

CITY OF HOMER
HOMER, ALASKA

City Manager/
Library Director

ORDINANCE 24-48

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE FY25 CAPITAL BUDGET BY ACCEPTING AND
APPROPRIATING A STATE OF ALASKA ONLINE WITH LIBRARIES
(OWL) GRANT FOR FY25 IN THE AMOUNT OF \$6,462 FOR INTERNET
SERVICE.

WHEREAS, The City submitted an application for an Online With Libraries (OWL) grant
from the State of Alaska, to be used for offsetting the cost of providing internet access to
patrons of the Homer Public Library; and

WHEREAS, The State awarded the grant in the amount of \$6,462.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby accepts and appropriates a State of Alaska
Online With Libraries (OWL) grant in the amount of \$6,462 for internet service as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
	State of Alaska	\$6,462
	Online With Libraries Grant	

Section 2. The City Manager is authorized to execute the appropriate documents.

Section 3. This ordinance is a budget amendment only, is not of a permanent nature
and shall not be codified.

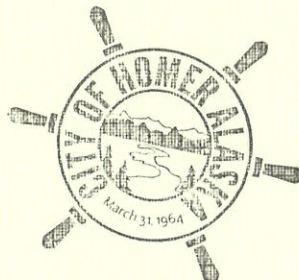
ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this 28th day of October, 2024.

CITY OF HOMER

RACHEL LORD, MAYOR

ATTEST:

Renee Krause
RENEE KRAUSE, MMC, CITY CLERK



44

45 YES: 5

46 NO: 0

47 ABSTAIN: 0

48 ABSENT: 0

49

50 First Reading: 10/14/24

51 Public Hearing: 10/28/24

52 Second Reading: 10/28/24

53 Effective Date: 10/29/24



MEMORANDUM

Ordinance 24-48, An Ordinance of the City Council of Homer, Alaska Amending the FY25 Capital Budget by Accepting and Appropriating a State of Alaska Online with Libraries (OWL) Grant for FY25 in the Amount of \$6,462 for Internet Service. City Manager/Library Director.

Item Type: Backup Memorandum
Prepared For: Homer Mayor and City Council
Date: Sept. 26, 2024
From: Library Director Dave Berry
Through: City Manager Melissa Jacobsen

I'm pleased to announce that Homer Public Library has received an Online with Libraries (OWL) grant from the Alaska State Library. The grant provides \$6,462 to partially offset the cost of providing internet access to library patrons.

The library already receives funding from the federal government through the e-rate program, which pays 70% of our internet costs. The OWL grant will be applied to the remaining 30% through June 30, 2025.

RECOMMENDATION:

Accept the funds from the Online With Libraries (OWL) grant.



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Education
& Early Development

DIVISION OF LIBRARY, ARCHIVES & MUSEUMS

P.O. Box 110571
Juneau, Alaska 99811-0571
Main: 907.465.4837
Fax: 907.465.2151

September 23, 2024

The **Online with Libraries (OWL) Internet Cost Assistance Program** award for **FY25** for **Homer Public Library** will be **\$6,462**. The Alaska State Library is pleased that your library is eligible to receive this grant for high-speed internet costs so that you can provide the best possible service to your library patrons.

In order to receive this award, please return a signed copy of the attached grant agreement within thirty days of this award letter. Two different people (the librarian and the appropriate legal authority) must sign the grant agreement as it is a legal document committing your library to certain obligations in return for receiving the OWL Internet Cost Assistance Program award. Upon return of the signed grant agreement, the division will be able to electronically deposit your grant award (or mail a paper check in specific instances).

Librarians and officials should carefully review the conditions governing the administration of this OWL award. To remain eligible for future grants from the Alaska State Library, some of the most important grant requirements are highlighted below:

1. Maintain **internet access for public use** at the library.
2. Maintain accurate financial records for auditing purposes.
3. Use funds for **public library internet access** (not school or staff-only internet).
4. Return any grant funds unexpended or unencumbered by **June 30, 2025**.
5. Submit a final report and copies of all internet bills for the fiscal year by **September 1, 2025**.
6. Notify the OWL Program Manager of changes in director or library contact information within 30 days.
7. Maintain eligibility as a public library by meeting the statutory requirements for the Public Library Assistance Grant (4 AAC 57.064. and 4 AAC 57.067.), including:
 - a. Establish and maintain a collection of books and other materials for loan;
 - b. Provide access to interlibrary loans;
 - c. Provide reference information;
 - d. Provide programming for children;
 - e. Maintain the number and timing of open hours;
 - f. Maintain the existing and ongoing educational requirements for the library director;
 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
 - h. Submit an Alaska Public Library Annual Report; and
 - i. Uphold specific governance requirements for non-profits and school/public libraries.

Any portion of this grant money not spent or encumbered by **June 30, 2025**, must be returned to the Alaska State Library. You may request a short extension to spend unused grant funds. The Alaska State Library audits the records of selected libraries at the end of the grant year. The Alaska State Library will reclaim any unused grant funds and funds not properly accounted for.

Please return the signed agreement to the OWL Program Manager at **eed.owlprogram@alaska.gov** within 30 days or request an extension if you need more time. After receiving your FY25 OWL grant funds, please send an email to confirm that funds were received to: **eed.owlprogram@alaska.gov**.

Questions should be directed to the email above or you may call 907.465.2921.

Sincerely,

Stacy R.J. Tomaszewski
Library Technology Consultant & OWL Program Manager
Alaska State Library

**Alaska State Library
Online With Libraries (OWL)
Internet Cost Assistance Grant Agreement FY2025**

This agreement, made and entered into on September 23, 2024 by and between the **Alaska State Library**, hereafter referred to as the Grantor; and the **Homer Public Library**, hereafter referred to as the Grantee. The FY25 grant period spans July 1, 2024 to June 30, 2025.

Whereas, the State of Alaska has appropriated funds for the Online with Libraries (OWL) Program; and whereas, the application of the Grantee for a grant for Internet Cost Assistance has been approved. NOW THEREFORE, for and in consideration of the mutual covenants herein contained the parties hereto agree as follows:

The Grantor will agree to:

1. Furnish funds in the amount of **\$6462** (dispersed after the signed agreement is received).
2. Provide advisory services in furtherance of the grant project.
3. Acknowledge the Grantee's eligibility for additional OWL grants and services.

The Grantee will agree to:

8. Abide by the conditions set forth in its application, and approved by the Grantor, which includes:
 - a. Maintain **internet access for public use** at the library.
9. Maintain accurate financial records for auditing purposes.
 - a. Expended funds must be clearly attributable to **public library internet access** (not school or staff-only internet).
 - b. Return any grant funds unexpended or unencumbered by **June 30, 2025**, and all funds for which there is no proper accounting.
10. Respond to communication, provide report s, and maintain contact information, such as:
 - a. Submit a final report and copies of all internet bills for the fiscal year by **September 1, 2025**.
 - b. Notify the OWL Program Manager of any changes in director or library contact information within 30 days.
11. Maintain eligibility as a public library by meeting the statutory requirements for the Public Library Assistance Grant (4 AAC 57.064. and 4 AAC 57.067.), including:
 - a. Establish and maintain a collection of books and other materials for loan;
 - b. Provide access to interlibrary loans;
 - c. Provide reference information;
 - d. Provide programming for children;
 - e. Maintain the number and timing of open hours;
 - f. Maintain the existing and ongoing educational requirements for the library director;
 - g. Have trained paid or volunteer staff on duty in the library during scheduled open hours;
 - h. Submit an Alaska Public Library Annual Report; and
 - i. Uphold specific governance requirements for non-profits and school/public libraries.

Funding for this grant is dependent on the following source:

EOWL01004 - OWL

OWL25-HOMER

\$6462

By accepting this award or agreement, the grantee may become subject to the audit requirements of the State of Alaska Administrative Code 2 AAC 45.010. As a result, the grantee may be required to provide for an audit and permit independent auditors to access their records and financial statements. The grantee should consult with an independent auditor for assistance in determining audit requirements for each fiscal year.

The undersigned understands and agrees to the conditions of this agreement. Both signatures are required.

For the Library

For the Legal Entity

Signature

Signature

Title

Date

Title

Date

MAIL TO: OWL Program Manager Alaska State Library, P.O. Box 110571, Juneau, AK 99801
or SCAN TO: eed.owlprogram@alaska.gov
or FAX TO: 907-465-2151