

Florida Department of State, Division of Library and Information Services
**PUBLIC LIBRARY CONSTRUCTION GRANT
APPLICATION**

I. APPLICANT INFORMATION

A. LEGAL NAME OF APPLICANT (Government)

Pinellas County

Street 315 Court Street City Clearwater Zip 33756 County Pinellas

Name of Chairman of Applicant's Governing Authority Charlie Justice, Chairman of Board of

County Commissioners Federal Employer Identification (FEID) Number 59-6000-800

B. NAME OF LIBRARY DIRECTOR Lois Eannel

Telephone (727) 773-2665 Fax 727- 773-9583 E-mail loislib@gmail.com

Library East Lake Community Library

Street 4125 East Lake Road City Palm Harbor Zip 34685

C. NAME OF PROJECT MANAGER John Smith, Sr.

Title Project Manager

Agency, organization or governmental unit: Pinellas County Real Estate Management –

Building Design & Constructuion Division

Street 509 East Avenue South City Clearwater Zip 33756

Telephone (727) 464-407 Fax (727) 464-3374 E-mail jsmith@pinellascounty.org

D. NAME OF BUILDING CONSULTANT (MLS degree) Lois Eannel

Street 4125 East Lake Road City Palm Harbor Zip 34685

Telephone (727) 773-2665/ (727) 773-1693

E. NAME OF REGISTERED ARCHITECT Theodore J. Williamson

Street 1608 Huntington Place City Safety Harbor

Zip 34695-3155

Telephone (727) 725-0951 Registration Number AR96285

**F. INDICATE IF CONSIDERING STARTING THE CONSTRUCTION PROJECT
PRIOR TO THE GRANT AWARD** YES _____ NO X

II. PROPOSED PROJECT

A. Name of Proposed Facility East Lake Community Library

B. Type Construction Project (check one):

New Building Expansion Remodeling

C. Building to be Used as (check one):

<input type="checkbox"/> Single county library headquarters	<input checked="" type="checkbox"/> Single county branch or library cooperative member
<input type="checkbox"/> Multicounty or library cooperative headquarters	<input type="checkbox"/> Independent municipal library (headquarters)
<input type="checkbox"/> Multicounty or library cooperative branch or member (more than one library in county)	<input type="checkbox"/> Independent municipal library (branch)
<input type="checkbox"/> Multicounty or library cooperative branch or member (only library in county)	

III. PROJECT DATA

A. Floor Area in Square Feet

1. Facility prior to project (Check one and give square feet where applicable):

- a. No facility currently exists
- b. A facility currently exists, but will not be used as a library _____ sq. ft. after project completion
- c. A facility currently exists and will be used by library after _____ 6400 sq. ft. project (may be present library or another building)

2. New facility to be constructed _____ sq. ft.

3. Expansion of existing facility

Square footage of existing building	<u>6400</u> sq. ft.
Square footage of the portion of building to be expanded	<u>2500</u> sq. ft.
Total square feet of building after expansion	<u>8900</u> sq. ft.

4. Remodeling of existing facility (not included in # 3) _____ sq. ft.

B. Geographical Area And Population To Be Served By Proposed Facility:

1. Name of city(s), county(s) or region. (If the service area does not conform to city or county boundaries, give the location and population by census tracts.)

East Lake Fire District

2. Current population 32,335

The population should be from the most current Florida Estimates of Population, University of Florida.

IV. ESTIMATED COST OF PROJECT

A. Funds By Category (Indicate project cost by applicable categories):

1. Architect's Fees (include planning costs)	\$	<u>75,625</u>
2. Site Acquisition	\$	<u>0</u>
3. Acquisition cost of building	\$	<u>0</u>
4. New Construction	\$	<u>0</u>
5. Expansion of existing building	\$	<u>812,500</u>
6. Remodeling of existing building	\$	<u>0</u>
7. Initial Equipment	\$	<u>55,000</u>
8. Other (Specify) A. <u>civil engineering, permits</u>	\$	<u>A. 40,625</u>
<u>B. 2% contingency fund</u>		<u>B. 16,250</u>
9. TOTAL (Must equal B.4)	\$	<u>1,000,000</u>

A. Source of Funds:

1. Local funds available	\$	<u>0</u>
2. Amount of funds requested from the Public Library Construction Grant Program (State General Revenue)	\$	<u>0</u>
3. Amount of funds requested from other State sources (State Budget Appropriation)	\$	<u>1,000,000</u>
4. TOTAL (Must equal A.9)	\$	<u>1,000,000</u>

If total above includes funds already spent, please specify amounts, type and dates of expenditures. (Appraisal costs and incidental purchase costs such as surveys, title insurance, legal fees, etc., are not eligible expenditures and are not reimbursable.)

	<u>Amount</u>	<u>Dates</u>
Advance plans	\$ _____	_____
Estimates	\$ _____	_____
Acquisition of Lands	\$ _____	_____
Other (Specify)	\$ _____	_____

V. REQUIRED DOCUMENTS

One copy of each of the following documents is required to be submitted as a part of the application for public library construction grant funds. Assemble, label and submit documents in the order listed below.

- A. Certification of Application. The chair of the governing body of a county; the governing body of a municipality; or the governing body of a special district or special taxing district that will own or have unconditional use of the building to be constructed, expanded, or remodeled must sign the Certificate of Application.
- B. An ordinance or an adopted and certified resolution from the governing body of the county, municipality, special district or special taxing district including:
 - 1. Authorization for submission of the application;
 - 2. Name or position title of person authorized to sign the application and provide required certifications;
 - 3. Assurance that the required match of a dollar for dollar of the grant request will be available and unencumbered at the time of grant award;
 - 4. Assurance that funding is sufficient and will be available in order that the project will result in a completed library building;
 - 5. Assurance that upon completion of the project, sufficient funds will be available to operate the facility; and
 - 6. Assurance that the building will be used exclusively for the public library purposes for which constructed or altered, and submit proposed changes in use to the Division for approval if within 20 years of the completion of the construction project.
- C. Copy of documents that establish the library, such as a contract, resolution, or ordinance of the government. A copy of the interlocal agreement(s) for library cooperatives and multicounty libraries may be used to meet this requirement.
- D. A narrative description of the construction project, prepared and signed by a professional library staff member who has completed a library education program accredited by the American Library Association. The narrative statement must describe:
 - 1. How the building will function in a currently established multicounty, county, or municipal library. This includes, but is not limited to programs, services and governance;
 - 2. How the construction project will contribute to new or improved services in the area it will serve; and
 - 3. The effects of staffing, maintaining, and costs of operating the proposed facility.

- E. A detailed written building program, prepared and signed by a professional librarian, who has completed a library education program accredited by the American Library Association, functioning as a library building consultant. The professional librarian functioning as the building consultant may be a library staff member. The building program must include:
 - 1. A brief overview of the library including a historical perspective, mission and goals (or roles) of the library;
 - 2. A description of how library functions relate to each other in terms of space, including a description of patron use and work flow patterns; and
 - 3. Projection of future needs based on anticipated future demographics.

- F. If an applicant is applying for funding for a construction project from more than one state funding source, the following information must be provided:
 - 1. Identify all additional state funding sources being applied for. Include the name of the funding program and the state agency administering the program, and
 - 2. Describe how:
 - a. The multiple funding sources will result in a project to provide a higher level of service to residents; or
 - b. The project is in partnership with another organization or agency and how it will provide a higher level of service to residents; or
 - c. Each funding source will be used to accomplish a different or unique portion of the entire construction project.

