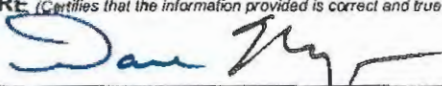


STATE OF LOUISIANA  
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET  
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Agriculture & Forestry		FOR OPB USE ONLY				
AGENCY: Agriculture & Forestry		OPB LOG NUMBER		AGENDA NUMBER		
SCHEDULE NUMBER: 04-160		92		2		
SUBMISSION DATE: August 23, 2023		Approval and Authority:				
AGENCY BA-7 NUMBER: 02		Approved by the Joint Legislative Committee on the Budget				
HEAD OF BUDGET UNIT: Dane Morgan		DATE: <u>BE 9/15/23</u>				
TITLE: Assistant Commissioner for Management & Finance						
SIGNATURE <small>(Certifies that the information provided is correct and true to the best of your knowledge)</small>						
						
MEANS OF FINANCING	CURRENT FY 2023-2024	ADJUSTMENT (+) or (-)	REVISED FY 2023-2024			
<b>GENERAL FUND BY:</b>						
DIRECT	\$26,723,845	\$0	\$26,723,845			
INTERAGENCY TRANSFERS	\$537,345	\$0	\$537,345			
FEES & SELF-GENERATED	\$8,253,309	\$0	\$8,253,309			
Regular Fees & Self-generated	\$8,253,309	\$0	\$8,253,309			
Subtotal of Fund Accounts from Page 2	\$0	\$0	\$0			
STATUTORY DEDICATIONS	\$38,646,879	\$0	\$38,646,879			
Structural Pest Control Commission Fund (A02)	\$1,552,031	\$0	\$1,552,031			
Louisiana Agricultural Finance Authority Fund (A07)	\$11,800,062	\$0	\$11,800,062			
Subtotal of Dedications from Page 2	\$25,294,786	\$0	\$25,294,786			
FEDERAL	\$19,365,452	\$3,407,000	\$22,772,452			
<b>TOTAL</b>	<b>\$93,526,830</b>	<b>\$3,407,000</b>	<b>\$96,933,830</b>			
AUTHORIZED POSITIONS	590	0	590			
AUTHORIZED OTHER CHARGES	2	0	2			
NON-TO FTE POSITIONS	42	0	42			
<b>TOTAL POSITIONS</b>	<b>634</b>	<b>0</b>	<b>634</b>			
PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
<b>PROGRAM NAME:</b>						
Management & Finance	\$23,487,624	124	\$0	0	\$23,487,624	124
Ag & Environment Sciences	\$14,624,872	114	\$0	0	\$14,624,872	114
Animal Health & Food Safety	\$15,611,052	120	\$0	0	\$15,611,052	120
Agro-Consumer Services	\$8,530,124	83	\$0	0	\$8,530,124	83
Forestry	\$28,988,041	183	\$3,407,000	0	\$32,395,041	183
Soil & Water	\$2,285,117	10	\$0	0	\$2,285,117	10
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
<b>TOTAL</b>	<b>\$93,526,830</b>	<b>634</b>	<b>\$3,407,000</b>	<b>0</b>	<b>\$96,933,830</b>	<b>634</b>

**STATE OF LOUISIANA**  
**DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET**  
**REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

<b>DEPARTMENT:</b> Agriculture & Forestry	<b>FOR OPB USE ONLY</b>	
<b>AGENCY:</b> Agriculture & Forestry	OPB LOG NUMBER	AGENDA NUMBER
<b>SCHEDULE NUMBER:</b> 04-160		
<b>SUBMISSION DATE:</b> August 23, 2023	<b>ADDENDUM TO PAGE 1</b>	
<b>AGENCY BA-7 NUMBER:</b> 02		

Use this section for additional Dedicated Fund Accounts or Statutory Dedications, if needed.  
 The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2023-2024	ADJUSTMENT (+) or (-)	REVISED FY 2023-2024
<b>GENERAL FUND BY:</b>			
<b>FEES &amp; SELF-GENERATED</b>			
[Select Fund Account]	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0
<b>SUBTOTAL (to Page 1)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>STATUTORY DEDICATIONS</b>			
Pesticide Fund (A09)	\$6,361,859	\$0	\$6,361,859
Forest Protection Fund (A11)	\$820,000	\$0	\$820,000
Forestry Productivity Fund (A14)	\$350,000	\$0	\$350,000
Petroleum Products Fund (A15)	\$4,502,926	\$0	\$4,502,926
Livestock Brand Commission Fund (A17)	\$10,000	\$0	\$10,000
Agricultural Commodity Dealers & Warehouse Fund (A18)	\$2,211,591	\$0	\$2,211,591
<b>SUBTOTAL (to Page 1)</b>	<b>\$14,256,376</b>	<b>\$0</b>	<b>\$14,256,376</b>

Use this section for additional Program Names, if needed.  
 The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
<b>PROGRAM NAME:</b>						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
<b>SUBTOTAL (to Page 1)</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>

**STATE OF LOUISIANA  
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET  
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

<b>DEPARTMENT: Agriculture &amp; Forestry</b>	<b>FOR OPB USE ONLY</b>	
<b>AGENCY: Agriculture &amp; Forestry</b>	OPB LOG NUMBER	AGENDA NUMBER
<b>SCHEDULE NUMBER: 04-160</b>		
<b>SUBMISSION DATE: August 23, 2023</b>	<b>ADDENDUM TO PAGE 1</b>	
<b>AGENCY BA-7 NUMBER: 02</b>		

Use this section for additional Dedicated Fund Accounts or Statutory Dedications, if needed.  
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2023-2024	ADJUSTMENT (+) or (-)	REVISED FY 2023-2024
<b>GENERAL FUND BY:</b>			
<b>FEES &amp; SELF-GENERATED</b>			
[Select Fund Account]	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0
<b>SUBTOTAL (to Page 1)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>STATUTORY DEDICATIONS</b>			
Seed Commission Fund (A21)	\$1,126,313	\$0	\$1,126,313
Sweet Potato Pests & Diseases Fund (A22)	\$200,000	\$0	\$200,000
Weights and Measures Fund (A23)	\$3,214,503	\$0	\$3,214,503
Feed and Fertilizer Fund (A29)	\$2,838,323	\$0	\$2,838,323
Horticulture and Quarantine Fund (A30)	\$2,600,000	\$0	\$2,600,000
Wildfire Suppression Subfund (A31)	\$1,059,271	\$0	\$1,059,271
<b>SUBTOTAL (to Page 1)</b>	<b>\$11,038,410</b>	<b>\$0</b>	<b>\$11,038,410</b>

Use this section for additional Program Names, if needed.  
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
<b>PROGRAM NAME:</b>						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
<b>SUBTOTAL (to Page 1)</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>

**STATE OF LOUISIANA  
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET  
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. **FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.**

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?  
The source of the funding are federal grants awarded to the Office of Forestry from the US Forest Service (USFS). The purpose of these grants are to assist landowners, citizens, state, local, and tribal governments in areas impacted by natural disasters in 2020 and 2021 by improving wildland fire response and mitigation, mitigating post-storm threats to forest health from invasive species, and providing technical assistance for rural and community forest restoration.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2023-2024	FY 2024-2025	FY 2025-2026	FY 2026-2027	FY 2027-2028
<b>GENERAL FUND BY:</b>					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$3,407,000	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$3,407,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

3. If this action requires additional personnel, provide a detailed explanation below:  
This action requires no additional support.

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.  
This grant is going into effect this fiscal year and there will not be sufficient funds or expenditure authority to cover the grants expenses.

5. Is this an after the fact BA-7, e.g.; have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.  
No, this is not an after the fact BA-7

**STATE OF LOUISIANA**  
**DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET**  
**REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

**PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT**

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7

Approval will allow LDAF to execute its role in assisting landowners, citizens, state, local, and tribal governments in areas impacted by natural disasters in 2020 and 2021 by improving wildland fire response and mitigation, mitigating post-storm threats to forest health from invasive species, and providing technical assistance for rural and community forest restoration

2. Complete the following information for each objective and related performance indicators that will be affected by this request. (Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2023-2024	ADJUSTMENT (+) OR (-)	REVISED FY 2023-2024

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. (For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)

This BA-7 will allow the department to pay the expenses that will come from this grant. If not, the current amount of budget authority will not cover the additional expenses to come from this grant

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.

The performance impacts associated with this request are identified, to the extent possible, in the explanations above.

5. Describe the performance impacts of failure to approve this BA-7. (Be specific. Relate performance impacts to objectives and performance indicators.)

The department will not have sufficient funds to pay for the expenditures of this grant.

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 1 NAME: Office of Forestry

MEANS OF FINANCING:	CURRENT FY 2023-2024	REQUESTED ADJUSTMENT	REVISED FY 2023-2024	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2024-2025	FY 2025-2026	FY 2026-2027	FY 2027-2028
<b>GENERAL FUND BY:</b>							
Direct	\$11,608,371	\$0	\$11,608,371	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated *	\$529,536	\$0	\$529,536	\$0	\$0	\$0	\$0
Statutory Dedications **	\$6,503,327	\$0	\$6,503,327	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$10,346,807	\$3,407,000	\$13,753,807	\$0	\$0	\$0	\$0
<b>TOTAL MOF</b>	<b>\$28,988,041</b>	<b>\$3,407,000</b>	<b>\$32,395,041</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXPENDITURES:</b>							
Salaries	\$9,208,981	\$0	\$9,208,981	\$0	\$0	\$0	\$0
Other Compensation	\$58,738	\$0	\$58,738	\$0	\$0	\$0	\$0
Related Benefits	\$4,972,406	\$0	\$4,972,406	\$0	\$0	\$0	\$0
Travel	\$185,043	\$190,000	\$375,043	\$0	\$0	\$0	\$0
Operating Services	\$1,040,167	\$0	\$1,040,167	\$0	\$0	\$0	\$0
Supplies	\$2,485,025	\$0	\$2,485,025	\$0	\$0	\$0	\$0
Professional Services	\$622,839	\$0	\$622,839	\$0	\$0	\$0	\$0
Other Charges	\$225,419	\$0	\$225,419	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$822,385	\$0	\$822,385	\$0	\$0	\$0	\$0
Acquisitions	\$9,367,038	\$3,217,000	\$12,584,038	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$28,988,041</b>	<b>\$3,407,000</b>	<b>\$32,395,041</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>							
Classified	179	0	179	0	0	0	0
Unclassified	2	0	2	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>181</b>	<b>0</b>	<b>181</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Charges Positions	0	0	0	0	0	0	0
Non-TO FTE Positions	2	0	2	0	0	0	0
<b>TOTAL POSITIONS</b>	<b>183</b>	<b>0</b>	<b>183</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>*Dedicated Fund Accounts:</b>							
Reg. Fees & Self-generated	\$529,536	\$0	\$529,536	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>**Statutory Dedications:</b>							
Louisiana Agricultural Finance Authority Fund (A07)	\$4,274,056	\$0	\$4,274,056	\$0	\$0	\$0	\$0
Forest Protection Fund (A11)	\$820,000	\$0	\$820,000	\$0	\$0	\$0	\$0
Forestry Productivity Fund (A14)	\$350,000	\$0	\$350,000	\$0	\$0	\$0	\$0
Wildfire Suppression Subfund (A31)	\$1,059,271	\$0	\$1,059,271	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

STATE OF LOUISIANA  
 DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET  
 REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 1 NAME: Office of Forestry

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
<b>AMOUNT</b>	\$0	\$0	\$0	\$0	\$3,407,000	\$3,407,000
<b>EXPENDITURES:</b>						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$190,000	\$190,000
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$3,217,000	\$3,217,000
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,407,000</b>	<b>\$3,407,000</b>
<b>OVER / (UNDER)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Charges Positions	0	0	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0
<b>TOTAL POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## QUESTIONNAIRE ANALYSIS

(Please reference question numbers, provide detailed information and use continuation sheets as needed.)

### GENERAL PURPOSE

The general purpose of this budget increase is allow the Office of Forestry to acquire/replace equipment related to fire suppression and mitigation.

### REVENUES

Federal Funds – Multiple USFS grants (see attached worksheet)

### EXPENDITURES

\$190,000 Travel/training

\$3,217,000 Acquisitions

(see attached worksheet)

### OTHER

Dane K. Morgan  
Assistant Commissioner of Management and Finance  
(225) 952-8142  
[dmorgan@daf.state.la.us](mailto:dmorgan@daf.state.la.us)

Epney Brasher  
Associate State Forester  
(985) 542-2252  
[ebrasher@daf.state.la.us](mailto:ebrasher@daf.state.la.us)



# FY 2024 Purchases

## Item to purchase

2500 HD 4x4 trucks with gooseneck hitch and towing package- gas  
 3500 HD DWR 4x4 trucks-Cab and Chassis for a Type 3 Engine; diesel  
 Tandem Wheel Trucks w/Bed  
 3500 HD DRW 4x4 trucks with gooseneck hitch and towing package- diesel  
 Honda or Polaris crew UTV  
 Type 6 Engine Service Body  
 Honda or Polaris UTV  
 510 In pumps for 6 wheel UTV  
 Incident Command Trailer  
 First Aid Trailer  
 Travel (Training)

Budget Category	Number of items	Estimated cost	Funding source	TOTAL
Acquisition	2	\$ 65,000.00	FY19 Mitigation (MOD needed)	\$ 65,000.00
Acquisition	2	\$ 68,000.00	FY22 SFA grant fire	\$ 136,000.00
Acquisition	14	\$ 184,000.00	FY22 -NON/FY23 SFA-SICT/FY23 SFAP NIA/FY23 SFAP HIA/FY23 SFA SICE	\$ 2,576,000.00
Acquisition	2	\$ 70,000.00	Hurricane Supplemental Funds (\$425)	\$ 140,000.00
Acquisition	2	\$ 20,000.00	FY19 Mitigation (MOD needed)	\$ 40,000.00
Acquisition	2	\$ 15,000.00	FY22 SFA grant fire	\$ 30,000.00
Acquisition	3	\$ 13,000.00	FY19 Mitigation (MOD needed)	\$ 39,000.00
Acquisition	2	\$ 23,333.33	FY19 Mitigation (MOD needed)	\$ 46,666.66
Acquisition	1	\$ 40,000.00	FY19 Mitigation (MOD needed)	\$ 40,000.00
Acquisition	1	\$ 55,000.00	FY19 Mitigation (MOD needed)	\$ 55,000.00
Travel	3	\$ 190,000.00	FY21 Mitigation MOD	\$ 570,000.00
				\$ 3,407,000.00

#### Justification

These units would be utilized to haul specialized equipment to wildfire incidents. These units will be utilized as a Type 6 Engine for rapid fire response in areas that require treatment by water, as well as mechanical, for suppression and/or mitigation. Combine with the replacement/upgrade to the transport fleet that began in 2023. These units would be utilized to haul specialized equipment to wildfire incidents. Units would be utilized for fire suppression, as well as fire mitigation along fire lines and training. Would allow for the rapid transport of Wildland Firefighters to backfire lines to secure locations. UTVs are becoming the choice over ATV due to the safety and security of ATVs. Units would be utilized for fire suppression, as well as fire mitigation along fire lines. Would allow for the rapid transport of Wildland Firefighters to backfire lines to secure locations. UTVs are becoming the choice over ATV due to the safety and security of ATVs. Units would be utilized for fire suppression, as well as fire mitigation along fire lines. Would allow for the rapid transport of Wildland Firefighters to backfire lines to secure locations. UTVs are becoming the choice over ATV due to the safety and security of ATVs. Unit would be utilized as a remote command office for Wildland Fire incidents and other natural disaster events. Unit would be utilized as a remote First Aid treatment and Triage unit during incidents, as well as during training events. This money is already allocated in Mitigation under salaries. It would be a change of scope.

STATE OF LOUISIANA  
 DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET  
 REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Culture, Recreation & Tourism		FOR OPB USE ONLY							
AGENCY: Office of the State Library		OPB LOG NUMBER <b>93</b>		AGENDA NUMBER <b>3</b>					
SCHEDULE NUMBER: 06-262		Approval and Authority:  Approved by the Joint Legislative Committee on the Budget  DATE: <b>BL 9/15/23</b>							
SUBMISSION DATE: August 21, 2023									
AGENCY BA-7 NUMBER: DCRT OSL-24-01									
HEAD OF BUDGET UNIT: Nancy Watkins									
TITLE: Undersecretary									
SIGNATURE (Certifies that the information provided is correct and true to the best of your knowledge): <i>Nancy Watkins</i>		MEANS OF FINANCING		CURRENT FY 2023-2024		ADJUSTMENT (+) or (-)		REVISED FY 2023-2024	
<b>GENERAL FUND BY:</b>									
DIRECT		\$4,972,828		\$0		\$4,972,828			
INTERAGENCY TRANSFERS		\$821,436		\$0		\$821,436			
FEES & SELF-GENERATED		\$90,000		\$0		\$90,000			
Regular Fees & Self-generated		\$90,000		\$0		\$90,000			
Subtotal of Fund Accounts from Page 2		\$0		\$0		\$0			
STATUTORY DEDICATIONS		\$0		\$0		\$0			
[Select Statutory Dedication]		\$0		\$0		\$0			
[Select Statutory Dedication]		\$0		\$0		\$0			
Subtotal of Dedications from Page 2		\$0		\$0		\$0			
FEDERAL		\$2,689,040		\$810,960		\$3,500,000			
<b>TOTAL</b>		<b>\$8,573,304</b>		<b>\$810,960</b>		<b>\$9,384,264</b>			
AUTHORIZED POSITIONS		48		0		48			
AUTHORIZED OTHER CHARGES		0		0		0			
NON-TO FTE POSITIONS		0		0		0			
<b>TOTAL POSITIONS</b>		<b>48</b>		<b>0</b>		<b>48</b>			
PROGRAM EXPENDITURES		DOLLARS		POS		DOLLARS		POS	
PROGRAM NAME:									
Library Services		\$8,573,304		48		\$810,960		0	
		\$0		0		\$0		0	
		\$0		0		\$0		0	
		\$0		0		\$0		0	
		\$0		0		\$0		0	
		\$0		0		\$0		0	
		\$0		0		\$0		0	
		\$0		0		\$0		0	
		\$0		0		\$0		0	
		\$0		0		\$0		0	
Subtotal of programs from Page 2:		\$0		0		\$0		0	
<b>TOTAL</b>		<b>\$8,573,304</b>		<b>48</b>		<b>\$810,960</b>		<b>0</b>	

**STATE OF LOUISIANA**  
**DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET**  
**REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

<b>DEPARTMENT:</b> Culture, Recreation & Tourism	<b>FOR OPB USE ONLY</b>	
<b>AGENCY:</b> Office of the State Library	ORB LOG NUMBER	AGENDA NUMBER
<b>SCHEDULE NUMBER:</b> 06-262		
<b>SUBMISSION DATE:</b> August 21, 2023	<b>ADDENDUM TO PAGE 1</b>	
<b>AGENCY BA-7 NUMBER:</b> DCRT OSL-24-01		

Use this section for additional Dedicated Fund Accounts or Statutory Dedications, if needed.  
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2023-2024	ADJUSTMENT (+) or (-)	REVISED FY 2023-2024
<b>GENERAL FUND BY:</b>			
<b>FEES &amp; SELF-GENERATED</b>			
[Select Fund Account]	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0
<b>SUBTOTAL (to Page 1)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>STATUTORY DEDICATIONS</b>			
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
<b>SUBTOTAL (to Page 1)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Use this section for additional Program Names, if needed.  
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
<b>PROGRAM NAME:</b>						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
<b>SUBTOTAL (to Page 1)</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>

**STATE OF LOUISIANA  
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET  
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. **FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.**

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?  
The Institute of Museum and Library Services (IMLS) provide the Library Services and Technology Act (LSTA) Grant pursuant to 20 U.S.C. § 9101 et seq. and as identified in the Office of the State Library's (OSL) Five-Year State Plan for FY 2023-2027. OSL will use the funds to support the goals of their FY2023-27 Five-Year Plan. In Louisiana, goals address: 1) Enhancing Access to Information; 2) Improving Library Services; and 3) Community Engagement.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2023-2024	FY 2024-2025	FY 2025-2026	FY 2026-2027	FY 2027-2028
<b>GENERAL FUND BY:</b>					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$810,960	\$810,960	\$810,960	\$810,960	\$810,960
<b>TOTAL</b>	<b>\$810,960</b>	<b>\$810,960</b>	<b>\$810,960</b>	<b>\$810,960</b>	<b>\$810,960</b>

3. If this action requires additional personnel, provide a detailed explanation below:  
This action requires no additional personnel.

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.

This request can't be postponed for consideration in the agency's budget request for next fiscal year because funds are needed this fiscal year to allow the Office of State Library to expend federal grant funds by the required federal deadlines.

5. Is this an after the fact BA-7, e.g.; have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.

No, this is not an after the fact BA-7.

**STATE OF LOUISIANA  
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET  
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

**PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT**

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7.

Approval will have positive programmatic impacts on all indicators affected by federal LSTA funding.

2. Complete the following information for each objective and related performance indicators that will be affected by this request. (Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2023-2024	ADJUSTMENT (+) OR (-)	REVISED FY 2023-2024
K	Number of attendees at the LA Book Festival	20000	1000	21000
K	Number of digital public documents added to Digital Archive	4500	100	4600
K	Number of electronic database searches	12600000	100000	12600000
K	Number of online tutoring engagements	65000	5000	70000
K	Number of libraries receiving consultations and site visits	20	15	35
K	Number of workshops held	125	5	130
K	Number of attendees at workshops	2300	200	2500
K	Number of items loaned to persons with visual or physical disabilities	160000	10000	170000

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

The increase in federal funds for these programs allows for more promotion and awareness of the programs as well as increases in travel and outreach for staff in schools, libraries, state agencies, and organizations which will lead to an increase in usage of resources and services.

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. (For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)

This BA-7 will also have a positive impact on public libraries, institutional libraries, and our Talking Books and Braille Library patrons as OSL will be able to increase resources, collections, and services for them.

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.

There will be a positive performance impact as stated above.

5. Describe the performance impacts of failure to approve this BA-7. (Be specific. Relate performance impacts to objectives and performance indicators.)

Failure to approve this BA-7 would negatively impact performance in the above mentioned areas and not being allowed to expend federal funds by the deadlines and year granted could lead to cuts in funding in the future.

**STATE OF LOUISIANA  
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET  
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

**PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM 1 NAME: Library Services

MEANS OF FINANCING:	CURRENT FY 2023-2024	REQUESTED ADJUSTMENT	REVISED FY 2023-2024	ADJUSTMENT OUT-YEAR PROJECTIONS			
				FY 2024-2025	FY 2025-2026	FY 2026-2027	FY 2027-2028
<b>GENERAL FUND BY:</b>							
Direct	\$4,972,828	\$0	\$4,972,828	\$0	\$0	\$0	\$0
Interagency Transfers	\$821,436	\$0	\$821,436	\$0	\$0	\$0	\$0
Fees & Self-Generated *	\$90,000	\$0	\$90,000	\$0	\$0	\$0	\$0
Statutory Dedications **	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$2,689,040	\$810,960	\$3,500,000	\$810,960	\$810,960	\$810,960	\$810,960
<b>TOTAL MOF</b>	<b>\$8,573,304</b>	<b>\$810,960</b>	<b>\$9,384,264</b>	<b>\$810,960</b>	<b>\$810,960</b>	<b>\$810,960</b>	<b>\$810,960</b>
<b>EXPENDITURES:</b>							
Salaries	\$2,773,360	\$0	\$2,773,360	\$0	\$0	\$0	\$0
Other Compensation	\$51,000	\$0	\$51,000	\$0	\$0	\$0	\$0
Related Benefits	\$1,910,303	\$0	\$1,910,303	\$0	\$0	\$0	\$0
Travel	\$12,928	\$10,000	\$22,928	\$10,000	\$10,000	\$10,000	\$10,000
Operating Services	\$395,378	\$75,000	\$470,378	\$75,000	\$75,000	\$75,000	\$75,000
Supplies	\$28,117	\$35,000	\$63,117	\$35,000	\$35,000	\$35,000	\$35,000
Professional Services	\$6,597	\$0	\$6,597	\$0	\$0	\$0	\$0
Other Charges	\$2,325,626	\$690,960	\$3,016,586	\$690,960	\$690,960	\$690,960	\$690,960
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$1,069,997	\$0	\$1,069,997	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$8,573,304</b>	<b>\$810,960</b>	<b>\$9,384,264</b>	<b>\$810,960</b>	<b>\$810,960</b>	<b>\$810,960</b>	<b>\$810,960</b>
<b>POSITIONS</b>							
Classified	47	0	47	0	0	0	0
Unclassified	1	0	1	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>48</b>	<b>0</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Charges Positions	0	0	0	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0	0
<b>TOTAL POSITIONS</b>	<b>48</b>	<b>0</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>*Dedicated Fund Accounts:</b>							
Reg. Fees & Self-generated	\$90,000	\$0	\$90,000	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>**Statutory Dedications:</b>							
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**STATE OF LOUISIANA  
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET  
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

<b>PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT</b>						
<b>PROGRAM 1 NAME:</b> <u>Library Services</u>						
<b>MEANS OF FINANCING:</b>	<b>State General Fund</b>	<b>Interagency Transfers</b>	<b>Fees &amp; Self-Generated Revenues</b>	<b>Statutory Dedications</b>	<b>Federal Funds</b>	<b>TOTAL</b>
<b>AMOUNT</b>	\$0	\$0	\$0	\$0	\$810,960	\$810,960
<b>EXPENDITURES:</b>						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$10,000	\$10,000
Operating Services	\$0	\$0	\$0	\$0	\$75,000	\$75,000
Supplies	\$0	\$0	\$0	\$0	\$35,000	\$35,000
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$690,960	\$690,960
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$810,960</b>	<b>\$810,960</b>
<b>OVER / (UNDER)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>POSITIONS</b>						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
<b>TOTAL T.O. POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Charges Positions	0	0	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0
<b>TOTAL POSITIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## QUESTIONNAIRE ANALYSIS

(Please reference question numbers, provide detailed information and use continuation sheets as needed.)

### GENERAL PURPOSE

1. This BA-7 will allow DCRT – Office of State Library to budget an increase in federal Library and Services Technology Act (LSTA) Grant funds.

### REVENUES

#### 7. Federal Funds

The Institute of Museum and Library Services (IMLS) provide the Library Services and Technology Act (LSTA) Grant pursuant to 20 U.S.C. § 9101 et seq. and as identified in the Office of the State Library's (OSL) Five-Year State Plan for FY 2023-2027. OSL will use the funds to support the goals of their FY2023-27 Five-Year Plan. In Louisiana, goals address: 1) Enhancing Access to Information; 2) Improving Library Services; and 3) Community Engagement. To receive the full allocation, OSL must meet two requirements:

1. Maintenance of Effort (MOE) - The State Funds allocated to the State Library cannot fall below the average of the previous 3 year's State Funds allocation.
2. For every \$2 in LSTA funds expended on an approved project, the state must contribute \$1 towards an LSTA-approved project.

From FY2011 to FY2019, OSL had difficulty in meeting its requirements and subsequently received cuts to federal LSTA funds in the ensuing years. OSL's allocation went down to \$2.1 million in FY2020, so OSL made cuts to its federal funding accordingly while also allowing for some room in the authority to expend rollover funds or to account for federal base adjustment increases. Since FY2019, OSL has been able to meet its federal grant requirements and has seen increases in its grant funds. Also, IMLS has had two years of increases in the federal base adjustments. OSL would like to budget this increase in its LSTA Grant funds for FY2023-2024 and include increased federal authority to account for rollover funds and increases in federal base adjustments. The federal award for FY2023-2024 is \$2,752,989. OSL is also rolling over funds from the FY2022-2023 award so would like to increase federal authority to \$3.5 million which would be an increase of \$810,960 in OSL's federal budget authority.

### EXPENDITURES

9. The amount requested was calculated from the federal award amount for FY24 and includes rollover funds from the FY23 award.

Federal Award #	LaGov #	Amount	FY	Expended in the first year	FY	Expended in the second year
LS-252463-OLS-22	U2620001.2224	\$ 2,578,316.00	FY23	\$ 1,139,481.87	FY24	\$ 1,438,834.13
LS-253630-OLS-23	U2620001.2325	\$ 2,752,989.00	FY24	\$ 2,061,165.87	FY25	\$ 691,823.13

\*FY24 - projecting to expend \$1,438,834.13 (Grant# U2620001.2224) by 9/15/2023 - this will close this grant

\*FY24 - projecting to expend \$2,061,165.87 (Grant# U2620001.2325) by 6/30/2024 - this will reduce the projected second year amount of expenditures to be paid in FY25 to \$691,823.13 which will accompany the new two-year grant that will be awarded in 10/2023

BA-7 SUPPORT INFORMATION

Page 2 of 2

10. Federal funds became available from base adjustment increases from IMLS as well as increases from meeting MOE and Match requirements from prior years.

11.

LaGov:

Fund: 2620000600  
Cost Center: 2621012700  
G/L Account: 5210015  
Amount: \$10,000.00  
Means of Finance: Federal

Fund: 2620000600  
Cost Center: 2621012700  
G/L Account: 5350006  
Amount: \$75,000.00  
Means of Finance: Federal

Fund: 2620000600  
Cost Center: 2621012700  
G/L Account: 5410001  
Amount: \$35,000.00  
Means of Finance: Federal

Fund: 2620000600  
Cost Center: 2621012700  
G/L Account: 5610003  
Amount: \$690,960.00  
Means of Finance: Federal

**TOTAL**

**Fund: 2620000600**  
**Cost Center: 2621012700**  
**Amount: \$810,960.00**  
**Means of Finance: Federal**

**OTHER**

12.

Billy Nungesser, LT Governor  
Nancy Watkins, Undersecretary  
Meg Placke, Interim State Librarian

[bnungesser@crt.la.gov](mailto:bnungesser@crt.la.gov)  
[nwatkins@crt.la.gov](mailto:nwatkins@crt.la.gov)  
[mplacke@crt.la.gov](mailto:mplacke@crt.la.gov)

(225) 342-7009  
(225) 342-8201  
(225) 342-4925

## Official Award Notification for Grants and Cooperative Agreements Institute of Museum and Library Services

**Action Taken:** Award      **Date of Action:** 2/9/2023      **Award Date:** 2/9/2023  
**FEDERAL AWARD INFORMATION**

Federal Award ID Number (FAIN)	LS-253630-OLS-23
Award Recipient	Louisiana Dept of Culture, Recreation and Tourism
Award Recipient Unique Entity Identifier	JJZPALVEJA43      TIN: 720807104
Award Period	10/1/2022 - 9/30/2024
Budget Period	10/1/2022 - 9/30/2024
Assistance Listing Number/Title	45.310 State Library Program
Does the award support research and development?	No
Project Title	LSTA State Grants
Project Description	The State Library of Louisiana will use funds to support the goals of their Five-Year Plan for FY 2023-2027, which reflect the purposes and priorities of the Library Services and Technology Act (LSTA). In Louisiana, specific goals address: 1) Enhancing Access to Information - the State Library provides resources that connect with library users for access in the library, from home, at school, and in the workplace; 2) Improving Library Services - the State Library will support libraries and library staff as they adapt library services to 21st century needs while continuing to provide traditional library services; and 3) Community Engagement - the State Library and libraries will continue to support and engage with their communities through collective impact initiatives and services.
Grant Program and Office	LSTA State Grants, Office of Library Services
Agency Level Goals and Objectives	0 Multiple Goals
Performance Measures	

### AWARD AMOUNTS

Funds Obligated by this Action	\$2,752,989.00
Total Outright Award Amount	\$2,752,989.00
Total Cost Share	\$1,418,206.45
Total Project Costs	\$4,171,195.45
Indirect Cost Rate	

### RECIPIENT CONTACTS

Role	Name	Affiliation
Authorizing Official	M. Meg Placke(MPlacke) mplacke@crt.la.gov	Deputy State Librarian Louisiana Dept of Culture, Recreation and Tourism
Grant Administrator	M. Meg Placke(MPlacke) mplacke@crt.la.gov	Deputy State Librarian Louisiana Dept of Culture, Recreation and Tourism
Project Director	M. Meg Placke(MPlacke) mplacke@crt.la.gov	Deputy State Librarian Louisiana Dept of Culture, Recreation and Tourism

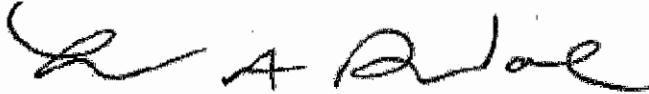
### REMARKS

1. The Institute of Museum and Library Services (IMLS) provides this grant support pursuant to 20 U.S.C. § 9101 et seq. and as identified in the grantee's Five-Year State Plan for FY 2023-2027 and any forthcoming amendments approved by IMLS.
2. The grantee must request and receive IMLS's prior approval for amendments, including new or substantial changes to the goals as documented in the State's Five-Year Plan.
3. The administration of this grant and the expenditure of grant funds are subject to applicable law, the guidance provided at the time of award, and the guidance provided in the Grants to States Program Manual. The latter document incorporates by reference the uniform administrative requirements, cost principles, and audit requirements for Federal awards promulgated by the Office of Management and Budget.

**Official Award Notification for Grants and Cooperative Agreements  
Institute of Museum and Library Services**

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**AWARDING OFFICIAL**

A handwritten signature in black ink, appearing to read 'T A DeVoe', written in a cursive style.

Teresa A. DeVoe  
Associate Deputy Director, Grants to States