FY 2022 GIA Application Checklist

ALL Libraries

- ## GIA Application
    - **Library Name, Designation** (Affiliate, Designate, Service Center) **Service Population, and GIA amount** are all filled in where required.

    - All pertinent items are checked on the **GIA Application** form.
        - An explanation for any un-checked box(es) is provided on an attached sheet.
        - **MOE Compliance Question #21** replacing former MOE Compliance form has been answered.

    - A **Board member** has signed the Application in **Blue** ink.

- ## Expenditure Service Plan
    - **Use of State Funds AND Description of Services** sections of the **Service Plan for Expenditure of State Aid** are complete, and the form is signed by the **Library Director** in **Blue** ink.

- ## FY 2021-22 Budget
    - The library's submitted FY 2021-22 budget, marked **Proposed or Approved,** is included. **One or the other must be submitted**.
    - If submitting **Approved** budget, indicate the date approved.
    - The **Library Commission** must receive approved budgets no later than **June 30, 2021**.

Service Center Libraries (in addition to GIA Application)

- Both sections (table and narrative) of the **Service Plan for Expenditure of Services to Libraries Grant** are complete and the form is signed by the **Library Director** in **Blue** ink.

- Agreements with Affiliate libraries are included with submission.