



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Table of Contents

- A. General Application Information
- B. Executive Summary, Project Purpose, and Benefits
- C. Partners
- D. Congressional Districts
- E. Demographics
- F. Project Budget
- G. Historical Financials
- H. Public Computer Center Summary
- I. Project Readiness
- J. Environmental Questionnaire
- K. Environmental Questionnaire – Part 2
- L. Uploads



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date:		Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers		Applicant Organization: LIBRARY, MONTANA STATE	
Task: Submit Application - Public Computer Centers		Applicant Name: Bob Cooper	

A. General Application Information

Applicant Information	
Name and Federal ID for Applicant	
DUNS Number	878328541
CCR # (CAGE)	320C5
Legal Business Name	LIBRARY, MONTANA STATE
Point of Contact (POC)	KRIS M. SCHMITZ 4064443117 Ext. kschmitz@mt.gov
Alternate POC	CAROL CHURCHILL 4064445348 Ext. cchurchill@mt.gov
Electronic Business POC	KRIS M. SCHMITZ 4064443115 Ext. kschmitz@mt.gov
Alternate Electronic Business POC	KRIS M. SCHMITZ 4064443115 Ext. kschmitz@mt.gov

Name and Contact Information of Person to be Contacted on Matters Involving this Application:	
Prefix	
First Name	Bob
Middle Name	
Last Name	Cooper



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date:		Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers		Applicant Organization: LIBRARY, MONTANA STATE	
Task: Submit Application - Public Computer Centers		Applicant Name: Bob Cooper	

Suffix	
Telephone Number	406-444-5431
Fax Number	
Email	bocooper@mt.gov
Title	Director of Statewide Library Resources

Additional Contact Information of Person to be Contacted on Matters Involving this Application:

Project Role	Name	Phone	Email
Secondary Point of Contact	Kris M., Schmitz	4064443117	kschmitz@mt.gov v

Other Required Identification Numbers

Easygrants ID	6092
Funding Opportunity Number	500000
Catalog of Federal Domestic Assistance Number	BTOP CFDA Number: 11.557 BTOP CFDA Title: Broadband Technology Opportunities Program

Organization Classification

Type of Organization	State or State Agency
Is the organization a small business?	No
Does the organization meet the definition of a socially and economically disadvantaged small business concern?	No

Authorized Organizational Representative



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date:		Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers		Applicant Organization: LIBRARY, MONTANA STATE	
Task: Submit Application - Public Computer Centers		Applicant Name: Bob Cooper	

AOR	M., KRIS
Result	Applicant Authorized

Project Title and Project Description

Project Title: Enhancing Computing Centers at Montana Public Libraries

Project Description: By investing in public libraries, our project will make sustainable broadband enhancements available to 86% of the Montana population. It will increase average facility broadband speeds at participating libraries to 21 mbps, while cutting wait times in half by increasing the total number of computers. It will extend health, education, and job services to vulnerable populations in most need.

Other Applications

Is this application being submitted in coordination with any other application being submitted during this round of funding?

- No

Easygrants ID	Project Title

If YES, please explain any synergies and/or dependencies between this project and any other applications.

Is the Applicant exempt from the Department of Commerce requirements regarding individual background screening in connection with any award resulting from this Application?

- Yes, Applicant is exempt because it is a unit of a state or local government

If the answer to the above question is "No," please identify each key individual associated with the Applicant who would be required to complete Form CD-346, "Applicant for Funding Assistance," in connection with any award resulting from this Application:

Name	Title	Employer



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

B. Executive Summary, Project Purpose and Benefits

Essay Question

Executive Summary of the proposed project:

Montana is the 4th largest state in the union based on geographic area, yet it has less than one million people living within its borders. Low population density creates a situation that makes broadband service uneconomical or prohibitively expensive to many consumers. In a Q3 2009 report titled, “The State of the Internet”, Akamai ranks Montana 50th (out of 51) in broadband penetration, with only 34% of connections having broadband speeds. It is clear that in terms of broadband penetration, Montana ranks among the lowest in the United States.

Montana’s overall population density averages 7 people per square mile. Population densities in the areas served by Montana’s most rural libraries can reach as low as .027 people per square mile. This is remarkably rural relative to the overall United States which has a population density greater than 80 people per square mile. In these rural Montana towns, libraries are often the only feasible source of broadband Internet access for miles surrounding the community. Unfortunately, many Montana libraries face workstation congestion and slow Internet connection speeds and therefore cannot serve their patrons effectively.

Our project seeks to address Montana’s needs by providing more public access computers and faster broadband connections to Montana’s public libraries. After extensive communication with all public libraries in Montana, we selected 42 to participate in our project based on 1) the demonstrated need of the library and surrounding geography, 2) their ability and willingness to sustain investments in their computing center, 3) their ability and willingness to sustain increases in broadband service, and 4) their ability to adhere to BTOP reporting requirements. While some libraries were not included, MSL hopes to address these libraries’ needs through future grant opportunities and, potentially, through increased budget expenditures from the state over time.

Our project will make sustainable broadband enhancements available to 86% of the Montana population. We will achieve this by increasing average facility broadband speeds at participating



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

libraries to 21 mbps. We will also cut computing center wait times in half by increasing the total number of workstations from 439 to 634 and by increasing library operation hours by 5% overall. Our project will provide improved access to the disabled through a combination of ADA recommended software, hardware, and furniture, and through minor construction projects aimed at increasing accessibility of computing center facilities. We plan to increase computer literacy by offering a combination of face-to-face and online courses for librarians and patrons. To extend the reach of our project to include citizens living far away from existing computing center locations, MSL plans to build a mobile computer lab in partnership with Missoula Public Library. The mobile computing lab will serve as a model for other large libraries interested in increasing their reach into the most rural communities. To raise awareness of our project, we have developed a robust outreach program designed to emphasize the investments that will be made through our project. Through our project we expect to increase the number of patrons that use computing centers on a weekly basis from 17,487 to 25,693. This translates into 426,728 additional user visits per year. The total cost of our project is less than \$2.7M and includes a combined 32% grant match from the Bill and Melinda Gates Foundation, Missoula Public Library, administration staff at the MSL, and several smaller participant libraries. We estimate our project will create a total of 43 job years.

The 42 libraries participating in our project serve 29 counties, covering approximately 827,916 people or roughly 86% of the Montana population. Within this area, there are several vulnerable populations for whom we have taken specific steps to ensure we serve effectively. These vulnerable populations include low income, disabled, Native Americans, elderly and youth. Median household income in the 29 counties we plan to serve averages \$43,265. This compares to a US average of \$50,740. 17 of the 29 counties have median household incomes at 80% or less of the US average. By enhancing computer service, providing robust training, and expanding government partnerships, we hope to increase the populations' access to technology and government services. In addition, 15.8% of Montanans in the 29 counties we will serve are living with disabilities. To engage this population we will offer a variety of disability-friendly workstation configurations at our libraries, and will fund minor construction projects to increase the accessibility of the computing centers. Further, Native Americans comprise 4.8% of the total population. This compares to a US average of only 1.0%. We are serving Native Americans by investing in libraries situated on and near tribal reservations, and which have a large number of Native American patrons. 14% of the population in the counties we are serving are over the age of 65. We have ensured outreach to this population through our partnership with AARP Montana. Our partnership includes providing volunteer opportunities for seniors at computing



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

centers. 23% of people in the counties we are serving are under 18 years of age. To address this group, we will expand distance learning opportunities through our partnership with the Montana Digital Academy, and provide children’s workstations aimed at improving youth literacy and familiarity with computer technology.

Taken as a whole, our project creates a resource that will empower state and local organizations, allowing them to extend the reach of their services to those in the most need. To ensure this happens effectively, MSL has formed partnerships with organizations across the public sector, private sector, and local community to ensure investments in public library computing centers translate into improved well being for Montanans. We have established partnerships with the Montana Digital Academy (MTDA), the Montana Supreme Court, AARP Montana, Montana Department of Labor and Industry (DLI) Workforce Services Division, the Montana Department of Public Health and Human Services (DPHHS), and the Census and Economic Information Center (CEIC).

The management team of Montana State Library has the breadth of experience and local perspective necessary to execute the proposed project effectively. Beginning in 1956 with the passage of the federal Library Services Act, MSL assumed its administrative role as a financial and library development conduit for support of public libraries. Since then, MSL has a long history of managing similar projects aimed at supporting Montana’s libraries funded through the Library Service and Construction Act (LSCA), the Library Services and Technology Act (LSTA), and its relationship with the Bill and Melinda Gates Foundation. During 30 years of administering LSCA funding, MSL leveraged over \$10 million in federal funding to impact the library needs of Montana communities. For six consecutive years under LSTA, MSL expended approximately \$150,000 per year providing broadband development and access support for libraries. Under the the current, core management team, MSL has assumed responsibility for management and oversight of numerous Bill and Melinda Gates Foundation projects including the Gates State Partnership Grant (\$801,233), Gates Staying Connected Grant (\$198,720), Gates Public Access Computing Hardware Upgrade Grant (\$295,500) and Gates Rural Library Sustainability Grant (\$31,650). MSL has the proven grant management and reporting experience, project management experience, fiscal and accounting systems, and experienced staff to successfully, implement, manage, and sustain its proposed BTOP PCC project.

Project purpose:



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

The purpose of our project is to deliver increased broadband speeds and more computing capacity to the citizens of Montana. We intend to do this by investing in community libraries as they offer the most efficient way to provide these services. We also intend to increase computer literacy throughout Montana by providing technology training for both librarians and patrons. By increasing computer literacy, our project will stimulate demand for broadband as more people see the value of high-speed internet access. By investing in local libraries, we will create a resource that can be leveraged by state and local organizations to extend the reach of their services.

Our project promotes three of the NITA’s five stated BTOP statutory purposes. Our project will 1) “Provide improved access to broadband service to consumers residing in underserved areas of the country”, 2) “Provide broadband education, awareness, training, access, equipment, and support to libraries” and 3) “Stimulate the demand for broadband, economic growth, and job creation”.

Montana as a state is underserved in terms of broadband service penetration. In a Q3 2009 report titled, “The State of the Internet”, Akamai ranks all US states (and the District of Columbia) by penetration and speed of broadband across IP connections. The report defines broadband as connection speeds above 2 Mbps. In this report, Montana ranks 50th (out of 51) in broadband penetration, with only 34% of connections having speeds above 2 Mbps. It is clear that in terms of broadband penetration and adoption, Montana ranks among the lowest in the United States.

Given Montana’s low population densities, investing in libraries is the most effective and efficient way to increase broadband access to the underserved population. Montana’s overall population density averages 7 people per square mile. Population densities in the areas served by Montana’s most rural libraries can reach as low as .027 people per square mile. This is remarkably rural relative to the overall United States which has as a population density greater than 80 people per square mile. In these rural Montana towns, libraries are often the only feasible source of broadband Internet access. Unfortunately, many Montana libraries face workstation congestion and slow Internet connection speeds and therefore cannot serve their patrons effectively.

Based on surveys we conducted of our participating libraries, the average wait times at computing centers are approximately 20 minutes, with maximum wait times reaching as high as 2 hours. These findings are corroborated by a 2008 American Library Association (ALA) survey,



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

which showed that only 20.8% of Montana libraries reported always having sufficient computers available to serve patrons. Furthermore, the ALA survey reported that Montana libraries have slower broadband connection speeds than the US library average with 44.7% of Montana libraries having facility connection speeds below 1.5 Mbps compared with 21.9% of US libraries in total. Lastly, 80% of Montana libraries cited cost as the limiting factor stopping them from adding more computers to their locations. This suggests that targeted funding to enhance computing centers should be a part of any solution aiming to address Montana’s broadband service needs.

Our project seeks to address Montana’s needs by providing more public access computers and faster broadband connections to all Montana public libraries. We established communication with all 110 public libraries in Montana to describe the goals of our project and the approach we will use to accomplish them. Of the 110 public libraries, 42 were selected to participate in our project. The 42 participating libraries serve 29 counties, covering approximately 827,916 people or roughly 86% of the Montana population. Libraries were selected based on 1) the demonstrated need of the library and surrounding geography, 2) their ability and willingness to sustain investments in their computing center, 3) their ability and willingness to sustain increases in broadband service, and lastly, 4) their ability to adhere to BTOP reporting requirements. While some libraries were not included, MSL hopes to address these libraries’ needs through future grant opportunities and, potentially, through increased budget expenditures from the state over time.

The libraries selected for this project cover a substantial population making sustainable broadband enhancements available to 86% of the Montana population. We will achieve this enhancement by increasing the average facility broadband speed at participating libraries to 21 mbps while also cutting computing center wait times in half by increasing the total number of workstations from 439 to 634. We also hope to accomplish this reduction in wait times by increasing library operation hours by 5% overall. Our project will provide improved access to the disabled through a combination of ADA recommended software, hardware, and furniture, and through minor construction projects aimed at increasing accessibility of computing center facilities. We plan to increase computer literacy by offering a combination of face-to-face and online courses for librarians and patrons. To extend the reach of our project to include citizens living far away from existing computing center locations, MSL plans to build a mobile computer lab in partnership with Missoula Public Library. The mobile computer lab will serve as a model for other large libraries interested in increasing their reach into the community. To raise



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

awareness of our project, we have developed a robust outreach program designed to emphasize the investments that would be made through our project. Through our project, we expect to increase the number of patrons that use computing centers on a weekly basis from 17,487 to 25,693. Lastly, our solution will empower state and local organizations and increase the reach of services to those in most need.

Recovery Act and Other Governmental Collaboration:

Montana State Library (MSL) is collaborating with Montana Digital Academy (MTDA) to expand distance learning opportunities in the state of Montana. By enhancing public computing centers at local libraries we will increase the number of locations where people can go to participate in online courses expanding the reach of the MTDA program.

Montana Digital Academy was passed in the 2009 legislative session and is a state-funded distance learning academy. The program is currently being developed with courses scheduled to begin in September 2010. MTDA has received approximately \$2.2M in one time start up funding to develop curricula and hire resources for launch, and has commitments of approximately \$2M per year in ongoing operational funding that will be provided by the state of Montana.

MTDA will advise MSL on current and future technology requirements for our computing centers to ensure libraries have sufficient computer and broadband resources to allow participation in MTDA courses. Our collaboration will lead to greater program efficiencies as we ensure that the investments made in public libraries will be compatible with the MTDA program, and this ensures that students interested in participating in online courses can do so at their local libraries. Furthermore, since the MTDA is still in its infancy and undergoing course development, knowing more rural communities will have access to high speed broadband will allow them to incorporate more rich media (i.e. video and online conferencing) into their course work and curricula improving the experience for students.

MSL is also collaborating with Montana Department of Labor and Industry (DLI), the Montana Supreme Court, the Montana Department of Public Health and Human Services (DPHHS), and the Montana Census and Economic Information Center (CEIC). These relationships typically include a two-way training element where the organization will train librarians and patrons on the best use of their resources, and where the organization is trained on the best use of library resources. The collaborations also usually include a co-marketing component where organization materials will be made available in the libraries to increase public awareness of state government



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

services, while the organizations commit to marketing the improvements in public library computing centers to the organizations clients. This co-marketing component ensures that people make the most use of both library and organization resources. All of these organizations are funded by the state of Montana and will leverage enhanced computing centers at public libraries to extend the reach of their programs to better serve Montana citizens.

Technology Strategy:

MSL has a simple and effective technology strategy to create enhanced computing centers at Montana public libraries. Our technology strategy consists of 6 key components:

1. Purchase of additional public access computers for each library
2. Build a mobile computing lab in partnership with Missoula Public Library
3. Increase broadband connection speeds at each library
4. Purchase of new WLAN (Wireless Local Area Network) infrastructure where necessary
5. Contract IT setup and support for the initial 2 years of the project
6. Purchase of WebJunction content subscription to train librarians and patrons

1) Additional Public Access Computers: We intend to supply 344 new public access computers to expand computing center capacity at participating libraries from 439 to 634 total workstations for a cost of \$753,919 (this also includes peripherals like printers, monitor upgrades, headphones, etc). We will provide 190 desktop computers, 116 laptop computers, 30 children’s computers, and 8 touchscreen desktop computers. MSL administered two surveys to all participating libraries to determine need and preference for workstations. We also intend to increase the accessibility of participating libraries by providing disability software and furniture solutions to each computing center based on need.

2) Mobile Computing Lab: To extend our solution to vulnerable populations not in reasonable distance of a library, MSL plans to build a mobile computing lab in partnership with the Missoula Public Library. In western Montana, Missoula County encompasses several rural areas and hard-to-reach populations, most with limited or no access to a library. The mobile computing lab will visit several remote areas on a rotating ten day schedule. The mobile computing lab will be equipped with ten computer learning stations plus one instructor computer station for demonstration. Visitors will have an opportunity to learn how to use library resources (e.g., the catalog and electronic databases), how to search the Internet, how to use a variety of web resources, and how to use popular computer programs like Excel and Word. The mobile



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

computing lab will also serve as a model that other large library districts in Montana can use to reach remote populations in their communities.

3) Increased Broadband Connection Speeds: MSL has offered each library the opportunity to increase its broadband connection speed, with a goal of increasing actual per workstation speeds to 300 kbps. Of the 42 participating libraries, 29 have been budgeted to receive broadband upgrades, 6 were determined not to need upgrades based on current speeds, and 7 were not able to commit to sustaining the service upgrades and therefore could not be included with this aspect of the project. We will support the acquisition of more broadband by covering all upfront expenses involved with a service upgrade, and 2 years worth of incremental monthly recurring charge (MRC). We have contacted nine internet service providers in Montana who stand ready to provide service to participating libraries.

4) Wireless Local Access Network (WLAN) Equipment: MSL plans to purchase WLAN equipment (routers, firewalls, switches, filters, and cabling) to ensure libraries can support the predicted increase in patron use of their computing center networks. WLANs must be robust enough to serve patrons who use library-owned workstations, but also robust enough those who bring their own laptops or netbooks into the library. MSL also plans to provide upgrades where WLAN equipment is outdated and may be a part of the problem contributing to a slow browsing experience. Throughout our purchases and upgrades we will sensibly reuse existing switches, web filters and LAN cabling to maximize the impact of government funds.

5) Contract IT Setup and Support: The level of technological sophistication varies greatly between Montana libraries with some contracting local IT service providers, some having internal resources dedicated to IT management, and some libraries with no external or internal support to address IT needs. To help implement our project, MSL has designed an IT setup and support solution that is flexible enough to handle the diverse needs of Montana's libraries. We plan to deliver end-to-end solution setup and management by regionally based IT contracting firms for libraries with no IT support, while offering installation reimbursement for libraries with existing IT support relationships. Based on detailed conversations with local Montana IT contracting groups, NextX Communications and Acme Gadget, MSL received a project total price estimate of \$58,080 for one-time set up of equipment and \$63,360 per year thereafter to maintain our IT setup and support solution.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

6) WebJunction Content Subscription: MSL is planning to purchase access to WebJunction course materials for \$32,000 per year in order to train librarians and patrons on how to get the most out of the investment in their public access computing centers. WebJunction offers training courses on topics including (but not limited to):

- Application Courses – Adobe Acrobat, Microsoft Office (Word, Excel, PowerPoint, Access, Visio, Outlook)
- Technology Courses – Computer basics, web browsing and search, web design and development, Flash, Windows OS, Linux
- Networking and Security Courses – Email systems, general networking, servers, network security
- Library Service Courses – Children's programs, readers activities, reference and information resources, technical services, young adult and teen programs

MSL will leverage the networking and network security courses to ensure that librarians can sustain the investments made in their computing center. The WebJunction content subscription will act as a trial for the library system and if deemed effective, MSL will seek state or other funding to sustain the subscription beyond the 2 year trial period.

Public Availability:

All of our computing centers are available to all members of the general public, free of charge. Our computing center facilities are located on the premises of public libraries, and all public libraries in Montana are open to the general public without access fees or membership charges of any kind. The source funding for the operation of our libraries is provided entirely through a combination of local and state taxes, charitable organizations and foundations, and federal grant programs - such as the BTOP program to which this application is directed.

It is due to the fact that we do not charge fees that necessitates our application for BTOP funding. It is only with the help of BTOP funds that will we be able to expand the capacity of our computing centers so that we can provide service to even more members of the general public. BTOP funds will be used specifically to improve bandwidth speeds, increase computer workstations, upgrade Wi-Fi interconnections, expand library hours, improve access for the disabled, and provide computer literacy and training classes. The program that we have outlined in this application is intended to help attract and facilitate computing center use among an even greater population than we already serve. Offering free services to the general public is a part of our mission, and BTOP funds are critical to us in fulfilling this goal.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Restrictions on Center Use:

None of our computing centers, or the public libraries in which the centers are located, are restricted to the general public for any purpose. All computing centers are open to the general public during library operating hours. Each of the computer workstations within the computing centers are configured to provide open access to the Internet.

Many of our participating libraries already conduct computer literacy workshops or other training classes, which are available to the general public on a scheduled basis. Depending upon attendance and the size of the computing center, some workstations may be occupied during the training, thereby restricting the use of those workstations by other patrons who are not participating in the class workshop. In those cases, patrons with their own laptops would be encouraged to access the free Internet connection via Wi-Fi. Others without their own laptops may be able to check-out library-owned laptops.

Involvement of Community College:

Montana libraries have a history of partnerships with community colleges in the state. This project will help to expand the benefits of those partnerships. Dawson Community College works with Sidney-Richland County library to provide support for distance learning for northeastern Montana residents. Flathead Valley Community College has an agreement with Lincoln County library in Libby whereby the public library serves as the college library for students at the branch campus in Libby. Enhancing public computing centers in both of these libraries will serve the interests of both colleges and their surrounding communities.

The MSU Billings College of Technology has adopted a mission to become the community college for Billings and Yellowstone County. Parmly Billings public library is entering into a joint library agreement with College of Technology. This new branch library will open in the fall of 2010 and will provide library services including public access computing to the growing and currently unserved area of West Billings. Encouraging the community to use computing facilities in the shared library at the College of Technology will encourage people to visit the campus and to support new and existing programs as they are implemented. Familiarity with and use of modern computer technology and high speed networks can greatly enhance people's readiness for post-secondary education in a community college setting as well as their preparation for 21st century jobs.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Is the applicant is seeking a waiver of the Buy American provision pursuant to section x.Q of the NOFA?

- No

Is the applicant delinquent on any federal debt?

- No
- If Yes, justification for delinquency:

Are you seeking a waiver of any requirement set forth in the NOFA that is not mandated by statute or applicable law?

- No

C. Partners

Are you partnering with any other key institutions, organizations, or other entities for this project?

- Yes

If YES, key partners are listed below:

Project Role: Other Name: Currie, Robert Email: Robert.Currie@msl.umt.edu Address 1: 32 Campus Drive Address 2: Address 3: City: Missoula State: Montana Zip Code: 59812-6336 Organization: Montana Digital Academy, The University of Montana Organization Type: State or State Agency Small business: No Socially and economically disadvantaged small business concern: No
Project Role: Other Name: Menzies, Lois Email: lmenzies@mt.gov Address 1: PO Box 203005 Address 2: Address 3:



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

<p>City: Helena State: Montana Zip Code: 59620-3005 Organization: The Supreme Court of Montana Organization Type: State or State Agency Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Other Name: Bartholomew, Bob Email: bbartholomew@aarp.org Address 1: 30W 14th Street, Suite 301 Address 2: Address 3: City: Helena State: Montana Zip Code: 59601 Organization: AARP Montana Organization Type: Non-profit Corporation Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Other Name: Olson, Steve Email: solson@mt.gov Address 1: PO Box 1728 Address 2: Address 3: City: Helena State: Montana Zip Code: 59624-1728 Organization: Montana Department of Labor and Industry, Workforce Services Division Organization Type: State or State Agency Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Other Name: Whiting Sorrell, Anna Email: AWhiting-Sorrell@mt.gov Address 1: PO Box 4210 Address 2: Address 3:</p>



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date:		Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers		Applicant Organization: LIBRARY, MONTANA STATE	
Task: Submit Application - Public Computer Centers		Applicant Name: Bob Cooper	

<p>City: Helena State: Montana Zip Code: 59604-4210 Organization: Montana Department of Public Health and Human Services Organization Type: State or State Agency Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Other Name: Craige, Mary Email: mcraige@mt.gov Address 1: PO Box 200505 Address 2: Address 3: City: Helena State: Montana Zip Code: 59620-0505 Organization: Montana Department of Commerce, Census and Economic Information Center Organization Type: State or State Agency Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Sub-recipient Name: Bullard, Mary Email: colstriplibarymk@gmail.com Address 1: PO Box 1947 Address 2: Address 3: City: Colstrip State: Montana Zip Code: 59323-1947 Organization: Bicentennial Library of Colstrip Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Sub-recipient Name: Pierson, Samantha Email: spierson@lincolncountylibraries.com Address 1: 220 West 6th Street Address 2: Address 3:</p>



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date:		Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers		Applicant Organization: LIBRARY, MONTANA STATE	
Task: Submit Application - Public Computer Centers		Applicant Name: Bob Cooper	

<p>City: Libby State: Montana Zip Code: 59923-1898 Organization: Lincoln County Public Libraries – Eureka Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Sub-recipient Name: Wells, Carolyn Email: gccl@nemont.net Address 1: 408 Third Avenue South Address 2: Address 3: City: Glasgow State: Montana Zip Code: 59230-2498 Organization: Glasgow City-County Library Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Sub-recipient Name: Schmidt, Nancy Email: laurelpl@mtlib.org Address 1: PO Box 68 Address 2: Address 3: City: Laurel State: Montana Zip Code: 59044-0068 Organization: Laurel Public Library Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Sub-recipient Name: Bray, Honore Email: hbray@missoula.lib.mt.us Address 1: 301 E Main Address 2: Address 3:</p>



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

<p>City: Missoula State: Montana Zip Code: 59802-4799 Organization: Missoula Public Library Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Sub-recipient Name: McGrath, Renee Email: reneemcgrath@northvalleylibrary.org Address 1: 208 Main Street Address 2: Address 3: City: Stevensville State: Montana Zip Code: 59870 Organization: North Valley Public Library Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Sub-recipient Name: McCandless, Bruce Email: mccandlessb@ci.billings.mt.us Address 1: 210 N 27th Street Address 2: Address 3: City: Billings State: Montana Zip Code: 59101 Organization: Parmly Billings Library / MSU-B College of Technology Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Sub-recipient Name: Trosper, Marilyn Email: mtrosper@polson.lib.mt.us Address 1: PO Box 820 Address 2: Address 3:</p>



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date:		Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers		Applicant Organization: LIBRARY, MONTANA STATE	
Task: Submit Application - Public Computer Centers		Applicant Name: Bob Cooper	

<p>City: Polson State: Montana Zip Code: 59860-0820 Organization: Polson City Library Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Sub-recipient Name: Fenger, Michelle Email: ronancitylibrary@gmail.com Address 1: 203 Main Street SW Address 2: Address 3: City: Ronan State: Montana Zip Code: 59864-2706 Organization: Ronan City Library Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Sub-recipient Name: Hesper, Cheryl Email: chesper@rosebudcountymt.com Address 1: PO Box 7 Address 2: Address 3: City: Forsyth State: Montana Zip Code: 59327-0007 Organization: Rosebud County Library Organization Type: Other Small business: No Socially and economically disadvantaged small business concern: No</p>
<p>Project Role: Other Name: Nishi, Jill Email: jill.nishi@gatesfoundation.org Address 1: PO Box 23350 Address 2: Address 3:</p>



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

City: Seattle
State: Washington
Zip Code: 98102
Organization: Bill & Melinda Gates Foundation
Organization Type: Non-profit Foundation
Small business: No
Socially and economically disadvantaged small business concern: No

Description of the involvement of the partners listed above in the project.

MSL has formed partnerships with various organizations across the public sector, private sector, and local community.

The Bill and Melinda Gates Foundation (BMGF), has generously agreed to provide funding support for both our application preparation and BTOP funding cash match. During application preparation, BMGF contributed \$119,155 in cash funding to hire the strategy telecommunications consulting firm CSMG to support our grant writing process (we have only claimed \$75,000 of the \$119,155 as match to ensure we stay within the 5% pre-application limit for eligible expenses). In addition, BMGF have agreed to provide \$150,000 in funding to hire an E-rate expert to train local librarians on the E-rate process during the first two years of the project. Most importantly, BMGF has committed \$440,000 in match funding, contingent upon BTOP grant approval, to apply towards a cash match. The total committed cash support of BMGF equals \$709,155 (being claimed is \$665,000).

MSL is excited to partner with the Montana Digital Academy (MTDA). MTDA’s goal is to develop a leading edge distance learning program for the state of Montana. Through our partnership, MTDA will advise MSL on minimum hardware and broadband speed requirements to participate in online courses. MTDA will refer students to library computing centers as locations to participate in online courses. We have developed plans to train MTDA instructors and local librarians on the best use of each others resources. The MTDA also plans to use local libraries as a distribution point for promotional materials to raise awareness about distance learning opportunities.

The Montana Supreme Court and Montana State Library (MSL) have agreed to partner to bring increased legal information and self-help services to self-represented litigants across Montana. In



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

a 2005 survey of low and moderate income households conducted by the Montana State Bar Association, it was found that 83.6% of legal situations were not handled by a lawyer, but by self-litigation. To increase awareness of self-litigation resources, the Montana Supreme Court will hold training seminars with staff at libraries. The Montana Supreme Court also plans to use email follow-ups to reinforce the message of the seminars. Lastly, the Montana Supreme Court has agreed to provide phone support to librarians when specific question on self-litigation resources arise that they cannot address.

MSL is pleased to partner with AARP Montana. AARP is a non-profit membership organization for people age 50+. AARP has over 156,000 members in Montana who will benefit from enhancements to computing centers. Our two organizations have agreed to participate in awareness campaigns to promote improved computing center resources to AARP members, and to promote AARP resources to library patrons. MSL is also committed to posting computing center volunteer opportunities on AARPs website titled "Create the Good". This will allow senior members of the community to help their local library monitor computer labs, answer patrons' technology questions, and ease the demands on local librarians.

To help address poverty and joblessness in Montana, MSL is partnering with the Montana Department of Labor and Industry (DLI) Workforce Services Division to increase use of DLI's online web resources. Montana is facing unemployment of 7% with some counties in our service area reaching levels above 12%. This translates into a high number of people seeking services via DLI's Job Service Workforce Centers. DLI has committed to providing training and materials to familiarize librarians on available resources. DLI has also committed to leverage existing marketing opportunities to promote public library computing centers as locations to apply for jobless benefits. By redirecting patrons who typically lack Internet access to local library computing centers, we will help reduce strain at Job Service Workforce Centers and better serve DLI patrons.

The Montana Department of Public Health and Human Services (DPHHS) and Montana State Library (MSL) are forming a partnership to boost awareness and participation in a new online application submission tool. This online submission tool will allow patrons to complete a single application to determine their eligibility for a number of benefit programs. To boost participation in this program, DPHHS has committed to provide training documentation for librarians so they can direct patrons to the appropriate site when questions arise at the library. Furthermore,



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

DPHHS plans to make training documentation available to the general public through its web site.

The CEIC is planning a series of courses to train librarians, grant writers, government officials and small businesses on how to leverage the 2010 Census data as it is made available. As part of our partnership, the CEIC has agreed to develop a training webinar they will offer to all librarians and make publicly available on MSL and local library web pages. This will make trainings materials available to all Montanans, extending the reach of the CEIC’s service.

MSL is designating 10 of its participating libraries as sub-recipient partners. These libraries each have either a construction project, an FTE component, or both as part of their local project. These types of expenses will not benefit from group purchase discounts (like computer equipment will), and therefore it makes more sense from a reporting and logistics perspective to allow these libraries to establish local relationships with contractors and employees directly.

Lastly, MSL has engaged several local organizations, school principals and superintendents to make them aware of our project and to ensure their local communities and students benefit from investments in public computing centers. We have received letters of support from these organizations expressing how the purpose of our project is aligned with their organizational mission and goals

D. Congressional Districts

Applicant Headquarters

- Montana

Project Service States

Montana

Project Service Areas

Montana - At-Large



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Will any portion of your proposed project serve federally recognized tribal entities?

- Yes

Indicate each federally recognized tribal entity your proposed project will serve.

Confederated Salish & Kootenai Tribes

Blackfeet Tribal Business Council

Have you consulted with each of the federally recognized tribal entities identified above?

- No

E. Demographics

Demographics

Will your proposed project be specifically directed to serve vulnerable population groups?

- Yes

If "Yes" which vulnerable population groups will your proposed project serve? Check as many as apply:

Native American or Native Alaskan

Disabled

Low Income

Unemployed

Senior Citizen (55 and over)

Youth

Other



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Other: Self-Represented Litigants

Vulnerable Populations

Native American populations comprise 4.8% of the population of the counties we are serving. This compares to a US average of only 1.0%. Several of the participating libraries in our project are on or close to reservations and get inflows of Native Americans as patrons. By investing in these libraries we will be providing support for the Native American populations using the libraries. Prior to implementing this project, MSL will hold discussions with the Montana Office of Indian Affairs to determine additional outreach efforts we can make toward Native Americans.

Across the counties we plan to serve, 15.8% of Montanans are living with disabilities. To engage this vulnerable population we are offering a variety of disability-friendly workstations at public libraries, including software to assist blind patrons, and are funding minor construction projects to increase accessibility of computing centers.

Median household income in the 29 counties we plan to serve averages \$43,265. This compares to a US average of \$50,740. 17 of the 29 counties have median household incomes at 80% or below the US average. Unemployment in several of the counties we are serving, unemployment levels are above 12%. To engage these populations, MSL is partnering with the Montana Department of Labor and Industry to raise awareness of online portals where patrons can go for service. MSL is also planning to offer basic technology training aimed at boosting computer literacy among those patrons in need.

Approximately 14% of the people in our service area are over the age of 65. This compares with a US average of only 13%. To engage the elderly, MSL has partnered with AARP Montana to raise awareness of the investments made in public computing centers. MSL also plans to leverage AARP's volunteer website titled, "Create the Good", to engage seniors interested in volunteering at public library computing centers.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Approximately 23% of the people in the counties we are serving are under 18 years of age. MSL is engaging the youth through our partnership with the Montana Digital Academy (MTDA). Our partnership involves outreach to raise awareness of both the MTDA and of libraries as a place students can go to participate in online courses. We will also provide children’s workstations geared for children ages 2 - 10 to increase child literacy and get children comfortable using technology at a young age.

In a 2005 survey of low and moderate income households conducted by the Montana State Bar Association, it was found that 83.6% of legal situations were not handled by a lawyer, but by self-litigation. MLS has partnered with the Montana Supreme Court to increase awareness of self-litigation resources, and make these resources more visible at libraries.

Accessibility

It has been a long-established goal of the MSL to increase the accessibility of its public libraries and computing centers for those with disabilities. All of our librarians already have experience working with a variety of disabled and aged populations within their libraries and computing centers. They understand the needs of these populations and have guided us in developing specific technology packages that will assist disabled groups with their computing center use. Almost all libraries in our project will receive one or more of these specialized workstations, based on the librarians’ own understanding of their community’s needs. In this way, we have ensured that the appropriate computer technology will reach the library patrons who need it – in the most accurate and cost effective way.

Our technology configurations include:

Low Dexterity Solution – Designed for those patrons who experience difficulty working a standard keyboard and mouse either due to low dexterity or poor vision. The package includes a USB keyboard with large fonts, a mouse with an extra large trackball, screen magnification software (ZoomText), a document magnification tool (MonoMouse USB), and speech to text software (Dragon Naturally Speaking).

Adjustable Height Desk – Designed to accommodate the needs of wheelchair bound patrons, we are providing a workstation desk with an ADA recommended adjustable height range of 24” to 36”. The desks come with a hand crank that can easily be used to raise and lower the height of



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

the desk to meet the comfort level of the patron without having to ask for assistance. This desk may be combined with a Low Dexterity Solution at certain locations.

Computing for the Blind – Designed for libraries needing to serve the blind or nearly-blind patrons, this solution includes JAWZ screen reading software and MAGic screen magnification software. Developed exclusively for blind populations, this software package is complex and requires patrons and librarians to attend training seminars on how to use this software. Funding for registration of training seminars and travel to training seminar locations is included in our budget. Given the resource intensive nature of this solution, we have limited the allocation of this solution to libraries expressing significant need.

In addition to these technologies, five libraries have requested additional funding for minor construction projects aimed at increasing the physical accessibility of public library computing centers. Each of these projects are scoped at less than \$20,000, and include interior lobby wheelchair ramps, automatic/electronic doors, and modifications to bathrooms for the purpose of providing a comfortable and accessible computing center experience for patrons of all abilities. Details of these interior modification projects are provided in the Environmental Questionnaire section of this application.

Other Languages

This project does not have a multilingual or ESL (English as a Second Language) training component to it. The US Census Bureau reports that Montana is comprised of 99% English speaking populations, and therefore we did not identify an expressed need for this type of service. Further, in our communications with librarians, a pronounced need for an ESL component was not brought forth.

Outreach

Public Computing Centers Outreach

MSL has a record of successful statewide marketing initiatives using a variety of avenues to raise awareness. We depend on libraries and their local relationships to spread the word about statewide projects. In the past, we have managed this by creating a wide range of creative



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

materials, such as press releases and posters, which libraries can personalize and distribute on their own.

MSL also has conducted statewide media campaigns. MSL contracts with an agency to manage media purchases. Because the agency buys a large number of ads around the state, MSL receives a discounted purchase price that otherwise would not be available.

MSL’s most effective distribution method revolves around partnerships. We have established partnerships with AARP Montana, Montana Department of Public Health and Human Services, and the Montana Department of Labor and Industry to help us distribute printed materials to their members and clients who would be difficult to connect with otherwise. Should our grant be successful, we will hold discussions with the Montana Office of Indian Affairs to determine additional outreach efforts we can make toward Native Americans.

We plan to use the proven, cost-effective elements from previous MSL statewide marketing efforts over an 18 month period. We will manage our outreach program by contracting a part-time marketing professional. This person will be responsible for writing materials, approving designs, making material available to librarians, assisting with distribution and personalization, and overseeing the agency that we will contract for media buys.

The materials we plan to create for our outreach program will include:

- Press releases announcing receipt of the grant and the communities affected
- Media advisories to announce grand re-openings of PCC’s that have been remodeled
- Op-eds talking about the value of the grant and what it brings to the local communities
- Newsletter articles for libraries to include in their print and online newsletters and to distribute for churches, clubs, and partners to include in their own newsletters
- Postcards that announce the availability of the new computers and centers that can be mailed from libraries, distributed at the desk, or mailed by partners
- Bookmarks and other give-away materials that can be distributed to potential users
- Table-toppers that can be set up at tables throughout the libraries
- Posters that can be displayed in the library and distributed throughout the community

In total we will print a combination of 6,000 postcards, bookmarks, table-toppers and posters that will be sent out to our participating libraries. Additionally, we will develop a series of newspaper ads and radio PSAs that will announce the availability of these enhanced public computing



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

centers and how the program will affect Montanans. The sum of newspaper circulations for the counties of our libraries is greater than 250,000 readers.

How many total users do you expect to generate through the use of BTOP funds at your public computer center(s)?

➤ 8206

Training and Education

Peripherals and equipment

Each desktop workstation will include a monitor, basic keyboard and USB mouse. Each workstation (desktop or laptop) also comes equipped with speakers, headphones, and microphones to be lent out at librarians' discretion. All workstations also come equipped with privacy screens which allow only users directly in front of the screen to see the contents being displayed on the monitor. We identified this as a need at several libraries as many patrons felt uncomfortable submitting personal information at crowded computing centers.

In addition to workstations, each library will also receive printers in a ratio of 1 printer for every 6 new workstations. This is to ensure enough printing resources at each library. In order to support the planned increase in patrons, libraries will receive upgraded wireless routers and firewalls to set up WLANs at their computing centers. Libraries are also going to receive monitor upgrades based on need. We will supply 76 monitor upgrades across 22 libraries to replace outdated CRT (cathode ray tube) monitors. Lastly, we plan to provide 2 projectors for 2 libraries which have expressed a need to hold training classes.

Workstation software

The workstations at the public library computing centers will be used primarily for general, public access computing. This includes mainly internet browsing, social networking, email composition, and some word processing and document preparation. Given this fact, the only software that is included on our standard workstations will be the Microsoft Office suite. In certain locations, which have made specific requests, we are providing a media software bundle that will include Adobe Acrobat, Adobe Photoshop Light, and Adobe Dreamweaver to allow librarians and patrons to work on professional documents, photo editing, and web design.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Beyond software installed locally on computer hard drives, MSL has planned to subscribe to WebJunction which will make a range of courses and applications available to library staff and library volunteers. This online portal will also benefit patrons who use library computing centers through increased training options. These courses include training on Microsoft Office 2007, web design using Adobe Dreamweaver, and basic networking and security.

Training and education programs

The rural nature of Montana’s population makes delivering face-to-face educational programs challenging and expensive. In many areas with significant emigration, school systems are having trouble sustaining basic courses for students. To augment traditional education delivery styles, the Montana Digital Academy (MTDA) was formed to make distance learning opportunities available to all school-age children through the public school districts of Montana. Through our partnership with the MTDA, we will co-promote the distance learning opportunities provided by the MTDA and also refer students to local libraries as a place where they can participate in online courses. MSL, through its subscription to the Peterson's Testing and Education Reference Center, already offers preparatory classes in SAT/ACT testing which will be promoted to MTDA students and library patrons to help with college entrance preparation. Our partnership with the MTDA will help demonstrate a sustainable delivery system for delivering distance learning courses to the students of Montana, and offer a wealth of new courses that were previously unavailable to students.

MSL plans to boost computer literacy across the state by making online computer training courses available to all library staff through WebJunction. The courses available over WebJunction include (but are not limited to) training on computers basics, Microsoft Office, web browsing, web design, web development, general networking and network security. Library staff and volunteers will be able to use WebJunction course materials as a tool to train patrons during 1-on-1 and group training sessions. WebJunction is the ideal way to boost computer literacy because it is relatively inexpensive compared to its impact, and its available for all library staff to use on demand. We will also use WebJunction course material on general networking and network security to train librarians on how to manage the computer networks and WLANs being set up at their locations. Furthermore, given an annual subscription to WebJunction allows for unlimited access across the entire library system, all library staff who are interested will be able to participate in online courses, even those libraries not directly participating in our project.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

MSL will ensure all librarians are comfortable using the latest technology we provide and comfortable helping patrons maximize their use of these resources. To do this, we plan to hire one full-time FTE for two years to develop and deliver trainings to librarians on basic computer technology, WebJunction resources, and disability software. Some librarians in Montana lack the computer skills necessary to help patrons with basic computer use. The FTE we plan to hire will develop courses and leverage WebJunction to deliver trainings to librarians to ensure that all librarians are up-to-speed on the latest technology and feel comfortable providing assistance to patrons using the computing center. The FTE will also educate librarians on resources available at WebJunction. This is important as we want to ensure our libraries maximize the use of this resource to get its true value. Being knowledgeable of all WebJunction resources will allow librarians to train patrons with the most appropriate course information to get the precise training they need. Lastly, as part of our disability solutions, we are planning to provide speech-to-text, screen magnification, and text-to-speech software to libraries where it is needed. The FTE will train librarians on how to install software, set-up necessary peripherals, and how to perform the basic operations of the software so they can instruct patrons. The FTE will play a complimentary role to all technology investments made in Montana libraries, and will ensure librarians are well equipped to assist patrons make the most use of their new and improved workstation environment.

To sustain increases in broadband service, MSL will hire an E-rate coordinator to train librarians on how to apply and get the most support from E-rate. The E-rate coordinator will develop and deliver trainings to librarians in person and over the web, educating them on the E-rate process. During the third year of our project, the E-rate coordinator will oversee the submission of E-rate applications.

Lastly, to support the training of senior members of our community, MSL is partnering with AARP to post volunteer opportunities on Create the Good, AARPs volunteer website. The generational gap between trainers and trainees has been identified as a significant obstacle during previous attempts to training seniors on computer technology. Feedback from seniors suggests younger trainers move too fast, and don't explain concepts in ways that seniors understand. Having a peer of similar age available to explain computer basics will make participation in online training courses less intimidating and more productive. Through posting volunteer opportunities on Create the Good, technology literate seniors will be able to volunteer at their local library to assist with monitoring public computer labs, and answering the basic technology questions of youth and seniors alike.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

If you are providing educational or training programs, how many people in total will these programs reach on an annual basis?

- 25693

How many hours of training will be provided to each participant?

- 2

How many Full Time Employee (FTE) instructors or facilitators will you employ for these courses?

- 2

F. Project Budget

Project Budget	
Federal Grant Request	\$1,829,473
Total Match Amount	\$867,231
Total Budget	\$2,696,704
Match Percent	32.2%

Projects Outside Recommended Funding Range:

-

Sustainability:

The following budget costs are recurring costs & the rationale for their continued sustenance if funded by BTOP from years 1-3 is as follows:

1. Personnel – The Mobile Computer Lab driver and trainer are the only personnel costs recurring after yr 3 - these costs are paid by the Missoula Public Library from launch in yr 2. Technicians to train librarians on library technology and E-rate are only required initially & are



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

not costs incurred after yr 3. Project manager and compliance officer required only for the project's implementation until end of yr 3.

2. Fringe Benefits – Same as personnel costs.

3. Travel – No recurring costs

4. Equipment – No recurring costs. All equipment costs are onetime expenses accompanied by manufacturer warranty. MSL has also set aside budget for training library staff on general management of computer investments.

5. Supplies – Mobile Computer Lab fuel cost is the only cost under this category that recurring after year 3 - these costs are paid by the Missoula Public Library from launch in yr 2.

6. Contractual – Mobile Computer Lab Insurance and Maintenance costs will recur after yr 3 and these costs will already be paid by the Missoula Public Library from launch in yr 2.

Costs associated with program outreach are onetime costs at the start of the program. IT maintenance after yr 3 will be done by community outreach programs and librarians who are trained in yrs 1-3.

7. Construction – See “Other”

8. Other – For broadband upgrades, MSL will support 2 yrs worth of increase in broadband for all participating libraries through BTOP funds. The 42 libraries currently pay an estimated \$79,538 collectively annually for Internet access and with broadband upgrades this cost will increase to an estimated \$168,713 annually. The 2 year BTOP funding period provides time for libraries to afford this increase in broadband expenses estimated at \$89,175 annually (\$168,713 minus \$79,538). A majority of participating libraries are not current E-rate participants & after quarter 2 of yr 3 will sustain this increase in broadband by applying to the E-Rate program & increasing out of pocket spend from current levels. The libraries have indicated a willingness to do both of the above. The E-rate training will oversee E-Rate applications for 2 yrs & train local librarians on how to get the most out of the E-Rate program.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Library specific construction costs & Mobile Computer Lab setup are onetime costs. Local library FTE costs after yr 3 will be funded by the local library where the new FTE position is designated as permanent. The WebJunction content subscription to train librarians & patrons on areas ranging from network management to basic computer applications (e.g. Word, PowerPoint & Excel) will benefit librarians. The two year WebJunction subscription will act as a trial after which MSL will determine if it would like to support this service.

9. Indirect Charges – No recurring costs

Matching Funds	
Applicant is providing matching funds of at least 20% towards the total eligible project costs?	Yes
Describe the matching contributions	<p>The total match for the project is \$867,231, which is 32.2% of the total budget.</p> <p>This match is comprised of \$665,000 in cash (24.7% of the total project budget) and \$202,231 in in-kind contributions (7.5% of the total project budget).</p> <p>A.Cash Match - The Montana State Library has secured cash commitment from The Bill and Melinda Gates Foundation (BMGF) as a key partner who has committed to \$665,000 in cash in the form of grant match. \$75,000 of the cash from BMGF was to hire consulting staff for preparing the grant application. \$150,000 of the cash from BMGF has been restricted to E-Rate training and support - \$75,000 of this cash will be given each year over a 2 year period from Q3 in year 1 to Q2 in year 3. The remaining \$440,000 in cash from BMGF is unrestricted to the project and will be used to fund project-related costs. A maximum of \$220,000 of this cash match will be given in each of the first two years of the project.</p> <p>There are no financing terms and conditions associated with this grant</p>



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date:		Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers		Applicant Organization: LIBRARY, MONTANA STATE	
Task: Submit Application - Public Computer Centers		Applicant Name: Bob Cooper	

	<p>match from BMGF.</p> <p>B.In-Kind Match – The in-kind match totals \$202,351 and this consists of 4 components –</p> <p>1.Mobile Computing Lab Operating Costs – The Missoula Public Library has committed to funding the operating costs of the Mobile Computing Lab in years 2 & 3. These costs include salaries for a driver and operator as well as fuel, utilities, insurance and maintenance together estimated at \$71,400 per year for 2 years = \$142,800. The Missoula Public Library is one of the 42 libraries applying for the BTOP grant and is also designated as a sub-recipient for the capital funds needed to set up the Mobile Computer Lab. There are no financing terms and conditions associated with this in-kind match.</p> <p>2.Construction Costs – 5 libraries have been designated as sub-recipients for funding minor construction work and these libraries will collectively contribute \$5,000 towards these construction costs. These 5 libraries are Glasgow City-County Library, Lincoln County Public Library in Eureka, Bicentennial Library of Colstrip, Ronan City Library and Parmly Billings Library. Each library is also one of 42 libraries applying for the BTOP grant. There are no financing terms and conditions associated with this in-kind match.</p> <p>3.MSL Personnel Application Preparation – 2 current MSL employees – Bob Cooper and Kris Schmitz – have spent a significant amount of time in preparation of this grant application and based on their current compensation levels and time utilization, this application preparation time is valued at \$13,082. There are no financing terms and conditions associated with this in-kind match.</p> <p>4.MSL Personnel Program Coordination – The 2 MSL employees mentioned above – Bob Cooper and Kris Schmitz – estimate that they will spend 10% and 5% respectively of their total work time in years 1-3 to help with co-ordination of the program and its execution if</p>
--	---



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

	BTOP funds this project. This time over 3 years by these employees is valued at \$41,349. There are no financing terms and conditions associated with this in-kind match.
Unjust enrichment	MSL is not expecting to receive nor has applied for any federal support for non-recurring costs in the areas for which we are seeking an award.
Disclosure of federal and/or state funding sources	We expect the participating libraries receiving broadband upgrades to apply for E-rate discounts in the third year of our project (they will apply in February of 2012 to receive support in July of 2012). These libraries will apply for E-rate in order to sustain broadband service upgrades using E-rate to cover a portion of their monthly recurring Internet costs. We have not budgeted to pay for any connectivity costs that will also be paid by E-rate or any other federal funding support and therefore have avoided any duplicate funding. E-rate is a program under the Universal Service Fund (USF), administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). Aside from E-rate, we do not expect to receive or apply for any federal or state funding for activities or projects to which this project relates.

Budget Narrative	
Budget narrative	<p>Total project budget is \$2,696,704 for 42 libraries.</p> <p>1. Personnel: Total – \$616,458 Our project will be managed for 3 yrs by a project manager (\$54,250/yr) and compliance officer (\$50,375/yr). An expert will train librarians on using new equipment/technology for two year (\$31,000/yr). E-rate expert will train libraries for 2 yrs on E-rate program (\$58,125/yr). The mobile computing lab driver and operator in yrs 2&3 will be paid \$16,275/yr and \$24,800/yr respectively. 2 current MSL staff contributed an in-kind match of \$10,138 in grant preparation & their time for project execution if awarded is estimated at \$32,045.</p>



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

	<p>2.Fringe Benefits: Total – \$178,973 Benefits assumed at 29.03% of total compensation of “Personnel” based on MSL benchmark.</p> <p>3.Travel: Total – \$8,400 Travel costs for equipment set up at libraries from Q2Y1-Q1Y2.</p> <p>4.Equipment: Total – \$764,119 Libraries will get 190 desktops, 116 laptops, 30 Children’s PCs, 8 touchscreen PCs, 76 monitor upgrades, 50 low-vision software bundles, 22 adjustable desks, 5 blind patron software packages, 2 projectors, 42 router packages, furniture for 174 PCs, 12 advanced media software packages, 344 headphones & microphones, 103 speakers, 75 printers and 344 privacy screens. Equipment will be supplied from Q2Y1 to Q1Y2. Please see detailed budget for per item cost. MSL has also allocated \$40,000 for CPE equipment for libraries needing to change service providers to upgrade broadband speeds.</p> <p>5.Supplies: Total – \$21,000 Outreach program print materials will total \$4,200. Missoula Public Library will provide an in-kind match by covering the operating fuel costs of \$7,200/yr (\$14,400) and utilities \$1,200/yr (\$2,400) for the Mobile Computer Lab for yrs 2 & 3 of the project.</p> <p>6.Contractual: Total – \$272,200 IT set up and maintenance at libraries is estimated at \$49,680 and \$126,720 respectively. 149 old PCs replaced will cost \$200 each to dispose (\$29,800). Outreach program will hire a part-time marketing expert for \$36,000, design services for \$6,000 and account management for \$4,000. In-kind match by Missoula Public Library for Mobile Computer Lab insurance and maintenance costs in yrs 2 & 3 at \$10,000/yr (\$20,000).</p> <p>7.Construction: No costs</p>
--	---



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

	<p>8. Other: Total – \$765,190 29 libraries will get broadband upgrades for 2 yrs totaling \$178,351. 5 sub-recipients will get FTEs funds Q2Y1 to the end of yr. 3 (\$242,498). 5 sub-recipients will get construction funds Q3Y1 - Q2Y3 (\$33,442). Set up costs for the Mobile Computer Lab (\$132,900). Outreach ads and miscellaneous costs from Q3Y1 - end of yr 2 will be \$40,000 & \$1,400 respectively. Web Junction Subscription in yrs 2 & 3 at a cost of \$32,000/yr (\$64,000). In-kind match of consulting services in application preparation totaled \$119,155 but has been reduced to \$75,000 to keep pre-application expenses below 5% of the BTOP fund request.</p> <p>9. Indirect Charges - MSL's indirect charge of 4% of the federal portion of a grant (\$1,761,509) = \$70,364</p>
Budget reasonableness	<p>Budget costs were estimated through a thorough process combining library surveys, discussions & price quotes from all major ISPs, equipment provider research, cost benchmarks for marketing, training, contractual programs & personnel. The program is designed to address library computing & broadband needs comprehensively by augmenting equipment with training to draw maximum program effectiveness.</p> <p>1. Personnel – Salary costs for project manager, compliance officer, Mobile Computing Lab driver & trainer based on local salaries for comparable positions. Costs for FTEs training librarians on E-rate & equipment technologies in line with comparable benchmarks. MSL staff costs in application preparation based on current salaries & time utilization.</p> <p>2. Fringe Benefits: Fringe benefits 29.03% of salary compensation in line with state employee benchmarks.</p> <p>3. Travel – Travel costs to set up equipment & broadband based on inputs from companies providing these services today.</p>



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

	<p>4. Equipment - Equipment needs were assessed through detailed MSL library surveys. Proposed equipment addresses the precise needs of each library. Equipment prices researched through well known internet retail sites. Broadband CPE equipment costs from ISP planning inputs on price.</p> <p>5. Supplies – Fuel costs for running the mobile computer lab based on average of 5 weekdays, 80 miles a day at a fuel price of \$3 per gallon. Outreach print material costs estimated from marketing cost benchmarks.</p> <p>6. Contractual – IT setup & maintenance based on a professional service provider in Montana providing input on design & price. Outreach costs based on previous successful MSL initiatives. MSL can precisely target communities with planned investment & will hire media agency to secure lowest ad rates. Mobile Computer Lab insurance & maintenance costs are based on vehicular insurance benchmarks.</p> <p>7. Construction – No costs</p> <p>8. Other – For broadband upgrades, MSL targeted a minimum actual speed of 300 kbps per workstation & held discussions with all major Montana ISPs (9 providers) to receive price estimates. Each library was budgeted broadband funding based on these price estimates. If our project is funded, a full RFP process will be held at each library where necessary to maximize government funds.</p> <p>Library FTE & construction needs based on a MSL library survey screened for requests consistent with program objectives. Mobile Computer Lab setup costs based on inputs from Missoula Public Library that will operate it. MSL will hire a program outreach agency to research & purchase ads in target communities. WebJunction subscription cost sourced from company sales personnel. Application preparation costs based on actual costs.</p>
--	--



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

	<p>9. Indirect Charges: Indirect charge rate for MSL has been negotiated with the state of Montana at 4% of all federally supplied grant funding. All federal grant funds supporting our project are subject to this indirect charge.</p>
<p>Demonstration of need</p>	<p>The two-year budget passed by the Montana State Legislature and signed by Gov. Brian Schweitzer estimates that revenue for FY 2010/11 will total \$3.6B, down 5.2% from the 2008/9 biennium budget of \$3.8B. As a result, all Montana state agencies have been ordered to reduce their annual expenditures by 5%, a situation that leaves the Montana State Library with a more challenging fiscal situation than it has faced in the past.</p> <p>The Montana Library Commission’s FY 2010 operational budget is currently estimated at \$5.4M (our grant request is \$1.7M, or 31%). Even though this figure reflects level-funding of operations from last year to this year, we must reduce it by an additional 5% (~\$270K). In addition, our budget already factors in personnel cost reductions of \$436K (-20%) and operating cost reductions of \$666K (-27%) from 2009. Note that these reductions are hoped to be partially offset by grant funding from LSTA of up to \$1M. Thus, we are in the position of having to rely more heavily than ever before on federal LSTA funds to maintain current operations leaving few alternative sources to support this project – especially one of this size.</p> <p>Even if budget cuts were not the reality for 2010 and 2011, it is unlikely that this project would gain funding from the State of Montana. Several times in recent years, the State Library has requested new funding through the Executive Budget Process to support modest improvements in its library services. In each case, dating back to 2004, the proposal has been either denied or altered. Note the following special library project requests and outcomes since 2004:</p> <ul style="list-style-type: none"> • March 2008 – Statewide Courier Pilot Project: requested \$200K per



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

	<p>year in 2010/11, received \$80K</p> <ul style="list-style-type: none"> • March 2008 (also Jan 2007) – Public Library Construction: requested \$5M, received \$0. Denied in both EPP and legislative session • March 2008 (also Jan 2007) – Statewide Funding for OCLC Group Services: requested \$500K per year in 2010/11, received \$0. Denied in both EPP and legislative session • March 2008 (also July 2006) – Digitization of the State Publications Collection: requested \$600K, received \$0. Denied in 7/2006 and in 3/2008 • March 2007 – Funding for Statewide Databases: requested \$288K per year in 2008/9, received \$288K per year. Passed legislative session • July 2006 – Montana Shared Catalog: requested \$496K, received \$0 • July 2006 – Statewide Information Access Program: requested \$2M, received \$0 • April 2004 – Aid for Library Branches: requested \$100K, received \$0. Denied in EPP <p>Based on the budget situation through 2011, the size of our project, anticipated levels of federal LSTA funding, and previous history of State Library special project requests, it is clear that the Montana State Library would not be able to implement this proposed project without federal assistance.</p>
--	---

Funds to States/Territories

States	Amount of Federal Grant Request
--------	---------------------------------



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Montana	1,829,473
---------	-----------

Funds to States/Territories Total: \$1,829,473

G. Historical Financials

Matching Funds			
	2007	2008	2009
Revenue	4,406,376	4,813,405	5,176,108
Expenditures	4,406,376	4,813,405	5,176,108
Net Assets	0	0	0
Change in Net Assets from Prior Year	0	0	0
Bond Rating (if applicable)	N/A	N/A	N/A

H. Public Computer Center Summary

Jobs	
How many direct jobs-years will be created from this project?	24
How many indirect jobs will be created from this project?	8
How many jobs will be induced from this project?	11

Methodology used to estimate jobs:

We adopted the approach recommended by the Council of Economic Advisor’s guide with an important modification.

- 1.Total project spend (\$2,696,704) divide by \$92,000 to estimate “Total Job Yrs”: 29.31
- 2.Multiply total job years (29.31) by 36% to estimate “Induced Job Yrs”: 10.55
- 3.The remainder (18.76) is the “sum of Direct Job Years & Indirect Job Yrs”



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

At this point, we elected to report actual job yrs created in this project, rather than identifying spending on what might be termed “Direct Jobs”, and then divide by \$92,000.

Our project will hire -

- Project manager and compliance coordinator for 3 yrs each = 6 job yrs
- E-rate specialist, library tech trainer, mobile computer lab driver & trainer for 2 yrs each = 8 job yrs
- 5 sub-recipient libraries will combine to hire 3.6 FTEs, for 11 quarters or 2.75 yrs = 9.97 job yrs

This gives a final value of 23.97 Direct Job Yrs.

This number is greater than the combined number of Direct & Indirect Job Yrs (18.76) predicted by the method in the Council of Economic Advisor’s guide. To estimate Indirect Job yrs we subtract the FTE costs associated with Direct Job Yrs (\$983,498) from the estimated costs for Direct & Indirect Job Yrs which equals \$742,393. This is equal to the Indirect Job Yrs Cost and divided by \$92,000 = 8.07 Indirect Job Yrs

Hence, and in summary, we estimate the following Job Years:

- Total Job Yrs: 42.59
- Direct Job Yrs: 23.97
- Indirect Job Yrs: 8.07
- Induced Job Yrs: 10.55

Proposed # of Public Computer Centers	
Schools (k-12)	0
Libraries	42
Medical and Healthcare Providers	0
Public Safety Entities	0
Community Colleges	0
Public Housing	0
Other Institutions of Higher Education	0



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date:		Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers		Applicant Organization: LIBRARY, MONTANA STATE	
Task: Submit Application - Public Computer Centers		Applicant Name: Bob Cooper	

Other Community Support Organization	0
Other Government Facilities	0

Total Proposed Public Computer Centers 42

Current Total Persons in Service Area 827916

Minority Serving Institutions	
Historically Black Colleges and Universities	0
Tribal Colleges and Universities	0
Alaska Native Serving Institutions	0
Hispanic Serving Institutions	0
Native Hawaiian Serving Institutions	0
TOTAL MINORITY SERVING INSTITUTIONS	0

Weekly Usage Summary	
Total Current # of Persons Served per 120-hour Business Week	14370
Total Proposed # of Persons Served per 120-hour Business Week	20577
Total Current # of Persons	3117



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date:		Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers		Applicant Organization: LIBRARY, MONTANA STATE	
Task: Submit Application - Public Computer Centers		Applicant Name: Bob Cooper	

Served per 48-hour Weekend	
Total Proposed # of Persons Served per 48-hour Weekend	5116

Broadband Workstation Summary	
Number of Current Workstations proposed to be upgraded	149
Total Current # of Broadband Workstations	439
Total Proposed # of Broadband Workstations	634
Average Current Facility Broadband Connection Speed	3.55 Mbps
Average Proposed Facility Broadband Connection Speed	21.30 Mbps

I. Project Readiness

Licenses and Regulatory Approvals

5 of our participating libraries are undergoing minor construction and renovation as part of our project. These libraries may need to receive building permits in order to complete their construction. We have designated these participating libraries as sub-recipients in our grant, and therefore each sub-recipient library is responsible to acquire the necessary permits to complete their project. We are confident they will have the necessary licenses should our project be funded as we have held conversations with each library and they have expressed that their construction project is shovel ready. Furthermore, each sub-recipient library signed letters of commitment stating that they understand all conditions of BTOP funding, including the need to complete all aspects of our project within 3 years of receiving funding. Beyond this element, MSL does not require any local, state, or federal licenses or regulatory approvals to complete the objectives of our project. Montana State Library has the existing authority and relationships with local libraries to execute this project as planned.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Organizational Readiness

The Montana State Library (MSL) has been in existence since 1929. Beginning in 1956 with the passage of the federal Library Services Act, MSL assumed its administrative role as a financial and library development conduit for support of public libraries. With the adoption in 1964 of the federal Library Services and Construction Act (LSCA), MSL administered a series of state projects and sub-grants to libraries extending library services to Montanans who were inadequately served because of distance, physical handicaps, or other disadvantages. LSCA funds also were used for construction and remodeling of library facilities to improve energy conservation and access for handicapped persons. Additionally, MSL used LSCA funds to establish regional library networks that laid the foundation for future collaboration and resource sharing among Montana libraries. During 30 years of administering LSCA funding, MSL leveraged over 10 million dollars in federal funding to impact the library needs of Montana communities.

In the mid-1990's, using funds provided by the Library Services and Technology Act (LSTA) which followed LSCA, MSL began funding public library connectivity projects. For six consecutive years MSL expended approximately \$150,000 per year providing broadband development and access support for libraries.

While these MSL-initiated connectivity projects were underway, MSL began its relationship with the Bill and Melinda Gates Foundation (BMGF). MSL partnered with the BMGF and local libraries in a series of projects aimed at developing and maintaining public access computing. MSL assumed responsibility for management and oversight of numerous BMGF public Internet access initiatives in Montana including the Gates State Partnership Grant (\$801,233), Gates Staying Connected Grant (\$198,720), Gates Public Access Computing Hardware Upgrade Grant (\$295,500) and Gates Rural Library Sustainability Grant (\$31,650).

Key staff aligned with MSL's proposed BTOP PCC project include:

Darlene Staffledt, State Librarian, has been with MSL for 33 years. She has had a significant role in the management and oversight of many of the LSCA, LSTA, and Gates Foundation projects undertaken successfully by MSL during her tenure.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Bob Cooper, Statewide Library Resources Director, has been with MSL for 16 years. He has been responsible for the implementation and program direction of numerous LSCA, LSTA, and Gates Foundation projects.

Kris Schmitz, Centralized Services Manager, has been with MSL for 18 years and assumed primary responsibility during that time for the accounting and auditing aspects of managing numerous LSCA, LSTA, and Gates Foundation projects administrated by MSL during her tenure.

In summary, MSL has the proven grant management and reporting experience, project management experience, fiscal and accounting systems, and experienced staff to successfully, implement, manage, and sustain its proposed BTOP PCC project.

Project Timeline and Challenges

Yr 1 – Q1 Activities

- Project enters Phase 1 – “Project Plan Socialization and Resource Development”
- MSL submits RFPs for centrally purchased items
- Local libraries conduct staffing interviews, release RFPs for construction and broadband service
- MSL conducts interviews for staffing needs, develops and socializes project plan

Yr 1 – Q2 Activities

- Project enters Phase 2 – “Project Plan Implementation”
- Equipment roll outs and installations begin
- Library FTEs are hired and construction begins at libraries
- Vehicle for mobile computer lab is purchased and remodeling begins
- Interviewing continues to fill both marketing and e-rate training positions
- Regional IT contractors begin setting up new computers and WLAN equipment at local libraries
- Project Manager and Compliance Coordinator positions are filled

Yr 1 – Q3 Activities

- Broadband service upgrades installed at participating libraries
- Marketing FTE is hired to assist with outreach campaign, outreach campaign begins
- E-rate training begins at participating libraries

Yr 1 – Q4 Activities

- Mobile computer lab renovations are completed



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Yr 2 – Q1 Activities

- Computers and equipment installations are completed
- Missoula Public Library operationalizes the mobile computer lab
- WebJunction subscription begins
- Librarian technology training begins

Yr 2 – Q2 Activities

- Minimum of half of construction projects are completed

Yr 2 – Q3 Activities

- Roll out and delivery of training continues

Yr 2 – Q4 Activities

- 18 month outreach campaign is completed

Yr 3 – Q1 Activities

- 100% of construction projects are completed

Yr 3 – Q2 Activities

- Project enters Phase 3 “Shift to Sustainability”
- Final quarter for broadband MRC support
- Final quarter for E-rate training
- E-rate coordinator oversees submission of E-rate applications

Yr 3 – Q3 Activities

- WebJunction subscription is evaluated, decision to renew is made
- MSL funded IT support ends, responsibility shifts to library IT resources

Yr 3 – Q4 Activities

- Final payments made for local library personnel, funding responsibility transferred to libraries
- Librarian Technology Training is completed
- All project level positions end with project

Challenges to our project timeline include staffing acquisition, construction projects, equipment roll outs, and increases in broadband service taking longer than expected to be completed. To mitigate staffing risks, MSL budgeted a full quarter to complete hiring and assume these positions temporarily. Construction project delays have been mitigated as libraries were asked for estimates from local contractors. To mitigate the impact of equipment roll out delays MSL will shift initial training schedule to libraries with adequate resources and return to delayed locations later. Broadband service delays are low probability as MSL has received pricing estimates from Montana internet service providers.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

SPIN Number

J. Environmental Questionnaire

Does this PCC application have construction or ground disturbing activities?

Yes

If no, please answer the questions below. If yes, please do not answer the questions below and instead proceed to the next page to answer the expanded environmental questionnaire.

Does the proposed action involve the procurement of materials? If so, will the materials be installed, stored or operated in an existing building or structure? If yes, please click "Add" to include the list of equipment and peripherals to be procured.

Does the proposed action involve procurement of electronic equipment? If yes, will the equipment be disposed of in an environmentally sound manner at the end of its useful life?

Does the proposed action involve construction, remodeling, or renovation? If so, will these activities be limited to only minor interior renovations to a structure, facility, or installation? If yes, click "Add" to include a description of the proposed renovations with your project summary.

Does the proposed action involve the production and/or distribution of informational materials, brochures, or newsletter?



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Does the proposed action involve training, teaching, or meeting facilitation at an existing facility or structure? If yes, click "Add" to explain.

Does the proposed action involve ground or surface disturbance to accommodate new fiber optic cable? If yes, please click "Add" to include a description of the extent of service upgrade, a list of the permits required, and linear footage of underground fiber optic cabling required.

Does the proposed action involve an upgrade of broadband service to an existing facility or structure? If yes, please include a description of the extent of service upgrade, a list of the permits required, and linear footage of underground fiber optic cabling required?

K. Environmental Questionnaire – Part 2

Project Description

Our Enhancing Computing Centers at Montana Public Libraries project includes 5 construction projects all of which can be described as minor, interior renovations aimed at increasing accessibility for the disabled or aimed at increasing accommodations for computing labs. The five locations requiring renovations are:

- Bicentennial Library of Colstrip: project would move computer lab to the front of the library – renovations include updating electrical wiring to support relocation of computers

- Glasgow City-County Library: project would increase accessibility for the disabled by automating exiting doorways. Renovations include installing motorized door openers on two door ways and wiring them from an electrical panel in the lobby.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

- Lincoln County Public Library of Eureka: project would make bathrooms accessible to the disabled – renovations include enlarging the bathroom, installing appropriately sized sink and toilet, and installation of grab bars.

- Parmly Billings Library: project would complete building new computing area. Renovations include installation of electrical and Ethernet wiring, along with new carpet.

- Ronan City Library: project would increase accessibility for the disabled by automating one doorway in the library. Renovations include installing motorized door opener on one door way and installing appropriate wiring.

Our project does not include any ground breaking construction activities.

Property Changes

Our project includes no new sites and therefore does not entail any property changes or zoning issues. No construction project proposed will include clearing, excavation, or fencing of property. The only locations to be “disturbed” by minor renovations are those as described above. No portion of this project is proposed to be on public land owned or managed by the federal government.

Buildings

The project does not involve building construction. All the libraries included in this project are established facilities. The amount of building property to be affected by minor renovations include small sections the following buildings:

- Bicentennial Library of Colstrip – 4,400 square feet,
- Glasgow City-County Library – 8,648 square feet,
- Lincoln County Public Library of Eureka – 1,200 square feet
- Parmly Billings Library – 55,000 square feet
- Ronan City Library – 3,420 square feet.

Our project does not include any funding for ground breaking activity or linear projects.

Wetlands



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

No wetlands are present or near the project.

Critical Habitats

The Fish and Wildlife Service’s geographic mapping tool has been inoperable (see attached screen capture). We have therefore been unable to use that tool to document that there are no critical habitats present or near the planned projects.

However, the library locations included in this project are existing locations. Furthermore, all construction activities can be described as minor renovations having minimal effect on the buildings themselves and therefore virtually no effect on surrounding areas. Therefore, we conclude that no critical habitats will be directly or indirectly affected by our project.

Species List by County

Rosebud County

- Bird – Arctic Peregrine Falcon (*Falco peregrinus tundrius*)
- Bird – Least tern (*Sterna antillarum*)
- Mammal – Black-Footed ferret (*Mustela nigripes*)

Valley County

- Bird – Arctic Peregrine Falcon (*Falco peregrinus tundrius*)
- Bird – Least tern (*Sterna antillarum*)
- Bird – Piping Plover (*Charadrius melodus*)
- Bird – Whooping crane (*Grus americana*)
- Fish – Pallid sturgeon (*Scaphirhynchus albus*)
- Mammal – Black-Footed ferret (*Mustela nigripes*)

Lincoln County

- Bird – Arctic Peregrine Falcon (*Falco peregrinus tundrius*)
- Fish – Bull Trout (*Salvelinus confluentus*)
- Fish – White sturgeon (*Acipenser transmontanus*)
- Flowering Plants – Spalding's Catchfly (*Silene spaldingii*)
- Flowering Plants – Water howellia (*Howellia aquatilis*)
- Mammal – Canada Lynx (*Lynx canadensis*)
- Mammal – Gray wolf (*Canis lupus*)
- Mammal – Grizzly bear (*Ursus arctos horribilis*)

Yellowstone County



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

- Bird – Arctic Peregrine Falcon (*Falco peregrinus tundrius*)
- Bird – Whooping crane (*Grus americana*)
- Mammal – Black-Footed ferret (*Mustela nigripes*)

Lake County

- Bird – Arctic Peregrine Falcon (*Falco peregrinus tundrius*)
- Fish – Bull Trout (*Salvelinus confluentus*)
- Flowering Plants – Spalding's Catchfly (*Silene spaldingii*)
- Flowering Plants – Water howellia (*Howellia aquatilis*)
- Mammal – Canada Lynx (*Lynx canadensis*)
- Mammal – Gray wolf (*Canis lupus*)
- Mammal – Grizzly bear (*Ursus arctos horribilis*)

Floodplain

No facility or site is located within a 100 or 500 year floodplain.

Protected Land

Glasgow City-County Library, Lincoln County Public Library of Eureka, and Parmly Billings Library are located within one-mile of historic properties. Ronan City Library is located on a tribal land.

Glasgow City-County Library is within a one-mile radius of 3 historic properties including: Glasgow US Post Office and Courthouse, First National Bank of Glasgow, and Rundle Building

Lincoln County Public Library of Eureka is within a one-mile radius of 2 historic properties including: Eureka Community Hall and Farmers and Merchants State Bank

Parmly Billings Library is within a one-mile radius of 14 historic properties including: Acme Building, Armour Cold Storage, Billings Chamber of Commerce Building, Billings Historic District, Billings Townsite Historic District, Electric Building, Fire House No. 2, Masonic Temple, North Austin House, Donnell I.D. House, Western Heritage Center, Billings US Post Office and Courthouse, Yegen Christian House, and Yegen Peter House

Ronan City library is located on the Flathead Indian reservation which is home to the Salish and Kootenai tribes.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

All of our construction projects are minor, interior renovations only. No historic properties or tribal lands will be disturbed as part of our project. Maps of our locations and their relations to the historic properties and tribal lands are provided in the supplemental information upload section.

Coastal Area

No coastal lands are located on or near the project sites.

Brownfield

None of the proposed libraries to be renovated are within a brownfield site.



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Uploads

The following pages contain the following uploads provided by the applicant:

Upload Name	File Name	Uploaded By	Uploaded Date
Management Team Resumes and Organization Chart	MSL BTOP Resume & Org Chart 03.12.10.pdf	Cooper, Bob	03/13/2010
Government and Key Partnerships	Gov and Key Partners LOS 03.12.10.pdf	Cooper, Bob	03/13/2010
Historical Financial Statements	2008_2009_MSL_financial_report.pdf	Cooper, Bob	03/13/2010
Public Center Detail	PCC Details Attachment - Montana V2 Mar 13 2010.xls	Cooper, Bob	03/13/2010
Detailed Budget	PCC Detailed Budget Attachment Montana v3 Mar 12 2010.xls	Cooper, Bob	03/13/2010
BTOP Certifications	MSL BTOP Certificate.pdf	Cooper, Bob	03/13/2010
SF424 Budget (A or C)	Form SF424A - Montana FINAL.pdf	Cooper, Bob	03/13/2010
SF424 B and D Assurances	Form SF424B - Montana FINAL.pdf	Cooper, Bob	03/13/2010



**Broadband Non-Infrastructure Application
Submission to NTIA – Public Computer Centers**

Submitted Date: Easygrants ID: 6092	
Funding Opportunity: Public Computer Centers	Applicant Organization: LIBRARY, MONTANA STATE
Task: Submit Application - Public Computer Centers	Applicant Name: Bob Cooper

Supplemental Information	Supplemental Info TOC.pdf	Cooper, Bob	03/13/2010
Supplemental Information	Additional Letters of Support.pdf	Cooper, Bob	03/13/2010
Supplemental Information	Missoula Public Library Mobile Computing Lab Program Description.pdf	Cooper, Bob	03/13/2010
Supplemental Information	Disabled Mapping Tool - FWS Critical Habitat Mapper Down 8mar10.pdf	Cooper, Bob	03/13/2010
Supplemental Information	Glasgow - Valley County Library MT Protected Lands.pdf	Cooper, Bob	03/13/2010
Supplemental Information	Lincoln County Library Eureka - MT Protected Lands 2.pdf	Cooper, Bob	03/13/2010
Supplemental Information	Parmly Billings - Yellowstone County Library MT Protected Lands.pdf	Cooper, Bob	03/13/2010
Supplemental Information	Ronan - Lake County Library MT Protected Lands.pdf	Cooper, Bob	03/13/2010

GOVERNMENT AND KEY PARTNERSHIPS - TABLE OF CONTENTS

Government and Key Partners

1. The Bill and Melinda Gates Foundation
 - Letter of Commitment
2. Montana Digital Academy
 - Partnership Description
 - Letter of Support
3. The Supreme Court of Montana
 - Partnership Description
 - Letter of Support
4. AARP Montana
 - Partnership Description
 - Letter of Support
5. Montana Department of Labor and Industry, Workforce Services Division
 - Partnership Description
 - Letter of Support
6. Montana Department of Public Health and Human Services
 - Partnership Description
 - Letter of Support
7. Montana Department of Commerce, Census and Economic Information Center
 - Partnership Description
 - Letter of Support

Sub-recipient Partners

8. Bicentennial Library of Colstrip
 - Letter of Commitment
9. Lincoln County Public Libraries – Eureka
 - Letter of Commitment
10. Glasgow City-County Library

– Letter of Commitment

11. Laurel Public Library

– Letter of Commitment

12. Missoula Public Library

– Letter of Commitment

13. North Valley Public Library

– Letter of Commitment

14. Parnly Billings Library/MSU-B College of Technology

– Letter of Commitment

15. Polson City Library

– Letter of Commitment

16. Ronan City Library

– Letter of Commitment

17. Rosebud County Library

– Letter of Commitment

GOVERNMENT AND KEY PARTNERS

BILL & MELINDA
GATES foundation

V
F
www.gatesfoundation.org

March 10, 2010

Darlene Staffeldt
State Librarian
Montana State Library
1515 East 6th Avenue
Helena, MT 59620-1800

Dear Ms. Staffeldt,

The Bill & Melinda Gates Foundation is pleased to award the Montana State Library (MSL) a grant of \$590,000. As the lead applicant, MSL will be submitting a proposal on March 15, 2010 to the National Telecommunications and Information Administration (NTIA) under the Broadband Technologies Opportunity Program's (BTOP) Public Computer Centers funding category. The foundation's grant funds are to be used to help fulfill NTIA's matching requirements for this BTOP project, which is intended to provide additional public access computers and higher connectivity speeds at public libraries.

Of the \$590,000 grant award, \$150,000 must be spent on E-rate application support as a training cost associated with building the capacity of participating library systems to sustain their projects following the conclusion of the BTOP project period.

The foundation's grant is contingent on MSL receiving a BTOP award from NTIA and on the execution of a grant agreement between the MSL and the foundation. The grant will be paid in two equal installments. The first payment will be disbursed shortly after MSL's receipt of an official BTOP award notice, and the second and final grant payment will be disbursed approximately one year after the first payment.

We are pleased to support MSL in its application to NTIA and its efforts to meet community needs through high-quality technology and broadband Internet access in Montana.

Sincerely,



Allan C. Golston
President
U.S. Program

Cc: Jill Nishi, Deputy Director, U.S. Libraries Initiative

Partnership Description – February 26th, 2010 Montana Digital Academy and Montana State Library

Program Description

Montana Digital Academy (MTDA) and Montana State Library (MSL) are forming a partnership to expand online learning opportunities at Montana's public library computing centers. By investing in faster broadband and new computers, students who lack broadband access at home will be able to access online course materials through their local library. Libraries also tend to have hours of operation outside of school hours which makes them a complementary resource for students and adults who are interested in participating in online learning opportunities.

The two organizations have agreed to co-market each other's programs to raise awareness of the MTDA and to raise awareness of libraries as a place students can go to participate in online courses. This co-promotion will include placing MTDA collateral in libraries to inform patrons of online course availability, and placing links on the MTDA website to news on local libraries computing centers. MTDA will also help MSL by advising us on technology requirements for our BTOP project, and future investments in libraries.

MTDA plans to incorporate a section on how to make best use of library resources into its new teacher training materials. This section will be developed by MSL, and will explain, among other things, how students can access the Peterson Education and Reference Center which features various educational resources including ACT/SAT test prep course materials. Similarly, MTDA will provide overview materials for librarians to familiarize themselves with the MTDA website. Furthermore, when a new student enrolls in MTDA and plans to use the library, email connections will be established between local librarians and student mentors to ensure when issues arise at the library they are sent through the appropriate channel. Through this connection, librarians can serve a complimentary role to student mentors and MTDA teachers.

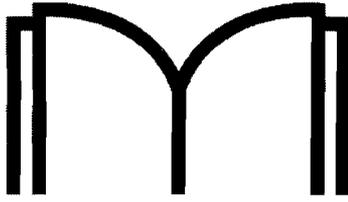
Roles and Responsibilities

Montana State Library and Local Libraries

- Promote awareness of MTDA by providing informational materials in libraries
- Develop section for teacher training materials explaining best use of library assets
- Establish connections between librarian and MTDA student mentor to channel questions as they arise

Montana Digital Academy

- Promote awareness of library computing centers by establishing links on website
- Advise MSL on technical requirements for computing centers investments
- Incorporate training section on library resources into new teacher training materials
- Establish email connections between student mentors and local librarians upon student enrollment



MONTANA DIGITAL ACADEMY

Montana Digital Academy
The University of Montana
32 Campus Drive
Missoula, MT 59812-6336
Phone: 406-243-4619
FAX: 406-243-5494

March 11, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
PO Box 201800
Helena, MT 59620-1800

Dear Mr. Cooper,

Montana Digital Academy is pleased to be a supporter of the, Enhancing Computing Centers at Montana Public Libraries, grant proposal of the Montana State Library.

The proposal's goal of providing more computers and faster broadband speeds at the local library computing centers will provide a crucial resource we can leverage to achieve our mission.

The Montana Digital Academy's mission to provide Montana school-aged children with equitable access to high-quality, innovative, online instruction. Licensed, state-endorsed, instructors will teach OPI standards-based curricula. The State of Montana, through a partnership of school districts and the Montana University System, will ensure Montana's children are prepared for a 21st century, globally competitive, environment.

Through this partnership we will have the potential to offer new opportunities to the students of Montana.

Sincerely,

Robert Currie
Director, Montana Digital Academy

RC/rh

Partnership Description – March 2nd, 2010

The Supreme Court of Montana and Montana State Library

Program Description

The Supreme Court of Montana and Montana State Library (MSL) have agreed to partner to bring increased legal information and self help services to self-represented litigants across Montana. MSL's planned investment in faster broadband speeds and expanded computer resources at rural library computing centers will help the Supreme Court of Montana extend its reach to patrons in the most remote areas of Montana. The need for this investment is supported by the fact that Montana has only one public law library in the state (compared to states like California, which have at least one law library in every county). Furthermore, Montana has a large number of people acting as self-represented litigants who need access to this information in order to appropriately navigate the legal system. According to a 2005 study by the Montana Bar Association, 84% of the legal issues of low and moderate income households were resolved without the assistance of a lawyer.

To increase awareness and use of self-litigation resources, we have designed a train-the-trainer approach to increase librarian knowledge of available legal resources. The Supreme Court of Montana will be able to hold face-to-face training seminars with staff at the 42 participating libraries over an 18 month period with the funding the grant will provide. These seminars will serve to familiarize library staff with legal resources, and also explain the difference between providing access to legal information and providing legal advice (clearing confusion that has prevented librarians from assisting patrons with legal information in the past). The Supreme Court of Montana has committed to providing materials for these seminars by tailoring existing materials to make them more relevant for librarians. The Supreme Court of Montana also plans to use email follow-ups on a bi-monthly basis to reinforce the message of the seminars and to ensure librarians are aware of new legal materials as they are developed. Lastly, the Supreme Court of Montana has agreed to provide backup phone support to librarians when specific question arises that they cannot address.

The training seminars will initially focus on three principle websites, the State Law Library website, the Montana Law Help website, and the Court's website. To date, these websites are very good at providing information on how to file certain applications and making the necessary forms available for download online. Where these sites fall short, are on areas like providing guidance through the hearing and trial stage, the judgment stage, and the post-judgment/collection stage. These are areas that the Supreme Court of Montana is planning to improve over time. This highlights the longer term importance of our partnership as the Supreme Court of Montana would like to build a proven delivery partner with the MSL and Montana libraries.

The Supreme Court of Montana and MSL have also designed an outreach program to reach the patron and increase their awareness of legal resources. The Supreme Court of Montana has experience reaching out to areas without services through its involvement with AmeriCorp Direct, and we will leverage this proven model as it is a simple and cost effective way to raise awareness. The outreach campaign will consist of press releases and laminated posters that can

be easily customized and displayed at the 42 participating libraries. MSL's responsibility will involve making these materials visible in libraries and tailoring press releases for local community news outlets as necessary. From our experience, even when information is available, it does not sink in with patrons until they need it most. Our approach is best suited for this need as it provides continued awareness and outreach through displays in library locations.

Roles and Responsibilities

Montana State Library and Local Libraries

- Make substantial investments to create public library computing centers capable of being long term delivery partners for the Supreme Court of Montana
- Participate in face-to-face training seminars to make librarians knowledgeable of available legal resources
- Create awareness of legal resources by providing outreach materials in participating libraries

The Supreme Court of Montana

- Schedule and deliver face-to-face training seminars to staff at 42 participating libraries
- Develop training materials for seminars that are tailored for libraries
- Follow up with librarians through bi-monthly emails and provide hotline support librarians when patrons have questions they cannot answer
- Design and deliver marketing materials to participating libraries for outreach program

The Supreme Court of Montana
Office of Court Administrator

Lois Menzies
Court Administrator
e-mail: lmenzies@mt.gov



301 South Park Avenue, Room 328
PO Box 203005
Helena, Montana 59620-3005
Phone: (406) 841-2957
Fax: (406) 841-2955

March 5, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena MT 59620-1800

Dear Mr. Cooper:

The Montana Supreme Court fully supports the Montana State Library's efforts to expand computing centers at Montana's public libraries.

There has been a dramatic increase in the number of people who cannot afford, or who choose not to hire, attorneys. Because legal terminology and court procedures can be difficult for lay people to understand, *pro se* litigants (people who represent themselves in court) risk losing important rights if they are not provided with the information and resources they need to navigate our justice system on their own. Unprepared *pro se* litigants also impose a significant burden on our already overburdened courts.

Public libraries, especially in rural and remote parts of Montana, are often a principal source of information for people who are grappling with legal problems. Public libraries may also be one of the only places where people of limited means can access the Internet. As the economic crisis deepens and people struggle to keep their jobs, pay their bills and take care of their families, people are turning to their public libraries in increasingly greater numbers for help in finding answers to questions that already are, or that may become, legal problems.

The Montana Supreme Court Self-Help Law Program and the Montana Law Library have been working closely with the Montana State Library to provide public libraries with the information, tools and training they need to assist library users who are experiencing legal problems. This important partnership would be greatly enhanced by funding that would allow the State Library to provide more computers and faster broadband speeds at local library computing centers.

The importance of public libraries in ensuring equal access to justice cannot be underestimated. We urge you to fund this invaluable and innovative effort to provide greatly needed assistance to Montana's public libraries and the people they serve.

Sincerely,

A handwritten signature in black ink, appearing to read "Lois Menzies".

Lois Menzies
Court Administrator

Partnership Description – February 26th, 2010 AARP Montana and Montana State Library

Program Description

AARP Montana and Montana State Library are forming a partnership to ensure that potential investments to enhance computing centers in Montana's public libraries will benefit the 156,000 AARP members living within the state of Montana. Investments in faster broadband and new and expanded computing centers will ensure AARP members can communicate effectively with distant family members, access vital online resources (like those associated with Medicare), and access numerous AARP resources made available primarily online.

The two organizations have agreed to participate in awareness efforts to promote improved computing center resources to AARP members, and to promote AARP resources to library patrons. These awareness efforts will include e-newsletters, The Bulletin (which is a periodical distributed to members), attaching updates to emails sent to local members, and through direct mail campaigns to members in communities with participating libraries. MSL has also agreed to promote AARP initiatives by providing informational materials such as brochures and post cards at local libraries. MSL also plans to set up a webinar where an AARP representative will inform librarians on resources available on the AARP website, and how patrons can make the best use of these resources, so librarians are prepared to answer questions from AARP patrons.

AARP and MSL will also encourage librarians to post computing center volunteer opportunities on the AARP's volunteer website titled, "Create the Good". Posting volunteer opportunities on Create the Good website will allow senior members of the community who have basic computer literacy help their local library monitor computer labs and answer questions from peers who use the computing center. This will help ease the demand on librarians' time, while also providing a knowledgeable senior who can provide some basic training support to AARP members patronizing the computing center.

Roles and Responsibilities

Montana State Library and Local Libraries

- Make substantial investments to enhance public library computing centers
- Create awareness of AARP resources by providing informational materials in libraries
- Arrange and participate in webinar to make librarians aware of online AARP resources
- Post computing center volunteer opportunities on AARP Create the Good web portal

AARP Montana

- Promote awareness of enhancements to public library computing centers to AARP members
- Provide MSL with AARP informational content and materials to place in libraries
- Create and lead webinar to increase librarian awareness of AARP resources
- Encourage librarians to post volunteer opportunities to Create the Good



AARP Montana
30 W. 14th Street
Suite 301
Helena, MT 59601

T 1-866-295-7278
F 406-441-2230
TTY 1-877-434-7598
www.aarp.org/mt

March 1, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena MT 59620-1800

Dear Mr. Cooper:

AARP Montana is pleased to be a supporter of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

The proposal's goal of providing more computers and faster broadband speeds at local library computing centers will be a valuable resource we can leverage to achieve our goal to enhance access to our members for information on health and financial security, as well as to improve communication for our members with their friends and family.

AARP Montana is a non-profit, non-partisan membership organization of people 50 and older with over 156,000 members in Montana. Our membership also includes many retired educators and volunteers who are active in promoting important public education and services, such as Driver Safety classes and the AARP Tax Aide program, that utilize Montana's local community libraries on a regular basis.

This project is consistent with our vision of expanding life long learning opportunities for our members across the state, as well as address the difficulty of our members being able to afford and have access to internet in rural Montana.

In recent years, there have been many changes in health care and public assistance programs, such as Medicare and energy assistance programs, that require access to high speed internet to submit an application or to do comparative shopping for the right health care plan. Without access to high speed internet in the community, low income seniors and their family members are without access to important information on health care, prescription drugs and heating assistance.

AARP Montana can contribute to the overall success of this initiative by continuing our partnership of sharing important information with our community libraries of interest to our members and their family members. Through this partnership we will have the potential to offer new opportunities to engage our members by offering jointly sponsored training sessions on the use of internet at community libraries across Montana.

We look forward to hearing from you about your successful application and feel free to email bbartholomew@aarp.org or call (406-457-4701) if you have any questions.

Thank you for this opportunity to expand our reach to our members and their families.

A handwritten signature in black ink that reads "Bob Bartholomew". The signature is written in a cursive, flowing style.

Bob Bartholomew
State Director
AARP Montana

Partnership Description – March 2th, 2010

Montana Department of Labor and Industry (DLI) Workforce Services Division and Montana State Library (MSL)

Program Description

The Montana Department of Labor and Industry (DLI) Workforce Services Division and the Montana State Library are forming a partnership to increase use of DLI's online web resources. Montana is facing record high unemployment and this translates into a high number of customers seeking services via Workforce Service Division's Local Job Service Workforce Centers. Through the MSL's investment in public library computing centers and through the intended outcomes of our partnership, we can increase the use of public library computing centers to better serve DLI customers. Creating additional and improved technological conduits for DLI customers via the MSL system will provide additional capacity for meeting our mutual customers' needs during times of high volume demand across the state.

To increase awareness and use of online service portals, the DLI has committed to creating training resources to familiarize librarians on available online resources. The DLI Workforce Service Division has committed to meet with library staff at a local level to assist in familiarizing them with online resources. Part of this training will inform librarians on how to direct patrons to knowledgeable staff from the DLI via phone or other developing technologies. This will allow patrons to get the assistance they need without overburdening librarians.

The DLI has also committed to leverage its existing marketing opportunities to promote improvements in public library computing centers and suggest them as additional locations to apply for jobless benefits. Furthermore, the DLI plans to use event based marketing to promote public library computing centers by incorporating librarians on Job Service Employee Committees and Community Management Teams. These groups typically meet about once a month and represent a continued relationship between librarians, business leaders, and government.

Roles and Responsibilities

Montana State Library and Local Libraries

- Make substantial investments to enhance public library computing centers
- Participate in trainings provide by DLI Workforce Service representatives
- Refer patrons to Job Service Workforce Center representatives for specific questions on DLI services

Department of Labor and Industry Workforce Services Division

- Create training resources to familiarize MSL and library staff with DLI online resources
- Conduct local level training for library staff to assist in familiarizing them with online resources
- Maintain effective avenues to communicate questions on DLI services
- Increase awareness by leveraging existing outreach channels and events



Governor Brian Schweitzer

Montana

Department of Labor and Industry

Workforce Services Division

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena MT 59620-1800

March 4, 2010

Dear Mr. Cooper:

The Montana Department of Labor & Industry, Workforce Services Division is pleased to partner in the "Enhancing Computing Centers at Montana Public Libraries" grant proposal of the Montana State Library.

The proposal's goal of providing more computers and faster broadband speeds at local library computing centers will provide increased accessibility to internet based resources we can leverage to achieve our operational mission. The Workforce Services Division vision is "Superior Service for a Working Montana." This partnership in investment of improved resources fully aligns with this vision and supports our core values of customer focus and continuous improvement.

Many of the communities we serve in western Montana and elsewhere have seen historically significant growth in demand of our services and resources. Increasing the number of access points in these communities will offer additional self service locations for our customers. Because any of our services (registration, job search, career exploration, assessments, and others) are currently available through local Job Service One Stop Workforce Center websites, it is foreseeable that the proposed MSL expansion will have a direct, positive impact on the ability of self service customers to more readily achieve their employment goals.

As we continue to lead in the expansion of online services which provide more education and resources via the internet, the proposed plan will help our organization to meet the exponential growth that is forecast in the area of internet based service and resource delivery. If I may provide more information or clarification regarding our support of this effort, please feel free to contact me.

A handwritten signature in black ink, appearing to read "Steve Olson".

Steve Olson
Regional Director, Region 5
Workforce Services Division
MT Dept. of Labor & Industry

P.O. BOX 1728 HELENA MT 59624-1728 • PHONE (406) 444-4100

FAX (406) 444-3037 • TTD (406) 444-0532

"AN EQUAL OPPORTUNITY EMPLOYER"



Partnership Description – March 1, 2010
Montana Department of Public Health and Human Services
and Montana State Library

Program Description

The Montana Department of Public Health and Human Services (DPHHS) and Montana State Library (MSL) are forming a partnership to boost awareness and participation in a new online, web-based application submission tool that is scheduled to roll out the last quarter of 2010. This online submission tool will allow patrons to complete and submit a single online application that will be used to determine their eligibility for a number of public assistance programs including Medicaid, Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), and Healthy Montana Kids (health insurance for Montana children).

To boost awareness and participation in these programs, DPHHS has committed to provide training documentation for librarians so they are aware of this resource and can point patrons to the appropriate site when questions arise at the library. Furthermore, DPHHS plans to make training documentation available to the general public through its web site. This is important as it will help moderate the burden placed on local librarians. MSL will make materials provided by the DPHHS available in the library on the new online way to apply for these assistance programs, helping to create awareness and participation in the programs. MSL's potential investment in public computing centers is critical for this new tool to have its intended impact as libraries may be the only place where some of Montana's citizens in need can access computing and Internet resources.

Roles and Responsibilities

Montana State Library and Local Libraries

- Make substantial investments to enhance public library computing centers
- Distribute training materials to librarians to make them aware of new online resources
- Create awareness of new application submission tool by providing marketing materials in libraries

Montana Department of Public Health and Human Services

- Provide MSL with training information to distribute to librarians
- Make training materials available to the public on DPHHS website
- Provide MSL with submission tool marketing materials to place in libraries

**DEPARTMENT OF
PUBLIC HEALTH AND HUMAN SERVICES**



Brian Schweitzer
GOVERNOR

Anna Whiting Sorrell
DIRECTOR

STATE OF MONTANA

www.dphhs.mt.gov

PO BOX 4210
HELENA, MT 59604-4210
(406) 444-5622
FAX (406) 444-1970

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena MT 59620-1800

Dear Mr. Cooper:

The Department of Public Health & Human Services (DPHHS) is pleased to be a supporter of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

The proposal's goal of providing more computers and faster broadband speeds at local library computing centers will provide an important resource we can leverage to achieve our mission. The Department's mission is to improve and protect the health, well-being, and self-reliance of all Montanans.

This project is consistent with our vision of making our services known and accessible to the greatest number of citizens across our state. Through this partnership we will have the potential to expand our net of economic security and health coverage to Montanan's in need.

In summary, we appreciate the opportunity to collaborate with the Montana State Library in this important project to enhance Montana's public libraries as computing centers that will be used by our citizens to access the information and services that support our mission.

Sincerely,

Anna Whiting Sorrell, Director

An Equal Opportunity Employer



Partnership Description – March 1st, 2010
Census and Economic Information Center (CEIC) and Montana State Library (MSL)

Program Description

The CEIC has a history of collaboration with MSL and Montana libraries. In 2000, the CEIC designated 18 of Montana's libraries as affiliates and made Census and economic data available to them by CD-ROM. The CEIC held training seminars to teach librarians, grant writers, government officials and employees, non-profits, small business owners and even the general public and how to leverage the Census data for research and marketing needs.

The CEIC is planning a similar series of 6 different training courses based on the 2010 Census, to be held as the data is made available over the next 3-4 years. These trainings include Census 2010, Community/Neighborhood Assessments, Business Research Using American Fact Finder, American Community Survey, Accessing Montana Demographic, and Economic Data Using Economic Statistics. A major change with the 2010 Census is that the data will only be available online. The CEIC can no longer order CDs of data from the Census for affiliate libraries. This evolution in how the federal government disseminates information highlights the challenges and opportunities for the CEIC and MSL, and underlines the importance of our partnership as we aim to expand CEIC training services to all 42 participating libraries.

As part of our partnership, the CEIC has agreed to develop a training webinar they will offer to all librarians. This will create a "train the trainer" model allowing the librarians to help educate patrons on how to access Census data when questions arise at libraries. Furthermore, these training materials will be made available on MSL and local library web pages so patrons across Montana can access the webinars on their own time. This will make the benefits of training materials available to all Montanans, extending the reach of the CEIC's service. The CEIC will not forgo face-to-face training, and instead, intends to leverage public library computing centers to train small business, grant writers, and others on how to leverage Census data to address their needs.

Roles and Responsibilities

Montana State Library and Local Libraries

- Make substantial investments to enhance public library computing centers to enable 2010 Census data training
- Create awareness of CEIC Census resources by providing informational materials in libraries
- Participate in webinar to make librarians aware of CEIC resources
- Hold face-to-face training of library patrons by CEIC

Census and Economic Information Center

- Develop training webinar to be offered to librarians at all Montana libraries
- Post training materials on MSL and local library web pages
- Hold face-to-face trainings in public library computing center facilities

MONTANA
Department of Commerce
Census and Economic Information Center

March 2, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
PO Box 201800
Helena, MT 59620-1800

Dear Mr. Cooper:

The Census and Economic Information Center (CEIC) of the Montana Department of Commerce is pleased to be a supporter of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library. The proposal's goal of providing more computers and faster broadband speeds at the local library computing centers will provide an essential resource we can leverage to achieve our mandate to provide census and economic data to the public.

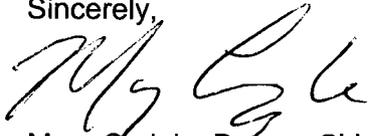
CEIC is Montana's lead agency in the U.S. Census Bureau's State Data Center (SDC) Program which began in 1978. Its mission is to provide easy and efficient access to U.S. Census Bureau data and information through a wide network of lead, coordinating and affiliate agencies in each state. The Montana State Library is a coordinating agency and has assisted CEIC in its mission of providing training and technical assistance in accessing and using Census data for research, administration, planning and decision making by the government, the business community, university researchers, and other interested data users.

Beginning with Census 2010, all U.S. Census Bureau data will only be accessible via the Internet. With this change, additional training will be needed to help librarians understand how to locate and download the data. In addition, the libraries will need multiple computers with high speed access.

CEIC also conducts many workshops for small business owners, government employees and officials, and communities. These workshops, such as Market Research for businesses, assist in locating the appropriate data needed to help owners determine whether there is enough of a customer base to expand. In addition, another workshop provides instructions on how to access the appropriate data to complete grant applications to meet community needs such as funding for improving their water and sewer systems.

CEIC looks forward to continuing and expanding our partnership with the Montana State Library and all the libraries in the state. Please contact me if you have any questions at (406) 841-2739 or mcraigle@mt.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mary Craigle', written in a cursive style.

Mary Craigle, Bureau Chief
CEIC

SUB-RECIPIENT PARTNERS

SUB-RECIPIENT LETTER OF COMMITMENTPrepared for:*Bicentennial Library of Colstrip*Construction and/or FTE proposal:

- Total Construction Project Cost: \$5,000
 - Matching Funds: \$0
 - BTOP Funding Request: \$5,000

Letter of Commitment:

I have reviewed and commit to executing the construction and/or FTE stimulus proposal for our library to the best of my ability. As a Broadband Technology Opportunities Program (BTOP) grant sub-recipient, I commit to comply with all laws, regulations, BTOP policies, Department of Commerce Standard Terms and Conditions, and Recovery Act Award Terms and any Special Award Conditions of the BTOP grant as instructed by Montana State Library's BTOP grant Compliance Coordinator. I recognize that all figures stated in this letter of commitment are best estimates and subject to change.

Please fax or email as PDF your completed form to Bob Cooper at the Montana State Library, fax: 406-444-0266, email: bocooper@mt.gov

Mary Kathryn Bullard
Signee Name

Branch Director
Title

MKBullard
Signee Signature

3-8-2010
Date

SUB-RECIPIENT LETTER OF COMMITMENT

Prepared for:

Lincoln County Public Libraries – Eureka

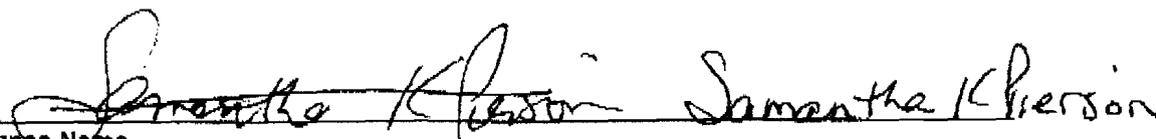
Construction and/or FTE proposal:

- Total Construction Project Cost: \$4,200
 - Matching Funds: \$1,000
 - BTOP Funding Request: \$3,200

Letter of Commitment:

I have reviewed and commit to executing the construction and/or FTE stimulus proposal for our library to the best of my ability. As a Broadband Technology Opportunities Program (BTOP) grant sub-recipient, I commit to comply with all laws, regulations, BTOP policies, Department of Commerce Standard Terms and Conditions, and Recovery Act Award Terms and any Special Award Conditions of the BTOP grant as instructed by Montana State Library’s BTOP grant Compliance Coordinator. I recognize that all figures stated in this letter of commitment are best estimates and subject to change.

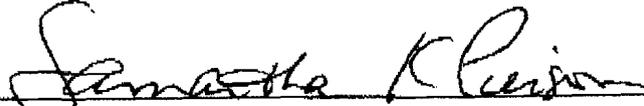
Please fax or email as PDF your completed form to Bob Cooper at the Montana State Library, fax: 406-444-0266, email: bocooper@mt.gov



 Signee Name

Director

 Title



 Signee Signature

3/5/10

 Date

SUB-RECIPIENT LETTER OF COMMITMENT

Prepared for:

Glasgow City-County Library

Construction and/or FTE proposal:

- Total Construction Project Cost: \$15,742
 - Matching Funds: \$4,000
 - BTOP Funding Request: \$11,742

Letter of Commitment:

I have reviewed and commit to executing the construction and/or FTE stimulus proposal for our library to the best of my ability. As a Broadband Technology Opportunities Program (BTOP) grant sub-recipient, I commit to comply with all laws, regulations, BTOP policies, Department of Commerce Standard Terms and Conditions, and Recovery Act Award Terms and any Special Award Conditions of the BTOP grant as instructed by Montana State Library's BTOP grant Compliance Coordinator. I recognize that all figures stated in this letter of commitment are best estimates and subject to change.

Please fax or email as PDF your completed form to Bob Cooper at the Montana State Library, fax: 406-444-0266, email: bocooper@mt.gov

Carolyn L. Wells

Signee Name

Director

Title

Carolyn L. Wells

Signee Signature

March 6, 2010

Date

SUB-RECIPIENT LETTER OF COMMITMENTPrepared for:*Laurel Public Library*Construction and/or FTE proposal:

- Hours Per Week of FTE: 15
- Estimated Annual FTE Salary: \$6,500
- Total Three Year FTE Cost: \$19,500
- Position Term: Permanent

Letter of Commitment:

I have reviewed and commit to executing the construction and/or FTE stimulus proposal for our library to the best of my ability. As a Broadband Technology Opportunities Program (BTOP) grant sub-recipient, I commit to comply with all laws, regulations, BTOP policies, Department of Commerce Standard Terms and Conditions, and Recovery Act Award Terms and any Special Award Conditions of the BTOP grant as instructed by Montana State Library's BTOP grant Compliance Coordinator. I recognize that all figures stated in this letter of commitment are best estimates and subject to change.

Please fax or email as PDF your completed form to Bob Cooper at the Montana State Library, fax: 406-444-0266, email: bocooper@mt.gov

Nancy L Schmidt
Signee Name

Director
Title

Nancy L Schmidt
Signee Signature

8 March 2010
Date

SUB-RECIPIENT LETTER OF COMMITMENT

Prepared for:

Missoula Public Library

Mobile Computer Lab Project Proposal:

- Total Mobile Computer Lab Project Cost : \$275,700
 - CapEx: \$132,900
 - OpEx: \$142,800
- Missoula Public Library Match: \$142,800
- BTOP Funding Request: \$132,900

Letter of Commitment:

I have reviewed and commit to executing the Mobile Computer Lab Project Proposal for our library to the best of my ability. As a Broadband Technology Opportunities Program (BTOP) grant sub-recipient, I commit to comply with all laws, regulations, BTOP policies, Department of Commerce Standard Terms and Conditions, and Recovery Act Award Terms and any Special Award Conditions of the BTOP grant as instructed by Montana State Library's BTOP grant Compliance Coordinator. I recognize that all figures stated in this letter of commitment are best estimates and subject to change.

Please fax or email as PDF your completed form to Bob Cooper at the Montana State Library, fax: 406-444-0266, email: bocooper@mt.gov

Honore D Bray Honored Bray

Signee Name

Director Missoula Public Library

Title

Honore D Bray

Signee Signature

3-5-10

Date

SUB-RECIPIENT LETTER OF COMMITMENT

Prepared for:

North Valley Public Library

Construction and/or FTE proposal:

- Hours Per Week of FTE: 40
- Estimated Annual FTE Salary: \$27,310
- Total Three Year FTE Cost: \$81,930
- Position Term: Permanent

Letter of Commitment:

I have reviewed and commit to executing the construction and/or FTE stimulus proposal for our library to the best of my ability. As a Broadband Technology Opportunities Program (BTOP) grant sub-recipient, I commit to comply with all laws, regulations, BTOP policies, Department of Commerce Standard Terms and Conditions, and Recovery Act Award Terms and any Special Award Conditions of the BTOP grant as instructed by Montana State Library's BTOP grant Compliance Coordinator. I recognize that all figures stated in this letter of commitment are best estimates and subject to change.

Please fax or email as PDF your completed form to Bob Cooper at the Montana State Library, fax: 406-444-0266, email: bocooper@mt.gov

RENEE McGRATH

Signee Name

LIBRARY DIRECTOR

Title

Renee McGrath

Signee Signature

3/9/10

Date

SUB-RECIPIENT LETTER OF COMMITMENT

Prepared for:

Parmly Billings Library / MSU-B College of Technology

Construction and/or FTE proposal:

- Total Construction Project Cost: \$10,500
 - Matching Funds: \$0
 - BTOP Funding Request: \$10,500

Letter of Commitment:

I have reviewed and commit to executing the construction and/or FTE stimulus proposal for our library to the best of my ability. As a Broadband Technology Opportunities Program (BTOP) grant sub-recipient, I commit to comply with all laws, regulations, BTOP policies, Department of Commerce Standard Terms and Conditions Standard Terms and Conditions, and Recovery Act Award Terms and any Special Award Conditions of the BTOP grant as instructed by Montana State Library's BTOP grant Compliance Coordinator. I recognize that all figures stated in this letter of commitment are best estimates and subject to change.

Please fax or email as PDF your completed form to Bob Cooper at the Montana State Library, fax: 406-444-0266, email: bocooper@mt.gov

Bruce M. Candless

Signee Name

ASST CITY ADMINISTRATOR

Title

Bruce M. Candless

Signee Signature

3/10/10

Date

SUB-RECIPIENT LETTER OF COMMITMENT

Prepared for:

Polson City Library

Construction and/or FTE proposal:

- Hours Per Week of FTE: 40
- Estimated Annual FTE Salary: \$25,460
- Total Three Year FTE Cost: \$76,380
- Position Term: 3 Years

Letter of Commitment:

I have reviewed and commit to executing the construction and/or FTE stimulus proposal for our library to the best of my ability. As a Broadband Technology Opportunities Program (BTOP) grant sub-recipient, I commit to comply with all laws, regulations, BTOP policies, Department of Commerce Standard Terms and Conditions Standard Terms and Conditions, and Recovery Act Award Terms and any Special Award Conditions of the BTOP grant as instructed by Montana State Library's BTOP grant Compliance Coordinator. I recognize that all figures stated in this letter of commitment are best estimates and subject to change.

Please fax or email as PDF your completed form to Bob Cooper at the Montana State Library, fax: 406-444-0266, email: bocooper@mt.gov

Marilyn Trospen

Signee Name

Library Director

Title

Marilyn Trospen

Signee Signature

March 5, 2010

Date

SUB-RECIPIENT LETTER OF COMMITMENT

Prepared for:

Ronan City Library

Construction and/or FTE proposal:

- Construction – Total Project Cost: \$3,000
 - Matching Funds: \$0
 - BTOP Funding Request: \$3,000
- FTE – Hours Per Week: 30
- Estimated Three Year FTE Cost: \$50,343
- Position Term: Permanent
- Total Requested Funding: \$53,343

Letter of Commitment:

I have reviewed and commit to executing the construction and/or FTE stimulus proposal for our library to the best of my ability. As a Broadband Technology Opportunities Program (BTOP) grant sub-recipient, I commit to comply with all laws, regulations, BTOP policies, Department of Commerce Standard Terms and Conditions, and Recovery Act Award Terms and any Special Award Conditions of the BTOP grant as instructed by Montana State Library's BTOP grant Compliance Coordinator. I recognize that all figures stated in this letter of commitment are best estimates and subject to change.

Please fax or email us PDF your completed form to Bob Cooper at the Montana State Library, fax: 406-444-0266, email: bocooper@mt.gov

Michelle Fenger
Signee Name

Library Director
Title

Michelle Fenger
Signee Signature

3-6-2010
Date

SUB-RECIPIENT LETTER OF COMMITMENT

Prepared for:

Rosebud County Library

Construction and/or FTE proposal:

Hours Per Week of FTE: 20

Estimated Annual FTE Salary: \$12,130

Total Three Year FTE Cost: \$36,390

Position Term: Permanent

Letter of Commitment:

I have reviewed and commit to executing the construction and/or FTE stimulus proposal for our library to the best of my ability. As a Broadband Technology Opportunities Program (BTOP) grant sub-recipient, I commit to comply with all laws, regulations, BTOP policies, Department of Commerce Standard Terms and Conditions, and Recovery Act Award Terms and any Special Award Conditions of the BTOP grant as instructed by Montana State Library's BTOP grant Compliance Coordinator. I recognize that all figures stated in this letter of commitment are best estimates and subject to change.

Please fax or email as PDF your completed form to Bob Cooper at the Montana State Library, fax: 406-444-0266, email: bocooper@mt.gov

Cheryl J. Heiser

Signee Name

Library Director

Title

Cheryl J. Heiser

Signee Signature

03/09/2010

Date

MSL PROJECT SUPPORTERS - TABLE OF CONTENTS

Legal Services Support

1. Montana Commission on Self-Represented Litigants
2. State Law Library of Montana
3. Montana Legal Services Association

Education and Community College Support

4. Montana Office of Public Instruction
5. Miles Community College
6. Flathead Valley Community College
7. Flathead Valley Community College – Lincoln County Campus

Special Needs Agency Support

8. Montana Radio Reading Services
9. Western Montana Area VI Agency on Aging, Inc.
10. Community Action Partnership of Northwest Montana
11. Montana Association for the Blind

Local Government and Local Community Support

12. Mayor of Townsend
13. Mayor of Missoula
14. Bozeman City Commission
15. Polson School District
16. Bicentennial Library of Colstrip
17. Glasgow City-County Library

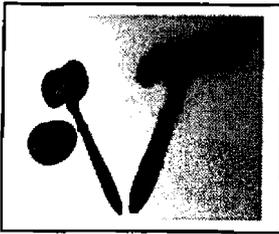
Job Service Support

18. Working Innovations Inc.
19. Montana Department of Labor and Industry, Workforce Service Division – Northeast Job Service Workforce Center
20. Montana Department of Labor and Industry, Workforce Service Division – Sidney Job Service Workforce Center

Internet Service Provider Support

21. Qwest Communications

LEGAL SERVICES SUPPORT



MONTANA COMMISSION ON SELF-REPRESENTED LITIGANTS

PO Box 203004 Helena MT 59620

(406)444-3660

March 4, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
PO Box 201800
Helena MT 59620-1800

Dear Mr. Cooper:

The Enhancing Computing Centers at Montana Public Libraries grant that you are proposing is supported by the Montana Supreme Court's Commission on Self-Represented Litigants, and is consistent with the goals of the Commission.

Our mission is to propose, encourage, oversee and improve programs that will assist the large number of Montanans who cannot afford to hire attorneys. Among society's most vulnerable, they face life's most traumatic and wrenching situations such as:

- Having protected funds such as social security and child support illegally attached by unethical financial institutions
- Losing parental contact with children
- Having their homes foreclosed upon
- Dealing with the death of a parent and not knowing how to close the estate.

The Commission oversees and approves forms and instructions so that our citizens can appear in court to represent themselves. We also work closely with our partners to provide free or low cost legal representation in the cases that absolutely require an attorney's advice.

One of our goals is to enlist the assistance of our public libraries as partners in providing access to justice. We have been actively engaged in training the librarians for two years, with somewhat success. By having more computers and faster access, legal forms and instruction can be deployed faster. We also will be better able to train the librarians in how to work with self-represented litigants through webinars or other online training modes.

The funding provided by the grant will improve technology and faster communication for our libraries which will in turn help to provide equal access to justice for Montanans.

Yours sincerely,

Judith A. Meadows, Chair

Co-Chairs

Hon. Russ Fagg
Judy Meadows

Members

Peg Allison
Shirley Faust
Neil Haight
Corbin Howard
Monte Jewell
Hon. Michele Snowberger
Tara Veazey

Supreme Court Liaison

Hon. Karla Gray

State Law Library of Montana



Justice Building • 215 North Sanders
PO Box 203004 • Helena, MT 59620-3004
Phone (406) 444-3660 • Fax (406) 444-3603
www.lawlibrary.mt.gov

March 4, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
PO Box 201800
Helena MT 59620-1800

Dear Mr. Cooper:

The State Law Library enthusiastically supports the Enhancing Computing Centers at Montana Public Libraries grant that you are proposing.

Our public libraries are not just information providers but also critical elements of Montana's communities. By providing more computers and faster broadband speeds, we will be better able to partner with the libraries to provide faster and more appropriate information to Montana's citizens who cannot afford attorneys. The State Law Library is anxious to work more efficiently with the public libraries in partnership to increase access to the doors of the courthouse. By having more computers and faster access, legal forms and instruction can be deployed faster. We also will be better able to train the librarians in how to work with self-represented litigants through webinars or other online training modes.

Rural Montanans deserve the same services and information as those who live in more populated areas. Improved technology and faster communication are the keys to equalizing access to justice.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Judith A. Meadows".

Judith A. Meadows
Director and State Law Librarian

Montana Legal Services Association

Provide, protect and enhance access to justice.



Alison L. Paul
Deputy Director
Montana Legal Services Association
616 Helena Avenue, Suite 100
Helena, MT 59601

Phone: (406) 442-9830 Ext. 15
Fax: (406) 442-9817
Toll Free: (800) 666-6124
E-mail: apaul@mlsa.org
Website: www.mtlsa.org

March 5, 2010

Mr. Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena, MT 59620-1800

Dear Mr. Cooper:

The Montana Legal Services Association (MLSA) is pleased to support the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

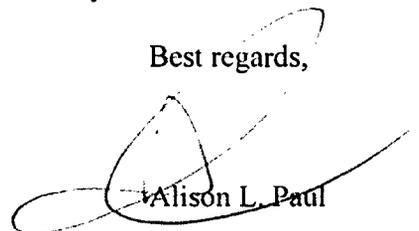
The proposal's goal of providing more computers and faster broadband speeds at local libraries across the state will provide an important resource we can leverage to deliver legal services to low income people across Montana.

MLSA has attempted to bridge the geographic barriers that impact service delivery with technological innovations such as MontanaLawHelp.org, a website where consumers can gain access to legal information, and through the development of automated forms for self-represented litigants. This grant would provide opportunities for Montanans to access these technological resources, increasing the availability of legal resources, especially in the remote areas across the state where MLSA does not have a physical presence.

MLSA believes this proposal is an important next step to ensuring access to justice for all Montanans. MLSA is in full support of the Montana State Library's vision to increase the availability of technology so that more Montanans can gain access to necessary services.

Please contact me if you need any additional information.

Best regards,



Alison L. Paul

Administrative Office

616 Helena Ave., Ste 100
Helena, MT 59601
Toll Free: (800) 666-6124
Phone: (406) 442-9830
Fax: (406) 442-9817

Statewide HelpLine Number ☎ 1-800-666-6899

Websites:
www.MontanaLawHelp.org
www.mtlsa.org

Funded in part by:

Montana Justice Foundation
&



EDUCATION AND COMMUNITY COLLEGE SUPPORT



Montana
Office of Public Instruction
Denise Juneau, State Superintendent

opi.mt.gov

March 3, 2010

The Montana Office of Public Instruction is pleased to be an ardent supporter of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

The proposal's goal of providing more computers and faster broadband speeds at local library computing centers will provide an essential resource we can promote to schools and parents of school-aged students to achieve our goal of participation in the Montana Virtual Academy project recently funded by the Montana Legislature. The Office of Public Instruction has played an integral role in developing the first ever virtual school in the state of Montana and the Montana Legislature has charged us with making these educational opportunities available to all of Montana's students. Providing this increased level of access and connectivity will only strengthen our ability to meet the charge of the Legislature and provide increased access to the unique and needed educational service.

The scope of this project is particularly important to a rural/frontier state like Montana. All states have rural regions, but Montana is one a few truly rural states. This circumstance has its own challenges and needs. This project will only strengthen our abilities to serve more of Montana in an effective manner, that otherwise may not be available.

We are proud to support the Montana State Library in its efforts and encourage your sincere consideration of its proposal.

A handwritten signature in cursive script that reads "Dennis J. Parman".

Dennis J. Parman
Deputy Superintendent
Montana Office of Public Instruction

The Office of Public Instruction is committed to equal opportunity and non-discriminatory access to all our programs and services.
For information or to file a complaint, contact OPI Title IX/EEO Coordinator at (406) 444-2673 or opipersonnel@mt.gov.

2715 Dickinson
Miles City, MT 59301
www.milesc.edu



(406) 874-6100
Fax: (406) 874-6282
*Equal Opportunity in
Education and Employment.*

March 5, 2010

I am the Library Director of the Miles Community College and I am writing a letter of support for the *Enhancing Computing Centers at Montana Public Libraries*. I believe that there are major reasons 'why' you should consider our request.

- Montana is the 4th largest state in the union based on geographic area, yet it has less than one million people living within its borders.
- We have little access to high-speed broadband services.
- We lack adequate educational and health resources (including trained teachers and doctors).
- We have little access to proper legal information (or lawyers for that matter).
- And we have little access to job resources.

Miles Community College is located in the eastern half of the state. If you were to place a ruler north and south on a map of Montana which would go through Billings, Montana, you would see how large the area is, and the population in that area contains about 90,000 people, not families. We are considered 'frontier' at this end of the state. Needless to say, our state's population has to be frugal in order to provide library services, including internet access especially for the smaller libraries in Montana.

I work with our public librarian and we are part of a consortium of about 100 libraries from east to west. We share our materials, our insights and support each other in any way we can. Miles City is one of the largest towns east of Billings, with a population of about 8,000 people.

With your help and support Montana small public libraries would be able to provide:

- More educational opportunities, vocational training using the internet, which would increase the job skills of our work force.
- Needed broadband access to the world and the technology especially for our youth, the elderly and the poor.
- A partnership that would be established not only in our community, but across the state. (We are accustomed to partnering with our neighbors).

Montana citizens are rather isolated. When you have fewer resources, you partner with your neighbors and share your resources, enabling all of you to be cost and time effective.

- I have been in this position for 5 ½ years, and a librarian for 19 years, K-24. I will tell you that the Montana State Library is one of the most organized, committed and dedicated to the Montana citizens that I have ever worked with. They work tirelessly, continue to increase their knowledge at every opportunity and provide training and support for all of our librarians and their staff in the state. They will not disappoint you or the state should you decide we qualify for your generous grant. You will make a huge difference for our communities, especially for our youth, the elderly and the poor.

Ann Rutherford, Library Director
Miles Community College
406.874.6196
rutherforda@milesc.edu

Start Here... Go Anywhere.



*Improving Lives
Through Learning*

Flathead Valley Community College

777 Grandview Drive, Kalispell, MT 59901 • 406/756/3822 • Fax 406/756/3815
fvccinfo@fvcc.edu • www.fvcc.edu

3-5-10

Montana State Library
Bob Cooper
Director of Statewide Library Resources
P.O. Box 201800, 1515 E. 6th Avenue
Helena, MT 59620-1800

Dear Bob:

I take great pleasure in participating in the Public Computer Center (PCC) grant from the Montana State Library as a supporting institution. The Flathead Valley Community College Library shares a common bond with all public libraries in Montana as a member of the Montana Shared Catalog (MSC), pooling our resources under one central catalog used by over 100 libraries. In a like-minded way, our academic library endorses the concept of your PCC grant proposal, recognizing that increased broadband speed and additional public-access computer workstations can only enhance the service model that all Montana libraries embrace: enhancing library services to all of Montana's citizens.

In our Community of Kalispell, the Flathead County Library's public library system serves a population of nearly 80,000 citizens in a county that is larger than the state of Connecticut. The focal point for the information needs of those citizens remains the public library system. Our college library is open to the public and, like the public county library's main library and branches, serves to broaden this public access to folks seeking job postings, health care facts, consumer information and legal services. But even further, as our public libraries extend and improve services, our FVCC students benefit because we rely heavily on their collections, hours, services and staff to reach our own institutional goals. Our students are also their patrons and many have been lifelong public library users.

Montana's libraries are the natural sites to fashion a strong community connection to the Internet and all of its attendant services for the many citizens who have no access to Internet workstations. Broadband strength is the key to all of this. And I particularly wish to extend my support to the concept of mobile computing labs for the many remote areas of Montana. Montana is very rural, with only 5.6 people per square mile. It is essential that all of our citizens, including those residing in remote areas, have equal opportunity to utilize Web-based resources in an information age when speed and facts are so essential for quality of life and clear decisions.

Count the Flathead Valley Community Library in as an enthusiastic supporter of your PCC grant application. I applaud the State Library's efforts to strengthen our state's library services and urge a favorable review of the application from all levels. Thanks for the opportunity to lend our support.

Respectfully,

Michael J. Ober
Library Director



*Improving Lives
Through Learning*

Flathead Valley Community College

LINCOLN COUNTY CAMPUS

225 Commerce Way • Libby, MT 59923 • 406/293/2721 • Fax 406/293/5112
lccinfo@fvcc.edu • www.fvcc.edu

March 8, 2010

Mr. Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena MT 59620-1800

Dear Mr. Cooper,

As Director of The Lincoln County Campus of Flathead Valley Community College I am pleased to be a strong supporter of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

The proposal's goal of providing more computers and faster broadband speeds at local library computing centers will provide our students and our communities a crucial resource we can leverage to achieve our goal of providing post-secondary and lifelong learning opportunities to the citizens of Lincoln and Flathead counties. The Lincoln County Campus houses the Extended Learning Division whose mission is to provide distance learning opportunities in the form of online and interactive teleconferencing courses as part of our commitment to bring education to students who otherwise could not attend class in a traditional method. Our purpose is to provide students with educational opportunities beyond the brick and mortar classrooms.

The Lincoln County Campus already partners with the Lincoln County Libraries, the Montana Department of Labor and Industry, Lincoln County Government, the City of Libby, the Libby, Troy and Eureka Public School Districts and economic development agencies as part of our efforts to make education accessible and affordable to our communities. This project expands all of those partnerships by making technology available in a broader sense than now exists. Increasing access to web based technology will provide more opportunities for our students to take online courses, look for much needed jobs, and utilize the internet to gather whatever information one desires. We all realize that access to information is critical to a strong, healthy and growing community.

I am excited about supporting this grant proposal and see this grant as a major move forward in providing dependable broadband access to web based resources for our communities.

Sincerely,

Patrick A. Pezzelle, M.A. Ed.
Director

SPECIAL NEEDS AGENCY SUPPORT



MONTANA RADIO READING SERVICE

P.O. Box 4126, Missoula, MT 59806

406.721.1998 / 1.800.942.7323

March 11, 2010

Dear Mr. Cooper:

We are pleased to express our support of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library. The library does a great deal toward supporting the mission of the Montana Radio Reading Service and helping us to provide service to our patrons.

The Montana Radio Reading Service is a state wide audio newspaper information service for blind, low vision and physically print impaired Montanans. Our mission is to empower the lives of those who cannot read because of a visual loss or physical disability; to decrease their sense of isolation; to increase their independence and to help maintain a sense of connection to their individual communities. We provide information from the state's newspapers, which is critical to the successful daily living and independence of our patrons. This information is not available on commercial radio or television stations. For thirty-one years, we have provided this 24-hour service through broadcasts over closed circuit radio, but we will soon be streaming our broadcasts over the internet as well as exploring other technologies for alternative forms of transmission. These changes are critical to assisting us in reaching the growing number of individuals in need of our service.

The proposal's goal of providing more computer stations with increased broadband speeds will help to increase the opportunities for our patrons to stay connected with their communities. Many of our patrons are on limited incomes and rely on library services to get critical information. Installing more computers with increased broadband speeds in libraries across Montana would greatly benefit the patrons we serve throughout the state.

Sincerely,

Kathryn A. Cotnoir,
Director

Montana Radio Reading Service

WESTERN MONTANA AREA VI AGENCY ON AGING, INC.

110 Main St., Suite 5
Polson, MT 59860-2316
(406) 883-7284 800-551-3191
Fax (406) 883-7363
www.westernmontanaagingservices.org

Duane E. Lutke, Director

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena, MT 59620-1800

Dear Mr. Cooper:

Area VI Agency on Aging is pleased to be a supporter of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

The Agency on Aging is an administrator of programs and services for individuals 60 years of age and older. The Agency works closely with Medicare, Medicaid, Social Security and many other programs that help older individuals remain in their own homes. Our mission is to not only fully utilize existing services for Seniors, but to help develop new and additional resources as well.

The proposal's goal of providing more computers at the local library would enhance Seniors ability to access important information. Medicare and Social Security now have up to date information online, as well as downloadable forms and online applications. Families are staying in touch via email and share pictures through Facebook. Many Seniors currently do not have access to the internet and need help navigating their way through new systems. Having computers available at the library would give them the access they need plus help in learning how to use the computers.

This project is consistent with the vision of the Agency on Aging by creating opportunities for Seniors to be proactive in their lives. It empowers individuals to learn new skills and find their own answers. Computers at the local library would provide a safe place where people can learn technological skills, advocate for themselves with federal and state programs and stay in touch with loved ones.

Duane E. Lutke, Director

Programs

***Retired
Senior Volunteer
Program***

***Foster
Grandparent
Program***

***Case
Management***

***Information
&
Assistance***

***Long
Term Care
Ombudsman***

***Advocates
In Medicare
Savings***

***Older
Americans Act
Programs***



Community Action Partnership of Northwest Montana

Helping People. Improving Lives. Strengthening Communities.

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena MT 59620-1800

Main Office

214 Main Street
P. O. Box 8300
Kalispell, MT 59904
Phone: 406-752-6565
Fax: 406-752-6582

Outreach Offices

933 Farm to Market Rd.
Suite B
Libby, MT 59923
Phone: 406-293-2712
Fax: 406-293-2979

110 Main Street
Suite 6
Polson, MT 59860
Phone: 406-883-3470
Fax: 406-883-3481

*Serving Flathead,
Lake, Lincoln and
Sanders Counties
since 1976 as
Northwest Montana
Human Resources, Inc.*

HRDC District 10

www.nmhr-dist10.org

Dear Mr. Cooper:

Community Action Partnership of Northwest Montana is pleased to be a supporter of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

The proposal's goal of providing more computers and faster broadband speeds at local library computing centers will provide an important and valuable resource we can leverage to assist our clients in becoming self-sufficient.

Community Action Partnership's mission is to provide services and advocacy to improve lives and strengthen our communities. Community Action Partnership has a commitment to utilizing all programs and opportunities to their fullest and using them as a tool for developing additional resources for the low-income in the communities they serve; located in Lake, Flathead, Lincoln and Sanders counties.

I believe this project will provide needed educational opportunities, vocational training and job skills access to the community. Through this project our community will be strengthened by the potential to expand e-learning opportunities through a potential partnership with the Montana Virtual Academy, increasing the availability of vital legal resources through a potential partnership with the Montana Department of Justice, and expanding job resource availability at local libraries through a potential partnership with the Department of Labor and Industry.

Sincerely,

Leslie DeWitt
Employment & Training Dept. Director



Cooper, Bob

From: Claudette and Rodger Beckendorf [becks2@bresnan.net]

Sent: Saturday, March 06, 2010 4:40 PM

To: Cooper, Bob

Subject: library project goals from MAB of Polson

Dear Mr. Cooper,

MAB (Montana Assoc. for Blind) is pleased to be a supporter of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library. The proposal's goal of providing more computers and faster broadband speeds at local library computing centers will provide a important resource we can leverage to achieve our goals. MAB'S goals are to have greater accessibility computers throughout all state libraries and having funds for various computer peripherals and software to help all of those with low vision.

Sincerely,

Beckendorf

President of Polson MAB Chapter

Roger

**LOCAL GOVERNMENT AND LOCAL COMMUNITY
SUPPORT**



110 Broadway • Townsend, Montana 59644
(406) 266-3911 • Fax (406) 266-4042
Email: cityoftownsend@mt.net

"First City on the Missouri"

March 3, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P. O. Box 201800
Helena, MT 59620-1800

Dear Mr. Cooper:

The City of Townsend has learned that the Broadwater Community/ County Library is pursuing a federal grant to expand the community library computer center with increased broadband speeds as an aid in providing greater opportunities, vocational training and needed job skills.

As a City which hopes to retain as many of our younger citizens as we can, we are certainly aware of how much we depend on the excellent services offered by our library and are very interested in increasing their ability to provide the training necessary to make this happen. The more they can learn locally and put to use in life skills, the better for all. This is especially important for autistic persons and those who have special needs and who would be better served with enhanced computer tools.

We support this grant request for this worthwhile purpose.

Sincerely,


Mary Alice Upton
Mayor of Townsend

MAU:S



OFFICE OF THE MAYOR

435 RYMAN MISSOULA, MONTANA 59802-4297

March 8, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena, MT 59620-1800

Dear Mr. Cooper:

I am writing in support of the Montana State Library's pursuit of a federal grant to enhance computing centers at local public libraries in Montana.

As the mayor of Montana's second-largest city, I'm acutely aware of the need for local government to communicate quickly and well with the citizens we serve. My staff members increasingly use electronic means of communication, especially since we launched our new City of Missoula Web site last year. Some of our services are now online; citizens can pay their sewer bills, read about our newest initiatives and look up how to apply for a business license in the same place.

Most Missoulians work hard and are busy. Some don't have computer access in their homes. We know that many of them visit our Missoula Public Library to go online. When they do, they look for a variety of information outside the realm of City government. They may also be accessing employment and unemployment information, educational opportunities, job-enhancing training and other valuable services vital to the economic climate of our community.

More computers and increased broadband speed at our local library would help us as we move toward an increasingly informed citizenry who have all the advantages that that technology offers. I wish you success in your Enhancing Computer Centers at Montana Public Libraries grant.

Sincerely,

Mayor John Engen

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena, MT 59620-1800

Dear Mr. Cooper:

I am writing as a Bozeman City Commissioner to strongly support the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

Before entering public office, I served on our community's foundation that raised private funds for our local library, and I appreciate that public libraries in Montana play a wide variety of crucial roles in Bozeman and in towns and cities across the state. As such, I am fully supportive of the goal of this proposal to increase the number of computers and broadband speeds available at our libraries as it will help meet a number of missions important to our library and our city.

The changing economy and technology has placed greater and greater expectations and demands on the computing ability that the public expects from public libraries. Long-distance education, independent research, networking, and other uses of a library's computer lab increasingly require high capability computers connected by fast, reliable broadband.

The recent economic difficulties also mean that demands on library services—especially computing services such as employment searches, interview preparation, and continued learning—are at record levels at the same time that it is the most difficult for small Montana communities to provide assistance for their libraries.

Any financial support provided for computing upgrades and expansion would be utilized to the fullest extent. It is rare that any computer in Bozeman's library is idle for more than minutes, and the terminals are in use by visitors from the building's opening to close.

In Bozeman, our community fully embraces our public library as one of the pivotal social, cultural, and education centers of our community—as a meeting place, for music and lectures, for literature and research, or for continuing education. All of it available for free; and open to everyone. This grant is an important part of making sure that goal and vision remains viable for the coming years.

Sincerely,

Chris Mehl
Bozeman City Commission
406-581-4992
cmehl@bozeman.net



Polson School District #23

March 4, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena MT 59620-1800

Dr. Mr. Cooper,

I'm writing to support the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library. I fully support the effort to provide our community with access to more and better technology.

In particular, I think the planned laptop lab at the Polson City Library would be used by a multitude of stakeholders including students who do not have access to technology at home, senior citizens and those who are looking for employment. In a small rural community this level of access to technology would open doors that otherwise might be totally unavailable.

I'm especially pleased to hear of plans to provide technology services to library patrons who have vision difficulties. This technology, which many cannot afford, could bring the world to them, enhancing their lives and allowing them to read, and communicate more freely.

Our culture uses technology as a critical communication tool. Being able to provide these services to a rural community through their public library will benefit untold numbers of people. I fully support this grant proposal.

Sincerely,

Marsha Zell Anson
Director of Community Services
Polson School District

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena MT 59620-1800

Dear Mr. Cooper:

Bicentennial Library of Colstrip is pleased to be an active partner in the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

The proposal's goal of providing more computers and faster broadband speeds at local library computing centers will provide a important resource we can leverage to achieve our goal. The Bicentennial Library of Colstrip's goal is to provide timely, useful information and reading materials to all residents of southern Rosebud County. Advances in technology will continue to improve the speed and efficiency of patron services.

Thank You for putting together this fine project. The full impact of it will be quickly felt in the remote community of Colstrip.

Sincerely,

Mary Kay Bullard
Branch Director
Bicentennial Library of Colstrip
PO Box 1947
Colstrip, Mt
59323

Linda Dingman
1004 Wedum Drive
Glasgow, MT 59230

March 9, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 2018000
Helena, MT 59620-1800

Dear Mr. Cooper:

My name is Linda Dingman and I worked at the Glasgow City-County Library for 10 years. I retired due to my multiple sclerosis. I am pleased to support the Enhancing Computer Centers at Montana Public Libraries. The goal of this grant is to provide better, faster, and additional computers for our library. However, the Glasgow City-County Library does not have handicapped accessible doors. If they were awarded this grant, they would use the grant to purchase these doors.

In my time at the library there were complaints about the lack of handicapped doors. Since retiring from the library I have found it very difficult if not impossible to pull open the heavy library doors. There is a doorbell that a person can ring to have a librarian come and open the door. However, this is not a very effective solution and should really be considered a temporary solution. Also, a power chair requires two people to open both doors so that an adult chair will fit through, and there may be just one employee working.

We are an aging population and with age people tend to lose some of their strength. There is going to be more people that experience the above mentioned problems. We also have young people that are wheel chair bound, and we would like to encourage them to use the library. Not having the handicapped accessible doors is just one more obstacle for many library patrons.

We currently have no idea how many patrons do not come to the library due to the difficulty of getting into and out of the library. I feel that the library is currently not handicap friendly. We need to make it more handicapped friendly and getting the automatic doors will be a big step to the library moving in that direction.

Like all libraries, Glasgow City-County Library funds are short. Most libraries run on barebones funding and do not have the means to put in the handicapped accessible doors. Also libraries are public buildings and as such are supposed to meet ADA standards.

Sincerely,



Linda Dingman

JOB SERVICE SUPPORT

Working Innovations, Inc.

...for those journeying toward success

March 4, 2010

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena MT 59620-1800

Dear Mr. Cooper:

Working Innovations, Inc. is pleased to be a supporter of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

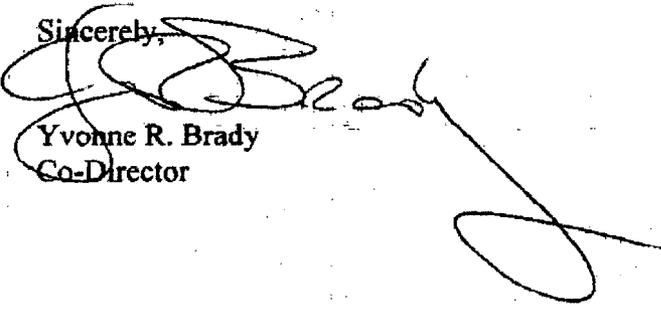
The proposal's goal of providing more computers and faster broadband speeds at local library computing centers will provide an essential resource we can leverage to assist our clients to return to the workforce and begin the journey towards living without public assistance.

Working Innovations, Inc., administers the WoRC program (Work Readiness Program) which assists Lake County residents receiving public assistance to re-enter the work force and eventually live without any public assistance.

Learning to access the local resources, including the free services provided by our local library here in Lake County, is crucial to our clients' journey toward permanent self-sufficiency. We would like to see increased use of common word-processing and spreadsheet tutorial programs to enhance our clients' marketable skills and add to their resumes, especially in the current economy.

Please consider assisting this valuable local resource to enhance their services in this community.

Sincerely,



Yvonne R. Brady
Co-Director

P.O. Box 1688
Polson, MT 59860

(406) 883-6717
1-800-477-8992
FAX (406) 883-4134



Governor Brian Schweitzer

Montana

Department of Labor and Industry Workforce Services Division

Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena, Mt 59620-1800

Dear Mr. Cooper,

The Northeast Montana Job Service Workforce Center is excited to hear about the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library. The Sheridan County Library in Plentywood provides the Northeast Montana Job Service Clients with access to the resources that we provide. Without the Sheridan County Library it would be very difficult to provide the residents of Sheridan County with workforce information and job searching skills. The Northeast Montana Job Service relies on the Sheridan County Library as an access contact for the area residents to get our information in a timely manner, as we are only able to physically be Sheridan County once every two weeks. Our coverage area happens to be the five northeastern Counties.

The proposals' goal of providing more computers and faster broadband speeds at the local library computing centers will provide a very valuable tool, as the Job Service's goal is that every person in our five county area have easy access to the job listings (local, state and national), Job service skills assessments (skill testing and job matching), Resume assistance, access to labor market information, access to Labor law information and Internet job seeking sites. The Sheridan County Library is a great partner in assisting the Northeast Montana Job Service, but due to their limited public use computers they are not always able to assist our employers or job seekers with their need. The library attempts to assist Job Service when they can. Through this grant the Northeast Montana Job Service will have a daily presence in Sheridan County and will be able to provide essential employer and job seeking services to our clients.

The Sheridan County Library is committed to providing the clients with the best service available. They certainly provide the Northeast Montana Job Service with job seeker and employer internet access whenever they can. I certainly think that the residents of Sheridan County and their partners would benefit tremendously from this grant.

Sincerely

A handwritten signature in cursive script that reads "Michael W. Hughes".

Michael W. Hughes
Workforce Consultant



NORTHEAST MONTANA JOB SERVICE WORKFORCE CENTER
74 4th St N., Glasgow, MT 59230
PHONE (406) 228-9369 FAX (406) 406-228-8793
"AN EQUAL OPPORTUNITY EMPLOYER"





Governor Brian Schweitzer

Montana

Department of Labor and Industry

Workforce Services Division

March 3, 2010

Bob Copper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena MT 59620-1800

Dear Mr. Cooper:

Sidney Job Service Workforce One-Stop Center is pleased to be a supporter of the Enhancing Computing Centers at Montana Public Libraries grant proposal of the Montana State Library.

The proposal's goal of providing more computers and faster broadband speeds at local library computing centers will provide a crucial resource we can leverage to achieve our common goal of assisting others in accessing lifelong learning opportunities. The Sidney Job Service Workforce One-Stop Center's motto is that of the Montana State Department of Labor and Industry:

The Workforce Services Division motto of 'Superior Service for a Working Montana,' coupled with our main focus of Continuous Improvement for Increased Customer Satisfaction, allows us the ability to continually develop and maintain a high quality workforce system that provides a prepared workforce and supports and enhances the economic health of Montana's business communities.

In our effort to provide a prepared workforce we rely on partners such as the Sidney -Richland County Library. Essentially to assist in providing e-learning access and opportunities for both the job seeker and businesses alike who are participating in further education.

In closing I would ask your weighted consideration in funding the Sidney-Richland County Library for their grant request.

Sincerely

A handwritten signature in black ink, appearing to read "Vernette Torgerson".

Vernette Torgerson
Manager



Sidney Job Service Workforce Center
211 N Central Ave
Sidney MT 59270
PH: 433-1204 Fax: 433-7453



Internet Service Provider Support

Qwest Communications
441 North Park Avenue, Room 005
Post Office Box 1716
Helena, MT 59624
406 441-7700 (phone)
406 441-7372 (fax)
E-mail: David.Gibson@qwest.com



David Gibson
State President – Montana
State Office

March 1, 2010

Mr. Bob Cooper
Director of Statewide Library Resources
Montana State Library
P.O. Box 201800
Helena, MT 59620-1800

Dear Mr. Cooper,

The purpose of this letter is to convey Qwest Communications' support for your Enhancing Computing Centers at Montana Public Libraries grant proposal. Expanding access to computers and broadband connectivity is vitally important to our state's economic strength and the vitality of our individual communities. The education of our students and the training of our workforce also depend on continually expanding access to technology. Your grant proposal takes a significant step forward in providing that access.

Qwest is a Tier 1 telecommunications carrier and is one of the nation's largest providers of telecommunications services to individuals, businesses, and community institutions. It has been the largest provider of these services in Montana for more than 100 years and has an extensive network throughout the state. Should you be successful in receiving this grant, Qwest has the ability to provide the products and services you will require and stands ready to work with your team to implement the grant.

I appreciate the time your staff has spent explaining your proposal and working with Qwest to develop your plan for the types of equipment and services your grant proposal will entail. On behalf of Qwest, I also want to thank you for your hard work on this proposal and your obvious commitment to making Montana a better place to live and work.

Please let me know if there is anything else we can do to support this grant proposal.

Sincerely,

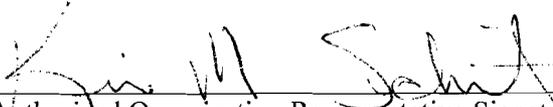
A handwritten signature in black ink that reads "David Gibson". The signature is written in a cursive, flowing style.

David Gibson
Montana President
Qwest Communications

**U.S. Department of Commerce
Broadband Technology Opportunities Program
Authentication and Certifications**

1. I certify that I am the duly Authorized Organization Representative (AOR) of the applicant organization, and that I have been authorized to submit the attached application on its behalf.
2. I certify that I have examined this application, that all of the information and responses in this application, including certifications, and forms submitted, all of which are part of this grant application, are material representations of fact and true and correct to the best of my knowledge, that the entity(ies) that is requesting grant funding pursuant to this application and any subgrantees and subcontractors will comply with the terms, conditions, purposes, and federal requirements of the grant program; that no kickbacks were paid to anyone; and that a false, fictitious, or fraudulent statements or claims on this application are grounds for denial or termination of a grant award, and/or possible punishment by a fine or imprisonment as provided in 18 U.S.C. §1001 and civil violations of the False Claims Act.
3. I certify that the entity(ies) I represent have and will comply with all applicable federal, state, and local laws, rules, regulations, ordinances, codes, orders and programmatic rules and requirements relating to the project. I acknowledge that failure to do so may result in rejection or deobligation of the grant or loan award. I acknowledge that failure to comply with all federal and program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.
4. I certify that the entity(ies) I represent has and will comply with all applicable administrative and federal statutory, regulatory, and policy requirements set forth in the Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements ("DOC Pre-Award Notification"), published in the Federal Register on February 11, 2008 (73 FR 7696), as amended; DOC Financial Assistance Standard Terms and Conditions (Mar. 8, 2009); the Department of Commerce American Recovery and Reinvestment Act Award Terms (Apr. 9, 2009); and any Special Award Terms and Conditions that are included by the Grants Officer in the award.
5. I certify that any funds awarded to the entity(ies) I represent as a result of this application will not result in any unjust enrichment of such entity(ies) or duplicate any funds such entity(ies) receive under federal universal service support programs administered by the Universal Service Administrative Corporation (USAC).
6. I certify that the entity(ies) I represent has secured access to pay the 20% of total project cost or has petitioned the Assistant Secretary of NTIA for a waiver of the matching requirement.

3/12/10
Date


Authorized Organization Representative Signature

Kris M Schmitz
Print Name

Central Services Manager
Title

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <i>Kim M. Schmitz</i>	TITLE <i>Central Services Manager</i>
APPLICANT ORGANIZATION <i>Montana State Library</i>	DATE SUBMITTED March 12, 2010