

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

***Bill and Melinda Gates Foundation  
Opportunity Online Hardware Grant Program***

**PHASE 1 Match Verification Form For Individual Libraries**

Proof of matching funds must be provided to your Library System by March 15, 2008. 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
- 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

This proof 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) committing the funds

Date of commitment

Date when funds will be disbursed

Additionally, you must provide a statement signed by your Library Board President that ensures the committed dollars will not supplant local funds already dedicated for the library or for technology projects.

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Library Name \_\_\_\_\_

The following documents verifying our matching funds are attached: (Check as appropriate)

- Memo of Agreement
- Council/Library Board Resolution
- Council/Library Board Minutes
- Letter of Commitment

Additionally, we have supplied a statement verifying our budget procedures meet grant requirements

- Non-Supplanting Assurance

\_\_\_\_\_  
(Typed or Printed Name) (Title)

\_\_\_\_\_  
(Signature)

Telephone \_\_\_\_\_ Date \_\_\_\_\_

Email: \_\_\_\_\_

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