

# KENTUCKY



# L S T A



# 2009

# ANNUAL PROGRAM

Kentucky Department for Libraries and Archives  
Wayne Onkst  
State Librarian and Commissioner



## Kentucky Department for Libraries and Archives

### **Mission Statement**

The mission of the Kentucky Department for Libraries and Archives (KDLA) is to support and promote access to library services and to ensure that documentation of government activities is created, preserved and made available for public use.

KDLA has prepared a 2008-2012 Five-Year Plan for the use of federal funds made available from the Institute of Museum and Library Services under the state-administered Library Services and Technology Act (LSTA) to strengthen the efficiency, reach, and effectiveness of library services in Kentucky. This Annual Program provides the plan of action for the use of federal funds in addressing the following four categories of library needs during the 2009 federal fiscal year.

#### **Access to Information and Resources:**

The citizens of Kentucky face many barriers in obtaining access to information and resources they need in their everyday lives. Barriers may be economic, educational, or geographic and are most evident in the rural areas of the state. As a significant percentage of the population does not live within a metropolitan area, access to traditional library resources and services is limited. The people of Kentucky need free and full access to information and resources, in multiple formats, provided through the library system.

#### **Technology and Electronic Linkages:**

The citizens of Kentucky need the ability to receive reliable information in an expedient manner from many different sources. Libraries need to have state of the art technologies, and the ability to maintain connectivity with each other and KDLA.

#### **Library Programming and Services:**

Libraries not only serve individual needs, but also provide a sense of community and climate of lifelong learning. Many libraries in Kentucky lack the resources to provide the types of library programming and services that would enable them to meet the educational, social and informational needs of their customers. Libraries need financial and expert professional support to meet these needs within their own communities. In addition, libraries need to ensure that patrons with special needs are able to fully access library services.

#### **Continuing Education and Professional Development:**

The citizens of Kentucky need libraries that have qualified, competent, professional employees to assist them with their information and resource needs. Currently, Kentucky ranks 43<sup>rd</sup> in the nation for the number of librarians with accredited Master of Library Science degrees. Libraries need professionally qualified librarians to lead them in providing a higher level of service to customers. Library staff and trustees need on-going training opportunities to increase their knowledge and skills in order to perform their job duties in a manner that serves the public interest and provides excellent customer service.

Projects in the Annual Program are developed with, and are subject to, LSTA Guidelines and Certification, and the KDLA Policy and Procedures Manual for Federal and State Grants.

## FY 2009 LSTA PROJECTS

### 2009 Annual Program

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$58,500**

**Project #:** 1B

**Project Title:** Kentucky Guide Program

**KDLA Project Monitor:** Valerie Edgeworth

**Needs Assessment:** LSTA Five-Year Plan Evaluation

**Secondary Needs Assessment:** KDLA Strategic Plan

**Number of Persons To Be Served:** 250,000

**KDLA Based**     **Type of Libraries to be Served:** Multi-Type                      **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 1: Access to information and resources

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Sustain our cultural heritage

**Primary Users**

Library staff and volunteers  
Statewide public

**Primary Services**

Cultural heritage programs  
Information access and services  
Virtual library services

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To promote the use of Kentucky's archival and manuscript materials housed in historical records repositories throughout the state by creating bibliographic descriptions for these records and making them accessible through the KDLA website.

### **Needs Assessment**

Researchers, librarians, archivists, and others need comprehensive access to archival materials in historical records repositories and libraries throughout Kentucky. Searching for these materials can be simplified by completing The Kentucky Guide Program catalog and making it available through the KDLA website.

There are over 300 libraries and repositories in Kentucky that hold archival and manuscript collections. Many collections are not cataloged or are minimally cataloged by the institution that holds them. If the materials are cataloged, researchers may not know which repositories house these unique archives and often become frustrated when searching. A complete union catalog of these materials would aid their research.

The Kentucky Guide Program, in their needs assessment, visited over 300 repositories and compiled catalog descriptions of archival material. Of the descriptions collected, over 60% of the bibliographical descriptions from state repositories and 75% of KDLA archival holdings have been cataloged. Additionally, about 68% of holdings of other Kentucky archival and manuscript repositories have been added to the KDLA catalog. The KDLA catalog houses two kinds of archival materials: 1) catalog records that describe the archival holdings of KDLA; and 2) catalog records that describe archival and manuscript holdings in the other repositories in state. In federal year 2007, there was high demand for access to this information, with over 3,500 web searches and numerous requests for information that was not available.

The Kentucky Virtual Library's (KYVL) Kentuckiana Digital Library also relies on the Kentucky Guide Program to provide information about manuscripts and archives and to provide catalog entries for material that may be included for digitization. The State Historical Records Advisory Board (SHRAB) also makes use of the Kentucky Guide catalog when assessing grant proposals and monitoring its strategic plan. Many other libraries, including Northern Kentucky University, Western Kentucky University, and the University of Kentucky, have relied on The Kentucky Guide Program to provide bibliographic descriptions of their records for internal and public use.

The National Union Catalog of Manuscript Collections (NUCMUC), a program of the Library of Congress, refers Kentucky institutions to The Kentucky Guide Program for inclusion of bibliographic records of archival and manuscript materials. It is NUCMUC policy not to include descriptions from states that have a statewide catalog, but to require that the statewide archival catalog house the data. Therefore, it is essential that the work of The Kentucky Guide Program is completed.

### **Proposed Activities to Address Identified Need**

KDLA will provide funding for a cataloguer and two graduate students to complete entries of archival and manuscript materials in the KDLA catalog. They will also standardize current entries, review the Kentucky Guide search page within the KDLA catalog for efficiency and ease of use by customers, and coordinate standardization with participating libraries and repositories.

### **Outcome**

Users will be satisfied with results found through the KDLA catalog. Organizations, libraries, repositories, and researchers across the state will benefit from information in the catalog.

### **Key Project Output Targets**

- At least 75 new entries will be added to the Kentucky Guide portion of the KDLA catalog.
- At least 200 records will be standardized in the Kentucky Guide portion of the KDLA catalog.
- Correlation with participating libraries and repositories will be increased by at least 50% over federal year 2008.
- At least four site visits to participating and / or new repositories will be conducted.
- Number of customers using the Kentucky Guide portion of the KDLA catalog will increase by at least 45% over federal year 2008.
- Number of KYVL users of the Kentucky Guide portion of the KDLA catalog will increase by at least 25% over federal year 2008.

### **Key Project Outcome Targets**

- Survey results will show at least an 80% satisfaction rate with the information provided by the Kentucky Guide.

### **Project Documentation and Reporting**

Statistical reports will provide data from several sources. An online survey will be conducted in order to assess the satisfaction and additional needs of the catalog users. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$7,000**

**Project #:** 1C

**Project Title:** Archival Finding Aid Conversion

**KDLA Project Monitor:** Valerie Edgeworth

**Needs Assessment:** Archives Research Room User Survey

**Secondary Needs Assessment:** Archives Research Room User Survey

**Number of Persons To Be Served:** 250,000

**KDLA Based**     **Type of Libraries to be Served:** Multi-Type                      **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 1: Access to information and resources

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Sustain our cultural heritage

**Primary Users**

Library staff and volunteers

Statewide public

**Primary Services**

Cultural heritage programs

Information access and services

Virtual library services

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To create item level finding aids in the KDLA online catalog for KDLA's microfilmed archival materials and electronic original record holdings.

### **Needs Assessment**

Many customers have requested online access to KDLA's detailed finding aids for archival material. Most of these finding aids are only available in paper format and can only be used by customers who make on-site research visits to KDLA. On-site use is difficult because of the unwieldy format of the finding aids. Conversion of the finding aids to electronic format will also provide ease of use for the customer. KDLA receives almost 25,000 customer requests annually for use of archival materials. Although bibliographic records for many archival series or aggregates are available through the KDLA catalog, information about each item is available only on paper and is difficult to comprehend.

### **Proposed Activities to Address Identified Need**

KDLA will contract with a vendor to convert the remaining finding aid microfilm listings. Item level access will be provided through converting the paper finding aids to electronic format using Encoded Archival Description (EAD). EAD, a simplified XML standard, is a standard electronic format for use of archival finding aids, maintained jointly by the Library of Congress and the Society of American Archivists. EAD is also a set of rules for designating the intellectual and physical parts of archival finding aids so that the information may be searched, retrieved, displayed, and exchanged in a predictable platform-independent manner.

Finding aids for approximately 45,000 rolls of microfilm at KDLA have already been converted to EAD. KDLA will standardize entries for microfilm holdings that have previously been converted. KDLA has paper finding aids for approximately 17,500 remaining rolls of microfilm. These paper finding aids will be converted to EAD records and linked to the series descriptions in the KDLA Catalog. After conversion, the EAD finding aids will be then linked to the catalog records, allowing customers to click on a URL for each item level finding aid.

### **Outcome**

Users around the world will be able to access archival materials via the Internet through item level finding aids in the KDLA catalog.

### **Key Project Output Targets**

- At least 500 rolls of microfilm will be converted to EAD format and attached to the respective KDLA online public access catalog.
- At least 100 finding aids converted prior to federal year 2008 will be reviewed for standardization.
- Review work plan and projections for completing the conversion of paper finding aids for original document holdings to assess the progress of the project.
- Analyze the design of the search page for original document holdings in the KDLA catalog for patron ease of use.
- At least 99% of KDLA's microfilm available for archival research use will have an EAD record by the end of the project year.

**Key Project Outcome Targets**

- A least 70% of web site users will indicate success in accessing archival materials via the Internet with item level through the KDLA catalog.

**Project Documentation and Reporting**

Statistical reports will provide data on the number of users accessing the guide. An online survey will be conducted in order to assess the satisfaction and additional needs of the catalog users. This information will be compared with previous customer surveys to determine how the conversion project has made accessibility to item level catalog information more readily available. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$109,400**

**Project #:** 1D

**Project Title:** Collection Access and Management

**KDLA Project Monitor:** William Shrout

**Needs Assessment:** State Library Reference/Research Services

**Secondary Needs Assessment:** Public Library Services Forums

**Number of Persons To Be Served:** 2,500,000

**KDLA Based**     **Type of Libraries to be Served:** Multi-Type                      **Subgrant**

**LSTA Purpose**

Services for lifelong learning

**State Five-Year Plan**

Goal 1: Access to information and resources

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Enhance a lifetime of learning opportunities

**Primary Users**

Library staff and volunteers  
Statewide public

**Primary Services**

Continuing education for the public  
Information access and services  
Interlibrary loan

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To create access to informational resources in a variety of formats and to respond to the educational, recreational, and informational needs of Kentucky libraries and individuals.

### **Needs Assessment**

With the increasing emphasis on continuing education and lifelong learning, the ongoing need for accurate information by decision makers, and the desire of local libraries to offer unique services to an increasingly diverse population, coupled with budget concerns and escalating costs, access to library resources grows progressively more important.

According to federal statistics, Kentucky public libraries consistently rank in the lower 25% among the 50 states and Washington, DC, in the areas of total operating expenditures, total collection expenditures, and numbers of audio and video materials owned. Federal statistics also report that Kentucky typically ranks even lower in the number of public librarians having an ALA MLS. These statistics support the assertion that Kentucky citizens need to know what materials offerings are available to them through the KDLA collections as supplements to their local library's offerings. They also indicate the need among some libraries to have an outside source for consultation on cataloging and processing concerns because of lack of library staff with the knowledge, training, and access to tools necessary to create complete bibliographic descriptions of their library's collections.

To better serve the needs of libraries and individuals, there must be complete and accurate bibliographic descriptions of multi-type materials offered through KDLA's collections and the holdings information in the OCLC database. These need to be accessible at anytime and from remote locations. Linkages from the catalog to the full text content of electronic resources must be available.

Library users need access to a greater variety of materials and formats to enable them to follow wide-ranging personal and professional interests. Libraries need assistance with programming, centralized collection, processing, and library resource sharing. Public libraries also need assistance from outside sources to create bibliographic records to access their own collections. Descriptions of these materials must be in machine readable format and available via the Internet. Kentucky state employees need informational resources to improve their work, fulfill training needs, and to aid in career development goals.

### **Proposed Activities to Address Identified Need**

Two groups of KDLA staff will meet monthly to select materials needed to fulfill State Library user needs. One group will be focused on quality large-print and kit materials and the other will focus on materials for Kentucky state employees. As selected materials are ordered, early acquisition records will be made available to the public through the online catalog. When materials are processed, KDLA staff will locate and create complete, full-level bibliographic records for materials, update holdings in the OCLC database, and add these records to the KDLA catalog. Complete online bibliographic descriptions, as well as online subject and genre access, will be available 24 hours per day. KDLA staff will work to create web resources that link web-based bibliographies and resource lists to appropriate materials represented in the KDLA catalog.

Partnership activities with Kentucky Educational Television (KET) will provide video recordings available on loan through the State Library to support continuing education opportunities. To develop new and sustain ongoing partnerships, new research and training resources will be ordered, cataloged, and processed. KDLA will collect, prioritize and house thousands of Kentucky state publications, both in print and electronic format, which will all receive full-level cataloging and archival processing. KDLA staff will identify materials for book discussion kits and thematic kits for libraries throughout the state to help meet the needs of diverse user groups.

KDLA will become the designated management agent for the Kentucky Union List of Serials (KULS). KULS provides Kentucky libraries access to current serials holdings information in an electronic environment and requests for interlibrary loans. KDLA will compile and maintain the serials union list database, develop training plans, and work with libraries across the state to effectively communicate and update their serials holdings information.

### **Outcome**

Library users, libraries and Kentucky state employees will have access to the informational resources available at the state library. Library users will also have improved access to their local library resources.

### **Key Project Output Targets**

- At least 1,000 new media materials will be acquired, cataloged, and added to the KDLA collection, including 300 video recordings, 600 sound recordings, interactive computer programs, and other materials.
- At least 500 Kentucky state publications will be cataloged and processed.
- At least 150 new kits, including 60 large-print book discussion kits, 60 regular print book discussion kits, 10 preschool children's thematic kits, 10 young adult thematic kits, and 10 adult thematic kits will be selected and acquired.
- At least 2,200 volumes of large-print titles for rotating collection circulation will be processed.
- At least 5,000 union listing updates for KULS will be processed.

### **Key Project Outcome Targets**

- Researchers will access the expanded KDLA catalog at least 10% more often than federal year 2008.
- KDLA will show a minimum 5% increase in the number of interlibrary loan requests filled over federal year 2008.
- General circulation of multimedia and kit materials will increase by at least 10% over federal year 2008.

### **Project Documentation and Reporting**

Statistical reports will be gathered from several sources. Interlibrary loan activity and general circulation of material will be measured by statistical reports from OCLC and the Voyager local library system. The level of user access to the KDLA catalog will be taken from the University of Kentucky's EastLib Hub Site statistical reports. Monthly and annual statistics will be collected and compiled by KDLA staff. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$275,700**

**Project #:** 1E

**Project Title:** State Library User Services

**KDLA Project Monitor:** Keith Knox

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** Public Library Services Forums

**Number of Persons To Be Served:** 1,000,000

**KDLA Based**  **Type of Libraries to be Served:** Public **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five Year Plan**

Goal 1: Access to information and resources

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Enhance a lifetime of learning opportunities

**Primary Users**

Library staff and volunteers

People with special needs

Statewide public

**Primary Services**

Information access and services

Interlibrary loan

Staff development, education and training

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To maintain a high quality collection of information resources in a variety of formats and appropriate equipment for use by State Library staff, public library staff, and state employees for the purposes of reference and research, programming and customer needs, and continuing education and training needs, respectively.

### **Needs Assessment**

Public librarians need multimedia materials available in a variety of formats. Programming requests include media kits that incorporate diverse themes and content for preschoolers, developing children, teens, adults and visually impaired persons. The increased participation of public libraries and their customers requires a vast amount of resources and materials in various formats to satisfy their expanding needs. In addition, Kentucky state personnel need a central collection of materials and information databases readily available for use in their daily work and service to customers.

At the 2006 Widening Circles Conference, the State Library conducted four focus groups with children's and teen librarians from throughout the state. The findings generated ideas about new directions in children's and teen programming and identified ways that it could help meet the material needs of librarians conducting this programming. The focus groups indicated a need for mystery kits, including preschool and teen kits.

At the 2007 Kentucky Public Library Association (KPLA) conference, the State Library conducted four focus group sessions with librarians on adult programming needs. The results revealed a need for both an adult regular print collection as well as an audio book circulating collection. Focus group feedback also indicated a strong interest in the creation of adult topical media kits such as instructional topics and crafts.

In 2007, the State Library surveyed state government employees regarding use of online databases. The survey was also designed to determine the training needs of state government employees. Responses indicated satisfaction with many of the State Library online databases and services, but suggested possible improvements to the system. Enhancements included expanding online tutorials, providing one-on-one training sessions via the Internet, and increased group presentations made in state agency offices.

### **Proposed Activities to Address Identified Need**

The State Library will support programming in Kentucky's public libraries for children, teens, adults and challenged populations. Surveys, telephone interviews, and face-to-face interaction with clients will enable the State Library to review and assess all levels of its programs and services.

The State Library will provide a more complete acquisition process, improved accessibility to state publications, and increased promotion and awareness of state publications. The State Library will employ a strategy of evaluation and assessment, and respond to the evolving needs of its clients. The State Library will systematically modify operating requirements by updating technological equipment to provide functional public access, and upgrade staff computer work stations to enable the best possible customer service.

Two Materials Selection Committees will meet monthly to select resources in a variety of formats and genres for State Library collections. With increased services and programs, particularly the additions of themed kits and audio books, the State Library will to maintain and expand resources to provide quality service to both state employees and public libraries. To meet the demand for large print materials, profiles of public libraries with frequent customer requests for large print materials will be utilized. The State Library will identify specifically those libraries receiving the type and genre of books in the large print circulating collection; will review public libraries that request interlibrary loan services and activities, to include the type and genre of books; and will utilize profiles that will highlight the specific needs for each respective library and its customers.

To meet the growing demand from public libraries for text express kits for children and young adults, various mystery, children's and adult regular print book discussion kits, along with audio book collections, the State Library will maintain and inventory these materials, and deliver to requesting libraries via interlibrary loan or direct mail. In order to provide quality service to client groups, the State Library will ensure all technology and equipment is current and functional. Industrial shelving will be acquired to accommodate the increased volume of kits, books, and other materials.

Training and instructional materials in various formats will be purchased with an emphasis on continuing education and lifelong learning for state employees. Additional databases will be added and existing software packages will be upgraded to further increase the professional knowledge and skill of state employees. The State Library will present workshops to state agency personnel with evaluations administered after every class. These findings will directly impact the content of future training sessions, conferences, forums, and events. At all state agency sponsored events, the State Library will offer library cards to all participants. The State Library will promote its services at the 2009 Kentucky Public Library Association (KPLA) conference and the 2009 Summer Reading Workshops.

### **Outcome**

State Library customers will receive quality reference service that will satisfy their information needs. Kentucky libraries will have access to a variety of materials in many formats to serve programming and customer needs. Materials for use in training, continuing education, and skills improvement will be available to State Library customers.

### **Key Project Output Targets**

- At least 70,000 searches will be made in available databases.
- At least 10 training events will be conducted by the State Library.
- At least 60 large print book discussion kits will be added to the collection.
- At least 60 adult regular print book discussion kits will be added to the collection.
- At least 20 children and teen kits will be added to the collection.
- At least 10 adult program kits will be added to the collection.
- The number of State Library cardholders will increase by at least 6% over federal year 2008.

**Key Project Outcome Targets**

- Circulation of the State Library's collections will increase by at least 5% over federal year 2008.
- At least 90% of the reference/research customers surveyed will indicate satisfaction with their reference/research experience.
- At least 95% of the public libraries surveyed using the large print and audio book circulating collections will indicate satisfaction with the content and service.
- At least 90% of returned kit evaluations will indicate satisfaction with the content and service.

**Project Documentation and Reporting**

Reports on collection building and collection usage will be collected from the Endeavor/Voyager system. Statistics will also be collected from vendors of electronic databases, delivery services, and State Library staff. The project monitor will submit a mid-year and final project status report.

**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$512,200**

**Project #:** 1F

**Project Title:** Support for Library Consortia

**KDLA Project Monitor:** Charlene Davis

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** KDLA/KYVL (KY Virtual Library) Training Survey

**Number of Persons To Be Served:** 2,000,000

**KDLA Based**     **Type of Libraries to be Served:** Multi-Type                      **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 1: Access to information and resources

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Enhance a lifetime of learning opportunities

**Primary Users**

Library staff and volunteers

Statewide public

**Primary Services**

Information access and services

Interlibrary loan

Staff development, education, and training

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To provide support for collaborative efforts that serve the informational needs of both library staff and the citizens of Kentucky.

### **Needs Assessment**

Due to financial constraints, few libraries have the resources to meet all the informational needs of their various client groups. Collaboration allows them to provide quality service to customers with fewer funds. The library community needs a centralized agency to support these collaborative efforts so that information services are enhanced and made available in libraries throughout Kentucky. Support is needed via several mechanisms: financial support for specific activities and services, direct administration or delivery of services by KDLA, and representation in appropriate forums for library consortia.

Customer surveys and focus groups have identified the areas of lifelong learning and technology as significant needs for customers of the State Library. Library patrons who have access to more information resources are better able to pursue wide-ranging personal and professional interests, as they pursue learning throughout their lives. Librarians also need technology-based training to assist them in providing information resources to their customers.

Serials/journals are one of the most significant sources of current and timely information. However, the increasing cost of hard copy subscriptions and/or access to electronic journals continues to be prohibitive for many libraries. This is especially true for specialized titles. Access to commercial document delivery services is costly. Interlibrary loan as an option for obtaining materials is often not sufficient as some print and/or older titles/issues are not yet available electronically.

### **Proposed Activities to Address Identified Need**

KDLA will participate in the development, implementation, and expansion of collaborative activities benefiting libraries in Kentucky. KDLA will utilize the Endeavor/Voyager Integrated Library System to provide access to collections housed at the State Library. This system has the capacity to provide access to all department collections regardless of format and origin. The Voyager System allows KDLA's databases to be mounted on one of two servers that serve the entire state, making them accessible to all citizens. It also permits KDLA to participate as an institution in collaborative efforts with academic and other special libraries.

KDLA will subsidize access to electronic information databases via the Kentucky Virtual Library (KYVL) for Kentucky Libraries to provide expanded and enhanced use of information databases. This partnership ensures maintenance and support of State Library collections and licensed electronic databases by authentication using the KYVL Endeavor/Voyager Consortia. KDLA will manage the Kentucky Union List of Serials (KULS) which will provide Kentucky libraries access to current serials holdings information at OCLC and electronic submission of loan requests.

KDLA will manage and fund the maintenance and expansion of the Kentucky Resource Sharing Program Database on OCLC to provide for interlibrary loan activities for designated SOLINET affiliate libraries. Staff will participate in resource sharing training related to interlibrary loan, cataloging, and KYVL database training. At least one comprehensive survey will be conducted to determine the training needs of State Library staff.

### **Outcome**

Through the Endeavor/Voyager Consortia, users will have expanded and superior access to materials in the State Library's collections at any time, from any location. Through the OCLC WorldCat Resource Sharing (ILL) project, customers will be able to obtain instant access to materials housed in facilities outside their geographic boundaries. The OCLC Union List of Serials will provide more current information about serial/journal holdings that will be used in interlibrary loan activities. The electronic databases provided through KYVL and KDLA will provide widespread access to all citizens. Additionally, through technology-based training, library staff will be better equipped to provide services related to resource sharing.

### **Key Project Output Targets**

- At least 200,000 non-OCLC cataloging institution's records will be added to the Kentucky OCLC database.
- At least 5,000 union listing updates will be processed.
- At least 40 libraries will submit updates to the State Library.
- The number of visits to the KDLA 24/7 OPAC will increase by at least 10% over federal year 2008.
- The use of the Kentucky OCLC database which includes the Kentucky Union List of Serials for interlibrary loan will increase by at least 4% over federal year 2008.
- At least 1 technology-based training event will be provided for State Library staff.

### **Key Project Outcome Targets**

- Searches of the KYVL databases will increase by at least 15% over federal year 2008.
- Resource sharing activities will increase by at least 4% over federal year 2008.
- At least 80% of the library staff attending technology-based training will indicate that they feel more confident in offering technology-based services to their customers.

### **Project Documentation and Reporting**

OCLC will provide the project monitor with statistical data regarding records added to the Kentucky OCLC database and resource sharing activities. KYVL will provide the project monitor with statistical data regarding KYVL database usage. The Endeavor Voyager system and EastLib Hub Site will provide the OPAC usage data. Statistics will be collected regarding union listing additions and interlibrary loan activities. Participants of training sessions will be surveyed to evaluate effectiveness and success. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$78,800**

**Project #:** 1F-B

**Project Title:** Support for Library Consortia: Virtual Reference

**KDLA Project Monitor:** Charlene Davis

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** KDLA/KYVL (KY Virtual Library) Training Survey

**Number of Persons To Be Served:** 5,000

**KDLA Based**     **Type of Libraries to be Served:** Public                      **Subgrant**

**SUBGRANT INFORMATION**

Library Name: Boone County Public Library  
Project Director: Michelle Foster  
Telephone Number: 859-384-5550 x.12  
Fax Number: 859-384-5551  
Email: [mfoster@bcpl.org](mailto:mfoster@bcpl.org)  
Library Website Address: <http://www.bcpl.org>  
Library Address: 8899 US 42; Union, KY 41091

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 1: Access to information and resources

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Enhance a lifetime of learning opportunities

**Primary Users**

Statewide public

**Primary Services**

Information access and services  
Virtual library services

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To provide virtual reference services using OCLC Questionpoint.

### **Needs Assessment**

As all types of technology become more pervasive in both Kentucky households and libraries, virtual reference provides a unique opportunity to bring cutting-edge library service to a wider segment of the public. Late night visits to library websites have led to interest in virtual reference. A large number of email reference questions have been submitted after library hours. With this service, Internet-ready cell phones, laptops, PDAs with wireless access, or any other web-enabled device can direct questions to trained professionals at any hour of the day.

Though the initial technical set-up of the virtual reference service is complete, promotion of the service and comprehensive training of library staff is needed. Past statistics show that counties that advertise have the largest participation from patrons and the greatest level of customer satisfaction. Many participating counties have not marketed the service to the public or to libraries in neighboring counties.

### **Proposed Activities to Address Identified Need**

KDLA will provide a non-competitive grant to Boone County Public Library to act as the administrative agent in the planning and support of a virtual reference project. With the participation of 20 public libraries, this project will provide virtual reference service 24 hours a day to customers across the state. The administrative agent will coordinate participant scheduling, contracts with the OCLC and participating libraries, the creation of appropriate steering and work groups, review transcripts of transactions, train technology and reference staff, maintain the website, and provide technical support. A marketing committee will oversee the promotional efforts and participating counties will be expected to promote the service according to the marketing plan.

An administrative agent will recruit more libraries to participate and provide the virtual reference service. Training will be provided to staff members and librarians. The Virtual Reference staff will submit proposals to present at KPLA meetings to gain support for the program. The Virtual Reference staff will also recruit libraries to put the AskWhyKy link on their websites if they cannot provide the virtual reference service.

Walk-in, telephone and fax questions will be tallied; electronic transactions will be tracked and analyzed. By noting the number of transactions, the time the transaction took place and nature of the questions asked, an online customer trend will emerge. Reference service will be tailored to meet the needs of customers. Websites, articles, and other pieces of research can be sent to the customer instantly, moving libraries to the on-demand arena.

### **Outcome**

Through promotional efforts, the citizens of Kentucky will become more aware of the availability of virtual reference. Customers will be able to use the service quickly and easily, regardless of connection speed or device. Librarians at participating facilities will feel confident in their ability to use the software and manipulate the technology.

**Key Project Output Targets**

- At least 2 additional libraries will be recruited to participate in the project.
- At least 10 libraries which cannot actively participate will add the link to AskWhyKY to their websites.
- The number of customer reference questions will increase by at least 10% over federal year 2008.

**Key Project Outcome Targets**

- At least 90% of the reference staff at the participating libraries will indicate that training has provided them with an adequate skill set and comfort level to meet the customer's informational needs.
- At least 90% of the end users surveyed will indicate they were satisfied with the virtual reference service and that their information needs were met.
- At least 90% of the end users surveyed will indicate they would use the service again.

**Project Documentation and Reporting**

The administrative agent will submit quarterly and year-end reports. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$108,100**

**Project #:** 2A

**Project Title:** Technology Support for Public Libraries

**KDLA Project Monitor:** Emma Hignite

**Needs Assessment:** 2007 Kentucky Public Library Association – Focus Group

**Secondary Needs Assessment:** Public Library Services Forums

**Number of Persons To Be Served:** 260,000

**KDLA Based**     **Type of Libraries to be Served:** Public                      **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 2: Technology and electronic linkages

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Provide tools for the future

**Primary Users**

Library staff and volunteers

**Primary Service**

Staff development, education, and training

Technology infrastructure

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To provide a statewide technology consultant to assist library staff in utilizing new and existing technologies to provide library services and information resources that meet the needs of their customers.

### **Needs Assessment**

Many public library staff members lack skills to adequately utilize basic level technologies that are commonplace in modern libraries. This includes, but is not limited to, the Internet, online public access catalogs, and CD-ROM based products. In many libraries, due to budgetary and time constraints, library staff members lack the education and experience to select and maintain technical equipment.

Less than 10% of the libraries in Kentucky employ a full-time technology person, and nearly 20% are not automated. Further, libraries lack the technology to collect, manipulate, and report on data about their services so that adequate decisions may be made about library service and funding priorities.

### **Proposed Activities to Address Identified Need**

KDLA will employ a staff technology consultant to provide professional technology support to Kentucky's libraries in areas where technological implementation and assistance are inadequate. On-site assistance, telephone support, and technological training will be provided by the consultant. Travel allotment and sufficient computer equipment will be provided for the fulfillment of these duties. The consultant also administers technology-related grants to local libraries through the LSTA program.

### **Outcome**

Libraries will be better positioned to serve the technological needs of their client population. An increase in technological knowledge will enable these libraries to better serve all facets of their patron's informational needs. Libraries will be equipped to anticipate future changes in technology, make informed purchasing decisions, and provide basic technical assistance for their patrons.

### **Key Project Output Targets**

- The consultant will make at least 12 library site visits.
- At least 5 technology-related workshops will be conducted.
- At least 25% of the libraries in Kentucky will receive telephone or on-site support from the technology consultant.

### **Key Project Outcome Targets**

- At least 75% of library staff surveyed will report that they received satisfactory technology related assistance from the consultant.
- At least 75% of workshop participants will report that they are better able to use technology as a result of the training.
- At least 75% of newly automated libraries will report that they are better able to serve their customers as a result of the automation process.
- Libraries receiving E-rate funding will increase by at least 10% over federal year 2008.

**Project Documentation and Reporting**

Statistical data will be collected from libraries regarding how they were assisted during this project. The consultant will also request feedback from the libraries served to find strengths or areas of improvement. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$75,000**

**Project #:** 2B

**Project Title:** Library Automation

**KDLA Project Monitor:** Emma Hignite

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** Public Library Services Forums

**Number of Persons To Be Served:** To be determined

**KDLA Based**     **Type of Libraries to be Served:** Public            **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 2: Technology and electronic linkages

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Provide tools for the future

**Primary Users**

Library staff and volunteers

Statewide public

**Primary Services**

Information access and services

Software and equipment

Technology infrastructure

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To assist libraries in Kentucky with the automation process by providing competitive matching grants to public and academic libraries through an application and selection process administered by KDLA.

### **Needs Assessment**

Approximately 40% of libraries in Kentucky lack sufficient funding to undertake an automation project. Many libraries that have an automation system in place are in need of system migration to upgrade to a more suitable system. These tend to be smaller libraries located in rural areas of the state. Progress in automation is limited, largely due to lack of monetary resources and on-site technical expertise.

Basic automation/retrospective collection conversion can cost \$50,000 or more. KDLA employs a technology consultant to assist libraries in the automation process thereby alleviating some of the expense, but automation remains cost prohibitive to many libraries that could greatly benefit from the technology.

### **Proposed Activities to Address Identified Need**

KDLA will offer 50% matching competitive grants to eligible libraries. Grant amounts will be limited to a maximum of \$40,000 for each library. Funds will be used for automation equipment, programs, retrospective conversion, system migration or any other expense associated with automation, excluding salaries and fringe benefits. Selected libraries must be able to complete the project within the grant year, and systems purchased and conversions performed must meet KDLA standards.

### **Outcome**

Patrons of public and academic libraries selected for automation will have greater access to multiple information resources. Libraries will be able to better utilize their collections, as well as make their holdings available on a state, national, and global level.

### **Key Project Output Targets**

- At least 4 grants will be awarded.

### **Key Project Outcome Targets**

- Libraries receiving grant assistance will be able to automate or update existing systems thereby providing patrons greater access to library collections.

Output and outcome targets specific to each library will be added after their grants are awarded.

### **Project Documentation and Reporting**

The project manager will gather statistics regarding library circulation and usage prior to and after automation. Grant recipients will submit quarterly and final status reports. The project monitor will submit mid-year and final project status reports.

**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$50,000**

**Project #:** 2C

**Project Title:** Library Innovation

**KDLA Project Monitor:** Emma Hignite

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** Public Library Services Forums

**Number of Persons To Be Served:** To be determined

**KDLA Based**     **Type of Libraries to be Served:** Public            **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 2: Technology and electronic linkages

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Provide tools for the future

**Primary Users**

Library staff and volunteers

Statewide public

**Primary Services**

Information access and services

Software and equipment

Technology infrastructure

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To encourage innovative and creative solutions to patron service problems encountered in Kentucky's libraries.

### **Needs Assessment**

Most of the services provided by libraries across Kentucky are of a traditional nature. However, new technologies exist that would allow libraries to provide new or enhanced services to existing customers and provide assistance to underserved and unserved populations. While many libraries have the staff and imagination to institute such services, their limited resources make undertaking an innovative project unlikely.

### **Proposed Activities to Address Identified Need**

Competitive grants will be offered to public libraries to encourage creative and innovative technologies. Grant funds can be used for fixed or mobile technology. Selection criteria will include the ability to meet the needs of citizens, with preference given to widening services to underserved and challenged populations; the use of technology not commonly used in Kentucky libraries; and the ability to successfully duplicate the activity in other counties.

### **Outcome**

Libraries will develop and implement technological innovation which might otherwise remain unavailable to libraries and the citizens of Kentucky.

### **Key Project Output Targets**

- At least 4 grants will be awarded.

### **Key Project Outcome Targets**

- Libraries receiving grant assistance will have innovative technology in place to better serve the needs of their customers.

Output and outcome targets specific to each library will be added after their grants are awarded.

### **Project Documentation and Reporting**

Grant recipients will submit quarterly and final status reports on project activities. The project monitor will submit mid-year and final project status reports.

**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$18,000**

**Project #:** 2D

**Project Title:** Library Assistive Technology

**KDLA Project Monitor:** Emma Hignite

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** Public Library Service Forums

**Number of Persons To Be Served:** To be determined

**KDLA Based**     **Type of Libraries to be Served:** Public            **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 2: Technology and electronic linkages

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Provide tools for the future

**Primary Users**

People with special needs

**Primary Services**

Outreach services

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To encourage the expansion and availability of library services to patrons with special needs.

### **Needs Assessment**

Many libraries can not afford to provide essential services to special needs populations in their communities. However, assistive technologies exist that would allow libraries to provide new or enhanced services to their special needs populations. This technology can be expensive making it difficult for local libraries to implement.

### **Proposed Activities to Address Identified Need**

Competitive grants will be offered to public libraries to support assistive technology. Libraries will be able to use the funding for fixed or mobile technology. Grant recipients will utilize assistive technologies to meet the needs of special needs patrons. Preference will be given to those projects that will widen services to underserved and challenged populations.

### **Outcome**

Libraries will implement assistive technologies for special needs patrons which might otherwise remain unavailable. The special needs populations will be able to better utilize library services.

### **Key Project Output Targets**

- At least 5 grants will be awarded.

### **Key Project Outcome Targets**

- Libraries receiving grant assistance will have assistive technology in place to better serve their special needs customers.

Output and outcome targets specific to each library will be added after their grants are awarded.

### **Project Documentation and Reporting**

Grant recipients will submit quarterly and final status reports on project activities. The project monitor will submit mid-year and final project status reports.

**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$416,300**

**Project #:** 2E

**Project Title:** Information Technology Infrastructure Support

**KDLA Project Monitor:** Skip Hunt

**Needs Assessment:** State Library Reference/Research Services

**Secondary Needs Assessment:** KDLA Strategic Plan

**Number of Persons To Be Served:** 1,500,147

**KDLA Based**     **Type of Libraries to be Served:** Public                      **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 2: Technology and electronic linkages

**IMLS Primary Performance Category**

Providing access to information, resources, and ideas

**IMLS Secondary Performance Category**

Provide tools for the future

**Primary Users**

Library staff and volunteers

Statewide public

**Primary Services**

Digitization and digital library programs

Information access and services

Technology infrastructure

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To provide the information technology infrastructure for the State Library, information technology services for patrons of the State Library, including state employees and public libraries statewide, and the appropriate technology to support and ensure the success of all other LSTA projects.

### **Needs Assessment**

LSTA projects administered by KDLA need a centralized technology infrastructure in order to realize their intended outcome. KDLA provides electronic information resources and services directly to customers, many of which access the state library electronically through their local public library system.

Hardware and software upgrades and enhancements are needed to maintain the network infrastructure. It is necessary for the information technology infrastructure to be operated, maintained, and enhanced as new technologies evolve which provide new levels of capabilities that allow staff to better serve their customers.

### **Proposed Activities to Address Identified Need**

Through this project, electronic information resources and services will be delivered to the direct customers of KDLA and local public library systems. The technology infrastructure will provide local citizens a portal to the electronic information resources available at KDLA.

Information Technology staff at KDLA will meet with LSTA project monitors at the beginning of the federal year to identify the needs of their specific areas. Staff will ensure that the activities within this project are aligned with those needs. This process will ensure that LSTA resources are maximized. Activities will include the management, operation and maintenance of the existing KDLA technology infrastructure. Planned equipment upgrades will be completed for the improvement of client services. Funds will support Information Technology staff salaries, equipment and software purchases, and travel expenses.

### **Outcome**

The needs of Kentucky's citizens will be met through the provision of technological resources necessary to support and provide library services. LSTA projects will be successfully completed in part by the centralized information technology infrastructure provided.

### **Key Project Output Targets**

- At least 15 computers and monitors will be upgraded to enhance service delivery.
- Staff will make at least 15 visits to field offices to provide upgrade and support services.
- At least 200 software license updates will be purchased to provide access to the most current software available.
- Server additions and storage system improvements will be made to provide additional storage and retrieval capacities of KDLA.

**Key Project Outcome Targets**

- At least 85% of surveyed KDLA staff will indicate they used technology resources to meet the requests of their customers.
- At least 80% of surveyed LSTA project monitors will report that the technology resources provided assisted them in successfully completing their projects.
- At least 80% of surveyed KDLA staff will indicate the information technology provided through this project enabled them to accomplish their work more efficiently.

**Project Documentation and Reporting**

KDLA staff will be surveyed at the beginning and end of the project year to determine technology needs and to evaluate the degree of success in meeting identified needs. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$61,000**

**Project #:** 2F

**Project Title:** Telecommunication Services Support

**KDLA Project Monitor:** Christie Robinson

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** Public Library Services Forums

**Number of Persons To Be Served:** 50,000

**KDLA Based**     **Type of Libraries to be Served:** Multi-Type                      **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 2: Technology and electronic linkages

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Provide tools for the future

**Primary Users**

People with special needs  
Statewide public

**Primary Services**

Information access and services  
Institutional library services  
Technology infrastructure

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To provide efficient and effective telecommunication services through KDLA to libraries and citizens of Kentucky.

### **Needs Assessment**

Few library systems in Kentucky have adequate resources to serve the information needs of their patrons. KDLA serves as a resource and reference center for all libraries in the state and for citizens needing access to library and archival research and reference information. Past surveys indicate that one of the most critical needs for libraries, librarians, and patrons is the ability to readily and effortlessly access KDLA through telecommunication.

### **Proposed Activities to Address Identified Need**

KDLA will provide the necessary hardware, software, and staff to support voicemail and telephone access. In order to meet the needs of special populations, KDLA will also provide enhanced hardware that supports targeted populations, such as those with disabilities. KDLA will ensure the safety and security of telephone communications through operational policies, procedures, and back-up systems. Additionally, funds will provide the salary of one staff member to oversee, direct, and route all telephone communications to proper department staff and resources.

### **Outcome**

Individual citizens and local library staff will have access to KDLA through telecommunication services. Effective and efficient voice and data communication will result in a higher number of satisfied callers.

### **Key Project Output Targets**

- At least 95% of attempted telephone access to KDLA will be fulfilled.
- The number of incoming calls handled per week will average 1,250.

### **Key Project Outcome Targets**

- At least 80% of customers surveyed will indicate their telephone calls were answered in a timely and satisfactory manner.
- At least 80% of customers surveyed will indicate they were provided the information they needed.
- At least 80% of customers surveyed will indicate their data transmissions were seamless and efficient.

### **Project Documentation and Reporting**

KDLA staff and patrons will be randomly surveyed about telephone service and quality. A smaller number of random customers will be surveyed on the efficiency of their data transmission and transactions. The project monitor will submit a mid-year and final project status report.

**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$55,000**

**Project #:** 3A

**Project Title:** Regional Consultants Support

**KDLA Project Monitor:** Michael Jones

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** Public Library Services Forums

**Number of Persons To Be Served:** 2,001

**KDLA Based**     **Type of Libraries to be Served:** Public                      **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 3: Library programming and services

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Enhance a lifetime of learning opportunities

**Primary Users**

Library staff and volunteers

Rural populations

Statewide public

**Primary Services**

Information access and services

Outreach services

Staff development, education, and training

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To improve library services and programs provided by Kentucky's public libraries.

### **Needs Assessment**

Public library directors and staff need the professional guidance and training opportunities in order to provide the highest quality service to their customers. Strategic planning efforts and public library services forums have revealed the need for assistance with library programming, staff training and development, new technologies, and services to special needs populations.

### **Proposed Activities to Address Identified Need**

Public library personnel throughout Kentucky will be provided with expertise and guidance from regional consultants in areas related to the six LSTA purposes. Regional consultants will monitor the activities of the public libraries through site visits, attendance at library board meetings and programs, and individual contacts.

Regional consultants will assist public libraries in meeting the Kentucky Public Library Standards. This provides a measure for review of public libraries and their progress toward developing programs and services. To encourage continuing education and life-long learning among library staff, the bi-monthly Kentucky Public Library Newsletter and the Kentucky Library News Digest will be produced. These publications will reach thousands of librarians and their customers, each year. Additional publications will be produced at the regional level, including calendars featuring library-related events.

### **Outcome**

Public library staff will have the tools they need to improve service to customers as a result of training and guidance from regional consultants. Libraries will then be able to develop and provide library programming targeted to the citizens of their community.

### **Key Project Output Targets**

- 6 issues of *Public Library Newsletter* and 100 issues of *Kentucky Library News Digest* will be distributed to library directors in print and online.
- At least 300 site visits to public libraries will be made to facilitate training, attend meetings, and assist libraries in developing library programs and projects.
- At least 25% of library managers will attend continuing education opportunities.

### **Key Project Outcome Targets**

- At least 20% of surveyed public library staff will report an increase in skills and confidence in the provision of library services.
- At least 5 new libraries will evaluate their programs and services using the *Kentucky Public Library Standards* and receive a Certificate of Library Standards achievement.

### **Project Documentation and Reporting**

Regional consultants will submit detailed statistics on their activities. Surveys will be administered to determine the value of services provided by the regional consultants. The project monitor will submit a mid-year and final project status report.

**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$93,900**

**Project #:** 3B

**Project Title:** Kentucky Talking Book Library

**KDLA Project Monitor:** Barbara Penegor

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** Public Library Services Forums

**Number of Persons To Be Served:** 5,200

**KDLA Based**  **Type of Libraries to be Served:** Public **Subgrant**

**LSTA Purpose**

Services for people having difficulty using libraries

**State Five-Year Plan**

Goal 3: Library programming and services

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Enhance a lifetime of learning opportunities

**Primary Users**

People with special needs

Senior citizens

**Primary Services**

Information access and services

Outreach services

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To provide free public library service to Kentuckians who are unable to read standard print because of visual or physical disabilities.

### **Needs Assessment**

All Kentuckians should have access to reading materials through public libraries. Those who are blind and visually impaired cannot see traditional print books, and some with physical disabilities cannot hold a book or turn the pages. In order for reading material to be accessible to them, it must be offered in alternative formats, such as cassette tape or Braille.

Kentucky has the nation's second highest disability rate among adults age 21-64. The 2000 Census and the Kentucky Office of the Blind affirm that there are as many as 250,000 blind or visually impaired people in Kentucky. Most public libraries do not have the financial resources to provide adequate services to disabled patrons who have trouble reading materials in printed format. Factors such as limited selections, lack of transportation, equipment, and experienced library staff also impact special needs services libraries can provide.

### **Proposed Activities to Address Identified Need**

The Kentucky Talking Book Library (KTBL), in cooperation with the National Library Service for the Blind and Physically Handicapped (NLS), will provide library service to patrons who cannot physically read print. This will include distributing books in Braille and on special-format cassette with cassette player or other equipment necessary for playback. All items will be mailed through the U.S. Postal Service as free matter for the blind and physically handicapped. In addition to books, KTBL will provide books and magazines in special format and movies with additional narration. Telephone newspaper-reading services and downloadable Braille books and magazines will also be provided via the Internet. Librarians and staff will offer friendly, personalized service via telephone, email and in person.

KTBL will purchase a scanner and Testbridge Pro 11 scanning software to translate scanned documents into text that can be embossed in Braille. This equipment will also be used to provide Braille on demand for library patrons and to provide Braille embossing for other state agencies to meet the needs of their visually impaired customers. Blank tapes, bar code labels and bar code scanner, mailing containers, a sound enclosure for the Braille embosser, a combination TV/VHS/DVD player, and a burster will be purchased. KTBL will also print and distribute quarterly newsletters, annual surveys, and catalogs in large print, audio and Braille formats. Selected print books will be purchased and recorded, including books about Kentucky and by Kentucky authors. The purchase of an IBM system storage expansion unit will be dedicated to storing these digital recordings.

A portion of project funds will be distributed as a grant to the Northern Kentucky Talking Book Library at the Kenton County Public Library to provide service to registered users in 8 counties in the northern part of the state. Project funds will also be used toward the 2009 Southern Conference for Librarians Serving the Blind and Physically Handicapped.

### **Outcome**

Visually and physically disabled patrons across Kentucky will have access to special format books and other materials that will allow them to read for instruction, recreation, and

companionship. Patrons will receive books in digital talking format that is easier to use and improved sound quality. Patrons will be provided with Braille or cassette books and magazines and special cassette players. Patrons who have computer and Internet access will be able to download Braille or talking books.

### **Key Project Output Targets**

- Talking book libraries will serve at least 5,200 patrons.
- Talking book libraries will circulate at least 230,000 items, including at least 20,000 locally-produced magazines and 1,500 descriptive movies.
- Staff will conduct or participate in at least 24 outreach activities.
- At least 1,400 playback machines will be distributed.
- KTBL will produce and distribute a quarterly newsletter and the NKY subregional library will produce and distribute a biannual newsletter.
- At least 9,000 cassette tapes will be duplicated for distribution.
- At least 60 new titles will be recorded by KTBL staff or volunteers.
- Kentucky book circulation will be double that of NLS titles.
- At least 150 out-of-state interlibrary loans will be processed.
- Talking book libraries will add at least 500 new patrons to the service.

### **Key Project Outcome Targets**

- At least 75% of patrons surveyed will rate KTBL service as very good or excellent.
- At least 90% of patrons receiving new digital machines and books will rate them as an improvement over cassette format.
- The talking book program will improve the quality of life for patrons, as evidenced by anecdotal information reported in surveys and collected by librarians.
- Registered talking book users will check out an average of twice as many materials per person as registered public library cardholders.

### **Project Documentation and Reporting**

Usage statistics for the talking book program will be compared with per capita statistics of general public library users as reported in the Statistical Report of Kentucky Public Libraries. KTBL will survey patrons about their satisfaction with the program. Staff will collect anecdotal information about how the service has impacted patron's lives. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$187,000**

**Project #:** 3C

**Project Title:** Children and Young Adult Programs Support

**KDLA Project Monitor:** Nikole Wolfe and Carol Baughman

**Needs Assessment:** Children and Youth Services Survey

**Secondary Needs Assessment:** 2007 Summer Reading Evaluation

**Number of Persons To Be Served:** 350

**KDLA Based**     **Type of Libraries to be Served:** Public                      **Subgrant**

**LSTA Purpose**

Services for lifelong learning

**State Five-Year Plan**

Goal 3: Library programming and services

**IMLS Primary Performance Category**

Strengthen families and children

**IMLS Secondary Performance Category**

Enhance a lifetime of learning opportunities

**Primary Users**

Children

Library staff and volunteers

Young adults and teens

**Primary Services**

Education related services for children and teens

Information access and services

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To provide statewide consultants to assist library personnel in developing library services for children and young adults.

### **Needs Assessment**

Kentucky's public libraries need centralized support to provide developmentally appropriate, high quality public library collections and services for children from birth through age eighteen. Public librarians responded to a 2006 Survey for Evaluation and Planning of Services indicating their need for services, including book discussion and program kits; training in child, teen, and young adult library services, and advice on promoting youth programs.

The Statistical Report of Kentucky Public Libraries documents summer reading participation the highest of all programs for children from birth through age eighteen. In 2007, of 149,495 individuals registered for summer reading, 19,871 of these were teens. Although, this was record registration, these participants represented 14.9% of all Kentucky children. Children's and youth services librarians need skills and strategies to reach greater numbers of potential library users.

### **Proposed Activities to Address Identified Need**

KDLA will employ two consultants specializing in services for children from birth through eighteen years of age. The consultants will:

- Provide training and consultation for individual librarians, regional children's services cooperatives, and professional organizations.
- Produce bibliographies and exhibits of children's books for regional children's services cooperatives, other groups of librarians, child care providers, and organizations concerned with children and teens.
- Create kits to support book discussion groups and library programming initiatives for young children and teens.
- Seek relationships and partnerships with organizations concerned with children and teens, literacy promotion, and public library service.
- Coordinate statewide Summer Reading program development and represent Kentucky in the Collaborative Summer Library Program.

### **Outcome**

Children and young adults and their families and caregivers will have greater access to quality collections and developmentally-appropriate public library services. Summer Reading programs will stimulate literacy growth across the state.

### **Key Project Output Targets**

- At least 200 librarians will attend summer reading workshops.
- Consultants will organize at least 12 training sessions throughout the state for library staff working with children's programs.
- One librarian from each Kentucky library region will receive a scholarship to attend the 2009 McConnell Youth Literature Conference.

- At least 95% of public libraries will sponsor summer reading programs, and at least 75% of those will register greater numbers of participants than in federal year 2008.
- At least 10 new books kits for discussion groups will be created, and each kit will be checked out at least 4 times per year.
- An exhibit of the best illustrated children's books of 2008 will be produced.
- Relationships will be developed and maintained with at least 8 organizations concerned with supporting reading or promoting public library services for children and young adults.
- A partnership promoting family literacy will be maintained with the Kentucky Humanities Council.

### **Key Project Outcome Targets**

- At least 50% of librarians will report positive participant responses to their new programs.
- At least 50% of librarians will report they believe there has been an increase in reading among children and young adults who use their libraries as compared to federal year 2008.
- At least 50% of librarians will report they believe their 2009 programs were more developmentally appropriate than in federal year 2008.
- At least 50% of librarians will report offering a greater number of programs for children from birth through age eighteen than in federal year 2008.
- At least 50% of librarians will report relatively stable or improved attendance at their programs as compared to federal year 2008.

### **Project Documentation and Reporting**

The Statistical Report of Kentucky Public Libraries will be used to compare attendance of library programs for children from birth through age eighteen in federal years 2008 and 2009. Surveys of librarians will be used to measure project outcomes. Regional consultants will provide informal appraisals of the impact of program promotions, training, and exhibits at libraries in their respective regions. Evaluation forms will be used to determine the effectiveness and additional needs of librarian training. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$30,000**

**Project #:** 3D

**Project Title:** Prime Time Family Reading Time®

**KDLA Project Monitor:** Nikole Wolfe and Carol Baughman

**Needs Assessment:** Children and Youth Services Survey

**Secondary Needs Assessment:** Summer Reading Evaluation

**Number of Persons To Be Served:** 500

**KDLA Based**     **Type of Libraries to be Served:** Public                      **Subgrant**

**SUBGRANT INFORMATION**

Library Name: Kentucky Humanities Council  
Project Director: Kathleen Pool  
Telephone Number: 859-257-5932  
Fax Number: 859-257-5933  
Email: [Kathleen.pool@uky.edu](mailto:Kathleen.pool@uky.edu)  
Library Website Address: [www.kyhumanities.org](http://www.kyhumanities.org)  
Library Address: 206 East Maxwell Street, Lexington, KY 40508

**LSTA Purpose**

Services for lifelong learning

**State Five-Year Plan**

Goal 3: Library programming and services

**IMLS Primary Performance Category**

Strengthen families and children

**IMLS Secondary Performance Category**

Enhance a lifetime of learning opportunities

**Primary Users**

Adults  
Children

**Primary Services**

Education related services for children and teens  
Intergenerational services  
Literacy programs

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To help family groups discover the pleasures of reading together, discussing books and using their public libraries.

### **Needs Assessment**

Numerous studies indicate that children tend to become good readers if they grow up in environments where books and reading are significant parts of daily family life. Over 200,000 Kentucky children live in families with incomes below the federal poverty threshold. Often these children are in homes where reading is not a priority. Kentucky's at-risk children need multigenerational strategies to help them become strong, independent readers and to encourage their acceptance of reading as a necessary skill, a lifelong activity, and a pleasure. Many parents of these children would also benefit from these strategies.

All Kentucky Prime Time programs, since federal year 2002, have been evaluated. Many participating libraries have documented success with participating families. A large number of Prime Time libraries have requested to participate in future programs because of demand from participating families and a desire to extend the experience to other families in their communities. The need exists to make Prime Time Family Reading Time® available to as many Kentucky libraries a possible.

### **Proposed Activities to Address Identified Need**

A noncompetitive grant will be awarded to the Kentucky Humanities Council to implement Prime Time Family Reading Time® projects in at least four public libraries. KDLA will work in partnership with the Kentucky Humanities Council to select participant libraries, organize training, make site visits, and evaluate the programs.

Prime Time is an intergenerational six-week program of reading and discussion held in public libraries. Developed and sponsored by the Louisiana Endowment for the Humanities, the program features award-winning children's picture books that stimulate discussion about themes and problems encountered in everyday life. Each discussion is led by a storyteller and a humanities scholar. Prime Time is designed for at-risk children aged six to ten, along with their parents.

### **Outcome**

Prime Time participants at each selected library will report an increased level of comfort with and enthusiasm for reading and discussing books. Participating children will show improvement in their reading skills and their parents will report increased awareness of the materials and services available at their public libraries.

### **Key Project Output Targets**

- At least 4 Kentucky public libraries will sponsor Prime Time projects.
- Each participating library will enroll at least 15 child/parent pairs (total 30 individuals) in its program.
- Each participating library will report at least 50% retention of participants based on a comparison of attendance at the first and last Prime Time sessions.
- Each participating library will register 100% of participants for library cards.

**Key Project Outcome Targets**

- At least 50% of participating parents will report that their Prime Time experience encouraged them to read to their children more often.
- At least 50% of participating parents will report that their Prime Time experience improved the way they talk to their children about books.
- At least five participants will report that their Prime Time experience helped them select more appropriate books for reading with their children.
- At least 50% of program participants will return to use public library services at least once within 6 months after the series of Prime Time programs.

**Project Documentation and Reporting**

The Kentucky Humanities Council will submit quarterly and final status reports on project activities. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$60,000**

**Project #:** 3F

**Project Title:** Library Programming

**KDLA Project Monitor:** Terry Manuel

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** Children and Youth Services Survey

**Number of Persons To Be Served:** To be determined

**KDLA Based**     **Type of Libraries to be Served:** Public        **Subgrant**

**LSTA Purpose**

Services for lifelong learning

**State Five-Year Plan**

Goal 3: Library programming and services

**IMLS Primary Performance Category**

Enhance a lifetime of learning opportunities

**IMLS Secondary Performance Category**

Strengthen families and children

**Primary Users**

Adults

Children

People with special needs

**Primary Services**

Continuing education for the public

Information access and services

Literacy programs

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To support and promote library programming in Kentucky's public libraries.

### **Needs Assessment**

Libraries need financial assistance in developing and implementing programming appropriate to the needs of their communities. Due to limited funds, public libraries often cannot provide programs to patrons of all ages. Historically, libraries have directed programming primarily toward children, however, adults also benefit from library programs.

Over 200,000 Kentucky children live in families with income levels below the federal poverty threshold, indicating a need for free and accessible programs to support educational needs and personal development. Library programs can supplement the efforts of families and schools in the educational process. Kentucky's at-risk children and their families need multigenerational programs to help guide them toward becoming strong, independent readers and to accept reading as a necessary skill for everyday living.

Surveys and focus groups have also indicated the need for programs targeted at the adult population. While services for children have been escalating, few libraries have instituted programs aimed at the adult and elderly populations. Many adult and elderly populations are beginning to request adult programming.

### **Proposed Activities to Address Identified Need**

KDLA will provide competitive programming grants to public libraries. Libraries can use the funding for all types of programming for every age group. Libraries will be encouraged to support infants, school children, teenagers, adults, and senior citizens by providing targeted educational, informational, or recreational programming. Libraries will also be encouraged to develop community partnerships to increase the impact of their programming.

### **Outcome**

Libraries receiving grant assistance will be able to offer library programs that meet the needs of their communities. Patrons of public libraries will have the opportunity to participate in programs which will benefit them in their daily lives.

### **Key Project Output Targets**

- At least 7 grants will be awarded.

### **Key Project Outcome Targets**

- Program attendees will realize a change in skills, knowledge, behavior, attitude, status, or life condition as a result of participating in the programs provided by libraries through this project.

Output and outcome targets specific to each library will be added after the grants are awarded.

### **Project Documentation and Reporting**

Grant recipients will submit quarterly and final status reports on project activities. Project monitor will make random site visits to evaluate the progress of the programs. The project monitor will submit a mid-year and final project status report.

**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$229,000**

**Project #:** 4A

**Project Title:** Continuing Education for Public Library Staff

**KDLA Project Monitor:** Beth Milburn

**Needs Assessment:** KDLA Training Needs Survey

**Secondary Needs Assessment:** Public Library Services Forums

**Number of Persons To Be Served:** 2,000

**KDLA Based**     **Type of Libraries to be Served:** Public                      **Subgrant**

**LSTA Purpose**

Services for lifelong learning

**State Five-Year Plan**

Goal 4: Continuing education and professional development

**IMLS Primary Performance Category**

Enhance a lifetime of learning opportunities

**IMLS Secondary Performance Category**

Provide tools for the future

**Primary Users**

Library staff and volunteers

**Primary Services**

Library development

Staff development, education, and training

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To provide librarians, library staff and volunteers with training and continuing education opportunities that address the six LSTA purposes.

### **Needs Assessment**

Qualified librarians, trained library staff, and volunteers are needed in order for libraries to meet the needs of their customers. Most libraries do not have discretionary income to provide appropriate opportunities for on-going staff training. KDLA has a central role in providing training activities for these groups. Training and support are essential for developing a public library staff that is focused on continuous improvement of library services.

Kentucky law requires librarians and library staff working with the public to be certified. Job positions dictate the minimum level of certification and formal education as the primary factor. Certification renewal is required every five years and continuing education is the chief source of renewal points.

### **Proposed Activities to Address Identified Need**

KDLA will sponsor a variety of events such as workshops, institutes, and conferences to meet the training needs of librarians, library staff and volunteers. These events will be offered in several formats, including face-to-face and online. KDLA will employ a statewide continuing education consultant to develop and coordinate these events, supported by an administrative assistant.

Specific, one-day training opportunities throughout Kentucky will be offered for the immediate needs of library personnel. Regional training opportunities will be developed and provided by the continuing education consultant in cooperation with regional consultants. Librarians and library staff may also elect to attend non-KDLA sponsored events or take courses related to their responsibilities. KDLA will also support tuition reimbursement for graduate work in Library Science. All continuing education events will support the six LSTA purposes.

- **Graduate Library School Tuition Reimbursement Grants** – This program was created to fill the need for qualified librarians in Kentucky. Grant funds will be available based on a selection criteria developed by KDLA for full-time public library employees to pursue library science graduate degrees. Reimbursements will be made after the successful completion of classes, submission of final grades, and written report by each student.
- **KPLA-KDLA Library Staff Retreat** – The Kentucky Public Library Association (KPLA) and KDLA will partner to present three two-day retreats around Kentucky for library support staff. Library staff in non-supervisory positions will have the opportunity to interact with staff from other libraries and participate in relevant training sessions.
- **Public Library Institute** – A two-week intensive Institute will be offered for new and existing staff. Topics will include technical and public services, children's and adult services, reference, outreach, audiovisual, and other relevant topics.
- **Library Skills and Services** – Reference skills instruction and information on services and resources will be revisited. Multiple sessions of this workshop will be offered statewide.

- **Bookmobile/Outreach Conference**, a three-day conference for public librarians providing bookmobile and outreach services. It will feature units of training on topics including, but not limited to, children's and young adult services, services to the disabled, using technology in a mobile environment, and programming away from the main library facility.

KDLA will develop a comprehensive Continuing Education Strategic Plan. This plan will encompass the following areas: education and certification levels of public library staff; training needs of public library staff; aging of the public library workforce; and population trends in local communities.

The continuing education calendar of events will be available on the KDLA website and all events will have online registration capabilities.

### **Outcome**

Library programs and services that meet the purposes of LSTA will be available to Kentucky citizens as a result of the training and continuing education opportunities provided to librarians, library staff, and volunteers.

### **Key Project Output Targets**

- At least 1,200 library personnel will participate in training and continuing education events.
- At least 20 public library staff members will receive tuition reimbursement.
- The number of visits to the continuing education calendar will increase by 15% over federal year 2008.

### **Key Project Outcome Targets**

- At least 75% of program participants will relate they gained at least one new skill or enhanced their present skills to help them more effectively serve their library customers.
- The number of librarians in Kentucky with ALA accredited Master of Library Science degrees will increase over federal year 2008.

### **Project Documentation and Reporting**

Evaluations will be conducted following each event to collect comments on how the information presented helped meet the needs of customers, the extent and practicalities of knowledge gained, and an evaluation of presenter and location. The project monitor will submit a mid-year and final project status report.

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**LSTA ANNUAL PROGRAM**  
**KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES**  
**FY 2009**

**Funds Requested: \$35,000**

**Project #:** 4B

**Project Title:** Continuing Education for KDLA Staff

**KDLA Project Monitor:** Christie Robinson

**Needs Assessment:** Public Library Services Forums

**Secondary Needs Assessment:** LSTA Five-Year Plan Evaluation

**Number of Persons To Be Served:** 130

**KDLA Based**     **Type of Libraries to be Served:** Public                      **Subgrant**

**LSTA Purpose**

Library technology, connectivity, and services

**State Five-Year Plan**

Goal 4: Continuing education and professional development

**IMLS Primary Performance Category**

Provide access to information, resources, and ideas

**IMLS Secondary Performance Category**

Provide tools for the future

**Primary Users**

Adults

**Primary Services**

Staff development, education, and training

**Start Date:** 10/01/08

**End Date:** 09/30/09

### **Project Purpose**

To provide opportunities for training, continuing education, seminars and higher education to assist KDLA staff in improving their skills and knowledge in order to efficiently and effectively assist end users and libraries in meeting their needs.

### **Needs Assessment**

As the State Library administrative agency, KDLA needs a trained, well-informed, well-prepared, and stable workforce to support and provide library services customers need and desire. KDLA serves as the central information resource for libraries across Kentucky, state government employees, and citizens.

### **Proposed Activities to Address Identified Need**

Through promotional materials, email notifications, and announcements in meetings, staff will be encouraged to participate in training and continuing education activities. Funds will be allocated for external training instruction, online courses, conferences, seminars, forums, and workshops, including travel expenses. Videos, CDs, DVDs, and manuals will be purchased for self-instruction. Speakers and facilitators will be obtained to provide programs at the central KDLA office for all employees.

All continuing education opportunities provided by the program will support the six LSTA purposes.

### **Outcome**

KDLA staff will be better equipped to meet customer's needs. Customers will be satisfied with the programs and services provided by KDLA staff.

### **Key Project Output Targets**

- At least 35 employees will attend at least one continuing education training session.

### **Key Project Outcome Targets**

- At least 50% of surveyed staff will indicate they are better equipped to serve KDLA customers.
- Local library personnel, state employees, citizens will indicate that KDLA staff is knowledgeable and helpful.

### **Project Documentation and Reporting**

Testimonials, interviews, and surveys will be used to determine the impact of training and continuing education on KDLA staff. The project monitor will submit a mid-year and final project status report.

## **LSTA Administration**

The Kentucky Department for Libraries and Archives (KDLA) is the State Library Administrative Agency responsible for the administration of Library Services and Technology Act (LSTA) funds. As such, KDLA will comply with the federal share and maintenance of effort levels described in SEC.223 of the LSTA, and will not use more than 4% of its allotted funds on administrative costs for this program. The LSTA programs and regulations will be administered, supervised, and monitored under this project. Administrative funds will be used to support operational expenses and staff to sufficiently administer the statewide program, State Advisory Council on Libraries activities, and statewide planning.

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**This publication is supported by the Institute of Museum and Library Services under the provisions of the Library Services and Technology Act as administered by the Kentucky Department for Libraries and Archives.**

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## 2009 Budget Summary

Project #	Project Name	Project Budget
1B	Kentucky Guide Program	58,500
1C	Archival Finding Aid Conversion	7,000
1D	Collection Access and Management	109,400
1E	State Library User Services	275,700
1F	Support for Library Consortia	512,200
1F-B	Support for Library Consortia: Virtual Reference	78,800
2A	Technology Support for Public Libraries	108,100
2B	Library Automation	75,000
2C	Library Innovation	50,000
2D	Library Assistive Technology	18,000
2E	Information Technology Infrastructure Support	416,300
2F	Telecommunication Services Support	61,000
3A	Regional Consultants Support	55,000
3B	Kentucky Talking Book Library	93,900
3C	Children and Young Adult Programs Support	187,000
3D	Prime Time Family Reading Time®	30,000
3F	Library Programming	60,000
4A	Continuing Education for Public Library Staff	229,000
4B	Continuing Education for KDLA Staff	35,000
ADM	LSTA Administration	48,800
	<b>Total</b>	<b>\$2,508,700</b>