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

2024 Data with 71% of Members Reporting
2024 by the Numbers

• 23 member libraries plan to apply

• $15 million+ in anticipated requests

• MHLS allotment for 2024-2025: $1,607,377
Total Estimated Need

$42.3 million

71% of members reporting in 2024
45% 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
<table>
<thead>
<tr>
<th>MHLS Board of Trustees</th>
<th>MHLS Staff</th>
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</thead>
<tbody>
<tr>
<td>✓ Set Funding Priorities</td>
<td>✓ Collect and track construction need info to report to NYS; assist in advocating for funding each year</td>
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<tr>
<td>✓ Define what qualifies as an “economically disadvantaged community” in our System</td>
<td>✓ Position projects for funding from a timing standpoint</td>
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<td>✓ Rank member library applications</td>
<td>✓ Liaison with DLD</td>
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<td>✓ Recommend grant award amounts</td>
<td>✓ Regulatory interpretation; advocate for member libraries</td>
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<td>✓ Technical assistance to members</td>
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<td>✓ Consulting</td>
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<td>✓ Workshops/webinars</td>
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<td>✓ Phone/email support/office hours</td>
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<td></td>
<td>✓ Process applications for Incentive Committee review</td>
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<tr>
<td></td>
<td>✓ Shepherd applications through state review process</td>
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</tbody>
</table>
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

- 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*

*may not apply to all projects
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 2024:** 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 9:** Grant Application Deadline

☐ **September 5:** MHLS Board Incentives Committee Meets to review applications

☐ **September 27:** MHLS Board Recommendations

☐ **October 1:** Due to DLD

☐ **Summer 2025:** Notification of Award from State Library

☐ **Fall 2025:** 90% of award paid out

☐ **June 30, 2030:** 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)