



Rotary International District 5580

District Grant-Local Community Project

2017-18 Application



Grant # 18.1.10

*Note: Rotarians completing this District Grant Application should submit this form to the appropriate Rotary International District 5580 Grants Committee Mentor (GCM) and D5580 Grants Committee Chair (GCC). Contact information is available at www.clubrunner.ca/5580 **Forms to be submitted typed, not hand written.***

NOTE: Select a box, double click on it. Then, from the sub-menu select checked or not checked, then click on Okay.

Application [document must be completed in its entirety, including signatures]

District Grant Project Title: **TECHNOLOGY EQUIPMENT PROJECT
for the Fergus Falls Library Renewal Project**

Primary Contact's Name: Paul H. Nelson Rotary Club: Fergus Falls, Minnesota Sunrise Rotary

Phone: (B): _____ ©: _____
(H): 218-205-7561 (F): _____

Email: paulharoldnelson@gmail.com

Mentor's Name: Keith Brokke Phone: 218-371-9243
Email: kbrokke@borderstatespaving.com

Date Submitted: 03-30-2017 Estimated Timeline: July 2017 to Late 2018
Finish Date

SECTION 1: PROJECT DESCRIPTION

Explanation: District Grants support the humanitarian service projects of Rotary clubs and districts. In this section, describe in detail the humanitarian need your project will address, the intent of the project, how the project will be implemented, and how Rotarians will be directly involved in the project. **Rotarian involvement is required and a one year timeline is requested (start to finish).**

Please provide the name of the project site, the city or village, state or province, and country. List multiple locations, if applicable.

Project site: 205 Hampden Ave.
City / Village: Fergus Falls
State / Province: Minnesota
Country: United States

Describe the project and the problem or need it will address, including the intended beneficiaries and how the project will benefit the community in need. Provide the estimated length of time needed to complete the project including a START (cannot start prior to July 1st) and END DATE.

The Project: The Fergus Falls Sunrise Rotary Club, together with the Fergus Falls Noon Rotary Club, proposes a **Technology Equipment Project (TEP)** for the Digital Media Lab and Makerspace Room (DMLM) within the larger Fergus Falls Library Renewal Project, an expansion and remodel of the library building. Construction on the expansion and remodel of the library is set to begin in the summer of 2017 and construction is estimated to be completed in late 2018.

The Technology Equipment Project (TEP) will provide funding to purchase some of the equipment for the Digital Media Lab & Makerspace (DMLM). The new DMLM will extend the library's mission to connect people, information and ideas to promote lifelong learning, literacy development, and community involvement to assure the best quality of life. The DMLM will accomplish this by providing open access to a wide variety of equipment and tools designed to encourage:

1. the exploration of new technology, which will help participants gain practical digital skills and experiences.
2. participants to develop their creative and “maker” skills as they create new things.
3. collaboration, the sharing of skills/knowledge, and social connections among participants.

Equipment: Specifically, the Technology Equipment Project (TEP) will fund the following pieces of equipment and related accessories for the DMLM.

- 1.) 3D Printer;
- 2.) Promethean Active Panel Display;
- 3.) Apple iMac Computers;
- 4.) iPad Tablet Computers; &
- 5.) Video Conferencing Equipment

During the past couple of years, the library has been piloting the demand for access to advanced technology and software access at the library. The library was able to purchase one 3D printer and a Macbook Pro laptop with video and sound editing software as a pilot project. Since launching 3D printing classes in June of 2016, the library has trained more than 250 community members on using the 3D printer. The DMLM space and the additional **Makerbot 3D printer proposed** in this grant will help expand the capacity and meet the demand for use of this equipment as demonstrated through the pilot project. 3D printers often take between 3 and 6 hours and sometimes significantly longer to print one 3D printed item. The Makerbot 3D printer requested in the grant is also a larger format 3D printer, so it will be able to print larger 3D printed images than our current Zortrax model printer. Patrons have requested access to a larger format printer.

With more than 250 community members trained in on 3D printing, demand is far outpacing the capacity of our one 3D printer. An additional 3D printer and the dedicated space of the DMLM will help library staff train more patrons on the equipment as well as provide more capacity and access to the technology. Expanding capacity and access will help more community members develop the digital literacy skills necessary for workforce development and innovation.

The **Macbook Pro laptop** is currently the only computer at the library that provides access to advanced software like Photoshop, for photo editing, and Final Cut Pro, for video editing, and is the only Mac platform computer at the library. Therefore, the laptop and access to those programs is very limited. With a lone laptop and no dedicated space, the use of the programs has been limited to community members who already know how to use the software and the Mac platform. Even with this limitation, the Macbook was checked out 76 times for in-library use in 2016. With the dedicated DMLM space and additional Mac computers and software, library staff will be able to train more community members on using the software and will also be able to provide more access and expand this service. In addition, the Macbook could be used as a tool to further expand access by becoming a piece of equipment the library could check-out to patrons, working on longer more involved projects, so they would be able to continue their work at home, if necessary.

The Fergus Falls Library Renewal Project was approved locally by the voters in the fall of 2016 when they passed a half cent local option sales and use tax to partially fund the project. If approved as anticipated by the Governor and Minnesota State legislators this legislative session, construction for the project could begin in the summer of 2017. In addition to the funding provided via the half cent sales tax, the Fergus Falls Public Library Foundation has set a goal to raise \$3 million in private funds to contribute to funding the \$9.8 million project. Currently, \$2.5 million has been raised. Funding for this grant request, if approved, would contribute towards meeting the \$3 million fundraising goal.

Sunrise Rotary of Fergus Falls is working with other service clubs in Fergus Falls to fully fund the DMLM. Participants include Noon Rotary, Riverside Lions, and Sertoma. The Sunrise and Noon Rotary Club project goal within this larger Fergus Falls Library Renewal Project is the Technological Equipment Project (TEP).

The problem or need the TEP project and overall DMLM space will address is providing equal access to the advanced technology needed to succeed in today’s digital society. Fergus Falls, a small city in the west central part of Minnesota, has a population of just over 13,000. The average household income in the city is \$36,453 and one out of six people in Fergus Falls live at or below the poverty level (U.S. Census Bureau). These statistics suggest a significant population likely without access to the discretionary income necessary to own personal digital devices or software, creating a digital divide in our community.

The Beneficiaries: According to the 2010 US Census, the city of Fergus Falls also has a significantly larger senior (ages 65 and older population than the state as a whole, 22.2% versus 12.9%, and the trend is for the senior population to continue to increase. As technology progresses and evolves, the public library will continue to be an important technology access and instruction point for seniors and community members of all ages who need to learn new technology skills.

The Benefits: The equipment and software in the DMLM will provide community members of all ages with access to the tools, software and equipment they need to improve their digital literacy skill through direct instruction and self-guided learning. Technology classes on video and sound editing, animation, and 3D modeling will be taught by library staff and outside specialists. In addition, the equipment will be available for patrons to reserve and use on their own to learn, create and share.

Having access and the skills to successfully navigate technological devices and software is necessary to participate and compete in today’s digital world. Seeking, applying for an acquiring a job are all increasingly done online as are a significant number of other activities required to fully participate in today’s society including taking college classes, studying for a driver’s license exam, and monitoring your child’s school work. In

addition, being transliterate (able to read, write and interact across a range of platform tools and media) is increasingly important. The DMLM will also help teach and inspire learning in the 4c's associated with 21st century learning: collaboration creativity critical thinking and communication.

The project will begin in the summer of 2017 and be completed in late 2018.

The mission of The Rotary Foundation is to enable Rotarians to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty.

How will this project meet the mission of Rotary Foundation?

The clearly stated Rotary Foundation Mission for ***“the support of education”*** (Rotary Foundation Mission Statement) in the world, with the focus on ***basic education and literacy*** (Rotary Foundation Areas of Focus) is our first priority. The Fergus Falls Library Renewal is precisely that kind of project, intended to provide equal access to knowledge and learning opportunities for everyone, and to provide for a better educated workforce and a more sustain able community. A small library is growing to meet those demands for Fergus Falls.

The Fergus Falls Library community, after years of analysis, community conversations, focus groups and surveys, approved three primary community needs our library must respond to and applied these needs to the library building design. The libraries second priority (To Provide equal access to critical technology and information resources) is addressed by our Grant Project.

In addition to an ***education*** mission, however, is the library’s wider vision of the health of the whole community and access to information for people as they face ***“improvement of health”*** issues and as they work for the ***“elimination of poverty”*** (Rotary Foundation Mission Statement). In addition to books, 21st century libraries offer equal access to and instruction on advanced technology, helping decrease the digital divide and inspiring creativity and innovation. Today, more than ever, libraries serve as critical community space for collaborative learning, meetings, and social gatherings, improving quality of life.

The computers, the 3D Printer, and the Promethean Active Panel are interactive technological/digital tools to access information for all ages and accomplish the mission fo the Rotary Foundation.

SECTION 2: PROJECT BUDGET

Explanation: For detailed information on what TRF will fund, please see *The Guide to Matching Grants* (144-EN). Official RI exchange rates can be found at www.rotary.org/en/AboutUs/SiteTools/DownloadLibrary/Pages/ridefault.aspx . Please use the most recent rate. Your estimated costs below must include quotes from a bona-fide vendor if costs for items exceed \$100.

Budget Item	Name of Supplier	Amount
Apple iPad Pro Tablet 32GB 12.9 inch (2)	PCM-G, Chantilly, VA	\$1,588.00
Mounting Kit (desk clamp mount) for Tablets (2)	PCM-G, Chantilly, VA	\$121.98
LockDown Universal w/ Key Lock for Tablets (2)	PCM-G, Chantilly, VA	\$149.98
iMac – All-in-one – 1 x Core i5 2.8 Ghz, Ram 8GB, HDD 1 TB (5)	PCM-G, Chantilly, VA	\$6,470.00
Promethean AP4-70E ActivPanel, Interactive Flat Panel, 70” (1)	PCM-G, Chantilly, VA	\$4,999.00
Makerbot, Essentials Pack – Replicator (1)	PCM-G, Chantilly, VA	\$3,499.00
Sony Handycam (video conferencing) (1)	PCM-G, Chantilly, VA	\$815.00
Westcott 130 Digtl Background (9x10’) (video conferencing) (1)	PCM-G, Chantilly, VA	\$70.00
Logitech connect Kit w/Nuc (video conferencing) (1)	PCM-G, Chantilly, VA	\$1,699.00

Shipping		\$60.00
	Subtotal	\$19,471.96
	Exchange rate used	US \$1=
	Total in U.S. dollars	\$19,471.96

You must substantiate your project with actual receipts when completing the Final Report or the Final Report will be returned as incomplete.

SECTION 3: PROJECT PLANNING

Explanation: Before an application is submitted to Rotary International District 5580 GC, project partners should discuss various planning details. The questions below are a guide to aid project planning. Note that a Rotary club/district or Rotarian may not own or benefit from anything purchased with grant funds.

Identify who will own equipment and maintain, operate, and secure items purchased with grant funds. (A Rotary club or Rotarian cannot own equipment.)

The City of Fergus Falls owns the Fergus Falls Public Library and, through the Library Staff, is responsible for the supervision, use, and maintenance of this equipment.

Will training in use and maintenance of technical equipment (including software) be provided? If so, who will provide training?

The Fergus Falls Public Library staff have received professional training in operating 3D printers. The library is also planning on purchasing a subscription to the online video training program, Lynda.com, which provides online tutorials on much of the video, sound and animation editing software that will be included in the DMLM. This training program will help both library patrons and staff expand their skills and ability to use the software program. In addition, library staff recently received training on using a Promethean Active Panel via the Viking Library System. Library staff will seek out additional training opportunities as need and demand arise.

Describe how the benefiting community will maintain this project after grant funding has been fully expended.

The Fergus Falls Public Library is a department of the City of Fergus Falls. Equipment included in this grant request will be maintained through service contracts and/or via city IT staff. The equipment will be placed on a regular maintenance and replacement schedule.

Describe specific activities of the benefiting community partners in implementing the project.

[See above]

How will Rotarians be involved the project? Please note that financial support is not considered active involvement. (See the District Grant application instructions for suggestions.)

No Rotarians will be involved in the installation of the project, due to its technical nature, but all Rotarians have been involved in the promotion of library use and passage of the city bonding bill which makes the library renewal project possible.

Indicate what financial arrangements have been made to pay for this project (i.e. Are you working with other organizations or are Rotarian contributions a part of your funding)?

Sunrise Rotary of Fergus Falls is teaming with Noon Rotary of Fergus Falls, to pay for this equipment. Beyond this, other service clubs are committing to the Naming Rights for the DMLM by identifying and funding various equipment or services for the DMLM. The other participants currently are Riverside Lions and Sertoma

Have the sponsor clubs/districts planned and agreed to fund plumbing or electrification for equipment and appliances in existing buildings (hospitals, schools, libraries, orphanages, etc.)?

The overall budget for the Fergus Falls Library Renewal Project includes all plumbing and electrical circuitry necessary, provided by the City of Fergus Falls.

SECTION 4: ROTARY INTERNATIONAL DISTRICT 5580 - PRIMARY CLUB

Explanation: The Rotary International District 5580 primary club is the club sponsoring the project. A committee of at least **three** Rotarians from this club must be established to oversee the project. The primary project contact must be a member of the primary club identified below. The project committee must be composed of members of the sponsor Rotary club for club-sponsored projects or district for district-sponsored projects. The committee members must be committed for the duration of the grant process. Please provide the primary address for all committee members, as all Rotary information will be sent to this address. It is highly recommended that the primary contact (who receives all information from the District Grants Subcommittee) have an e-mail address to expedite communication.

Primary Club

Club	Fergus Falls Sunrise Rotary Club	Club ID number	Club Secretary/District 5580 Club Runner/Diane
District	5580	Country	USA

Primary Contact:

Name:	Paul H. Nelson	Member ID:	#2471442	Club Secretary/Foundation Chair/Diane
Club:	Fergus Falls Sunrise			
Rotary position:	Past-President			
Address:	120 E. Adolphus Ave.			
City:	Fergus Falls			
State/Province:	Minnesota	Postal code:	56537	Country: USA
E-mail:	paulharoldnelson@gmail.com	Cell phone:	218-205-7561	
Home phone:	218-739-4246	Office phone:		Fax:

Project Contact #2:

Name:	Rod Scheel	Member ID:	#2286285	
Club:	Fergus Falls Sunrise			
Rotary position:	Member			
Address:	1808 Connell Drive			
City:	Fergus Falls			
State/Province:	Minnesota	Postal code:	56537	Country: USA
E-mail:	rodscheel@live.com	Cell phone:	218-770-8231	
Home phone:		Office phone:		Fax:

Project Contact #3:

Name:	Evan Westra	Member ID:	#8706143	
Club:	Fergus Falls Sunrise			
Rotary position:	President-Elect			
Address:	20549 Red Oak Drive			
City:	Fergus Falls			

State/Province: Minnesota Postal code: 56537 Country: USA

E-mail: evan@westtool.com Cell phone: 218-731-1298

Home phone: Office phone: Fax:

**SECTION 5: ROTARY INTERNATIONAL DISTRICT 5580
ADDITIONAL CONTRIBUTING ROTARY CLUBS or DISTRICT PARTNERS**

Explanation: An additional contributing partner is a Rotary club or district who is not the sponsoring club or the host club. The additional contributing partner primary project contact must be a member of the additional contributing Rotary club identified below and must be committed for the duration of the grant process from application through implementation and final reporting. Please provide the primary address for additional contributing Rotary club(s) and district partner(s), as all Rotary information will be sent to this/these address (es). It is highly recommended that the primary contact(s) (who receives all information from the D5580 Grants Committee) have an e-mail address to expedite communication.

Empty box for providing primary contact information for additional contributing clubs or district partners.

Additional Contributing Club #1

Club District 5580 Club ID number: Country: USA

Additional Contributing Club #1 Primary Contact:

Name: Robert L. Russell Member ID: #425440

Club: Fergus Falls Noon

Rotary position: Foundation Committee Chair

Address: 220 W. Washington Ave.

City: Fergus Falls

State/Province: Minnesota Postal code: 56537 Country: USA

E-mail: Robert@russelllawoffice.com Cell phone: 218-205-6944

Home phone: Office phone: Fax:

Additional Contributing Club #2

Club: District: 5580 Club ID number: Country: USA

Additional Contributing Club #2 Primary Contact:

Name: Member ID:

Club:

Rotary position:

Address:

City:

State/Province: Postal code: Country: USA

E-mail: Cell phone:

Home phone: Office phone: Fax:

Additional Contributing Club #3

Club District 5580 Club ID number Country USA

Additional Contributing Club #3 Primary Contact:

Name: Member ID:

Club:		
Rotary position:		
Address:		
City:		
State/Province:	Postal code:	Country: USA
E-mail:	Cell phone:	
Home phone:	Office phone:	Fax:

SECTION 6: PROJECT FINANCING

Explanation: Clearly list all financing in U.S. dollars noting which funds will be contributed in cash and which will be contributed from District Grant Funds (DGF). The district Rotary Foundation Committee Chair must authorize use of District Grant Funds.

Project finances must match projected project budget.

NOTE: No funds should be spent and no work should be started on this specific project prior to official Rotary International District 5580 Grants Committee approval. Upon approval, a notice will be sent to the sponsors informing them of approval and providing detailed instructions on how and where to submit their contributions and reports.

RI District 5580 Rotary clubs	Cash (US\$)	DGF (US\$)	DRFC Chair D-5580	DRFC Chair Authorization	Dist. Governor D-5580	Dist. Governor Authorization
Fergus Falls Sunrise	\$5,000	\$5,000				
Fergus Falls Noon	\$5,000	\$4,471.96				
Total D-5580 Club & DG Funds	\$10,000	\$9,471.96	Keith Brokke		Debra Warner	
Subtotals, Cash and DGF						
TOTAL Cosponsor contributions	\$10,000					
Additional non-Rotarian outside funding (not matched by or forwarded to RI District 5580)						
Total project financing <small>(Must equal Project Budget page Total)</small>	\$19,471.96					

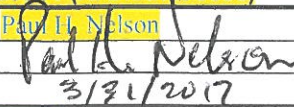
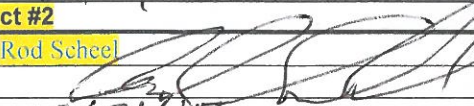
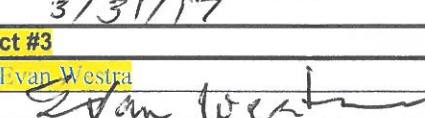
SECTION 7: AUTHORIZATIONS


Explanation: Authorizations ensure that all partners are aware of, and interested in, pursuing the described project. By signing below, the current club presidents for club-sponsored projects and current district grants subcommittee chair for district-sponsored projects, as well as the committee members, agree to the criteria listed and affirm their support of the project.

All Rotary clubs, districts, and Rotarians involved in this project are responsible to The Rotary Foundation (TRF) for the implementation of the project and its subsequent reporting. The signatures of all involved parties confirm that they understand and accept responsibility for the project. Parties may either sign this page or submit a separate letter of commitment.

By signing the next page below, we agree to the following:

- All information contained in this application is, to the best of our knowledge, true and accurate, and we intend to implement the project as presented in this application. Any alterations or changes in scope must have the expressed approval of the D5580 Grants Committee Chair.**
- The club/district agrees to undertake this project as an activity of the club/district.**
- We ensure all cash contributions (as detailed in Project Financing) will be forwarded directly to the project account after RI D-5580 Grants Committee approval of the grant.**
- RI D-5580, RI and TRF may use information contained in this application to promote the project by various means such as district publications, The Rotarian, the RI international convention, RVM: The Rotarian Video Magazine, etc.**
- The partners agree to share information on best practices when asked, and RI D-5580 and TRF may provide partners' contact information to other Rotarians who may wish advice on implementing similar projects.**
- To the best of my knowledge and belief, except as disclosed herewith, neither I nor any person with whom I have or had a personal or business relationship is engaged, or intends to engage, in benefiting from TRF grant funds or has any interest that may represent a potential competing or conflicting interest. A conflict of interest is defined as a situation in which a Rotarian, in relationship to an outside organization, is in a position to influence the spending of TRF grant funds, or influence decisions in ways that could lead directly or indirectly to financial gain for the Rotarian, a business colleague, or his or her family, or give improper advantage to others to the detriment of TRF. (NOTE: Any and all exceptions must be explained in an attached statement.)**
- The club agrees to comply with all applicable terms and conditions of "The Rotary Foundation Memorandum of Understanding" and "The Rotary Foundation Future Vision RI District 5580 Addendum to The Rotary Foundation Club Memorandum of Understanding". The Rotary Foundation, RI D-5580 Audit Committee and/or the RI D-5580 District Foundation Compliance Officer have the authorization to audit the project at any time.**

Primary Contact #1 (RI District 5580)	
Name	Paul H. Nelson
Signature	
Date	3/31/2017
Project Contact #2	
Name	Rod Scheel
Signature	
Date	3/31/17
Project Contact #3	
Name	Evan Westra
Signature	
Date	3-31-17

District 5580 Rotary Club	
<input checked="" type="checkbox"/>	Club president 2017-18 (club-sponsored)
<input type="checkbox"/>	District grants subcommittee chair (district-sponsored)
Name	Scott Wagnild
Title	Club President
Rotary Club	Fergus Falls, Minnesota, Sunrise Rotary
District #	5580
Signature	
Date	3/31/17

SECTION 8: COOPERATING ORGANIZATION

Explanation: A *cooperating organization* is an organization that is directly involved in the implementation of the project, offering technical expertise and project coordination. A *benefiting entity* is the recipient of goods or services and is not considered a cooperating organization.

If this project involves a cooperating organization (neither a Rotary club nor the beneficiary of the project), provide the following:

Name of organization: _____

Street Address: _____

City, State/Province: _____ Postal code: _____ Country: _____

Office phone: _____ Fax: _____


E-mail: _____ Web address: _____

- In addition to the above, the following must be attached:
- Letter of participation from cooperating organization that specifically states:
 - Its responsibilities and how it will interact with Rotarians
 - The organization's agreement to cooperate in any financial review of the project

SECTION 9: FINAL REPORT

Explanation: Although all partners are responsible for completing progress and final reports, the D-5580 Grants Committee requires that one partner takes primary responsibility for submitting the final report to the D-5580 Grants Committee Chair Person. It is recommended but not required that the club or district receiving the funds should take primary responsibility. In any case, this signature of reporting responsibility should be that of one of the primary club's/districts project contacts.

"By signing below, our club/district accepts primary reporting responsibility."

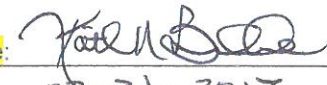
Print Name: Scott Wagnild Signature: 

District: 5580 Rotary Club: Fergus Falls, Minnesota, Sunrise Rotary

SECTION 10: D-5580 GRANTS COMMITTEE MENTOR REVIEW

Explanation: The D-5580 Grants Committee Chair will assign a mentor to help in preparing the District Grant. Once the mentor is satisfied that the application is complete, the mentor will sign off (below). Applications cannot be submitted without the mentor's signature.

"On behalf of the committee, I hereby certify that to the best of my knowledge and ability this grant application is complete, meets all TRF guidelines, and is eligible for funding."

GC Mentor: KEITH BROCKE Signature: 

District: 5580 Date: 03-31-2017

SECTION 11: COMPLETION CHECKLIST

Before submitting your District Grant application, please take a moment to review this checklist. If you have any questions or concerns, please contact the appropriate District Grants Mentor or D-5580 Grants Committee Chair Person.

NOTE: To select a box, double click on it. Then, from the sub-menu select checked or not checked, then click on Okay

- The project meets all grant policies and guidelines (see *The Guide to Matching Grants* [144-EN] or the RI Web site at www.rotary.org).
- The project description clearly states how the project will assist those in need.
- The activities of Rotary International District 5580 clubs are clearly explained. The Rotarians will be actively involved in the project.
- The District 5580 club(s) and partners have created committees to oversee the project. These individuals are correctly listed on the application with their complete contact information.
- A detailed, itemized budget is included in the application.
- All partner contributions are listed in the application, noting which contributions will be cash and which will be DGF.
- The Rotary Club President and District Grants Committee Chair from District 5580 (and partner(s)) have provided their authorizing signatures.
- All committee members (three for projects within D-5580) have provided their authorizing signatures.
- or N.A. **If a cooperating organization is involved, the following letters are included with the application:**
 1. or N.A. A letter from the organization specifically stating its responsibilities, how it will interact with Rotarians, and agreeing to cooperate in any financial review of the project.
 2. or N.A. A letter of endorsement from the NGO partner confirming that the cooperating organization is reputable and works within the laws of that community / country,
 3. or N.A. If the project involves a revolving loan or microcredit, are the Revolving Loan Fund Supplement and Credit Group Plan included?
- The DRFC chair has provided his/her signature authorizing the use of District Grant Funds.
- The District Governor has provided his/her signature authorizing the use of District Grant Funds.
- The D-5580 Grants Committee Mentor has certified the application as complete and eligible.
- The Rotary Club (and partners) have made copies of all documents for their files prior to submitting electronically to District 5580 Grants Chair David Long long@arvig.net and Diane Collins bigfish@uslink.net Diane will post to the District website www.clubrunner.ca/5580 for the D-5580 Grants Committee to review.



205 East Hampden Fergus Falls, MN 56537-2930
Phone 218-739-9387 • Fax 218-736-5131
library@fergusfalls.lib.mn.us
www.fergusfalls.lib.mn.us

March 30, 2017

Dear Rotary Foundation Trustees,

The Fergus Falls Public Library invites the participation of the Fergus Falls Morning and Noon Rotary Clubs in the Library Renewal Project, specifically in helping fundraise for the Digital Media Lab and Makerspace.

Partnering with the Rotary Clubs and other area service clubs in this effort helps not only raise funds for the project, but also helps raise community awareness about the importance of equal access to technology and digital literacy instruction. In today's digital society, access to the tools and instruction necessary to engage and compete is more important than ever if we are to level the playing field and ensure everyone has the opportunity to succeed.

The Fergus Falls Public Library is serious about lifelong learning and equal access. The Digital Media Lab and Makerspace will help the library further its mission by providing our community with access to a 21st century library designed to meet 21st century learning needs.

Thank you for the opportunity to apply for a Rotary Foundation grant.

Sincerely,

A handwritten signature in blue ink that reads 'Erin Smith'.

Erin Smith, Director

Contact: **Bradley Telesz**
Phone: **855-528-6502**
E-mail: bradley.telesz@pcmg.com

Quotes are valid 15 days from quote date. Prices are subject to change without notice.
JESSE SCHAKE
VIKING LIBRARY SYSTEMS
ACCOUNTS PAYABLE
PO BOX 717
FERGUS FALLS, MN 56538-0717

Contact: **VIKING LIBRARY**
Ref.: **[REDACTED]**
Quote: **B0253152**
Date: **3/29/2017**
Expires: **4/13/2017**

Line	Qty	Manufacturer	PCMG Part No	Manufacturer Part No	Product Description	Contract Number	Product Unit Price	Product Extended Price
1	1	SONY CE	13551622		4K ULTRA HD HANDYCAM BLACK		\$ 815.00	\$ 815.00
2	1	WESTCOTT	40566579		130 DIGTL BACKGROUND9X10' CHROMA GREEN		\$ 70.00	\$ 70.00
3	1	LOGITECH	15695356		LOGITECH CONNECT KIT W/NUC		\$ 1,699.00	\$ 1,699.00
<p>Courier: DS Ground</p> <p>Ship-to: 204 NORTH CASCADE PO,BOX 717 FERGUS FALLS, MN 56538</p>								
<p>Sub-total \$ 2,584.00</p> <p>Tax \$ 10.00</p> <p>Shipping \$ 10.00</p> <p>Total \$ 2,594.00</p>								

Ask about our leasing Options and keep your business moving forward		
Lease Estimate (Monthly Rates) *		
Fair Market Value		
24 Months	\$0.00	\$1 Buyout
36 Months	\$0.00	\$0.00
48 Months	\$0.00	\$0.00
Lease rate subject to credit approval. Special programs available for 100% software leases.		

Software quotes are only valid in the month they are issued



IMPORTANT P.O. INSTRUCTIONS

Please make P.O. out to 'PCMG(We are not able to process PO's made out to any of the subsidiary companies such as MacMail, PCM, TigerDirect or PCME). Include **PART #s, QUOTE #, SIGNATURE**, and the terms 'NET 30'. Please fax PO to fax number referenced above. **SOFTWARE LICENSING:** Include **END-USER NAME, PHONE #, and E-MAIL ADDRESS** in **SHIP-TO** field on P.O.