

**STATE OF TEXAS
PURCHASE ORDER**

1. Agency Name & No. TEXAS STATE LIBRARY & ARCHIVES COMMISSION 306 Tax Exempt agency of the Texas State Government	4. Purchase Order No. 306-16-8439	12. HUB: N/A	13. Order Type: Service
	5. PCC E	14. Vendor Identification No: 17460252202-003	
2. Agency Billing Address **ACCOUNTING DEPARTMENT** Texas State Library & Archives Commission PO Box 12516 Austin, TX 78711-2516 Email invoices to: AP@tsl.texas.gov Phone: (512) 463-5473; Fax: (512) 475-0185	6. Current Document No.	15. Vendor Address: Texas State Historical Association 3001 Lake Austin Blvd, Suite 3.116 Austin, TX 78703	
	7. Document (order) amt \$500.00	16. Vendor Contact Info: Jason Harris Phone: (512) 471-2600 Fax: Email: jason.harris@tshaonline.org	
3. Destination of goods or service FOB Destination Receiving Hours: 7:30 AM - 4:00 PM Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701	8. REF DOC	10. Agency Contact: Liz Kaska Phone: (512) 463-7989 Email: lkaska@tsl.texas.gov Fax: 5124753393	
	9. Service Period or Expected Delivery Date: 4/30/2016 - 4/30/2016	11. TSLAC Project Contact: Phone: Email:	
	*VENDOR MUST REFERENCE PURCHASE ORDER NUMBER ON ALL INVOICES OR INVOICE WILL BE RETURNED TO VENDOR. THIS PURCHASE HAS BEEN DETERMINED TO BE THE "BEST VALUE."	16. Vendor Contact Info: Jason Harris Phone: (512) 471-2600 Fax: Email: jason.harris@tshaonline.org	
	10. Agency Contact: Liz Kaska Phone: (512) 463-7989 Email: lkaska@tsl.texas.gov Fax: 5124753393	11. TSLAC Project Contact: Phone: Email:	

17. Description

Texas Historical Records Advisory Board (THRAB) sponsorship for the Texas History Day Contest

Date: 04/30/2016

Awards:

Junior Division Award (\$250.00)

Senior Division Award (\$250.00)

Grant Number: NAR16-RC-10275-16. FFY216. CFDA:89.003 - National Historical Publication & Records Grants. National Historical Publications & Records Commission

TSLAC terms and conditions are attached.

Accounting: Invoice is attached, send with warrant.

THRAB is not a lobbying organization.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	52285	16	7299	7599	\$500.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Junior Division Award	963-77	1	Each	\$250.00	\$250.00
2.	Senior Division Award	963-77	1	Each	\$250.00	\$250.00

Grant Number: NAR16-RC-10275-16 – FFY 2016 | CFDA: 89.003 - National Historical Publications and Records Grants | National Historical Publications

PRE-PAYMENT REQUIRED

Grand Total \$500.00

26. Legal Cites: TPASS Delegated Purchases as defined by TAC Title 34, Part 1, Chapter 20, Subchapter C, Rule §20.41

27. Division Tracking Number: ARIS 16-130

Per Texas Tax Code 151.309, the Texas State Library and Archives Commission is a tax-exempt agency.

If you need further proof of this, please contact the Agency Contact in box #10.

Confirmation of receipt is required, please sign box #29 and return signed PO via email: purchasing@tsl.texas.gov or fax: (512) 475-3393.

28. Approval Signature 	Date 4-13-16	29. Vendor Signature	Date
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**LETTER OF AGREEMENT
BETWEEN THE TEXAS STATE HISTORICAL ASSOCIATION
AND Texas Historical Records Advisory Board (THRAB)
2016**

The Texas State Historical Association and the Texas Historical Records Advisory Board enter into the following agreement regarding the sponsorship of the Texas Historical Records Advisory Board's Best use of Texas Archival Collections to be presented to outstanding participants qualifying for the award at the Texas History Day contest April 30, 2016.

The Texas State Historical Association agrees to publicize the Texas Historical Records Advisory Board in advance of the contest and make known to all participants the entry qualifications. The award sponsor, THRAB, will receive recognition in appropriate printed materials for their support of this award in appropriate educational programs relating to the award and contest.

SPECIAL AWARD GUIDELINES

- i. The award sponsor agrees to award one prize in each division to one of the following categories: paper, exhibit, website, performance, and documentary for the 2016 THD contest.
- ii. The Texas State Historical Association will work THRAB in selecting award winners. TSHA will provide annotated student bibliographies from nominated student entries prior to the April 30, 2016 contest for review. THRAB members will select the Junior and Senior Division award winners.
- iii. The award sponsor will not be presenting additional awards such as plaques or medals. The total cost for this award are the cash award presented at the contest to the student recipients. THRAB will provide the stipend to TSHA who will provide the award to the winning students at the April 30, 2016
- iv. The award sponsor agrees to award one Junior Division and one Senior Division entry with the following prize money:

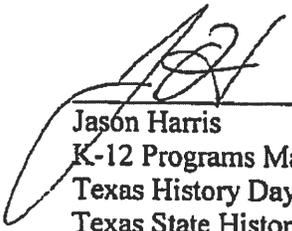
Junior Division: \$250.00 Senior Division: \$250.00
- v. The following is our current description for the Texas Historical Records Advisory Board's Best Use of Texas Archival Collections and will be publicized in advance of the contest(s). If necessary, please revise or specify clear criteria as to the award's focus, content, eligibility, etc.

The Texas Historical Advisory Board's Best Use of Texas Archival Collections Award encourage students in both the junior and senior divisions to include in their research those primary source materials either created in Texas or held in a Texas repository that

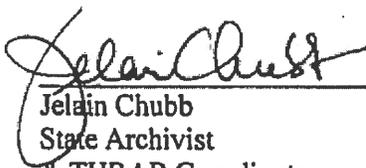
represent a first-hand account contemporaneous with their chosen topic. These awards are intended to recognize projects that have utilized archival collections in a substantial way and encourage students to become familiar with archives and archival institutions.

- vi. This award agreement will be in effect for the 2015-2016 contest season with presentation at the April 30, 2016 Texas History Day contest.

If the above guidelines are acceptable, please sign this agreement and return a copy to the Association.



Jason Harris
K-12 Programs Manager
Texas History Day Coordinator
Texas State Historical Association
03/10/16
Date



Jelain Chubb
State Archivist
& THRAB Coordinator
3/10/2016
Date



Donna Osborne
Chief Operations and Fiscal Officer
Texas State Library and Archives
Commission
3/10/16
Date

**Texas State Library & Archives Commission
Purchase Requisition & Blanket/Non-PR Form**

RECEIVED

MAR 16 2016

Fiscal Year 2016

PURCHASING

X Purchase Requisition (PR) Blanket/Non-PR*

Blanket PO # _____
 *CFO Signature not required for blankets
 PO # 306-16
 Division Tracking # ARIS 16-129
 Previous PO # _____
 Encumbrance Number _____
 Requested Delivery Date: 4/1/2016

Vendor Name: Texas State Historical Association
 Address: 3001 Lake Austin Blvd., Ste 3.116
 City, State, Zip: Austin Tx. 78703
 Phone: 512-471-2600 Fax: _____
 Contact Name: Jason Harris
 Email: Jason.Harris@tshaonline.org
 Vendor #: 17460252202
 DUNS: _____
 SAM Expiration Date: _____

Item Description	Commodity Code	Qty	Unit	Unit Price	Total Amount	Index	Agency Object	Comp Object
Texas Historical Records Advisory Board (THRAB) sponsorship of Junior Division award (\$250.00) and Senior Division award (\$250.00) for the Texas History Day contest April 30, 2016.	963-77	1	each	\$ 500.00	\$ 500.00	52285	7599	7299

Subtotal \$ 500.00
 Shipping & Handling _____ if applicable
 Grand Total \$ 500.00

Per Jelain, this is part of THRAB grant award.

Special Instructions: Grant Number: NAR16-RC-10275-16 . FFY2016 . CFDA: 89.003 - National Historical Publications & Records Grants . National Historical Publications & Records Commission

Division Proprietary Statement (to be filled out if service or commodity will not be competitively bid)

1. Requestor or Contract Manager Signature (always required) Jelain Chubb 3.15.16
 6. Executive Signature (if required) _____ Date _____

Jelain Chubb 512-463-5467

Type name & phone number of Requestor or Contract Manager Pamela Fuste 3/14/16
 7. Chief Fiscal Officer (always required)* _____ Date _____

2. Purchasing Liaison Signature _____ Date _____
 Ordered by _____ Date _____

3. Division Director Signature (always required) _____ Date _____
3.15.16 4-30-16
 Estimated Delivery Date

4. If IT related, send PR to Accessibility Team
 For Accessibility Team:
 ADA Compliant: (circle one) YES NO

5. Director or IRT (if required) _____ Date _____ Received by (signature) _____ Date _____

CONFLICT OF INTEREST: Per Section 2155.003 of the Texas Government Code, by signing this PR, I certify that I have no interest in, or in any manner am personally connected with, the contract or bid to be awarded under this Purchase Requisition (PR) for the purchase of furnishing, supplies, materials, services, and/or equipment by TSLAC. I further certify that neither I nor any member of my family (spouse or dependent child), have nor will accept or receive from any person, firm or corporation to whom a contract or bid may be awarded, directly or indirectly, by rebate, gift, or otherwise, any money or other thing of value whatsoever, nor shall I/we receive any promise, obligation, or contract for future reward or compensation from any party. I acknowledge that I may be dismissed if it is discovered that I/we have violated the aforementioned statute.

If no vendor is designated by requestor on this PR, the Purchasing staff will notify all signatories for ratification of the above certification to ensure compliance with the statute.

Vendor Change Approvals:

Purchasing Signature

Date

Please initial and date accordingly

1 _____
2 _____
3 _____
4 _____

5 _____
6 _____
7 _____