



**National Network of Libraries of Medicine
MidContinental Region**

Colorado * Kansas * Missouri * Nebraska * Utah * Wyoming

800-338-7657 – Toll Free
801-587-3412 – Voice
801-581-3632 – Fax
<http://nnlm.gov/mcr>

**NATIONAL NETWORK OF LIBRARIES OF MEDICINE
MIDCONTINENTAL REGION**

**Memorandum of Agreement
Richfield Public Library**

**K-12 School Partnership
August 19, 2015 – April 30, 2016**

Richfield Public Library agrees to carry out the following responsibilities on behalf of the National Network of Libraries of Medicine, MidContinental Region (MCR), for a 8-month period.

With this agreement Richfield Public Library will receive reimbursement up to \$1,500 payable upon delivery of the first Quarterly Report.

During the period of August 19, 2015 – April 30, 2016 Richfield Public Library agrees to:

1. Provide programming for students, families, and local agency staff participating in the six-county Prevention Coalition, to raise awareness of helath information resources and solution-based approaches to the prevention of teen addiction, teen depression, teen suicide, and dating violence.
2. Evaluate the project by employing a pre- and post-test survey of mental health and wellness programs presented in the dorms, to include a pre- and post survey of those who have not yet participated in programing as a control group; and employ a pre- and post-test of participants in the library outreach programming.

During the period of August 19, 2015 – April 30, 2016, the National Network of Libraries of Medicine, MidContinental Region agrees to:

1. Provide instruction, access and support in completing report forms.
2. Input reports in the NN/LM Online Contract Reports System for classes, demonstrations, or presentations with 30 days of any training event.

**DELIVERABLES
Reports:**

Quarterly and Final Reports:

- Quarterly Report **Due October 15, 2015**
(<https://www.surveymonkey.com/s/7QBV5LP>)
- Quarterly Report **Due January 15, 2016**
(<https://www.surveymonkey.com/s/7QBV5LP>)
- Quarterly Report **Due April 15, 2016**
(<https://www.surveymonkey.com/s/7QBV5LP>)
- Final Report **Due May 15, 2016**
(<https://www.surveymonkey.com/s/7W3BPDS>)

Materials:

- Share content created for your project with the MCR so that we can share with others.

Delivery Dates:

- Notify [Dana Abbey](#) or [Monica Rogers](#) within 7 days of a training or exhibit activity. Provide needed reporting information (see Appendix A) [NN/LM Activity Report](#) and [NN/LM Participant Form](#)).
- Invoices for LCD projector and screen totaling no more than \$1,500.00 are **due no later than April 30, 2016** (see Appendix B for sample invoice).

Credit Statement:

The statement below should be used in all publications resulting from this funding:

This project has been funded in whole or in part with Federal funds from the Department of Health and Human Services, National Institutes of Health, National Library of Medicine, under Contract No. HHS-N-276-2011-00006-C with the University of Utah Spencer S. Eccles Health Sciences Library.

508 Compliance:

The Department of Health and Human Services synopsis of Section 508 accessibility requirements, requires that all Federal agencies are obligated to make all electronic and information technology (EIT) that they develop, maintain or use compliant with Section 508. EIT purchases made on or after June 25, 2001, are subject to Section 508. 508 Compliance information is located at (<https://www.section508.gov/>

Federal regulations and guidelines (e.g., Section 501 and Section 504 of the Rehabilitation Act) require equal access for individuals with disabilities. Therefore, Federal agencies are required, upon request, to provide information and data to individuals with disabilities through an alternative means of access that can be used by the individuals.

The National Library of Medicine is a part of the National Institutes of Health, U.S. Department of Health and Human Services. Recipients of National Library of Medicine funding through the NN/LM must also meet these requirements.

Publications Resulting from NN/LM funded Projects:

As of April 7, 2008, final peer-reviewed manuscripts arising from NIH funds must be submitted to PMC (PubMed Central) upon acceptance for publication. The NIH Public Access Policy at (<http://publicaccess.nih.gov/policy.htm>) ensures that the public has access to the published results of NIH funded research. It requires scientists to submit final peer-reviewed journal manuscripts that arise from NIH funds to the digital archive PMC (<http://www.ncbi.nlm.nih.gov/pmc/>) upon acceptance for publication. To help advance science and improve human health, the Policy requires that these papers (<http://publicaccess.nih.gov/FAQ.htm#b1>) are accessible to the public on PMC no later than 12 months after publication. The NIH Public Access site should be consulted for additional information: (<http://publicaccess.nih.gov/policy.htm>)

Authors that publish NIH-supported, peer-reviewed articles in full PMC-participating journals (such as the Journal of the Medical Library Association) have fulfilled their obligations to NIH Public Access and have nothing else to do.

If an NIH-supported peer-review article is published in a non-PMC journal, the final manuscript must be submitted to PMC via the NIH Manuscript Submission System (NIHMS). If the author was supported by an NIH contract, and the contract details are not available for selection in the NIHMS, the author should contact the NIHMS Help Desk to have this information added to the system. This lets the NIHMS Help Desk correlate requests with specific manuscript numbers and specific users, and helps us resolve the issue faster.

The NIHMS Help Desk will need the following information:

- Contract number: HHS-N-276-2011-00006-C
- Contract title/name: National Network of Libraries of Medicine
- Awarding NIH institution: National Library of Medicine

Educational (Promotional) Items:

The U.S. Department of Health and Human Services has developed a new policy that promotes the Administration's commitment to act in a fiscally responsible manner by minimizing our administrative costs to perform our mission-critical functions in the most efficient, cost-effective way. It is the Department's policy that appropriated funds not be used to pay for promotional items. Promotional items include, but are not limited to: clothing and commemorative items such as pens, mugs/cups, folders/folios, lanyards, and conference bags that are sometimes provided to visitors, employees, grantees, or conference attendees. Typically, items or tokens to be given to individuals are considered personal gifts for which appropriated funds may not be expended. More information is located at (http://www.hhs.gov/asfr/ogapa/acquisition/promoitems_att3.html)

Development of Training Materials:

Successful applicants are expected to use or adapt existing training materials before developing new materials. Consult the Medical Library Association (MLA) Educational Clearinghouse (<http://cech.mlanet.org>) prior to developing materials. Training materials developed as part of the award should be submitted to the MLA Educational Clearinghouse.

All awards issued under the NLM Contract with the University of Utah are subject to the Government's availability of appropriated funds in compliance of Federal Acquisition Regulation (FAR) 52.232-18, Availability of Funds. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for this contract and until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer.

THIS AGREEMENT IS TO BE SIGNED AND RETURNED TO THE RML OFFICE NO LATER THAN: September 15, 2015.

Richfield Public Library

By: Blythe Oplvie

NATIONAL NETWORK OF LIBRARIES OF
MEDICINE, MIDCONTINENTAL REGION

By: C. Hamasu

Title: LIBRARY DIRECTOR

Claire Hamasu, Associate Director

Date: 5/26/15

Date: 6/15/2015

Appendix B



Invoice

[Funded organization responsible for adding information shaded in gray.]

2015 Invoice must be dated by **April 30, 2016** in order to receive payment.

NN/LM MidContinental Region
Eccles Health Sciences Library
University of Utah
10 North 1900 East Rm 107
Salt Lake City, UT 84112-5890
Attn: Robert Millsap

Pay to: Richfield City Library

Institution Name: Richfield City Corporation
Department: Library
Address: 83 E Center Street Richfield, UT 84701
Attn: Blythe Ogilvie

Funding Title: K-12 Partnership Funding

Project Description, Deliverables, and Due Dates.
K-12 School Partnership

Amount Due:

\$1326.21

SEE ATTACHED INVOICE FROM CDW

INFOCUS LIGHT PRO DLP PROJECTOR #1N1146	\$640.00
INFOCUS MANUAL 73" PULL_UP CREEN #SC-PUW-73	\$610.00
SHIPPING	\$ 67.15
TOTAL	\$1326.15

Payee Billing Contact Information

Name: Blythe Ogilvie

Phone: 435-893-1980

Email: blythe@richfieldcity.com

US Fed TIN:

(IRS Form W-9 is required)

State sales tax exemption #, if applicable *12245846002*

This project has been funded in whole or in part with Federal funds from the Department of Health and Human Services, National Institutes of Health, National Library of Medicine, under contract No. HHSN-276-2011-00006-C with the University of Utah



Utah State Tax Commission

Exemption Certificate for Governments & Schools

(Sales, Use, Tourism and Motor Vehicle Rental Tax)

TC-721G

Rev. 12/07

Name of institution claiming exemption (purchaser) Richfield City Corporation		Telephone Number 435-896-6439	
Street Address 75 East Center	City Richfield	State UT	ZIP Code 84701
Authorized Signature <i>Michael Langston</i>	Name (please print) Michael Langston	Title Finance Director	
Name of Seller or Supplier:		Date	

The person signing this certificate **MUST** check the applicable box showing the basis for which the exemption is being claimed. Questions should be directed (preferably in writing) to Taxpayer Services, Utah State Tax Commission, 210 N 1950 W, Salt Lake City, UT 84134. Telephone (801) 297-2200, or toll free 1-800-662-4335.

DO NOT SEND THIS CERTIFICATE TO THE TAX COMMISSION

Keep it with your records in case of an audit.

UNITED STATES GOVERNMENT OR NATIVE AMERICAN TRIBE

I certify the tangible personal property or services purchased are to be paid directly with funds from the entity noted on this form and will be used in the exercise of essential governmental or tribal functions. NOTE: Includes sales of tangible personal property to federally chartered credit unions. "Directly" does not include per diem, entity advances or similar indirect payments.

CONSTRUCTION MATERIALS PURCHASED FOR SCHOOLS OR PUBLIC TRANSIT DISTRICTS

I certify the construction materials purchased are on behalf of a public elementary or secondary school, or public transit district. I further certify the purchased construction materials will be installed or converted into real property owned by the school or public transit district.

Name of school or public transit district:

UTAH STATE AND LOCAL GOVERNMENTS AND PUBLIC ELEMENTARY AND SECONDARY SCHOOLS

Sales Tax License No. 12245846002

I certify the tangible personal property or services purchased are to be paid directly with funds from the entity noted on this form and will be used in the exercise of that entity's essential functions. For construction materials, if the purchaser is a Utah state or local government, these construction materials will be installed or converted into real property by employees of this government entity. "Directly" does not include per diem, entity advances, or similar indirect payments. **CAUTION:** This exemption does not apply to government or educational entities of other states.

From : Patrick Gemignani <patrgem@cdwg.com>
 To : <blythe@richfieldcity.com>
 Reply to : "Patrick Gemignani" <patrgem@cdwg.com>
 Subject : CDW-G Order Confirmation: Order #GFWQ449/P.O. Ref. GDFW129
 Date : Thu, 04 Jun 2015 09:52:43 -0600
 Attachments : GFWQ449.pdf

[View in a browser](#)

CDW-G

Order Confirmation

DEAR BLYTHE OGILVIE,

Thank you for choosing CDW•G. We have received your order. Please take a moment to review it for accuracy and completeness.

ORDER #	ORDER DATE	PO #	CUSTOMER #
GFWQ449	6/4/2015	GDFW129	9431643

DEAL OF THE WEEK |
Subscribe

ORDER DETAILS					
ITEM		QTY	CDW#	UNIT PRICE	EXT. PRICE
InFocus LightPro IN1146	InFocus LightPro IN1146 DLP projector Mfg. Part#: IN1146 UNSPSC: 45111609 Contract: MARKET	1	3201564	\$649.00	\$649.00
InFocus Manual Pull-up	InFocus Manual Pull-up Screen 73" Mfg. Part#: SC-PUW-73 UNSPSC: 45111603 Contract: MARKET	1	2423922	\$610.00	\$610.00
PURCHASER BILLING INFO				SUBTOTAL	\$1,259.00
Billing Address: RICHFIELD CITY ACCOUNTS PAYABLE 75 E CENTER ST P.O. BOX 250 RICHFIELD, UT 84701-2529 Phone: (435) 896-6439 Payment Terms: Net 30 Days-Govt State/Local				SHIPPING	\$67.15
				GRAND TOTAL	\$1,326.15
				View the Order Online	
DELIVER TO					
Shipping Address: RICHFIELD CITY 75 E CENTER ST P.O. BOX 250 RICHFIELD, UT 84701-2529 Phone: (435) 896-6439 Shipping Method: UPS Ground (2-3 days)					

Need Assistance? CDW•G SALES CONTACT INFORMATION

Patrick Gemignani | (877) 416-1572 | patrgem@cdwg.com