



NATIONAL ENDOWMENT FOR THE  
**Humanities**

December 22, 2015

Ms. Paula Chaplinsky  
Administrative Analyst  
Clearwater Public Library System  
100 North Osceola Avenue  
Clearwater, FL 33755-4083

Ref: PY-234444-16

Dear Ms. Chaplinsky:

I am delighted to inform you that the National Endowment for the Humanities has awarded a grant of \$11,188.00 in support of your project. Your application was considered carefully during the NEH review process, which includes peer review along with deliberation by the National Council on the Humanities and the Office of the Chairman.

I enclose the official notice of action from the NEH Office of Grant Management, which provides information on the grant period and the terms and conditions that apply to your project. Please review this material carefully. Address your questions either to the grants administrator or to the program officer whose names appear on the second page of the award notification.

Congratulations on your award. I wish you every success.

Sincerely,

William D Adams  
Chairman

cc: Mrs. Linda Rothstein

**OFFICIAL NOTICE OF ACTION**  
**National Endowment for the Humanities**

|   |   |                                |
|---|---|--------------------------------|
| <b>Action Taken:</b> Award  | <b>Date of Action:</b> 12/22/2015   |                                |
| <b>ID Number</b> : PY-234444-16   | <b>Award Amounts</b>  | <b>Federal Matching Funds</b>  |
| <b>Award Period</b> : 01/01/2016 - 12/31/2016   | <b>Outright</b> : \$11,188.00   | <b>Amount Offered</b> : \$0.00 |
| <b>Award Recipient</b> : Clearwater Public Library System   | <b>Federal Match</b> : \$0.00   | <b>Offer</b> :                 |
| <b>DUNS</b> : 078307303   | <b>Other</b> : \$0.00   | <b>Expires</b> :               |
| <b>CFDA</b> : 45.149  | <b>Total</b> : \$11,188.00  |                                |
| <b>Institutional Grant Administrator</b><br>Ms. Paula Chaplinsky (PChaplinsky)<br>Administrative Analyst<br>Clearwater Public Library System<br>100 North Osceola Avenue<br>Clearwater, FL 33755-4083 | <b>Project Director</b><br>Mrs. Linda Rothstein (LRothstein)<br>100 North Osceola Avenue<br>Clearwater, FL 33755-4083 |                                |

**Project Title:** Discovering Clearwater's Hidden Treasures

**Project Description:** As part of the city's centennial celebration in 2016, the Clearwater Public Library in Florida would hold digitization events at its five branches to capture residents' historical documents, photographs, and artifacts. Following the digitization events, each branch would host a lecture to reveal the items discovered, featuring local history experts discussing the history of Clearwater and the branch's neighborhood. Digitized materials would be made available via the library's Pinellas Memory Project website. As one of the earliest points of contact between the Old World and the New, Clearwater's history includes unsuccessful Spanish missions, railroad development, the sponge industry, and beach tourism. Each of the five library branches represents a unique constituency, including: an area mainly frequented by tourists with a small number of permanent residents; a planned community; a Spanish-speaking enclave; and one of Florida's first suburban neighborhoods.

**Remarks:**

All terms and conditions that apply to this award will be considered acceptable unless a written objection is submitted within thirty days of the date of this notice. The first request for payment will indicate the recipient's acceptance of the award.

The administration of this award and the expenditure of funds are subject to the NEH General Terms and Conditions for Awards. This document incorporates by reference the uniform administration requirements, the audit requirements, and the cost principles of OMB's Uniform Guidance.

The due dates for the required financial and performance reports for this grant appear on the last attachment to this notice.

Forms and publications referenced in this award package, including the financial and performance reporting forms and instructions, are available from our website. Go to "Manage Your Grant" at [www.neh.gov](http://www.neh.gov).

Information on requesting payment is located in the Financial Reporting Requirements at <http://www.neh.gov/grants/manage/financial-reporting-requirements>

**NEH Office of Grant Management Official**



Robert Straughter  
Director, OGM

Award Recipient

GRANTEE: Clearwater Public Library

GRANT NUMBER: PY-234444-16

BASIS OF AWARD

This grant is made in support of the activities described in Endowment application PY-234444.

ENDOWMENT ADMINISTRATION OF THE AWARD

This grant has been funded by the Division of Preservation and Access.

Questions relating to project activities, the scope of the project, or changes in key project personnel should be addressed to:

Leah Weinryb Grohsgal  
Senior Program Officer  
Division of Preservation and Access  
National Endowment for the Humanities  
400 7th Street, SW  
Washington, DC 20506  
Telephone: (202) 208-7122  
Fax: (202) 606-8639  
E-mail: lgrohsgal@neh.gov

Questions about the regulations that apply to the grant or requests for budget changes or extensions of the grant period should be addressed to:

Barbara Tatge  
Office of Grant Management  
National Endowment for the Humanities  
400 7<sup>th</sup> Street, SW  
Washington, DC 20506  
Telephone: (202) 606-8217  
Fax: (202) 606-8633  
E-mail: btatge@neh.gov

## SPECIFIC TERMS AND CONDITIONS

The following terms and conditions apply to this grant:

1. The budget submitted with the application is approved. Funding for this project will not exceed \$11,188. Any variations from the approved budget will be subject to the limitations set forth in Article 11 ("Budget Revisions") of the *General Terms and Conditions for Awards*.
2. The grantee is required to maintain an "organizational prior approval system" for grant administration. Please refer to Article 2 of the *General Terms and Conditions for Awards* for information on this requirement.
3. The due dates for the required financial and performance reports for this award appear on the last attachment to this document. **All reports must be submitted electronically via eGMS, the NEH's online grant management system located at <https://securegrants.nih.gov/eGMS/>.**

All NEH project directors and institutional grants administrators (IGAs) are assigned eGMS accounts, and their user names are shown next to their names (in parentheses) on the attached Official Notice of Action.

When accessing eGMS for the first time, enter the user name provided and click the **Reset Password** button. An e-mail message will be sent to you with a link to create a new password. A User Guide containing detailed instructions is available at the above eGMS site.

4. Final financial and performance reports will be due ninety (90) days after the grant ending date. The OMB Standard Form 425, *Federal Financial Report* (FFR) is required for submission of the final financial report. This form (which can be completed online) and the instructions are available at the eGMS site listed above.
5. Information and instructions for submission of the interim and final performance reports are contained in the *Performance Reporting Requirements*, available on the NEH website at <http://www.nih.gov/grants/manage/performance-reporting-requirements>
6. The Federal Funding Accountability and Transparency Act (FFATA) requires federal agencies to make information about the expenditure of federal funds available to the public. To facilitate this, the NEH Addendum to the General Terms and Conditions for Awards requires your organization to maintain current information in its "Entity record" in the System for Award Management (SAM) for the period of this award. SAM now administers the former Central Contractor Registry (CCR).

7. All materials publicizing or resulting from grant activities must contain an acknowledgment of NEH support. The acknowledgment must also include the following statement: “Any views, findings, conclusions, or recommendations expressed in this {article, book, exhibition, film, program, database, report, Web resource}, do not necessarily represent those of the National Endowment for the Humanities.”

Grantees are to consult the [Acknowledgment and Publicity Requirements for NEH Awards](#) and [Publicizing Your Project](#) pages on the NEH website for guidance on credits and promotion.

ALL TERMS AND CONDITIONS OF THIS GRANT WILL BE CONSIDERED ACCEPTABLE TO THE GRANTEE UNLESS A WRITTEN OBJECTION IS SUBMITTED WITHIN THIRTY DAYS FROM THE DATE OF THIS AWARD.

## REPORT SCHEDULE

### National Endowment for the Humanities

Grant Number: PY--234444--16

Grantee: Clearwater Public Library System

The following is a listing of the due dates of the reports required for this grant. A copy of this listing should be forwarded to those individuals responsible for the submission of the required reports.

| <b>Report</b>     | <b>Due Date</b> | <b>Period to be Covered</b> |              |
|-------------------|-----------------|-----------------------------|--------------|
| Final Performance | 3/31/2017       | 1/1/2016                    | - 12/31/2016 |
| Final Financial   | 3/31/2017       | 1/1/2016                    | - 12/31/2016 |

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