

WASHINGTON STATE LIBRARY



Washington
Secretary of State
SAM REED

2010 Renew Washington Communication Grants Final Narrative Report Cover Sheet

Date 9/21/2010 Contract # G-10/264 Grant # _____

Library Everett Public Library

Title of Grant WSL Renew Washington Communications Grant

Amount Awarded \$4,000

Grant Period

Start Date May 2010 Through September 17, 2010

Submitted by Kate Mossman, Assistant Library Director

Signatures Certifying the Final Report

We certify that all of the information contain herein is correct to the best of our knowledge. We certify that 3 of 3 objectives of this grant have been achieved. We certify this report includes an analysis of each objective of this grant and an evaluation of the impact this grant has made on our services. We certify \$ 4,000 has been claimed and \$ 0 of the amount originally awarded was not used and the reasons are explained in this report.

Signatory _____ Date 9/21/10

Fiscal Agent _____ Date _____

***Signatory:** Defined as the person who would sign the grant contract and whose signature will be a representation that the legal entity submitting this report has authority to enter into the grant contract; and that the signatory has the authority to sign the grant contract on behalf off the legal entity.*

***Fiscal Agent:** Defined as an individual authorized by the Grantee's governing body to obligate it to the financial liabilities and accountable to the Grantees governing body for the integrity of the official accounting system and the financial statements that the system provides.*

Submit this form and the Final Narrative Report to:

**Anne Yarbrough
Grants Program
Washington State Library
Post Office Box 42460
Olympia, WA 98504-2460**

In addition, send electronic copy to:

anne.yarbrough@sos.wa.gov



Final Narrative Report (2010 Renew Washington Communication grant)

1. This grant has helped amplify the value of our library with decision-makers in our community.

X	Strongly agree
	Agree
	Neutral
	Disagree
	Strongly disagree

Please explain: *The print pieces we were able to have designed are of impeccable quality and are designed to be relevant for a long period of time, perhaps 2-3 years. The library was only able to produce this material because of the grant—we would not have had the wherewithal to do so otherwise.*

2. Summarize the project, the situation it was intended to address, and the objectives of the project. *The project was to create a printed brochure on the value of the library's services and distribute to community decision makers and stakeholders.*
3. Summarize the results of the project, including activities accomplished, and any problems or unexpected outcomes encountered. *Not only were we able to have a brochure designed and printed, we also had a bookmark designed that the Library can print in-house as needed. We also had a large magnet designed and produced that will be distributed at schools and community events.*
4. In the context of your communication effort, quantify where possible, the results of the project. (For example, number of decision makers reached; number of people who received printed materials; number of staff that have participated in internal messaging or communications training; media coverage resulting from communications effort; changes in support from public decision makers; changes in funding levels for the library or services offered through the Renew Washington grant). *Because we were able to print these pieces in considerable quantity, the number of decision makers reached is yet to be determined, though we anticipate that number to be significant. This month we will circulate the printed takeaway brochure to most of Everett's neighborhoods via the neighborhood association meetings, where citizens and decision makers are present together.*
5. Did the project meet its stated objectives? Compare the project objectives to actual accomplishments. *I believe the answer is yes. We had hoped to have the print piece slightly sooner, and therefore distribute them to more groups, but since the piece is designed with a long shelf-life in mind, many community stakeholders will receive the material over time.*