

**CERTIFICATION OF ESTIMATED COSTS
FOR PENNSYLVANIA PUBLIC LIBRARY LOCAL EFFORT CREDIT**
Office of Commonwealth Libraries - State Aid Unit

Name of Library _____

Date _____

Mailing Address - Street, City, State, Zip+4 _____

Certification of Estimated Cost of Shared Utilities, Janitorial and Other Services Used by the Library but Paid by the Municipality or Other Agency - Regulation 131.59 of Title 22 of the Pennsylvania Code identifies the estimated value of shared utilities, supplies, janitorial and other services as acceptable components of local financial effort to earn State Aid. The regulation reads as follows:

Shared utilities, janitorial and other services. In instances where a library shares utilities, supplies, janitorial or other services with a municipality or some other agency, without paying for them, the value of these items may be calculated and included as part of local financial effort. In such instances, however, the statement reporting the value of the items shall be accompanied by a report of the total expenditures by the municipality or other party for the items in which the library shares. The cost of repairs to or alternations of a shared building or to the grounds around it may not be included as local financial effort unless the repairs or alterations are to the part of the building occupied exclusively by the library. The local effort allowed for the shared services covered by the subsection shall not exceed 15% of the library's total allowable effort.

The following items are purchased or paid for by **_____. They are used partially by the public library. Below in **Column 1** is reported the total cost of the item. **Column 2** is estimated cost of the portion used by the public library.
** Enter the name of the municipality or other agency that supplies the shared item.

Items Shared	Column 1 - Total Cost to the Municipality or Other Agency	Column 2 - Estimated Cost of Portion Used by Library
Janitorial Costs	\$	\$
How many people are employed? _____		
Supplies (Identify some of the supplies, e.g., paper towels, soap, wax, etc. which are shared.)		
Electricity	\$	\$
Water	\$	\$
Sewerage	\$	\$
Heat	\$	\$
Other shared Items/Services (Specify):	\$	\$
	\$	\$
	\$	\$
TOTAL	\$	\$
Are the above items used in more than one building? ____ Yes ____ No	Total Area of the Building Square Feet _____	Area of Library Quarters Square Feet _____
How was the library's share of the above costs determined?		

I certify that the foregoing is correct:

Municipal (or other) Seal

Signature and Title of Office of Municipality or Agency:	
Address (Street, City, State, Zip +4):	Telephone: ()