

## **Board of County Commissioners Agenda Request**

**Date of Meeting:** June 19, 2018

**Date Submitted:** May 29, 2018

**To:** Honorable Chairperson and Members of the Board

**From:** Dee Jackson, Interim County Administrator  
Tabitha D. Washington, Library Services Director

**Subject:** Approval of Amendment to the 2017-2018 State Aid Grant Agreement

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### **Statement of Issue:**

This agenda item is submitted to the Board for approval of the amendment to the 2017-2018 State Aid grant agreement. As part of the submissions that are due October 1, 2017 for the 2017-2018 State Aid application, two executed copies of the State Aid grant agreement are required. The Department of Financial Services performs audits of grant agreements and associated payment requests. Upon review of the Gadsden County State Aid grant agreement, it was determined that an amendment to the grant agreement is necessary to modify the grant period. This modification will allow the grant period dates to match the dates of the additional documentation that has been requested as a part of the payment review by DFS.

### **Background:**

State Aid is an essential part of the Library budget. The State Aid grant award for Fiscal Year 2017-2018 is estimated to be \$348,804. State Aid is used for materials, salaries, and operating expenses of the William A. "Bill" McGill Library in Quincy, the Cowen Public Library in Chattahoochee, and the Havana Public Library.

### **Analysis:**

Approval of the amended State Aid to Libraries Grant Agreement is the final step toward receiving this funding.

### **Fiscal Impact:**

Gadsden County's State Aid funding is made up of two grants, an operating grant and an equalization grant. The majority of Gadsden County's State Aid is the equalization grant,

which is provided to the poorest counties based upon taxable property values. The actual amount of the grant is determined by a formula that is based largely on local funds invested in library services. Therefore, more County dollars spent on library services means more potential for State Aid. The grant award for the FY 2017-2018 fiscal year is estimated to be \$348,804. No further financial obligation or match is required by the County.

**Options:**

1. Approve the amendment to the 2017-2018 State Aid to Libraries grant agreement and authorize the Chairperson to sign all related documents.
2. Do not approve.
3. Board direction.

**Interim County Administrator's Recommendation:**

Option 1

**Attachment(s):**

Amendment to the State Aid Grant agreement

**STATE AID TO LIBRARIES GRANT  
AMENDMENT NUMBER 1 TO THE GRANT AGREEMENT  
BETWEEN**

**THE STATE OF FLORIDA, DEPARTMENT OF STATE**

**AND**

**Gadsden County Board of County Commissioners for and on behalf of  
Gadsden County Public Library System**

This Amendment is to the State Aid to Libraries Grant Agreement between the State of Florida, Department of State, Division of Library and Information Services, hereinafter referred to as the DIVISION, and the Gadsden County Board of County Commissioners for and on behalf of Gadsden County Public Library System hereinafter referred to as the "Grantee."

The parties entered into a grant agreement dated March 28, 2018, for implementation of a State Aid to Libraries Grant. The parties now mutually desire to amend certain terms and conditions of the grant agreement.

In consideration of the covenants contained herein, it is agreed as follows:

1. All sections of the original grant agreement not specifically amended by this or a prior written amendment and all prior written amendments are hereby reaffirmed.
2. Section 2 of the grant agreement is hereby revised as follows:
  2. **Length of Agreement.** This agreement shall begin on October 1, 2017 and continue until all grant funds have been expended, unless terminated in accordance with the provisions of Section 28 of this agreement.
3. Section 3 of the grant agreement is hereby revised as follows:
  3. **Expenditure of Grant Funds.** The Grantee shall only obligate or expend grant funds during the length of the agreement. No costs incurred after termination of the Agreement shall be allowed unless specifically authorized by the Division.
4. This amendment shall be effective upon execution.

This amendment is executed and entered into \_\_\_\_\_.

THE GRANTEE

DEPARTMENT OF STATE

By: \_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Brenda Holt, Chairperson

\_\_\_\_\_  
Typed Name and Title

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness