

- Fundraising programs to benefit the library are allowed, as long as the four required programs are free and open to the public, subject to provisions herein regarding approvals and use of USHMM's name and subject to ALA and USHMM approval. No other outside organizations or institutions may use the Traveling Exhibition for fundraising purposes at the exhibition host venue. There may be an opportunity for USHMM to partner with host libraries on fundraising events on a case-by-case basis.

the ALA and USHMM. Host site shall not modify, delete, obliterate, or otherwise alter the use or appearance of any such item or of the exhibition narrative or design. In the event of the violation of Intellectual Property Rights, ALA reserves the right to terminate Host's use of the exhibition.

Publicity and sponsorship

- Host agrees to promote the traveling exhibition and exhibition-related programs to the widest possible public audience.
- To maintain brand standards across the Traveling Exhibition, Host agrees to utilize only the Americans and the Holocaust graphic materials provided to Host (available online: <https://www.ala.org/tools/programming/USHolocaustMuseum/sitesupportnotebook/Publicity>). These provided materials were designed by USHMM and ALA and may be customized with Host's logo and additional information as the design templates allow. Any additional graphic needs must be submitted to ALA and USHMM for review through the established Publicity Request Form at least six weeks before Host's host period begins. If approved, additional graphics must be designed by an ALA- and USHMM-approved graphic designer and are subject to ALA and USHMM review and revision.
- Host agrees to follow the guidelines provided in the exhibition press kit for use of the ALA and USHMM names, and to use the official exhibition credit language in press releases and other printed publicity to ensure that all parties are properly credited in all publicity and communications relating to the exhibition.
- Host agrees to the following provisions regarding photography or filming of the exhibition: 1) Photography of the exhibition by Host, ALA, media, and the public is permitted for personal use and publicity but not for commercial purposes; 2) Filming of the exhibition may be done by the media and Host for publicity purposes, but any other filming must be approved in advance in writing by USHMM; 3) Filming of the exhibition by the public for personal use is permitted.
- Local sponsorship (i.e., financial or in-kind support from local funders in support of the exhibition or related programming) may be permitted on a limited basis. Generally, local support may be used to fund specific programs/events, but additional exhibition sponsors are not permitted to ensure the proper crediting of the ALA and USHMM. Local sponsorship plans and related publicity materials must be approved in advance by ALA and USHMM. NOTE: Please contact ALA and USHMM to discuss potential local sponsorship before approaching local funders.

Damages and insurance

- Host agrees to indemnify and to hold harmless ALA and USHMM against all damages, claims, suits, or other legal proceedings arising from or attributed to negligent or improper operation or display of the exhibition by Host, or violation of third party rights

resulting from any unauthorized creation, use, display, or modification of the exhibition or advertising or publicity materials relating to the exhibition.

- Host agrees to maintain responsibility for the condition of the exhibition. Host may be held responsible for damage to or loss of the exhibition when it is under their control. Neither ALA nor USHMM is responsible for personal injury or property damage arising from the installation, use, or defective nature of the traveling display.
- Host agrees to add an insurance rider in the value of \$75,000 on their insurance policy for the time the exhibition is at Host site or arrange to have the exhibition insured under Host site's comprehensive insurance for \$75,000, and to provide a certificate of insurance or letter from an authorized insurance agent to the ALA Public Programs Office at least 8 weeks prior to the exhibition opening. Host should insure Id iw9600006surance age8 5 U

OR
PA
PR
RI
SC
SD
TN
TX
UT
VA
VI
VT
WA
WI
WV
WY

Institution Website*

Character Limit: 250

Project Director

Project Director Contact Information

Project Director Name*

Character Limit: 250

Project Director Pronouns

Character Limit: 250

Project Director Title*

Character Limit: 250

Project Director Email Address*

Character Limit: 250

Project Director Phone Number*

Character Limit: 15

Project Director Confirmation*

By checking this box, I confirm that the above-named project director will be responsible for all required reporting, fulfillment of programmatic terms, required professional development, and coordination of all elements of the project.

Choices

Yes

Exhibit Shipping Information

Display Institution Name*

Character Limit: 250

Local Delivery Address Line 1*

Note that the exhibit cannot be delivered to a PO box.

Character Limit: 250

Local Delivery Address Line 2

Character Limit: 250

Local Delivery City*

Character Limit: 250

Local Delivery State*

Choices

AK
AL
AR
AS
AZ
CA
CO
CT
DC
DE
FL
GA
GU
HI
IA
ID
IL
IN

MS
MT
NC
ND
NE
NH
NJ
NM
NV
NY
OH
OK
OR
PA
PR
RI
SC
SD
TN
TX
UT
VA
VI
VT
WA
WI
WV
WY

Local Delivery Zip Code*

(XXXXX-XXXX)

Character Limit: 10

Local Delivery Contact First Name*

Character Limit: 250

Local Delivery Contact Last Name*

Character Limit: 250

Payment Type*

The programming allowance can be issued as either an ACH payment or paper check. Please select your preferred payment method.

If you select ACH, please be sure the information on the ACH authorization form match EXACTLY with the payee information.

Please select preferred payment method:

Choices

ACH/Direct Deposit (Preferred)

Check (Note that selecting payment by check may result in slower payment of funds)

Payee Name/Make payable to*

Character Limit: 250

Care of/Attention to*

Character Limit: 250

Mailing Address Line 1 (I)*

Character Limit: 250

Mailing Address Line 2 (I)

Character Limit: 250

City (I)*

Character Limit: 250

State (I)*

Choices

AK
AL
AR
AS
AZ
CA
CO
CT
DC
DE
FL
GA
GU
HI
IA

ID
IL
IN
KS
KY
LA
MA
MD
ME
MI
MN
MO
MP
MS
MT
NC
ND
NE
NH
NJ
NM
NV
NY
OH
OK
OR
PA
PR
RI
SC
SD
TN
TX
UT
VA
VI
VT
WA
WI
WV
WY

Zip Code (I)*

(XXXXX-XXXX)

Character Limit: 10

Confirmation of Good Standing*

I attest that the library is neither presently debarred, suspended, proposed for debarment, declared ineligible, nor voluntarily excluded from participation in this transaction by any federal department or agency.

- AATH2_YOUR INSTITUTION NAME_PAYEE NAME_ACH

If you upload a voided check, deposit slip, or signed bank letter separately from the ACH Authorization Form, use this template:

- AATH2_YOUR INSTITUTION NAME_PAYEE NAME_ACCOUNT CONFIRMATION

3. Click on the "Upload" button in the lower left-hand corner of your screen.

4. Wait until the file has finished uploading before closing the browser. You can close the browser when the files have the 'Uploaded' status next to their names.

If you have any questions, please contact us at publicprograms@ala.org.

Please confirm the name of the files you uploaded to ShareFile (Tiger Tools) below.

ACH Authorization Form Upload Name*

Example 1: AATH2_MARSHA P. JOHNSON PUBLIC LIBRARY_ACH

Example 2: AATH2_MARSHA P. JOHNSON PUBLIC LIBRARY_FRIENDS OF MARSHA P. JOHNSON PUBLIC LIBRARY_ACH

Please copy/paste the name of your uploaded document below:

Character Limit: 250

ACH Authorization Form Upload to ShareFile (Tiger Tools) Confirmation*

Choices

I confirm that I have uploaded the payee ACH Direct Deposit Authorization Form.

Bank Account Documentation Upload Name

(If uploaded separately from ACH Authorization Form)

Example 1: AATH2_MARSHA P. JOHNSON PUBLIC LIBRARY_ACCOUNT CONFIRMATION

Example 2: AATH2_MARSHA P. JOHNSON PUBLIC LIBRARY_FRIENDS OF MARSHA P. JOHNSON PUBLIC LIBRARY_ACCOUNT CONFIRMATION

Please copy/paste the name of your uploaded document below:

Character Limit: 250

Bank Documentation Upload to ShareFile (Tiger Tools) Confirmation*

You must include a voided check, deposit slip, or signed bank letter with this ACH Direct Deposit Authorization Form.

This can either be included in the same PDF as the ACH Direct Deposit Authorization Form or uploaded as a separate document.

Choices

I confirm that I have included a voided check, deposit slip, or signed bank letter.

Payee Information Confirmation*

By checking this box, I confirm that all payee information provided (in the Grant Acceptance Form and associated payment documents) is accurate and matches across all uploaded payment forms.

Choices

Yes

Confirmation of Acceptance

Confirmation of Acceptance*

Each party agrees that this Agreement and any other documents to be delivered in connection herewith may be electronically signed, and that any electronic signatures appearing on this Agreement or such other documents are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

By completing and submitting the information below, I agree to the terms stated above and accept the Americans.hu.eloericacau(ec)1aabovemboveyd

FollowUp