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State Superintendent of Schools

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TO: Members of the State Board of Education
FROM: Nancy S. Grasmick *Nancy*
DATE: September 21, 2009
RE: **County Library Capital Projects Grant Program
Projects Recommended for Funding, FY2011**

PURPOSE:

To seek State Board approval of the county public library capital projects recommended for funding in the State's FY2011 Capital Budget.

BACKGROUND:

The Division of Library Development and Services (DLDS) is the central State Library Agency, providing leadership and guidance for the planning and coordinated development of library and information services in the State, including the development of the State Library Network to meet the library and information needs of the State, and to administer federal and State funds appropriated to DLDS for library purposes.

Article § 23-510 of the Annotated Code of Maryland provides for the establishment of a grant program in the Division of Library Development and Services (DLDS) to assist in the funding of public library capital projects. This statute mandates that \$5,000,000 be included in the State budget for this purpose beginning in FY2008 and every year thereafter.

DLDS is required to develop and administer this grant program to provide a uniform and objective analysis of proposed capital projects and support projects that address the public library needs in the State.

The division began accepting applications for the FY2011 County Public Library Capital Project Grant Program on March 20, 2009 with a due date of June 1, 2009. A workshop on the process for FY 2011 was presented by staff from DLDS and the Department of Budget and Management (DBM) on March 20, 2009. The workshop was attended by 29 participants from 14 public library systems.



BACKGROUND: (continued)

Each application was accompanied by a countywide library plan that included a mission statement, needs statement and multiyear goals. Applicants also submitted a Master Plan describing the capital projects approved by the applicant's governing body, an updated and detailed Capital Improvement Program for the following fiscal year; and the library Capital Improvement Program for the following five years.

A Grant Review Committee was established to include representatives with knowledge of capital projects whose system was not applying for grants, and reflective of the geographic diversity of the State. Prior to the meeting of the Committee, committee members received copies of each grant application, evaluation criteria with instructions, and the scoring rubric. The Committee met on July 10, 2009 to review their preliminary evaluation scores, discuss the individual grant requests, identify capital projects for funding approval, and recommend the State allocation for FY2011 for each project to the State Board of Education.

EXECUTIVE SUMMARY:

DLDS received 12 grant requests for FY 2011 from 9 public library systems. Those counties not submitting requests were contacted to ensure that they did not plan to apply for this grant cycle.

Upon State Board approval, letters from each grantee, evidencing the local participation for each project, will be forwarded to the Department of Budget and Management. This evidence of the local match coupled with the list of approved projects from the State Board completes the communication necessary to certify projects as "ready to proceed" and finalize the standard grant and loan program budget request.

ACTION:

The State Board of Education is asked to approve the recommended list of projects and the recommended level of funding for each project for inclusion for in the State's proposed FY2011 Capital Budget.

NSG/imp/lmd