



Office of the Secretary of State  
Washington State Library

Exterior Connectivity Project  
Grant Application  
CARES Act Funding 2020

## Extending WiFi

### General Information

As part of the CARES Act funding the Institute of Museum and Library Services (IMLS) provided to Washington State Library (WSL), we are awarding grants to help public libraries and tribes standardize and extend WiFi connectivity.

This exterior WiFi should provide connectivity beyond building walls and regular hours of operation. This grant opportunity seeks to enable libraries to increase their coverage and build stronger networks for patrons. WSL will reimburse 50% of the agreed upon allowed expenses per site completed in each project. A project may cover exterior connectivity for multiple locations.

Each eligible site must already have inside internet that is strong enough to support normal patron use: streaming video, online meetings, gaming, etc. This grant award is not intended to upgrade the established inside internet service.

#### *Please note:*

We are accepting applications until designated funding is exhausted. We will post notice here, on our webpages, and social media sites.

We will only consider fully completed applications.

We will review applications that arrive by midnight on Fridays and make awards the following week.

Reimbursement means that local funds must be expended first. We will then review and approve the spending in order to provide reimbursement. Spending is allowable upon contract execution and through 8/31/2021.

You may read the IMLS CARES Act official announcement [here](#).

If you have any questions, please send an email to [WSLgrants@sos.wa.gov](mailto:WSLgrants@sos.wa.gov).



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Part 1: Organization information

\* District/Organization/System name

-- Only public libraries and tribes are eligible --

\* Mailing address

\* City

\* State

\* Zip code

\* Website

\* Statewide Vendor number

\* DUNS number

\* Tax ID number

\* Washington State Legislative District

\* Federal Legislative District

\* The Contracting Authority is the person who has the legal authority to commit the applicant to a contractual agreement and to receive federal funding. Remember, these awards are federally funded and must be counted as part of the total federal funds received by the parent entity.

Contracting Authority name

\* Title

\* Email

\* Telephone

**Grant Manager (if different from Contracting Authority)**

\* Title

\* Name

\* Email

\* Telephone



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Part 2: Rational

**Please give short answers to the following questions**

What are the current WiFi limitations that you hope to improve with this award?

How do you anticipate this will impact your community?

(Data welcome here, if you have any.)



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Part 3: Criteria

**This data will be used to choose which libraries we'll select for awards. We may also consider independent data such as population and socioeconomic data.**

\* Do you have dedicated IT staff capable of identifying connectivity needs and leading this improvement project?

Yes

No

\* Please identify your lead IT staff person

\* Please list an email for your lead IT staff person

\* Please indicate if you have a current Child Internet Protection Act agreement.

Yes

No

\* How many branches or locations do you want to include in this project?

\* What do you estimate the average price per location will be? We anticipate no more than \$2,500 per branch average. (This is the total: Your portion plus the grant-funded portion.)

- Funds can only be distributed on a reimbursement basis. Awardees must expend local money first and then claim reimbursement. Funds will not be distributed in advance of activities or purchases. Awardees must use the provided reimbursement form and document all costs.
- When calculating your project expenses, please keep in mind that federal regulations prohibit replacing local funding with grant funding. This means we can only reimburse for staff salaries if staff work in excess of normally scheduled hours, and can't surpass full time hours (40 hours/week)
- Any single item that costs over \$5,000.00, *paid for in whole or in part with grant funding*, must be pre-approved by both WSL and our LSTA federal officer.
- Reimbursement is only for costs directly related to this connectivity project and cannot include any costs for food, travel, or entertainment. We cannot reimburse activities or purchases outside of the contract period of performance.
- Include a copy of your negotiated federal indirect cost rate, if appropriate.

More detailed information is available online: [eCFR 200](#)

Budget:

(Total for all branches, divided by the total number of branches)

\* Please attach a complete budget explanation, including any special circumstances at particular sites.

No file chosen



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#### Part 4: Sites

**Please list each site separately and include the street address**

An Excel spread sheet would be best, but Word is acceptable.

No file chosen

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Part 5: Deliverables

**The following are the deliverables that you must commit to completing**

\* check the following to show your acknowledgement and conformity with each

- You must manage the local project which includes identifying needs, procuring equipment, providing service, troubleshooting for patrons, and other follow-up.
- You will perform pre- and post-tests of your exterior connectivity service using a method agreed upon by the grantee and WSL.
- You will track use of the extended WiFi by gathering the anonymous data requested by WSL.
- You will track and document this project in order to complete the brief project report provided by WSL.
- You must claim reimbursement, using forms provided by WSL, no later than 08/31/2020

If there is any additional information you think would be useful, please add it here.

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Part 6: Submission page

**When you click 'submit' below, your application will be considered for an award. Our funding is limited, so please remember that in addition to the information you provide we may consider economic and population data to help select recipients.**

\* Please check to be sure you answered all the \*starred\* questions. If so, please select 'yes" to confirm your answers. Then click the submit button on the bottom of this page.

Incomplete applications *will not* be considered for award.

Yes

No

If you have any questions, we are here to help. Please reach out to us at [WSLgrants@sos.wa.gov](mailto:WSLgrants@sos.wa.gov)