Requirements of a Building Program and Community Analysis

Requirements of a Building Program, Community Analysis, and Schematics to be submitted with the Grant Application.

A. **Building Program includes the following:**
   a. Library objectives.

   b. Existing and projected services.

   c. Identification of resources needed to carry out services.

   d. Inter-relationship of spaces within the building, with reference to public use and staff use, utilizing flow charts or bubble diagrams indicating contiguous location of spaces.

   e. Name of each space, such as circulation, reference, etc. with planned area in square feet.

   f. Description of service function of each space and activities which take place.

   g. Number of occupants to be accommodated (users and staff) at one time and total daily use in each area.

   h. Resources to be accommodated (books, non-book materials, tables, computers, chairs, etc.) in each area.

   i. Lists of movable furniture, equipment and built in furniture and equipment.

   j. Environmental considerations and special requirements if needed.

   k. Aesthetic considerations such as lighting, color, special wall treatments, exhibits area, maker spaces, etc. and special requirements if any needed.

   l. Parking lot configuration.

B. **Community analysis includes the following:**
   a. Population characteristics and trends (age, education level, income level, housing, racial and ethnic groups, etc.) and projected population growth.

   b. Educational aspects of the community.

   c. Cultural features and trends.

   d. Economic and business factors and trends.
e. Modes of travel in community: availability of public transportation; habits of people regarding travel; geographic factors affecting the ability of people to get to existing and proposed library facility (Include map of area served by library).

C. Schematic Plans include the following:
   a. Site plan including elevations and location of existing adjacent buildings.

   b. Schematics of the building with furniture layouts.
      
      (1/8” = 1 ft. or larger)

   c. Space relationships diagram.