

April 19, 2018



Karen Horner, Library Director
Mendocino County Library
105 N. Main Street
Ukiah, CA 94582-4482

Dear Ms. Horner:

Thank you again for participating in “Pitch-An-Idea” Local grant program! Your “Library with No Walls, Mendocino County Outreach Unit” idea was selected and the recommended funding level for your project is \$100,000.

This is a worthy idea and the need is certain. As an activity you should provide an assessment (demographic data and community input) of the communities the library intends to reach so that services can be designed to make people feel welcome, connect with the library, and see the library as relevant. Non-governmental community partners, social /tribal groups or churches might serve as an initial introduction to these communities and bridge to the library for the assessment and implementation of service.

Acquisition of a bookmobile can be a complex and lengthy project; in the timeline in your grant application, please provide information which complies with requirements of your library’s purchasing agent. Include details of planning, equipment selection and purchase, collection development, staffing, outreach and roll out of the services within the grant year, decisions about programs if offered, and development and implementation of evaluation methods. The budget appears low, and you should work with your assigned consultant to flesh out the details of cost for the unit and possible staff backfill. For this reason, the funding guideline for your project has been increased to \$100,000.

The next step will be for you to submit an official application. We’ve included the following in this email message that are essential for you to review:

- 2018-2019 Pitch-An-Idea Local Application
- 2018-2019 Pitch-An-Idea Local Application Instructions
- [Federal Restrictions on use of LSTA Funds](#)
- [LSTA 5-Year Plan 2018-2022](#)

Your project grant monitor is Karen Bosch Cobb, (559) 217-1896, boshcobb@plpinfo.org. The grant monitor is your key contact throughout the application process, and will be available to consult, review a draft of your application and make suggestions for any necessary changes. Once revisions have been made and submitted, the grant monitor will review and submit for approval your final grant application. Upon State Librarian approval, an award letter will be sent.

Your grant application will be due to your grant monitor by May 11, 2018.

Sincerely Yours,

Janet Coles, Assistant Bureau Chief
Library Development Services, California State Library

cc: Karen Bosch Cobb