

**Full Grant Proposal
Library Services and Technology Act FFY 2011**

This form is available for download on our web site via:
<http://www.oregon.gov/OSL/LD/grantmainalt.shtml>. Use 12 point Times New Roman, with one inch margins. The deadline for receipt of the Project Proposal is **5:00 pm on Friday August 13, 2010**.

Part I: General Information

1. Project title: Oregon Poetic Voices
2. Applicant: Lewis & Clark College
3. Address: 0615 SW Palatine Hill Road, Portland, OR 97219
4. Contact person: Doug Erickson Phone: (503) 768-7254
Email: dme@lclark.edu
5. Project URL (if any): oregonpoeticvoices.org
6. U.S. Congressional District: OR-005
7. List geographic target area to be served by the project:
Nationwide, with an emphasis on the State of Oregon.
8. Estimated number of persons benefiting from the project:

The Lewis & Clark College Library website averages 550-600 unique visitors a day. The Oregon Department of Education listed in 2009 that the State served (K-12) 564,064 students in 1318 public schools. All of these students and their teachers, together with a large number of Oregon poets, are potential immediate and long-term users of this site.

9. Description of persons benefiting from the project:

Students, teachers, scholars, educators, and the general public. Anyone interested in the rich literary history of Oregon poetry. Another important group of potential users are the visually-impaired, who will be able to access these sound recordings.

10. Participating libraries and other partners (if any). Note that all participating organizations must also sign section IV.

No new partners in Year 2.

11. Project abstract (one paragraph):

The state of Oregon possesses an unusually high number of nationally recognized writers, a very high proportion of whom are award-winning and otherwise notable poets. In addition, poetry is regularly taught in the English curriculum of most Oregon schools. Yet, at this time, there is no central archive of recorded poetry by Oregon poets that is accessible to the public. This archive is needed to provide wide-ranging access to Oregon's rich poetic heritage, to maintain a record of poetry in performance and a means for the interpretation of these poems, and to serve as a vital

teaching tool for educators across the state. The goals in the second year of “Oregon Poetic Voices” will be: to further develop and make permanent the program, to create additional recording “studios” across the state, and to greatly increase the number of recorded materials used for the project; to continue to develop and administer poetry workshops around the state; to continue to digitize existing recordings available to Lewis & Clark College Special Collections for which we have copyright clearance; and to continue to update and improve our state-of-the-art web page (www.oregonpoeticvoices.org), which allows the state’s poets, teachers, and students to have access to all the posted materials, and is also available for access by the visually impaired. The program will be staffed by Special Collections staff at Lewis & Clark College, with the assistance of the Project Fellow and a newly hired Coordinator, to enable coverage across the entire state.

12. List the text of the single most relevant goal and high-level outcome from the *Five-Year State Plan 2008-2012* that will be addressed by the grant project.

Goal #5: Using Technology to Expand Access and to Increase Efficiency: Oregon libraries have and use cost-effective technologies to expand and enhance the access that all Oregonians have to information resources.

Most Relevant High-Level Outcome: Access to information is enhanced through the effective use of cost-effective technologies that enable libraries of all types to share resources.

13. Briefly describe how the LSTA project will continue after the grant ends, especially noting local support:

Lewis & Clark College is committed to the continuation of the Oregon Poetic Voices (OPV) project. The website will continue to be hosted by the College, and will be supported by the staff at Aubrey Watzek Library Special Collections. This support includes maintaining the website, adding new poets and poetry to the site, advertising and promoting the site, and migrating its digital content to the latest standards.

The Aubrey Watzek Library Special Collections staff views OPV as a special collection and will dedicate time and resources to the project for maintenance and addition of new materials as appropriate. The recording “studios” will also continue to be available to travel to various locations around the state, to allow poets to record and submit their poetry without having to travel long distances from their residences.

The expectation is that the project website will be increasingly seen as a means of access to the poetry of Oregon's poets, and as an invitation to students and educators to preserve and develop the literary legacy of Oregon. It is our hope that this project and website will continue to transform as the needs of users change and as technology evolves.

15. List letters of support for the project (name, affiliation) that are attached to this application. Do not include letters from project partners listed in #11.

Paulann Petersen, Oregon Poet Laureate
Shaindel Beers, Blue Mountain Community College
Ellen Santasiero, Oregon State University, Cascades

Patty Wixon, Oregon Public School Administrator, Retired
 Vincent Wixon, 1988 Oregon Teacher of the Year

PLEASE FILL IN THE FOLLOWING INFORMATION ABOUT THE ANTICIPATED LENGTH OF YOUR GRANT PROJECT:

(Check applicable boxes)

THIS IS THE 1st YEAR OF A ONE YEAR GRANT PROJECT
 2nd YEAR TWO YEAR
 3rd YEAR THREE YEAR

For projects that are multi-year be sure to include an estimate of the funds anticipated to be needed for the future years in the budget discussion.

THIS IS PRIORITY N/A OF THIS ORGANIZATION’S PROPOSALS

Part II: Project Budget

Proposed project budget (use this format only – do not alter):

(Double click on the table to enter data. Before closing the table, be sure to scroll to the top of it)

Item	Local Cash	Local In-kind	LSTA	Total
Personnel	\$0	\$15,000	\$15,000	\$30,000
Benefits	\$0	\$4,650	\$3,150	\$7,800
Travel	\$1,500	\$0	\$1,000	\$2,500
Equipment	\$0	\$0	\$2,150	\$2,150
Supplies	\$1,000	\$0	\$250	\$1,250
Contractual	\$0	\$0	\$6,000	\$6,000
Library Materials	\$0	\$0	\$0	\$0
Total Direct Charges	\$2,500	\$19,650	\$27,550	\$49,700
<i>Indirect Charges</i>	\$0	\$5,847	\$1,653	\$7,500
Total Budget	\$2,500	\$25,497	\$29,203	\$57,200

Proposed third year LSTA amount: \$0

Part III: Project Narrative

(Attach additional pages. See the criteria for grant proposal evaluation in the Grant Guidelines as well as the Grant Application Instructions for more information on this section.)

A. Background of Applicant (describe the agency's ability to undertake this project)

During the past fifteen years, the Lewis & Clark College Special Collections (LCCSC) at the Aubrey R. Watzek Library has established itself as one of the premier liberal arts special collections in the Pacific Northwest. These collections are vital to scholars researching Northwest history and literature. Special Collections has over 500 linear feet of rare books, approximately 5,000 linear feet of manuscripts, over 100,000 photographs, and many hours of audio and video recordings. In addition to owning one of the world’s largest print collections relating to the Lewis and Clark Expedition, the Library also possesses an extensive collection of American poetry

books and manuscripts. The poetry collections span the twentieth century and include manuscript materials for Edwin Markham (the populist poet best known for “The Man with the Hoe”), Charles Erskine Scott Wood (a radical lawyer and poet who defended Emma Goldman), a pacifist poetry collection centered on the materials published by William Everson’s Untide Press during World War II, the archives of National Book Award Finalist Vern Rutsala, the personal and professional papers of poet and publisher Vi Gale, and the vast archives of the nationally recognized poet William Stafford.

In addition to possessing an important research collection, the LCCSC has been proactive in public programming and works to make its rich holdings available to the public via the worldwide web. In 2004, LCCSC staff implemented a ContentDM-based Digital Collections Site (<http://digitalcollections.lclark.edu>). This site provides a single searchable database of digital items from the Special Collections holdings, thereby extending our service to researchers beyond our library doors. Since the implementation of our Digital Collections Site, we have provided images to hundreds of researchers. Over the past five years, we have gradually added content to the site from our most popular collections. To date we have 3,300 images in the database. All digitization, cataloging, site development, and site management continues to be handled by permanent library staff.

Following implementation of our Digital Collections Site, the Watzek Library digital program staff began to work on a collaborative project with the College’s art department called “accessCeramics” (<http://accessceramics.org>). accessCeramics is a growing collection of images of contemporary ceramics by recognized artists. It is used by artists, arts educators, scholars and the general public, and fills a void in contemporary ceramics digital image collections on the web. The images and metadata are held within the Flickr photo sharing system, and accessible through this website as well as the Flickr interface. Submissions are juried by a curatorial board. Since the site’s unveiling in 2008, accessCeramics has garnered widespread praise and was the recipient of a National Endowments for the Arts “Access to Artistic Excellence” grant to expand the scope of the collection in 2009.

Most recently, in the beginning of 2010 and with the support of a generous LSTA grant, Special Collections staff began work on the first year of the Oregon Poetic Voices Project. A Project Fellow was selected in February of this year, who has since been working on digitizing the existing poetry recordings held by the LCCSC and gathering new recordings. The entire collection of recordings from the 2009 Wordstock event (a Portland-based literary festival) was digitized (38 recordings in total) and their copyright clearances collected. Recordings from Fishtrap Writers' Gathering (an Eastern Oregon literary organization) are in the process of being converted from reel to reel to mp3s. Additionally, 23 cassettes from Sandra Williams at the Mountain Writers Series (an established host for readings by local writers) have been converted, with more tapes being converted each day. Recordings of all but one Oregon State Poet Laureate have also been collected and converted. A recording “studio” has been created in-house at Watzek Library, where current Poet Laureate Paulann Petersen has already recorded selected poems. The OPV website (<http://www.oregonpoeticvoices.org>) has launched and is continually being updated with new materials.

All of these projects were planned and executed by library staff, showing the high level of expertise present at the Aubrey Watzek Library for digital projects. The value of these sites, in particular accessCeramics, has been recognized through the granting of external funds for

expansion of the projects. In addition, the Watzek Library staff has distinguished itself in the area of web design and digital projects. In March 2007, the Aubrey R. Watzek Library website was recognized as a “website of the month” by the College Libraries Section of the Association of College and Research Libraries. The citation for this award notes that it is “a website which provides excellent access to its services and collections,” and among the “notable digital features” is “an impressive archives—high-quality digital resources of specialized collections including the most extensive collection of printed materials known to exist on the Lewis and Clark Expedition.” The library also received an award for its online catalog from Innovative Interfaces in 2008. Further, during a 2008 site visit for its ten-year accreditation, the Northwest Commission on Colleges and Universities (NWCCU) gave a special commendation to the Library for its work in promoting its collections to students, faculty, and scholars through its digital collections web portal.

B. Detailed statement of problem

Oregon is a state with a high level of readership and library use, and a correspondingly large population of original writers. These include such nonfiction luminaries as Barry Lopez and William Kittredge, nationally recognized novelists such as Ursula LeGuin and Ken Kesey, and an unusually prominent constellation of award-winning poets, including William Stafford, Lawson Inada, Judith Barrington, Vern Rutsala, William Everson, Elizabeth Woody, Gary Snyder, Paulann Petersen, and a host of other widely published poets. While readers of prose are well served by published volumes in libraries, the poets’ wider audiences are more often met in live poetry readings, where the delivery of the poems in performance is significant to their interpretation. Not everyone has access to such performances due to location and availability. In addition, unless they are recorded and preserved, these valuable performances are unfortunately lost. The small surviving fragments of readings by Tennyson, Browning, Whitman, and Yeats are now regarded as national treasures, and large collections of twentieth century recorded poetry at the Library of Congress, Harvard, Yale, and Buffalo are much used by literary historians. But there is no comprehensive publicly accessible library of recordings by poets connected to the state of Oregon.

Current Poet Laureate Paulann Petersen, former Poet Laureate Lawson Inada, and State Librarian Jim Scheppke have laid a strong foundation for a comprehensive library of published Oregon poetry collections at the State Library. This print library should be accompanied by a comparable archive of audio recordings available to schoolteachers, scholars, and poets, enabling them to continue Oregon’s tradition of remarkable poetic creativity. Such a library of recordings will serve two purposes not currently met in any systematic form. In the case of established poets, the recordings will provide a unique record of interpretation (in the readings themselves and in the poets’ introductory and follow-up comments) that will enormously enhance the evidence presented in published texts. For younger and beginning poets, the chance to be recorded and archived alongside their predecessors and established contemporaries will act as an important form of recognition and peer-reviewed publication, and as a significant encouragement of their commitment to the craft of poetry. Finally, two major categories of poetry audience (schoolteachers and their students, and library patrons interested in poetry in particular) will enjoy a greatly expanded level of educational opportunity and interpretative experience.

- C. *Describe the proposed solution that the project will implement. Indicate the project goal, and the quantified objectives that will be used to measure whether the goal is accomplished. Describe the activities that will be undertaken to meet each objective. (include timeline)*

Project Goal:

To create a comprehensive digital archive of poetry readings that will complement existing print collections of poetry across the state, to provide a sound archive available to Oregonians of all ages and geographic locations, made available to them online at libraries, in schools, at home, or by visiting the State Library Poetry Room. This will be made possible through an interactive web interface, which will provide recordings and accompanying curriculum guides. A Project Fellow will work with Lewis & Clark College (LCCSC) staff to oversee the curatorial and selection process. The specific objectives and activities are as follows:

Objective #1: Expansion of Recording “Studios”

Two recording “studios” have been established. This grant will allow us to set up five additional studios in the field for the recording of poetry. Establishing studios in multiple and varied locations will allow established poets, K-12 students and educators to record their poetry for inclusion on the OPV website without the burden of traveling long distances, and also generate an archival quality recording for inclusion in the OPV database. To do this, we will need to incorporate a few important concepts. First, the field recordings must meet an appropriate standard for inclusion in the collections. This requires purchasing and maintaining appropriate equipment, and managing the availability of equipment and facilities for these studios. Such equipment will help to preserve the recorded information as accurately as possible for a long-lasting carrier that can be stored securely, and provide a back-up copy in case of unexpected damage to the preservation copy. We will use the backup as a working copy to be filtered, which will also be used to produce publication and access copies if required. This method will help to provide an inexpensive and easy-to-use access copy that can be duplicated.

Objective #2: Continued Development of a Custom-Designed Web Page

Our second objective is to continue to develop the OPV website. This digital resource, hosted by L&C Special Collections, will be unique in scope and depth, and will provide access to currently unavailable information and resources. Primarily, the site will deliver audio and visual content. This will allow poets, teachers, and students to hear poems read while simultaneously following the poem texts online. The site will also provide an introduction and brief biography for essential Oregon poets. Furthermore, the site will contain links to curriculum guides for the interpretation and writing of poetry. In support of this activity, these guides will give suggestions for the use of these materials in the classroom, to better study the poems in the database and to encourage the creation of new poetry. Finally, we will also explore the feasibility of online submissions of recordings, metadata, and images, and implement if sustainable.

Objective #3: Continued Digitization of Existing Recordings

OPV currently has the use of three major collections of recorded Oregon poetry: the two decades of sound archives of the Fishtrap Writers’ Gathering in Wallowa County, collected by Rich

Wandschneider; the fifteen years of weekly interviews conducted by Barbara LaMorticella at KBOO radio; and the recorded archives at Sandra Williams' long-running Mountain Writers Series. Between them, these three archives contain recordings of almost every significant Oregon poet of the last quarter of the twentieth century, along with a good selection of recent innovators and creative spirits in the increasingly diverse world of Oregon poetry. The College already possesses the entire sound archives of William Stafford (around 125 separate complete readings housed on ninety CDs), and thousands of feet of raw videotape shot by Michael Markee and Vincent Wixon for their two documentary films of past poet laureate William Stafford and one film of current laureate Lawson Inada. During the second year of the project, we will continue to draw on the poets in these collections for which we already possess copyright clearances, while developing clearances for other poets as the collection grows.

Objective #4: Continued Participation, Evaluation, Dissemination

Our fourth objective is to continue to create opportunities for established and emerging poets in Oregon to be heard. In the first year, we began to establish a high-quality archive of poems by a select number of writers for whom we already possessed recordings and permission for their use. At the same time, we began to expand the database through two initial recording “studios,” in Portland and central Oregon. Obtain written permission for the use of each acquired recording. In the second year, this latter activity will be greatly expanded, with the addition of up to five more “studios” and extra oversight, to initiate a permanent set of locations where new recordings can be collected. After the close of the second year, we expect a number of regional “studios” around the state to remain in permanent use.

To advertise the project to potential users, rack cards will be printed and distributed to the 160 libraries in the state library system. We will also work closely with the Oregon State Poet Laureate Paulann Petersen to promote the Oregon Poetic Voices project. Furthermore, as educators are expected to be major users of these audio materials, we will reach them through electronic information on the state Department of Education list serves. The web site's usage will be tracked by the number of web hits, by setting up an interactive blog for feedback and requests for recording opportunities, and through the implementation of other analytical tools.

D. Budget narrative

Please refer to the budget table on page 4 for a summary of the project budget. To accomplish the goals and tasks of the OPV, Lewis & Clark College has committed \$2,500 in local cash, and \$25,497 in local in-kind support.

Personnel: Five existing L&C staff members will continue to support this project; this in-kind contribution is estimated at \$15,000 plus \$4,650 in benefits. LSTA support is needed for continuing support of the part-time (20 hours/week) Project Fellow for this project (salary and 21% benefits).

The Fellow will continue to be in charge of gathering the recorded poetry, verifying or obtaining necessary copyright clearance for the material, migrating it to a current format, digitizing it, and placing it on the OPV website. The Fellow will make sure that all necessary permissions are in place and on file for each of the poets whose work will appear on the OPV website.

Travel: It is anticipated that L&C staff will travel to at least four rural Oregon locations during the year to help with the recording of poetry. These travel expenses are estimated at \$2,500, \$1,500 of which will be paid by L&C. \$1,000 in LSTA support is requested.

Equipment: Support is requested for one laptop computer (\$1,500) for one of the new proposed recording studios; three microphones (\$400), also for the recording studios; and software (\$250).

Supplies: Shipping expenses are estimated at \$250. Archival CD/DVDs and Hard Drives (\$1,000) for digital conversion will be local cash contributions.

Contractual services (\$6,000) support includes website design (\$3,000) and stipends for the facilitators in Madras (total \$3,000). On the OPV website, users will have access to recordings of Oregon poets. This will involve website encoding to make this as seamless as possible for the end user, so we will need to have new programs written for the website to run successfully.

Workshops and an onsite workshop coordinator (\$6,000) will help to established poetry studios in areas across the state. These workshops will be free of charge and will be facilitated by Shaindel Beers, Ellen Santasiero, Vince and Patty Wixon, Melissa Dalton, and current Poet Laureate Paulann Peterson. The workshops will focus on teaching poetry to K-12 students and adult learners, using the practices of reading, imagination, writing prompts and listening. Participants in these workshops will gain practical skills for working with audio in different contexts, develop expanded writing skills, and take home tools that use writing and recorded sound to foster leadership, learning, and inspiration. From developing writing workshops and recording sessions to sharing these formats with the wider world, the coordinator will guide participants in creating a catalogue of resources and an active network of supportive peers. The workshops will be held at schools and public libraries.

E. Evaluation method

Evaluation of this project will be ongoing. Meetings of project staff will take place on a monthly basis to monitor and evaluate progress toward each phase of the grant. Formal assessments will begin after the website design is active. At this point, Special Collections will continue to conduct usability testing for the site. This testing will draw on a range of at least ten users including undergraduate students, non-academic affiliated adults, and professional researchers. The study group will be asked to complete a list of ten tasks, including simple and complex database searches, subject-based tutorials, and one exercise requiring users to post their own materials on the website. This task list will be designed to take approximately 10-15 minutes to complete. We will track the movements of the users through automatically generated user logs. After completion of the scripted tasks, users will be asked to provide feedback concerning the interface and the operability of the website through a 15-20 minute group discussion with the project staff members. The feedback and discussion of each session will be recorded and will be written up as a project report and will be used to appropriately modify the site as needed.

After usability testing is complete, and new additions to the site have gone live, we will implement Google analytics to track usage and abnormalities in the way users interact with the website. Our digital services coordinator will be responsible for compiling website data and meeting with Special Collections on a monthly basis to review data. Staff will adjust the functionality of the website when statistics indicate a need for change. All Google analytics data

will be compiled and included with project reporting. The website itself will also feature a variety of ways for users to provide feedback on the website, including a prominent feedback link on the main page. All feedback will be compiled for grant reporting.

During the final months of the 2nd year of the grant, Special Collections staff will focus on publicizing the Oregon Poetry Voices website. The first step in this process will be establishing links to the collection from other websites and research databases. For example, links will be established to important websites focusing on poetry, including the websites of the Oregon Poet Laureate, the Oregon State Poetry Association, Literary Arts, and other organizations.

The Library will continue to publicize the collection with the assistance of a number of project friends and collaborators. These include the Friends of William Stafford, *Poetry* magazine, Suffolk University Poetry Center, the Oregon State Library, and Graywolf Press (publisher of record for William Stafford). Library staff will also promote the collection at professional conferences for organizations such as the Association of Writers and Writing Programs, American Library Association, and Society of American Archivists.

The project will continue to promote Oregon Poetry Voices into the curricula of writing programs at Lewis & Clark College and beyond. Library staff is already engaging in conversations with Lewis & Clark faculty members about how the collection can be utilized in teaching undergraduate students, as well as graduate students through the Northwest Writing Institute. Writing instructors nationwide, like Fred Marchant at Suffolk University and Rob Whittemore at Western Connecticut University, have expressed interest in integrating the William Stafford Archives into their local writing programs. This kind of usage is expected to grow when the collection is made available online.

Part IV: Certification of Application

1. Documentation of project support. Partners listed in Part I, number 11 must sign. The grant applicant signs IV.3.d. If the fiscal agent is different than the applicant, they sign IV.3.e.

I HAVE READ THE PROPOSAL PRESENTED ON THE PRECEDING PAGES. I AM AWARE OF THE OBLIGATIONS THAT PARTNERSHIP IN THE PROPOSED PROJECT WOULD ENTAIL. BY MY SIGNATURE I CERTIFY MY ORGANIZATION'S COMMITMENT TO SUPPORT THE PROPOSED PROJECT AS DESCRIBED IN THE PRECEDING PAGES.

<i>Name</i>	<i>Library/Organization</i>	<i>Signature</i>	<i>Date</i>
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Timeline for Oregon Poetic Voices Project**Grant Activities 2011 - 2012****Year 2 of Project*****Objective 1: Expansion of Recording “Studios”***

1.1 Send out memoranda of understanding for initial setup of recording studios	Mar. 2011 - Apr. 2011
1.2 Purchase additional recording equipment	Feb. 2011 - Jan. 2012
1.3 Continue to gather new poetry recordings at studios around the state.	Feb. 2011 - Jan. 2012
1.4 Promote use of recording studios through state-wide workshops	Mar. 1 - Dec. 31

Objective 2: Continued Web Page Development

2.1 Continue to add recordings to the site and further cataloging	Jan. 2011 - Feb. 2012
2.2 Expand curriculum component for poetry content	Feb. 1 - Sept. 1
2.3 Explore feasibility of online submission and implement if sustainable	Feb. 1 - Aug. 31
2.4 Modify site based on first year feedback	Sept. 1 - Dec. 31

Objective 3: Continued Digitization of Existing and Newly Acquired Recordings

3.1 Send out copyright clearance forms to participants who will be providing recordings for the project.	Feb. 2011 - Jan. 2012
3.2 Gather recordings for which copyright has been cleared, and convert to proper digital format.	Feb. 2011 - Jan. 2012
3.3 Continue to convert all recordings held at Lewis & Clark College to proper digital format	Feb. 2011 - Jan. 2012

Objective 4: Participation, Evaluation, Dissemination

4.1 Continue to publicize OPV through workshops	Feb. 2011 - Jan. 2012
4.2 Compile monthly progress reports	Feb. 2011 - Jan. 2012
4.3 Continue to compile data for website usage	Feb. 2011 - Jan. 2012
4.4 Distribute print publicity materials	Feb. 2011 - Jan. 2012
4.5 Expand contacts with cultural and educational institutions to establish links to website	Feb. 2011 - Jan. 2012
4.6 Continue outreach to schools for use of website and recording of new poetry	Feb. 1 - Jun. 31; Sept. 1 - Dec. 31

2. Certification for Children’s Internet Protection Act

Public and public school library applicants, and consortia with public or school members **must** check one of the options below (a, b, or c).

a.	The applicant public or public school library has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. Every computer connecting to the Internet, public and staff, is filtered. The filter can be disabled upon request of adults.
b.	<i>(for consortia only)</i> Prior to using any LSTA funds to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or a public school library, the applicant consortium or group will collect and retain a duly completed Internet Safety Certification from every constituent public library or public school library in accordance with requirements of Section 9134(f) of the Library Services and Technology Act. Every computer connecting to the Internet, public and staff, is filtered. The filter can be disabled upon request of adults.
c.	The requirements of Section 9134(f) of the Library Services and Technology Act do not apply to the applicant library because no funds made available under the LSTA program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or public school library that does not receive discounted E-Rate services under the Communications Act of 1934, as amended.

3. Certification of the grant applicant and/or fiscal agent (if different than applicant)

- a. I affirm that the jurisdiction or organization (henceforth, ORGANIZATION) is the designated fiscal agent for the project described in this application and is empowered to receive and expend funds for the conduct of the proposed grant project.
- b. I affirm that the information contained in this application is true and correct and that the ORGANIZATION for which I am an official has authorized me to submit this application for LSTA grant funds.
- c. I affirm that if this application were to result in the ORGANIZATION being awarded grant funds to carry out the project described in this application, that the ORGANIZATION would comply with all of the federal and state requirements for the administration of LSTA grants, including part IV.2 above and allowable costs described in Appendix B of the General Information and Grant Application Guidelines, Library Services and Technology Act.

4. Signature of grant applicant

Jane Monnig Atkinson
Name of official authorized to enter into contractual agreements for the
ORGANIZATION

Interim President, Lewis & Clark College

Title

Signature Date

pres@lclark.edu
Email

503.768.7680
Phone number

5. Signature of fiscal agent (if different than applicant or if applicant is not a 501(c)3 or legally established entity or if applicant does not have contract authority for the ORGANIZATION)

Name of official authorized to enter into contractual agreements for the
ORGANIZATION

Title

Signature Date

Email

Phone number

**This form must be received at the State Library no later than 5:00 p.m. on
Friday, August 13, 2010.**

Faxed copies will not be accepted. There are no exceptions. If requesting indirect costs, attach appropriate sections of a federally approved indirect cost plan. Mail or deliver **one copy** of your application to: Library Development Services, Oregon State Library, 250 Winter St., NE, Salem, OR 97301-3950. As a courtesy, the State Library asks that you email an electronic copy of your proposal, in rtf or Word format, without letters of recommendation and appendixes, to *ann.reed@state.or.us*. This does not substitute for the signed, mailed copy.