



October 1, 2018

Paul Leonard  
Upper Dublin Township  
801 Loch Alsh Avenue  
Fort Washington, PA 19034

Cherilyn Fiory  
Upper Dublin Public Library  
805 Loch Alsh Avenue  
Fort Washington, PA 19034

Dear Mr. Leonard and Ms. Fiory:

Congratulations! The 2018 Keystone Recreation, Park and Conservation Fund grant proposal submitted jointly by Upper Dublin Township and the Upper Dublin Public Library has been selected for funding. You and your staff should be commended for preparing an excellent application. Upper Dublin Township will receive \$750,000 to make window, HVAC and other upgrades to the Upper Dublin Public Library.

Please note that your application did not clarify the shared use of your building. Please provide, no later than October 19, a description of the percentage of square footage which the library occupies in that building. Keystone funds may only be used to benefit the library. You will not be able to receive a contract until the Office of Commonwealth Libraries has received this item.

The contract is being prepared and will be mailed to you shortly. The grant payment schedule will be outlined in the contract and payment will be on a reimbursement basis as explained in the guidelines provided with the original application and on our website at [www.statelibrary.pa.gov](http://www.statelibrary.pa.gov). The contract will also have language that refers to the assurances signed by the municipality that work will begin within 90 days of October 1, 2018, with the project completed within 18 months.

Please be aware that the bidding process may not begin and financial commitments must not be made until you receive official notification from my office that the contract and the bid specifications have been approved. The Office of Commonwealth Libraries must approve the final bid specification documents for the project. When these are ready, please submit them to Ed Lupico, Library Development Advisor. If you have any questions about this process, Ed Lupico can be reached at 717-783-5747 or by email: [elupico@pa.gov](mailto:elupico@pa.gov).

I wish you much success in your project to improve your library and services for your community.

Sincerely,

A handwritten signature in blue ink that reads "Glenn Miller".

Glenn Miller  
Deputy Secretary