



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 **Aniak Public Library** will be **\$2,500**. 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 **Aniak 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 \$2,500 (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 reports, 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:

<b>EOWL01004 - OWL</b>	<b>OWL25-ANIAK</b>	<b>\$2,500</b>
------------------------	--------------------	----------------

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](mailto:eed.owlprogram@alaska.gov)  
**or FAX TO:** 907-465-2151