



Janet T. Mills
Governor

Maine State Library
LMA Building
64 State House Station
Augusta, Maine
04333-0064

James Ritter
State Librarian

ARPA Grant Award Letter

June 25, 2021

James Jackson Sanborn
Maine InfoNet, Executive Director
University of Maine
5784 York Village, Suite 58
Orono, Maine 04469-5784

Dear James,

Congratulations! The Maine State Library (MSL) is pleased to inform you that Maine InfoNet's ARPA grant application for the project titled, *MaineCat Library Systems Environment: Expanding Access and Improving Services in Response to Pandemic Needs*, has been approved for funding in the amount of \$500,000. This is a single grant award for the project or proposal outlined in your grant application contract agreement (attached). The period of the grant activities is June 28, 2021 – September 30, 2022.

Grant Requirements

- Maine InfoNet agrees to produce a report that includes budget amounts by November 30, 2022 for inclusion in the Maine State Library's State Program Report. You will receive email reminders and an outline for reporting purposes. MSL will meet with you regarding the format for reporting.
- Maine InfoNet agrees to **keep receipts and other grant related information for 7 years**. We recommend keeping a project file of all grant-related documentation such as a copy of your original application, grant information and guidelines, award letter, signed grant agreement, Also keep copies of any publicity or other materials generated from the project so that you can include copies with your final report. The records retention requirements for LSTA grants is stated above.
- The library agrees to [credit IMLS](#) and the State Library (see statement below) in all related publications and activities in conjunction with the use of the grant funds.
"This grant is made possible by funding from the American Rescue Plan Act of 2021 as administered by the federal Institute of Museum and Library Services (IMLS) through the Maine State Library (IMLS grant number CFDA 45.310)." Logos are available upon request.
- Maine InfoNet agrees to federal guidelines as outlined in the Maine State Library's Federal Guidance document that is attached.

Sincerely,

Janet McKenney, Library Development Director