

The State Education Department
New York State Library
Division of Library Development

Bill and Melinda Gates Foundation
Opportunity Online Hardware Grant Program
PHASE 2

Match Verification Instructions For Individual Libraries

Proof of matching funds must be provided to your Library System by March 31, 2009 or by a date specified by your Library System. This form will be kept on file by your Library System and made available as requested by the NY State Library.

Acceptable proof of acquired matching funds includes the following:

- Memorandum of Agreement (MOA) from the appropriate official or agency overseeing the library budget- (ie. town, city or county government agency)
- Council or library board resolution or minutes committing funds
- Letter of commitment from a nongovernmental resource such as:
 - Foundations
 - Corporations
 - Friends groups
 - Private donors
 - Local Community Group

Your matching funds may come from any or all of these sources. Regardless of type, each proof of matching funds must include the following information:

Amount of funding commitment

Source of commitment including name, affiliation, and contact information for the committing organization and/or person

Signature(s) of the person(s) responsible for committing the funds

Date of commitment

Date when funds will be disbursed