

**STATE AID TO LIBRARIES GRANT  
AGREEMENT BETWEEN  
THE STATE OF FLORIDA, DEPARTMENT OF STATE  
AND**

**Nassau County Board of County Commissioners for and on behalf of Nassau County  
Public Library System**

This Agreement is by and between the State of Florida, Department of State, Division of Library and Information Services, hereinafter referred to as the "Division," and the Nassau County Board of County Commissioners for and on behalf of Nassau County Public Library System, hereinafter referred to as the "Grantee."

The Grantee has submitted an application and has met all eligibility requirements and has been awarded a State Aid to Libraries Grant (CSFA 45.030) by the Division in the amount specified on the "Fiscal Year 2018-19 State Aid to Libraries Final Grants" document (which is incorporated as part of this Agreement and entitled Attachment B). The Division has the authority to administer this grant in accordance with Section 257, *Florida Statutes*. By reference, the application and any approved revisions are hereby made a part of this agreement.

In consideration of the mutual covenants and promises contained herein, the parties agree as follows:

**1. Grant Purpose.** This grant shall be used exclusively for the "State Aid to Libraries Grant," the public purpose for which these funds were appropriated.

a) The Grantee shall perform the following **Scope of Work**:

In accordance with Sections 257.17-257.18, *Florida Statutes*, the Grantee shall receive a grant amount that is calculated and based upon local funds expended during the second preceding fiscal year for the operation and maintenance of the library. For this grant, the local expenditures shall have been made during the period October 1, 2016 - September 30, 2017.

In order to be eligible to receive the grant funding, the Grantee shall manage or coordinate free library service to the residents of its legal service area for the period October 1, 2016 through June 30, 2019. The Grantee shall:

- Have a single administrative head employed full time by the library's governing body;
- Provide free library service, including loaning materials available for circulation free of charge and providing reference and information services free of charge;
- Provide access to materials, information and services for all residents of the area served; and

- Have at least one library, branch library or member library open 40 hours or more each week (excluding holidays; between Sunday through Saturday, on a schedule determined by the library system) during the length of the agreement.
- b) The Grantee agrees to provide the following Deliverables related to the Scope of Work for payments to be awarded.

Payment 1, Deliverable/Task 1:

- Payment will be an advance in the amount of 100% of the grant award for the period October 1, 2016 through June 30, 2019. The Grantee will:
    - Have expended funds to provide free library service during the period October 1, 2016 - September 30, 2017;
    - Provide an Expenditure Report and certification of Local Operating Expenditures for the period October 1, 2016 - September 30, 2017 only;
    - Provide documentation showing that at least one library, branch library or member library is open 40 hours or more each week (excluding holidays; between Sunday through Saturday, on a schedule determined by the library system) during the length of the agreement;
    - Provide the Certification of Credentials for the Single Administrative Head; and
    - Provide a Certification of Hours, Free Library Service and Access to Materials.
- a) Grant funds shall be used for the operation and maintenance of the library. The allowable budget categories are: Personnel Services (salaries, wages, and related employee benefits provided for all persons employed by the reporting entity whether on full-time, part-time, temporary, or seasonal basis); Operating Expenses (expenditures for goods and services which primarily benefit the current period and are not defined as personal services or capital outlays); Non-Fixed Capital Outlay (outlays for the acquisition of or addition to fixed assets); and Other (other operating expenditure categories in the library budget).

2. **Length of Agreement.** This Agreement covers the period of October 1, 2016 to June 30, 2019, unless terminated in accordance with the provisions of Section 28 of this Agreement. This period begins with the start of the Grantee's second preceding fiscal year (October 1, 2016) and concludes with the end of the State of Florida's current fiscal year (June 30, 2019).
3. **Expenditure of Grant Funds.** Grant funds will be used to reimburse a portion of local funds expended by the Grantee during their second preceding fiscal year (October 1, 2016 – September 30, 2017) for the operation and maintenance of a library and shall not exceed the amount specified in Attachment B. No costs incurred after the second preceding fiscal year shall be allowed unless specifically authorized by the Division.

4. **Contract Administration.** The parties are legally bound by the requirements of this agreement. Each party's contract manager, named below, will be responsible for monitoring its performance under this Agreement and will be the official contact for each party. Any notice(s) or other communications in regard to this agreement shall be directed to or delivered to the other party's contract manager by utilizing the information below. Any change in the contact information below should be submitted in writing to the contract manager within 10 days of the change.

**For the Division of Library and Information Services:**

Marian Deeney, Library Program Administrator  
Florida Department of State  
R.A. Gray Building  
Mail Station # 9D  
500 South Bronough Street  
Tallahassee, Florida 32399-0250  
Phone: 850.245.6620  
Facsimile: 850.245.6643  
Email: [marian.deeney@dos.myflorida.com](mailto:marian.deeney@dos.myflorida.com)

**For the Grantee:**

Ms. Dawn Bostwick, Library Director  
Nassau County Public Library System  
25 North Fourth Street  
Fernandina Beach, Florida 32034-4123  
Phone: 904.530.6500  
Facsimile: 904.277.7366  
Email: [dbostwick@nassaucountyfl.com](mailto:dbostwick@nassaucountyfl.com)

5. **Grant Payments.** The total grant award shall not exceed the amount specified on the "Fiscal Year 2018-19 State Aid to Libraries Final Grants" document (Attachment B), which shall be paid by the Division in consideration for the Grantee's minimum performance as set forth by the terms and conditions of this Agreement. Payment will be an advance in the amount of 100% of the grant award as specified in Attachment B. Payment will be made in accordance with the completion of the Deliverables.
6. **Electronic Payments.** The Grantee can choose to use electronic funds transfer (EFT) to receive grant payments. All grantees wishing to receive their award through EFT must submit a Vendor Direct Deposit Authorization form (form number DFS-AI-26E, rev 6/2014), incorporated by reference, to the Florida Department of Financial Services. If EFT has already been set up for your organization, you do not need to submit another authorization form unless you have changed bank accounts. To download this form visit [myfloridacfo.com/Division/AA/Forms/DFS-AI-26E.pdf](http://myfloridacfo.com/Division/AA/Forms/DFS-AI-26E.pdf). The form also includes tools and information that allow you to check on payments.

**7. Florida Substitute Form W-9.** A completed Substitute Form W-9 is required from any entity that receives a payment from the State of Florida that may be subject to 1099 reporting. The Department of Financial Services (DFS) must have the correct Taxpayer Identification Number (TIN) and other related information in order to report accurate tax information to the Internal Revenue Service (IRS). To register or access a Florida Substitute Form W-9 visit [flvendor.myfloridacfo.com](http://flvendor.myfloridacfo.com). **A copy of the Grantee's Florida Substitute Form W-9 must be submitted by the Grantee to the Division with the executed Agreement.**

**8. Financial Consequences.** The Department shall apply the following financial consequences for failure to perform the minimum level of services required by this Agreement in accordance with Sections 215.971 and 287.058, *Florida Statutes*:

The Department shall require the return of the award in a prorated amount based upon the percentage of time that the library failed to perform the minimum level of services. The prorated reduction will be in the same percentage as the percentage of time that the library was not providing minimum level of services.

**9. Credit Line(s) to Acknowledge Grant Funding.** The Division requires public acknowledgement of State Aid to Libraries Grant funding for activities and publications supported by grant funds. Any announcements, information, press releases, publications, brochures, videos, webpages, programs, etc. created as part of a State Aid to Libraries Grant project must include an acknowledgment that State Aid to Libraries Grant funds were used to create them.

Use the following text:

"This project has been funded under the provisions of the State Aid to Libraries Grant program, which is administered by the Florida Department of State's Division of Library and Information Services."

**10. Non-allowable Grant Expenditures.** The Grantee agrees to expend all grant funds received under this agreement solely for the purposes for which they were authorized and appropriated. Expenditures shall be in compliance with the state guidelines for allowable project costs as outlined in the Department of Financial Services' Reference Guide for State Expenditures (dated February, 2011), incorporated by reference, which are available online at [myfloridacfo.com/aadir/reference\\_guide](http://myfloridacfo.com/aadir/reference_guide).

Grant funds may not be used for the purchase or construction of a library building or library quarters.

**11. Travel Expenses.** The Subgrantee must pay any travel expenses, from grant or local matching funds, in accordance to the provisions of Section 112.061, *Florida Statutes*.

- 12. Unobligated and Unearned Funds and Allowable Costs.** In accordance with Section 215.971, *Florida Statutes*, the Grantee shall refund to the State of Florida any balance of unobligated funds which has been advanced or paid to the Grantee. In addition, funds paid in excess of the amount to which the recipient is entitled under the terms and conditions of the agreement must be refunded to the state agency. Further, the recipient may expend funds only for allowable costs resulting from obligations incurred during the specified agreement period. Expenditures of state financial assistance must be in compliance with the laws, rules and regulations applicable to expenditures of State funds as outlined in the Department of Financial Service's Reference Guide for State Expenditures (dated February, 2011) ([myfloridacfo.com/aadir/reference\\_guide](http://myfloridacfo.com/aadir/reference_guide)), incorporated by reference.
- 13. Repayment.** All refunds or repayments to be made to the Department under this agreement are to be made payable to the order of "Department of State" and mailed directly to the following address: Florida Department of State, Attention: Marian Deeney, Division of Library and Information Services, 500 South Bronough Street, Mail Station #9D, Tallahassee, FL 32399. In accordance with Section 215.34(2), *Florida Statutes*, if a check or other draft is returned to the Department for collection, Recipient shall pay to the Department a service fee of \$15.00 or five percent (5%) of the face amount of the returned check or draft, whichever is greater.
- 14. Single Audit Act.** Each grantee, other than a grantee that is a State agency, shall submit to an audit pursuant to Section 215.97, *Florida Statutes*. See Attachment A for additional information regarding this requirement. If a Grantee is not required by law to conduct an audit in accordance with the Florida Single Audit Act because it did not expend at least \$750,000 in state financial assistance, it must submit a Financial Report on its operations pursuant to Section 218.39, *Florida Statutes* within nine months of the close of its fiscal year.
- 15. Retention of Accounting Records.** Financial records, supporting documents, statistical records and all other records, including electronic storage media pertinent to the Project, shall be retained for a period of five (5) fiscal years after the close-out of the grant and release of the audit. If any litigation or audit is initiated or claim made before the expiration of the five-year period, the records shall be retained for five fiscal years after the litigation, audit or claim has been resolved.
- 16. Obligation to Provide State Access to Grant Records.** The Grantee must make all grant records of expenditures, copies of reports, books, and related documentation available to the Division or a duly authorized representative of the State of Florida for inspection at reasonable times for the purpose of making audits, examinations, excerpts and transcripts.
- 17. Obligation to Provide Public Access to Grant Records.** The Division reserves the right to unilaterally cancel this Agreement in the event that the Grantee refuses public access to all documents or other materials made or received by the Grantee that are subject to the provisions of Chapter 119, *Florida Statutes*, known as the *Florida Public Records Act*. The Grantee must immediately contact the Division's Contract Manager for assistance if it receives a public records request related to this Agreement.

- 18. Noncompliance.** Any Grantee that is not following Florida statutes or rules, the terms of the grant agreement, Florida Department of State policies and guidance, local policies, or other applicable law or that has not submitted required reports or satisfied other administrative requirements for other Division of Library and Information Services grants or grants from any other Office of Cultural, Historical, and Information Programs (OCHIP) Division will be in noncompliance status and subject to the OCHIP Grants Compliance Procedure. OCHIP Divisions include the Division of Cultural Affairs, the Division of Historical Resources, and the Division of Library and Information Services. Grant compliance issues must be resolved before a grant award agreement may be executed and before grant payments for any OCHIP grant may be released.
- 19. Accounting Requirements.** The Grantee must maintain an accounting system that provides a complete record of the use of all grant funds as follows:
- a) The accounting system must be able to specifically identify and provide audit trails that trace the receipt, maintenance and expenditure of state funds;
  - b) Accounting records must adequately identify the sources and application of funds for all grant activities and must classify and identify grant funds by using the same budget categories that were approved in the grant application. If Grantee's accounting system accumulates data in a different format than the one in the grant application, subsidiary records must document and reconcile the amounts shown in the Grantee's accounting records to those amounts reported to the Division;
  - c) An interest-bearing checking account or accounts in a state or federally chartered institution may be used for revenues and expenses described in the Scope of Work and detailed in the Estimated Project Budget;
  - d) The name of the account(s) must include the grant award number;
  - e) The Grantee's accounting records must have effective control over and accountability for all funds, property and other assets; and
  - f) Accounting records must be supported by source documentation and be in sufficient detail to allow for a proper pre-audit and post-audit (such as invoices, bills and canceled checks).
- 20. Availability of State Funds.** The State of Florida's performance and obligation to pay under this Agreement are contingent upon an annual appropriation by the Florida Legislature. In the event that the state funds upon which this Agreement is dependent are withdrawn, this Agreement will be automatically terminated and the Division shall have no further liability to the Grantee beyond those amounts already expended prior to the termination date. Such termination will not affect the responsibility of the Grantee under this Agreement as to those funds previously distributed. In the event of a state revenue shortfall, the total grant may be reduced accordingly.

- 21. Lobbying.** The Subgrantee will not use any grant funds for lobbying the state legislature, the state judicial branch or any state agency.
- 22. Independent Contractor Status of Grantee.** The Grantee, if not a state agency, agrees that its officers, agents and employees, in performance of this Agreement, shall act in the capacity of independent contractors and not as officers, agents or employees of the state. The Grantee is not entitled to accrue any benefits of state employment, including retirement benefits and any other rights or privileges connected with employment by the State of Florida.
- 23. Grantee's Subcontractors.** The Grantee shall be responsible for all work performed and all expenses incurred in connection with this Agreement. The Grantee may subcontract, as necessary, to perform the services and to provide commodities required by this Agreement. The Division shall not be liable to any subcontractor(s) for any expenses or liabilities incurred under the Grantee's subcontract(s), and the Grantee shall be solely liable to its subcontractor(s) for all expenses and liabilities incurred under its subcontract(s). The Grantee must take the necessary steps to ensure that each of its subcontractors will be deemed to be independent contractors and will not be considered or permitted to be agents, servants, joint venturers or partners of the Division.
- 24. Liability.** The Division will not assume any liability for the acts, omissions to act or negligence of the Grantee, its agents, servants or employees; nor may the Grantee exclude liability for its own acts, omissions to act or negligence to the Division.

  - a) The Grantee shall be responsible for claims of any nature, including but not limited to injury, death and property damage arising out of activities related to this Agreement by the Grantee, its agents, servants, employees and subcontractors. The Grantee shall indemnify and hold the Division harmless from any and all claims of any nature and shall investigate all such claims at its own expense. If the Grantee is governed by Section 768.28, *Florida Statutes*, it shall only be obligated in accordance with this Section.
  - b) Neither the state nor any agency or subdivision of the state waives any defense of sovereign immunity or increases the limits of its liability by entering into this Agreement.
  - c) The Division shall not be liable for attorney fees, interest, late charges or service fees, or cost of collection related to this Agreement.
  - d) The Grantee shall be responsible for all work performed and all expenses incurred in connection with the project. The Grantee may subcontract as necessary to perform the services set forth in this Agreement, including entering into subcontracts with vendors for services and commodities, provided that such subcontract has been approved in writing by the Department prior to its execution and provided that it is understood by the Grantee that the Department shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and that the Grantee shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract.

- 25. Strict Compliance with Laws.** The Grantee shall perform all acts required by this Agreement in strict conformity with all applicable laws and regulations of the local, state and federal law. For consequences of noncompliance, see Section 18, Noncompliance.
- 26. No Discrimination.** The Grantee may not discriminate against any employee employed under this Agreement or against any applicant for employment because of race, color, religion, gender, national origin, age, handicap, pregnancy or marital status. The Grantee shall insert a similar provision in all of its subcontracts for services under this Agreement.
- 27. Breach of Agreement.** The Division will demand the return of grant funds already received, will withhold subsequent payments and/or will terminate this agreement if the Grantee improperly expends and manages grant funds; fails to prepare, preserve or surrender records required by this Agreement; or otherwise violates this Agreement.
- 28. Termination of Agreement.** The Division will terminate or end this Agreement if the Grantee fails to fulfill its obligations herein. In such event, the Division will provide the Grantee a notice of its violation by letter and shall give the Grantee fifteen (15) calendar days from the date of receipt to cure its violation. If the violation is not cured within the stated period, the Division will terminate this Agreement. The notice of violation letter shall be delivered to the Grantee's Contract Manager, personally, or mailed to his/her specified address by a method that provides proof of receipt. In the event that the Division terminates this Agreement, the Grantee will be compensated for any work completed in accordance with this Agreement prior to the notification of termination if the Division deems this reasonable under the circumstances. Grant funds previously advanced and not expended on work completed in accordance with this Agreement shall be returned to the Division, with interest, within thirty (30) days after termination of this Agreement. The Division does not waive any of its rights to additional damages if grant funds are returned under this Section.
- 29. Preservation of Remedies.** No delay or omission to exercise any right, power or remedy accruing to either party upon breach or violation by either party under this Agreement shall impair any such right, power or remedy of either party; nor shall such delay or omission be construed as a waiver of any such breach or default or any similar breach or default.
- 30. Non-Assignment of Agreement.** The Grantee may not assign, sublicense or otherwise transfer its rights, duties or obligations under this Agreement without the prior written consent of the Division, which shall not unreasonably be withheld. The agreement transferee must demonstrate compliance with the requirements of the project. If the Division approves a transfer of the Grantee's obligations, the Grantee shall remain liable for all work performed and all expenses incurred in connection with this Agreement. In the event the Legislature transfers the rights, duties and obligations of the Division to another governmental entity, pursuant to Section 20.06, *Florida Statutes* or otherwise, the rights, duties and obligations under this Agreement shall be transferred to the succeeding governmental agency as if it was the original party to this Agreement.

**31. Required Procurement Procedures for Obtaining Goods and Services.** The Grantee shall provide maximum open competition when procuring goods and services related to the grant-assisted project in accordance with Section 287.057, *Florida Statutes*.

a) Procurement of Goods and Services Not Exceeding \$35,000. The Grantee must use the applicable procurement method described below:

1. Purchases Up to \$2,500: Procurement of goods and services where individual purchases do not exceed \$2,500 do not require competition and may be conducted at the Grantee's discretion.
2. Purchases or Contract Amounts Between \$2,500 and \$35,000: Goods and services costing between \$2,500 and \$35,000 require informal competition and may be procured by purchase order, acceptance of vendor proposals or other appropriate procurement document.

b) Procurement of Goods and Services Exceeding \$35,000. Goods and services costing over \$35,000 may be procured by either Formal Invitation to Bid, Request for Proposals or Invitation to Negotiate and may be procured by purchase order, acceptance of vendor proposals or other appropriate procurement document.

**32. Conflicts of Interest.** The Grantee hereby certifies that it is cognizant of the prohibition of conflicts of interest described in Sections 112.311 through 112.326, *Florida Statutes* and affirms that it will not enter into or maintain a business or other relationship with any employee of the Department of State that would violate those provisions. The Grantee further agrees to seek authorization from the General Counsel for the Department of State prior to entering into any business or other relationship with a Department of State Employee to avoid a potential violation of those statutes.

**33. Binding of Successors.** This Agreement shall bind the successors, assigns and legal representatives of the Grantee and of any legal entity that succeeds to the obligations of the Division of Library and Information Services.

**34. Employment of Unauthorized Aliens.** The employment of unauthorized aliens by the Grantee is considered a violation of Section 274A (a) of the Immigration and Nationality Act (8 USC 1324(a)), incorporated by reference. If the Grantee knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement.

**35. Severability.** If any term or provision of the Agreement is found to be illegal and unenforceable, the remainder will remain in full force and effect, and such term or provision shall be deemed stricken.

**36. Americans with Disabilities Act.** All programs and facilities related to this Agreement must meet the standards of Sections 553.501-553.513, *Florida Statutes* and the Americans with Disabilities Act of 1990 ([ada.gov](http://ada.gov)), incorporated by reference).

37. **Governing Law.** This Agreement shall be construed, performed and enforced in all respects in accordance with the laws and rules of Florida. Venue or location for any legal action arising under this Agreement will be in Leon County, Florida.

38. **Entire Agreement.** The entire Agreement of the parties consists of the following documents:

- a) This Agreement
- b) Florida Single Audit Act Requirements (Attachment A)
- c) Fiscal Year 2018-19 State Aid to Libraries Final Grants (Attachment B)

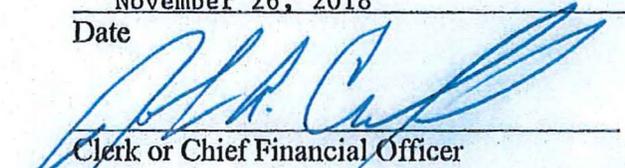
The Grantee hereby certifies that they have read this entire Agreement and will comply with all of its requirements.

Grantee:

By:   
 Chair of Governing Body or  
 Chief Executive Officer

Pat Edwards, Chairman  
 Typed name and title

November 26, 2018  
 Date

  
 Clerk or Chief Financial Officer

John A. Crawford, Ex-Officio Clerk  
 Typed name and title

11-28-18  
 Date

MES  
 11.27.18

Department of State:

By:   
 Amy Johnson, Director  
 Division of Library and Information Services  
 Department of State, State of Florida

Typed name and title

2/11/2019  
 Date

  
 Witness

2/11/19  
 Date

## ATTACHMENT A

### FEDERAL AND STATE OF FLORIDA SINGLE AUDIT ACT REQUIREMENTS

#### AUDIT REQUIREMENTS

The administration of resources awarded by the Department of State to the Grantee may be subject to audits and/or monitoring by the Department of State as described in this Addendum to the Grant Award Agreement.

#### MONITORING

In addition to reviews of audits conducted in accordance with 2 CFR 200.501 Section 215.97, *Florida Statutes*, monitoring procedures may include, but not be limited to, on-site visits by Department of State staff, limited scope audits as defined by 2 CFR 2 §200.425, and/or other procedures. By entering into this agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department of State. In the event the Department of State determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the Department of State staff to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer or Auditor General.

#### AUDITS

##### PART I: FEDERALLY FUNDED

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in 2 CFR 200.90, 200.64 & 200.70 as revised.

- i. In the event that the recipient expends \$750,000 for fiscal years ending after December 31, 2014 or more during the non-Federal entity's fiscal year in Federal awards in its fiscal year, the recipient must have a single or program-specific audit conducted in accordance with the provisions of 2CFR 200.501. Exhibit 1 to this agreement indicates Federal resources awarded through the Department of State. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by 2 CFR 200.502. An audit of the recipient conducted by the Auditor General in accordance with the provisions of 2 CFR 200.514, as revised, will meet the requirement of this part.
- ii. In connection with the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR 200.508.

- iii. If the recipient expends less than \$750,000 for fiscal years ending after December 31, 2014 in Federal awards in its fiscal year, an audit conducted in accordance with the provisions of 2 CFR 200.501 is not required. In the event that the recipient expends less than \$750,000 for fiscal years ending after December 31, 2014 in Federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200.501, the cost of the audit must be paid from non-Federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other than Federal entities). (d) Exemption when Federal awards expended are less than \$750,000. A non-Federal entity that expends less than \$750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in 2 CFR §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

The Internet web addresses listed below will assist recipients in locating documents referenced in the text of this agreement and the interpretation of compliance issues.

U.S. Government Printing Office [www.ecfr.gov](http://www.ecfr.gov)

## **PART II: STATE FUNDED**

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2) (1), *Florida Statutes*

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such recipient (for fiscal years ending after June 30, 2016), the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, *Florida Statutes*; applicable rules of the Executive Office of the Governor and the Chief Financial Officer; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this agreement indicates state financial assistance awarded through the Department of State by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of State, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.
2. In connection with the audit requirements addressed in Part II, paragraph 1, the recipient shall ensure that the audit complies with the requirements of Section 215.97(7), *Florida Statutes*. This includes submission of a financial reporting package as defined by Section 215.97(2) (d), *Florida Statutes*, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.

3. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year (for fiscal years ending after June 30, 2016), an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the recipient expends less than \$750,000 in state financial assistance in its fiscal year ending after June 30, 2016 and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the nonstate entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).

The Internet web addresses listed below will assist recipients in locating documents referenced in the text of this agreement and the interpretation of compliance issues.

State of Florida Department Financial Services (Chief Financial Officer)  
<http://www.fldfs.com/>

State of Florida Legislature (Statutes, Legislation relating to the Florida Single Audit Act)  
<http://www.leg.state.fl.us/>

### **PART III: REPORT SUBMISSION**

1. Copies of reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by PART I of this agreement shall be submitted, when required by Section .320 (d), OMB Circular A-133, as revised, by or on behalf of the recipient directly to each of the following:
  - A. The Department of State at each of the following addresses:

Office of Inspector General  
Florida Department of State  
R. A. Gray Building, Room 114A  
500 South Bronough St.  
Tallahassee, FL 32399-0250
  - B. The Federal Audit Clearinghouse designated in OMB Circular A-133, as revised (the number of copies required by Sections .320 (d)(1) and (2), OMB Circular A-133, as revised, should be submitted to the Federal Audit Clearinghouse), at the following address:

Federal Audit Clearinghouse  
Bureau of the Census  
1201 East 10th Street  
Jeffersonville, IN 47132
  - C. Other Federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133, as revised.

2. Copies of financial reporting packages required by PART II of this agreement shall be submitted by or on behalf of the recipient directly to each of the following:

A. The Department of State at each of the following addresses:

Office of Inspector General  
Florida Department of State  
R. A. Gray Building, Room 114A  
500 South Bronough St.  
Tallahassee, FL 32399-0250

B. The Auditor General's Office at the following address:

Auditor General's Office  
Room 401, Pepper Building  
111 West Madison Street  
Tallahassee, Florida 32399-1450

3. Any reports, management letter, or other information required to be submitted to the Department of State pursuant to this agreement shall be submitted timely in accordance with OMB Circular A-133, Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
4. Recipients, when submitting financial reporting packages to the Department of State for audits done in accordance with OMB Circular A-133 or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the recipient in correspondence accompanying the reporting package.

#### **PART V: RECORD RETENTION**

1. The recipient shall retain sufficient records demonstrating its compliance with the terms of this agreement for a period of five years from the date the audit report is issued, and shall allow the Department of State, or its designee, CFO, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Department of State, or its designee, CFO, or Auditor General upon request for a period of at least three years from the date the audit report is issued, unless extended in writing by the Department of State.

**EXHIBIT – 1**

**FEDERAL RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:**

Not applicable.

**COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:**

Not applicable.

**STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:**

**MATCHING RESOURCES FOR FEDERAL PROGRAMS:**

Not applicable.

**SUBJECT TO SECTION 215.97, FLORIDA STATUTES:**

Florida Department of State, State Aid to Libraries; CSFA Number 45.030. Award Amount: See Attachment B.

**COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:**

The compliance requirements of this state project may be found in Part Four (State Project Compliance Requirements) of the State Projects Compliance Supplement located at <https://apps.fldfs.com/fsaa/>.

Attachment B

**Fiscal Year 2018-19 State Aid to Libraries  
Final Grants**

This table shows the final State Aid to Libraries grant amounts that each eligible library will receive in 2018-19. For 2018-19, the available funding for State Aid grants is \$20,304,072, which is 14.1 percent of what would be required for full funding. At this level, Operating Grants pay 2.35 cents on the dollar of expenditure by a participating library during the second preceding year. Operating Grants total \$12,563,694; Equalization Grants total \$4,905,806; and Multicounty Grants total \$2,834,572.

COUNTY/MUNICIPALITY	OPERATING GRANT	EQUALIZATION GRANT	TOTAL GRANT
ALACHUA COUNTY	\$363,587	\$0	\$363,587
BAKER COUNTY	\$4,296	\$57,099	\$61,395
BAY COUNTY	\$53,361	\$0	\$53,361
BRADFORD COUNTY	\$11,444	\$303,588	\$315,032
BREVARD COUNTY	\$380,163	\$0	\$380,163
BROWARD COUNTY	\$1,398,383	\$0	\$1,398,383
CALHOUN COUNTY	\$7,973	\$213,687	\$221,660
CHARLOTTE COUNTY	\$105,378	\$0	\$105,378
CITRUS COUNTY	\$69,705	\$0	\$69,705
CLAY COUNTY	\$59,232	\$0	\$59,232
COLLIER COUNTY	\$195,181	\$0	\$195,181
COLUMBIA COUNTY	\$21,529	\$521,247	\$542,776
DESOTO COUNTY	\$4,838	\$63,402	\$68,240
DIXIE COUNTY	\$5,260	\$140,680	\$145,940
DUVAL COUNTY	\$760,288	\$0	\$760,288
ESCAMBIA COUNTY	\$115,188	\$0	\$115,188
FLAGLER COUNTY	\$26,107	\$0	\$26,107
FRANKLIN COUNTY	\$4,718	\$61,403	\$66,121
GADSDEN COUNTY	\$16,720	\$439,259	\$455,979
GILCHRIST COUNTY	\$3,110	\$41,471	\$44,581
GLADES COUNTY	\$1,657	\$22,130	\$23,787
GULF COUNTY	\$3,491	\$45,691	\$49,182
HAMILTON COUNTY	\$8,882	\$236,599	\$245,481
HARDEE COUNTY	\$3,078	\$40,308	\$43,386
HENDRY COUNTY	\$10,806	\$140,702	\$151,508
HERNANDO COUNTY	\$51,174	\$521,247	\$572,421
HIGHLANDS COUNTY	\$14,638	\$179,669	\$194,307
HILLSBOROUGH COUNTY	\$969,521	\$0	\$969,521
HOLMES COUNTY	\$2,977	\$39,858	\$42,835
INDIAN RIVER COUNTY	\$86,869	\$0	\$86,869
JACKSON COUNTY	\$8,553	\$111,999	\$120,552
JEFFERSON COUNTY	\$5,646	\$150,753	\$156,399

COUNTY/MUNICIPALITY	OPERATING GRANT	EQUALIZATION GRANT	TOTAL GRANT
LAFAYETTE COUNTY	\$1,259	\$16,917	\$18,176
LAKE COUNTY	\$171,395	\$0	\$171,395
LEE COUNTY	\$594,853	\$0	\$594,853
LEON COUNTY	\$150,760	\$0	\$150,760
LEVY COUNTY	\$7,757	\$101,314	\$109,071
LIBERTY COUNTY	\$1,854	\$49,861	\$51,715
MADISON COUNTY	\$8,217	\$219,046	\$227,263
MANATEE COUNTY	\$170,550	\$0	\$170,550
MARION COUNTY	\$122,756	\$0	\$122,756
MARTIN COUNTY	\$95,408	\$0	\$95,408
MIAMI-DADE COUNTY	\$1,363,324	\$0	\$1,363,324
MONROE COUNTY	\$74,262	\$0	\$74,262
NASSAU COUNTY	\$30,811	\$0	\$30,811
OKALOOSA COUNTY	\$85,284	\$0	\$85,284
OKEECHOBEE COUNTY	\$6,853	\$89,471	\$96,324
ORANGE COUNTY	\$830,417	\$0	\$830,417
OSCEOLA COUNTY	\$162,424	\$0	\$162,424
PALM BEACH COUNTY	\$1,002,522	\$0	\$1,002,522
PASCO COUNTY	\$148,477	\$0	\$148,477
PINELLAS COUNTY	\$709,858	\$0	\$709,858
POLK COUNTY	\$249,327	\$0	\$249,327
PUTNAM COUNTY	\$12,050	\$152,905	\$164,955
SAINT JOHNS COUNTY	\$134,619	\$0	\$134,619
SAINT LUCIE COUNTY	\$100,926	\$0	\$100,926
SANTA ROSA COUNTY	\$45,251	\$0	\$45,251
SARASOTA COUNTY	\$258,743	\$0	\$258,743
SEMINOLE COUNTY	\$148,756	\$0	\$148,756
SUMTER COUNTY	\$56,961	\$0	\$56,961
SUWANNEE COUNTY	\$28,247	\$521,247	\$549,494
TAYLOR COUNTY	\$5,608	\$73,802	\$79,410
UNION COUNTY	\$3,252	\$87,427	\$90,679
VOLUSIA COUNTY	\$376,694	\$0	\$376,694
WAKULLA COUNTY	\$6,896	\$90,981	\$97,877
WALTON COUNTY	\$18,784	\$0	\$18,784
WASHINGTON COUNTY	\$6,478	\$172,043	\$178,521

COUNTY/MUNICIPALITY	OPERATING GRANT	EQUALIZATION GRANT	TOTAL GRANT
ALTAMONTE SPRINGS	\$10,053		\$10,053
APALACHICOLA	\$2,141		\$2,141
BOYNTON BEACH	\$60,001		\$60,001
DELRAY BEACH	\$54,726		\$54,726
FORT MYERS BEACH	\$31,454		\$31,454
HIALEAH	\$32,615		\$32,615
LAKE PARK	\$7,192		\$7,192
LAKE WORTH	\$12,320		\$12,320
LANTANA	\$3,741		\$3,741
MAITLAND	\$17,625		\$17,625
NEW PORT RICHEY	\$22,272		\$22,272
NORTH MIAMI	\$22,620		\$22,620
NORTH MIAMI BEACH	\$20,814		\$20,814
NORTH PALM BEACH	\$17,859		\$17,859
OAKLAND PARK	\$14,456		\$14,456
PALM SPRINGS	\$17,200		\$17,200
RIVIERA BEACH	\$17,836		\$17,836
SANIBEL	\$41,281		\$41,281
WEST PALM BEACH	\$108,948		\$108,948
WILTON MANORS	\$17,040		\$17,040
WINTER PARK	\$66,114		\$66,114
Total	\$12,563,694	\$4,905,806	\$17,469,500
<b>Multicounty Grants</b>			
HEARTLAND LIBRARY COOPERATIVE			\$450,000
NEW RIVER PUBLIC LIBRARY COOPERATIVE			\$330,831
NORTHWEST REGIONAL LIBRARY SYSTEM			\$350,000
PAL PUBLIC LIBRARY COOPERATIVE			\$350,000
PANHANDLE PUBLIC LIBRARY COOPERATIVE SYSTEM			\$333,009
SUWANNEE RIVER REGIONAL LIBRARY SYSTEM			\$350,000
THREE RIVERS REGIONAL LIBRARY SYSTEM			\$347,274
WILDERNESS COAST PUBLIC LIBRARIES			\$323,458
Total			\$2,834,572
<b>Grand Total</b>			<b>\$20,304,072</b>

**STATE AID TO LIBRARIES GRANT  
NOTIFICATION OF GRANT AWARD  
Fiscal Year 2018-19**

**Recipient:**

Nassau County Public Library System  
25 North Fourth Street  
Fernandina Beach, Florida 32034-4123

Dawn Bostwick, Library Director

<b>PROJECT</b>	<b>PROJECT #</b>	<b>CSFA* #</b>	<b>AWARD</b>
State Aid to Libraries Grant	19-ST-36	45.030	\$30,811

\*Catalog of State Financial Assistance

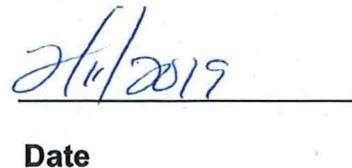
**Grant Payment**

The grant payment will be requested upon execution of the grant agreement.

**Grant Reviews**

Per Department of State policies, the division will be performing desk audits or reviews of active grants with the division. Each year, 20% of the active grants in the State Aid to Libraries grant program will be selected for this review. If this grant is selected, you will be notified of the review and of any additional information that may be needed as a part of the review.

  
\_\_\_\_\_  
**Amy L. Johnson**  
Director

  
\_\_\_\_\_  
Date

**FLORIDA DEPARTMENT OF STATE  
DIVISION OF LIBRARY AND INFORMATION SERVICES**

**STATE AID TO LIBRARIES GRANT APPLICATION  
Certification of Hours, Free Library Service and Access to Materials**

The Nassau County Board of County Commissioners,  
(Name of library governing body)

governing body for the

Nassau County Public Library System,  
(Name of library)

hereby certifies that the following statements are true for the time period October 1, 2016 through June 30, 2019:

- Provides free library service, including loaning materials available for circulation free of charge and providing reference and information services free of charge;
- Provides access to materials, information and services for all residents of the area served; and
- Has at least one library, branch library or member library open 40 hours or more each week (excluding holidays; between Sunday through Saturday, on a schedule determined by the library system).

Signature

\_\_\_\_\_  
Chair, Library Governing Body

\_\_\_\_\_  
Date

Pat Edwards, Chairman  
Name (Typed)

FOR 2017 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-----							
001 GENERAL FUND	-----						
51 PERSONAL SERVICES	-----						
711 LIBRARIES	-----						
01711571 512000 REGULAR SALARIES A	302,229	-4,594	297,635	296,630.16	.00	1,004.84	99.7%
01711571 514001 HIRMA OVERTIME-EMER	0	33	33	32.33	.00	.67	98.0%
01711571 514001 HMATT OVERTIME-EMER	0	217	217	216.82	.00	.18	99.9%
01711571 521010 FICA TAXES	18,738	0	18,738	18,165.54	.00	572.46	96.9%
01711571 521010 HIRMA FICA TAXES	0	2	2	2.00	.00	.00	100.0%
01711571 521010 HMATT FICA TAXES	0	14	14	13.08	.00	.92	93.4%
01711571 521020 MEDICARE TAXES	4,382	0	4,382	4,248.23	.00	133.77	96.9%
01711571 521020 HIRMA MEDICARE TAXE	0	0	0	.46	.00	-.46	100.0%*
01711571 521020 HMATT MEDICARE TAXE	0	4	4	3.06	.00	.94	76.5%
01711571 522000 RETIREMENT	22,728	0	22,728	22,616.39	.00	111.61	99.5%
01711571 522000 HIRMA RETIREMENT	0	3	3	2.56	.00	.44	85.3%
01711571 522000 HMATT RETIREMENT	0	17	17	16.30	.00	.70	95.9%
01711571 523010 LIFE & HEALTH INSU	28,156	-6,453	21,703	20,822.88	.00	880.12	95.9%
01711571 524010 WORKERS' COMPENSAT	695	-25	670	364.37	.00	305.63	54.4%
TOTAL LIBRARIES	376,928	-10,782	366,146	363,134.18	.00	3,011.82	99.2%
-----							
712 FERNANDINA BEACH BRANCH	-----						
01712571 512000 REGULAR SALARIES A	176,397	-14,067	162,330	159,238.22	.00	3,091.78	98.1%
01712571 512001 HMATT SALARIES-EMER	0	65	65	64.68	.00	.32	99.5%
01712571 514001 HMATT OVERTIME-EMER	0	204	204	203.92	.00	.08	100.0%
01712571 521010 FICA TAXES	10,937	-650	10,287	9,637.60	.00	649.40	93.7%
01712571 521010 HMATT FICA TAXES	0	17	17	16.58	.00	.42	97.5%
01712571 521020 MEDICARE TAXES	2,558	0	2,558	2,253.88	.00	304.12	88.1%
01712571 521020 HMATT MEDICARE TAXE	0	4	4	3.88	.00	.12	97.0%
01712571 522000 RETIREMENT	13,265	2,529	15,794	15,789.99	.00	4.01	100.0%
01712571 522000 HMATT RETIREMENT	0	21	21	20.20	.00	.80	96.2%
01712571 523010 LIFE & HEALTH INSU	14,078	650	14,728	14,077.44	.00	650.56	95.6%
01712571 524010 WORKERS' COMPENSAT	406	-10	396	220.80	.00	175.20	55.8%
TOTAL FERNANDINA BEACH BRANCH	217,641	-11,237	206,404	201,527.19	.00	4,876.81	97.6%
-----							
713 CALLAHAN BRANCH	-----						

Contract No. CM 2635

FOR 2017 13

			ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PC USED
-----									
51	PERSONAL SERVICES								
01713571	512000	REGULAR SALARIES A	66,459	-4,899	61,560	61,083.25	.00	476.75	99.2%
01713571	512001	HMATT SALARIES-EMER	0	68	68	67.29	.00	.71	99.0%
01713571	514001	HIRMA OVERTIME-EMER	0	18	18	17.74	.00	.26	98.6%
01713571	521010	FICA TAXES	4,120	0	4,120	3,740.09	.00	379.91	90.8%
01713571	521010	HIRMA FICA TAXES	0	2	2	1.08	.00	.92	54.0%
01713571	521010	HMATT FICA TAXES	0	4	4	3.97	.00	.03	99.3%
01713571	521020	MEDICARE TAXES	964	0	964	874.76	.00	89.24	90.7%
01713571	521020	HIRMA MEDICARE TAXE	0	0	0	.25	.00	-.25	100.0%*
01713571	521020	HMATT MEDICARE TAXE	0	0	0	.93	.00	-.93	100.0%*
01713571	522000	RETIREMENT	4,998	0	4,998	4,659.68	.00	338.32	93.2%
01713571	522000	HIRMA RETIREMENT	0	2	2	1.40	.00	.60	70.0%
01713571	522000	HMATT RETIREMENT	0	6	6	5.06	.00	.94	84.3%
01713571	523010	LIFE & HEALTH INSU	14,078	0	14,078	12,843.88	.00	1,234.12	91.2%
01713571	524010	WORKERS' COMPENSAT	153	0	153	83.21	.00	69.79	54.4%
	TOTAL CALLAHAN BRANCH		90,772	-4,799	85,973	83,382.59	.00	2,590.41	97.0%
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714	HILLIARD BRANCH								
01714571	512000	REGULAR SALARIES A	78,037	-7,985	70,052	63,771.36	.00	6,280.64	91.0%
01714571	514001	HIRMA OVERTIME-EMER	0	19	19	18.19	.00	.81	95.7%
01714571	514001	HMATT OVERTIME-EMER	0	142	142	141.94	.00	.06	100.0%
01714571	521010	FICA TAXES	4,838	-817	4,021	3,828.88	.00	192.12	95.2%
01714571	521010	HIRMA FICA TAXES	0	2	2	1.10	.00	.90	55.0%
01714571	521010	HMATT FICA TAXES	0	9	9	8.60	.00	.40	95.6%
01714571	521020	MEDICARE TAXES	1,132	-191	941	895.33	.00	45.67	95.1%
01714571	521020	HIRMA MEDICARE TAXE	0	0	0	.26	.00	-.26	100.0%*
01714571	521020	HMATT MEDICARE TAXE	0	3	3	2.01	.00	.99	67.0%
01714571	522000	RETIREMENT	5,868	-922	4,946	4,868.67	.00	77.33	98.4%
01714571	522000	HIRMA RETIREMENT	0	2	2	1.44	.00	.56	72.0%
01714571	522000	HMATT RETIREMENT	0	11	11	10.67	.00	.33	97.0%
01714571	523010	LIFE & HEALTH INSU	14,078	0	14,078	13,476.94	.00	601.06	95.7%
01714571	524010	WORKERS' COMPENSAT	179	-41	138	75.05	.00	62.95	54.4%
	TOTAL HILLIARD BRANCH		104,132	-9,768	94,364	87,100.44	.00	7,263.56	92.3%
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715	BRYCEVILLE BRANCH								
01715571	512000	REGULAR SALARIES A	37,137	-700	36,437	36,271.98	.00	165.02	99.5%

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BOARD OF COMMISSIONERS  
YEAR-TO-DATE BUDGET REPORT

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FOR 2017 13

		ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PC USED	
01715571	512001	HMATT SALARIES-EMER	0	137	137	136.68	.00	.32	99.8%
01715571	514001	HIRMA OVERTIME-EMER	0	18	18	17.51	.00	.49	97.3%
01715571	514001	HMATT OVERTIME-EMER	0	120	120	119.60	.00	.40	99.7%
01715571	521010	FICA TAXES	2,302	0	2,302	2,138.57	.00	163.43	92.9%
01715571	521010	HIRMA FICA TAXES	0	2	2	1.03	.00	.97	51.5%
01715571	521010	HMATT FICA TAXES	0	16	16	15.05	.00	.95	94.1%
01715571	521020	MEDICARE TAXES	538	555	1,093	500.14	.00	592.86	45.8%
01715571	521020	HIRMA MEDICARE TAXE	0	0	0	.24	.00	-.24	100.0%*
01715571	521020	HMATT MEDICARE TAXE	0	4	4	3.52	.00	.48	88.0%
01715571	522000	RETIREMENT	2,793	-35	2,758	2,756.28	.00	1.72	99.9%
01715571	522000	HIRMA RETIREMENT	0	2	2	1.39	.00	.61	69.5%
01715571	522000	HMATT RETIREMENT	0	20	20	19.27	.00	.73	96.4%
01715571	523010	LIFE & HEALTH INSU	7,039	50	7,089	6,795.44	.00	293.56	95.9%
01715571	524010	WORKERS' COMPENSAT	85	33	118	64.17	.00	53.83	54.4%
TOTAL BRYCEVILLE BRANCH		49,894	222	50,116	48,840.87	.00	1,275.13	97.5%	
716 YULEE BRANCH									
01716571	512000	REGULAR SALARIES A	36,205	13,212	49,417	49,227.54	.00	189.46	99.6%
01716571	512001	HIRMA SALARIES-EMER	0	24	24	23.67	.00	.33	98.6%
01716571	512001	HMATT SALARIES-EMER	0	83	83	82.83	.00	.17	99.8%
01716571	521010	FICA TAXES	2,245	817	3,062	2,993.00	.00	69.00	97.7%
01716571	521010	HIRMA FICA TAXES	0	2	2	1.44	.00	.56	72.0%
01716571	521010	HMATT FICA TAXES	0	6	6	5.04	.00	.96	84.0%
01716571	521020	MEDICARE TAXES	525	191	716	700.04	.00	15.96	97.8%
01716571	521020	HIRMA MEDICARE TAXE	0	0	0	.34	.00	-.34	100.0%*
01716571	521020	HMATT MEDICARE TAXE	0	2	2	1.18	.00	.82	59.0%
01716571	522000	RETIREMENT	2,723	1,147	3,870	3,754.88	.00	115.12	97.0%
01716571	522000	HIRMA RETIREMENT	0	2	2	1.87	.00	.13	93.5%
01716571	522000	HMATT RETIREMENT	0	7	7	6.23	.00	.77	89.0%
01716571	523010	LIFE & HEALTH INSU	7,039	530	7,569	7,268.06	.00	300.94	96.0%
01716571	524010	WORKERS' COMPENSAT	83	41	124	67.43	.00	56.57	54.4%
TOTAL YULEE BRANCH		48,820	16,064	64,884	64,133.55	.00	750.45	98.8%	
TOTAL PERSONAL SERVICES		888,187	-20,300	867,887	848,118.82	.00	19,768.18	97.7%	

Contract No. CM 2635

FOR 2017 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
53 OPERATING							
-----							
711 LIBRARIES							
-----							
01711571 531035 DRUG TESTING	0	25	25	25.00	.00	.00	100.0%
01711571 540000 TRAVEL AND PER DIE	748	900	1,648	1,504.11	.00	143.89	91.3%
01711571 541000 COMMUNICATIONS	105	35	140	100.33	.00	39.67	71.7%
01711571 541040 COMMUNICATIONS-COM	13,311	0	13,311	13,184.01	.00	126.99	99.0%
01711571 542000 FREIGHT AND POSTAG	700	0	700	684.84	.00	15.16	97.8%
01711571 544000 RENTALS AND LEASES	2,376	-35	2,341	2,275.32	.00	65.68	97.2%
01711571 545000 INSURANCE	700	-500	200	182.03	.00	17.97	91.0%
01711571 546000 REPAIRS AND MAINTEN	1,680	376	2,056	1,680.00	.00	376.00	81.7%
01711571 546020 MAINTENANCE SVC CO	21,762	0	21,762	20,545.43	.00	1,216.57	94.4%
01711571 546040 REPAIRS & MAINTENA	1,300	-750	550	190.34	.00	359.66	34.6%
01711571 547000 PRINTING & BINDING	1,800	198	1,998	1,994.73	.00	3.27	99.8%
01711571 549000 OTHER CURRENT CHGS	17,613	1,200	18,813	18,085.82	.00	727.18	96.1%
01711571 549081 BACKGROUND CHECK	0	16	16	16.00	.00	.00	100.0%
01711571 551000 OFFICE SUPPLIES	500	0	500	334.44	.00	165.56	66.9%
01711571 552000 MISCELLANEOUS SUPP	10,780	-1,148	9,632	7,067.34	.00	2,564.66	73.4%
01711571 552020 GAS, OIL & LUBRICA	3,790	-1,132	2,658	2,330.73	.00	327.27	87.7%
01711571 552640 EQUIPMENT <\$750	0	582	582	581.39	.00	.61	99.9%
01711571 554000 DUES & SUBSCRIPTIO	1,000	0	1,000	1,000.00	.00	.00	100.0%
01711571 554005 SUBSCRIPTIONS-OTHE	0	3,307	3,307	1,307.00	.00	2,000.00	39.5%
01711571 555000 TRAINING	195	50	245	188.50	.00	56.50	76.9%
TOTAL LIBRARIES	78,360	3,124	81,484	73,277.36	.00	8,206.64	89.9%
712 FERNANDINA BEACH BRANCH							
-----							
01712571 534000 OTHER CONTRACTUAL	480	0	480	480.00	.00	.00	100.0%
01712571 540000 TRAVEL & PER DIEM	30	100	130	97.42	.00	32.58	74.9%
01712571 541000 COMMUNICATIONS	643	0	643	513.93	.00	129.07	79.9%
01712571 541040 COMMUNICATIONS-COM	6,693	-560	6,133	3,713.35	.00	2,419.65	60.5%
01712571 542000 PASS FREIGHT AND PO	2,500	121	2,621	2,620.00	.00	1.00	100.0%
01712571 543000 UTILITY SERVICES	41,286	8,190	49,476	48,773.77	.00	702.23	98.6%
01712571 544000 RENTALS/LEASES	12	0	12	10.89	.00	1.11	90.8%
01712571 545000 INSURANCE	7,600	-3,700	3,900	3,887.64	.00	12.36	99.7%
01712571 546000 REPAIRS & MAINTENA	1,317	875	2,192	1,956.21	.00	235.79	89.2%
01712571 546020 MAINTENANCE SERVIC	1,097	-1,005	92	.00	.00	92.00	.0%

FOR 2017 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01712571 549000 OTHER CURRENT CHGS	120	23	143	142.16	.00	.84	99.4%
01712571 549002 ADVERTISING	0	190	190	187.84	.00	2.16	98.9%
01712571 549004 TEMP SERVICES	0	7,782	7,782	7,802.00	.00	-20.00	100.3%*
01712571 549008 CASH SHORT	0	2	2	1.70	.00	.30	85.0%
01712571 549081 BACKGROUND CHECK	0	53	53	.00	.00	53.00	.0%
01712571 551000 OFFICE SUPPLIES	700	0	700	443.05	.00	256.95	63.3%
01712571 552000 MISCELLANEOUS SUPP	2,000	3,102	5,102	4,625.44	.00	476.56	90.7%
01712571 552000 PASS MISC OPERATING	2,000	0	2,000	1,987.94	.00	12.06	99.4%
01712571 552030 JANITORIAL SUPPLIE	2,000	652	2,652	2,579.86	.00	72.14	97.3%
01712571 552640 EQUIPMENT <\$750	0	16,837	16,837	16,836.40	.00	.60	100.0%
01712571 552640 ITVEQ EQUIPMENT <\$7	1,723	-247	1,476	1,475.96	.00	.04	100.0%
01712571 554005 SUBSCRIPTIONS-OTHE	0	9,448	9,448	6,796.34	.00	2,651.66	71.9%
01712571 555000 TRAINING	170	0	170	130.00	.00	40.00	76.5%
<b>TOTAL FERNANDINA BEACH BRANCH</b>	<b>70,371</b>	<b>41,863</b>	<b>112,234</b>	<b>105,061.90</b>	<b>.00</b>	<b>7,172.10</b>	<b>93.6%</b>

713 CALLAHAN BRANCH

01713571 534000 OTHER CONTRACTUAL	222	0	222	222.00	.00	.00	100.0%
01713571 540000 TRAVEL & PER DIEM	40	70	110	108.01	.00	1.99	98.2%
01713571 541000 COMMUNICATIONS	1,039	251	1,290	1,289.07	.00	.93	99.9%
01713571 541040 COMMUNICATIONS-COM	4,879	1,308	6,187	5,817.89	.00	369.11	94.0%
01713571 543000 UTILITY SERVICES	7,846	-36	7,810	6,514.13	.00	1,295.87	83.4%
01713571 544000 RENTALS/LEASES	71,336	0	71,336	71,334.06	.00	1.94	100.0%
01713571 545000 INSURANCE	900	0	900	533.63	.00	366.37	59.3%
01713571 546000 REPAIRS & MAINTENA	1,014	299	1,313	1,012.11	.00	300.89	77.1%
01713571 546020 MAINTENANCE SERVIC	400	0	400	400.00	.00	.00	100.0%
01713571 549000 OTHER CURRENT CHGS	30	64	94	93.12	.00	.88	99.1%
01713571 549004 TEMP SERVICES	0	7,501	7,501	6,608.10	.00	892.90	88.1%
01713571 549008 CASH SHORT	0	3	3	2.80	.00	.20	93.3%
01713571 551000 OFFICE SUPPLIES	350	-30	320	90.96	.00	229.04	28.4%
01713571 552000 MISCELLANEOUS SUPP	1,756	2,926	4,682	4,285.60	.00	396.40	91.5%
01713571 552030 JANITORIAL SUPPLIE	800	0	800	397.71	.00	402.29	49.7%
01713571 552640 EQUIPMENT <\$750	0	288	288	287.55	.00	.45	99.8%
01713571 552640 ITVEQ EQUIPMENT <\$7	1,723	-143	1,580	1,475.96	.00	104.04	93.4%
01713571 555000 TRAINING	195	0	195	162.50	.00	32.50	83.3%
<b>TOTAL CALLAHAN BRANCH</b>	<b>92,530</b>	<b>12,501</b>	<b>105,031</b>	<b>100,635.20</b>	<b>.00</b>	<b>4,395.80</b>	<b>95.8%</b>

714 HILLIARD BRANCH

01714571 534000 OTHER CONTRACTUAL	480	0	480	480.00	.00	.00	100.0%
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FOR 2017 13

	ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01714571 540000 TRAVEL & PER DIEM	80	0	80	38.34	.00	41.66	47.9%
01714571 541000 COMMUNICATIONS	1,909	0	1,909	1,400.50	.00	508.50	73.4%
01714571 541040 COMMUNICATIONS-COM	7,304	320	7,624	7,083.59	.00	540.41	92.9%
01714571 543000 UTILITY SERVICES	14,634	-1,490	13,144	11,491.45	.00	1,652.55	87.4%
01714571 545000 INSURANCE	5,200	-2,255	2,945	2,910.24	.00	34.76	98.8%
01714571 546000 REPAIRS & MAINTENA	1,024	369	1,393	1,391.55	.00	1.45	99.9%
01714571 546020 MAINTENANCE SERVIC	200	0	200	200.00	.00	.00	100.0%
01714571 546030 REPAIRS & MAINT-BU	800	1,730	2,530	2,509.08	.00	20.92	99.2%
01714571 546030 DUCT REPAIRS & MAIN	3,165	0	3,165	2,589.00	.00	576.00	81.8%
01714571 549000 OTHER CURRENT CHGS	165	775	940	890.83	.00	49.17	94.8%
01714571 549004 TEMP SERVICES	0	3,740	3,740	3,739.13	.00	.87	100.0%
01714571 549081 BACKGROUND CHECK	0	53	53	52.50	.00	.50	99.1%
01714571 551000 OFFICE SUPPLIES	300	-193	107	57.56	.00	49.44	53.8%
01714571 552000 MISCELLANEOUS SUPP	1,500	4,402	5,902	5,842.45	.00	59.55	99.0%
01714571 552030 JANITORIAL SUPPLIE	850	-166	684	640.04	.00	43.96	93.6%
01714571 552640 EQUIPMENT <\$750	0	123	123	122.55	.00	.45	99.6%
01714571 552640 ITVEQ EQUIPMENT <\$7	1,723	0	1,723	1,475.96	.00	247.04	85.7%
01714571 554005 SUBSCRIPTIONS-OTHE	0	626	626	625.31	.00	.69	99.9%
01714571 555000 TRAINING	195	-50	145	35.00	.00	110.00	24.1%
<b>TOTAL HILLIARD BRANCH</b>	<b>39,529</b>	<b>7,984</b>	<b>47,513</b>	<b>43,575.08</b>	<b>.00</b>	<b>3,937.92</b>	<b>91.7%</b>

715 BRYCEVILLE BRANCH

01715571 534000 OTHER CONTRACTUAL	222	0	222	222.00	.00	.00	100.0%
01715571 540000 TRAVEL & PER DIEM	20	18	38	14.04	.00	23.96	36.9%
01715571 541000 COMMUNICATIONS	1,575	358	1,933	1,642.14	.00	290.86	85.0%
01715571 541040 COMMUNICATIONS-COM	11,266	0	11,266	10,835.11	.00	430.89	96.2%
01715571 543000 UTILITY SERVICES	786	0	786	598.13	.00	187.87	76.1%
01715571 545000 INSURANCE	1,300	-163	1,137	1,122.63	.00	14.37	98.7%
01715571 546000 REPAIRS & MAINTENA	774	0	774	762.86	.00	11.14	98.6%
01715571 546030 DUCT REPAIRS & MAIN	990	0	990	824.50	.00	165.50	83.3%
01715571 549000 OTHER CURRENT CHGS	15	0	15	4.95	.00	10.05	33.0%
01715571 551000 OFFICE SUPPLIES	200	0	200	28.78	.00	171.22	14.4%
01715571 552000 MISCELLANEOUS SUPP	600	-54	546	308.56	.00	237.44	56.5%
01715571 552640 EQUIPMENT <\$750	0	343	343	340.66	.00	2.34	99.3%
01715571 552640 ITVEQ EQUIPMENT <\$7	431	0	431	368.99	.00	62.01	85.6%
01715571 555000 TRAINING	195	-195	0	.00	.00	.00	.0%
<b>TOTAL BRYCEVILLE BRANCH</b>	<b>18,374</b>	<b>307</b>	<b>18,681</b>	<b>17,073.35</b>	<b>.00</b>	<b>1,607.65</b>	<b>91.4%</b>

716 YULEE BRANCH

01716571 540000 TRAVEL & PER DIEM	20	0	20	16.53	.00	3.47	82.7%
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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01716571 541040 COMMUNICATIONS-COM	12,924	-2,190	10,734	3,600.16	.00	7,133.84	33.5%
01716571 545000 INSURANCE	500	0	500	269.66	.00	230.34	53.9%
01716571 546000 REPAIRS & MAINTENA	724	0	724	.00	.00	724.00	.0%
01716571 549000 OTHER CURRENT CHGS	25	150	175	160.56	.00	14.44	91.7%
01716571 551000 OFFICE SUPPLIES	150	0	150	105.94	.00	44.06	70.6%
01716571 552000 MISCELLANEOUS SUPP	650	-16	634	632.06	.00	1.94	99.7%
01716571 552640 EQUIPMENT <\$750	0	100	100	99.99	.00	.01	100.0%
01716571 552640 ITVEQ EQUIPMENT <\$7	0	530	530	528.58	.00	1.42	99.7%
01716571 554000 DUES & SUBSCRIPTIO	70	-60	10	.00	.00	10.00	.0%
TOTAL YULEE BRANCH	15,063	-1,486	13,577	5,413.48	.00	8,163.52	39.9%
TOTAL OPERATING	314,227	64,293	378,520	345,036.37	.00	33,483.63	91.2%

FOR 2017 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-----							
56 CAPITAL OUTLAY							
-----							
711 LIBRARIES							
-----							
01711571 564001 ITLIB EQUIP \$5000 O	25,000	-25,000	0	.00	.00	.00	.0%
01711571 566100 BOOKS & MATERIALS	106,575	1,366	107,941	102,740.31	.00	5,200.69	95.2%
TOTAL LIBRARIES	131,575	-23,634	107,941	102,740.31	.00	5,200.69	95.2%
-----							
712 FERNANDINA BEACH BRANCH							
-----							
01712571 564000 EQUIPMENT	0	24,083	24,083	24,082.84	.00	.16	100.0%
01712571 564000 SECUR EQUIPMENT	6,909	-2,920	3,989	3,988.60	.00	.40	100.0%
01712571 564001 ROUTR EQUIP \$5000 O	6,325	0	6,325	.00	.00	6,325.00	.0%
01712571 566100 BOOKS & MATERIALS	0	19,010	19,010	18,614.02	.00	395.98	97.9%
TOTAL FERNANDINA BEACH BRANCH	13,234	40,173	53,407	46,685.46	.00	6,721.54	87.4%
-----							
713 CALLAHAN BRANCH							
-----							
01713571 564000 SECUR EQUIPMENT	5,182	-2,190	2,992	2,991.45	.00	.55	100.0%
01713571 564001 ROUTR EQUIP \$5000 O	6,325	0	6,325	.00	.00	6,325.00	.0%
01713571 564001 SECUR EQUIP \$5000 O	16,025	-2,429	13,596	13,595.57	.00	.43	100.0%
01713571 566100 BOOKS & MATERIALS	0	120	120	107.92	.00	12.08	89.9%
TOTAL CALLAHAN BRANCH	27,532	-4,499	23,033	16,694.94	.00	6,338.06	72.5%
-----							
714 HILLIARD BRANCH							
-----							
01714571 564000 SECUR EQUIPMENT	6,909	-2,920	3,989	3,988.60	.00	.40	100.0%
01714571 564001 ROUTR EQUIP \$5000 O	6,325	0	6,325	.00	.00	6,325.00	.0%
01714571 564001 SECUR EQUIP \$5000 O	16,025	-850	15,175	13,595.57	.00	1,579.43	89.6%
01714571 566100 BOOKS & MATERIALS	0	6,190	6,190	6,138.52	.00	51.48	99.2%
TOTAL HILLIARD BRANCH	29,259	2,420	31,679	23,722.69	.00	7,956.31	74.9%
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716 YULEE BRANCH							
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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
56 CAPITAL OUTLAY							
01716571 566100 BOOKS & MATERIALS	0	10	10	.00	.00	10.00	.0%
TOTAL YULEE BRANCH	0	10	10	.00	.00	10.00	.0%
TOTAL CAPITAL OUTLAY	201,600	14,470	216,070	189,843.40	.00	26,226.60	87.9%
GRAND TOTAL	1,404,014	58,463	1,462,477	1,382,998.59	.00	79,478.41	94.6%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-----							
001 GENERAL FUND							
-----							
01711571 LIBRARIES							
-----							
711 LIBRARIES							
-----							
01711571 334710 ST GRANT-AID TO LI	-33,737	0	-33,737	-35,986.00	.00	2,249.00	106.7%
01711571 352020 DAMAGED BOOKS/MATE	0	-1,147	-1,147	-1,147.09	.00	.09	100.0%
01711571 366911 DONATIONS-LIBRARY	0	-2,608	-2,608	-2,608.69	.00	.69	100.0%
01711571 369900 MISCELLANEOUS REVE	0	0	0	-10.00	.00	10.00	100.0%
01711571 369909 W/C INSURANCE PROC	0	0	0	-843.63	.00	843.63	100.0%
01711571 399100 CASH FORWARD	0	-2,000	-2,000	.00	.00	-2,000.00	.0%*
01711571 399100 ITLIB CASH FORWARD	-25,000	25,000	0	.00	.00	.00	.0%
TOTAL LIBRARIES	-58,737	19,245	-39,492	-40,595.41	.00	1,103.41	102.8%

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	ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-----							
01712571 FERNANDINA BEACH BRANCH							
-----							
712 FERNANDINA BEACH BRANCH							
-----							
01712571 331702 E-RATE GRANT - LIB	-3,910	0	-3,910	-5,820.28	.00	1,910.28	148.9%
01712571 341900 PASS OTHER GENERAL	-45,000	0	-45,000	-48,090.00	.00	3,090.00	106.9%
01712571 341901 PASS PASSPORT PHOTO	-15,000	0	-15,000	-17,827.16	.00	2,827.16	118.8%
01712571 347101 LIBRARY VISITOR FE	-400	0	-400	-1,120.00	.00	720.00	280.0%
01712571 347121 PROCTORING EXAM FE	-400	0	-400	-300.00	.00	-100.00	75.0%*
01712571 352010 FINES/FEES/LIBRARY	-25,000	0	-25,000	-18,875.28	.00	-6,124.72	75.5%*
01712571 362002 RENTAL FEES-PUBLIC	0	0	0	-700.00	.00	700.00	100.0%
01712571 366911 DONATIONS-LIBRARY	0	-358	-358	-382.10	.00	24.10	106.7%
01712571 369911 CASH OVER	0	0	0	-20.50	.00	20.50	100.0%
01712571 399100 CASH FORWARD	0	-68,897	-68,897	.00	.00	-68,897.00	.0%*
01712571 399100 ITVEQ CASH FORWARD	-1,723	247	-1,476	.00	.00	-1,476.00	.0%*
01712571 399100 ROUTR CASH FORWARD	-6,325	0	-6,325	.00	.00	-6,325.00	.0%*
01712571 399100 SECUR CASH FORWARD	-6,909	0	-6,909	.00	.00	-6,909.00	.0%*
TOTAL FERNANDINA BEACH BRANCH	-104,667	-69,008	-173,675	-93,135.32	.00	-80,539.68	53.6%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-----							
01713571 CALLAHAN BRANCH							
-----							
713 CALLAHAN BRANCH							
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01713571 331702 E-RATE GRANT - LIB	-3,658	0	-3,658	-6,171.05	.00	2,513.05	168.7%
01713571 347121 PROCTORING EXAM FE	-50	0	-50	.00	.00	-50.00	.0%*
01713571 352010 FINES/FEES/LIBRARY	-8,400	0	-8,400	-7,328.94	.00	-1,071.06	87.2%*
01713571 366911 DONATIONS-LIBRARY	0	-120	-120	-144.30	.00	24.30	120.3%
01713571 369911 CASH OVER	0	0	0	-8.20	.00	8.20	100.0%
01713571 399100 ITVEQ CASH FORWARD	-1,723	143	-1,580	.00	.00	-1,580.00	.0%*
01713571 399100 ROUTR CASH FORWARD	-6,325	0	-6,325	.00	.00	-6,325.00	.0%*
01713571 399100 SECUR CASH FORWARD	-21,207	0	-21,207	.00	.00	-21,207.00	.0%*
TOTAL CALLAHAN BRANCH	-41,363	23	-41,340	-13,652.49	.00	-27,687.51	33.0%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-----							
01714571 HILLIARD BRANCH							
-----							
714 HILLIARD BRANCH							
-----							
01714571 331702 E-RATE GRANT - LIB	-5,722	0	-5,722	-9,622.79	.00	3,900.79	168.2%
01714571 347121 PROCTORING EXAM FE	-50	0	-50	-10.00	.00	-40.00	20.0%*
01714571 352010 FINES/FEES/LIBRARY	-4,500	0	-4,500	-2,806.45	.00	-1,693.55	62.4%*
01714571 362002 RENTAL FEES-PUBLIC	0	0	0	-50.00	.00	50.00	100.0%
01714571 366911 DONATIONS-LIBRARY	0	-8,000	-8,000	-8,000.00	.00	.00	100.0%
01714571 399100 DUCT CASH FORWARD	-3,165	0	-3,165	.00	.00	-3,165.00	.0%*
01714571 399100 ITVEQ CASH FORWARD	-1,723	0	-1,723	.00	.00	-1,723.00	.0%*
01714571 399100 ROUTR CASH FORWARD	-6,325	0	-6,325	.00	.00	-6,325.00	.0%*
01714571 399100 SECUR CASH FORWARD	-22,934	0	-22,934	.00	.00	-22,934.00	.0%*
TOTAL HILLIARD BRANCH	-44,419	-8,000	-52,419	-20,489.24	.00	-31,929.76	39.1%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-----							
01715571 BRYCEVILLE BRANCH							
-----							
715 BRYCEVILLE BRANCH							
-----							
01715571 331702 E-RATE GRANT - LIB	-8,681	0	-8,681	-13,805.37	.00	5,124.37	159.0%
01715571 352010 FINES/FEES/LIBRARY	-700	0	-700	-426.46	.00	-273.54	60.9%**
01715571 366911 DONATIONS-LIBRARY	0	-89	-89	-88.90	.00	-.10	99.9%**
01715571 399100 DUCT CASH FORWARD	-990	0	-990	.00	.00	-990.00	.0%**
01715571 399100 ITVEQ CASH FORWARD	-431	0	-431	.00	.00	-431.00	.0%**
TOTAL BRYCEVILLE BRANCH	-10,802	-89	-10,891	-14,320.73	.00	3,429.73	131.5%

FOR 2017 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
-----							
01716571 YULEE BRANCH	-----						
716 YULEE BRANCH	-----						
01716571 331702 E-RATE GRANT - LIB	-8,408	0	-8,408	-217.16	.00	-8,190.84	2.6%*
01716571 347121 PROCTORING EXAM FE	-50	0	-50	.00	.00	-50.00	.0%*
01716571 352010 FINES/FEES/LIBRARY	-2,000	0	-2,000	-1,605.86	.00	-394.14	80.3%*
01716571 366911 DONATIONS-LIBRARY	0	-244	-244	-264.74	.00	20.74	108.5%*
01716571 399100 ITVEQ CASH FORWARD	0	-390	-390	.00	.00	-390.00	.0%*
TOTAL YULEE BRANCH	-10,458	-634	-11,092	-2,087.76	.00	-9,004.24	18.8%
GRAND TOTAL	-270,446	-58,463	-328,909	-184,280.95	.00	-144,628.05	56.0%

\*\* END OF REPORT - Generated by Claire Shepherd \*\*



## FLORIDA DEPARTMENT of STATE

**RON DESANTIS**  
Governor

**LAUREL M. LEE**  
Secretary of State

February 14, 2019

Dawn Bostwick, Library Director  
Nassau County Public Library System  
25 North Fourth Street  
Fernandina Beach, Florida 32034-4123

Subject: State Aid to Libraries Grant Program, 19-ST-36

Dear Ms. Bostwick:

*Dawn*

Division of Library and Information Services staff have reviewed the Fiscal Year 2018-19 State Aid to Libraries grant application submitted by your library. I am pleased to inform you that your library has met all of the requirements of Rule 1B-2.011, *Florida Administrative Code*.

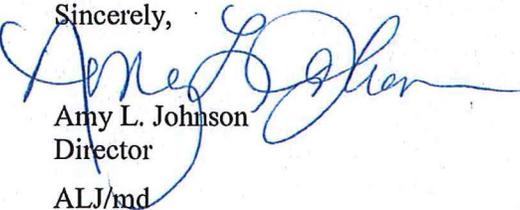
Grant funds will be paid in one payment, which was requested upon execution of the grant agreement.

A copy of the executed grant agreement and a Notification of Grant Award are enclosed. Also enclosed is a list of the grants that libraries will receive during FY2018-19.

Please be advised, per revised Department of State policies, the division will be performing desk audits or reviews of active grants with the division. Each year, 20% of the active grants in the State Aid to Libraries grant program will be selected for this review. If your grant is selected, you will be notified of the review and of any additional information that may be needed as a part of the review.

If you need additional information or clarification, please contact Marian Deeney, State Aid to Libraries Grant Program administrator, at 850.245.6620 or [marian.deeney@dos.myflorida.com](mailto:marian.deeney@dos.myflorida.com).

Sincerely,

  
Amy L. Johnson  
Director

ALJ/md

Enclosures

