

State Aid for Public Library Construction Grant



July 2018 | MHLS Board of Trustees

State Aid for Public Library Construction

- **\$34 million** statewide program bonded through the **Dormitory Authority of New York State (DASNY)**. Requires approval each year.
 - **\$10 million increase** over the previous year! This is the largest allocation this program has ever received.
- MHLS allotment: **\$1.2 million**
- Administered by the NYS Division of Library Development (DLD) **through the 23 public library systems**

Administration via MHLS

MHLS Board of Trustees

- ❑ **Set Funding Priorities**
- ❑ Define what qualifies as an “**economically disadvantaged community**” in our System
- ❑ **Rank member library applications**
- ❑ **Recommend grant award amounts**

MHLS Staff

- ❑ **Collect and track construction need info to report to NYS; assist in advocating for funding each year**
- ❑ **Position projects for funding from a timing standpoint**
- ❑ **Liaison with DLD**
 - ❑ Regulatory interpretation; advocate for member libraries
- ❑ **Technical assistance to members**
 - ❑ Consulting
 - ❑ Workshops/webinars
 - ❑ Phone/email support/office hours
- ❑ **Process applications for Incentive Committee review**
- ❑ **Shepherd applications through state review process**

This is a **competitive** grant program.

Allowable Matching Funds

- Up to 50% of total project approved costs

or

- Up to 75% if a library meets the MHLS criteria for serving an “*economically disadvantaged community*”

Matching Funds Reality Check

- 1) Regardless of the recommended award amount a library needs to match the remainder of the project costs.
- 2) If successful, libraries are given the opportunity to decide whether or not to proceed once learning the recommended award amount.

Eligible Costs

Site Acquisition

Purchase of vacant land or an existing building to be used for library purposes.

New Construction

- New library building
- Addition to existing library building
- Demolition and Site Preparation

Eligible... *continued*

Renovation / Rehabilitation

- Installation of photovoltaic panels, geothermal wells, and other alternative energy resources
- Replacement of roofs, windows, and doors
- Reconstruction of existing space
- Accessible entryways (ramps & doorways) and bathrooms
- Installation of elevators
- New electrical, plumbing, lighting, and HVAC
- New driveways, sidewalks, and parking lots
- New furniture, equipment, and shelving for new or newly reconfigured space

Eligible... *continued*

- Emergency Generators
- Outdoor Signage
- Assistive listening devices and systems for the deaf/hearing impaired
- Supervision/management of the construction, renovation, or rehabilitation
- Bring fiber (broadband) to the building

Eligible... *NEW!*

“Architectural and engineering plans for
locally approved new or ongoing projects”

Not Eligible:

- "Routine Maintenance"
- Architectural and Engineering firm fees
- Building Consultant Studies; speculative architectural fees
- Interest or Carrying Charges on bonds financing the project
- Mortgage payments
- Purchase of books or other library materials
- Landscaping

MHLS Funding Priorities

Project must be **part of a board-approved, prioritized facility plan** which is reported to MHLS through the *Construction Needs Action Memo*

Provide for *at least one* of the following

- An increase in services
- An increase in access
- Energy conservation
- Disaster Recovery
- Leadership in Sustainable Design

Full explanation of each priority:

<http://midhudson.org/nysconstructiongrant/>



Level 2 ASHRAE Energy Audit
conducted within the past five years



MHLS 'Useful life energy conservation standards'

<http://midhudson.org/nysconstructiongrant/>

Disaster Recovery

“...substantial loss of access to library services due to a low probability-high consequence event(s)...”

Within the grant narrative the library must adequately describe:

- a) length of forewarning;
- b) magnitude of impact; and
- c) duration of impact, meaning lack of access by the public to library services

Disaster Recovery Point



Phoenicia Library

Leadership in Sustainable Design



Application Components

- Application form
- Narratives
 - Abstract
 - Description
 - Impact Statement**
 - Timetable
 - Budget Narrative
- Contractor Quote Documents
- Certification of Available Funds
- SHPO Approval*
- SED Facilities Approval*
- Minimum Lease/Legal agreement*
- Short Environmental Assessment Form
- Smart Growth Form
- FS-10 forms
- Payee Information form
- Photographs
- Board Assurances

*may not apply to all projects

Narrative: Impact of Project

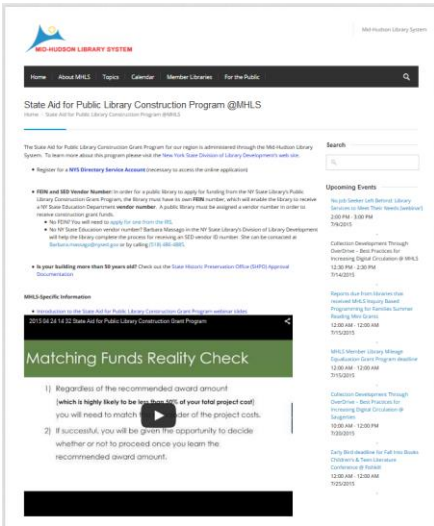
The Incentives
Committee will
review exactly what
a library writes.

1. How does this relate to your board-approved, prioritized facility plan?
2. Which of the MHLS Funding Priorities does your project address? Address all that apply.
3. If applicable, justification for claiming the “economically disadvantaged community” reduced match option.

Timeline

- ✓ **February 2018:** MHLS Board Incentive Committee Planning Meeting
- ✓ **March MHLS Board Meeting:** Funding Priorities and economically disadvantaged community definition set
- ✓ **April:** Introduction to the State Aid for Public Library Construction Aid Program Webinar (MHLS)
- ✓ **May:** Construction Needs Memo Due
- ✓ **June:** Online Application Available
- ✓ **June:** Technical Assistance Workshop (MHLS)
- ☐ **June-August:** Office Hours & Narratives Review offered
- ☐ **August 3:** Grant Application Deadline
- ☐ **August 21:** MHLS Board Incentives Committee Meets to review applications
- ☐ **September 12:** MHLS Board Recommendations Approved
- ☐ **October 3:** System Due Date to DLD
- ☐ **Summer 2019:** Notification of Award from State Library
- ☐ **Fall 2019:** 90% of award paid out

Support for Applicants



- ❑ Support Page <http://midhudson.org/nysconstructiongrant/>
- ❑ Introductory Webinar (Archived)
- ❑ Technical Assistance Workshop
- ❑ Narrative Review
- ❑ Office Hours for One-on-One Assistance (by phone, online or in person)



Mountain Top Library; Boardman Road Branch (PLD); Staatsburg Library; Phoenicia Library; Marlboro Library; Saugerties Public Library; Town of Esopus Public Library; Roeliff Jansen Community Library; Cairo Public Library; Catskill Public Library

Thank You!

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