



CT State Library

Division of Library Development

November 27, 2023

Katy McNicol, Director
James Blackstone Memorial Library
758 Main Street
Branford, CT 06405

Dear Ms. McNicol:

Congratulations! The Connecticut State Library Board, at its regularly scheduled meeting today, voted to approve your public library construction grant for \$153,266. Final approval of your award is contingent upon availability of your local funding and favorable action by the State Bond Commission. You have one year, by November 27, 2024, in which to reach your local funding goal.

Please review the attached Step-By-Step guide to help explain what you can expect for the rest of the construction grant process.

Once you have secured all the local funding necessary to complete your project, send a letter to my attention stating funds are secured via email attachment and mailed hardcopy so that we can submit a request for Bond Commission consideration of your construction grant. After favorable action by the State Bond Commission, I will contact you with contract execution details.

Please keep in mind that you cannot initiate the project by signing any type of construction contract between your library's governing body and a construction manager at risk, a general contractor, contractor, starting any aspect of the entire project, or purchasing furniture or equipment until you have received a copy of your fully executed grant contract which has been signed by you and the State Librarian. Initiation of a grant funded construction project without a fully executed contract with the State Library will result in withdrawal of the grant.

We look forward to working with you on your upcoming construction project.

Sincerely,

Dawn LaValle
Director, Division of Library Development / Construction Grant Administrator
Middletown Library Service Center, 786 South Main Street, Middletown, CT 06457
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