

**CALIFORNIA STATE LIBRARY  
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)  
FISCAL YEAR 2017/2018  
STATEWIDE GRANT APPLICATION**

**ELEMENT 1: BASIC INFORMATION (please see application instructions for additional information)**

**Applicant Information**

- |   |  |                    |                     |
|---|--|--------------------|---------------------|
| <b>1. Library/Organization</b><br>Pacific Library Partnership   | <b>2. Library's DUNS Number</b><br>830926072                   |                    |                     |
| <b>3. Legal Business Name</b> <i>(must match name registered with Federal Employer Identification Number (FEIN))</i><br>Pacific Library Partnership |  |                    |                     |
| <b>4. Project Coordinator Name</b><br>Carol Frost   | <b>5. Project Coordinator Title</b><br>Chief Executive Officer |                    |                     |
| <b>6. Email Address</b><br>frost@plpinfo.org  | <b>7. Business Phone Number</b><br>650-349-5538                |                    |                     |
| <b>8. Mailing Address</b><br>2471 Flores Street   | <b>City</b><br>San Mateo                                       | <b>State</b><br>CA | <b>Zip</b><br>94403 |

**Project Information**

- 9. Project Title** Networking California Library Resources
- 10. LSTA Funds Requested** \$254,436
- 11. Cash Match & In-Kind** \$84,000
- 12. Total Project Cost** \$338,436
- 13. California's LSTA Goals** *(Check one goal that best describes the project)*
- |   |  |
|---|--|
| <input type="checkbox"/> Literate California                        | <input type="checkbox"/> Bridging the Digital Divide     |
| <input checked="" type="checkbox"/> 21 <sup>st</sup> Century Skills | <input type="checkbox"/> Information Connections         |
| <input type="checkbox"/> 22 <sup>nd</sup> Century Tools             | <input type="checkbox"/> Community Connections           |
| <input type="checkbox"/> Content Creation/Preservation              | <input type="checkbox"/> Ensuring Library Access for All |
- 14. Primary Audience for project** *(Select all that apply.)*
- |  |   |
|--|---|
| <input type="checkbox"/> Adults  | <input type="checkbox"/> Pre-School Children    |
| <input type="checkbox"/> Families  | <input type="checkbox"/> Rural Populations      |
| <input type="checkbox"/> Immigrants/Refugees                                   | <input type="checkbox"/> School Age Children    |
| <input type="checkbox"/> Intergenerational Groups (Excluding Families)         | <input type="checkbox"/> Senior Citizens        |
| <input checked="" type="checkbox"/> Library Staff , Volunteers and/or Trustees | <input type="checkbox"/> Statewide Public       |
| <input type="checkbox"/> Low Income  | <input type="checkbox"/> Suburban Populations   |
| <input type="checkbox"/> Non/Limited English Speaking Persons                  | <input type="checkbox"/> Unemployed             |
| <input type="checkbox"/> People with Disabilities                              | <input type="checkbox"/> Urban Populations      |
| <input type="checkbox"/> People with Limited Functional Literacy               | <input type="checkbox"/> Young Adults and Teens |

## ELEMENT 2: PROJECT BACKGROUND AND SUMMARY

**Describe how this project was identified as a need, how it relates to your library's strategic plan, what will be accomplished if this project is implemented, and how you will know whether your project is successful. Summary should relate to activities in the timeline (Element 4) and include statistical information to support the project.**

California libraries value the importance of providing rapid and comprehensive access to knowledge and information and strive to constantly improve the services they provide. It is imperative that California state government, libraries, library networks, and the general public effectively communicate with each other to achieve efficient services. The Pacific Library Partnership proposes to continue working with the California State Library to create more efficient networks, both formal and informal, that encourage resource and knowledge sharing.

Through the Networking California Library Resources project, there are multiple activities planned for FY 2017/18, which include the communication of CSL's strategic plan and the new LSTA 5-Year Plan, a public library directors' forum, and project advisors to provide libraries with guidance on project management. Below are more details about the scope of these activities.

- 1) Create and implement a new CSL Strategic Plan and new LSTA 5-Year Strategic Plan: To communicate CSL's strategic plan and to support the newly developed LSTA 5-year strategic plan, a series of conferences, focus groups, meetings such as regional Library Development Services Bureau convenings, and/or webinars will be conducted. These events will be hosted to engage, inform, and improve access to public libraries' resources and the State Library's collections and connect people, libraries, and government to information. Pertinent materials may be distributed and disseminated at convenings.
- 2) Public Library Directors' Forum: California's libraries are the community's first and most valuable go-to resource for knowledge, learning and connectivity to the world and safe meeting places. A healthy library responds to its community and library leaders are challenged on a daily basis to meet the interest and needs of their constituents. In order to recognize and meet the needs of library patrons and staff, the California State Library will host the annual Public Library Directors' Forum in November 2017, just prior to the California Library Association's annual conference. The Forum will be a one-day summit for California's public library directors to discuss various perspectives on how to meet and successfully overcome current challenges, how to effectively share resources, how to achieve strategic goals and how to work more collaboratively with the cooperative library systems. In addition, the directors will share best practices, identify what's trending, discuss funding and budgeting, and network with statewide colleagues.
- 3) Project Advisors: Project advisors will provide guidance, project implementation assistance and potential coordination with similar statewide or individual grants for Pitch an Idea grants. This activity builds capacity in library staff in project development, implementation and evaluation. The Pacific Library Partnership assists and advises the Project Advisor Coordinator in developing the Scope of Service, Annual Estimated Hours, Projected work detail, and Budgets for the Project Advisors. Each of the project advisors has demonstrated expertise in grant writing and project management. The advisors may also assist on statewide initiatives and provide consultation to the State Library on projects related to early literacy, mental health initiatives, workforce development, state or national library trends, and other areas as requested.

The Networking California Library Resources project supports California's current LSTA Goal II: 21st Century Skills, which involves providing training and developing opportunities for library staff to ensure they are equipped to assist the public to acquire 21st century skills.

### ELEMENT 3: PARTNERSHIPS

Please list all formal partners for your project here. Please attach (under Element 7) a copy of your signed agreement with each partner, which outlines the role the partner will play and the resources the partner will contribute.

Partner Name	Organization Type (see instructions for valid entries)	Legal Type (see instructions for valid entries)	Role on Project	Resources That Partner Will Contribute (materials/funds/staff)

## ELEMENT 4: PLANNING AND EVALUATION

Please answer each area concisely and completely. **For section A-F limit responses to four pages.**

### A. Project Intent *(Check only one that best describes the project)*

#### Lifelong Learning

- ☐ Improve users' formal education
- ☐ Improve users' general knowledge and skills

#### Information Access

- ☐ Improve users' ability to discover information
- ☐ Improve users' ability to obtain information resources

#### Institutional Capacity

- ☐ Improve the library workforce
- ☐ Improve the library's physical and technology infrastructure
- ☒ Improve library's operations

#### Economic & Employment Development

- ☐ Improve users' ability to use resources and apply information for employment support
- ☐ Improve users' ability to use and apply business resources

#### Human Services

- ☐ Improve users' ability to apply information that furthers their personal, family, or household finances
- ☐ Improve users' ability to apply information that furthers their personal or family health & wellness
- ☐ Improve users' ability to apply information that furthers their parenting and family skills

#### Civic engagement

- ☐ Improve users' ability to participate in their community
- ☐ Improve users' ability to participate in community conversation around topics of concern

### B. Project Purpose – Short statement which answers the questions: we will do what, for whom, for what expected benefit(s).

The project goal is to improve California libraries' service to their community through resource sharing of information, ideas, and materials. Resource-sharing activities will definitely assist libraries to review and revise their services so they are better able to assist Californians in workforce development and improving their skills, knowledge, status, and life condition.

### C. Anticipated Project Outputs – Measures of services and/or products to be created/provided.

-Approximated 25 trips to communicate new CSL and LSTA 5-Year Strategic Plans; number of materials to be created/disseminated pertaining to public libraries' and CSL resources to be determined.

-1 public library director's forum with participation from at least 140 of the state's public library directors; measured by attendance rosters

-7 project advisors will assist with the project management of an estimated 70 LSTA projects

### D. Anticipated Project Outcome(s) – What change is expected in the target audience's skills, knowledge, behavior, attitude, and/or status/life condition? How will you measure these outcomes? (for examples see attachment B of the application instructions)

The public library directors' forum and CSL/LSTA strategic plan meetings will have pre- and post-surveys to measure the following:

At least 70% will have a better understanding of the CSL's major grant programs.

At least 70% will have a greater knowledge of new LSTA and CSL's strategic plans.

At least 70% will have a better understanding of statewide trends and strategic goals.

### E. Briefly describe how this project will be financially supported in the future.

**F. Activity Information. Activities are action(s) through which the intent or objective of a project are accomplished. Four activity types have been identified, each with select methods to help you describe how you will carry out this project. Indicate activity types that require a significant commitment of resources to the project (representing 10% or more of total project resources).**

1. ☒ **Instruction** - Involves an interaction for knowledge or skill transfer and how learning is delivered or experienced. *(Check all that apply and provide a description including whether the format will be in-person, virtual, or both)*
- ☐ Program - Formal interaction and active user engagement (e.g., a class on computer skills).
  - ☒ Presentation - Formal interaction and passive user engagement (e.g., an author's talk),
  - ☒ Consultation - Informal interaction with an individual or group of individuals (library staff or other professional) who provide expert advice or reference services to individuals, units, or organizations.
  - ☐ Other

Description: The public library director's forum will include a series of presentations (in person format).

Communication on the new LSTA five-year plan and CSL strategic plan will be conducted through a series of presentations and/or meetings that may include in-person and virtual contacts.

Project Advisors will provide guidance, project implementation assistance, and potential coordination with similar statewide or individual grants for an estimated 70 Pitch an Idea grants.

2. ☐ **Content** - Involves the acquisition, development, or transfer of information and how information is made accessible. *(Check all that apply and provide a description including whether the format will be physical, digital, or both)*
- ☐ Acquisition - Selecting, ordering, and receiving materials for library or archival collections by purchase, exchange, or gift, which may include budgeting and negotiating with outside agencies (i.e. publishers, vendors) to obtain resources. May also include procuring software or hardware for the purposes of storing and/or retrieving information or enabling the act of experiencing, manipulating, or otherwise interacting with an information resource.
  - ☐ Creation - Design or production of an information tool or resource (e.g., digital objects, curricula, manuals). Includes digitization or the process of converting data to digital format for processing by a computer.
  - ☐ Description - Apply standardized descriptive information and/or apply such information in a standardized format to items or groups of items in a collection for purposes of intellectual control, organization, and retrieval.
  - ☐ Lending - Provision of a library's resources and collections through the circulation of materials (general circulation, reserves). May also refer to the physical or electronic delivery of documents from a library collection to the residence or place of business of a library user, upon request.
  - ☐ Preservation - Effort that extends the life or use life of a living or non-living collection, the individual items or entities included in a collection, or a structure, building or site by reducing the likelihood or speed of deterioration.
  - ☐ Other

Description:

3. ☐ **Planning & Evaluation** - Involves design, development, or assessment of operations, services, or resources and when information is collected, analyzed, and/or disseminated. *(Check all that apply and provide a description including whether the format will be in-house or third-party)*
- ☐ Retrospective - Research effort that involves historical assessments of the condition of a project, program, service, operation, resource and/or user group.
- ☐ Prospective - Research effort that projects or forecasts a future condition of a project, program, service, operation, resource, and/or user group.

Description:

4. ☐ **Procurement** – May only be used for projects with an Institutional Capacity Intent. Acquiring or leasing facilities; purchasing equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure. *(Provide a description)*

Description:

## ELEMENT 5: GRANT TIMELINE/ACTIVITIES

**Show each major project activity and when it will be started and/or completed throughout the project. The timeline should correspond to the activities described in Planning and Evaluation. Please put an X in each pertaining month.**

[illegible]

**ELEMENT6: BUDGET**

The budget should clearly identify the amounts requested and from what sources.

Budget Category	LSTA	Cash Match & In-Kind	Total
<b>Salaries/Wages/Benefits</b>			
Public library directors at forum	\$0	\$84,000	\$84,000
	\$0		\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<b>Subtotal</b>	\$0	\$84,000	\$84,000
<b>Description:</b> Estimated attendance and participation of 140 directors at one-day forum, with average salary of \$75/hr for 8 hours			
<b>Consultant Fees</b>			
Project advisors	\$109,255	\$0	\$109,255
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<b>Subtotal</b>	\$109,255	\$0	\$109,255
<b>Description:</b> Estimated 7 project advisors will provide project management assistance: 1 coordinator @\$75/hr x 242 hrs=\$18,150, 1 senior advisor @\$75/hr x 147 hrs=\$11,025, 5 advisors @\$65/hr each x 1232 hrs=\$80,080 for total of \$109,255			



Budget Category	LSTA	Cash Match & In-Kind	Total
<b>Travel</b>			
Strategic Plan travel	\$10,000	\$0	\$10,000
Public library directors forum travel	\$92,400	\$0	\$92,400
Project advisor travel	\$14,650	\$0	\$14,650
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<b>Subtotal</b>	\$117,050	\$0	\$117,050
<b>Description:</b> 1) Travel to communicate and coordinate CSL's strategic plan and new LSTA 5-year plan. Estimated \$400 per trip x 25 trips= \$10,000 2) For the public library directors' forum, anticipated attendance is at least 140 people. Estimated working meals of breakfast and lunch with tax and 22% service fee is \$110/pp x 140 people = \$15,400 and working dinner placeholder amount is \$50/pp x 140 people=\$7000; travel reimbursement (hotel, airfare, mileage, parking, shuttle, etc.) estimated average is \$500/pp x 140 people = \$70,000 3) Travel for 7 project advisors estimated \$400 per trip x ~36 trips (includes lodging, working meals, airfare, mileage to project sites and other meeting locations) = \$14,650			
<b>Supplies/Materials</b>			
Supplies	\$5,000	\$0	\$5,000
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<b>Subtotal</b>	\$5,000	\$0	\$5,000
<b>Description:</b> Supplies/other costs \$5000 - forum room equipments costs estimated \$1,200, and registration packages and conference supplies for the public library directors' forum and other meeting printing costs estimated \$3,800			

Budget Category	LSTA	Cash Match & In-Kind	Total
<b>Equipment (\$5,000 or more per unit)</b>			
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<b>Subtotal</b>	\$0	\$0	\$0
<b>Description:</b>			
<b>Services</b>			
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
<b>Subtotal</b>	\$0	\$0	\$0
<b>Description:</b>			

<b>Project Total</b>	\$231,305	\$84,000	\$315,305
<b>Indirect Cost Rate Applied</b> 10.0 % <b>Indirect Cost</b>	\$23,131	\$0	\$23,131
Check one: <input type="checkbox"/> No Indirect <input type="checkbox"/> Federally negotiated indirect cost rate * <input checked="" type="checkbox"/> Indirect proposed cost rate * * please attach supporting documentation if required			
<b>Description:</b> Indirect costs include cost for administrative and fiscal staff, workspace, utilities, internet, IT support, office supplies, telephone and use of equipment. Technical support for project advisors.			
<b>Grand Total</b>	<b>\$254,436</b>	<b>\$84,000</b>	<b>\$338,436</b>

**ELEMENT 7: ATTACHMENTS**

If you have additional resources that support your grant, please attach after this page

**ELEMENT 8: INTERNET CERTIFICATION**  
**Check the Appropriate Library Type**

☐ **Public Library**      ☐ **Academic**      ☐ **K-12**      ☐ **Multi-Type**      ☒ **Special/Other**

As the duly authorized representative of the applicant public library, public elementary school library or public secondary school library applying for LSTA funding, I hereby certify that the library is *(check only one of the following boxes)*

- A. ☐ **An individual applicant that is CIPA compliant.**  
The applicant library, as a public library, a public elementary school library or public secondary school library, has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act.
- B. ☐ **Representing a group of applicants. Those applicants that are subject to CIPA requirements have certified they are CIPA compliant.**  
All public libraries, public elementary school libraries, and public secondary school libraries, participating in the application have complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. The library submitting this application has collected Internet Safety Certifications from all other applicants who are subject to CIPA requirements. The library will keep these certifications on file with other application materials, and if awarded funds, with other project records.
- C. ☒ **Not Subject to CIPA Requirements.**  
The CIPA requirements do not apply because no funds made available under this LSTA grant program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet.

**SIGNATURE**

**I have read and support this LSTA Grant Application.**

Pacific Library Partnership  
\_\_\_\_\_  
**Library/Organization**

Networking California Library Resources  
\_\_\_\_\_  
**Project Name**

Carol Frost  
\_\_\_\_\_  
**Library Director Name**

Chief Executive Officer  
\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Library Director Signature**

\_\_\_\_\_  
**Date**

**Pacific Library Partnership  
Project Advisor - Contracts  
September 1, 2017 – August 31, 2018**

**PA Coordinator – Jacquie Brinkley at rate of \$75/hr**

**Monitor:** Est 12 hrs/mo (3 grants) x 12 mos = 144 hours x \$75/hr = \$10,800

**Oversight of PAs:** Est 4hr/mo oversight and consultation with  
Project Advisors x 12 mos = 48 hrs x \$75/hr = \$3,600

**Pitch Proposals - April 2017**

• Read Pitch Proposals – 3-5 hrs x \$75/hr=	\$375	
• Participate in Pitch Calls and Review (2 days) – 12 hrs x \$75hr=	\$900	
• Develop complete grant apps with assigned libraries		
-8 hrs x \$75/hr=	\$600	
• Review/Revise Grant applications of PAs (approx. 30 grant apps)		
-25 hrs x \$75/hr=	<u>\$1,875</u>	
Total PAI Budget	\$3,750	
Total Contract Work		<b>\$18,150</b>

**Travel**

Mileage or Air - \$200

1 night Lodging - \$125

Meals - \$50/day

Total site visit travel = \$375/visit x 1 site visit per grant x 2 grants =	\$ 375
Misc Travel (to Sacramento for Pitch or other CSL meetings or workshops) =	\$ 400
Total Travel Expense Not to Exceed	<b>\$1,150</b>

<b>Estimated Contract Total for Jacquie Brinkley</b>	<b>\$19,300</b>
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**Project Advisor Contracts for Sept 1, 2017 – August 31, 2018**

**PA – Karen Bosch Cobb at rate of \$75/hour**

Est 10 hrs/month (2 grants) x 12 months = 120 hrs x \$75/hr = \$9,000

**Pitch Proposals - April 2017**

• Read Pitch Proposals – 3-5 hrs x \$75/hr=	\$375	
• Participate in Pitch Calls and Review (2 days) – 12hrs x \$75hr=	\$900	
• Develop complete grant apps with assigned libraries		
-10 hrs x \$75/hr=	<u>\$ 750</u>	
Total PAI Budget	\$2,025	
Total Contract Work		<b>\$11,025</b>

**Travel**

Mileage or Air - \$200		
1 night Lodging - \$125		
Meals - \$50/day		
Total site visit travel = \$375/visit x 2 grants =	\$ 750	
Misc Travel (to Sacramento for Pitch meetings or workshops) =	\$ 850	
Total Travel Expense Not to Exceed		<b>\$1,600</b>

<b>Estimated Contract Total for Karen Bosch Cobb</b>	<b>\$12,625</b>
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**Project Advisor – Tom Andersen at rate of \$65/hour**

Est. 18 hrs/mo (5 grants) x 12 mos= 216 hrs x \$65/hr =	\$14,040
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**Pitch Proposals of April 2017**

• Read Pitch Proposals – 3-5 hrs x \$65/hr	\$ 325	
• Participate in Pitch Calls and Review (2 days) – 12hrs x \$65hr	\$ 780	
• Develop complete grant apps with libraries – 25 hrs x \$65/hr	<u>\$1,625</u>	
Total PAI Work	\$2,730	
Total Contract Work:		<b>\$16,770</b>

**Travel:**

Mileage or Air - \$200	
1 night Lodging - \$125	
Meals - \$50/day	
Total Site Visit Travel - \$375/visit x 3	\$1,125
Misc Travel (trainings, workshops, etc)	\$ 200
Travel Not to Exceed	<b>\$1,325</b>

<b>Estimated Contract Total for Tom Andersen</b>	<b>\$18,095</b>
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**Project Advisor Jane Cook at rate of \$65/hr**

Est 18 hrs/mo (5 grants) - includes PAI/SIF and occasional participation on Early Learning Statewide Initiative/Advisory Council member or other statewide projects x 12 mos = 216 hrs x \$65/hr=	\$14,040
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**Pitch Proposals of April 2017**

• Read Pitch Proposals – 3-5 hrs x \$65/hr	\$ 325	
• Participate in Pitch Calls and Review (2 days) – 12hrs x \$65hr	\$ 780	
• Develop complete grant apps with libraries – 25 hrs x \$65/hr	<u>\$1,625</u>	
Total Pitch Proposal	\$2,730	
Total Contract Work:		<b>\$16,770</b>

**Travel:**

17/18 Project Advisor Contracts  
2.2.2017

Mileage or Air - \$200	
1 night Lodging - \$125	
Meals - \$50/day	
Total Site Visit Travel - \$375/visit x 5 grants	\$ 1,875
Travel to Sac for Pitches (April 2017) -2 days, 2 night hotel/meals	\$ 850
Misc Travel (trainings, workshops, etc)	\$ 200
Travel Not to Exceed	<b>\$2,925</b>

<b>Estimated Contract Total for Jane Cook</b>	<b>\$19,695</b>
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**Project Advisor Colleen Foster at rate of \$65/hr**

Est. 20 hrs/mo (2 grants + MH grant) x 12 mos = 240 hrs x \$65/hr= \$15,600

**Pitch Proposals of April 2017**

• Read Pitch Proposals – 3-5 hrs x \$65/hr	\$ 325	
• Participate in Pitch Calls and Review (2 days) – 12hrs x \$65hr	\$ 780	
• Develop complete grant apps with libraries – 20 hrs x \$65/hr	<u>\$1,625</u>	
Total Pitch Proposal	\$2,730	
Total Contract Work:		<b>\$18,330</b>

**Travel:**

Mileage or Air - \$200	
1 night Lodging - \$125	
Meals - \$50/day	
Total Site Visit Travel - \$375/visit x 2 + MH grants	\$ 1,875
Travel to Sac for PAI (Apr 2017) - 2 nights/meals	\$ 850
Misc Travel (trainings, workshops, etc)	\$ 200
Travel Not to Exceed	<b>\$2,925</b>

<b>Estimated Contract Total for Colleen Foster</b>	<b>\$21,255</b>
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**Project Advisor Laura Mitchell at rate of \$65/hr**

Est. 18 hrs/mo (4 grants + Get Involved grant) x 12 mos- 216 hrs x \$65/hr= \$14,040

**Pitch Proposals of April 2017**

• Read Pitch Proposals – 3-5 hrs x \$65/hr	\$ 325	
• Participate in Pitch Calls and Review (2 days) – 12hrs x \$65hr	\$ 780	
• Develop complete grant apps with libraries – 25 hrs x \$65/hr	<u>\$1,625</u>	
Total Pitch Proposal	\$2,730	
Total Contract Work:		<b>\$16,770</b>

**Travel:**

Mileage or Air - \$200  
 1 night Lodging - \$125  
 Meals - \$50/day

17/18 Project Advisor Contracts  
 2.2.2017

Total Site Visit Travel - \$375/visit x 5 grants	\$ 1,875
Travel to Sac for Pitches -2 days,2 night hotel/meals	\$ 850
Misc Travel (trainings, workshops, etc)	\$ 200
Travel Not to Exceed	<b>\$ 2,925</b>
<b>Estimated Contract Total for Laura Mitchell</b>	<b>\$19,695</b>

**Project Advisor Linda Stewart at rate of \$65/hr**

Est 12 hr/mo (2 grants) x 12 mos = 144 hrs x \$65/hr = \$9,360

**Pitch Proposals of April 2017**

• Read Pitch Proposals – 3-5 hrs x \$65/hr	\$ 325
• Participate in Pitch Calls and Review (2 days) – 12 hrs x \$65hr	\$ 780
• Develop complete grant apps with libraries – 15 hrs x \$65/hr	<u>\$ 975</u>
Total Pitch Proposal	\$2,080
Contract Work Total:	<b>\$11,440</b>

**Travel:**

Mileage or Air - \$200

1 night Lodging - \$125

Meals - \$50/day

Total Site Visit Travel - \$375/visit x 2 grants	\$ 750
Travel to Sac for Pitches (April 2017)-2 days, 2 night hotel/meals	\$ 850
Misc Travel (trainings, workshops, etc)	\$ 200
Travel Not to Exceed	<b>\$ 1,800</b>

<b>Estimated Contract Total for Linda Stewart</b>	<b>\$13,372</b>
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**Sept 1, 2017 - Aug 31, 2018 (12 month budget)**

**PA Estimated Contract Expense** **\$109,255**

**PA Travel Expense** **\$ 14,650**

**TOTAL PA Estimated Budget** **\$124,037**

Brinkley	\$ 18,150	\$ 1,150	\$ 19,300
Andersen	\$ 16,770	\$ 1,325	\$ 18,095
Bosch Cobb	\$ 11,025	\$ 1,600	\$ 12,625
Cook	\$ 16,770	\$ 2,925	\$ 19,695
Foster	\$ 18,330	\$ 2,925	\$ 21,255
Mitchell	\$ 16,770	\$ 2,925	\$ 19,695
Stewart	\$ 11,440	\$ 1,800	\$ 13,372
<b>TOTALS</b>	<b>\$ 109,255</b>	<b>\$ 14,650</b>	<b>\$ 124,037</b>