

Tre Hargett, Secretary of State
State of Tennessee



Tennessee State Library and Archives
403 7th Avenue North
Nashville, TN 37243-1409

Charles Sherrill
State Librarian and Archivist

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The Honorable Ed Mitchell
Blount County Mayor
341 Court Street
Maryville, TN 37804

November 1, 2019

Dear Mayor Mitchell,

On behalf of the Tennessee Historical Records Advisory Board (THRAB), it is my pleasure to announce the award of a State Board Programming Grant in the amount of \$2,000 to Blount County Records Mgt. & Archives. Funding for this grant comes from the National Historical Publications and Records Commission (NHPRC) and is administered through THRAB.

Please complete and submit the enclosed grant acknowledgement form. A grant contract will be mailed to you within the next month. Reimbursements will be made via ACH after approval by the Deputy State Historical Records Coordinator. Reimbursements may not be submitted until after the contract is executed. A copy of the reimbursement claim form is also enclosed.

The grant period runs from November 1, 2019 through May 31, 2020. An interim narrative project report is due on February 28, 2020. You are encouraged to submit your final reimbursement request no later than May 10, 2020. A final report, including a fiscal account of expenditures, is due before July 1, 2020.

Communication about this award and all reports should come to Sara Baxter, Deputy State Historical Records Coordinator, 403 7th Avenue North, Nashville, TN 37243; by email at sara.baxter@tn.gov or by phone (615) 741-2083.

Sincerely,

Jami Awalt
Assistant State Archivist

cc: Jackie Glenn, Archivist