

Massachusetts Libraries

BOARD OF LIBRARY COMMISSIONERS

mass.gov/mblc

FY2026 STATE AID TO PUBLIC LIBRARIES NOTIFICATION of REQUEST for FLEXIBILITY for the MATERIALS EXPENDITURE REQUIREMENT per 605 CMR 4.01

Request for flexibility: Each library shall be open at least the minimum required hours for its population group (refer to the minimum standards contained in 605 C.M.R.4.01(3)). A library that is open the required hours for a larger population group may, by request of the Library Director and Chair of the Board of Trustees, expend the required materials expenditure for that population group. The request shall be made by filing a "Notification of Request for Flexibility for the Materials Expenditure Requirement" with the Board of Library Commissioners as part of the State Aid to Public Libraries application. 605 CMR 4.01(5)

In accordance with 605 CMR 4.01(5), the municipality of _____
is requesting flexibility for the Materials Expenditure Requirement.

Signature of Library Director

Date

Signature of Trustee Chair

Date

Actual FY2025 Hours and Days Open Per Week during the Compliance Period (as reported on the FY2026 State Aid to Public Libraries Compliance Form)	
Hours Open Per Week	
Days Open Per Week	
Evenings (after 5:00 p.m.) open per week	

Actual Materials Expenditure Percentage During FY2025 (as reported on the FY2026 State Aid to Public Libraries Compliance Form)	%
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**Please attach this form to the Compliance Form and return to the
MBLC (attn: Uechi Ng at uechi.ng@mass.gov)
no later than October 3, 2025**

FY2026 State Aid to Public Libraries
Minimum Standards for Hours of Service and Materials Expenditures
by Population

Libraries in communities with population	Recommended Minimum Hours Open per Week (At Least 38 Weeks in the Year)
(a) under 2,000	10 including some evening hours
(b) 2,000-4,999	15 including some evening hours
(c) 5,000-9,999	25 including some evening hours
(d) 10,000-14,999	40 some part five days, including some evening hours
(e) 15,000-24,999	50 some part five days, including some evening hours
(f) 25,000-49,999	59 open six days, including some morning, afternoon, and evening hours
(g) 50,000 and over	63 open six days, including some morning, afternoon, and evening hours

Libraries in communities with population	Minimum Percentage of the Municipal Appropriation to the Library for Operations Which Must Be Spent on Library Materials
(a) under 2,000	20%
(b) 2,000-4,999	19.5%
(c) 5,000-9,999	19%
(d) 10,000-14,999	16%
(e) 15,000-24,999	15%
(f) 25,000-49,999	13%
(g) 50,000 and over	12%