



May 20, 2024

Salley Gomez, Interim County Librarian  
Fresno County Library Jurisdiction  
2420 Mariposa St  
Fresno, CA 93721-2204

**Grant Number: HFAP24-165**

**Grantee EIN:** [REDACTED]

**California Humanities DUNS Number: 034259457**

**CFDA Number: 45.129**

**CFDA Name: Promotion of the Humanities Federal/State Partnership**

**Federal Award Identification Number: SO-289878-23**

**Agency: National Endowment for the Humanities**

Dear Salley Gomez:

Congratulations! We are pleased to inform you that California Humanities has awarded Fresno County Library Jurisdiction a **Humanities for All Project Grant** for *Betty Rodriguez Regional Library: Communities Read Together*. We are excited to support you in your efforts to broaden awareness and deepen understanding of issues of relevance to Californians.

We have agreed to award the amount of **\$ 24520** to be matched by an equivalent contribution of non-federal funds and/or in-kind services and materials or any combination thereof. The approved grant period for the project is from **6/1/2024** to **5/31/2026**. Grant funds are only applicable during the approved grant period.

To receive your first installment, please return a signed copy of the grant agreement with signatures from both the Authorizing Official and Project Director. Upon electronically signing this agreement, the signed copy will be automatically submitted to California Humanities.

California Humanities reserves the right to cancel this grant if a signed copy of this agreement and other application-related documents (if requested) are not received **within 60 days** of the date written above. If you have any questions about submitting the grant agreement, please contact our grants administration staff at [grants@calhum.org](mailto:grants@calhum.org). All correspondence with our office should include the above grant number. For all other communications please contact Felicia Kelley, Project and Evaluation Director, at [fkelly@calhum.org](mailto:fkelly@calhum.org).

We depend upon major support from the National Endowment for the Humanities to make these grants. **We encourage you to write your federal, state, and local representatives telling them about the importance of your work and what this grant means to you and your community.** A template will be provided for your use and we would appreciate a copy of any letters you send. Your efforts today can help make a difference in the availability of future grants.

On behalf of California Humanities, I congratulate your receipt of this award. We look forward to a stimulating humanities project.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Noguchi". The signature is fluid and cursive, with the first name "Rick" and last name "Noguchi" clearly distinguishable.

Rick Noguchi  
President and CEO

cc: Jamie Kurumaji, Project Director  
Felicia Kelley, Project and Evaluation Director

## **GRANT AGREEMENT**

### **Humanities for All Project Grant Funded by California Humanities**

**Date:** May 20, 2024

**Grant Number:** HFAP24-165      **Amount:** \$ 24520

**Grant Period:**  
6/1/2024 to 5/31/2026

**Between California Humanities  
and  
Fresno County Library Jurisdiction  
(hereinafter referred to as “Grantee” and collectively with California Humanities  
referred to as “the Parties”)**

**For the project entitled:**  
*Betty Rodriguez Regional Library: Communities Read Together*  
**(hereinafter referred to as “Project”)**

Upon full execution of this Grant Agreement (“Agreement”) California Humanities will disburse funds to Grantee subject to the terms and conditions set forth below:

#### **1. GRANT PAYMENTS**

The total payment by California Humanities to Grantee will not exceed the amount stated in this Agreement, the grant award letter, or any written modification thereof. At least 30 days should be allowed for the transfer of funds. California Humanities will make payments as follows:

- a) First installment of 50% upon receipt of a signed Agreement and other application-related documents (if requested) by Grantee to acknowledge acceptance of grant and the provisions outlined in this Agreement.
- b) Second installment of 40% within 30 days upon receipt and approval of an interim report from Grantee including a narrative of Project activities conducted to date and a financial report showing grant funds expended to date, and confirmation by California Humanities that the interim report is in compliance with the terms and conditions of this Agreement.
- c) Final installment of 10% after the completion of Project activities, within 30 days upon receipt and approval of the final report (consisting of Project statistics; responses to self-evaluation questions regarding Project goals, objectives, and outcomes; complete final financial report including information on matching funds; publicity materials; audience surveys; USB drive of all digital material, as relevant), and confirmation by California Humanities that the Project and final report are in compliance with the terms and

conditions of this Agreement.

Submission of reports alone will not satisfy the necessary program requirements to release subsequent payments. Reports must be received, reviewed and approved by program officers and deemed to have met the requirements outlined in this Agreement and the expectations outlined in the original proposal submitted by Grantee. If submitted reports are found to be unsatisfactory, subsequent payments will be cancelled and the total grant amount will be reduced.

## **2. REPORTING REQUIREMENTS**

Grantee shall provide the following:

- a) Interim Report. Grantee will provide a narrative of Project activities conducted to date and a financial report showing grant funds expended to date. This report should be submitted no later than 365 days after the grant period start date.
- b) Final Report. Within 90 days after the termination of the grant period, Grantee shall submit a final report consisting of reports on project activities and outcomes, participant experiences, program expenditures, and any relevant supplementary materials or documentation.

A final report and two copies of any product(s) produced with grant support, including USB drives of all digital materials must be submitted to and confirmed by California Humanities as compliant with the terms and conditions of this Agreement before Grantee will be eligible to apply for another grant. Furthermore, if no final report and product(s) are submitted by the due date, Grantee's Project will be closed as "Incomplete" and Grantee will not be eligible for future California Humanities funding.

- c) Project-related Data and Information. Grantee agrees to work collaboratively with California Humanities personnel during and following the grant period to provide statistics and other information relating to Project outcomes. This information will be used for purposes including, but not limited to, annual reporting to the National Endowment for the Humanities, evaluation, publicity and marketing, and development.

## **3. ALLOWABLE COSTS**

Grant funds may be expended only for Project purposes and activities described in the proposal as originally approved or subsequently amended by California Humanities. The following costs describe what are allowable expenses for the purpose of this grant:

- a) Project-related programmatic and administrative salaries and fringe benefits
- b) Professional fees, including honoraria and stipends for humanities advisors, interviewees, artists, technical consultants, etc.
- c) Programming, publication, dissemination expenses (e.g., exhibit fabrication and installation, venue rental, web page design, videography, broadcast or screening expenses)
- d) Travel, lodging, and per-diem expenses
  - 1) Per Diem Reimbursements. Costs may not exceed the current rates allowable by California Humanities (\$61 per day for meals) and may be for lesser amounts at Grantee's discretion.

- 2) Travel Reimbursements. Whenever possible, less than first class accommodations must be used for air or rail travel. If first class accommodations are required, they must be preapproved by California Humanities. All air travel that is paid in whole or in part with California Humanities funds must be undertaken on U. S. flag air carriers. If traveling by automobile, the maximum mileage reimbursement rate authorized is 67 cents per mile (2024), please refer to the following link for updated [federal reimbursement rates](#). When necessary, special provisions may be authorized.
- e) Supplies and materials for program activities
  - 1) Food Costs. When tied to Project activities, food costs are allowable with the exception of alcoholic beverages. However, food costs for purely social activities (banquets, receptions, reunions) are not allowable.
- f) Equipment (rental, unless purchase cost is less)
- g) Project-related administrative expenses including phone, postage, photocopying, and printing
- h) Marketing expenses (e.g., printing and mailing of announcements or flyers, or ad placement)
- i) Evaluation expenses
- j) Program documentation
- k) Fiscal sponsor or indirect administrative fees (not to exceed 10% of your request)

#### **4. UNALLOWABLE COSTS**

The following costs describe what are unallowable expenses for the purpose of this grant:

- a) Lobbying Activities. Using grant funds to lobby decision makers to influence federal or state legislation in any way is unallowable.
- b) Alcoholic Beverages
- c) Interest
- d) Penalties

#### **5. MISAPPLIED GRANT FUNDS**

In cases where grant funds are determined by California Humanities to have been misapplied by Grantee, Grantee agrees to repay all such funds or transfer to California Humanities all property acquired through the use of such funds.

#### **6. UNCOMMITTED GRANT FUNDS**

Any grant funds received by Grantee which remain uncommitted at the termination of the grant period must be returned by check payable to California Humanities within six months of the grant period end date, unless California Humanities provides Grantee with a written waiver of this requirement.

If Grantee cannot carry out the Project, California Humanities will determine if Grantee will need to return a portion or all of the grant funds. Grantee will be responsible for furnishing to California Humanities a summary of progress achieved under the award and an itemized accounting of charges incurred against award funds and cost sharing, if any.

## 7. GRANT AMENDMENTS

Amendments or Modifications. During the term of this Agreement, either California Humanities or Grantee may request amendments or modifications to the Agreement. Requests for amendment or modification shall be made in writing and shall specify the requested changes and the justification for such changes. The Parties shall review the request for modification taking into account regulations applicable to the grant program and the status and goals of the Project. If the Parties determine that the Agreement should be so amended, an amendment shall be made in writing and approved by the Parties in order to take effect. All change requests must be submitted through the California Humanities grant portal.

- a) Project Changes. Grantee is required to carry out a Project consistent with the proposal approved for funding by California Humanities. If significant changes are necessary, proposed changes and the justifications for such changes must be submitted in writing by Grantee to California Humanities for approval **before changes are implemented.** Change requests are considered on a case-by-case basis. Additional information (e.g., update on specific Project activities, an itemized list of actual expenditures to date, or revised timeline of Project activities) may be requested as needed.

Significant changes include, but are not limited to, the following:

- 1) Change of the Grant Period. All Project activities and the commitment of grant funds must occur within the period of support set out in this Agreement and grant award letter. If Project cannot be completed on schedule, an extension may be requested before the end of the original period of support. A revised Project timeline must be submitted with an amendment request.
- 2) Change in Project Director and Other Key Personnel. If changes to the Project director or other key professional personnel identified in the original proposal are necessary, short biographies and contact information for new personnel must be submitted with an amendment request. A change in the Project Director brings an automatic suspension of the grant until the new director has been approved by California Humanities.
- 3) Changes in Project Scope. The Project purpose and objectives must be consistent with those outlined in the original proposal. If changes in significant Project activities are necessary, a revised Project timeline and/or budget, as relevant, must be submitted with an amendment request.
- 4) Budget Revisions. If changes to Grantee's approved Project budget involve the addition or deletion of budget items that represent more than 25% of the grant, or budget revisions due to a significant change in Project scope, a revised Project budget must be submitted with an amendment request.
- 5) Change in Grantee Organization/Fiscal Sponsor. If a change to grantee organization is deemed necessary, Grantee must provide with an amendment request 1) a written rationale for withdrawing from the Project, 2) written accounting from authorizing official of Grantee of the disposition of all funds received and disbursed by Grantee, and confirmation that all requirements of the Agreement to date have been met, and 3) a signed letter from the proposed grantee organization that attests to their

commitment to the terms of the Agreement and describes their role in the Project. Once the above materials are submitted, written approval of the change in Grantee is required from the Parties and the proposed grantee organization in the form of a signed grant amendment before further action can be taken on the Project.

## **8. ACKNOWLEDGEMENT OF SUPPORT**

California Humanities requires public acknowledgment of the projects it supports, as outlined in the terms and conditions below.

**Prior to the production of materials for public information or use** and/or any public presentation of the grant-supported Project, **Grantee agrees to provide such materials to California Humanities for approval at least 10 working days in advance. California Humanities will review the placement of logo and acknowledgement for integrity and legibility and use its best efforts to provide suggested revisions and/or approval within 5 business days of receipt.**

Unless advised to the contrary, the following acknowledgment of California Humanities support must be fully visible and/or audible on all materials publicizing or resulting from award activities, including but not limited to film, audio/radio and new media productions, publicity and press materials, Project websites, displays, exhibits, public reports, etc.:

**“This project was made possible with support from California Humanities, a non-profit partner of the National Endowment for the Humanities. Visit [www.calhum.org](http://www.calhum.org).”**

Additional acknowledgement requirements for specific formats and media include:

**New media, web-based, and interactive projects:** Grantee agrees to include, at the earliest possible date, the California Humanities logo and name, an active link to the website at [www.calhum.org](http://www.calhum.org), and the preceding credit line.

**Film productions:** For DVD packaging, public screenings, and online exhibition of both the complete production, repurposed material, webisodes, and film trailers, Grantee shall include the California Humanities animated logo at the beginning and end of the presentation and provide a separate acknowledgement to California Humanities in the film’s funder credit list.

For broadcast, Grantee shall include the California Humanities animated logo and the audible credit language above at the beginning and end of the presentation and must provide a separate acknowledgement to California Humanities in the film’s funder credit list. If, due to broadcast stipulations, Grantee is unable to use the animated logo, Grantee agrees to acknowledge California Humanities in direct relationship to the level of funding provided for the project relative to any other sources of funding. In this circumstance, Grantee will consult with California Humanities staff at the earliest possible date to approve an alternate form of acknowledgment.

**Radio and audio productions:** Grantee agrees to provide verbal acknowledgement to California Humanities with the preceding credit line following on all versions of the supported production.

**Series:** For awarded projects that constitute any form of a designated series (whether broadcast, web-based, etc.), Grantee shall provide the preceding credit, as appropriate to the format or medium, to California Humanities on each series episode or edition for the duration of the approved grant period or for the life of the media piece.

**Public events, screenings, presentations, award ceremonies, etc.:** Grantee agrees to verbally acknowledge the support of California Humanities at all such events. Whenever possible, a California Humanities staff and/or board member should be invited and given the opportunity to provide an introduction or welcome.

If due to, for example, unavoidable physical limitations of materials or broadcast stipulations, Grantee is unable to include the full acknowledgment above, the version below may be substituted:

**“This project was made possible with support from California Humanities, a partner of the NEH. Visit [www.calhum.org](http://www.calhum.org).”**

As much as possible, presentations of projects funded by the grant should be free and open to the public. If registration or admission fees are necessary, Grantee agrees to provide access to California Humanities staff and board members, free-of-charge, for such events.

**Press media:** California Humanities support should be mentioned in newspaper articles, radio interviews, and other media activities.

All printed materials publicizing or resulting from grant activities shall also include the following statement: **“Any views, findings, conclusions, or recommendations expressed in this [film] [publication] [program] [exhibition] [website] do not necessarily represent those of California Humanities or the National Endowment for the Humanities.”**

Please note that the California Humanities logos and acknowledgment language are available in the Humanities for All Project Grant Grantee Guidebook at <https://ch-grants.smapply.io/res/p/HFAP>.

If you have any questions regarding the forms of acknowledgment for your Project, please contact Felicia Kelley at [fkelly@calhum.org](mailto:fkelly@calhum.org).

## **9. PUBLICITY AND PROMOTIONAL MATERIALS:**

Grantee agrees to work collaboratively with California Humanities staff and consultants during the grant period on the publicity and promotion of grant-supported products and activities, including providing in a timely manner information, promotional trailers, photos, etc. (hereinafter “Materials”) for California Humanities communication vehicles, such as its website, newsletters, social media sites, etc.

All Materials used by California Humanities are intended for public consumption and will be used for non-commercial purposes to promote California Humanities grantees, programs, organization, and mission. Supplied samples may represent the entire Project or a portion of it.

Please visit the Experiences and Blog sections of [www.calhum.org](http://www.calhum.org) or our social media sites



(accessible from the footer of the [www.calhum.org](http://www.calhum.org) home page) for examples of how Materials may be used online. Submitted Materials become the property of California Humanities and submission does not guarantee the use or publication of the Materials online or otherwise. In submitting the Materials, Grantee hereby grants California Humanities a non-exclusive license to the Materials in whole or in part, in any form in perpetuity.

Specifications of text, images, and audiovisual Materials that may be requested for submission to California Humanities are available at [www.calhum.org](http://www.calhum.org).

## **10. ACCESS TO PRODUCED MATERIALS**

For the purposes of this Agreement, the term "Produced Materials" refers to all intellectual property, whether copyrighted or not, including but not limited to productions, displays, exhibits, books, articles, transcripts, films, tapes, and other electronic media which are produced by Grantee or by participants enlisted by Grantee as a result of/in the performance of activity funded under this grant.

Grantee understands and agrees that the purpose of all grant activity is to inform and educate members of the public on the broad areas of public concern with which this Project was intended to deal. Toward this end, California Humanities and Grantee agree to engage in a relationship of good faith and cooperation to ensure that all Produced Materials will be reasonably available to California Humanities.

California Humanities reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use any Produced Materials, including copyrighted material, created and delivered in the performance/arising out of grant activities for non-profit educational purposes. However, California Humanities' use of Produced Materials is not intended to interfere with or disadvantage Grantee in the sale and distribution of the award product.

This provision is subject to, modified by, and supplemented by any additional provisions in this Agreement covering use of rights to all Produced Materials.

## **11. COPYRIGHT**

Grantee may copyright any work that is subject to copyright and was developed, or for which ownership was purchased, under the grant.

If ownership and/or copyright of produced materials are claimed by any person other than Grantee such as scriptwriter, editor, consultant, filmmaker, author, or lecturer, Grantee agrees to take any action that shall be necessary to ensure that California Humanities retains all rights that would accrue to California Humanities under this Agreement if copyright was fully vested in Grantee. Grantee agrees to conduct its activities in such a manner and to make such agreements with any other persons wishing to copyright produced materials to ensure that California Humanities will continue to be able to exercise freely all its rights under the provisions of this Agreement.

In the event that Grantee transfers copyright or ownership of any produced materials for distribution or for any other purpose, Grantee agrees to take any action that shall be

necessary to ensure that California Humanities shall continue to be able to freely exercise all rights reserved under this Agreement.

If Grantee in transferring copyright or in allowing copyright to vest in any other person fails to fully protect the rights reserved to California Humanities under this Agreement, then Grantee agrees to indemnify and hold California Humanities harmless from any claims, actions, liabilities, losses, or expenses for which California Humanities might otherwise be held responsible resulting from infringement in the use of material, invasion of privacy, libel, breach of contract, or third party indebtedness.

## **12. GRANT ACCOUNTING AND RECORD KEEPING**

- a) General. Grantee shall maintain records and accounts consistent with generally accepted accounting principles, and also shall provide for such fiscal control and fund accounting procedures as are necessary to assure proper disbursement of and accounting for grant Project funds. Accounts and supporting documentation relating to Project expenditures shall be adequate to permit an accurate and expeditious audit.
- b) Matching Funds. Grantee shall maintain records to demonstrate that any matching contributions are not less than the amount proposed in the proposal or any subsequent revision thereof. Other federal funding sources cannot be used as match. The amount of Grantee's contribution is subject to audit.
- c) In-Kind Contributions. Some objective record as to both type and value of in-kind contributions by Grantee (such as signed in-kind contribution forms) is required. When the contribution is made by a third party, written evidence from the third party is required as to both type and value. In-kind contribution reports must be kept on file by Grantee for three years following the submission of the final financial report.

## **13. PROJECT INCOME**

- a) Reporting Income. All income earned by Grantee as part of the implementation of the grant Project shall be accounted for and reported by Grantee to California Humanities.
- b) Use of Earned Income. Any income earned from, for example, registration fees, service charges, or admission fees, sales, or similar sources during the conduct of the Project shall be used by Grantee for California Humanities approved Project activities and should be reported in the final financial report. If the income cannot be so used, it shall be used to decrease charges to the grant and to Grantee's cost share.
- c) Interest on Grant Funds. Grantee may not earn interest in excess of \$250 on grant funds in a fiscal year.

## **14. AUDITS**

California Humanities may inspect and audit Grantee's financial accounts and records or may designate a qualified person to do so on its behalf, at any time during reasonable business hours and with such frequency as may be deemed necessary. Inspection and audit may include prefunding visits to determine the adequacy of Grantee's accounting system. In addition, the National Endowment for the Humanities and the United States General

Accounting Office may conduct inspections and audits when and to the extent deemed advisable.

FINANCIAL RECORDS MUST BE KEPT ON FILE FOR A MINIMUM OF THREE YEARS FOLLOWING THE TERMINATION OF THE GRANT PERIOD. The required retention period may be extended by written notification from either California Humanities or the National Endowment for the Humanities.

This requirement also includes the right of the federal government to make an audit of any third-party accounts related to the grant.

#### **15. DATA COLLECTION**

Grantee may collect information from the public in connection with a research or other general-purpose project on its own initiative. Grantee shall not, without prior approval from California Humanities, in any way represent that the information is being collected by or for California Humanities or the National Endowment for the Humanities.

#### **16. ENTIRE AGREEMENT**

This Agreement is the complete and integrated agreement between Grantee and California Humanities. Any changes to this Agreement must be formally requested in writing to California Humanities. No prior or contemporaneous oral agreements between Grantee and California Humanities shall be of any force or effect.

#### **17. COMPLIANCE**

Grantee certifies that it is in compliance with the provisions on Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990; the Byrd Anti-Lobbying Amendment; the Native American Graves Protection and Repatriation Act of 1990; the National Historic Preservation Act of 1966; the U.S. Constitution Day Education Program; the Coordination of Geographic Information and Related Spatial Data; Labor Standards under Sections 5(i) and 7(g) of the National Foundation of the Arts and Humanities Act of 1965; and the regulations issued pursuant thereto by the National Endowment for the Humanities (Code of Federal Regulations, Title 45, Chapter XI).

Grantee confirms its non-profit status and is not debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs in violation of the regulations implementing Executive Order 12549 "Debarment and Suspension." Further, in accordance with Public Law 111-88 Sec.427, no funds made available under or through an NEH award may be distributed to the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries.

#### **18. NON-COMPLIANCE**

Should California Humanities find Grantee to be non-compliant with regard to any of the

conditions set forth in this Agreement, California Humanities agrees to give written notice of non-compliance and give Grantee thirty (30) days to remedy the non-compliance cited by California Humanities. Under such circumstances, California Humanities may, at its option, suspend its duties to pay all or any remaining grant monies unless non-compliance is remedied by Grantee within the thirty (30) day time period. If Grantee fails to remedy said non-compliance, California Humanities reserves the right to terminate this Agreement. If California Humanities terminates this Agreement for reasons of non-compliance, Grantee agrees to return any unobligated funds along with any funds expended for purposes unallowable under the terms and conditions of this Agreement. Settlement of irrevocable obligations properly incurred shall be eligible for reimbursement by funds granted under this Agreement.

#### **19. INDEMNITY**

In addition to the provisions of Section 18, the Parties agree to indemnify and hold each other and their predecessors, successors, directors, officers, employees, and agents harmless from any and all claims, demands, causes of action, and liabilities, except for those arising out of the sole gross negligence or willful misconduct of a Party in the performance of the obligations set forth in this Agreement.

**Humanities for All Project Grants  
Grant Agreement Signature Page**

**Date:** May 20, 2024  
**Grant Number:** HFAP24-165  
**Grant Amount:** \$ 24520  
**Grant Period:** 6/1/2024 to 5/31/2026

**Project Title:** *Betty Rodriguez Regional Library: Communities Read Together*

**Name and Address of Grantee Organization:**

Fresno County Library Jurisdiction  
2420 Mariposa St  
Fresno, CA 93721-2204

Please check the box below that applies to your organization in completing this statement:  
In the preceding completed fiscal year, Grantee...

- DID receive...**  
 **DID NOT receive...**

- (1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; AND  
(2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements.

By signing this Agreement and accepting the California Humanities grant, Grantee assumes legal, financial, administrative, and programmatic responsibility for administering the award in accordance with all of the provisions and conditions set forth in this Agreement.

Salley Gomez  
Name of Authorizing Official at Grantee Organization

County Librarian  
Title of Authorizing Official at Grantee Organization



6/11/2024

Signature of Authorizing Official at Grantee Organization

Date

By signing this Agreement, Project Director named below acknowledges, understands, and agrees to comply with the terms set forth in this Agreement.

Jamie Kurumaji  
Print Name of Project Director



6/11/2024

Signature of Project Director

Date

Upon electronically signing this agreement, the signed copy will be automatically submitted to California Humanities. If you have any questions about submitting the Agreement, please contact our grants administration staff at [grants@calhum.org](mailto:grants@calhum.org).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement  
on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**California Humanities**

**COUNTY OF FRESNO**

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
Nathan Magsig, Chairman of the Board of  
Supervisors of the County of Fresno

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Mailing Address

**ATTEST:**  
Bernice E. Seidel  
Clerk of the Board of Supervisors  
County of Fresno, State of California

By: \_\_\_\_\_  
Deputy

**FOR ACCOUNTING USE ONLY:**

ORG No.: 7517  
Cost Center: 75170305  
Subclass: 10000  
Fund: 0107  
Account No.: 3575

**HUMANITIES FOR ALL: PROJECT GRANTS  
BUDGET FORM**

Rev 11.10.2021 BC

Project Title: Betty Rodriguez Regional Library - Communities Read Together						
Applicant Organization: Betty Rodriguez Regional Library - Fresno County Public Library						
Project Director: Jamie Kurumaji						
Total Project Budget (calculated, same as column L): \$ 67,447.40						
	(if applicable) AMOUNT SPENT PRIOR TO GRANT PERIOD	+ CALIFORNIA HUMANITIES FUNDS REQUESTED (Applicants: + \$10k - \$25k) OR GRANTED (Grantees)	+ MATCH cash	+ MATCH in-kind services/materials	+ (if applicable) OTHER FEDERAL FUNDS	= PROJECT TOTAL
<b>I. PROJECT PERSONNEL</b>						\$ -
<b>Salaries &amp; Benefits (itemize)</b>						\$ -
Project Director:				\$ 14,402.40		\$ 14,402.40
Humanities Advisor		\$ 2,800.00				\$ 2,800.00
Librarian II (1)				\$ 6,566.40		\$ 6,566.40
Librarian II (1)				\$ 5,583.60		\$ 5,583.60
Librarian I (1)				\$ 5,434.80		\$ 5,434.80
Library Assistant (1)				\$ 3,844.80		\$ 3,844.80
E-Services Librarian (1)				\$ 1,281.40		\$ 1,281.40
Collection Development Librarian (1)				\$ 595.20		\$ 595.20
Principal Librarian-Public Services Manager (1)				\$ 923.10		\$ 923.10
						\$ -
Marketing Staff (1)				\$ 1,014.40		\$ 1,014.40
						\$ -
Grant Assistance & Review:						\$ -
Business Manager				\$ 922.70		\$ 922.70
Staff Analyst III				\$ 737.70		\$ 737.70
Senior Accountant				\$ 613.50		\$ 613.50
Program Technician III				\$ 507.40		\$ 507.40
<b>Professional fees (itemize)</b>						\$ -
Author visit		\$ 9,000.00				\$ 9,000.00
Scholars/Program presenters: 8 @ \$400		\$ 3,200.00				\$ 3,200.00

Contracted: Discussion leaders						\$ -
Other (please specify)						\$ -
Other (please specify)						\$ -
<b>II. PROGRAM</b>						\$ -
Research - Project Director & Project Team (in kind)						\$ -
Travel, lodging, and per diem						\$ -
Supplies and materials - 500 books (350 English & 250 Spanish)		\$ 5,000.00				\$ 5,000.00
Supplies and materials - eBook & eAudioBooks in English & Spanish		\$ 1,000.00				\$ 1,000.00
Supplies and materials - Programming supplies		\$ 2,000.00				\$ 2,000.00
Equipment (rental unless purchase cost is less)						\$ -
Venue rental (for meetings, performances, etc.)						\$ -
Evaluation activities						\$ -
Program documentation				\$ 500.00		\$ 500.00
Other: Transportation - FAX ride passes \$45 for 50 passes		\$ 270.00				\$ 270.00
Other: Food costs - Light refreshments for community events		\$ 750.00				\$ 750.00
<b>III. ADMINISTRATIV (directly related to project)</b>						\$ -
Phone						\$ -
Postage						\$ -
Internet		\$ 500.00				\$ 500.00
Printing						\$ -
Photocopying						\$ -
Other (please specify)						\$ -
<b>IV. INDIRECT(up to 10% of requested grant funds)</b>						\$ -
Fiscal sponsor fee						\$ -
Other (please specify)						\$ -
<b>TOTAL EXPENSES</b>	\$ -	\$ 24,520.00	\$ -	\$ 42,927.40	\$ -	\$ 67,447.40



**BUDGET NARRATIVE (required):**

\*Please provide a budget narrative in the space below (to add a carriage return, press ALT+ENTER). Identify other project funders and sources of income, including status of funding (e.g., Applied for, Anticipated, Received). Include brief descriptions of any line items that require clarification, e.g., information about how salaries, professional fees, and/or travel expenses were calculated.

**Salaries & Benefits**

Line 11: Project Director - 20 hours per month (June 2024-May 2025) at \$60.01 per hour = \$14402.40  
Line 12: Humanities Advisor – Honorarium (\$2000) and program presenter fee (\$800) for two programs for a 12-month period  
Line 13: Librarian II - 10 hours per month (June 2024-May 2025) at \$54.72 per hour = \$6566.40  
Line 14: Librarian II - 10 hours per month (June 2024-May 2025) at \$46.53 per hour = \$5583.60  
Line 15: Librarian I - 10 hours per month (June 2024-May 2025) at \$45.29 per hour = \$5434.80  
Line 16: Library Assistant - 10 hours per month (June 2024-May 2025) at \$32.04 per hour = \$3844.80  
Line 17: EServices Librarian - 20 hours at \$64.07 per hour = \$1281.40  
Line 18: Collection Development Librarian - 10 hours at \$59.52 per hour = \$595.20  
Line 19: Principal Librarian-Public Services Manager - 10 hours at \$92.31 per hour = \$923.10  
Line 21: Marketing Staff - 20 hours at \$50.72 per hour = \$1014.40  
Line 22: No data

Line 23-27: Grant Assistance & Review

Line 24: Business Manager - 10 hours at \$92.27 per hour = \$922.70  
Line 25: Staff Analyst III - 10 hours at \$73.77 per hour = \$737.70  
Line 26: Senior Accountant - 10 hours at \$61.35 per hour = \$613.50  
Line 27: Program Technician III - 10 hours at \$50.74 per hour = \$507.40

**Professional Fees**

Line 29: Author visits by Ernesto Cisneros (2 presentations, 1 English and 1 Spanish)  
This stipend will include the cost of room, travel, and board for the author.  
Line 30: Scholars/Program presenters – Up to 8 paid program presenter and/or scholars to lead moderated panel discussions at \$400 each  
Line 31: No data  
Line 32: No data  
Line 33: No data

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**Program**

Line 36-37: No data

Line 38: Supplies and materials – Cost for copies of the selected book, Efen Divided, to be provided free to participants in English or Spanish; 350 in English and 150 in Spanish

Line 39: Supplies and materials – Cost for digital copies of the selected book, Efen Divided; eBook and eAudioBook to be available from the library on Libby (in English and Spanish)

Line 40: Supplies and materials – Program supplies for library-created community programs: art activities, zine workshops, genealogy crafts, poetry workshops, community discussion materials

Line 41-43: No data

Line 44: Program documentation – Flyers, posters, & reading guides \$500

Line 45: Other – Transportation – Bus passes for the Fresno Area Express bus; \$45 for 50 passes with an estimated of 300 passes to be provided

Line 46: Other – Food costs; \$750 for light refreshments to be provided at community events (November 2024-May 2025)

**Administrative**

Line 49-50: No data

Line 51: Internet – \$500 for Facebook advertising

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The form contains rows for various types of expenses—project personnel, program, administrative (project related only)—and subcategories of each. Please explain expense detail, as relevant (e.g., Project Director: 25% of salary = \$12,500; Assistant: 20 hours @ \$20/hr = \$400; benefits: 20% of salary = \$4,000). If you need more rows to accurately reflect your budget, please insert extra lines to accommodate additional expense categories.

You will also need to allocate expenses on each line to the appropriate column, depending on the funding source and timing of the expenditures.

1. AMOUNT SPENT PRIOR TO GRANT PERIOD (start of award period): All cash, in-kind resources, or federal funds expended on the project before the grant was awarded should be included in this column. This amount will not count towards the required 1:1 Match (see below).

2. CALIFORNIA HUMANITIES GRANT FUNDS REQUESTED/GRANTED (between \$10,000 and \$25,000): This column should only include expenses deemed eligible by California Humanities. Eligible costs include, but are not limited to:

- Project-related programmatic and administrative salaries and fringe benefits
- Professional fees, including honoraria and stipends for humanities advisors, interviewees, artists, technical consultants, etc.
- Programming, publication, dissemination expenses (e.g., exhibit fabrication and installation, venue rental, web program hosting costs, videography, broadcast or screening expenses involved in public programming)
- Travel, lodging, and per-diem expenses
- Supplies and materials for program activities
- Equipment (rental, unless purchase cost is less)
- Project-related administrative expenses including phone, postage, photocopying, and printing
- Marketing expenses (e.g., printing and mailing of announcements or flyers, or ad placement)
- Evaluation expenses
- Program documentation
- Food costs directly tied to project activities (alcoholic beverages are not eligible costs)
- Fiscal agent or indirect administrative fees or overhead (not more than 10% of your grant request)

Additional information and can be found in the FAQs. Please observe any applicable restrictions on the use of grant funds.

3. MATCH: Each grant request must be matched **over the life of the project** by at least a 1:1 contribution of non-federal funds, in-kind services and materials, or any combination thereof. For example, if you receive a \$10,000 grant, you must provide at least \$10,000 toward the project from non-federal cash or in-kind sources, totaling in a project budget of at least \$20,000. Provision of additional funds in excess of the required 1:1 ratio is acceptable and encouraged. The match may be all cash or a combination of cash and in-kind contributions. A line-by-line match of California Humanities funds is NOT required.

Cash on hand for use during the grant period, and/or secured commitments to provide funds, labor, equipment, and services to the project during the award period, are all eligible sources of matching contributions. Cash or the value of goods, services, and labor spent on the project prior to the award period, however, cannot be counted towards the required match, although your full project budget should reflect these income sources in the SPENT PRIOR TO GRANT PERIOD column.

a) MATCH-CASH: A cash match may be composed of cash on hand, donations, grants, and/or earned revenues that are expected or have been received for this project. Federal funding cannot be used as a cash match.

b) MATCH-IN-KIND SERVICES/MATERIALS: An in-kind match refers to the fair market monetary value of any allocation by your organization or contribution by outside organizations or individuals of labor, materials, goods, or services to the project. It can include salaried staff time; volunteer hours; office space; use of equipment for administrative or programmatic purposes; materials donated (e.g., for publicity, promotion or evaluation); public program supplies, including refreshments; and travel, lodging, and meals for project staff or participants. Applicants are expected to determine the fair-market value of these contributions.

4. OTHER FEDERAL FUNDS: (Optional) In this column, please list all projected or actual resources being applied to this project that cannot be listed in the previous columns (e.g., federal grants (NEH/NEA)). Use the budget narrative space to identify other project funders and sources of income.

5. PROJECT TOTAL: (Auto-Calculated) This column should reflect the total projected project budget, i.e., [costs incurred before the grant period + your California Humanities grant request + your cash/in-kind non-federal match (greater than or equal to your grant request) + any additional already-secured or projected project funds from a federal source].