for allowable ARPA IT Hardware Improvements and Upgrades expenditures. Libraries and systems are encouraged to consult their technology plans to align expenditures with identified community/regional needs.

- Expanding digital network access
  - Purchasing and installing equipment to support provision of internet access, including cabling, switches, routers, firewalls, network security appliances, wireless access points, wireless access point controllers, servers, wireless bridges, and weatherproofing equipment
  - Hotspots, including hotspots on bookmobiles and other outreach vehicles (hotspot devices are eligible for all libraries; hotspot service plans are eligible only for CIPA compliant libraries)
  - Increasing transport bandwidth (direct expenses for internet access are only eligible for CIPA compliant libraries)
  - Installing alternate community wireless internet access points (e.g., local museum, village hall, public park) (necessary equipment is eligible for all libraries; internet access costs are eligible only for CIPA compliant libraries)
  - Marketing wireless internet improvements (e.g., permanent signs, sandwich boards, banners)
    - Marketing costs must promote specific ARPA improvements to library products or services and not simply advertise general library services. For example, if a library increases outdoor Wi-Fi access using ARPA funding, it is appropriate to purchase a sign to display in the parking lot advertising the library as a community wireless access point.
  - Web conferencing software and web cameras for virtual programming, staff interaction and collaboration, staff and patron interaction, and visibility of library meetings
  - Remote access software and necessary peripherals to facilitate staff and patron interactions

- Purchasing internet accessible devices
  IMPORTANT: ARPA funds used to purchase internet-accessible devices (e.g., computers, tablets, smartphones) or to pay for costs associated with accessing the internet by library patrons or staff (e.g., hotspot data plans), are available only to libraries that meet the content filtering requirements of CIPA. This includes the purchase of computers for responding to the COVID-19 pandemic, job resource centers, or for any other endeavor. Libraries not eligible for funding for internet-connected devices or internet access because they are not CIPA compliant may consider utilizing local funds to purchase those devices/access.

- Providing technical support services
  - Virtual/phone reference
  - Staff development
  - Unemployment and job seeking resources for patrons and possibly staff
  - Health information related to the pandemic
  - Community and government information

Public libraries and public library systems should determine whether to address needs individually at each library or if providing similar services to each library in the system is in the best interest of the public libraries. Ultimately, each library may determine how to utilize the ARPA IT Hardware Improvements and Upgrades funding generated by that library and that determination, if it differs from the library system, will take precedence if the library's determination is necessary, reasonable, and allowable under ARPA.

General stipulations for ARPA IT Hardware Improvements and Upgrades projects
- Projects must tie back to at least one of the goals in the [LSTA Five-Year Plan for Wisconsin 2018-2022](#)
- Project shall align with at least one of the IMLS spending priorities below:
  - Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs
  - Provide rapid emergency relief
  - Support library services that meet the needs of their communities
  - Reach tribal and museum partners best positioned to assist with pandemic response efforts
- Projects encouraged to include costs for marketing to carry out the project

ARPA Noncompetitive Grant Categories

As ARPA grant opportunities become available, the opportunities to apply will be messaged directly to eligible entities and listed below. More may be added throughout the course of a fiscal year as funds allow.

Data Landscape Studies and Training

The Baseline Data Knowledge, Expertise, and Use Study will gather information about the levels of data awareness, knowledge, expertise, and use by library and library system staff throughout the state. The result will include an analysis of the information gathered, including respondent professional and demographic information, to develop recommendations for data training and the development of a data expertise network.

The Library Staff Compensation Study will gather wage and salary data of library staff throughout Wisconsin. The results of this study will include a standardization and normalization of position titles and overlays of appropriate state and federal wage and salary data and statewide cost of living statistics to aid with any future analysis and comparison of the data.

The Library Board Participation Study will survey library board members about their library board participation. The information gathered will be used to study library participation by underrepresented populations to identify potential barriers and opportunities to increase the inclusion of all voices in the community.

Census Data Training will be conducted as an online webinar covering how to access and use 2020 Census data. The training will be recorded and made available for library staff throughout Wisconsin. The training will help library staff understand local demographics and to aid recruitment efforts of staff and board to be more representative of their communities.

Application
Use WISEgrants to apply for an ARPA Data Landscape Studies grant. WISEgrants applications and instructions will be forthcoming. The application deadline will be shared at a later date depending on the transition to WISEgrants.

Allocations and Eligibility
Eligible entities are public library systems. One system will be identified as the administrator for the Data Landscape Studies and Training grant to contract for this work to be done.

Eligible Wisconsin Public Library System	Total Allocation
To be determined	$40,000
State Total	Up to $40,000

General stipulations for ARPA Data Landscape Studies and Trainings projects
- The development of the data landscape studies and training must be inclusive of all public library systems in the state
- The results of all data landscape studies and training will be made available to the entire state in partnership with the Division for Libraries and Technology
- Projects must tie back to at least one of the goals in the LSTA Five-Year Plan for Wisconsin 2018-2022
- Project shall align with at least one of the IMLS spending priorities below:
  - Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs.
  - Provide rapid emergency relief
  - Support library services that meet the needs of their communities
  - Reach tribal and museum partners best positioned to assist with pandemic response efforts
- Projects encouraged to include costs for marketing the ARPA project and administrative overhead to carry out the project

Recollection Wisconsin

[Recollection Wisconsin](#) is a collaborative digitization program that brings together digital cultural heritage resources from Wisconsin libraries, archives, museums, and historical societies. The public availability of an online connection to the state's history is more relevant than ever with the increased need for online learning materials for virtual education during the pandemic. These resources are made available to all residents of Wisconsin and are additionally shared throughout the world in partnership with the Digital Public Library of America. The purpose of this grant is to provide support for the continued development of this vital program.

Application
To apply for an ARPA Recollection Wisconsin grant, use WISEgrants. WISEgrants applications and instructions will be forthcoming. The application deadline will be shared at a later date depending on the transition to WISEgrants.

Allocations and Eligibility
The Outagamie Waupaca Library System is the only eligible entity to apply for the Recollection Wisconsin grant.

Eligible Wisconsin Public Library System	Total Allocation
Outagamie Waupaca Library System	$150,000
State Total	Up to $150,000

General stipulations for ARPA Recollection Wisconsin project
- Projects must tie back to Goal 2 in the [LSTA Five-Year Plan for Wisconsin 2018-2022](#)
- Project shall align with at least one of the IMLS spending priorities below:
    - Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs
    - Provide rapid emergency relief
    - Support library services that meet the needs of their communities
    - Reach tribal and museum partners best positioned to assist with pandemic response efforts
- Projects encouraged to include costs for marketing the project and administrative overhead to carry out the project

Appendix A: ARPA Grant Pre-Application Scoring Rubric for Library as a Center for Community Resiliency

Project Abstract	Not Adequately Demonstrated (0 points)	Partially Demonstrated (1-2 points)	Thoroughly Demonstrated (3-4 points)	Reviewer Score
The applicant describes how the project will create a model for the library to connect residents with resources focusing on resiliency. The applicant identifies a specific need(s) relevant to the targeted region or population. The applicant identifies its own and partner agencies' capacity to address the need(s). Avoid the use of jargon, acronyms, abbreviations, highly technical activity details, numerical, or bulleted lists.	The abstract does not include a description of a model for the library to connect residents with resources focusing on resiliency. The applicant does not identify a specific need for the project.	The abstract provides an overview of the project but does not include a model for the library to connect residents with resources focusing on resiliency. The need or how the project addresses the need are not clearly stated. The assets or how the assets will help the applicant address the need are not clearly identified.	The abstract provides a descriptive overview of the project including a model for the library to connect residents with resources focusing on resiliency. The applicant identifies a specific need(s) relevant to the targeted region or population. The applicant identifies its own and partner agencies' capacity to address the need(s).	__ Points
Comments:				

Future Model Sustainability and Support	Not Adequately Demonstrated (0-2 points)	Partially Demonstrated (3-6 points)	Thoroughly Demonstrated (7-10 points)	Reviewer Score
The applicant describes the intended outcome of the project and how project success would be measured. The proposal describes how sustainability can be achieved to continue to develop and fulfill this role. The applicant includes a plan for handling ongoing expenses.	The answer is vague or does not include intended project outcomes. Explanation on how sustainability can be achieved is weak.	The answer includes intended project outcomes. Explanation on how sustainability can be achieved is there, but somewhat unclear.	The answer is clear and includes intended project outcomes. There is a strong explanation on how sustainability can be achieved over an extended period of time.	__ Points
Comments:				

Staff Support	Not Adequately Demonstrated (0 points)	Partially Demonstrated (1-2 points)	Thoroughly Demonstrated (3-4 points)	Reviewer Score
The applicant describes relevant training or professional learning opportunities. The applicant describes ways in which project activities will assist library staff in helping to navigate patrons to resources or other partners to seek new opportunities or respond to challenges.	The project does not describe any training or professional learning opportunities. Project activities will not assist patrons in navigating resources or responding to challenges.	The project vaguely describes training or professional learning. It is not clear how project activities will assist patrons in navigating resources or responding to challenges.	The project has a clear description of training or professional learning opportunities. Project activities will clearly assist patrons in navigating resources or responding to challenges.	__ Points
Comments:				

IMLS Priorities	Not Adequately Demonstrated (0-1 Points)	Partially Demonstrated (2-3 Points)	Demonstrated (4-6 Points)	Reviewer Score
The applicant clearly communicates the connection between the project proposal and **at least one** of the four IMLS priorities: 1. Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs 2. Provide rapid emergency relief 3. Support library services that meet the needs of their communities 4. Reach tribal and museum partners best positioned to assist with pandemic response efforts	The connection between the project and at least one of the IMLS priorities is unclear.	The project proposal succinctly describes the connection to an IMLS spending priority. The proposal meets the project area stipulations.	The project proposal succinctly describes the connection to multiple IMLS spending priorities.	___ Points
Comments:				

Project Reach Potential	Not Adequately Demonstrated (0-2 points)	Partially Demonstrated (3-6 points)	Thoroughly Demonstrated (7-10 points)	Reviewer Score
The applicant provides an explanation of how the project may have larger regional or statewide impacts. The applicant describes how other libraries and/or systems could replicate the project or process for their own benefit.	The project does not have a larger regional or statewide impact. Project cannot be replicated by other libraries in the state.	The project has an unclear impact on the region or state. Project may be able to be replicated.	The project has a clear regional or statewide impact. Project can be replicated by other libraries in the state who may benefit from a similar project.	___ Points
Comments:				

Equity	Not Adequately Demonstrated (0-2 points)	Partially Demonstrated (3-6 points)	Thoroughly Demonstrated (7-10 points)	Reviewer Score
The applicant provides a description on how the project aims to reach historically underserved populations and/or those disproportionately affected by the pandemic.	A description on how the project will reach historically underserved populations and those disproportionately affected by the pandemic was not included in the answer.	The description on how the project will reach historically underserved populations and those disproportionately affected by the pandemic is vague or somewhat unclear.	There is a clear focus on how the project will reach historically underserved populations and those disproportionately affected by the pandemic.	___ Points

Comments:

Overall Comments	
Proposal Strengths:	
Proposal Weaknesses:	
Total Project Score	___ Points

Appendix B: ARPA Grant Pre-Application Scoring Rubric for Hybrid Library Service Model

Project Abstract	Not Adequately Demonstrated (0 points)	Partially Demonstrated (1-2 points)	Thoroughly Demonstrated (3-4 points)	Reviewer Score
The applicant provides an overview and purpose for developing a hybrid service model. The applicant identifies a specific need(s) relevant to the targeted region or population and includes how the project will be implemented. Avoid the use of jargon, acronyms, abbreviations, highly technical activity details, numerical or bulleted lists.	The abstract does not include an overview or purpose for the project. The applicant does not identify a specific need for the project or how it will be implemented.	The abstract provides an overview of the project but does not include the purpose of the project. The need or how the project addresses the need are not clearly stated. The implementation plan is vague or missing.	The abstract provides a clear overview and purpose for the project. The applicant identifies a specific need(s) relevant to the targeted region or population. The project has a defined plan for implementation.	___ Points
Comments:				

Future Model Sustainability and Support	Not Adequately Demonstrated (0-2 points)	Partially Demonstrated (3-6 points)	Thoroughly Demonstrated (7-10 points)	Reviewer Score
The applicant describes the intended outcome of the project and how project success would be measured. The proposal describes how sustainability can be achieved to continue to develop and provide hybrid service options. The applicant includes a plan for handling ongoing expenses.	The answer is vague or does not include intended project outcomes. Explanation on how sustainability can be achieved is weak. There is no plan for handling ongoing expenses.	The answer includes intended project outcomes. Explanation on how sustainability can be achieved is there, but somewhat unclear. The plan for handling ongoing expenses is vague.	The answer is clear and includes intended project outcomes. There is a strong explanation on how sustainability can be achieved over a long period of time and how any ongoing expenses will be handled.	___ Points

Comments:

Staff Support	Not Adequately Demonstrated (0 points)	Partially Demonstrated (1-2 points)	Thoroughly Demonstrated (3-4 points)	Reviewer Score
The applicant describes relevant training or professional learning opportunities about hybrid service options.	The project does not describe any training or professional learning for staff about hybrid service options.	The project vaguely describes training or professional learning for staff about hybrid service options.	The project has a clear description of training or professional learning provided to staff about hybrid service options.	___ Points

Comments:

IMLS Priorities	Not Adequately Demonstrated (0-1 Points)	Partially Demonstrated (2-3 Points)	Demonstrated (4-6 Points)	Reviewer Score
The applicant clearly communicates the connection between the project proposal and **at least one** of the four IMLS priorities: 1. Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs 2. Provide rapid emergency relief 3. Support library services that meet the needs of their communities 4. Reach tribal and museum partners best positioned to assist with pandemic response efforts	The connection between the project and at least one of the IMLS priorities is unclear.	The project proposal succinctly describes the connection to an IMLS spending priority. The proposal meets the project area stipulations.	The project proposal succinctly describes the connection to multiple IMLS spending priorities.	___ Points
Comments:				

Project Reach Potential	Not Adequately Demonstrated (0-2 points)	Partially Demonstrated (3-6 points)	Thoroughly Demonstrated (7-10 points)	Reviewer Score
The applicant provides an explanation of how project outcomes may be shared with other libraries or replicated throughout the state.	The project does not provide information on how project results will be shared with other libraries or describe how the project could be replicated by other libraries in the state.	The project has an unclear plan to share results with other libraries. Project may be able to be replicated.	The project has a clear plan to share results with other libraries. Project can be replicated by other libraries in the state who may benefit from a similar project.	___ Points
Comments:				

Equity	Not Adequately Demonstrated (0-2 points)	Partially Demonstrated (3-6 points)	Thoroughly Demonstrated (7-10 points)	Reviewer Score
The applicant provides a description on how the project aims to reach historically underserved populations and/or those disproportionately affected by the pandemic.	A focus on reaching historically underserved populations and those disproportionately affected by the pandemic was not included in the answer.	The focus on reaching historically underserved populations and those disproportionately affected by the pandemic is vague or somewhat unclear.	There is a clear focus on reaching historically underserved populations and those disproportionately affected by the pandemic.	___ Points

Comments:

Overall Comments
Proposal Strengths:
Proposal Weaknesses:

Total Project Score	**___ Points**

Appendix C: ARPA Grant Pre-Application Scoring Rubric for Library Space and Safety Improvement

Project Abstract	Not Adequately Demonstrated (0-1 points)	Partially Demonstrated (2-3 points)	Thoroughly Demonstrated (4-6 points)	Reviewer Score
The applicant provides an overview and purpose for the project. The applicant identifies a specific need(s) relevant to the targeted region or population. Avoid the use of jargon, acronyms, abbreviations, highly technical activity details, numerical or bulleted lists.	The abstract does not include an overview, the purpose, or intended outcome of the project. The applicant does not identify a specific need for the project.	The abstract provides an overview of the project but does not include the purpose of the project. The need or how the project addresses the need are not clearly stated.	The abstract provides an overview, the purpose, and intended outcome of the project. The applicant identifies a specific need(s) relevant to the targeted region or population.	___ Points
Comments: 				

Future Model Sustainability and Support	Not Adequately Demonstrated (0-2 points)	Partially Demonstrated (3-6 points)	Thoroughly Demonstrated (7-10 points)	Reviewer Score
The applicant describes the intended outcome of the project and how project success would be measured. The proposal describes how sustainability can be achieved to continue to develop and provide library space and safety improvement options. The applicant includes a plan for handling ongoing expenses.	The answer is vague or does not include intended project outcomes. Explanation on how sustainability can be achieved is weak. There is no plan for handling ongoing expenses.	The answer includes intended project outcomes. Explanation on how sustainability can be achieved is there, but somewhat unclear. The plan for handling ongoing expenses is vague.	The answer is clear and includes intended project outcomes. There is a strong explanation on how sustainability can be achieved over an extended period of time and how any ongoing expenses will be handled.	___ Points

Comments:

Staff Support	Not Adequately Demonstrated (0 points)	Partially Demonstrated (1-2 points)	Thoroughly Demonstrated (3-4 points)	Reviewer Score
The applicant describes relevant training or professional learning opportunities staff will receive to help adapt to building or space changes or changing interactions with patrons.	The project does not describe any training or professional learning opportunities staff will receive to help adapt to building or space changes or changing interactions with patrons.	The project vaguely describes training or professional learning opportunities staff will receive to help adapt to building or space changes or changing interactions with patrons.	The project has a clear description of training or professional learning opportunities staff will receive to help adapt to building or space changes or changing interactions with patrons.	___ Points

Comments:

IMLS Priorities	Not Adequately Demonstrated (0-1 Points)	Partially Demonstrated (2-3 Points)	Demonstrated (4-6 Points)	Reviewer Score
The applicant clearly communicates the connection between the project proposal and **at least one** of the four IMLS priorities: 1. Support digital inclusion efforts to enable libraries to reach residents particularly in support of education, health, and workforce development needs 2. Provide rapid emergency relief 3. Support library services that meet the needs of their communities 4. Reach tribal and museum partners best positioned to assist with pandemic response efforts	The connection between the project and at least one of the IMLS priorities is unclear.	The project proposal succinctly describes the connection to an IMLS spending priority. The proposal meets the project area stipulations.	The project proposal succinctly describes the connection to multiple IMLS spending priorities.	__ Points
Comments:				

Project Reach Potential	Not Adequately Demonstrated (0-2 points)	Partially Demonstrated (3-6 points)	Thoroughly Demonstrated (7-10 points)	Reviewer Score
The applicant provides an explanation of how project outcomes may be shared with other libraries or replicated throughout the state.	The project does not provide information on how project results will be shared with other libraries or describe how the project could be replicated by other libraries in the state.	The project has an unclear plan to share results with other libraries. Project may be able to be replicated.	The project has a clear plan to share results with other libraries. Project can be replicated by other libraries in the state who may benefit from a similar project.	__ Points
Comments:				

Equity	Not Adequately Demonstrated (0-2 points)	Partially Demonstrated (3-6 points)	Thoroughly Demonstrated (7-10 points)	Reviewer Score
The applicant provides a description on how the project includes a focus on improving access to and safety in the library for any historically underserved populations and/or those disproportionately affected by the pandemic.	Any mention of improving access to and safety in the library for historically underserved populations and those disproportionately affected by the pandemic was not included in the answer.	The description of improving access to and safety in the library for historically underserved populations and those disproportionately affected by the pandemic is vague or somewhat unclear.	The project has a clear focus on improving access to and safety in the library for historically underserved populations and those disproportionately affected by the pandemic.	___ Points

Comments:

Overall Comments
Proposal Strengths:
Proposal Weaknesses:

Total Project Score	___ Points