



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Sorsha Anderson, Staff Associate  
Date: October 15, 2019  
Subject: Grant Request - JFO #2978

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration.

**JFO #2978** – \$30,000 from the University of Massachusetts, Office of Sponsored Programs to the VT Department of Libraries. This grant will fund training for librarians and the purchase of resources/materials, for the purpose of disseminating medical information to Vermonters.

*[JFO received 10/11/19]*

Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; [ddickerson@leg.state.vt.us](mailto:ddickerson@leg.state.vt.us)) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by October 29, 2019, we will assume that you agree to consider as final the Governor's acceptance of these requests.

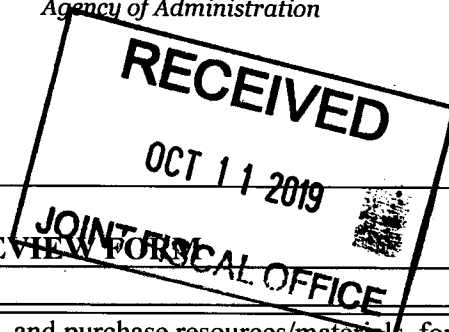
#2978



**State of Vermont**  
 Department of Finance & Management  
 109 State Street, Pavilion Building  
 Montpelier, VT 05620-0401

[phone] 802-828-2376  
 [fax] 802-828-2428

Agency of Administration



**STATE OF VERMONT  
 FINANCE & MANAGEMENT GRANT REVIEW**

<b>Grant Summary:</b>		This will fund training for librarians, and purchase resources/materials, for the purpose of disseminating medical information to Vermonters.			
<b>Date:</b>		10/8/2019			
<b>Department:</b>		Department of Libraries			
<b>Legal Title of Grant:</b>		Medical Library Assistance			
<b>Federal Catalog #:</b>		93.879			
<b>Grant/Donor Name and Address:</b>		University of Massachusetts, Worcester, Office of Sponsored Programs, 55 Lake Avenue North, S1-855E, Worcester, MA 01655-0002			
<b>Grant Period:</b>		<b>From:</b>	<b>To:</b>		
		5/1/2019	4/30/2020		
<b>Grant/Donation</b>		\$30,000			
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$30,000	\$	\$	\$30,000	
<b>Position Information:</b>		<b># Positions</b>	<b>Explanation/Comments</b>		
		0	N/A		
<b>Additional Comments:</b>		Libraries has confirmed that there are no expected ongoing costs as a result of this grant. This will fund a train the trainer effort to keep costs low, and Libraries provided a standalone document in the package "Evidence of need for the project," to justify the use of grant funding.			
<b>Department of Finance &amp; Management</b>		AKG		(Initial)	
<b>Secretary of Administration</b>		BZA		(Initial)	
<b>Sent To Joint Fiscal Office</b>		10/11/19		Date	

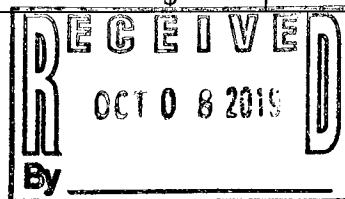


RECEIVED

JOHN DEWITT COLLEGE

**STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (Form AA-1)**

<b>BASIC GRANT INFORMATION</b>				
<b>1. Agency:</b>	Agency of Administration			
<b>2. Department:</b>	Department of Libraries			
<b>3. Program:</b>	Scientific/Health Research			
<b>4. Legal Title of Grant:</b>	Medical Library Assistance			
<b>5. Federal Catalog #:</b>	93,879			
<b>6. Grant/Donor Name and Address:</b>				
University of Massachusetts, Worcester, Office of Sponsored Programs, 55 Lake Avenue North, S1-855E, Worcester, MA 01655-0002				
<b>7. Grant Period:</b>	<b>From:</b>	5/1/2019	<b>To:</b>	4/30/2020
<b>8. Purpose of Grant:</b>				
<p>The Vermont Department of Libraries seeks funding to make local, state, and federal government healthcare information accessible to all Vermonters. The Department has focused on three public health areas demonstrating a need for strengthened support:</p> <ol style="list-style-type: none"> <li>1. Gerontology</li> <li>2. Rural Mental Health</li> <li>3. Cannabis Literacy</li> </ol> <p>Project Implementation would provide health resources in a variety of formats and related training for 20 Vermont librarians. These librarians would then share their knowledge of these three topics with their colleagues around the state. Focused consideration will be given to how these public health areas present in rural populations.</p> <p>Vermont is the second most rural state in the country, making access to medical care and health information challenging and inequitably distributed. Practitioners tend to be concentrated in larger towns or the few cities in Vermont. There are often patient waiting lists, and specialized services are characteristically offered in locations that can only be reached by car. Despite the clear dynamism between public health and access to quality information, health literacy is not foregrounded in this context. Compounding this chasm, eight of Vermont's 14 hospitals are currently operating at a deficit (Green Mountain Care Board, Fiscal Year 2018 Vermont Hospital Budgets: Year End Actuals Reporting, 2019). The three public health areas identified by VTLIB seek to bridge some of these gaps by demonstrating health resources and supporting training for public libraries, which serve as community centers for many rural municipalities.</p>				
<b>9. Impact on existing program if grant is not Accepted:</b>				
N/A				
<b>10. BUDGET INFORMATION</b>				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	
<b>Expenditures:</b>	<b>FY 20</b>	<b>FY</b>	<b>FY</b>	<b>Comments</b>
Personal Services	\$1,000	\$	\$	
Operating Expenses	\$19,000	\$	\$	
Grants	\$10,000	\$	\$	
<b>Total</b>	<b>\$30,000</b>	<b>\$</b>	<b>\$</b>	
<b>Revenues:</b>				
State Funds:	\$0	\$	\$	
Cash	\$0	\$	\$	
In-Kind	\$0	\$	\$	



**STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (Form AA-1)**

Federal Funds:	\$0	\$	\$
(Direct Costs)	\$0	\$	\$
(Statewide Indirect)	\$0	\$	\$
(Departmental Indirect)	\$0	\$	\$
Other Funds:	\$0	\$	\$
Grant (source University of Massachusetts, Worcester)	\$30,000	\$	\$
<b>Total</b>	<b>\$30,000.00</b>	<b>\$</b>	<b>\$</b>

<b>Appropriation No:</b>	1130030000	<b>Amount:</b>	\$30,000
			\$
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	<b>\$30,000</b>

**PERSONAL SERVICE INFORMATION**

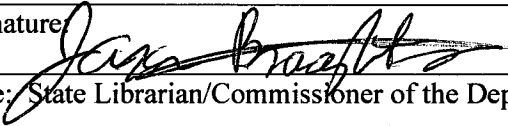
**11. Will monies from this grant be used to fund one or more Personal Service Contracts?**  Yes  No  
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: \_\_\_\_\_ Agreed by: \_\_\_\_\_ (initial)

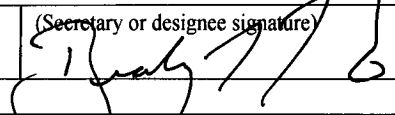
12. Limited Service Position Information:	# Positions	Title
<b>Total Positions</b>		

**12a. Equipment and space for these positions:**  Is presently available.  Can be obtained with available funds.

**13. AUTHORIZATION AGENCY/DEPARTMENT**

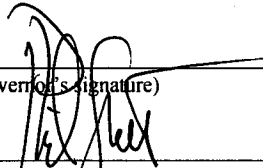
I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: 	Date: 10/7/2019
	Title: State Librarian/Commissioner of the Department of Libraries	
	Signature:	Date:
	Title:	

**14. SECRETARY OF ADMINISTRATION**

<input checked="" type="checkbox"/> Approved:	(Secretary or designee signature) 	Date: 10/8/19
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**15. ACTION BY GOVERNOR**

# STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (Form AA-1)

<input checked="" type="checkbox"/>	Check One Box: Accepted	 <small>(Governor's signature)</small>	
<input type="checkbox"/>	Rejected		Date: 10/11/19

## 16. DOCUMENTATION REQUIRED

### Required GRANT Documentation

- |  |  |
|--|--|
| <input type="checkbox"/> Request Memo<br><input type="checkbox"/> Dept. project approval (if applicable)<br><input checked="" type="checkbox"/> Notice of Award<br><input checked="" type="checkbox"/> Grant Agreement<br><input checked="" type="checkbox"/> Grant Budget | <input type="checkbox"/> Notice of Donation (if any)<br><input type="checkbox"/> Grant (Project) Timeline (if applicable)<br><input type="checkbox"/> Request for Extension (if applicable)<br><input type="checkbox"/> Form AA-1PN attached (if applicable) |
|--|--|

**End Form AA-1**

(\*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).

**Project Proposal: Medical Library Assistance for the Vermont Department of Libraries**  
**Grantor: University of Massachusetts, Worcester**  
**Grant Program: Scientific/Health Research**

*Evidence of need for the project:*

Vermont is the second most rural state in the country, making access to medical care and health information challenging and inequitably distributed. Practitioners tend to be concentrated in larger towns or the few cities in Vermont. There are often patient waiting lists, and specialized services are characteristically offered in locations that can only be reached by car. Despite the clear dynamism between public health and access to quality information, health literacy is not foregrounded in this context. Compounding this chasm, eight of Vermont's 14 hospitals are currently operating at a deficit (Green Mountain Care Board, Fiscal Year 2018 Vermont Hospital Budgets: Year End Actuals Reporting, 2019). The three public health areas identified by VTLIB seek to bridge some of these gaps by demonstrating health resources and supporting training for public libraries, which serve as community centers for many rural municipalities.

AREA 1: Members of Vermont's aging population (statistically the 4<sup>th</sup> oldest state in the country) experience these challenges especially urgently due to age-related medical issues including decreased mobility.

AREA 2: Mapping with national trends that have seen overall increases in suicide and suicidal ideation in 44 states over the past 20 years (CBS News, "Suicide: 20 States with Highest Rates" [www.cbsnews.com](http://www.cbsnews.com)), Vermont has experienced an increase that is 36% higher than the national average, with a higher-than-national-average in every age group – particularly with those between 70-74 years of age (Vermont Digger, "Vermont's Suicide Rates far Outpace Nation's" [www.vtdigger.org](http://www.vtdigger.org)). This suggests a strong overlap between mental health concerns and Vermont's aged populations.

AREA 3: Lastly, while the uses and applications of cannabis in patient-care setting has been an uncontroversial aspect of Vermont's medical policy and regulation since 2004 (Vermont Marijuana Policy Project, [www.vtmpp.org/Vermont](http://www.vtmpp.org/Vermont)), Vermont (and the bordering governments of New York, Massachusetts and Canada) now has evolving laws surrounding cannabis legalization for recreational use. This frontier establishes a need for reframing the conversation around issues like usage, citizen's rights, personal safety, and developmental impacts. It is therefore imperative that the statewide conversation around this new reality be sustained by both factual information and an informed citizenry. California and Colorado, for example, have developed effective resources for librarians and patrons alike.

Vermont's public libraries can – and do - play a key role in disseminating information about medical services and resources to our most rural and vulnerable populations. However, many of our libraries are not staffed by professional librarians with an MLIS or focused training in health informatics/health literacy. This grant would provide VTLIB the opportunity to train a significant subset of Vermont librarians in key geographical areas to utilize the National Library of Medicine (among other) resources. In this "train the trainer" model, those twenty librarians would then peer-instruct librarians throughout their respective regions and across the state – sharing resources, perspectives and skills.



U.S. National Library of Medicine  
National Network of Libraries of Medicine

All Us  
RESEARCH PROGRAM

July 2018

May 17, 2019

Vermont Department of Libraries  
60 Washington Street  
Suite 2  
Barre, VT

Dear Joy:

Congratulations on your grant awarded for the NNLM Year 4 of May 1, 2019 to April 30, 2020. I am pleased to be working with you as your liaison from the *All of Us* Research Program with the New England Region of the NNLM as you implement your Community Engagement and/or Technology award. The purpose of the *All of Us* Research Program Awards is to fund education and outreach projects that improve access to biomedical and health information and increase the ability of the public and health professionals to use these resources.

Projects should emphasize resources produced by the National Library of Medicine and NIH such as MedlinePlus. Outreach services also need to include the *All of Us* Research Program materials to bring awareness of this program to the New England region.

As your project liaison I am available to assist you with any project-related questions or issues, such as invoicing or reporting. I can also offer consumer health and health literacy courses for professional development or support your organization's programming. I look forward to working with you to ensure your funded grant project runs smoothly.

The information included in this email and in the attached documents outline the process and provide instructions for becoming a network member, receiving current network information, as well as invoicing and reporting on your grant funded projects.

Please complete this initial survey, using the Online Contract Reporting System in REDCap as soon as possible. The link is: [All of Us Public Library Community Organization Partner: Baseline Data](#).

The following documents are included:

1. Invoicing process link: <https://nnlm.gov/ner/funding>. Please use the Invoice Template and return accompanying documentation by email to [Susan.Army@umassmed.edu](mailto:Susan.Army@umassmed.edu) or [cheryl.lavallee@umassmed.edu](mailto:cheryl.lavallee@umassmed.edu).
2. Activity Reporting Form (AR) is attached. Please complete the AR and returned soon after each event so I may report on your activities. Activity examples are workshops, training, classes, lecture or presentations. Highlight the form and when completed please return it to both Bombardieri, Heather [Heather.Bombardieri@umassmed.edu](mailto:Heather.Bombardieri@umassmed.edu) and me.



3. Patrons of these events should complete a short evaluation for you to write an overview of into the Activity Report. If you wish assistance with these forms you can reach the NNLM National Evaluation Office Report link: (<https://nnlm.gov/neo/members/evalmaterials>)

4. Technology Reporting: If technology is provided to your organization through funding from an NNLM sub-award, complete this report by the end of your subaward period: Technology Report (link is external). You will need your NNLM ID for this form.

4. If you have a media promotion of your events please use the following for your press release:

“Developed resources reported in this (publications, press releases, internet sites) are supported by the National Library of Medicine (NLM), National Institutes of Health (NIH) under cooperative agreement number UG4LM012347. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health.”

Or,

“This project is funded in part by the National Library of Medicine, National Institutes of Health, Department of Health and Human Services, under Cooperative Agreement Number UG4LM012347 with the University of Massachusetts Medical School, Worcester.”

5. A NNLM Final Activity Report form will be sent to you toward the end of the grant period.

***Remember to save an electronic copy of this document to use as a reference for reporting throughout the year.***

If you have any concerns or questions, I am available to assist you with any part of this grant process through email or by phone.

Regards,

*Catherine*

Catherine L. Martin, M.Ed., CHIS  
*All of Us* Community Engagement Coordinator

National Network Library of Medicine, New England Region  
*All of Us* Research Program  
University of Massachusetts Medical School  
55 Lake Avenue, North  
Worcester, MA 01655  
(508) 856-5992

## FDP Cost Reimbursement Research Subaward Agreement

<b>Federal Awarding Agency:</b> National Institutes of Health (NIH)	
<b>Pass-Through Entity (PTE):</b> University of Massachusetts, Worcester	<b>Subrecipient:</b> Vermont Department of Libraries
<b>PTE PI:</b> Mary Plorun, PhD	<b>Sub PI:</b> Joy Worland
<b>PTE Federal Award No:</b> 5 UG4 LM012347-04	<b>Subaward No:</b> OSP21457-01
<b>Project Title:</b> National Network of Libraries of Medicine New England Region (Region 8)	
<b>Subaward Period of Performance (Budget Period):</b>	
<b>Start:</b> 05/01/2019	<b>End:</b> 04/30/2020
<b>Amount Funded This Action (USD):</b> \$ 30,000.00	
<b>Estimated Project Period (If incrementally funded):</b>	
<b>Start:</b>	<b>End:</b>
<b>Incrementally Estimated Total (USD):</b> \$	

### Terms and Conditions

1. PTE hereby awards a cost reimbursable subaward, as described above, to Subrecipient. The Statement of Work and budget for this Subaward are as shown in Attachment 5. In its performance of Subaward work, Subrecipient shall be an independent entity and not an employee or agent of PTE.
2. Subrecipient shall submit invoices not more often than monthly and not less frequently than quarterly for allowable costs incurred. Upon the receipt of proper invoices, the PTE agrees to process payments in accordance with this Subaward and 2 CFR 200.305. All invoices shall be submitted using Subrecipient's standard invoice, but at a minimum shall include current and cumulative costs (including cost sharing), Subaward number, and certification, as required in 2 CFR 200.415 (a). Invoices that do not reference PTE Subaward number shall be returned to Subrecipient. Invoices and questions concerning invoice receipt or payments shall be directed to the party's Financial Contact, shown in Attachment 3A.
3. A final statement of cumulative costs incurred, including cost sharing, marked "FINAL" must be submitted to PTE's Financial Contact, as shown in Attachment 3A, not later than 60 days after the Project Period end date. The final statement of costs shall constitute Subrecipient's final financial report.
4. All payments shall be considered provisional and are subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Subrecipient.
5. Matters concerning the technical performance of this Subaward shall be directed to the appropriate party's Principal Investigator as shown in Attachments 3A and 3B. Technical reports are required as shown in Attachment 4.
6. Matters concerning the request or negotiation of any changes in the terms, conditions, or amounts cited in this Subaward, and any changes requiring prior approval, shall be directed to each party's Authorized Official Contact, as shown in Attachments 3A and 3B. Any such change made to this Subaward requires the written approval of each party's Authorized Official, as shown in Attachments 3A and 3B.
7. The PTE may issue non-substantive changes to the Period of Performance and budget Bilaterally. Unilateral modification shall be considered valid 14 days after receipt unless otherwise indicated by Subrecipient when sent to Subrecipient's Authorized Official Contact, as shown in Attachment 3B.
8. Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or directors, to the extent allowed by law.
9. Either party may terminate this Subaward with 30 days written notice to the appropriate party's Authorized Official Contact, as shown in Attachments 3A and 3B. PTE shall pay Subrecipient for termination costs as allowable under Uniform Guidance, 2 CFR 200, or 45 CFR Part 75 Appendix IX, as applicable.
10. By signing this Subaward, including the attachments hereto which are hereby incorporated by reference, Subrecipient certifies that it will perform the Statement of Work in accordance with the terms and conditions of this Subaward and the applicable terms of the Federal Award, including the appropriate Research Terms and Conditions ("RTCs") of the Federal Awarding Agency, as referenced in Attachment 2. The parties further agree that they intend this Subaward to comply with all applicable laws, regulations and requirements.

<b>By an Authorized Official of Pass-through Entity:</b>		<b>By an Authorized Official of Subrecipient:</b>	
Name: <u>Melissa Spragens</u> Title: <u>Director, Office of Sponsored Programs</u>	Name: <u>Jason Broughton</u> Title: <u>State Librarian / Commissioner of Libraries</u>		
Date: _____	Date: <u>07/10/2019</u>		

**Attachment 1**  
**Certifications and Assurances**

Subaward Number:

OSP21457-01

**Certification Regarding Lobbying (2 CFR 200.450)**

By signing this Subaward, the Subrecipient Authorized Official certifies, to the best of his/her knowledge and belief, that no Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement in accordance with 2 CFR 200.450.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or intending to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," to the PTE.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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**Debarment, Suspension, and Other Responsibility Matters (2 CFR 200.213 and 2 CFR 180)**

By signing this Subaward, the Subrecipient Authorized Official certifies, to the best of his/her knowledge and belief that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency, in accordance with 2 CFR 200.213 and 2 CFR 180.

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**Audit and Access to Records**

Per 2 CFR 200.501- 200.521, Subrecipient certifies that it will provide notice of any adverse findings which impact this Subaward and will provide access to records as required by parts 2 CFR 200.336, 200.337, and 200.201 as applicable. If Subrecipient is not subject to the Single Audit Act, then Subrecipient will provide notice of the completion of any required audits and provide access to such audits upon request.

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**Program for Enhancement of Contractor Employee Protections (41 U.S.C 4712)**

Subrecipient is hereby notified that they are required to: inform their employees working on any federal award that they are subject to the whistleblower rights and remedies of the pilot program; inform their employees in writing of employee whistleblower protections under 41 U.S.C §4712 in the predominant native language of the workforce; and include such requirements in any agreement made with a subcontractor or subgrantee.

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The Subrecipient shall require that the language of the certifications above in this Attachment 1 be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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**Use of Name**

Neither party shall use the other party's name, trademarks, or other logos in any publicity, advertising, or news release without the prior written approval of an authorized representative of that party. The parties agree that each party may use factual information regarding the existence and purpose of the relationship that is the subject of this Subaward for legitimate business purposes, to satisfy any reporting and funding obligations, or as required by applicable law or regulation without written permission from the other party. In any such statement, the relationship of the parties shall be accurately and appropriately described.

**Attachment 2**  
**Federal Award Terms and Conditions**

Subaward Number  
**OSP21457-01**

**Required Data Elements**

The data elements required by Uniform  
Guidance are incorporated **in the attached Federal Award.**

Federal Award Issue Date FAIN CFDA No.  
**04/19/19 UG4 LM012347 93.879**

**This Subaward Is:**

- Research & Development  Subject to FFATA

CFDA Title  
**Medical Library Assistance**  
Key Personnel Per NOA

**General Terms and Conditions**

By signing this Subaward, Subrecipient agrees to the following:

1. To abide by the conditions on activities and restrictions on expenditure of federal funds in appropriations acts that are applicable to this Subaward to the extent those restrictions are pertinent. This includes any recent legislation noted on the Federal Awarding Agency's website:

**<http://grants.nih.gov/policy/notices.htm>**

2. 2 CFR 200 and 45 CFR Part 75.

3. The Federal Awarding Agency's grants policy guidance, including addenda in effect as of the beginning date of the period of performance or as amended found at:

**<http://grants.nih.gov/grants/policy/nihgps/nihgps.pdf>**

4. Research Terms and Conditions, including any Federal Awarding Agency's Specific Requirements found at:

**<https://www.nsf.gov/awards/managing/rtc.jsp>** except for the following :

- a. No-cost extensions require the written approval of the PTE. Any requests for a no-cost extension shall be directed to the Administrative Contact shown in Attachment 3A, not less than 30 days prior to the desired effective date of the requested change.
- b. Any payment mechanisms and financial reporting requirements described in the applicable Federal Awarding Agency Terms and Conditions and Agency-Specific Requirements are replaced with Terms and Conditions (1) through (4) of this Subaward; and
- c. Any prior approvals are to be sought from the PTE and not the Federal Awarding Agency.
- d. Title to equipment as defined in 2 CFR 200.33 that is purchased or fabricated with research funds or Subrecipient cost sharing funds, as direct costs of the project or program, shall vest in the Subrecipient subject to the conditions specified in 2 CFR 200.313.
- e. Prior approval must be sought for a change in Subrecipient PI or change in Key Personnel (defined as listed on the NOA).

- 5 Treatment of program income: **Additive**

**Multiple PIs (MPI)**

This subaward is not subject to an MPI Leadership Plan.

**Special Terms and Conditions:**

**Copyrights:**

**Subrecipient Shall Grant** to PTE an irrevocable, royalty-free, non-transferable, non-exclusive right and license to use, reproduce, make derivative works, display, and perform publicly any copyrights or copyrighted material (including any computer software and its documentation and/or databases) first developed and delivered under this Subaward solely for the purpose of and only to the extent required to meet PTE's obligations to the Federal Government under its PTE Federal Award.

Subrecipient grants to PTE the right to use any written progress reports and deliverables created under this Subaward solely for the purpose of and only to the extent required to meet PTE's obligations to the Federal Government under its Federal Award.

**Data Rights:**

Subrecipient grants to PTE the right to use data created in the performance of this Subaward solely for the purpose of and only to the extent required to meet PTE's obligations to the Federal Government under its PTE Federal Award.

**Data Sharing and Access (Check if applicable):**

Subrecipient agrees to comply with the Federal Awarding Agency's data sharing and access requirements as reflected in the NOA (or in the special terms below) and the Data Management/Sharing Plan submitted to the Federal Awarding Agency and **attached.**

**Promoting Objectivity in Research (COI):**

Subrecipient must designate herein which entity's Financial Conflicts of Interest policy (COI) will apply:

If applying its own COI policy, by execution of this Subaward, Subrecipient certifies that its policy complies with the requirements of the relevant Federal Awarding Agency as identified herein:

Subrecipient shall report any financial conflict of interest to PTE's Administrative Representative or COI contact, as designated on Attachment 3A. Any financial conflicts of interest identified shall, when applicable, subsequently be reported to Federal Awarding Agency. Such report shall be made before expenditure of funds authorized in this Subaward and within 45 days of any subsequently identified COI.

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**Work Involving Human or Vertebrate Animals (Select Applicable Options)**

No Human or Vertebrate Animals

This section left intentionally blank.

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**Human Subjects Data (Select One)**

This section left intentionally blank

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**Additional Terms**

**Attachment 3A**  
**Pass-Through Entity (PTE) Contacts**

Subaward Number:

OSP21457-01

**PTE Information**

Entity Name: **University of Massachusetts, Worcester**

Legal Address: **Office of Sponsored Programs  
55 Lake Avenue North, S1-855E  
Worcester, MA 01655-0002**

Website: **<https://www.umassmed.edu/research/sponsored-programs>**

**PTE Contacts**

Central Email: **research.funding@umassmed.edu**

Principal Investigator Name: **Mary Piorun, PhD**

Email: **Mary.Piorun@umassmed.edu** Telephone Number: **508-856-2206**

Administrative Contact Name: **Cheryl Lavallee, Financial Assistant**

Email: **Cheryl.Lavallee@umassmed.edu** Telephone Number: **508-856-5830**

COI Contact email (if different to above):

Financial Contact Name: **Bethanne Giehl, Director or Nancy Mortimer, Sr. Grant Acct., Grant Acctg & Compliance**

Email: **grantaccounting@umassmed.edu** Telephone Number: **508-856-5456 or 508-856-4212**

Email invoices?  Yes  No Invoice email (if different): **GMSubInvoices@umassmed.edu**

Authorized Official Name: **Melissa Spragens, Director or Janice Lagacé, Associate Director**

Email: **research.funding@umassmed.edu** Telephone Number: **508-856-2119**

**PI Address:**

University of Massachusetts, Worcester  
Attn: Mary Piorun, PhD  
55 Lake Avenue, North  
Worcester, MA 01655-0002

**Administrative Address:**

University of Massachusetts, Worcester  
Attn: Cheryl Lavallee  
55 Lake Avenue, North  
Worcester, MA 01655-0002

**Invoice Address:**

University of Massachusetts, Worcester  
Attn: Grant Accounting  
333 South Street, Suite 290  
Shrewsbury, MA 01545-4169

**Attachment 3B**  
Research Subaward Agreement  
Subrecipient Contacts

Subaward Number:  
**OSP21457-01**

**Subrecipient Place of Performance for FFATA reporting**

Name: Vermont Department of Libraries  
Address: 60 Washington Street Suite 2  
City: Barre State: VT Zip Code+: 05641 Zip Code Look-up  
EIN No.: 03-6000274 DUNS: 17-0885479 Parent DUNS:  
Institution Type: state department Congressional District: Vermont at-large  
Is Subrecipient currently registered in SAM.gov?  Yes  No  
Is Subrecipient exempt from reporting executive compensation?  Yes  No If no, complete 3B, page 2

**Subrecipient Administrative Contact**

Name: Jay Weiland  
Address: 60 Washington Street Suite 2  
City: Barre State: VT Zip Code: 05641  
Telephone: 802-636-0027 Email: jay.weiland@vermont.gov

**Subrecipient Principal Investigator**

Name: Jay Weiland  
Address: 60 Washington Street Suite 2  
City: Barre State: VT Zip Code: 05641  
Telephone: 802-636-0027 Email: jay.weiland@vermont.gov

**Subrecipient Financial Contact**

Name: Cherie Yaegele  
Address: 60 Washington Street Suite 2  
City: Barre State: VT Zip Code: 05641  
Telephone: 802-636-0024 Email: cherie.yaegele@vermont.gov  
Central email: cherie.yaegele@vermont.gov Is this the remittance address?  Yes  No  
Remittance Address (if different):

**Subrecipient Authorized Official**

Name: Jason Broughton  
Address: 60 Washington Street Suite 2  
City: Barre State: VT Zip Code: 05641  
Telephone: 802-636-0031 Email: jason.broughton@vermont.gov  
Central email:

N/A

**Attachment 3B Page 2**  
**Research Subaward Agreement**  
**Highest Compensated Officers**

Subaward Number:  
OSP21457-01

**Subrecipient:**

Institution Name:

PI Name:

**Highest Compensated Officers**

The names and total compensation of the five most highly compensated officers of the entity(ies) must be listed if the entity in the preceding fiscal year received 80 percent or more of its annual gross revenues in Federal awards; and \$25,000,000 or more in annual gross revenues from Federal awards; and the public does not have access to this information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. See FFATA § 2(b)(1) Internal Revenue Code of 1986.

Officer 1 Name:

Officer 1 Compensation:

Officer 2 Name:

Officer 2 Compensation:

Officer 3 Name:

Officer 3 Compensation:

Officer 4 Name:

Officer 4 Compensation:

Officer 5 Name:

Officer 5 Compensation:



**Attachment 4**  
**Reporting and Prior Approval Terms**

Subaward Number:

OSP21457-01

Subrecipient agrees to submit the following reports (PTE contacts are identified in Attachment 3A):

**Technical Reports:**

- Monthly technical/progress reports will be submitted to the PTE's Administrative Contact within 15 days of the end of the month.
- Quarterly technical/progress reports will be submitted within 30 days after the end of each project quarter to the PTE's Administrative Contact.
- Annual technical / progress reports will be submitted within 60 days prior to the end of each budget period to the PTE's Administrative Contact. Such report shall also include a detailed budget for the next Budget Period, updated other support for key personnel, certification of appropriate education in the conduct of human subject research of any new key personnel, and annual IRB or IACUC approval, if applicable.
- A Final technical/progress report will be submitted to the PTE's Administrative Contact within 60 days of the end of the Project Period or after termination of this award, whichever comes first.
- Technical/progress reports on the project as may be required by PTE's Administrative Contact in order for the PTE to satisfy its reporting obligations to the Federal Awarding Agency.

**Prior Approvals:**

Carryover:  
Carryover is automatic

**Other Reports:**

- In accordance with 37 CFR 401.14, Subrecipient agrees to notify PTE's Administrative Contact 60 days after Subrecipient's inventor discloses invention(s) in writing to Subrecipient's personnel responsible for patent matters. The Subrecipient will submit a final invention report using Federal Awarding Agency specific forms to the PTE's Administrative Contact within 60 days of the end of the Project Period to be included as part of the PTE's final invention report to the Federal Awarding Agency.  
A negative report is required: Upon Request
- Property Inventory Report (only when required by Federal Awarding Agency), specific requirements below.

**Other Special Reporting Requirements:**

Please reference PO WA00851592 on all invoices.

**Attachment 5**  
**Statement of Work, Cost Sharing, Indirects & Budget**

Subaward Number:

OSP21457-01

**Statement of Work**

Below  Attached,  pages

If award is FFATA eligible and SOW exceeds 4000 characters, include a *Subrecipient Federal Award Project Description*

**Budget Information**

Indirect Information Indirect Cost Rate (IDC) Applied <input type="text" value="0.00"/> %	Cost Sharing <input type="text" value="No"/>
Rate Type: <input type="text" value="Modified Total Direct Costs"/>	If Yes, include Amount: \$ <input type="text"/>

**Budget Details**  Below  Attached,  pages

**Budget Totals**

Direct Costs	\$ <input type="text" value="30,000.00"/>
Indirect Costs	\$ <input type="text" value="0.00"/>
Total Costs	\$ <input type="text" value="30,000.00"/>

*All amounts are in United States Dollars*

Program Director/Principal Investigator (Last, First, Middle): **Worland, Joy**

<b>DETAILED BUDGET FOR INITIAL BUDGET PERIOD DIRECT COSTS ONLY</b>	FROM <b>5/1/2019</b>	THROUGH <b>4/30/2020</b>
--	-------------------------	-----------------------------

List PERSONNEL (*Applicant organization only*)  
Use Cal, Acad, or Summer to Enter Months Devoted to Project  
Enter Dollar Amounts Requested (*omit cents*) for Salary Requested and Fringe Benefits

NAME	ROLE ON PROJECT	Cal. Mnths	Acad. Mnths	Summer Mnths	INST. BASE SALARY	SALARY REQUESTED	FRINGE BENEFITS	TOTAL
<b>Worland, Joy</b>	PD/PI	0.12			100000	1000	0	1000
Livati, Vincent	Facilitator	0.12						0
Yaeger, Cherie	financial contact	0.12						0
Christine Geiler	grants manager	0.12						0
								0
								0
<b>SUBTOTALS</b> →						1000	0	1000
<b>CONSULTANT COSTS</b>								
<b>Stipends for Librarians</b>								10000
<b>EQUIPMENT (Itemize)</b>								
<b>SUPPLIES (Itemize by category)</b>								
Books/pamphlets								
Survey supplies								
Promotional materials								16000
<b>TRAVEL</b>								
<b>INPATIENT CARE COSTS</b>								
<b>OUTPATIENT CARE COSTS</b>								
<b>ALTERATIONS AND RENOVATIONS (Itemize by category)</b>								
<b>OTHER EXPENSES (Itemize by category)</b>								
Launch Event								3000
<b>CONSORTIUM/CONTRACTUAL COSTS</b>					<b>DIRECT COSTS</b>			
<b>SUBTOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD (Item 7a, Face Page)</b>							<b>\$</b>	<b>30000</b>
<b>CONSORTIUM/CONTRACTUAL COSTS</b>					<b>FACILITIES AND ADMINISTRATIVE COSTS</b>			
<b>TOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD</b>							<b>\$</b>	<b>30000</b>

Subrecipient: Vermont Department of Libraries

**Attachment 7  
Research Subaward Agreement  
Subrecipient Audit Compliance**

Subrecipient PI: Joy Worland

Award Number: 08 P21457-01

UMW PI: Mary Plorun, PhD

CFDA Number: 93.879 Subrecipient EIN: 03-600274

2 CFR Part 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" requires recipients of Federal awards to ensure that subrecipients comply with these audit requirements. In order for the University of Massachusetts, Worcester (UMW) to satisfy this requirement, please answer the questions below:

Is Subrecipient's organization subject to the requirements of 2 CFR 200?

2

If Yes, please complete Item 1 below.  
If No, please complete Item 2 below.

1) The most recent audit has been completed for Fiscal Year:

An electronic copy of Subrecipient's audit can be found at the following web address: \_\_\_\_\_

- Subrecipient has expended \$750,000 or more in Federal awards during its most recent audit. The required audit report has been completed and no material weaknesses, instances of non-compliance, or findings were found.
- Subrecipient has expended \$750,000 or more in Federal awards for its most recent audit. The required audit report has been completed. Material weaknesses and/or instances of non-compliance and/or findings were noted that are related to the subaward from UMW. Please attach a copy of the audit report, together with a copy of your corrective action plan, or provide a web address above.
- Subrecipient has expended \$750,000 or more in Federal awards for its most recent audit. The required audit report has been completed. Material weaknesses, and/or instances of non-compliance and/or findings were noted but the non-compliance and/or findings are not related to the subaward from UMW. Please provide web address above.
- Subrecipient has expended \$750,000 or more in Federal awards during its most recent audit but certifies that it is a commercial or foreign entity not subject to the Single Audit Act. Please provide a copy (or web address above) of your most recently completed financial statement audit.

2) Subrecipient is not subject to the requirements of 2 CFR 200 because it:

- a) Is a for-profit organization. (Also check applicable box in section below.)
- b) Is a non-U.S. based entity. (Also check applicable box in section below.)
- c) Certifies that it did not expend \$750,000 or more in Federal awards for the subject fiscal year. (Also check applicable box in section below.)
- d) Other (explain): The Dept of Libraries is a state government institution for Vermont

AND:

- Subrecipient is in compliance with applicable Federal, State, or Local laws and regulations, and the laws and regulations that are particular to any subaward from UMW. Subrecipient further certifies that there were no audit findings and/or questioned costs discovered during its' most recent audit.

OR:

- The most recent audit revealed findings and/or questioned costs that relate to any subaward from UMW. Subrecipient has enclosed a copy of, or provided a valid website to the audited financial statement that details these findings, and agree to notify the UMW of the corrective action taken within (6) six months of furnishing the audited report.
- Website of annual report or audited financial statement: \_\_\_\_\_

Upon completion of any on-going audits, Subrecipient agrees to notify UMW of the results and provide a copy of any noted exceptions.

Please complete and sign the section below.

I certify that the statements above are accurate and that all relevant material findings in our audit report have been disclosed.

Signature: Jason Broughton

Date: 07/10/2019

Name: Jason Broughton

Telephone Number: 802-636-0031

Title: State Librarian/Commissioner of Libraries

E-mail Address: jason.broughton@vermont.gov

## STAFF CONTACTS

The Grants Management Specialist is responsible for the negotiation, award and administration of this project and for interpretation of Grants Administration policies and provisions. The Program Official is responsible for the scientific, programmatic and technical aspects of this project. These individuals work together in overall project administration. Prior approval requests (signed by an Authorized Organizational Representative) should be submitted in writing to the Grants Management Specialist. Requests may be made via e-mail.

**Grants Management Specialist:** Amy Keener  
**Email:** akeener@mail.nih.gov **Phone:** 301-496-6131 **Fax:** 301-402-0421

**Program Official:** Alan Vanbiervliet  
**Email:** alan.vanbiervliet@nih.gov **Phone:** 301-594-1297 **Fax:** 301-402-2952

## SPREADSHEET SUMMARY

**GRANT NUMBER:** 5UG4LM012347-04

**INSTITUTION:** UNIV OF MASSACHUSETTS MED SCH WORCESTER

Budget	Year 4	Year 5
Salaries and Wages	\$648,873	\$541,714
Fringe Benefits	\$205,624	\$169,793
Personnel Costs (Subtotal)	\$854,497	\$711,507
Consultant Services	\$120,502	\$68,002
Materials & Supplies	\$23,815	\$15,755
Travel	\$71,298	\$41,152
Other	\$543,296	\$252,382
TOTAL FEDERAL DC	\$1,613,408	\$1,088,798
TOTAL FEDERAL F&A	\$410,385	\$276,587
TOTAL COST	\$2,023,793	\$1,365,385

Facilities and Administrative Costs	Year 4	Year 5
F&A Cost Rate 1	26%	26%
F&A Cost Base 1	\$1,578,402	\$1,063,798
F&A Costs 1	\$410,385	\$276,587

Grant proposal  
budget on page 9

## Cover Page

- **Project title:** Increasing Vermont Public Libraries' Role in Promoting Rural Health
- **Abstract:** The Vermont Department of Libraries (VTLIB) seeks funding to make local, state, and federal government healthcare information accessible to all Vermonters. This project aligns with the department's LSTA goals, strategic plan, and Vermont gubernatorial goals of improving the quality of life for Vermont's most vulnerable populations. The department has focused on three public health areas demonstrating a need for strengthened support: 1) gerontology; 2) rural mental health; and 3) cannabis literacy. Project implementation would provide health resources in a variety of formats and related training for 20 Vermont librarians. Using a train-the-trainer model, these 20 librarians would then share expertise with their colleagues around the state. Focused consideration is given to how these public health areas present in rural populations.
- **Name of institution submitting the proposal:** Vermont Department of Libraries
- **Date of submission:** 2<sup>nd</sup> Draft, March 21
- **Primary contact's name, mailing and email addresses, phone number:**  
Joy Worland  
[joy.worland@vermont.gov](mailto:joy.worland@vermont.gov)  
60 Washington Street  
Suite 2, Barre  
VT 05641  
802-636-0027
- **Amount being requested:** \$30,000

# Project Proposal

## *Evidence of need for the project:*

Vermont is the second most rural state in the country, making access to medical care and health information challenging and inequitably distributed. Practitioners tend to be concentrated in larger towns or the few cities in Vermont. There are often patient waiting lists, and specialized services are characteristically offered in locations that can only be reached by car. Despite the clear dynamism between public health and access to quality information, health literacy is not foregrounded in this context. Compounding this chasm, eight of Vermont's 14 hospitals are currently operating at a deficit (Green Mountain Care Board, Fiscal Year 2018 Vermont Hospital Budgets: Year End Actuals Reporting, 2019). The three public health areas identified by VTLIB seek to bridge some of these gaps by demonstrating health resources and supporting training for public libraries, which serve as community centers for many rural municipalities.

AREA 1: Members of Vermont's aging population (statistically the 4<sup>th</sup> oldest state in the county) experience these challenges especially urgently due to age-related medical issues including decreased mobility.

AREA 2: Mapping with national trends that have seen overall increases in suicide and suicidal ideation in 44 states over the past 20 years (CBS News, "Suicide: 20 States with Highest Rates" [www.cbsnews.com](http://www.cbsnews.com)), Vermont has experienced an increase that is 36% higher than the national average, with a higher-than-national-average in every age group – particularly with those between 70-74 years of age (Vermont Digger, "Vermont's Suicide Rates far Outpace Nation's" [www.vtdigger.org](http://www.vtdigger.org)). This suggests a strong overlap between mental health concerns and Vermont's aged populations.

AREA 3: Lastly, while the uses and applications of cannabis in patient-care setting has been an uncontroversial aspect of Vermont's medical policy and regulation since 2004 (Vermont Marijuana Policy Project, [www.vtmpp.org/Vermont](http://www.vtmpp.org/Vermont)), Vermont (and the bordering governments of New York, Massachusetts and Canada) now has evolving laws surrounding cannabis legalization for recreational use. This frontier establishes a need for reframing the conversation around issues like usage, citizen's rights, personal safety, and developmental impacts. It is therefore imperative that the statewide conversation around this new reality be sustained by both factual information and an informed citizenry. California and Colorado, for example, have developed effective resources for librarians and patrons alike.

Vermont's public libraries can – and do - play a key role in disseminating information about medical services and resources to our most rural and vulnerable populations. However, many of our libraries are not staffed by professional librarians with an MLIS or focused training in health informatics/health literacy. This grant would provide VTLIB the opportunity to train a significant subset of Vermont librarians in key geographical areas to utilize the National Library of Medicine (among other) resources. In this "train the trainer" model, those twenty librarians would then peer-instruct librarians throughout their respective regions and across the state – sharing resources, perspectives and skills.

## Project goals and objectives:

1. **Objective:** A) Provide the most recent Diagnostic and Statistical Manual of Mental Disorders (DSM) to twenty Vermont public libraries; B) Provide Flaherty book and three additional titles on gerontology in rural areas, mental health in rural areas, and cannabis literacy to twenty Vermont libraries; and C) provide DSM pamphlets to all Vermont public libraries.

**Goal:** Improved health literacy collections for Vermont libraries in both print and virtual formats.

2. **Objective:** Provide training from NNLM NER and VTLIB to twenty Vermont librarians on information seeking techniques using print and electronic health resources, including the “All of Us” research program.

**Goal:** A cohort of Vermont librarians professionally trained in using print and electronic health resources, including DSM and other new print resources, NLM resources, and the National Institutes of Health All of Us Research Program.

3. **Objective:** Twenty professionally trained librarians train at least 100 (5pp, 120 in total) other Vermont librarians in skills they have learned from NNLM NER and VTLIB training.

**Goal:** 2/3 of Vermont public libraries have at least one staff member with increased awareness and skills using health resources.

4. **Objective:** Librarians engage in community outreach to highlight health resources at their libraries and educate community members in using them, paying specific attention to traditionally underserved populations and non-library users.

**Goals:** Vermonters living in rural areas have increased awareness of libraries a source for health information resources; increased usage of library materials by previously underserved populations; improved reference acumen for library staff.



## Project Implementation

- The Vermont Department of Libraries (VTLIB) will select twenty librarians to participate in this project. The twenty librarians will be chosen through a competitive selection process that includes survey of needs.
  - VTLIB will circulate a survey to determine: A) which parts of the state are in most need of this type of training; and B) which librarians would have the interest and capacity to fully engage with this opportunity.
  - Selection of participants will also specifically consider rurality and geographic distribution to ensure that diverse regions of the state are represented.
- NLM NER staff will train selected librarians in awareness around genetics, health literacy and the “All of Us” research program.
- VTLIB will train selected librarians in the following:
  - VTLIB Statewide Consultants Vincent Livoti (Consultant for Special Populations), and Joy Worland (Consultant for Small & Rural Libraries) will train in outreach to underserved populations
  - VTLIB will train in collection development and health information searching on the areas of gerontology, mental health/wellbeing and cannabis literacy
- Selected librarians will receive the following resources as part of the training:
  - A copy of a book related to each of the topics above to add to their library’s collection.
  - A copy of a copy of the most recent Diagnostic and Statistical Manual of Mental Disorders (DSM).
  - A copy of “Promoting Individual and Community Health at the Library,” by Mary Grace Flaherty (copies of this will also be made available to all Vermont librarians through ILL)
- A plan would be created to divide responsibilities for training other Vermont librarians equally and to ensure that all parts of the state are reached.
  - The 20 librarians will then be required to train other librarians throughout the state (5 libraries per person). To maximize the impact of the training, peers from surrounding communities will be invited to participate in this continuing education opportunity.
- DSM pamphlets will be distributed to all VT public libraries.

## Schedule/Timeline:

- May 2019
  - Announce the project using multiple communication methods (as determined by our communications team) to the Vermont public library community.
  - Circulate a survey among librarians to determine interest and capacity to participate in the project.
  - Create an application to participate in the project.
  - Purchase Resources:  
Flaherty, DSM, DSM pamphlets, Gerontology, Mental health, and Cannabis
- June 2019
  - Distribute application, with due date June 15<sup>th</sup>.
  - Select and notify twenty participating librarians by June 30<sup>th</sup>.
- July 2019
  - Schedule training on NLM resources with NLM NER staff
  - Schedule VTLIB training(s) on collection development, outreach, information searching
- August 2019
  - VTLIB training
  - NLM NER training
  - Distribute collection development purchases to participating libraries

### September-November 2019\*

- Project participants each conduct trainings at five strategically-selected Vermont libraries (reaching a total of 120 communities) to reach as many Vermonters as possible

### April 2020

- \*Training window concludes (if necessary due to inclement winter months)
- Project participants prepare data and any related artifacts for reporting back to VTLIB

### May 2020

- Project Participants report to VTLIB on statistics about health resource usage at their libraries, new populations using the library, librarians/communities reached by the trainings and resources
- VTLIB reports to NLM NER on project data by May 31<sup>st</sup>.

## Publicity:

- In coordination with the VTLIB communications team, we will share/promote the opportunity to apply for the program through the following channels:
  - VTLIB Statewide Listservs
  - VLA (Vermont Library Association) and other non-government partners
- VTLIB will also track and promote the progress of participants through print, photographs and even short videos vis-à-vis our social media platforms:
  - Facebook
  - Instagram
  - Twitter
- Further, project participants will be trained in outreach, peer-teaching and promotion to both librarians and related patron populations. [Any representative artifacts will be an aspect of reporting data – See Scheduling/Timeline section above]

## Personnel:

- The Vermont Department of Libraries will assign two statewide consultants to implement and oversee this project: Vincent Livoti, Consultant for Special Populations, and Joy Worland, Consultant for Small and Rural Libraries.
  - These consultants will also provide/coordinate training for participants
- Staff from the National Network of Libraries of Medicine, New England Region, will provide training in use of their resources.
- The twenty public librarians selected by a competitive application process to be trained in project dissemination.
  - In alignment with train-the-trainer principles, a significant part of this role will be sharing expertise with peer librarians throughout the state.

## Project Partners:

- This project will be implemented by the Vermont Department of Libraries.
- Other institutions will be the twenty libraries that employ the twenty selected librarians.

# Evaluation plan:

- **Objective/Goal 1:** Larger and improved health literacy collections in Vermont libraries
  - Information to collect:** How many libraries received
    - the most recent Diagnostic and Statistical Manual of Mental Disorders
    - DSM pamphlets
    - Flaherty monograph
    - Selected gerontology title
    - Selected mental health title
    - Selected cannabis literacy title
  - Collection method:** Two surveys
    - One to all VT public libraries
    - One to all grant recipient libraries
  
- **Objective/Goal 2:** Provide training from NNLM NER and VTLIB to twenty Vermont librarian peer-trainers on information seeking techniques using print and electronic health resources
  - Information to collect:** Dates and number of attendees for each training
    - Training(s) from NNLM NER
    - Trainings from VTLIB
  - Collection method:** Track training schedule and attendance as trainings occurs
  
- **Goal 3:** A cohort of Vermont librarians professionally trained in using print and electronic health resources, including DSM and other new print resources, NLM resources, and the National Institutes of Health All of Us Research Program
  - Objective 3:** Twenty professionally trained librarians train at least 100 other Vermont librarians in skills they have learned from NNLM NER and VTLIB trainings
    - Information to collect:** Dates, Locations, Number of Trainings, Number of Attendees
      - Dates for each training
      - Location of each training
      - Number of training sessions (if applicable)
      - Number of attendees at each training session
  
- **Goal 4:** 2/3 of all Vermont public libraries have at least one staff member with increased awareness of - and skills using - health literacy resources
  - Objective 4:** Librarians conduct community outreach to highlight health resources and educate community members in using them (with specific attention to underserved populations)
    - Information to collect: Outreach outcomes in the following areas**
      - What types of community outreach/education was done on the topic of health literacy
      - Where the outreach event(s) was conducted
      - How many attendees
      - Any partnerships with other community organizations – if so, with whom
  - Collection method:** Survey to Librarians

- **Goal/Objective 5:** Vermonters living in rural areas have increased awareness of libraries as a source for health information resources

**Information to collect: Patron intakes**

- If community members know what health resources are at the library
- How often/much do they use them
- If they are new library users

**Collection method: Results from community survey, distributed in the following venues**

- Participating library circulation desks and other strategic public spaces
  - Promoted via social media and local media

- **Goal/Objective 6:** Increased usage of library materials by previously underserved populations

**Information to collect: determine –**

- If users are new to the library
- How much they use health resources

**Collection method:** Include relevant questions on survey, and distribute in areas known to be places where non-traditional library users will see it

- **Goal/Objective 7:** Improved health in rural populations

**Information to collect: data on rural health**

**Collection method:** Council on Rural Development statistics

## Continuation plan:

- **Action 1:** Six months after completion of the program, VTLIB will send out an a reflective self-assessment that will prompt the 20 trained librarians to analyze the following dimensions of their experience:
  - Increase in personal knowledge related to health information resources
  - Improvement of efficacy in health literacy resources
  - Application of new knowledge to your professional practice
  - Feedback on utility the knowledge areas and resources this grant focused on
  - Suggestions for new knowledge areas and/or resources to include/explore going forward
- **Action 2:** The creation of a continuing education course in health literacy to be offered in at least two geographically diverse locations annually based on best practices derived from the grant experience.
- **Action 3:** Delivery of the new continuing education course within the calendar year after the grant closes. This CE opportunity will be made available to all Vermont librarians.

## Budget

ITEM	TOTAL COST	GENERALIZED COST BREAKDOWN
Stipends for grant recipients	\$10,000	\$500 each for 20 librarians
Equipment:	\$10,000	<p><b>Monographs:</b>  <i>Diagnostic and Statistical Manual of Mental Disorders (DSM)</i> by APA</p> <p><i>Promoting Individual and Community Health at the Library</i> by Mary Grace Flaherty</p> <p><b>One title for each of the following areas:</b>            gerontology            mental health/wellbeing            cannabis literacy</p> <p><b>Consumables:</b>            DSM pamphlets for all Vermont public libraries</p>
Supplies	\$5,000	mailing, surveys, copying, folders, printing, all other incidentals
Promotion	\$2,000	Development, Ordering & Distribution
Culminating Event/Launch	\$3,000	
<b>TOTAL PROJECT COST</b>	<b>\$30,000</b>	

## Specific Populations/Roles of Participants/Goals

Organization Name: Vermont Department of Libraries

Which award type is this submitted for?

<input type="checkbox"/> Technology (Improvement)	<input type="checkbox"/> Professional Development
<input checked="" type="checkbox"/> <b>Community Engagement</b>	<input type="checkbox"/> Knowledge & Data Management
<input type="checkbox"/> <i>All of Us</i> Community Engagement	<input type="checkbox"/> <i>All of Us</i> Technology

Identify population(s) specifically named and/or targeted in the project. Do not include members of populations who may benefit from the project.

### Demographics

<input checked="" type="checkbox"/> <b>Adults</b>	<input type="checkbox"/> International
<input checked="" type="checkbox"/> <b>Children</b>	<input checked="" type="checkbox"/> <b>Medically Underserved Areas/Populations</b>
<input checked="" type="checkbox"/> <b>Men</b>	<input checked="" type="checkbox"/> <b>Rural</b>
<input checked="" type="checkbox"/> <b>Seniors</b>	<input type="checkbox"/> Suburban
<input checked="" type="checkbox"/> <b>Teens</b>	<input type="checkbox"/> Urban
<input checked="" type="checkbox"/> <b>Women</b>	

### Geographic Type

### Issues and Interests

<input type="checkbox"/> <b>Behavioral/Social Determinants of Health</b>	<input type="checkbox"/> African Americans or Black
<input type="checkbox"/> HIV/AIDS	<input type="checkbox"/> Alaska Natives
<input type="checkbox"/> LGBTQ	<input type="checkbox"/> American Indian
<input type="checkbox"/> Maternal Health	<input type="checkbox"/> Asian
<input type="checkbox"/> Opioids	<input type="checkbox"/> Latino or Hispanic
	<input type="checkbox"/> Native Hawaiians
	<input type="checkbox"/> Pacific Islanders

### Race and Ethnicity

Identify roles of target population(s) specifically named and/or targeted in the project. Do not include participants who may benefit from the project.

- |  |   |
|--|---|
| <input type="checkbox"/> Data resource or tool developer                       | <input type="checkbox"/> Public health professional   |
| <input type="checkbox"/> Data scientist  | <input type="checkbox"/> Publisher                    |
| <input type="checkbox"/> Educator  | <input type="checkbox"/> Researcher                   |
| <input type="checkbox"/> Emergency preparedness and response                   | <input type="checkbox"/> Student, college & post-grad |
| <input type="checkbox"/> General public  | <input type="checkbox"/> Student, K-12                |
| <input type="checkbox"/> Health care provider                                  |   |
| <input type="checkbox"/> Historian   |   |
| <input type="checkbox"/> Journalist  |   |
| <input checked="" type="checkbox"/> <b>Library or information professional</b> |   |

Please check the goals that apply:

Goal ID	Applies	Description
1.	<input checked="" type="checkbox"/>	<b>Partner with organizations to increase awareness and use of freely available authoritative health information.</b>
2.	<input type="checkbox"/>	Upgrade, replace or adopt technologies that will increase access to health information.
3.	<input type="checkbox"/>	Facilitate the acquisition of mobile technologies to assist health professionals in providing services at point of need.
4.	<input checked="" type="checkbox"/>	<b>Assess the information needs of populations and communities to enhance the development of relevant community</b>
5.	<input type="checkbox"/>	Analyze the information seeking practices and educational needs of practitioners to shape programming.
6.	<input type="checkbox"/>	Promote the role of hospital libraries in the patient care process.
7.	<input checked="" type="checkbox"/>	<b>Provide librarians with the tools and skills needed to develop advocacy programming.</b>