

Changes to the State Aid to Libraries Grant Rules

Revised 5-22-2009

The Division of Library and Information Services is preparing to revise the State Aid to Libraries Grant program guidelines and application packet in response to the changes to Chapter 257, *Florida Statutes* that were passed by the 2008 Legislature. These changes will be implemented as part of a revision to the Division's grant rules in Chapter 1B-2.011, *Florida Administrative Code*.

The first step in the process was to announce our intention to revise the rule. This notice was published on April 3, 2009 in the *Florida Administrative Weekly*.

The second step in the process is to announce the rule revision process. This Notice of Rule Development (attached) was published on May 22, 2009 in the *Florida Administrative Weekly*.

As part of this process, we have prepared a draft of the proposed changes to the grant packet, which is attached for your review. These changes are the final changes being incorporated into the rule revision process.

A summary of the changes follows:

- Dates have been updated throughout the document to reflect the next application cycle when this rule will be in effect.
- **Section I. Program Goal.** No changes.
- **Section II. Historical Overview.** Information was added to the historical overview to reflect the most recent changes.
- **Section III. State Aid to Libraries Grants.** Information was moved from Section VI (Type of Grants) to this section in order to provide all of the information about the types of grants in one place. Information was also added to reflect the changes to the State Aid formula.
- **Section IV. Definitions.** No changes.
- **Section V. Eligibility.** Information was moved from Section XI (Public Library Cooperatives) to this section in order to put all of the eligibility requirement information into one section. The minimum requirement for free library service has been added to this section.
- **Section VI. Type of Grants.** This section has been eliminated since the information has been combined with Section III.

- **Section VII. Application.** This section has been renumbered Section VI. The individual documents that are due have been renumbered to match the new Required Documents Checklist form and to clarify what must be submitted. Information that was in Section XII (Expenditure or Appropriation Report) has been moved into this section (item D. 1) so that all information related to the application forms and documents is in one place. Information that was in Section XIII (Grant Agreements) has been moved into this section (item D. 14) so that all information related to the application forms and documents is in one place.
- **Section VIII. Application Review.** This section has been renumbered Section VII.
- **Section IX. Grant Award.** This section has been renumbered Section VIII. This section has been revised to provide clarification on the grant award process and how the State Aid grant amounts are calculated.
- **Section X. Use of Grant Funds.** This section has been renumbered Section IX.
- **Section XI. Public Library Cooperatives.** This section has been eliminated since the information has been combined with Section V.
- **Section XII. Expenditure or Appropriation Report.** This section has been eliminated since the information has been combined with Section VII.
- **Section XIII. Grant Agreement.** This section has been eliminated since the information has been combined with Section VII.
- **Chapter 257, Florida Statutes.** This has been revised to reflect the changes made by the 2008 Legislature.
- **Application form (DLIS/SA01). Single County, Municipal or County Participating in a Multicounty Library.** Dates have been updated and minor clarifications have been added.
- **Application form (DLIS/SA02). Multicounty Library.** Dates have been updated and minor clarifications have been added.
- **Certification of Credentials form (DLIS/SA03).** Minor clarifications have been made.
- **Grant Agreement.** Changes have been made to reflect current information and requirements.
- **Summary Financial Report (DLIS/SA04).** Dates have been updated and minor clarifications have been added.

- **Required Documents Checklist (DLIS/SA05).** This is a new form that is designed to help applicants ensure that all of the required documents have been submitted and to inform the Division if required documents are already on file. A checklist is provided for the October 1 documents and for the December 1 documents.
- **Annual Statistical Report.** This form has been revised to reflect the current information required for submission, and to clarify definitions and explanations as needed.
- **Chapter 1B-2.011, *Florida Administrative Code*.** This has been revised to reflect the changes to be made by this rule revision.

If you have any comments or suggestions, please send them to Marian Deeney, Library Program Administrator, at mdeeney@dos.state.fl.us or fax 850.245.6643. She is also available via telephone at 850.245.6620. Proposed changes should be submitted no later than July 23, 2009.