

286—3.2(256) Enrich Iowa program.

3.2(1) Purpose. Enrich Iowa, a direct state aid program, provides incentives to improve library services and to reduce inequities among communities in the delivery of library services based on recognized and adopted performance measures. The funding is intended to supplement, not replace, local funding.

3.2(2) Eligibility.

a. To participate in the enrich Iowa program, an Iowa public library must:

(1) Be established by city ordinance or as a county library at least two years previous in accordance with Iowa Code chapter 336.

(2) Use the enrich Iowa funds to improve library services.

(3) Use program funds to supplement, not supplant, any other funding received by the library.

(4) Provide information for auditing purposes, if requested by the state library.

b. To remain eligible to participate after July 1, 2001, the library must:

(1) Meet all of the eligibility and reporting requirements outlined above.

(2) Participate in Open Access and Access Plus programs.

(3) Meet the standards requirements of Tier 1, 2, or 3.

SEE: Enrich Iowa: Fund Libraries. State Library of Iowa, September 1996.

In Service to Iowa: Public Library Measures of Quality. 3d ed. State Library, 1997.

3.2(3) Reporting procedures. All program participants shall submit the following to the state library:

a. A copy of the ordinance establishing the library or documentation of the establishment of the county library by December 15 of the first year of participation.

b. A status report, in the format prescribed by the state library, on local library use of enrich Iowa funds by December 15, 1999.

c. By July 31 following the end of the fiscal year, a final report on the use of enrich Iowa funds in the format prescribed by the state library. The report shall include a listing of program payments received and expenditures made for the fiscal year.

d. An accreditation report, in the prescribed format, as required on the three-year reporting cycle.

SEE: In Service to Iowa: Public Library Measures of Quality. 3d ed. State Library, 1997.

e. A completed annual survey, in the prescribed format, by the required date.

3.2(4) Informal appeals. Informal appeals shall be made on procedural grounds only. Such grounds include alleged conflicts of interest or procedures not uniformly applied to all public libraries.

3.2(5) Informal appeal hearing. A written request shall be sent to the state librarian. The hearing shall be held within 15 calendar days of the date of the request during regular business hours of the state library. The hearing shall be held before the state librarian or such members of a review board as the state librarian designates. The state librarian shall:

a. Notify the appellant as to the day, hour, and location of the hearing;

b. Inform the appellant of the right to submit any written documents regarding the application;

c. Inform the appellant that a spokesperson must be appointed if the appeal involves more than one person. The state librarian or designee shall direct questions only to the spokesperson during the hearing. Any other discussion or comments shall be reserved for a closed executive session. No indication of decision shall be given at the time of the hearing;

d. Notify the appellant in writing of the decision of the state librarian or designee within five working days of the hearing.

3.2(6) Formal appeal. A formal appeal of the decision of the state librarian or designee shall be made to the commission of libraries.

a. The appellant's argument shall contain:

(1) The facts of the appeal;

(2) An argument in favor of the appeal; and

(3) The remedy sought.

b. Appeals will be allowed on the procedural grounds that staff of the state library acted outside statutory authority, were influenced to act as a result of a conflict of interest, or acted in a biased or unfair manner.

c. The commission shall consider and rule on the appeal after receiving all documentation from the appellant and shall notify the appellant in writing of the decision within 30 calendar days. The decision of the commission is final except as provided for in Iowa Code sections 17A.19 and 17A.20.

This rule is intended to implement 1999 Iowa Acts, Senate File 464, section 7(5).