

# **PUBLIC LIBRARY GRANT ELIGIBILITY FORM FY 2023-2024 STATE GRANTS TO LIBRARIES COLORADO STATE LIBRARY**

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FY 2023-2024 State Grants to Libraries are provided by the Colorado State Library to enable public libraries, school libraries, and academic libraries to obtain educational resources they would otherwise be unable to afford, to the end that the state will receive the corresponding benefits of a better educated and informed population. (C.R.S. 24-90-402)

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**Submit by Email by  
5:00pm Friday, September 15, 2023**

- **Please read the FY2023-2024 [State Grants to Libraries Guidelines](#) carefully** to understand eligibility requirements, eligible uses, timeline for expenditure of funds, and reporting requirements.
- Complete and submit this Grant Eligibility Form by **September 15, 2023**, to certify that the library meets the requirements to receive funding and intends to use the funds as required by law.
- Secure the appropriate signatures on this Grant Eligibility Form. Omitting required signatures may disqualify the applicant.
- **Email completed Grant Eligibility Form by 5:00pm Friday, September 15, 2023, to Melissa Carlson at [carlson\\_m@cde.state.co.us](mailto:carlson_m@cde.state.co.us)**



**COLORADO**  
**Department of Education**  
Colorado State Library

## Public Library Grant Eligibility Form

Name of Library/Library District

Contact Person Name

Contact Person Title

Contact Person Telephone

Contact Person Email

Fiscal Contact Name (optional)

Fiscal Contact Email

This certifies that the library meets all requirements to receive funding. Please select Yes or No for each requirement:

Eligibility Requirement	Yes	No
1. Will utilize this funding to purchase eligible educational resources.		
2. Legally established and operated under Colorado Library Law.		
3. Borrows and lends to other Colorado libraries without a charge.		
4. When applicable, primary clientele can use the interlibrary loan service and access the Internet without a charge.		
5. Meets the Internet access by minors requirements in <a href="#">C.R.S. 24-90-404(2)(C)(I,II,III)</a>		
6. Staffing and service hours – has paid staff available in the library for a minimum of 20 hours each week.		
7. Reporting – will submit report to State Library by July 31, 2024.		

**Maintenance of Effort Requirements.** Funding is designed to supplement, not supplant, local funding for libraries. To be eligible, applicants must demonstrate that receiving these funds do not decrease existing local revenue sources. Please provide the following library collection budget information for your current fiscal year and the previous three years of actual expenditures. Library collection budgets include print, electronic, and other circulating library materials. It does not include related expenses such as salary or processing fees. Do not include State Grants to Libraries or other grants as part of your collection budget.

	Library <b>collection</b> expenditures, not including any grants (i.e., State Grants to Libraries) to the library for collections
FY20-21*	\$
FY21-22*	\$
FY22-23*	\$
FY23-24 (planned)*	\$

\*If library budget operates on a calendar year (January-December), enter information for the year that is first listed, for example the current/planned year would be January-December 2023.

If the FY23-24 (planned) library collection budget is less than the average of the previous three years, the Colorado State Library may contact you for additional information to determine your eligibility.

**Chair of Board of Trustees or other appropriate authority:**

Type name and title:

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Signature (*digital signature or print form & sign*)

Date

**Library Director:**

Type name and title:

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Signature (*digital signature or print form & sign*)

Date

Submit completed form by September 15, 2023, via email to:  
Melissa Carlson at [carlson\\_m@cde.state.co.us](mailto:carlson_m@cde.state.co.us)