

**MASSACHUSETTS PUBLIC LIBRARY CONSTRUCTION PROGRAM
PROGRAM CALENDAR (Planning and Design) 2006 - 2007**

ACTIVITY	DATE
To be eligible, applicant libraries= Long Range Plans or annual Action Plan for following fiscal year is due.	Last date for submission of a new plan: October 1, 2006. Update of existing plan: December 1, 2006.
Mail Planning & Design Program Notice and Letter of Intent forms to Library Directors, Trustee Chairs and Municipal Heads. Include preliminary Workshop Announcements for Workshops.	Friday, September 8, 2006 (6 weeks)
Planning & Design Letters of Intent due 4:00 P.M.: Requirements include current Long Range Plan or annual Action Plan.	Thursday, October 19, 2006
Applicant libraries submit proposed planning project to town meetings for approval and permission to apply for state funds.	<u>Fall, 2006 Town Meeting if possible, or Spring, 2007 Town Meeting. Last Date: May 17, 2007, 3 weeks prior to Board meeting to consider awards.</u>
Planning & Design Application Writing Workshops.	Monday, November 20, 2006 Wednesday, November 29, 2006
Planning & Design Grant applications due 4:00 P.M.	Thursday, January 18 , 2007
Planning & Design Review Panel(s) meets	February 26 – April 15, 2007
Planning & Design recommendations to the Board	May 24, 2007
Board considers Planning & Design recommendations, votes funding.	June 7, 2007
Last Date for applicant community that receives a Planning & Design grant to complete local match.	December 7, 2007