



State of Vermont
Department of Libraries
60 Washington Street, Suite 2
Barre, VT 05641

Tel: 802-636-0040

Agency of Administration

TO: Grantee

RE: 2020 Summer Performer Grants

Congratulations!

The Vermont Department of Libraries (VTLIB) has approved your 2020 Summer Performer Grant.

Our offer of this grant is subject to submittal of the following documents:

- Signed Grant Agreement – Part 2
- Grantee Information Form
- Current W-9
- Certificate of Insurance

The VTLIB will not issue your grant without submission of these forms. We have included a blank W-9 and filing instructions in this packet for your convenience. All completed forms can be sent electronically to VTLIB by April 30, 2020.

Grant recipients must comply with all reporting requirements listed in the grant agreement. The Grant Certification and Expenditure Report included with this packet should be submitted after the performance has occurred, but no later than September 30, 2020. Part A of this report must be submitted by each grantee. Part B of the report must be completed for each grant-funded performance and signed by the performer. If a collaborative event was held, one library must be designated as the “reporting library.” The reporting library can submit Part B for all collaborating libraries.