



Commonwealth of Massachusetts Board of Library Commissioners

98 North Washington Street, Suite 401 • Boston, Massachusetts 02114
617-725-1860 • 800 952-7403 (in-state only) • Fax: 617-725-0140

Memorandum

Date: June 17, 2013

To: Massachusetts Public Library Directors
Chairs of Library Trustee Boards
Chief Municipal Officers

From: Dianne Carty, Acting Director

Re: 2013-2014 Planning and Design Grant Round

The Massachusetts Board of Library Commissioners (MBLC) is pleased to announce the Massachusetts Public Library Construction Program (MPLCP) 2013-2014 Planning and Design Grant Round. The focus of MPLCP is to enhance the quality of library service across the Commonwealth by providing financial assistance to municipalities for planning and designing, improving and expanding of their public library facilities.

Funding for MPLCP comes from a 2008 General Governmental Needs Bond Bill that authorized the expenditure of \$95 million for public library construction projects. One million dollars from this Bond bill will be used for this Planning and Design Grant Round. The award for each project recommended for funding will be a maximum award of \$50,000, and a local match of up to \$25,000 is required. The MBLC awards Planning and Design grants through an open competitive grant process.

Provisional grant awards made for this round will be announced in June 2014, and municipalities have until January 2015 to secure matching funds and accept their grants. The Program Notice, Letter of Intent form, Calendar and MPLCP Fact Sheet are included in this mailing. The state regulations (605 CMR 6.00) governing the program are available on our website (<http://mblc.state.ma.us/grants/construction/regulations/605cmr6.pdf>) Applicants are advised to read the program regulation for complete information.

A Note on Letters of Intent: To start the grant process, applicants must submit a letter of intent form (form available at <http://guides.mblc.state.ma.us/pddocs>) either mailed or emailed to Rachel Masse at rachel.masse@state.ma.us. Letters of Intent will be reviewed by staff for eligibility, and applicants must attend a workshop on the application process held in the fall. Attendance at a workshop is mandatory. Only one Letter of Intent per community may be filed.

Before submitting a Letter of Intent, we suggest that you to contact one of the MBLC Library Building Specialist listed on the MPLCP Fact Sheet if you have questions or need more information. They will be happy to assist you.

Visit the MBLC website (<http://mblc.state.ma.us/grants/construction/index.php>) to read more about the MPLCP grant program. We look forward to your participation in this grant round.



Massachusetts Public Library Construction Program

2013-2014 Planning & Design Grant Application Round Calendar

ACTIVITY	DATE/TIME
<p>Library Attends Information Session</p> <ul style="list-style-type: none"> • Westhampton Public Library • Mashpee Public Library • Milton Public Library 	<p>June 18, 2013 from 1-3:30 p.m. (Tuesday) June 24, 2013 from 10-12:30 p.m. (Monday) June 26, 2013 from 10-12:30 p.m. (Wednesday)</p>
<p>Library Receives Grant Program Announcement</p>	<p>Week of June 17, 2013</p>
<p>Library Submits Letter of Intent Form</p>	<p>September 13, 2013- Postmark Date (Friday)</p>
<p>Library Attends Mandatory Application Workshop</p> <ul style="list-style-type: none"> • Maynard Public Library • Jones Library, Inc., Amherst • Millis Public Library 	<p><i>All application workshops are from 10-3:30 p.m.</i></p> <p>September 24, 2013 (Tuesday) September 26, 2013 (Thursday) October 1, 2013 (Tuesday)</p>
<p>Library Submits New Long Range Plans</p>	<p>October 1, 2013-Postmark Date (Tuesday)</p>
<p>Library Submits Action Plan Update</p>	<p>December 2, 2013- Postmark Date (Monday)</p>
<p>Library Submits Application to MBLC</p>	<p>January 16, 2014- Postmark Date (Thursday)</p>
<p>Library Receives Town Meeting Approvals</p>	<p>May 16, 2014 (Friday)</p>
<p>MBLC Approves Provisional Grant Awards</p>	<p>June 5, 2014 (Thursday)</p>
<p>Library Confirms Local Funds</p>	<p>January 31, 2015 (Saturday)</p>