

**RA01A**  
**Public Library Capital Grant Program**  
Maryland State Department of Education

***Public Library Capital Grant Program (Statewide)***

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General Obligation Bonds                      \$5,000,000

***Summary of Recommended Bond Actions***

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1.            Public Library Capital Grant Program

Add language requiring MSDE to notify the General Assembly of intent to reallocate public library capital grant funds among projects.

**Bill Text:** Provide grants to acquire land, design, construct, and equip public library facilities. The funds appropriated for this purpose shall be administered in accordance with §23-510 of the Education Article.

**Program Description:** The Public Library Grant Program was established by Chapter 494 of 2006 and received its first funding in fiscal 2008. The program provides funds to local libraries and library systems for capital improvements to existing libraries or construction of new facilities.

Section 23-510 of the Education Article mandates \$5,000,000 in annual funding for a capital grant program for public library projects. The Maryland State Department of Education's (MSDE) Division of Library Development Services (DLDS) is responsible for administering the program. To apply for a grant, local public library systems must develop a countywide library plan to file with DLDS and produce a master plan describing the capital projects approved by the applicant's governing body. DLDS reviews applications and submits recommendations to the State Board of Education for approval. The list of approved projects is then forwarded to the Department of Budget and Management for funding. Grants from the program require a match from any combination of county, municipal, or private sources. State grants may not fund more than 50% of a project's cost or be less than \$20,000.

## ***Program Analysis and Performance Measures***

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The Public Library capital grant program began in fiscal 2008. The total allocation for the five years of the program is shown in **Exhibit 1**. **Appendix 1** shows annual appropriations by county. Of the 24 library systems, 20 have received at least one grant for a local library.

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### **Exhibit 1 Total Library Grant Allocations Fiscal 2008-2013**

<u>County</u>	<u>Allocations</u>	<u>Percent of Total Allocations</u>
Howard	\$5,307,735	21.2%
Montgomery	3,996,280	16.0%
Washington	2,819,935	11.3%
Baltimore	2,150,000	8.6%
Baltimore City	1,814,000	7.2%
Carroll	1,369,000	5.5%
Prince George's	1,310,700	5.2%
Talbot	1,240,000	5.0%
St. Mary's	887,000	3.5%
Cecil	840,000	3.4%
Charles	800,000	3.2%
Somerset	554,500	2.2%
Frederick	542,000	2.2%
Kent	389,000	1.6%
Harford	373,000	1.5%
Anne Arundel	244,800	1.0%
Caroline	139,550	0.6%
Wicomico	117,000	0.5%
Worcester	67,500	0.3%
Allegany	63,000	0.3%
Calvert	0	0.0%
Dorchester	0	0.0%
Garrett	0	0.0%
Queen Anne's	0	0.0%
<b>Total</b>	<b>\$25,025,000</b>	<b>100.0%</b>

Note: Percentages may not sum to 100% due to rounding.

Source: Maryland State Department of Education

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Howard County has received the largest share of the total allocations, at \$5.3 million (21.2%), followed by Montgomery and Washington counties which have received \$4.0 million and \$2.8 million, respectively. Under statute, MSDE has regulatory authority to reallocate funds among projects and has done this in several cases when projects did not move forward. For example, the fiscal 2011 public library grant allocation includes \$875,000 in funds rescinded from projects originally planned for that year or fiscal 2010 that were reallocated to other projects. There is currently no requirement that MSDE notify the committees before reallocating funds. **To improve transparency the Department of Legislative Services recommends that the committees add language notifying the General Assembly prior to the reallocation of previously authorized funds among projects funded through the Public Library Capital Grant Program.**

For fiscal 2013, DLDS approved 12 projects in 8 library systems. Projects range from new library construction to roof replacement projects. Project allocations range from \$50,000 to \$1.7 million. Fiscal 2013 proposed projects appear in **Appendix 2**.

Of the 12 projects approved by DLDS for fiscal 2013, 3 support Howard County's plan to convert administrative space into public service space at the Central and East Columbia branches and to renovate administrative space at the Old Miller branch. These 3 projects result in an overall increase in administrative space from 16,000 to 20,300 square feet. The Department of Legislative Services has concerns about the use of \$818,000 in State funds for renovating administrative space at the Old Miller branch. **DLDS should comment on the rationale for allocating funds to a project that only involves renovating administrative space.**

## **Allocation of Public Library Grants**

From fiscal 2008 through 2011, three counties received 40% of the funds allocated from the State's public library capital grant program. The budget committees asked MSDE and the Maryland Library Association to report on how funds are currently allocated and how the program could be operated in the future so that county libraries decide as a group which projects will be put forth in annual requests, so that funds are distributed more evenly across counties.

MSDE reports that funding recommendations for the State's public library capital grant program are made by a library grant review committee appointed by DLDS. The grant review committee is composed of three public library directors or associate directors; one library trustee from Western Maryland, Southern Maryland, the Eastern Shore, and Central Maryland; and one architect from MSDE's Public School Construction Branch. Review committee members are selected from library systems that do not have a current application under consideration for grant funding. The committee recommends projects using evaluation criteria developed by DLDS and reviewed by the Maryland Library Association for this program. This evaluation criteria includes existing facility problems such as insufficient space. Library space planning guidelines were adopted in April 2010 and were used in both the fiscal 2012 and 2013 grant review cycle.

MSDE attributes disparity in the geographic allocation of grant awards to the fact that a few libraries had large capital projects already in the pipeline with substantial local funding matches

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secured when the grant program began in fiscal 2008. The report cites a number of reasons why some libraries may not have been granted the full amount of requested funding:

- the request may have exceeded the program’s annual mandated \$5.0 million general obligation bond authorization;
- the proposed project (or some portion thereof) was ineligible for State capital funding;
- the review committee determined that other projects demonstrated greater financial need;
- the library withdrew its application or rescinded its grant award due to inability to certify the local match; and
- program reductions in fiscal 2008, 2009, and 2012 resulted in grant reductions.

***Prior Authorization and Capital Improvement Program***

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**Authorization Request  
(\$ in Millions)**

<i>Fund Source</i>	<i>2011 Approp.</i>	<i>2012 Approp.</i>	<i>2013 Request</i>	<i>2014 Estimate</i>	<i>2015 Estimate</i>	<i>2016 Estimate</i>	<i>2017 Estimate</i>
GO Bonds	\$5.000	\$4.000	\$5.000	\$5.000	\$5.000	\$5.000	\$5.000
<b>Total</b>	<b>\$5.000</b>	<b>\$4.000</b>	<b>\$5.000</b>	<b>\$5.000</b>	<b>\$5.000</b>	<b>\$5.000</b>	<b>\$5.000</b>

***Authorization Encumbrance and Expenditure Data***

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**Authorization Summary  
(\$ in Millions)**

<i>Fiscal Year</i>	<i>Authorization</i>	<i>Funds</i>		<i>Balances</i>	
		<i>Encumbered</i>	<i>Expended</i>	<i>To Be Encumbered</i>	<i>To Be Expended</i>
Prior Years	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000
2008	2.025	2.025	2.025	\$0.000	0.000
2009	4.000	4.000	3.915	0.000	0.085
2010	5.000	5.000	3.014	0.000	1.986
2011	5.000	5.000	4.056	0.000	0.944
2012	4.000	4.000	1.165	0.000	2.835
<b>Total</b>	<b>\$20.025</b>	<b>20.025</b>	<b>\$14.175</b>	<b>\$0.000</b>	<b>\$5.850</b>

\*As of February 2012.

## ***GO Bond Recommended Actions***

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1. Add language requiring MSDE to notify the General Assembly of intent to reallocate public library capital grant funds among projects.

RA01A          Public Library Capital Grant Program .....          \$ 5,000,000

Add the following language:

- (A)          Public Library Capital Grant Program. Provide grants to acquire land, design, construct, and equip public library facilities, provided that any reallocation of this authorization or prior authorized funds for previously authorized or new projects shall require notification to the General Assembly. The funds appropriated for this purpose shall be administered in accordance with § 23-510 of the Education Article (Statewide) .....          5,000,000

**Explanation:** This language requires the Maryland State Department of Education (MSDE) to notify the General Assembly prior to the reallocation of authorized funds for a previously authorized or new project through the Public Library Capital Grant Program.

**Public Library Capital Grants  
Fiscal 2008-2013**

<u>County</u>	<u>2008 Auth.</u>	<u>2009 Auth.</u>	<u>2010 Auth.</u>	<u>2011 Auth.</u>	<u>2012 Auth.</u>	<u>2013 Auth.</u>	<u>Total Auth.</u>
Allegany	\$63,000	\$0	\$0	\$0	\$0	\$0	\$63,000
Anne Arundel	82,800	112,000	0	0	0	50,000	244,800
Baltimore City	270,000	744,000	400,000	0	400,000	0	1,814,000
Baltimore	135,000	708,000	255,000	610,000	0	442,000	2,150,000
Calvert	0	0	0	0	0	0	0
Caroline	89,550	0	50,000	0	0	0	139,550
Carroll	135,000	437,000	307,000	210,000	233,000	47,000	1,369,000
Cecil	90,000	0	750,000	0	0	0	840,000
Charles	0	0	0	0	800,000	0	800,000
Dorchester	0	0	0	0	0	0	0
Frederick	144,000	398,000	0	0	0	0	542,000
Garrett	0	0	0	0	0	0	0
Harford	0	0	373,000	0	0	0	373,000
Howard	90,000	320,000	800,000	500,000	927,735	2,670,000	5,307,735
Kent	198,000	191,000	0	0	0	0	389,000
Montgomery	220,950	655,000	0	975,000	1,145,330	1,000,000	3,996,280
Prince George's	101,700	0	320,000	400,000	0	489,000	1,310,700
Queen Anne's	0	0	0	0	0	0	0
St. Mary's	0	72,000	0	815,000	0	0	887,000
Somerset	22,500	179,000	0	0	103,000	250,000	554,500
Talbot	0	0	0	1,240,000	0	0	1,240,000
Washington	270,000	184,000	800,000	675,000	890,935	0	2,819,935
Wicomico	45,000	0	20,000	0	0	52,000	117,000
Worcester	67,500	0	0	0	0	0	67,500
<b>Total</b>	<b>\$2,025,000</b>	<b>\$4,000,000</b>	<b>\$4,075,000</b>	<b>\$5,425,000</b>	<b>\$4,500,000</b>	<b>\$5,000,000</b>	<b>\$25,025,000</b>

Fiscal 2011 Note: Fiscal 2011 funds include \$50,000 reallocated from funds originally awarded to Cecil County in fiscal 2010 and subsequently rescinded. Funds for the Frederick County Walkersville Branch (\$450,000 approved for fiscal 2011) and the Wicomico County Central Library project (\$375,000 approved for fiscal 2010) were rescinded in an October 2010 Board of Public Works action. The funds were reallocated to the Montgomery County Gaithersburg Library (\$125,000), St. Mary's County Leonardtown Library (\$50,000), Talbot County Main Library (\$475,000), and Washington County Main Library (\$175,000). Amounts above include the reallocated funds for these four projects.

Fiscal 2012 Note: Fiscal 2012 appropriations adjusted for the reallocation of \$500,000 from fiscal 2010 unencumbered funds originally awarded to Harford County.

Source: Maryland State Department of Education

**Public Library Capital Grant Program  
Maryland State Department of Education  
Fiscal 2013**

<u>County</u>	<u>Project Description</u>	<u>Estimated Cost</u>	<u>Prior Auth.</u>	<u>2013 Amount</u>	<u>Future Request</u>	<u>Total State Share</u>
Anne Arundel	Severna Park Library – Renovation; includes a new fire detection system, and ADA compliant service desk area.	\$380,000	\$0	\$50,000	\$140,000	50.0%
Baltimore	Reisterstown Library – Roof replacement.	130,000	0	65,000	0	50.0%
Baltimore	Rosedale Library – Roof replacement.	314,000	0	157,000	0	50.0%
Baltimore	Towson Library – HVAC system replacement.	440,000	0	220,000	0	50.0%
Carroll	Westminster Library – Phase 4 Renovation; includes parking lot, sidewalk repair, and lighting.	1,800,696	754,300	47,000	0	47.0%
Howard	Central Library – Renovation; includes conversion of 7,000 net assignable square feet (sq. ft.) of office space into public space.	1,016,531	80,000	408,000	0	48.0%
Howard	East Columbia Library – Renovation; includes conversion of 9,000 net assignable sq. ft. of office space into public space.	1,286,959	102,400	515,000	0	48.0%
Howard	Miller Branch Library – Phase 2 Renovation; convert 17,444 net assignable sq. ft. Old Miller Branch Library into office space.	5,285,000	745,335	1,747,000	0	47.2%
Montgomery	New Silver Spring Library – construction for a new 65,010 gross assignable sq. ft. multipurpose facility including a new library.	63,747,000	1,534,000	1,000,000	500,000	4.8%

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<u>County</u>	<u>Project Description</u>	<u>Estimated Cost</u>	<u>Prior Auth.</u>	<u>2013 Amount</u>	<u>Future Request</u>	<u>Total State Share</u>
Prince George's	Beltsville Library – Renovation; includes conversion of office space to a public conference room, ADA and building code modifications, new information and circulation desk space, lighting, and replacement of the fire safety system.	978,000	0	489,000	0	50.0%
Somerset	New Crisfield Library – construction of a new 15,000 gross assignable sq. ft. library.	4,042,500	171,250	250,000	1,600,000	50.0%
Wicomico	Salisbury Library – Elevator replacement.	104,000	0	52,000	0	50.0%
<b>Total</b>		<b>\$79,524,686</b>	<b>\$3,387,285</b>	<b>\$5,000,000</b>	<b>\$2,240,000</b>	<b>13.4%</b>

ADA: American Disabilities Act

HVAC: heating, ventilation, and air conditioning