

**Arizona State of Library, Archives and Public Records
State Grants-in-Aid
Construction Application**

Complete this form and upload it to your online SGIA Construction Application. If you have any questions about the application, email Jaime Ball at jball@azlibrary.gov.

Application Questions

1. Library Name:

2. Project Name:

3. Funding Proposal

Brief description of overall project:

Local -- must be at least 50% of total project budget

Appropriated by local government/tribe:

Gifts:

Other:

Local Subtotal

State Grants in Aid

PROPOSED PROJECT FUNDING

Appropriated by local government/tribe:	
Gifts:	
Other:	
Local Subtotal	
State Grants in Aid	
PROPOSED PROJECT FUNDING	\$0.00

4. Estimated Costs of Project

Site-Prep Preconstruction Work
Paving/Hardscapint/Lighting
Ramada/Shelter
Seating

TOTAL PROJECT COSTS

Site-Prep Preconstruction Work	
Paving/Hardscapint/Lighting	
Ramada/Shelter	
Seating	
TOTAL PROJECT COSTS	\$0.00

5. Construction Site

A. Does library/local government presently hold legal title to project construction site?

YES

NO

B. If legal title is **not** held, does library/local government hold unconditional (lease, etc.) possession of project construction site? (Minimum 20 year lease)

YES

NO

If yes, state terms of possession:

C. If answers to A & B above are both NO, please describe the current status of project construction site acquisition:



6. Type of Facility -- Check One

- County Library
- Local municipal library
- Branch library that is a member of a larger unit
- Library in multipurpose building not devoted exclusively to public library service
- Unincorporated
- Tribal library

7. Library Building Information. If doesn't apply, enter N/A

	Existing	Upon Completion
Floor area in square feet	<input type="text"/>	<input type="text"/>
Volume capacity	<input type="text"/>	<input type="text"/>
Seating capacity	<input type="text"/>	<input type="text"/>
Library study area	<input type="text"/>	<input type="text"/>
Meeting room	<input type="text"/>	<input type="text"/>
Population to be served	<input type="text"/>	<input type="text"/>

8. Structural Planning

A. Is this construction for:

- New Building
- Addition
- Existing Building Improvement

B. Is an architect currently retained for this project?

YES NO

If yes, give name and address

C. Are plans for this project currently available?

YES NO

If YES, which plans are completed?

D. Have any contracts for this project been let to date?

YES

NO

If YES, please describe.

[Redacted]

E. Have any bids been sought or accepted for planning or construction on this project?

YES

NO

If YES, please describe.

[Redacted]

F. Has your project been approved for construction by local government?
(codes, zoning, etc.)

YES

NO

If NO, please explain:

[Redacted]

G. Identify local political subdivision that issues building permits and supervises inspection:

Name of Building Engineer/Inspector:

[Redacted]

Address:

[Redacted]

H. Please indicate starting and completion dates for proposed construction. The project must be completed before June 30, 2023.

Start:

[Redacted]

End:

[Redacted]

9. Attachments to be Uploaded Online

- A. Needs assessment, which may be part of the Library's long-range plan. Describe how the proposed project supports the local library's long-range plan. Tell what the project will do for the development of library service for the library's patrons. Give examples of new services and/or existing services to be improved and other information that would help indicate the need for the project. Include information regarding size, materials, architecture, function, technology accommodations, walkways, etc. Show how the building's flexibility will be able to adapt to changing service needs.
 - B. Detailed project timetable.
 - C. Brief sketch/drawing of proposed construction project indicating dimensions and major features.
 - D. Brief map/sketch of location of construction site indicating size, shape and immediate surrounding buildings/lots. Also indicate site access routes (driveways, streets, alleys, etc). Required for new construction/additions only.
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