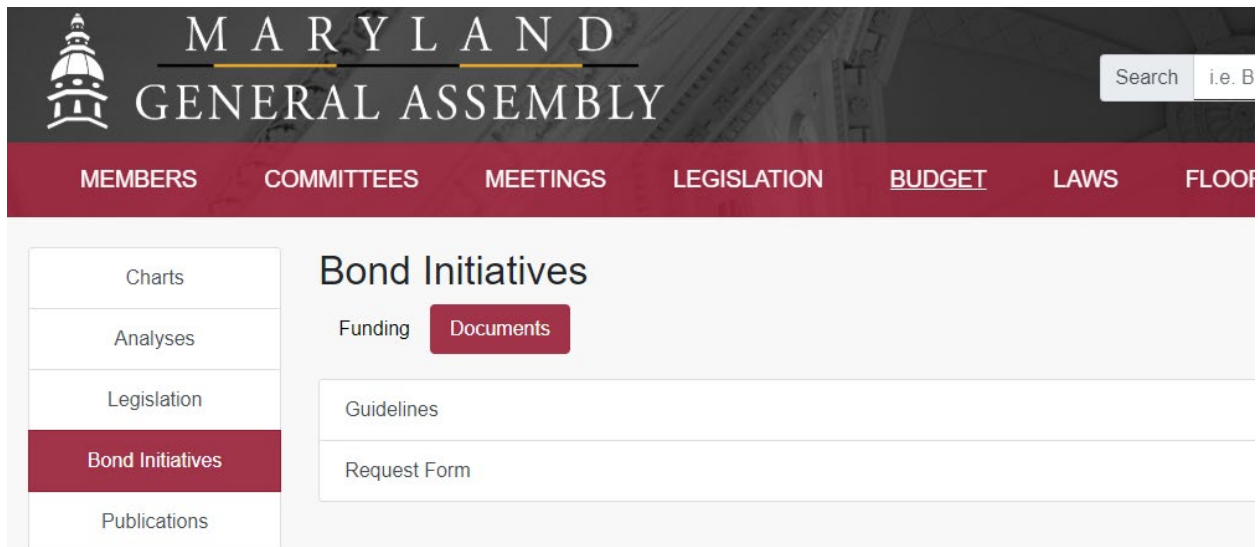


Legislative Bond Initiatives – What to Know

- **How to Request a Legislative Bond Initiative (LBI):** The entire LBI process is explained in the [Guidelines for the Submission of Legislative Bond Initiative Requests to the Maryland General Assembly](#) available on the Maryland General Assembly (MGA) website under the Budget or Search and Archives tab, Bond Initiatives, then Documents.



The screenshot shows the Maryland General Assembly website. At the top, there is a search bar with the text "Search" and "i.e. B". Below the search bar is a navigation menu with the following items: MEMBERS, COMMITTEES, MEETINGS, LEGISLATION, BUDGET, LAWS, and FLOOR. The main content area is titled "Bond Initiatives" and has two tabs: "Funding" and "Documents", with "Documents" being the active tab. Under the "Documents" tab, there are two links: "Guidelines" and "Request Form". On the left side of the page, there is a sidebar menu with the following items: Charts, Analyses, Legislation, Bond Initiatives (highlighted in red), and Publications.

- **Sponsorship:** Only a member of the Maryland General Assembly may request/sponsor an LBI.
- **[Request Form](#):** Sponsorship is initiated with the submission of an LBI Request Form.
- **Request Form Submission:** The request form is a fillable PDF file that members should submit electronically using the following email address LegislativeBondInitiative@mlis.state.md.us or hand deliver to the bill drafting office in the Department of Legislative Services Building (Room 110).
- **[LBI Document](#):** Once a member submits an LBI request form to DLS, it is entered into a database for tracking purposes and generates an official LBI document. See linked sample.
- **LBI Introduction:** Sponsors should carefully review their LBI document to ensure that it accurately reflects the request. If no changes are required and all signatures are acquired, the document should be delivered to the Secretary of the Senate or the Chief Clerk of the House of Delegates for formal introduction during a floor session.

- **LBI Tracking:** Once an LBI is formally introduced, the project can be tracked on the MGA website under the Budget or Search and Archives tab, Bond Initiatives, and Funding.

MEMBERS COMMITTEES MEETINGS LEGISLATION BUDGET LAWS FLOOR ACTIONS SEARCH & ARCHIVES																																																		
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Publications	Showing 1 to 50 of 255 entries Filter: <input type="text"/>																																																	
Committee Media	<table border="1"> <thead> <tr> <th>Project Name</th> <th>Status</th> <th>House Sponsors</th> <th>Senate Sponsors</th> <th>County</th> <th>Amount Requested</th> <th>House Initiative</th> <th>Senate Initiative</th> <th>Other Funding</th> <th>Total Funding</th> </tr> </thead> <tbody> <tr> <td>40 West Assistance and Referral Center</td> <td>Introduced</td> <td>Attar Bridges Rosenberg</td> <td>Carter Nathan-Pulliam</td> <td>Baltimore City</td> <td>\$325,000</td> <td></td> <td></td> <td>\$500</td> <td>\$500</td> </tr> <tr> <td>A Wider Circle Community Service Center</td> <td>Introduced</td> <td>Carr Shetty Solomon</td> <td>Waldstreicher</td> <td>Montgomery</td> <td>\$250,000</td> <td></td> <td></td> <td></td> <td>\$0</td> </tr> <tr> <td>Academy Art Museum</td> <td>Introduced</td> <td>Adams Mautz</td> <td>Eckardt</td> <td>Talbot</td> <td>\$250,000</td> <td></td> <td></td> <td></td> <td>\$0</td> </tr> </tbody> </table>										Project Name	Status	House Sponsors	Senate Sponsors	County	Amount Requested	House Initiative	Senate Initiative	Other Funding	Total Funding	40 West Assistance and Referral Center	Introduced	Attar Bridges Rosenberg	Carter Nathan-Pulliam	Baltimore City	\$325,000			\$500	\$500	A Wider Circle Community Service Center	Introduced	Carr Shetty Solomon	Waldstreicher	Montgomery	\$250,000				\$0	Academy Art Museum	Introduced	Adams Mautz	Eckardt	Talbot	\$250,000				\$0
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Bond Initiatives																																																		

- **LBI Fact Sheet:** LBI grantee representatives will receive an email from DLS with a link to their specific project Fact Sheet Form. This form must be completed and submitted in accordance with the guideline instructions. Once submitted, the Fact Sheet will be linked on the tracking report.
- **LBI Hearings:** The budget committees hold hearings on LBIs on the first Saturday in March – consult the MGA webpage in early March for specific hearing times.
- **Testimony:** Hearing testimony time is limited, so it is important to be concise – written testimony will be accepted, but please limit to one page, and bring only one copy each for the House and Senate staff.
- **Important Dates and Contacts**
 - Valarie Kwiatkowski is the primary LBI contact with the Department of Legislative Services – she can be reached at (410) 946-5200.
 - Email correspondence should be sent to LegislativeBondInitiative@mlis.state.md.us.
- **LBI Introduction Deadlines:** LBIs must be introduced by the 27th day of session in the Senate and the 31st day in the House to avoid assignment to the Rules Committee.
- **Fact Sheet Submission:** Grantees must submit their project Fact Sheet by March 1 for it to be posted on the MGA website and available during the hearing.
- **Effective Date:** LBIs selected for funding are amended into the annual capital budget bill and are effective June 1 of the year in which they are authorized.
- **Post Authorization:** The [Department of General Services](#) administers the grant process after MGA authorization. They can be reached at 410-767-4107.