

A faint, light green and grey watermark of an owl's face is centered in the background. The owl has large, white, almond-shaped eyes and a small, dark beak. The watermark is semi-transparent and serves as a background element for the text.

**FY 2023 State Aid for
Library Construction Info Session**

State Aid for Library Construction

- **Section 273-a of NYS Education Law** appropriates capital funds in the State Budget for the Library Construction Program
- Bonded through **Dormitory Authority of New York State (DASNY)**
- Administered by the **NYS Division of Library Development (DLD)** through the 23 Public Library Systems
- Pioneer Library System allocation: TBD
FY 2022 \$916,863
- **Minimum Award:** \$2,500 (total project cost must be at least \$5,000)
Submit only one application per building



State Priorities

Priority is given to projects that:

- Increased effectiveness of library service due to increased and/or improved building space and capacity
- More efficient utilization of the building such areas as energy conservation and increased staff efficiency
- Improved access to and use of building services by all library users including those with disabilities
- Provision of library services to geographically isolated or economically disadvantaged communities



Eligible Costs

- ✓ New construction
- ✓ Reconstruction, restoration, rehabilitation, remodeling
- ✓ Broadband installation
- ✓ Site acquisition (land with or without existing structure)
- ✓ Equipment and furnishings **within the context of an eligible construction project**



Eligible Costs

- ✓ Electrical generators
- ✓ Permanent signage
- ✓ Security systems
- ✓ Accessible entryways (doors and ramps) and bathrooms
- ✓ Assistive listening devices and systems
- ✓ Supervision/management of the project(s)



Ineligible Costs

- x Maintenance and repair activities
- x New carpet, flooring, painting **unless required by construction**
- x Mold abatement as a stand-alone project
- x Equipment with a useful life of less than six years
- x Landscaping **unless required by construction**
- x Asbestos survey only
- x Books and other library materials
- x Software licensing
- x Speculative architectural and engineering plans
- x Building consultant feasibility studies



Award Funding

Libraries **may** receive:

→ **Up to** 50% of total project approved costs

or

→ **Up to** 75% if your library meets the PLS criteria for serving an “economically disadvantaged community”



Economically Disadvantaged Community

To qualify for consideration, libraries in the Pioneer Library System must be located in a county that meets at least two of the following criteria:

- Unemployment rate of the county is above the NYS average
- Median household income of the county is below the NYS average
- Percent of people below the poverty level residing in the county is above the NYS average
- Percent of high school graduates in the county is below the NYS average
- Percent of people with a bachelor degree or higher education in the county is below the NYS average

→ **Currently** all four Pioneer Library System counties qualify



FY 2023 Program Cycle

- **July 1, 2022** → **June 30, 2026** (State Fiscal Year 2023)
- Only expenditures made **after July 1, 2022** are eligible for reimbursement under this program.
- Expenditures made between **January 1 - June 30, 2022** may count as part of the total project cost and serve as matching funds.
- No expenditures made **prior to January 1, 2022** may be included in the grant.



Timeline

May 2, 2022 Office Hours for Construction Aid

June 1, 2022 Intent to Apply with Proof of Available Funds and Contractor Quote(s) due to PLS



Intent to Apply

NEW THIS CYCLE: Proof of Available Funds and Contractor Quote(s) must be included

To complete this form, you will need:

- ✓ A brief description of the project
- ✓ An approximate timeline of the project
- ✓ Contractor quotes(s) with total project costs
- ✓ Proof of Available Funds

The information submitted will be used by the Pioneer Library System's Construction Aid Award Committee to determine eligibility and the level of funding for your library.

The deadline to complete this form is June 1, 2022.



Proof of Available Funds

“Verification must be in the form of bank or bond certification, an official document(s) signed by a financial authority connected with the applying institution, and/or such other evidentiary documents as necessary.”

Can be used:

- ✓ NY Economic Development Program grant
- ✓ Utility/solar company incentives
- ✓ Private funds
- ✓ Friends Groups / Library Foundations

Cannot be used:

- X State and Municipal Facilities Program/SAMS
- X Money bonded through a municipality or school district



Timeline

June 8, 2022 Construction Aid Award Committee meeting

June 10, 2022 Award notifications sent to libraries

June 17, 2022 Libraries must affirm that they are moving forward with their projects and may begin their full State Aid for Library Construction applications in the portal

➤ **Libraries moving forward should renew SAM and start SHPO at this time**

June 27, 2022 Construction Aid Online Grant Portal Training

July 1, 2022 Work may begin (but must not be completed before August 26, 2022)

Late July / Early August 2022 Virtual Office Hours for Construction Aid

August 26, 2022 Full State Aid for Library Construction Applications due to PLS



Timeline

September 9, 2022 Construction Aid Award Committee meeting

September 11, 2022 Final award notifications sent to libraries

October 2022 Deadline for PLS to submit all applications to DLD

Late Summer / Early Fall 2023 Libraries will be notified of application approval by DLD

Fall 2023 Libraries will receive the initial payment of funds from NYS

Winter 2023 / 2024 180 Notice

Spring 2024 or 2025? Progress Report / Request for Extension

June 30, 2026 Deadline to close out project



Close Out

Projects may close anytime prior to June 30, 2026

When your project is completed:

1. Enter final expenses and upload post-project photographs to the portal and Submit
2. DLD will review paperwork; once approved, they will request FS-10 F forms
3. Remaining 10% is paid to the library once FS-10 F forms are received and approved



Consider Timing

You need time to collect:

- ✓ Project Bid / Quote Figures (you may not use architect's estimates)
- ✓ State Historic Preservation Office (SHPO) Approval (if building is 50+ years old)
- ✓ SAM Registration Renewal
- ✓ Assurances (must be signed at Board meeting)
- ✓ Certificate of 10 Year Lease/Legal Agreement (if you do not own building)
- ✓ Before photos



Resources

→ <https://docs.owwl.org/Community/Construction>



Questions?

