

STATE AID FORMS G to I | FY 2024-2025 Close Out

This Interactive PDF self-calculates and requires Adobe Acrobat DC Reader on a desktop or laptop computer. Download Adobe Acrobat Reader DC for free here: <https://get.adobe.com/reader>

If assistance is needed, email our general administrative email at slnc.ld@dncr.nc.gov with the subject line: State Aid.

*Note: A completed State Aid Application includes a copy of FORM A for all local funders, FORMS B to I, three (3) supplemental reports, and completion of the Public Library Survey. See **State Aid Submission Instructions & Checklist** for detailed submission requirements.*

Enter Your Library's Name:

Enter Your Library's State Aid Received (*Found enclosed in the original email you received with a link to this document*).

\$

Enter whole numbers only. 25000 becomes \$25,000

The State Library may request additional information or documentation regarding any of the reporting requirements on Form G and Form H. This may include invoices, proof of payments, ledgers, payroll information or other to align with the reports submitted on use of the funds. The omission of any requested documentation may result in a reduction or loss of State Aid funding.

STATE AID FORMS G to I Instructions | FY 2024-2025 Close-Out

FORM G Instructions

FORM G calculates total State Aid expended for FY 2024-25. State Aid to Public Libraries grants may be used for materials, salaries, equipment, and operating costs. Grant funds may not be used for capital expenditures. Library Development will determine the unencumbered balance from totals reported to ensure there is not a balance more than 17% in unspent funds. Any library having an unencumbered State Aid operational balance more than 17 percent of the previous year's operating receipts shall have the difference deducted from State allocations.

Libraries will provide a narrative on the impact of State Aid for Public Libraries for the library and community and attest that State Aid funds received were expended only on allowable categories and for no other purpose. The printed name of the Director certifies the accuracy of information provided. The Library Director signature will be required on Form I.

[Go to Form G](#) →

FORM H Instructions

Form H calculates actual operating funding received from each local source for FY 2024-2025. Each local funder that submitted a Form A, Local Funder and Maintenance Of Effort Report & Declaration Form, for the previous FY2024-25 should be included on Form H.

[Go to Form H](#) →

STATE AID FORM I Instructions | FY 2024-2025 Close-Out

FORM I Instructions

By signing FORM I, the Library Director certifies the accuracy of all information on forms G and H.

[Go to Form I](#) →

State Aid Deadline 9/15/2025

Enter State Aid expenditure for FY 2024-2025 for each allowable category. Leave blank if there was no expenditure for an allowable category. Total Expenditures will auto-calculate. [Click here to see additional instructions.](#)

Name of Library

Allowable Categories	Total
Salaries	\$
Materials	\$
Equipment	\$
Operating Costs	\$
Total Expenditures	\$

State Aid Impact Statement

Please add a narrative of the impact of State Aid for the library and community.

State Aid Attestation

By signing, I attest that State Aid funds received were expended only on allowable categories and for no other purposes:

Library Director printed name certifying accuracy of information

Date

State Aid Deadline 9/15/2025

Need help with this form? Contact slnc.id@dn-cr.nc.gov

FORM H**Local Funder Actual Appropriation for FY 2024-2025**

The total for each line should include the actual operational funding received for the library system from each local funder who submitted a Form A on FY2024-25 State Aid Application. Click the "Add Page" button for additional rows. [Click here to see additional instructions.](#)

Name of Library

Enter whole numbers only. 25000 becomes \$25,000

County/City	Total FY 24-25 Local Funder Actual Appropriation
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Page total	\$
Grand total	\$

State Aid Deadline 9/15/2025

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FORM I

Library Director Certification

By signing Form I, the Library Director certifies the accuracy of all information on Forms G-H. ***Note: Sign this form ONLY after the forms in this packet are completed. Once signed, the packet will lock and no additional information can be added. Contact slnc.ld@dncr.nc.gov with any issues.***

How Do I Sign?

If you don't have a Digital Signature Identity set up, you can simply sign the forms by clicking "E-Sign" on the Adobe Acrobat toolbar.



OR Click the signature field to set up a Digital Signature Identity to sign.

Library Director Signature

Date

State Aid Deadline 9/15/2025

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