

State Aid for Library Construction



July 2025 | MHLS Board of Trustees

State Aid for Library Construction

- Statewide program bonded through the **Dormitory Authority of New York State (DASNY)**. Requires approval each year.
- Administered by the NYS Division of Library Development (DLD) **through the 23 public library systems**

Member Needs Assessment

2025 Data with 71% of Members Reporting



2024 by the Numbers

- **18 member libraries** plan to apply
- **\$13.4 million+** in anticipated requests
- MHLS allotment for 2024-2025: **\$1,607,377**

Total Estimated Need

\$51.5 million

71% of members reporting in 2025

ADA Compliance

32% of member library

facilities are not compliant with the
Americans with Disabilities Act (ADA)

Administration of Grant Requirements

MHLS Staff & Board Responsibilities in the Context of the Program

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.

Match Requirements

- 50%

- 25%

- 10%

Match 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

- ☐ **Architectural, Engineering & Construction Management**

- ☐ **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*

*not as a standalone project

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*

*not as a standalone project

Eligible... *continued*

- ❑ Emergency Generators
- ❑ Outdoor Signage
- ❑ Assistive listening devices and systems for the deaf/hearing impaired
- ❑ Bring fiber (broadband) to the building

Not Eligible:

- ❑ “Routine Maintenance”
- ❑ 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 Operations & Design**

Full explanation of each priority:

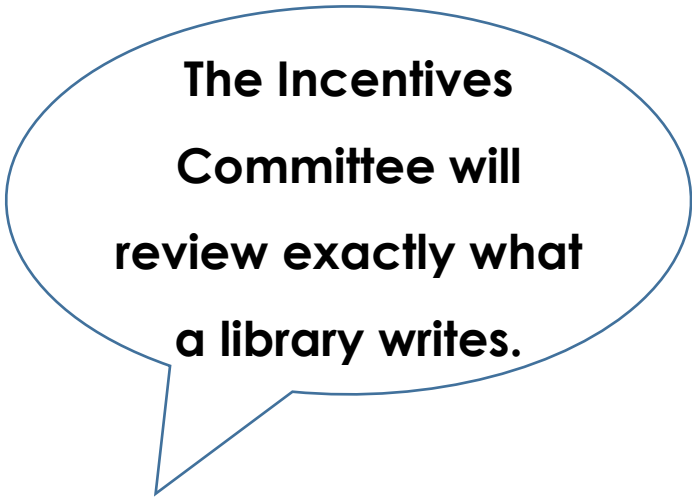
<http://midhudson.org/nysconstructiongrant/>

Application Components

*may not apply to all projects

- ☐ 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*
- ☐ Municipal consent*
- ☐ Short Environmental Assessment Form
- ☐ Smart Growth Form
- ☐ Appraisal for property purchase*
- ☐ FS-10 forms (post award announcement)
- ☐ Payee Information form
- ☐ Photographs
- ☐ Board Assurances
- ☐ SAM grant segregation proof*

Narrative: Impact of Project



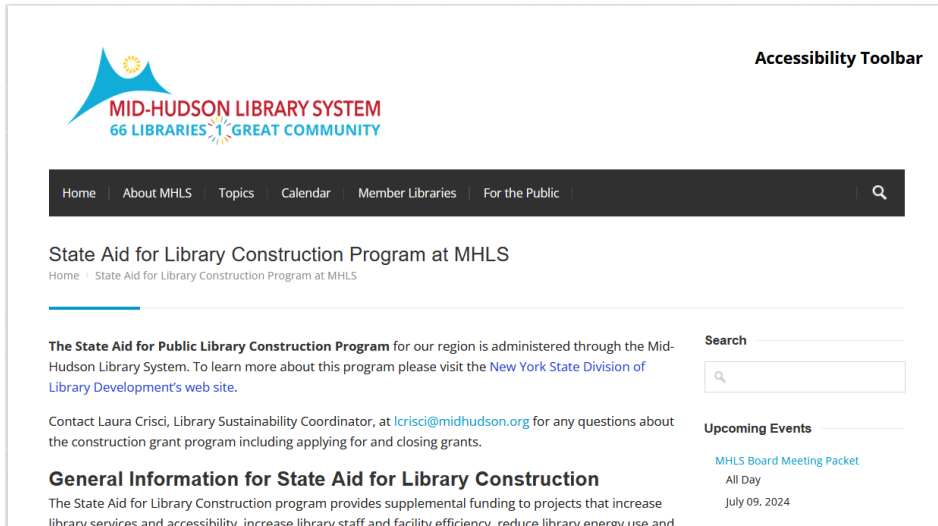
The Incentives
Committee will
review exactly what
a library writes.

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 2025:** 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 1:** Grant Application Deadline
- **TBD:** MHLS Board Incentives Committee Meets to review applications
- **September 12:** MHLS Board Recommendations
- **October 8:** Due to DLD
- **Summer/Fall 2026:** Notification of Award from State Library
- **Fall 2026:** 90% of award paid out
- **June 30, 2031:** Projects must be completed

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)