

**CITY OF HOMER
HOMER, ALASKA**

City Manager/
Library Director

RESOLUTION 25-021

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AUTHORIZING THE STAFF OF THE HOMER PUBLIC LIBRARY TO
APPLY FOR A PUBLIC LIBRARIES ASSISTANCE GRANT (PLAG)
FROM THE STATE OF ALASKA, IN THE AMOUNT OF \$7,000.

WHEREAS, The Homer Public Library has received the Public Libraries Assistance Grant
(PLAG) annually for decades; and


WHEREAS, This grant supports the mission of the library by funding purchases of
materials for circulation; and

WHEREAS, The State of Alaska has indicated the grant will be funded in fiscal year 2026
in the amount of \$7,000.

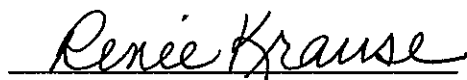
NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby
authorizes the staff of the Homer Public Library to apply for the Public Libraries Assistance
Grant for fiscal year 2026.

PASSED AND ADOPTED by the Homer City Council this 24th day of March, 2025.

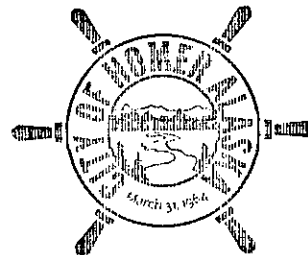
CITY OF HOMER


RACHEL LORD, MAYOR

ATTEST:


RENEE KRAUSE, MMC, CITY CLERK

Fiscal note: N/A





MEMORANDUM

Resolution 25-021, A Resolution of the City Council of Homer, Alaska, Authorizing the Staff of the Homer Public Library to Apply for a Public Libraries Assistance Grant (PLAG) from the State of Alaska, in the Amount of \$7,000. City Manager/Library Director.

Item Type: Backup
Prepared For: Homer Mayor and City Council
Date: March 6, 2025
From: Dave Berry, Library Director
Through: Melissa Jacobsen, City Manager

The library has received the **Public Libraries Assistance Grant (PLAG)** every year for decades. As is the usual practice, we intend to apply for it again for fiscal year 2026. As of today, I believe the grant amount will be \$7,000.

The State of Alaska provides this annual grant to nearly all public libraries in the state. We use it for purchasing materials.

Recommendation:

For information.

ALASKA PUBLIC LIBRARY ASSISTANCE GRANT APPLICATION FY 26

Use this form to apply for the Alaska Public Library Assistance Grant. Applications are available at the beginning of the new year and must be submitted by April 1.

Instructions are found in the PLA Guidelines found on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>

Eligibility requirements for the Public Library Assistance Grant according to Alaska Statute and Code may be found on the Alaska Library Law web page: <https://lam.alaska.gov/library-law>

- **Alaska Statutes: Article 03 Library Assistance Grants Sec. 14.56.300. - 14.56.340.**
- **Alaska Administrative Code: Article 2: Library Assistance Grants 4 AAC 57.050. - 57.099.**

A. Library

Library Name: _____

Library Email Address (if available): _____

Mailing Address: _____

Physical Address (if different from mailing): _____

Fax Number (if available): _____

Library Type(s) (please check all that apply)

☐ Public ☐ School ☐ Special ☐ Academic ☐ Museum ☐ Archive ☐ Tribal

Name of Legal Entity, Governing Body, or Nonprofit: _____

Fiscal Year (FY) of Legal Entity (Check one for financial and reporting purposes):

Same as State Fiscal Year, July 1 to June 30 (FY2025 or FY25 is July 1, 2024 to June 30, 2025)

Legal Entity Fiscal Year (i.e. January 1 to December 31): _____

B. Contact Information

Designated Library Director

Name: _____

Job Title: _____

Phone: _____

E-mail: _____

Financial or Second Contact

Name: _____

Job Title: _____

Phone: _____

E-mail: _____

C. Schedule

Each library facility is required to have trained staff (paid or volunteer) and provide free library services to all residents of the facility's legal service area on a regularly scheduled basis for at least 48 weeks per year and three days per week for a specific minimum of hours per week as indicated in **Sec 4 AAC 57.064. Public Library Assistance grants; Eligibility.**

When will the library be open to the public each day?

Monday: _____

Tuesday: _____

Wednesday: _____

Thursday: _____

Friday: _____

Saturday: _____

Sunday: _____

Number of hours the library is open to the public each week: _____

Number of weeks the library is open to the public per year: _____

If open fewer than 52 weeks, the weeks will your library be closed: _____

D. Budget

Fair Value Rate for Volunteer Labor: Volunteer value can only be claimed for the total number of hours the library is open for the entire year, even if more than one volunteer is present. Use the Value of Volunteer Time for Alaska according to the Independent Sector at <https://independentsector.org/resource/value-of-volunteer-time> of \$35.51. The calculation would be: Hours Per Week x Weeks Open Per Year x \$35.51 = value to enter in A3.

Match: The Total Budget column for section **B. Collection** should add up to \$3,500 to demonstrate the library meeting the collection match requirement. If the Local Matching Funds column totals \$7,000 or more, still only request \$7,000 in the PLA Grant Funds column.

Financial Summary

Category	Subcategory	Local Matching Funds	PLA Grant Funds	Total Budget
A. Personnel	1. Wages			
	2. Benefits			
	3. Volunteer Value			
B. Collection	1. Books (print)			
	2. Subscriptions (print)			
	3. A/V			
	4. Digital Materials/Online Services			
	5. Initial \$500 Spent on ISP			
	6. Games, Toys, Software, Tools, Equipment, and other items for patron use			
C. Other	1. Building Operations			
	2. Furniture, Equipment, Computers & E-Readers			
	3. Travel			
	4. Supplies			
	5. Services (not ISP)			
	6. ISP Fees Paid Beyond the \$500 listed on Line B-5			
	7. All Other Unreported Expenditures			
D. Total	Totals			

E. Basic Services

Each public library that receives the Alaska Public Library Assistance grant is required by **Alaska Statute: Article 06. Requirements for Public Libraries. AS Sec. 14.56.400.0.** to provide four basic library services free of charge to the residents of the municipality or community. Please answer the following questions for each of these four required services, even if you do not plan to use grant funds for that service.

Provide a collection of books and other materials for loan – How will your library collections be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to your library collections? Please be specific.

Provide access to interlibrary loan (ILL) services – How will ILL service be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide ILLs to your patrons? (See box below.) How will you evaluate improvements to ILL services? Please be specific.

Provide reference services – How will reference services be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? Do you plan to use the 800# ILL and Reference Backup Service in Anchorage to provide reference answers to your patrons? (See box below.) How will you evaluate improvements to reference services? Please be specific.

Provide reading and/or educational programs for children – How will children's programs be increased or improved? What activities will you undertake to achieve your objectives? Will staff receive training in this service area? How will you evaluate improvements to children's programming? For combined school public libraries, what programs are you planning for preschool children? Please be specific.

Did you know that the State Library gives the Anchorage Public Library a grant every year to provide you with interlibrary loan and reference backup services for your patrons? If you need help with ILL, call the helpful staff at 1-800-261-2838! (Please do NOT give this number to your patrons. Only library staff or library volunteers may use this number.)

F. Additional Material

If you have branches, please fill out the **Branch Library or Bookmobile Addendum** and attach to the grant application.

If you are a New Library or Returning Library, please fill out the **New or Returning Library Addendum** and attach it to the grant application.

These forms are available on the Alaska State Library Grants web page: <https://lam.alaska.gov/library-grants/pla>.

G. How to Submit

Once you have completed this application please obtain the necessary signatures and submit it to the Alaska State Library by April 1.

We do not need the original document. Scans or copies are also acceptable.

Scan/email (preferred) application to eed.library.grants@alaska.gov

OR

Mail application to Grants Coordinator, Alaska State Library, PO Box 110571, Juneau, AK 99811

OR

FAX application to 907-465-2151

Applications are reviewed by the Grants Coordinator after submission. Libraries will be contacted if there are questions about grant eligibility. If your library meets the requirements for the PLA Grant, you will receive an email with your official award paperwork.

H. Signatures

This application **MUST** have two signatures from two different people.

This grant application is a legal document committing your library to a specific course of action including ensuring the library meets all eligibility requirements for the grant. A full list of eligibility requirements is listed in the PLA Grant Guide and will also be included with the award paperwork.

Designated Library Director:

Print or Type Name: _____

Job Title: _____

Date: _____

For the Legal Entity:

Print or Type Name: _____

Job Title: _____

Date: _____

Signature: _____

Signature: _____

Due by April 1!

Questions? Contact the Grants Coordinator by email or phone, 907-465-2271