



Betty Martin <bmartin@gallupnm.gov>

Congratulations! Library Census Equity Fund

7 messages

Gavin Baker <gbaker@alawash.org>
To: Gavin Baker <gbaker@alawash.org>
Cc: Sara Kamal <tkamal@alawash.org>

Wed, Dec 18, 2019 at 2:57 PM

Hello,

Congratulations! The Library Census Equity Fund selection committee has selected your library's application for a \$2,000 mini-grant to support the activities described in your proposal.

Announcement

Tomorrow, the American Library Association will announce the libraries selected. Please **do not** share this information publicly prior to ALA's announcement.

We will send you a link to the announcement tomorrow. *After* ALA's announcement has been made, you are encouraged to publicize that you were selected for the grant. We will share draft materials that you can use in your own publicity.

Documents

So we can process payment, please send these documents to alawash@alawash.org:

- A completed IRS Form W-9 for your library
 - *Tip:* For Line 3, most grantees will check "Other" and write in the appropriate description, e.g. "municipality," "501(c)(3) nonprofit organization," etc., as the case may be. Check with your tax or legal advisor.

- A completed ACH form (attached) if you want the funds sent electronically

Again, send those documents to alawash@alawash.org (you don't need to copy me on that email!).

Allow a few weeks for processing after you have sent the documents. I would expect grantees to receive the funds by late January if the documents are provided promptly.

Conditions

As a reminder, you agreed to the conditions below when submitting your application:

- Undertake the described activities or other eligible activities, beginning no later than April 1, 2020, and activities will be completed no later than April 30, 2020.
- NOT use any of the funds for lobbying activities (as described in 26 U.S.C. § 501), to intervene in any election, to support or oppose any political party or candidate for public office, or to carry on a voter registration drive.
- Offer the supported activities free of cost to the user/audience.
- Submit a short report of activity no later than May 15, 2020. (We will provide details about this in the new year.)
- Permit the American Library Association to share information from the application or report of activity, including in publicity.
- Promptly notify Gavin Baker at gbaker@alawash.org if the library becomes unable to complete the described activities or other eligible activities.

We will follow up with additional information. Congratulations again!

Gavin Baker, MSLIS

Deputy Director, Public Policy & Government Relations

American Library Association

gbaker@alawash.org

(202) 628-8410

 **ACH ENROLLMENT FORM.pdf**
265K

Betty Martin <bmartin@gallupnm.gov>
To: Tammie Moe <tmoe@gallupnm.gov>, Karen Fischer <kfischer@gallupnm.gov>

Wed, Dec 18, 2019 at 6:22 PM

[Quoted text hidden]

 **ACH ENROLLMENT FORM.pdf**
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Tammi Moe <tmoe@gallupnm.gov>
To: Betty Martin <bmartin@gallupnm.gov>
Cc: Karen Fischer <kfischer@gallupnm.gov>

Wed, Dec 18, 2019 at 6:24 PM

Congratulations! :D

T

Tammi Moe, Director
Octavia Fellin Public Library
Gallup, NM 87301

The Octavia Fellin Public Library in Gallup, New Mexico is the quintessential American melting pot with an inherently diverse representation of cultures, ethnicities, religions, backgrounds and viewpoints. Gallup was built as a railroad town during Westward Expansion and is surrounded by indigenous reservations created during the colonization of the Southwest during the nineteenth century. Our neighbors include the largest indigenous American tribe, the Navajo, as well as the Zuni and Hopi people. According to the most recent *Annual Estimates of the Resident Population*, our community is 77% Native American.

Our library realizes the importance of a complete population count in the decennial census. The significance of this grant to reach hard-to-survey areas will be particularly beneficial to our surrounding community. According to the *Census Hard to Count Map* in 2010, only 54.7% of the tract's households mailed back their 2010 census questionnaires. This required costly and difficult in-person follow-up to count the remaining 45.3% which often veer into surrounding rural tribal land. Our library is located in McKinley County and is a prime candidate to receive additional funding for crucial programming needs. Our strategy is to expand our technology by purchasing additional tablets, laptops and hotspots that will be dedicated to helping people complete the questionnaire in our library. Our Library Technology Trainer will attend community events with these devices as part of the many outreach activities that our library participates in. Trips to Tribal Chapter Houses will also contribute to more complete census count by providing a method for easy access to the questionnaire.

<https://www.censushardtocountmaps2020.us/#>

U.S. Census Bureau, Population Division *Annual Estimates of the Resident Population by Sex, Race Alone or in Combination, and Hispanic Origin for the United States, States, and Counties: April 1, 2010 to July 1, 2018*. Release Date: June 2019

Request for Taxpayer Identification Number and Certification

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
City of Gallup

2 Business name/disregarded entity name, if different from above
Octavia Fellin Public Library

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ **Local Government (Municipality)**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) **3**
Exemption from FATCA reporting code (if any) **C**
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
110 West Aztec Avenue

6 City, state, and ZIP code
Gallup, NM 87301

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type.
See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
OR									
Employer identification number									
8	5	-	6	0	0	0	1	3	2

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <i>Charlotte Beent</i>	Date ▶ <i>12/26/19</i>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

ALA American Library Association

ACH ENROLLMENT FORM
Census Grant (0811)

Please accurately complete ALL fields below. Incomplete or Incorrect information may greatly delay payment processing.

Return complete form to: American Library Association Accounts Payable/ACH 50 E. Huron Chicago, IL 60611
Fax complete form to: (312) 280-5272 Attention: Accounts Payable/ACH

GENERAL INFORMATION

VENDOR NAME:	City of Gallup c/o Octavia Fellin Public Library
ADDRESS:	110 West Aztec Avenue
CITY, STATE, ZIP CODE:	Gallup NM 87301
EMAIL ADDRESS (Required to receive remittance information):	bmartin@gallupnm.gov

New Account Setup

Change Account Profile

FINANCIAL INSTITUTION INFORMATION

BANK NAME:	Wells Fargo Bank NA
ADDRESS:	200 Lomas Blvd NW
City, STATE, ZIP CODE:	Albuquerque NM 87102

Automated Clearing House (ACH) Information

ABA BANK ROUTING NUMBER :	107002192
Account Number:	1701300660
<input checked="" type="checkbox"/> Checking	<input type="checkbox"/> Savings
<input type="checkbox"/> Other	Please describe:

Certification

I hereby authorize the AMERICAN LIBRARY ASSOCIATION and the financial institution shown on this form to initiate credit entries directly into my account. This authority will remain in effect until I file a new ACH payment authorization form.

SIGNATURE:	Charlotte Beckett
DATE:	12/26/19

Please include a voided check/deposit slip



May 3, 2018

To Whom It May Concern:

This letter is to confirm that the account and routing number listed below is accurate for the City of Gallup, NM.

Routing number: 107002192

Account number: 1701300660

Account type: Checking

Sincerely,

A handwritten signature in cursive script that reads "Elena Garcia".

Elena Garcia

Vice President

Government & Institutional Banking

200 Lomas Blvd, NW

Albuquerque, NM 87102

505-766-7210
