

VERMONT
ARTS
COUNCIL

December 13, 2011

Fletcher Free Library
Attn: Ashley P. McAvey
235 College Street
Burlington, Vermont 05401

Re: Application # 16478

Dear Ashley:

I am pleased to inform you that the Fletcher Free Library has been awarded a Cultural Facilities Grant of \$16,729 to support the installation of audio/visual and technical improvements to three public spaces. This award comes with certain conditions. The Cultural Facilities Coalition has stipulated that in order to use this award you must:

- Submit to the Vermont Arts Council an additional estimate (the panel suggests Sound Vision in Burlington may be able to provide one).
- Include assistive listening devices for all amplified areas and a plan for securing them and any other moveable equipment.

You are receiving this letter and a contract between your organization and the Arts Council. Please read both documents carefully. If you agree to fulfill the contingencies as stated in this letter and meet the contract terms and conditions, print and return two copies of this letter, each attached to a signed contract no later than February 17, 2012.

Once we have received the signed contracts with a copy of this letter attached to each, we will counter-sign and return a copy to you, along with:

- A copy of the Secretary of the Interior's Standards for Historic Preservation Projects;
- Information about accessibility;
- A sign to post for the duration of your renovations to acknowledge the receipt of funding from the State of Vermont.

***Please note:** The Cultural Facilities Grant funds are released only upon completion of the project and submission of the appropriate documentation.*

We will host a press conference and check presentation ceremony on the afternoon of January 19th at 3:00 pm in the Cedar Creek Room at the State House. We invite representatives from your organization to be on hand to accept our congratulations. **Please confirm your attendance with Susan McDowell at (802) 828-0152.**

Since this grant program is made possible by public funds received from the State budget, we encourage you to:

- Contact your State legislators and other elected officials to let them know about your award. Include them in your activities. It is important that our legislators understand how vital these funds are to cultural development and community life within their districts.
- Credit the State of Vermont and the Vermont Cultural Facilities Coalition whenever promoting your award and related activities in print or broadcast material, program announcements, interviews, etc.

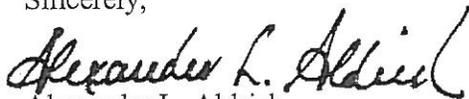
When writing a letter to your legislator the following points may be helpful:

- Describe your project.
- List dates and times for any presentation or celebration, and invite your legislator to attend.
- Describe the constituents in the community who will benefit from the project.
- Let them know that your project or event has been made possible in part by funding the Vermont State Legislature and the Vermont Cultural Facilities Coalition.
- Thank them for their continued support of cultural resources in their communities.
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Grantees often find it helpful to hear about the strengths and weaknesses of their application for future reference. We strongly encourage you to contact the Council if you would like to hear the reviewers' comments on your application or if you have any questions. From December 15th through February 6th contact Michele Bailey at 802-828-3294 or by email at mbailey@vermontartscouncil.org. After February 6th contact Sonia Rae at 802-828-5425 or by email at srae@vermontartscouncil.org.

A list of grantees will be published in the Council's Annual Report for 2012. Once again, congratulations! Thank you for all your many contributions to Vermont's cultural life.

Sincerely,



Alexander L. Aldrich
Executive Director