



Day 3 Mahalo!





Today's schedule

9:30 am: eGMS and SPR review

Additional Grant Opportunities

1:00pm: Field Trip to Hamilton Library



Best Practices: eGMS Reach & the State Program Report (SPR)

Navigating eGMS Reach

Access eGMS Reach via <https://grants.imls.gov/Reach/>

eGMS REACH Help

For guidance on how to manage and administer an award, see the Institute of Museum and Library Services website at www.imls.gov/grants/manage-your-award.

For Grants to State awards, please visit the Grants to States Manual: <https://www.imls.gov/grants/grant-programs/grants-states/grants-states-manual>.

Welcome to eGMS Reach

eGMS Reach is the system for application review and award management at the Institute of Museum and Library Services.


If you have never used eGMS Reach before, click [Sign in help](#) below to select a password.

For IMLS staff access click [here](#).

User name

Password

[Sign in help](#)

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[Privacy and Terms of Use](#)

Navigating eGMS Reach

Select an award to view the associated detail.

The screenshot displays the eGMS REACH interface. At the top, there is a navigation bar with 'eGMS' and 'REACH' tabs, and user information including 'ebrochu', 'Messages (2)', and 'Help'. A left sidebar contains a 'My Awards' section with two items: 'MA-244804-OMS-19, Test Project Title ABC' and 'NLG-L-244793-OLS-19, Training Project 123'. The main content area features a 'Welcome to eGMS Reach' banner with instructions for panelists and awardees. Below the banner are two tables: 'My Panels' and 'My Awards'. The 'My Awards' table has a red box around the 'Go to Award' button for 'MA-244804-OMS-19'.

My Panels

	Name	Date(s)	Chair
Go to Panel NLG-L-OLS-19-16223	KM_NLGL_FR_01	7/31/2019	Kristin McLaughlin

My Awards

	Details	Award Period	Alerts
Go to Award MA-244804-OMS-19	<i>Test Project Title ABC</i> Test Institution XYZ Betsy Blackwell (Grant Administrator)	7/1/2019 - 10/31/2022	You have unread messages.
Go to Award NLG-L-244793-OLS-19	<i>Training Project 123</i> Test Institution XYZ	6/1/2019 - 11/30/2021	

Navigating eGMS Reach

Award details:

- Grant log number (LS-...)
- Award participants
- Award period of performance
- Tabs for award management functions

The screenshot displays the eGMS REACH interface. The top navigation bar includes the eGMS logo, the REACH title, and user information (ebrochu, Messages (3), Help). The left sidebar shows a navigation menu with 'My Panels' and 'My Awards'. The main content area is titled 'Home > View Award' and contains an 'Award Information' section. Below this is a table of award details, including Institution(s), Title, Participant(s), Division, Grants.gov Competition, CFDA Number, Agency Contacts, Award Period, and Notices. At the bottom, a tabbed interface is visible, with the 'Funding' tab selected. The 'Award Funding' section shows 'Approved Funding Amounts' with an 'Outright Amount' of \$250,000.00.

Award Information (click to show/hide details)	
My Award: [REDACTED]	
Institution(s)	Test Institution XYZ; Salem, MA (Legal Applicant)
Title	Test Project Title ABC
Participant(s)	Betsy Blackwell (Grant Administrator) Eileen Brochu (Project Director) Kristin McLaughlin (Authorizing Official) Test User (Authorizing Official)
Division	Office of Museum Services
Grants.gov Competition	Museums for America Notice of Funding Opportunity ("Guidelines")
CFDA Number	45.301
Agency Contacts	The best way to contact staff members is by sending a message using the Messages tab.
Award Period	7/1/2019 - 10/31/2022
Notices	View SAM Registration

Funding | Instructions | Documents | Forms & Reports | Change Requests | Payments | Messages (2)

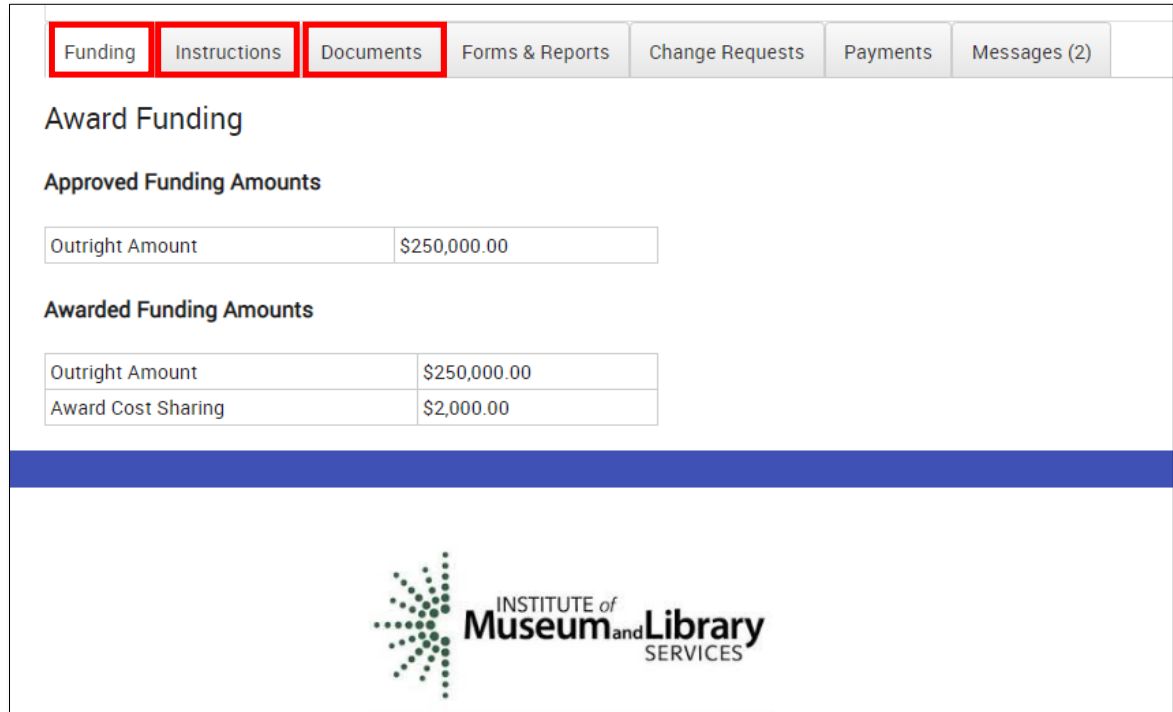
Award Funding

Approved Funding Amounts

Outright Amount	\$250,000.00
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Navigating eGMS Reach

- **Funding** = award amount and any cost share
- **Instructions** = link to Grants to States Manual for LSTA awards
- **Documents** = documents associated with your award (only IMLS staff can add them)



The screenshot displays the eGMS Reach interface with the 'Funding' tab selected. The interface includes a navigation menu at the top with tabs for 'Funding', 'Instructions', 'Documents', 'Forms & Reports', 'Change Requests', 'Payments', and 'Messages (2)'. Below the navigation menu, the 'Award Funding' section is visible, containing two tables: 'Approved Funding Amounts' and 'Awarded Funding Amounts'. The 'Approved Funding Amounts' table shows an 'Outright Amount' of \$250,000.00. The 'Awarded Funding Amounts' table shows an 'Outright Amount' of \$250,000.00 and an 'Award Cost Sharing' amount of \$2,000.00. At the bottom of the interface, the logo for the INSTITUTE of Museum and Library SERVICES is displayed.

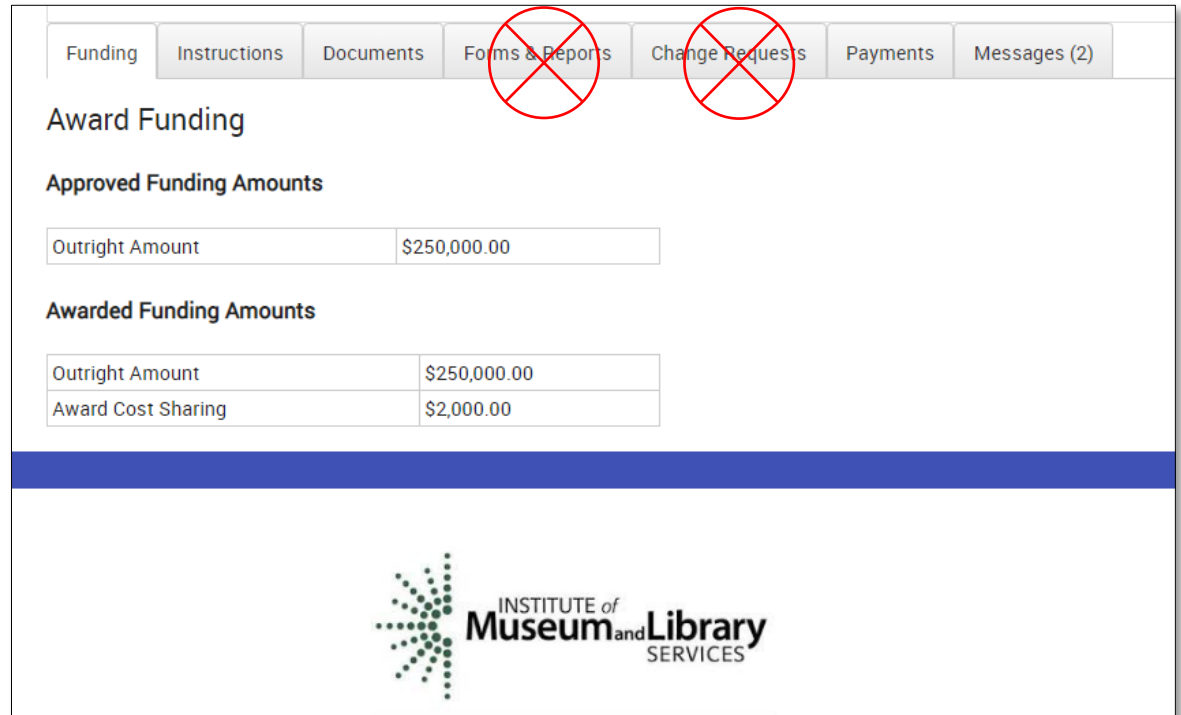
Approved Funding Amounts	
Outright Amount	\$250,000.00

Awarded Funding Amounts	
Outright Amount	\$250,000.00
Award Cost Sharing	\$2,000.00

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Navigating eGMS Reach

- LSTA awards will **NOT** use tabs for:
 - Forms & Reports (SPR instead)
 - Change Requests (SPR “State Info” for contact updates instead)



The screenshot shows the eGMS Reach interface. At the top, there is a navigation bar with tabs for Funding, Instructions, Documents, Forms & Reports, Change Requests, Payments, and Messages (2). The 'Forms & Reports' and 'Change Requests' tabs are marked with red X's, indicating they are not used for LSTA awards. Below the navigation bar, the 'Award Funding' section displays 'Approved Funding Amounts' and 'Awarded Funding Amounts' tables.

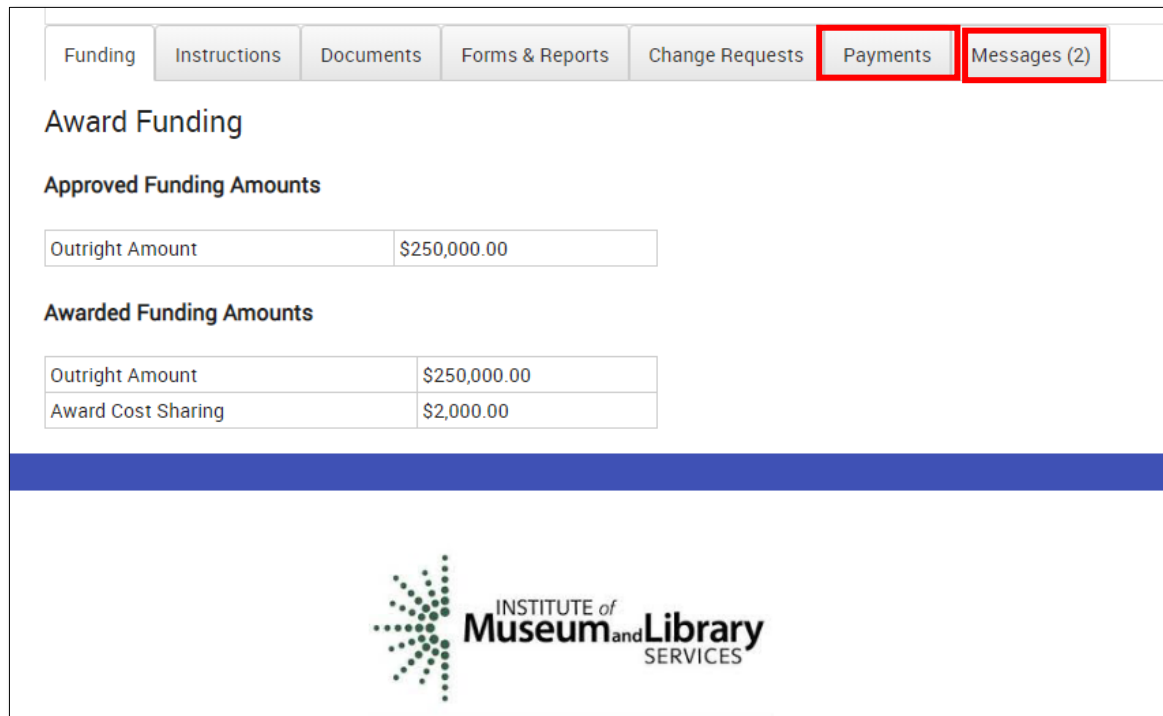
Approved Funding Amounts	
Outright Amount	\$250,000.00

Awarded Funding Amounts	
Outright Amount	\$250,000.00
Award Cost Sharing	\$2,000.00

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Navigating eGMS Reach

- **Payments** = Submit payment requests and view award balance
- **Messages** = Official communication with IMLS about your award



The screenshot displays the eGMS Reach interface. At the top, there is a navigation bar with several tabs: Funding, Instructions, Documents, Forms & Reports, Change Requests, Payments, and Messages (2). The 'Payments' and 'Messages (2)' tabs are highlighted with red boxes. Below the navigation bar, the page is titled 'Award Funding'. Underneath, there are two sections: 'Approved Funding Amounts' and 'Awarded Funding Amounts'. Each section contains a table with two columns: the funding type and the amount.

Approved Funding Amounts	
Outright Amount	\$250,000.00

Awarded Funding Amounts	
Outright Amount	\$250,000.00
Award Cost Sharing	\$2,000.00

At the bottom of the page, there is a blue horizontal bar, and below it, the logo for the INSTITUTE of Museum and Library SERVICES, featuring a stylized starburst graphic.

How to Submit a Payment Request in Reach

- Click payments tab
- Click **Add Payment Request**
- NOTE: SAM.gov registration must be active

The screenshot displays the Reach system interface. At the top, there is a navigation bar with tabs for Funding, Instructions, Documents, Forms & Reports, Change Requests, Payments, and Messages. The Payments tab is highlighted with a red box. Below the navigation bar, there is a Request Summary section. It includes a button for View Payment Request Instructions and a table with the following data:

Award Amount:	\$156,104.00
Total Approved Requests:	\$1,000.00
Remaining Funds:	\$155,104.00

At the bottom of the interface, there is a button labeled Add Payment Request, which is also highlighted with a red box. A red arrow points from the Payments tab to the Add Payment Request button.

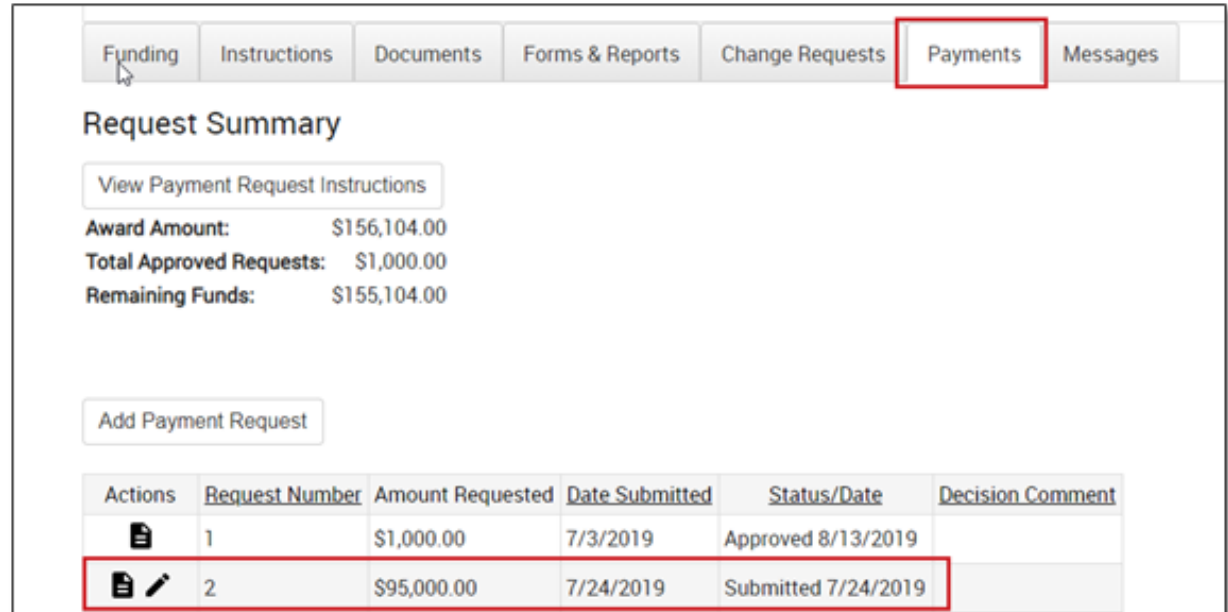
How to Submit a Payment Request in Reach

- Complete all fields
- Agree to Assurances
- Click **Submit Payment Request**
- Instructions available at top

View Payment Request Instructions	
Edit Payment Request	
1. Recipient Account or ID Number (Optional)	<input type="text"/>
2. Type of Payment Requested	Final ▾
3. Basis of Request	Cash ▾
4. Period Covered by this Request Starting Date	4/1/2019 <input type="text"/>
5. Period Covered by this Request Ending Date	7/30/2019 <input type="text"/>
6. a. Total Program Outlays	\$ 312844.00 as of 8/31/2019 <input type="text"/>
b. Estimated Net Cash Outlays Needed for Advance Period	\$ 0.00 <input type="text"/>
c. Total (a plus b)	\$ 312844.00 (Calculated)
d. Non-Federal share of amount on line c	\$ 156740.00 <input type="text"/>
e. Federal Share of Amount on line c (c minus d)	\$ 156104.00 (Calculated)
f. Payment Previously Requested	\$ 96000.00 <input type="text"/>
g. Federal Share Now Requested (e minus f)	\$ 60104.00 (Calculated)
7. Assurances	<input checked="" type="checkbox"/> I agree to the Assurances
<input type="button" value="Cancel"/> <input type="button" value="Submit Payment Request"/>	

How to Submit a Payment Request in Reach

- Payments tab now reflects status of submitted request.
- Requests can be updated (pencil icon) if still in “Submitted” status.



The screenshot displays the 'Payments' tab in the Reach system. The 'Request Summary' section shows the following information:

- Award Amount: \$156,104.00
- Total Approved Requests: \$1,000.00
- Remaining Funds: \$155,104.00

Below the summary is an 'Add Payment Request' button. A table lists the requests, with the second row highlighted in red:

Actions	Request Number	Amount Requested	Date Submitted	Status/Date	Decision Comment
	1	\$1,000.00	7/3/2019	Approved 8/13/2019	
	2	\$95,000.00	7/24/2019	Submitted 7/24/2019	



Requesting Payment

- Get to know your finance office/accountant
- All requests need to be submitted in eGMS Reach
- All previously requested **Advance** funds must be fully expended within 30 days of receipt and before submitting your next request
- Requests submitted at the end of the month may take longer to process



Troubleshooting

If you have any issues with navigating or completing a task in Reach, please contact the Reach Help Desk by emailing:

Reach-HelpDesk@imls.gov

Questions?



Reporting Allotments

- For reporting on Annual allotment grants
 - Two-year awards: After first year, only submit a financial report
 - After end of second year, submit a final financial and narrative report
 - Interim Financial Report due on December 30th
 - Final Narrative and Financial Report due on January 30th
- Quarterly Grant Accruals: Required to submit each quarter to LSTA-QRTAccrual@imls.gov

<https://imls-spr.imls.gov/Login>



NOTE:

- Chrome and Firefox are recommended browsers
- Don't open two browser windows or tabs for the SPR at the same time - issues tend to occur

Grants To States Program Report

Sign In To Continue To The State Program Report

Sign In

If you have trouble signing in, contact your Program Officer.



Resources for the SPR

- [SPR Overview and Guide](#)
 - Gives a full picture of the State Program Report including logging in, reporting concepts, adding projects, intents, subjects, activities, outcomes, tags, financial reporting, validating and certifying the report
- [IMLS State Program Reporting Requirements](#)
 - Describes SPR framework, includes a list of all SPR questions, and defines SPR data elements
- [SPR Reporting System User Documentation – SLAA View](#)
 - Guides users through the SPR system, with screenshots and a glossary
- The SPR Sandbox is available for practicing and training:
<http://imls-testsprimls.gov>



State Info – Keep it updated!

Home

User Management

Review SPR Reports

Generate Data Reports

Export Data

View Libraries

State Goals

State Management

State Info

Subaward Info

Announcements

SPR ORE Data Export

Site Visit Checklist

State Information

Select State: ZT ▼

Last Modified Date: 03/17/2023

Agency Information

Name of SLAA	Pretend State Library
Address	123 Main St
City	Zen
State	ZT
Zip	99999
UEI	WUP7EE6M4875
EIN	456789012
Parent Organization	Ztest Official Name

Chief Officer

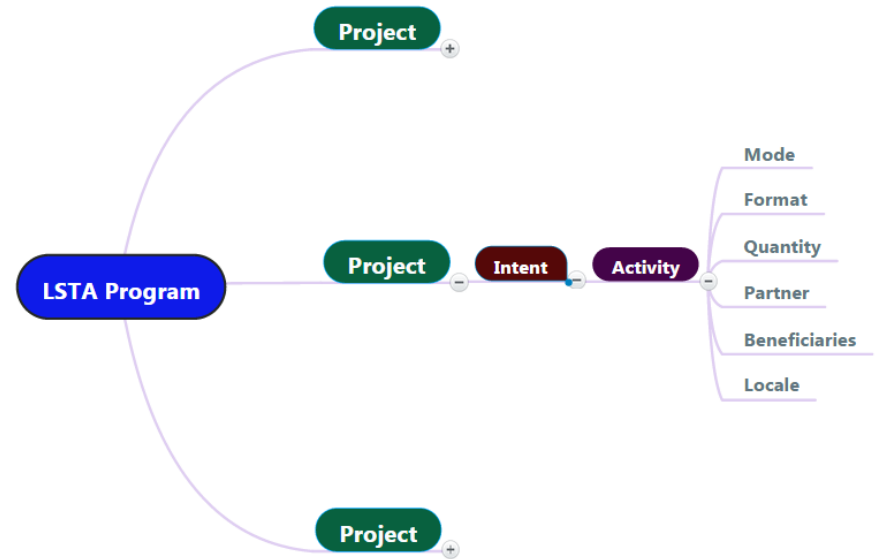


Final Reports

- Contains:
 - narrative report
 - administrative project
 - financial report
- Covers full period of award performance (10/1/2022 - 9/30/2024)
- You will report on the FY2023 Allotment
- Use exact figures
- Due January 30, 2025
- Must be certified by the Authorized Certifying Official

Project Info you will need

- Think of the work you did as Projects
- It's a “data driven” story...
 - Who... managed the work?
 - What... was the focus?
 - How... did they do it?
 - Where... did they do it?
 - How much... did it cost?
 - Who... were the partners (if any)?
 - Who... were the beneficiaries?
 - How well did it go? What are the outcomes?



Project Report Budgets

- Similar to Pacific competitive application budgets:
 - Salaries/Wages/Benefits
 - Consultant Fees
 - Travel
 - Supplies/Materials
 - Equipment (\$5,000+ each)
 - Services
 - Other Operational Expenses (indirect costs)
- Must have a description of how funds were spent

<u>Budget Information</u>			
LSSTA	MATCH-State	MATCH-Other	Total
Salaries/Wages/Benefits			
<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	\$0.00
Description	<input type="text"/>		
Consultant Fees			
<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	\$0.00
Description	<input type="text"/>		
Travel			
<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	\$0.00
Description	<input type="text"/>		
Supplies/Materials			
<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	\$0.00
Description	<input type="text"/>		



Activities: the “how” of a project

- Action through which the intent of a project is accomplished
- Should account for at least 10% of the project budget
- No more than 10 activities per project
- Activity types:

Instruction	Involves an interaction for knowledge or skill transfer.
Content	Involves the acquisition, development, or transfer of information.
Planning & Evaluation	Involves design, development, or assessment of operations, services, or resources.
Procurement	Involves purchasing facilities, equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure.

Activity information 1

SERVICES™ Madi B [Logout]

Home

Projects

- List Projects
- Add Project
- Batch Upload Projects
- Administrative Project
- Financial Status Report
- Certify Reports

User Reports

Account Management

Help

Activity Information

Title: *

Abstract:

Font default

Size default

Intent: * -- Select An Intent --

Cancel Next >>

Activity information 2

Activity Information

Activity: *

Instruction



Mode: *

Program



Format: *

Virtual



Quantity Information

Session length (minutes)

60

Number of sessions in program

1

Average number in attendance per session

14

Number of times program administered

3

Cancel

<< Prev

Save and Continue >>



Project Outcomes

- For all projects
- Tell the story and lessons learned of your project

Project Outcomes

List any important outcomes or findings not previously reported.

Please briefly describe the importance of these outcomes and findings for future program planning.

Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project.

Do you anticipate continuing this project after the current reporting period ends?


Yes No

Was an evaluation conducted for this project?

Yes No

Project Status for Projects

- You need to change all projects from “Draft” status to “Completed” status before validation and certification
- Remember the shortcut in the List Projects option for changing project statuses in bulk

Move projects to: 

<input type="checkbox"/>	Status	System Code	State C			
<input type="checkbox"/>	<input type="text" value="x"/>	<input type="text" value="x"/>				<input type="text" value="x"/>
<input checked="" type="checkbox"/>	Draft	2019-ZT-82555		Technology infrastructure	Ztest Public Library	0
<input type="checkbox"/>	Draft	2019-ZT-82779		Literacy for all	Ztest Public Library	0

-- Select A Status --

-- Select A Status --

Draft

Completed

Questions?



Administrative Project

- This is where you report on your administrative expenses covered in the 4% administrative cap. You must submit an Administrative Project, even if no LSTA funds have been expended.

- Home
- Projects
 - List Projects
 - Add Project
 - Batch Upload Projects
 - Administrative Project
 - Financial Status Report
 - Certify Reports
- User Reports
- Account Management
- Help

Administrative Project

Select a fiscal year:

Select Version:

Title *	<input type="text" value="Administration"/>
Abstract ⓘ *	<input type="text" value="LSTA grant reporting"/>
Intent	<input type="text" value="Administer the LSTA Program"/>
Grantee ⓘ	<input type="text"/>
Start Date	<input type="text" value="10/01/2018"/>
End Date	<input type="text" value="09/30/2020"/>

Budget Information

	LSTA	MATCH- State	MATCH- Other	Total
Salaries/Wages/Benefits	<input type="text" value="30000.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	\$30,000.00
Description	<input type="text" value=".25 FTE"/>			
Consultant Fees	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	\$0.00
Description	<input type="text"/>			
Travel	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	\$0.00

- To locate the project in the SPR, click Administrative Project under Projects menu.
- Enter title and abstract describing expenditure of funds (enter NA if no funds expended).
- Intent: Defaults to “Administer the LSTA Program.”
- Grantee: Defaults to name of SLAA.
- Start Date: Enter start date of Administrative Project.
- End Date: Enter end date of Administrative Project.
- Enter Budget information.
- Note: a description must be entered for any budget category that includes an expenditure.
- Click Save. Note: Administrative Project must be marked “Complete” to be certified.



Final Financial Status Report (FSR)

- FSR data should be entered for the two-year award period.
- The FSR corresponds to entered projects, which populate most of FSR data.
- We recommend you look at this last, as it automatically captures all of the project budget information.

[Home](#)[Projects](#)[List Projects](#)[Add Project](#)[Batch Upload Projects](#)[Administrative Project](#)[Financial Status Report](#)[Certify Reports](#)[User Reports](#)[Account Management](#)[Help](#)

Financial Status Report

I'd like to work with the:

[Interim \(FFR\)](#)[Final \(FSR\)](#)

Financial Status Report (FSR)

- The FY2023 Grant Log Number
- NOTE: must save report initially to see combined amount

State	<input type="text" value="AL"/>
Fiscal Year	<input type="text" value="2020"/>
Federal Grant or Other Identifying Number Assigned By Federal Agency	<input type="text" value="LS-246142-OLS-20 / LS-246495-OLS-20"/>
Total Federal Funds Authorized for This Funding Period	\$ <input type="text" value="3105024.00"/>

OFFICIAL NOTICE OF ACTION Institute of Museum and Library Services		
Action Taken: Award	Date of Action: 4/20/2020	Award Date: 4/20/2020
FEDERAL AWARD INFORMATION		
Federal Award ID Number (FAIN)	<input type="text" value="LS-246495-OLS-20"/>	

FY 2020 CARES Act IMLS Appropriations (Public Law 116-136)	
Total Distributed to States:	\$30,000,000
State	Federal Funds from IMLS (66%) (1), (2)
ALABAMA	<input type="text" value="\$443,044.00"/>

- Enter Maintenance of Effort (MOE) *F.A.S. only*
- Enter all other recipient outlays not previously reported (if applicable – typically \$0).
- Enter total unliquidated obligations (Should be \$0)
- Enter IMLS-approved date unliquidated obligations are expected to clear (if applicable).

These fields are system-generated and cannot be edited:

- Minimum MOE Required
- MATCH-State Funds expended specifically on the Five-Year-Plan (auto-populated from projects)
- MATCH-Other funds expended specifically on the Five Year-Plan (auto-populated from projects)
- Total Match (system calculated; must be at least \$.01 to successfully validate report) *F.A.S. only*
- Minimum Match Required (system calculated)
- Unobligated balance of Federal funds (these funds to be deobligated) (system calculated)
- Federal share of net outlays (system calculated)
- LSTA Administrative Costs:

Allowed: This figure represents 4% of the federal allotment (system calculated)

Actual: Auto-populated from the Administrative Project.

Difference: The system-calculated difference between the allowed 4% and what the State Library spent to administer this grant program.

Total SLAA funds expended to meet the purposes of LSTA, including the Five-Year-Plan (MOE) ⓘ *	\$ 0.00
Minimum MOE Required	\$ 0.00

MATCH-State funds expended specifically on the Five-Year Plan	\$ 7100.00
MATCH-Other funds expended specifically on the Five-Year Plan ⓘ	\$ 1600.00
Total Match	\$ 8,700.00
Minimum Match Required ⓘ	\$ 0.00
All other recipient outlays not previously reported	\$ 0.00

Total unliquidated obligations (expected to clear by Dec. 30 or later IMLS-approved date)	\$ 0.00
Unobligated balance of Federal funds (these funds to be deobligated) ⓘ	\$ -56,830.00
Federal share of net outlays ⓘ	\$ 56,830.00

<u>LSTA Administrative Costs</u>		
Allowed	Actual	Difference
\$ 0.00	\$ 30,000.00	\$ 0.00

IMLS-approved date unliquidated obligations are expected to clear	01/01/0001
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Project Status for Admin/FSR

- You still have to open the Administrative Project separately in order to change its status
- We recommend opening and saving the Financial Status Report at the very end of your reporting process to reflect the final information in the projects

The screenshot shows a web application interface. On the left is a navigation menu with a 'Home' button and a 'Projects' section containing links for 'List Projects', 'Add Project', 'Batch Upload Projects', 'Administrative Project', 'Financial Status Report', and 'Certify Reports'. The 'Administrative Project' and 'Financial Status Report' links are highlighted with a red box. The main content area is titled 'List Projects' and includes a 'Select a fiscal year:' dropdown menu set to '2019'. Below this are several orange buttons: 'View Admin Project', 'View Final Financial Status Report', 'Batch Upload Projects', 'Print All Projects', and 'Add Project'. A red box highlights the 'View Admin Project' and 'View Final Financial Status Report' buttons.

Home

Projects

- List Projects
- Add Project
- Batch Upload Projects
- Administrative Project
- Financial Status Report
- Certify Reports

List Projects

Select a fiscal year: 2019

View Admin Project View Final Financial Status Report Batch Upload Projects

Print All Projects Add Project



Interim Financial Reports

- You are reporting on FY2022 allotment
- Due December 30th
- Covers October 1, 2021-September 30, 2022: the first year of the award period
- Use exact figures
- Must be certified by the Authorized Certifying Official

- Enter Federal Grant Number (e.g., LS-XXXXXX-OLS-XX; required to save record).
- Enter Recipient Account Number or Identifying Number, if any.
- Keep the default Report Type (should be Annual).
- Select Basis of Accounting (required to save record).
- Keep the default dates for Project/Grant Period (the full two years of the award) and Report Period End Date (September 30 of the first year of the award).

The following fields are system-generated and cannot be edited: The Recipient Organization, DUNS Number and EIN.

Home

Projects

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User Reports

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Interim Federal Financial Report

Select a fiscal year: 2021 Select Version: 1

Save
Cancel
Print
Certify

Red asterisks denote fields that will be checked upon Certify.

Federal Agency and Organizational Element to Which Report is Submitted	Institute of Museum and Library Services
Federal Grant or Other Identifying Number Assigned by Federal Agency *	LS-250000-OLS-21, LS-25024
Recipient Organization (Name and complete address including Zip code)	Joeten-Kiyu Public Library P.O. BOX 501092 CK SAIPAN, MP 96950
DUNS/UEI Number	854854254
EIN	660751372
Recipient Account Number or Identifying Number	

Report Type *

Quarterly

Semi-Annual

Annual

Final

Basis of Accounting *

Cash

Accrual

Project/Grant Period

Report Period End Date

- Enter Cash Receipts (any funds drawn down as of September 30th)
- Enter Cash Disbursements (any funds paid out that you will be charging to the federal award; number should match “Federal share of expenditures”).
- Enter Federal share of expenditures (number should match “Cash Disbursements”).
- Enter Federal share of unliquidated obligations, if any.
- Enter Recipient share of expenditures, if any (Match funds).
- Enter Program Income, if any (typically will be 0).
- Tip: Hit “Save” for the correct auto-calculated figures to populate (not there initially)

The following fields are system-generated and cannot be edited: Cash on Hand, Total Federal funds authorized, Total Federal share, Unobligated balance of Federal funds, Total recipient share required (Allotment only), Remaining recipient share to be provided.

Transactions

Federal Cash

Cash Receipts *	\$	0.00
Cash Disbursements *	\$	0.00
Cash on Hand	\$	0.00

Federal Expenditures and Unobligated Balance

Total Federal funds authorized *Auto-calculated)	\$	0.00
Federal share of expenditures *	\$	0.00
Federal share of unliquidated obligations *	\$	0.00
Total Federal share	\$	0.00
Unobligated balance of Federal funds	\$	0.00

Recipient Share

Total recipient share required * Auto-calculated	\$	0.00
Recipient share of expenditures * Report on match	\$	0.00
Remaining recipient share to be provided	\$	0.00

Program Income

Total Federal program income earned *	\$	0.00
Program income expended in accordance with the deduction alternative *	\$	0.00
Program income expended in accordance with the addition alternative *	\$	0.00
Unexpended program income *	\$	0.00

- For the Interim Financial Report, leave indirect expenses blank.
- After you complete all of these fields, Hit SAVE.

Indirect Expense(s)

Type	Rate	Period
0	0	From: 10/01/2019
		To: 09/30/2021
Base	Amount Charged	Federal Share
\$ 0.00	\$ 0.00	\$ 0.00

Type	Rate	Period From-To
0	0	From: 10/01/2019
		To: 09/30/2021
Base	Amount Charged	Federal Share
\$ 0.00	\$ 0.00	\$ 0.00

Base Total	Amount Charged Total	Federal Share Total
\$ 0.00	\$ 0.00	\$ 0.00

Certify the Interim FFR

Home

Projects

- List Projects
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- Financial Status Report**
- Certify Reports

User Reports

Account Management

Help

Financial Status Report

I'd like to work with the:

Interim (FFR) Final (FSR)

Interim Federal Financial Report

Select a fiscal year: 2016

Select Version: 1

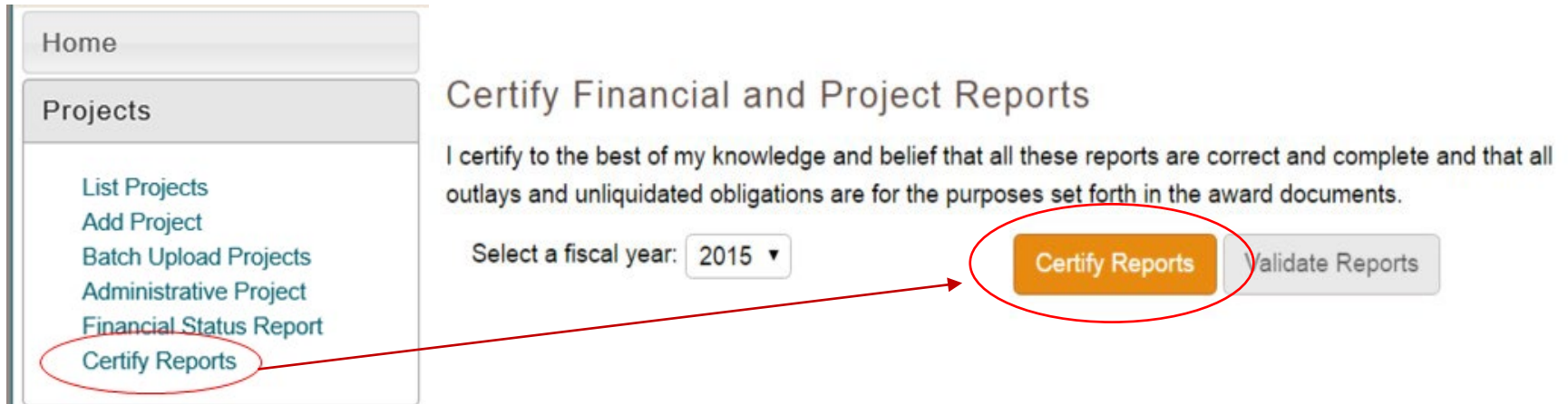
Save Cancel Print **Certify***

Red asterisks denote fields that will be checked upon **Certify**.

Federal Agency and Organizational Element to Which Report is Submitted	Institute of Museum and Library Services
Federal Grant or Other Identifying Number Assigned by Federal Agency *	<input type="text"/>

Certify the SPR

Remember: Only the Authorized Official can certify



The screenshot shows a web application interface. On the left is a navigation menu with a 'Home' button and a 'Projects' section containing links for 'List Projects', 'Add Project', 'Batch Upload Projects', 'Administrative Project', 'Financial Status Report', and 'Certify Reports'. The 'Certify Reports' link is circled in red. A red arrow points from this link to the 'Certify Reports' button on the main page. The main page has a title 'Certify Financial and Project Reports' and a certification statement: 'I certify to the best of my knowledge and belief that all these reports are correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.' Below this is a 'Select a fiscal year:' dropdown menu set to '2015'. To the right of the dropdown are two buttons: 'Certify Reports' (highlighted with a red circle) and 'Validate Reports'.

Home

Projects

- List Projects
- Add Project
- Batch Upload Projects
- Administrative Project
- Financial Status Report
- Certify Reports

Certify Financial and Project Reports

I certify to the best of my knowledge and belief that all these reports are correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.

Select a fiscal year: 2015 ▼

Certify Reports Validate Reports



Search the Report Database

- URL: <https://imls-spr.imls.gov/Public>
- Contains report data from 2014 onward from 56 states

IMLS Labs: Search SPR Projects

Welcome to **IMLS Labs**, a place for visitors to try new capabilities IMLS is exploring for sharing information with the public. Some of these capabilities may still have bugs in them—please help us find those issues and [send us feedback](#).

The Grants to States program is the largest source of federal funding support for library services in the U.S. Using a population based formula, funds are distributed among the State Library Administrative Agencies (SLAAs) every year and ultimately support over 1,500 projects. These include statewide initiatives and services, and SLAAs may also distribute the funds through competitive subawards to, or cooperative agreements with, public, academic, research, school, or special libraries or consortia (for-profit and federal libraries are not eligible).

The tools available here will allow you to search or browse these annual IMLS Grants to States projects. Please note that these are two-year awards that are reported after the period of performance; for example, funds distributed in Fiscal Year 2014 were not reported until the end of calendar year 2015. See the [IMLS Grants to States program overview](#) for more information.



Search All Fields

Choose Fiscal Ye

Nevada



Helpful Resources

- Grants to States Manual
- Grant Cycle Calendar
- Online Conference Slides and Recordings
- Your Program Officer



Additional Grant Opportunities

A non-exhaustive list (and not endorsements)

Laura Bush 21st Century Librarian

Deadline: September 2024

Supports the training and professional development of library and archives professionals; developing faculty and information leaders; and recruiting, educating, and retaining the next generation of professionals to develop a diverse workforce and meet the information needs of their communities.

National Leadership Grants for Libraries

Deadline: September 2024

supports projects that address critical needs of the library and archives fields and have the potential to advance practice and strengthen library and archival services for the American public. Successful proposals will generate results such as new models, tools, research findings, services, practices, and/or alliances that can be widely used, adapted, scaled, or replicated to extend and leverage the benefits of federal investment.

See full list of IMLS grant programs: <https://www.ims.gov/grants/grant-programs>



NEH

[NEH Announces \\$1.3 Million in Funding Through New Pacific Islands Cultural Initiative | The National Endowment for the Humanities](#)

Keep a look out:

Pacific Islands Cultural Initiative, a new agency initiative focused on fortifying cultural heritage and resilience in Amerika Samoa, Guåhan (Guam), Hawai'i, and the Commonwealth of the Northern Marianas (CNMI).

[Preservation Assistance Grants for Smaller Institutions](#)

Deadline: January 2025 (anticipated)

Help small and mid-sized organizations preserve and manage humanities collections, ensuring their significance for a variety of users. These may include special collections of books and journals, archives and manuscripts, prints and photographs, moving images, sound recordings, architectural and cartographic records, decorative and fine art objects, textiles, archaeological and ethnographic artifacts, furniture, historical objects, and digital materials.



NEA

[Grants for Arts Projects](#)

Deadline: July 11

NEA's Principal Grant Program that funds project-based grants across 15 artistic disciplines.

[Our Town](#)

Deadline: August 1

Creative Placemaking Program so is more specific community development style projects. It's also a lot more competitive since the grant amounts are much larger.

[Connect with the Arts Agencies in your Territory](#)



FEMA

[Building Resilient Infrastructure and Communities](#)

Next deadline TBA

Provides funding for hazard mitigation projects focused on building capability and capacity, innovation, and partnerships at the local level. This funding can (and has been) used to build resilience in creative and artistic ways.

- Community organizations cannot apply directly for this grant program; however, they can be included in application packages submitted by their state, territory, or federally recognized Tribal Nation.
- Art institutions, cultural entities, and other organizations can contact their city, town, or county managers to discuss inclusion in statewide application packages.



USDA

Community Facilities Direct Loan and Grant Program

Deadline: Open year-round

This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial or business undertakings.



USAID – Pacific America Fund

<https://socialsolutions.biz/pacificamericanfund/>

- Climate Change Adaptation
- Conservation
- Disaster Resilience
- **Education**
- Environment
- Natural Resource Management
- Private Sector Productivity
- Water, Sanitation and Hygiene

Multiple opportunities available:

<https://socialsolutions.biz/grant-search/>



National Historical Publications & Records Commission

[Various Grants for Archives and historical Records](#)

Deadlines and eligibility differ



National Park Service

TECHNICAL ASSISTANCE PROGRAM (TAP)

TAP grants are intended for short-term, non-capital projects and are not meant to supplant local funding of routine operating expenses of an insular area government. TAP priorities include but are not limited to projects which foster development of the insular areas in the following areas: accountability; financial management; economic development; education; energy production; management control initiatives; disaster assistance; natural and cultural resources; capacity building; public safety/emergencies; health initiatives; and invasive species management. TAP grants are available for any of the four U.S. territories and the three freely associated states. Funding for TAP is appropriated annually by the U.S. Congress.

[Additional Discretionary Financial Assistance to the U.S. Territories and Freely Associated States](#)



ALA

Libraries Transforming Communities

Next deadline TBA

Accessible Small and Rural Communities offer grants to small and rural libraries to increase the accessibility of facilities, services, and programs to better serve people with disabilities.

Peggy Barber Tribute Grant

Next deadline probably January 2025

an annual grant that recognizes, promotes, and supports meaningful programs in libraries that have limited and/or no access to budgetary support for programming. This grant aims to help ease budget challenges by annually awarding three libraries \$2,500 to support a proposed program, program series, or programming effort.

ALA grant opportunities search:

<https://www.ala.org/awardsgrants/awards/browse/grnt>



Snapdragon Book Foundation

Funds for collections

Deadline: February

Money from Snapdragon Book Foundation may **ALWAYS** be used for:

- Books that will be used repeatedly by school-aged children through classroom libraries, central library (or something similar)
- Processing or cataloguing fees from book vendors (for processing of the books ordered in conjunction with your Snapdragon project)
- Reference materials for use by students
- Magazine or newspaper subscriptions



Questions?

Intro to Field Trip

Hawaiian and Pacific Collections at
University of Hawaii, Manoa

- <https://guides.library.manoa.hawaii.edu/hawaiianpacific>

