

Sacramento Public Library  
and Information Service

1010 8th Street  
Sacramento, CA 95814-3576  
916-440-5926

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May 22, 1989

Budget and Finance Committee  
Sacramento, California

HONORABLE MEMBERS IN SESSION:

SUBJECT: MAJOR URBAN RESOURCE LIBRARY (MURL) AWARD

SUMMARY

Request approval to submit an Award application to the California State Library for \$26,630.00. Award will be used to continue the Sacramento Public Library's participation in the Major Urban Resource Library (MURL) program.

BACKGROUND

The Major Urban Resource Library (MURL) program is a federally funded program administered by the California State Library. MURL funds must be used to purchase or preserve material of regional interest and be made available to library systems within the regional area.

The Sacramento Public Library has been a participant in the MURL program since 1985. We have utilized MURL funds to preserve periodicals and newspapers of regional interest and increase accessibility of regional libraries (Mountain Valley Library System, North State Cooperative Library System, and Stockton-San Joaquin Public Library) to these materials. This application will allow the Library to continue this effort to build a collection of regional interest.

FINANCIAL ANALYSIS

The award application will be for \$23,630.00. There is no matching fund requirement. The Sacramento Public Library will not contribute any funds to this project. Existing personnel will be utilized to process materials applicable to the Program.

Budget and Finance Committee  
May 22, 1989  
Page 2

POLICY CONSIDERATIONS

None

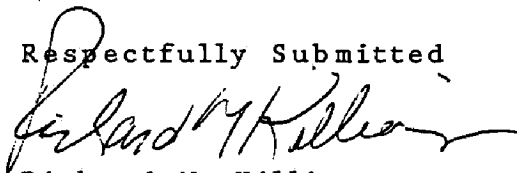
MBE/WBE EFFORTS

Existing Personnel will be utilized to process materials applicable to the Program.

RECOMMENDATION

The Sacramento Public Library recommends committee approval of the attached Resolution.

Respectfully Submitted



Richard M. Killian  
Library Director

Recommendation Approved:



Jack R. Crist  
Deputy City Manager

All Districts

Attachments

Contact Person To  
Answer Questions:  
Janet Larson, Deputy Library Director  
440-5926

RESOLUTION No.

Adopted by The Sacramento City Council on date of

RESOLUTION AUTHORIZING APPLICATION TO THE  
CALIFORNIA STATE LIBRARY FOR MAJOR URBAN RESOURCE  
LIBRARY (MURL) AWARD.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

That the City Manager is hereby authorized to  
apply for an award from the California State Library under  
the Major Urban Resource Library Program in the amount of  
\$23,630.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

# CALIFORNIA STATE LIBRARY

LIBRARY—COURTS BUILDING • P.O. BOX 942837 • SACRAMENTO, CA 94237-0001



TELEPHONE: (916) 445-2585

*Assignment Risk*  
*5*

DATE: May 5, 1989  
TO: Major Urban Resource Libraries  
FROM: Gary E. Strong *Gary E Strong*  
SUBJECT: LSCA Title I FY: 1989/90 WP: 88  
Major Urban Resource Library (MURL) Awards

Your library is eligible to receive a MURL (Major Urban Resource Library) award. This allocation is a straight per capita award. The calculations for this year's award have been performed. Eligible libraries and the amounts they are eligible to receive are listed on page 4 of the application instructions.

Applications are due at the California State Library by July 21, 1989. Awards will be announced on August 30, 1989.

Enclosed are the instructions for MURL applicants and an application for MURL (LSCA 13). Please note:

Library materials purchased with MURL funds should be informational materials that expand resources not multiple circulating copies to satisfy local demand.

All FY:1989/90 MURL applicants are being asked to submit a new Regional Area Collection Development Plan.

The federal government is requesting that the Regional Area Collection Development Plan be a complete and detailed list of the most critical needs in the regional area and how those needs will be met by MURL. (LSCA 13, Page 1.)

Please read all instructions carefully and file all required documents by the close of business (5 p.m.) of the due date indicated above. Address them to:

California State Library  
Library Development Services - LSCA/MURL  
1001 Sixth Street, Suite 300  
Sacramento, CA 95814-3324

For assistance with MURL program matters contact Collin Clark, Federal Program Coordinator, at (916) 322-0373; and for fiscal matters contact David L. Studer at (916) 445-5847.

Enclosures

GES/CC/DLS:dls

*SPL REC'D*  
*MAY 9 - 1989*

California State Library  
Library Services and Construction Act  
MURL APPLICATION

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A. APPLICANT

1. Legal name of local library/agency named or designated fiscal agent:  
\_\_\_\_\_
2. for the City Library designated as Major Urban Resource Library:  
\_\_\_\_\_
3. Street Address of named or designated fiscal agent:  
\_\_\_\_\_
4. City: \_\_\_\_\_ County: \_\_\_\_\_ ZIP code: \_\_\_\_\_
5. Telephone number of authorized representative: \_\_\_\_\_
6. REGIONAL AREA COLLECTION DEVELOPMENT PLAN. Attach hereto the page or pages of the plan. All MURL recipients for FY:1989/90 are being asked to submit complete collection plans. The Plan is to include:
  - a. List of the most critical needs in the regional area comprised of the MURLs own System and all Library Systems contiguous to its own System. The needs shall be specific as to user group (e.g. geographic or Socio-economic characteristics).
  - b. Indication of which of the listed needs the MURL proposes to address, and the amount of expected MURL funds to be spent for each.
 

Note: - Materials shall be those appropriate to an urban center library, rather than a community library.

- MURL funds are to be used to expand resources not purchase multiple copies to satisfy local demand.

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California State Library  
Fiscal Office  
P.O. Box 942837  
Sacramento, CA 94237-0001

LSCA GRANT AWARD #: 40-1718  
Project: Major Urban Resource Library (MURL)  
Library: Sacramento Public Library

**CONSOLIDATED APPLICATION  
NOTIFICATION OF GRANT AWARD  
and  
RECIPIENT CERTIFICATION  
Library Services and Construction Act**

I. The applicant/recipient designated above hereby certifies to the California State Library for a grant of funds in the amount of \$ 26,630, from Title I, LSCA, to provide library services as set forth in the LSCA/MURL Project Application as approved and/or amended by the California State Librarian, California State Library.

**B. TERMS AND CONDITIONS**

The applicant agency and its named or designated fiscal agent hereby assures the California State Librarian, California State Library, State Department of Education that:

1. Upon the grant award approved by the State Librarian, one (1) completed set of this CONSOLIDATED APPLICATION NOTIFICATION OF GRANT and RECIPIENT CERTIFICATION will be retained by the grantee. Such copy shall be the officially approved agreement for the conduct of the approved project.
2. The local library/agency will make reports to the State Librarian in such form and containing such information as may be required to enable the California State Library to perform its duties. The local library/agency will keep such records and afford such access thereto as the California State Librarian may find necessary to assure the correctness and verification of such reports. The MURL program requires the return of the LSCA 10, attached, by November 16, 1990.
3. The control of funds and title to property derived therefore shall be in a public agency for the uses and purposes provided; a public agency will administer such property and funds and shall apply funds only for the purposes for which they are granted.
4. The sheets marked NONDISCRIMINATION CLAUSE ADDENDUM and CIVIL RIGHTS CERTIFICATE, Assurance of Compliance with Title VI of The Civil Rights Act of 1964, section 504 of the Rehabilitation Act of 1973, Title IX of The Education Amendments of 1972, and The Age Discrimination Act of 1975, are attached hereto and incorporated herein.
5. The expenditures under this program will not be used to supplant local jurisdiction effort. All expenditures must take place on or before September 30, 1990.
6. This agreement is entered into under provisions of the Library Services and Construction Act, as amended, Public Laws 84-597, 89-511, 91-600, 93-29, 93-133, 93-380, 95-123, 97-35, 98-8, 98-480, 98-502 (Single Audit Act of 1984) Education Division General Administration Regulations (EDGAR) 34 CFR parts 74, 76, 77, 78, 79, 80 and 770.
7. Performance of the provisions of this agreement is subject to the conditions and availability of funds under said Act.

California State Library  
 Fiscal Office  
 P.O. Box 942837  
 Sacramento, CA 94237-0001

LSCA GRANT AWARD #: 40-1718  
 Project: Major Urban Resource Library (MURL)  
 Library: Sacramento Public Library

8. The term of this agreement shall be from the date of receipt to and including September 30, 1990 but shall be subject to termination by either party by giving written notice to the other party at least thirty (30) days prior to the effective date of termination.

In the event this agreement is so terminated, the Library shall deliver to the State Librarian copies of all reports and/or materials prepared up to the date of termination, and the State Librarian shall determine, and pay the Library for the necessary and appropriate expenditures and obligations to the date of termination which have not been covered by prior installments heretofore paid to the Library.

9. The State Librarian is empowered to review, audit, and inspect the project for compliance with this agreement.

#### C. LIMITATIONS OF EXPENDITURE

Expenditures for all projects must be only for materials to implement the approved Regional Area Collection Plan, and with applicable Federal and State laws and regulations.

#### D. REPORTS AND CLAIMS

(Instructions for providing the following reports and claims to the State Library are attached to the application. It is the responsibility of the recipient of these instructions to see that the proper individual assigned to supply the required reports and claims to the California State Library.)

1. The Library shall be responsible for the submission of the LSCA 10, MURL Report on the activities of the project, in triplicate, to the State Library within 45 days following the end of the grant period.

If the amount of payment made by the California State Library shall exceed the actual expenses during the term of this agreement, the Library shall refund to the California State Library the amount of such excess payment, as an attachment to the LSCA 10, MURL Report.

2. To obtain payment hereunder the Library shall submit a claim on the form provided by the State Library for that purpose. The California State Library agrees to reimburse the Library as soon thereafter as state fiscal procedures will permit.

Payment will be provided to cover the expenditures incurred by the Library for the project in the following manner:

\$ 26,630 upon execution of the agreement and  
 submission of claim by fiscal agent

California State Library  
 Fiscal Office  
 P.O. Box 942837  
 Sacramento, CA 94237-0001

LSCA GRANT AWARD # 40-1718  
 Project Title: Major Urban Resource  
 Library (MURL)  
 System/Agency: Sacramento Public

Library

APPLICANT COMPLETES THIS PAGE

C E R T I F I C A T I O N

- I. I affirm that the jurisdiction or agency named below is the legally designated fiscal agent for this program and is authorized to receive and expend funds for the conduct of this program.
- II. I affirm that the information contained in this application/grant award is correct and complete; that the local agency or other agency which I represent has authorized me to file this application/grant award, and that such authorizing action is recorded by certified resolution or in the certified minutes of a meeting held by the legally constituted governing board of the agency.
- III. I affirm that any or all other agencies participating in the program have agreed to the terms of the application/grant award, and have entered into an agreement(s) concerning the final disposition of equipment, facilities, and materials purchased for this program from the funds awarded for the activities and services described in the attached, as approved and/or as amended application.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_  
 Authorized representative

\_\_\_\_\_  
 Type or print name, title, of authorized representative

\_\_\_\_\_  
 Legal name of local library/system

\_\_\_\_\_  
 Project name as listed on the application

\_\_\_\_\_  
 Street address of named library/system

\_\_\_\_\_  
 City

\_\_\_\_\_  
 County

\_\_\_\_\_  
 Zip Code

\_\_\_\_\_  
 Telephone of authorized rep.

\_\_\_\_\_  
 Coordinator/Director of program if different

\_\_\_\_\_  
 Telephone

\_\_\_\_\_  
 WHO SHOULD RECEIVE NOTIFICATION OF APPROVAL OR DENIAL OF LSCA AWARD:

\_\_\_\_\_  
 WHO SHOULD RECEIVE INSTRUCTIONS FOR PREPARING REQUIRED REPORTS IF AWARD IS GRANTED:(Provide name, address and phone. Use back if needed)



NONDISCRIMINATION CLAUSE ADDENDUM

1. During the performance of this contract, the recipient, contractor and its subcontractors shall not deny the contract's benefits to any person on the basis of religion, color, ethnic group identification, sex, age, physical or mental disability, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age (over 40) or sex. Contractor shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.

2. Contractor shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, Section 1290 et. seq.), the regulations promulgated thereunder (Cal. Admin. Code, Tit. 2, Sections 7285.0 et. seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code, Sections 11135-11139.5), and the regulations or standards adopted by the awarding state agency to implement such article.

3. Contractor or recipient shall permit access by representatives of the Department of Fair Employment and Housing and the awarding state agency upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours notice, to such of its books, records, accounts, other sources of information and its facilities as said Department or Agency shall require to ascertain compliance with this clause.

4. Recipient, contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

5. The contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the contract.

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## ASSURANCES

The Applicant assures and certifies that it will comply with the regulations, policies, guidelines and requirements, as they relate to the application, acceptance and use of Federal funds for this federally-assisted project. Also the Applicant assumes and certifies:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement.
3. It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment or (2) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the grant-aided activity.
4. It will comply with Section 504 of the Rehabilitation Act of 1973, as amended, 20 U.S.C. 794, which prohibits discrimination on the basis of handicap in programs and activities receiving Federal financial assistance.
5. It will comply with Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance.
6. It will comply with the Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving Federal financial assistance.
7. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.
8. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
9. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
10. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
11. It will give the sponsoring agency or the Comptroller General through any authorized representative the access to and the right to examine all records, books, papers, or documents related to the grant.
12. It will comply with all requirements by the Federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
13. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
14. It will comply with the flood insurance purchase requirements of Section 102(a) requires, on or after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
15. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.



## MURL APPLICATION INSTRUCTIONS

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1. Application is due at the State Library by: July 21, 1989
2. Application process:
  - a. You should retain one complete copy of this document (LSCA 13) with original signatures as your official file copy, and return one original to the State Library with a signed financial claim.
  - b. Two copies of the signed document (LSCA 13) should also be returned to the State Library for a total of three copies returned to the State Library.
3. Mail to:

California State Library  
Library Development Services -LSCA/MURL  
1001 Sixth Street, Suite 300  
Sacramento, CA 95814-3324

Note that there is no one to take delivery on weekends or holidays. Check with your postal or courier service to ensure that materials do not miss filing deadlines because they cannot be delivered. The responsibility is the submittor's.

4. Public Law 95-123, the 1977 Amendments to the Title I of the Library Services and Construction Act (LSCA), enacted provisions for Major Urban Resource Libraries (MURLs).

The MURLs as enacted requires each State Library to:

- a. Adopt criteria for designating which of the state's libraries serving cities having a population of 100,000 or more individuals are to be designated as MURLs. (Only libraries serving cities are eligible, under the Act. Counties as such are not eligible.) (Secretary of Education's eligible cities listing, page 3)
- b. Review the eligible libraries, compare them with the state's criteria, and designate MURLs. (The state need not designate each eligible library.)
- c. Determine the funds each MURL will receive.
- d. Continue to award the same amount of funds annually to those MURLs which conform to the criteria, as long as the federal appropriation provides money earmarked for the MURLs program. (A copy of the MURL Statement of criteria as approved in the State of California's LSCA Basic State Plan follows as page 2 hereof.)

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5. Following public hearings, the State Library has adopted the following plan for the MURLs program:

- a. Each library serving cities having a population of 100,000 or more individuals as eligible to apply. (Secretary of Education's eligible cities listing, Page 3)
- b. Requirements to be met by the applicant library (prospective MURL) are:
  - (1) The library shall participate in the California Library Services Act (CLSA) database and statewide interlibrary loan programs (California Education Code Sections 18767, 18765, respectively)
  - (2) The library shall use awarded funds solely to purchase materials to implement a Regional Area Collection Development Plan.

6. The criteria used in designated libraries as Major Urban Resource Library (MURL) shall include, but not be limited to:

- a. The city in which the library is located is on the Secretary of Education's list of cities of 100,000 population or more.
- b. The library serves as a resource center for a library system.
- c. The library agrees to use MURL funding to implement a regional collection development policy based on a needs assessment of libraries and users within its regional areas.
- d. "Regional areas" means: the area comprised of library's own system and all library systems contiguous to its own system.
- e. "Library System" means: a System as defined in Chapter 1255, California Statutes of 1977, (CALIFORNIA LIBRARY SERVICES ACT) Sec.18710 (r).

7. Application provisions:

- a. An annual project for MURLs will be awarded when, and only if, funds to be reserved for that purpose under Section 102 (c) (2) (A) of LSCA are appropriated for the project year.
- b. The maintenance of effort provision of Section 103 (3) of the LSCA shall apply only to funds specifically awarded for MURL project purposes. LSCA funds awarded to a library for other than MURL projects are not included in determining MURL maintenance of effort levels.
- c. Once a library is designated as a MURL, it retains that designation as long as it conforms to:
  - (1) The criteria in the Basic State Plan; and
  - (2) The provisions of the MURL agreement between the library and the State Library; and
  - (3) Policies adopted by the State Library agency for administering the MURL project: The State Library agency may remove the designation from any library that does not conform.

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8. The list of eligible cities provided by the Secretary of Education and their determined populations follows:

<u>Eligible Cities</u>	<u>Population</u>
Los Angeles	3,259,300
San Diego	1,015,190
San Francisco	749,000
San Jose	712,080
Long Beach	396,280
Oakland	356,960
Sacramento	323,550
Fresno	284,660
Anaheim	240,730
Santa Ana	236,780
Riverside	196,750
Huntington Beach	183,620
Stockton	183,430
Glendale	153,660
Fremont*	153,580
Bakersfield <sup>+</sup>	150,400
San Bernardino	138,610
Torrance	135,570
Garden Grove**	134,850
Modesto <sup>++</sup>	132,940
Oxnard	130,800
Pasadena	129,900
Chula Vista	118,840
Pomona	115,540
Ontario	114,310
Sunnyvale	112,130
Fullerton	108,750
Concord***	105,980
Berkeley	104,110
Inglewood	102,550
Hayward	101,520
Orange	100,740

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\* Administered by Alameda County Library

+ Administered by Kern County Library

\*\* Administered by Orange County Library

++ Modesto-Stanislaus County Library

\*\*\* Administered by Contra Costa County Library

9. This table reflect the amounts that would be awarded for each of the 27 city libraries eligible for designation as MURLs, assuming each applies and is designated. The amounts for this are based on per capita.

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<u>City Library Recipient</u>	<u>Fiscal Year 1989/90 funds budgeted for each eligible MURL assuming all file and are approved</u>
Anaheim Public Library	19,814
(Bakersfield) Kern County Public Library	12,379
Berkeley Public Library	8,569
(Concord) Contra Costa County Public Library	8,723
Chula Vista Public Library	-----
(Fremont) Alameda County Free Library	12,640
Fresno County Free Library	23,430
Fullerton Public Library	8,951
(Garden Grove) Orange County Library	11,099
Glendale Public Library	12,647
Hayward Public Library	8,355
Huntington Beach Public Library	15,113
Inglewood Public Library	8,440
Long Beach Public Library	32,617
Los Angeles Public Library	268,268
Modesto-Stanislaus County Public Library	10,942
Oakland Public Library	29,380
Ontario Public Library	9,408
Orange Public Library	8,306
Oxnard Public Library	-----
Pasadena Public Library	10,691
Pomona Public Library	9,509
Riverside City/County Public Library	16,194
Sacramento Public Library	26,630
San Bernardino Public Library	11,408
San Diego Public Library	83,559
San Francisco Public Library	61,649
San Jose Public Library	58,610
Santa Ana Public Library	19,489
Stockton-San Joaquin County Public Library	15,097
Sunnyvale Public Library	9,229
Torrance Public Library	11,158
	=====
	\$842,304

10. Complete and sign the Financial Claim (final page of application materials) and return it with the application. This will expedite payment if the MURL award is approved.