

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

MENDOCINO COUNTY LIBRARY

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

COUNTY OF MENDOCINO

* b. Employer/Taxpayer Identification Number (EIN/TIN):

946000520

* c. UEI:

120567672000

d. Address:

* Street1:

105 N. Main St.

Street2:

* City:

Ukiah

County/Parish:

Mendocino

* State:

California

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

95482

e. Organizational Unit:

Department Name:

Mendocino County Library

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

* First Name:

Barbra

Middle Name:

A.

* Last Name:

Chapman

Suffix:

Title: Administrative Services Manager

Organizational Affiliation:

Mendocino County Library

* Telephone Number:

707-367-8216

Fax Number:

* Email: chapmanb@mendocinocounty.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

County Government

Type of Applicant 2: Select Applicant Type:

County Government

Type of Applicant 3: Select Applicant Type:

* Other (specify):

N/A

*** 10. Name of Federal Agency:**

USDA Rural Development

11. Catalog of Federal Domestic Assistance Number:

10.766

CFDA Title:

Community Facilities

*** 12. Funding Opportunity Number:**

7 CFR Part 3570

* Title:

Community Facilities Direct Loan & Grant Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.): Anderson Valley, Navarro, Boonville, Philo, Manchester, Leggett, Laytonville, Piercy, Caspar, Hopland, Redwood Valley, Potter Valley, Elk, Albion, Westport, Gualala.

Mendocino County

*** 15. Descriptive Title of Applicant's Project:**

New Hybrid Freightliner Bookmobile to Serve Rural Mendocino County

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	\$ 50,000.00
* b. Applicant	\$ 550,000.00
* c. State	
* d. Local	\$ 0.00
* e. Other	
* f. Program Income	
* g. TOTAL	\$ 50,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☐ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 01/31/2019

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Community Facilities	10.766	\$	\$	\$ 50000	\$ 550000	\$ 600000
2.						0
3.						0
4.						0
5. Totals		\$ 0	\$ 0	\$ 50000	\$ 550000	\$ 600000

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	New Hybrid Freightliner Bookmobile to Serve Rural Mendocino County				
a. Personnel	\$	\$	\$	\$	\$ 0
b. Fringe Benefits					0
c. Travel					0
d. Equipment	600,000				600,000
e. Supplies					0
f. Contractual					0
g. Construction					0
h. Other					0
i. Total Direct Charges (sum of 6a-6h)	600,000	0	0	0	\$ 600,000
j. Indirect Charges					\$ 0
k. TOTALS (sum of 6i and 6j)	\$ 600,000	\$ 0	\$ 0	\$ 0	\$ 600,000
7. Program Income	\$	\$	\$	\$	\$ 0

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. New Hybrid Freightliner Bookmobile to Serve Rural Mendocino County	\$ 550,000	\$	\$	\$ 550,000	
9.				0	
10.				0	
11.				0	
12. TOTAL (sum of lines 8-11)	\$ 550,000	\$ 0	\$ 0	\$ 550,000	

SECTION D - FORECASTED CASH NEEDS				
Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal \$ 50,000	\$	\$	\$	\$ 50,000
14. Non-Federal \$ 550,000	300,000			250,000
15. TOTAL (sum of lines 13 and 14) \$ 600,000	300,000	0	0	300,000

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	22. Indirect Charges:
Bookmobiles usually take up to one year to complete the build with all furnishings. There is a possibility that it may take longer if parts are back ordered.	

APPLICANT'S FEASIBILITY REPORT

1. Existing Facility. Briefly describe what facilities you currently have or how service is currently provided.

Our current Bookmobile is a 13 year old freightliner hybrid that is nearing the end of useful life. It was recently in the repair shop for eight weeks, and they were unable to repair the hybrid mechanism, so it is not functioning as a hybrid. When the Bookmobile is non-operative, we take a different county vehicle to deliver holds and pick up book returns. When this happens, patrons miss being able to browse the Bookmobile collection to select items for checkout from the Bookmobile. It also causes additional wear on the outreach van which will contribute to shortening the lifespan of that vehicle. We are hoping that the Bookmobile will last until we are able to purchase the replacement.

2. Proposed Facility. Describe what you want to purchase or construct. Indicate what the facility will be used for, approximate size, and expected method of procurement. For buildings indicate location, basic materials or type of construction, and attach a sketch or working drawings. For items of major equipment, indicate new or used, existing or custom-built, and any special features.

The Bookmobile we will purchase would be a new 32 foot (overall length) hybrid freightliner truck, will have a generator to provide lighting, circulation computer electricity, HVAC for winter heating and cooling. It will have a pass through entry from the cab to the public service area, two staff workstations, book shelves. An ADA lift gate will provide access to those who can't climb the stairs, as well as the ability to transport carts carrying books onto and off of the truck for staff safety. It will have cart anchors, and a mobile hotspot for patron and staff Wi-Fi access. An awning will be attached on the exterior for special events, and a microwave and small refrigerator would be included for staff who are out on the Bookmobile all day. The procurement process includes hiring a consultant to help us list all the specifications, and the posting a public RFP according to our County's policies. The County Board of Supervisors will need to approve the vendor's contract.

3. Need for the Facility. Indicate why the proposed facility is needed.

The new Bookmobile is needed to serve our County outside the local areas of our library branches. We have six library branches in our county of 3,878 square miles, and many rural, tribal, and low income areas can take up to 45 minutes to 1 hour to get to the nearest library branch on our long windy roads. The overall poverty level of Mendocino County is 15.2% according to Healthy Mendocino (healthymendocino.org). The Bookmobile provides library access to residents who have limited ability to travel to the library and brings library materials to rural schools and tribes as well as to community special events throughout the County.

4. Service Area. Indicate what area the proposed facility will serve and, if known, the population or number of families served.

The Bookmobile has six main routes with stops 1) serving Navarro, Comptche, Philo, and Boonville; 2) serving from Manchester to Gualala; 3) serving Hopland, Redwood Valley, Potter Valley; 4) serving Laytonville, Leggett and Piercy; 5) serving south of Fort Bragg, Caspar, and Mendocino; and 6) serving Westport, Albion, and Elk. The Bookmobile also regularly visits schools, nursing homes, and senior centers.