

MISSISSIPPI LIBRARY COMMISSION  
BOARD OF COMMISSIONERS

**POLICY STATEMENT**

<b>POLICY</b>	#2019-01
<b>SUBJECT:</b>	<i>Personnel Incentive Grants Program Distribution Method Policy</i>
<b>DATE:</b>	September 24, 2019

This policy applies to funds received by the public library systems in Mississippi through the Personnel Incentive Grants Program (PIGP) administered by the Mississippi Library Commission.

This policy puts forth the basic mechanism to determine the distribution methods for funds allotted annually for this program.

The Mississippi Library Commission shall determine the allocation of funds for the Personnel Incentive Grants Program at the beginning of each fiscal year. The Mississippi Library Commission shall utilize a distribution method of 12% per county and 88% per capita to determine the allocation for Personnel Incentive Grants Program funds for each eligible public library system. The per capita total for each library system will be taken from the most current census figures available from the United States Census Bureau.

If at any time during the fiscal year an increase or decrease in Personnel Incentive Grants Program funding occurs, the Mississippi Library Commission shall utilize the same distribution method of 12% per county and 88% per capita to determine the increase or decrease in allocation for Personnel Incentive Grants Program funds for each eligible public library system.