**Section 3035.480 Shared Use Facilities**

A public library construction project that is intended to be housed in the same building with a school or any other unit of local government, including the offices of the municipality if the library is a municipal library, in addition to any other requirements of this Part, shall submit the following with any application for grant funds:

a) For shared use facilities with a school:

1) The collection development policy of the library;

2) The personnel management plan for the operation of the library indicating who the library personnel will report to and be paid by;

3) The intended operational hours of the library upon completion of the project, including the hours of operation during the time periods when the school is not in session;

4) An indication on any architectural drawings of the entrances for the library and the school;

5) The plans for sharing utility and upkeep costs associated with the building;

6) A signed agreement between the school board and the library board that delineates responsibilities of each to the library;

7) A contingency plan in the event the school portion of the building is closed or no longer used as a school.

b) For shared use facilities other than a school:

1) The personnel management plan for the operation of the library, indicating who the library personnel will report to and be paid by and if the library personnel will have any duties not associated with the library;

2) The intended operational hours of the library upon completion of the project, including the hours of operation during the time periods when the facility partner is not open to the public;

3) An indication on any architectural drawings of the entrances for the library and the other public part of the building;

4) If a district library, the plans for sharing utility and upkeep costs associated with the building;

5) If a district library, a signed agreement between the library board and the facility partner that delineates the responsibilities of each to the library;

6) A contingency plan in the event the facility partner's portion of the building is closed or no longer used.

(Source: Added at 32 Ill. Reg. 9666, effective June 23, 2008)