

KENTUCKY



L S T A



2011

ANNUAL PROGRAM

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



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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 2010 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, and 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. Libraries need professionally trained librarians to lead them in providing a higher level of service. Kentucky has ranked 40th in the nation for the number of librarians with accredited Master of Library Science degrees for two years, a significant improvement from FY2009, where the state ranked 43rd. Similarly, library staff 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 provide 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.

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FY 2011 LSTA PROJECTS

2011 Annual Program

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LSTA ANNUAL PROGRAM
KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES
FY 2011

Funds Requested: \$67,112

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: 75,000

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: 10/01/10

End Date: 09/30/11

Project Purpose

To promote the use of Kentucky's archival and manuscript primary source collections 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 historical records 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 research efforts.

For more than twenty-five years, The Kentucky Guide Program has visited these libraries and repositories and compiled catalog descriptions of archival materials. Of the bibliographic descriptions collected and created, only 85% of holdings of Kentucky archival and manuscript repositories and 70% of KDLA archival holdings have been added to the KDLA catalog. The KDLA catalog houses two kinds of archival materials: 1) catalog records that describe archival and manuscript holdings in the other repositories in state; and 2) catalog records that describe the archival holdings of KDLA. In federal year 2010, there was high demand for access to this information, with over 3,000 web searches per month and numerous requests for information that was not available. Additionally, nearly 15,000 customer requests are received annually for KDLA's archival materials.

An online survey of patrons during Federal Year 2009 contained several comments concerning the need for online access to KDLA's microfilm finding aids for archival research. Although bibliographic records for many archival series are available through the KDLA catalog, information about each item in a series is available only in paper finding aids that are difficult to comprehend. Most microfilm archival finding aids are only available in paper format and may only be used by customers who make on-site research visits to KDLA. For on-site visitors, use is problematic; for those doing research off-site; finding aids are not available. Finding aids need to be made accessible for customer use on the web, and not limited to on-site visits to KDLA, nor restricted to KDLA's hours of service.

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

LSTA funding will provide salaries for the Kentucky Guide Librarian and two University of Kentucky graduate students. The librarian and graduate students will standardize current entries, review the Kentucky Guide search page within the KDLA catalog for efficiency and ease of use, and coordinate standardization with participating libraries and repositories. Reappraised microfilm finding aids will also be converted to a searchable online format for inclusion in the KDLA catalog, and training will be offered for individuals working in repositories to assist with cataloging and collection maintenance. Partnership activities with SHRAB will provide archival outreach services and support Kentucky's Annual Archives Month.

Outcome

KDLA staff will be able to better provide more accurate records holding information to users. Users will be satisfied with results found through the KDLA catalog. Organizations, libraries, repositories, and researchers across the state, will benefit from information contained in the catalog.

Key Project Output Targets

- At least 50 new entries will be added to the Kentucky Guide portion of the KDLA catalog.
- At least 150 records will be standardized in the Kentucky Guide portion of the KDLA catalog.
- Electronic finding aids for at least 30 Kentucky county microfilm collections will be created and added to the Kentucky Guide portion of the KDLA catalog.
- Correlation with participating libraries and repositories will be increased by at least 50% over federal year 2010.
- At least three site visits to participating and / or new repositories will be conducted.

Key Project Outcome Targets

- Survey results will show at least an 80% satisfaction rate with the accessibility of 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 2011

Funds Requested: \$23,700

Project #: 1C

Project Title: Digitization Project

KDLA Project Monitor: Tim Tingle

Needs Assessment: LSTA Five-Year Plan Evaluation

Secondary Needs Assessment: KDLA Strategic Plan

Number of Persons To Be Served: 20,000

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
Digitization and digital library products
Information access and services

Start Date: 10/01/10

End Date: 09/30/11

Project Purpose

To expand customer access and use of historically and culturally significant original source material by creating digital images of KDLA's special collections and archival materials, and making them available through the KDLA website.

Needs Assessment

Historians, students, public officials, authors, attorneys, genealogists, and ordinary citizens need access to a wide variety of resources in order to fulfill their information needs. As the central repository for Kentucky, KDLA has a responsibility to make its special collections and historically significant resources available online to its customers.

Proposed Activities to Address Identified Need

The creation of digital surrogates of original special collection materials and the online presentation of this digital content will expand Kentucky's cultural heritage digitization infrastructure. Selected historical documents will be digitized, described at the item level and linked to KDLA OPAC, and made available in the KDLA e-Archives.

Photographic prints, videotapes, films, audiotapes, slides and negatives, topographic maps, former governor's papers, 19th century court case files, and Writer's Project records will be digitized during FY 2011.

Outcome

Users will have their information needs met by greater access to digital content. Users will be satisfied with results found through the KDLA catalog. Researchers across the state will benefit from information added to the catalog.

Key Project Output Targets

- At least 1500 photographic prints and 120 large-format topographic maps will be scanned and indexed.
- At least 50 videotapes and 25 audiotapes will be digitized and indexed.
- At least 9 16mm films and 150 photographic slides and negatives will be digitized and indexed.
- At least 20 folders of former governor's papers will be scanned, microfilmed, and indexed.
- At least 18 Fayette County Circuit Court case files will be scanned, microfilmed, and indexed.
- At least 26 cubic feet of the Work Projects Administration's Writers Project records will be scanned, microfilmed, and indexed.

Key Project Outcome Targets

- Survey results will show at least an 80% satisfaction rate with the accessibility of digitized original source, historical materials listed in 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.

LSTA ANNUAL PROGRAM
KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES
FY 2011

Funds Requested: \$373,351

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: 350,000

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: 10/01/10

End Date: 09/30/11

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

Through surveys and focus groups, Kentucky public libraries continue to express the need for assistance in supporting their communities' continuing education and lifelong learning objectives. As budget concerns and costs increase, it is essential that local libraries provide unique services to an increasingly diverse population and accurate information for decision makers. Access to library resources is growing progressively more important.

Libraries need assistance with programming, cataloging, processing, and library resource sharing. Many library staff lack the knowledge, training, and access to tools necessary to create complete bibliographic descriptions of their collections. Library users need access to a greater variety of materials and publications to enable them to follow wide-ranging personal and professional interests. They need to know what materials offerings are available to them through the KDLA collections as supplements to their local library's offerings.

Through assessment instruments, state employees also expressed critical need for current training support materials, online training, and access to Kentucky State government publications. Kentucky state employees need informational resources to improve their work, fulfill training requirements, and to aid in career development goals.

To better serve the needs of libraries, individuals, and Kentucky state employees, 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, including remote locations. Linkages from the catalog to the full-text content of electronic resources must be available.

Proposed Activities to Address Identified Need

Two groups of KDLA staff will meet monthly to select materials needed to fulfill State Library users' needs. One group will focus 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. To support project activities, 7 KDLA staff will be partially paid with LSTA funds. An additional 2 staff will be paid entirely with LSTA funds.

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 and sustain new and ongoing partnerships, 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 act as 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 uninterrupted access to the informational resources available at the State Library. Local library users will also have improved access to their library's resources through KULS.

Key Project Output Targets

- At least 400 new media materials will be acquired, cataloged, and added to the KDLA collection, including 25 video recordings, 375 sound recordings, interactive computer programs, and other materials.
- At least 2,000 Kentucky state publications will be cataloged and processed.
- Materials for at least 150 new kits, including 50 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 1,200 volumes of large-print titles for rotating collection circulation will be processed.
- At least 4,000 union listing updates for KULS will be processed.

Key Project Outcome Targets

- Researchers will access the expanded KDLA catalog at least 5% more often than federal year 2010.
- KDLA will show a 2% increase in the number of interlibrary loan requests filled over federal year 2010 and a 5% increase in the number of interlibrary loan requests for new or previously unavailable materials.
- General circulation of multimedia and kit materials will increase by at least 10% over federal year 2010.

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 2011

Funds Requested: \$437,534

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: 500,000

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

Special needs persons

Statewide public

Primary Services

Information access and services

Interlibrary loan

Staff development, education, and training

Start Date: 10/01/10

End Date: 09/30/11

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 demand from public libraries and their customers requires a vast amount of resources and materials in various formats to satisfy 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.

The 2009 Kentucky Public Library Association found the need for multimedia materials had increased significantly over the results gathered from the 2008 Public Library Survey and the 2008 Widening Circles Conference and 2007 Kentucky Public Library Association Conference focus group sessions. There continues to be strong interest in adult regular print collections, audio book circulating collections, large-print book discussion kits, and developmentally appropriate kits for preschoolers and teens. The 2009 evaluation of the profiles of public libraries requesting circulating collections and discussion kits through OCLC, continues to provide information identifying the most requested type and genre of books and media specific to each respective library and their patrons.

Telephone and email responses from state government employees have indicated the need for more training in the use of online databases. Other recorded suggestions include expanding online tutorials, providing one-on-one training sessions via the Internet, and an increase in group presentations made in state agency offices. There remains a steady growth in the demand for unabridged audio books and other multimedia materials for state employees.

Proposed Activities to Address Identified Need

The State Library will use LSTA funds to support programming in Kentucky's public libraries for children, teens, adults, and challenged populations. Surveys, telephone interviews, emails, 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. A strategy of evaluation and assessment will help KDLA staff respond to the evolving needs of customers. Technological equipment will be systematically updated to provide functional public access, and staff computer work stations will be upgraded to provide the best possible customer service. 4 KDLA staff will be partially paid with LSTA funds.

Two Materials Selection Committees will convene 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, public performance multimedia, and electronic databases, the State Library will maintain and expand resources to provide quality service to both state employees and public libraries. To meet demand, profiles of public libraries with frequent customer requests will be utilized. KDLA staff will review public library interlibrary loan activities, specifically target those libraries receiving the type and genre of books in the regular and large-print circulating collection and thematic discussion kits, and make use of the data from those profiles to meet the specific needs of each individual library and its patrons.

To meet the growing need of public libraries for child and young adult text express kits, child and adult regular-print book discussion kits, and audio book collections, KDLA staff will maintain and inventory these materials, and deliver them 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, multimedia materials, and equipment is current and functional.

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 to enable them to provide quality service to citizens. The State Library will maintain an OPAL (Online Programming for All Libraries) membership in order to provide web-based programs and training for state employees. Online meetings, resource training, and workshops, including pre-recorded sessions, will be made available to state agency personnel, with evaluations administered after every activity. 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.

Outcome

State Library customers will receive quality reference service that will satisfy their information needs. Public 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 licensed databases.
- At least 20 training events will be conducted by the State Library.
- At least 50 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 2010.

Key Project Outcome Targets

- Circulation of the State Library's collections will increase by at least 5% over federal year 2010.
- 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 2011

Funds Requested: \$558,636

Project #: 1F

Project Title: Support for Library Consortia

KDLA Project Monitor: Charlene Davis

Needs Assessment: KDLA Strategic Plan

Secondary Needs Assessment: 2009 Training Needs 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: 10/01/10

**End Date: 09/30/11
Project #1F**

Project Purpose

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

Needs Assessment

Due to financial constraints, few libraries have achieved total independence in meeting informational needs of their various client groups. Collaboration allows the library community to achieve the optimum in service to their customers with minimum fiscal outlay. Successful stakeholder participation is dependent upon effective central support and coordination. 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.

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. The 2009 KDLA Librarian Training Needs Survey also indicated training in resource sharing (interlibrary loan and cataloging) and informational databases was a necessity.

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 and full-text articles. Access to commercial document delivery services is costly. Interlibrary loan becomes the option for obtaining print and/or older titles/issues that 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, as an administrative agent and peer. KDLA will utilize the ExLibris Integrated Library System to provide greater access to collections housed at the State Library. ExLibris has a user-friendly OPAC interface and the capacity to provide access to all collections regardless of format and origin.

KDLA will continue partnership activities with the Council on Post Secondary Education in the following projects: Kentucky Learning Depot, Distance Learning Steering Team, Internet2 Committee, and the Kentucky Virtual Library.

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 will ensure the maintenance and support of State Library collections and licensed electronic databases by authentication using the KYVL ExLibris 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 Lyrasis Group members. KDLA will plan, coordinate, and fund library staff training in expressed needs, such as 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. LSTA funds will support 2 KDLA staff. 1 will be paid entirely with LSTA funds. The other partially paid.

Outcome

Through the ExLibris Consortia, users will have improved and expanded 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 and database use.

Key Project Output Targets

- At least 200,000 non-OCLC cataloging institution's records will be added to the Kentucky OCLC database.
- At least 4,000 union listing updates will be processed.
- At least 20 libraries will submit listing updates to the State Library.
- The number of visits to the KDLA 24/7 OPAC will increase by at least 5% over federal year 2010.
- 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 5% over federal year 2010.
- Resource sharing activities will increase by at least 4% over federal year 2010.
- 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 ExLibris 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 2011

Funds Requested: \$410,051

Project #: 2E

Project Title: Information Technology Infrastructure Support

KDLA Project Monitor: Skip Hunt

Needs Assessment: LSTA Five-Year Plan Evaluation

Secondary Needs Assessment: KDLA Strategic Plan

Number of Persons To Be Served: 1,500,000

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

Providing access to information, resources, and ideas

IMLS Secondary Performance Category

Provide tools for the future

Primary Users

Library staff and volunteers
People with special needs
Statewide public

Primary Services

Digitization and digital library programs
Information access and services
Technology infrastructure

Start Date: 10/01/10

End Date: 09/30/11

Project Purpose

To provide the information technology infrastructure and telecommunications base for the State Library, information technology services for patrons of the State Library, including state employees and public libraries statewide, and the technology to support and ensure the success of all 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. KDLA provides voice communications services to the benefit of State Library patrons and public library staff and their patrons.

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. 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 a critical need for libraries, librarians, and patrons to have the ability to readily and effortlessly access KDLA through telecommunication and technology.

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. Telecommunications support will provide access to KDLA staff through voice and data communication services.

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. Enhanced hardware, software, and staff support for voicemail and telephone access will be provided, in order to meet the needs of special populations. Planned equipment upgrades will be completed for the improvement of client services. LSTA will fund 2 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 and telecommunication resources necessary to support and provide library services. LSTA projects will be successfully completed in part by the centralized information technology infrastructure. Telecommunication services will result in a higher number of satisfied callers.

Key Project Output Targets

- At least 225 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.
- At least 95% of attempted telephone access to KDLA will be fulfilled.
- At least 80% of data communication transactions will be fulfilled.

Key Project Outcome Targets

- 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.
- At least 80% of customers surveyed will indicate their telephone calls were answered in a timely and satisfactory manner.

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. 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.

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LSTA ANNUAL PROGRAM
KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES
FY 2011

Funds Requested: \$479,004

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: 4,500

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

SUBGRANT INFORMATION

Library Name: Kenton County Public Library

Project Director: Julia Allegrini

Telephone Number: 859-962-4074

Fax Number: 859-962-4096

Email: julia.allegrini@kentonlibrary.org

Library Website Address: www.kentonlibrary.org

Library Address: 503 Scott Street, Covington, KY 41011

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: 10/01/10

End Date: 09/30/11

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, digital, or Braille.

Kentucky has the nation's second highest disability rate among adults ages 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. Accordingly, Lighthouse International found that the number of people with serious uncorrectable vision impairment is growing as life expectancy increases.

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 selection, and the lack of mobility, accessible equipment, and experienced library staff, often prevent this population from receiving adequate library service.

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 tape, on digital flash cartridge, and as downloadable digital and Braille books. Special playback equipment will be provided and all materials will be mailed through the U.S. Postal Service as free matter for the blind and physically handicapped. KTBL will provide other materials and services, such as magazines in accessible format, described movies on VHS and DVD, a newspaper reading service accessible by telephone, reference/referral services, and access to BARD (Braille and Audio Reading Download) through the NLS website. Librarians and staff will offer friendly, personalized service via telephone, email, and in person.

Because the NLS network is transitioning from outdated cassette tapes to digital cartridges, funds are necessary to allow the purchase of supplies to produce locally-recorded books in digital format and to make additional digital copies of NLS books. Some NLS books are only available as a digital download, and not all patrons have the equipment or experience required for download. With these supplies, KTBL will be able to produce cartridges of downloadable books and make them available to those unable to access them. Blank NLS flash cartridges, NLS-style mailing containers, and labeling supplies will be purchased. KTBL will also print a catalog of Kentucky books that have been digitally recorded. Funds will provide salaries for 8 KDLA staff in support of the project.

Outcome

Visually and physically disabled patrons across Kentucky will have access to the same kinds of reading materials as the general public, but in a format they can use. This will allow them to read for instruction, recreation, and companionship. Readers will receive new digital players for easier operation and improved sound. Users who have computers and Internet access can download Braille or digital books and magazines. Patrons will have access to Kentucky books, items not available through any other source. Catalogs will allow patrons to select their own reading materials. Outreach activities and materials will make more Kentuckians aware of this service and recruit new readers.

Key Project Output Targets

- Talking book libraries will serve at least 4,500 patrons.
- Talking book libraries will circulate at least 210,000 items.
- Staff will conduct or participate in at least 12 outreach activities.
- At least 1,000 playback machines will be distributed.
- KTBL will produce and distribute an annual catalog of recorded Kentucky Books.
- At least 2,000 cassette tapes/digital cartridges will be duplicated for distribution.
- At least 40 new titles will be recorded by KTBL staff or volunteers.
- Kentucky book circulation will be at least double that of NLS titles.
- At least 100 out-of-state interlibrary loans will be processed.
- Talking book libraries will add at least 400 new patrons to the service.
- At least 15% of patrons will download books from the BARD (Braille and Audio Reading Download) website

Key Project Outcome Targets

- At least 80% of patrons surveyed will rate KTBL service as very good or excellent.
- At least 80% 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 2011

Funds Requested: \$151,612

Project #: 3C

Project Title: Children and Young Adult Programs Support

KDLA Project Monitor: Heather Dieffenbach

Needs Assessment: 2008 Widening Circles Conference – Focus Group

Secondary Needs Assessment: 2009 Training Needs Survey

Number of Persons To Be Served: 325

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

Library Website Address: 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, young adults, and teens

Library staff and volunteers

Primary Services

Education related services for children and teens

Information access and services

Literacy programs

Start Date: 10/01/10

End Date: 09/30/11

Project Purpose

To assist library personnel in developing library services for children and young adults, and to help family groups discover the pleasures of reading together, discussing books, and using their public libraries as a resource.

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. One such study was the 1991 Carnegie Foundation report, *Ready to Learn, A Mandate for the Nation* which showed, 35% of children in the United States enter public schools with such low levels of skills and motivation that are needed as starting points in our current educational system, that they are at substantial risk for early academic difficulties. The National Assessment of Education Progress has documented substantial differences in the reading and writing ability of children as a function of the economic level of their parents.

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 will also benefit from these strategies. The relationship between the skills with which children enter school and their later academic performance is strikingly stable. Research has shown that there is a 90% probability that a child will remain a poor reader at the end of the fourth grade if the child is a poor reader at the end of the first grade.

In 2003, the Public Library Association (PLA) and the Association for Library Services to Children (ALSC) formed a partnership to conduct a study of the impact of using research-based early literacy practices in public library programs for parents and caregivers. Results of the study indicated that parents of children 0-23 months increased weekly book sharing by 16%, daily book sharing by 24.5%, and increased library use by 22.4%. This initiative established the Every Child Ready to Read program as a best-practices model for libraries across the country.

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. A survey completed at the 2008 Widening Circles Conference indicated a need for early literacy training to help librarians relate these concepts to parents. Public librarians who responded to a 2009 Librarian Training Needs Survey indicated their need for training and support in the areas of literature, programming, and services for children and teens.

Public libraries that participate in Prime Time Family Reading Time® have documented success with participating families since federal year 2002. A large number of Kentucky Prime Time libraries have requested involvement in future programs because of demand from participating families and a desire to extend the experience to other families in their communities.

The Statistical Report of Kentucky Public Libraries documents summer reading participation the highest of all programs in Kentucky for children from birth through age eighteen. In 2009, 144,449 individuals registered for summer reading. Though support for this program was limited and registration dropped over 8% from the previous year, children's and youth services

librarians continue to need skills, strategies, and programs designed to reach greater numbers of potential library users.

Proposed Activities to Address Identified Need

KDLA will employ a consultant specializing in services for children from birth through eighteen years of age. The consultant 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 and market 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.
- Coordinate statewide in Every Child Ready to Read program training to support librarians in using literacy best practices and hosting parent workshops.
- Monitor federal competitive and non-competitive subgrants to improve public library services for children and teens.

A portion of project funds will be distributed as a non-competitive grant to the Kentucky Humanities Council to implement the Prime Time Family Reading Time® project in at least four public libraries. Prime Time Family Reading time is an intergenerational six-week program of reading and discussion for at-risk children aged six to ten and their parents. Developed and sponsored by the Louisiana Endowment for the Humanities, the project stimulates discussion about themes and problems encountered in everyday life. Each discussion is led by a storyteller and a humanities scholar. KDLA will work in partnership with the Kentucky Humanities Council to select participant libraries, organize training, make site visits, and evaluate the programs.

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. Prime Time participants will show improvement in their reading skills and their parents will report increased awareness of the materials and services available at their public libraries. Every Child Ready to Read participants will obtain a greater awareness of the importance of sharing book with young children and learn best practices of book sharing.

Key Project Output Targets

- At least 170 librarians will attend summer reading workshops.
- The consultant will organize at least 12 online training sessions for library staff working with children's programs.
- At least 95% of public libraries will sponsor summer reading programs, and at least 50% of those will register greater numbers of participants than in federal year 2010.

- At least 5 new books kits for discussion groups will be created, and each kit will be checked out at least 4 times per year.
- An online exhibit of the best illustrated children's books of 2010 will be produced.
- Relationships will be developed and maintained with at least 6 organizations concerned with supporting reading or promoting public library services for children and young adults.
- Develop online training manual for new children's and teens librarians.
- At least 150 librarians will attend Every Child Ready to Read training.
- At least 10 Kentucky public libraries will offer an Every Child Ready to Read workshop.
- A partnership promoting family literacy will be maintained with the Kentucky Humanities Council to administer Prime Time Family Reading Time®.
- At least 4 Kentucky public libraries will sponsor Prime Time projects.
- Each Prime Time participating library will enroll at least 15 child/parent pairs (total 30 individuals) in its program.
- Each Prime Time 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 Prime Time and Every Child Ready to Read participating library will register 100% of participants for library cards.

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 teens who use their libraries as compared to federal year 2010.
- At least 50% of librarians will report they believe their 2011 programs were more developmentally appropriate than in federal year 2010.
- At least 50% of librarians will report offering a greater number of programs for children from birth through age eighteen than in federal year 2010.
- At least 50% of librarians will report relatively stable or improved attendance at their programs as compared to federal year 2010.
- 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 5 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 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 2009 and 2010. Librarians will be surveyed to measure project outcomes. Regional librarians 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 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.

LSTA ANNUAL PROGRAM
KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES
FY 2011

Funds Requested: \$65,813

Project #: 3D

Project Title: Adult Programs Support

KDLA Project Monitor: Polly Price

Needs Assessment: KDLA Strategic Plan

Secondary Needs Assessment: 2009 Survey of Public Library Staff

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

Enhance a lifetime of learning opportunities

IMLS Secondary Performance Category

Provide access to information, resources, and ideas

Primary Users

Adults
Library staff and volunteers
Special needs persons

Primary Services

Continuing education for the public
Information access and services
Literacy programs

Start Date: 10/01/10

End Date: 09/30/11

Project Purpose

To assist library personnel in improving and developing library services for adults.

Needs Assessment

Non-readers are generally not users of library materials or services. Repeated national surveys have shown a strong relationship between education level and library usage. Likewise, there is a strong relationship between the percentage Kentucky's population in rural counties with a high school education and the county's per capita income. The Department for Community Education found a correlation between the per capita income and education attainment of 1,384 counties, including 120 Kentucky counties and 1,264 competitor counties. Two-thirds of Kentucky's counties have 40% or more of their working age populations at the two lowest literacy levels, I and II, not being able to read at all or at very limited/moderate levels, respectively. 10 Kentucky counties have 50% or more of their working age population is at level I and level II literacy. Low literacy levels of parents directly relate to the education of children and youth. Children of parents with low literacy levels are 5 times more likely to drop out of school. Appropriate programming has been shown to be an effective way to entice low usage adult populations into becoming library users. The vast majority of Kentucky public libraries do not have trained and experienced adult programmers on staff. Librarians need skills, strategies, and programs designed to reach adult library users.

Proposed Activities to Address Identified Need

KDLA will employ a consultant specializing in services for adults. The consultant will:

- Provide training and consultation for individual librarians, adult services cooperatives, and professional organizations on adult programs and services.
- Create and market book discussion and thematic kits to support book discussion groups and library programming initiatives for adults.
- Seek relationships and partnerships with organizations concerned with adult services, literacy promotion, and public library service.
- Coordinate statewide adult program development.
- Collaborate with the Kentucky Humanities Council to promote family literacy through Prime Time Family Reading Time®.
- Monitor federal competitive and non-competitive subgrants to improve public library services for adults.

Outcome

Adults will have greater access to quality collections and appropriate public library services administered by well-trained librarians. The availability of materials and services will generate an increased number of satisfied users.

Key Project Output Targets

- The consultant will provide at least 6 online training sessions for library staff working with adult programs.
- At least 10 thematic book kits, 50 large print discussion kits, and 60 regular book discussion kits will be created, and each will be circulated at least 4 times per year.
- At least 50% of public libraries will sponsor adult literacy programs.

- Relationships will be developed with 4 organizations concerned with supporting literacy or promoting public library services for adults.

Key Project Outcome Targets

- At least 60% of librarians will report 5 new adult programs initiated during federal year 2011.
- At least 80% of librarians will report positive participant responses to their new programs.
- At least 50% of librarians will report they believe there is an increase in reading among adult patrons for federal year 2011.
- At least 80% of librarians will indicate that training received will improve their adult programming.

Project Documentation and Reporting

Statistical Report of Kentucky Public Libraries will be used to compare number and type of library programs for adults in 2009 and 2010, including attendance. Librarians will be surveyed to measure project outcomes. Regional librarians will provide informal appraisals of the impact of program promotions, training, and exhibits offered by the adult programs consultant. 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 2011

Funds Requested: \$40,000

Project #: 3E

Project Title: Library Outreach Support

KDLA Project Monitor: Terry Manuel

Needs Assessment: LSTA Five-Year Plan Evaluation

Secondary Needs Assessment: KDLA Strategic Plan

Number of Persons To Be Served: To be determined

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

SUBGRANT INFORMATION

Library Name: Carter County Public Library

Project Director: Chris Sinnett

Telephone Number: 606-475-1528 Fax Number: 606-475-1528 Email: jussierice@hotmail.com

Library Website Address: http://www.cartercountypubliclibrary.org/index.htm

Library Address: PO Box 1040, 1446 N Street, Hwy 7, Grayson, KY 41143

Library Name: Carter County Public Library

Project Director: Chris Sinnett

Telephone Number: 606-475-1528 Fax Number: 606-475-1528 Email: jussierice@hotmail.com

Library Website Address: http://www.cartercountypubliclibrary.org/index.htm

Library Address: PO Box 1040, 1446 N Street, Hwy 7, Grayson, KY 41143

LSTA Purpose

Services to persons 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

Adults, Children

Special needs persons

Primary Services

information access and services

Mobile and outreach services

Start Date: 10/01/10

End Date: 09/30/11

Project Purpose

To provide start-up funds for a new library service or to extend library services to an unserved or underserved group.

Needs Assessment

Many Kentucky counties are rural, with a diverse and scattered population. Reaching these citizens with quality library services can often be a daunting task. These same counties are often economically disadvantaged, having one central library facility or in some cases no central library facility. Lack of a supporting tax base or other form of revenue greatly reduces the ability of these libraries to undertake expensive branch construction projects that would allow greater access to public library services.

Proposed Activities to Address Identified Need

KDLA will provide a non-competitive outreach service grant to enable a selected county to create or expand public library services through bookmobile outreach.

Outcome

Citizens in the selected county will experience greatly enhanced access to library services, an increase in educational opportunities, and various other benefits. The bookmobile will carry a mix of best-selling fiction, popular non-fiction, and periodicals; and stock a wide range of materials from easy readers for those just learning to read, to non-fiction materials to assist with research or homework assignments.

Key Project Output Targets

- Bookmobile visits will be at least 75% of the state average of 1.77 visits per capita/year.
- Bookmobile service will be at least 75% of the state average of .42 hours per capita/year.
- Bookmobile circulation will be at least 75% of the state average of 5.69 per capita/year.
- The bookmobile will provide service to the major population centers of the county on at least a bi-weekly basis.
- At least 60% of the county will be covered by a bi-weekly bookmobile route.

Key Project Outcome Targets

- At least 75% of users surveyed will report an increase in reading due to the availability of library materials.
- At least 75% of users surveyed will report an increase in reading/books from preschool children in their care due to the increased availability of library materials.
- At least 80% of users surveyed will report that the bookmobile service adequately meets their needs.
- At least 75% of users surveyed will report using the bookmobile on a regular basis.
- At least 75% of users surveyed will report their support for continuation of the bookmobile program.
- At least 80% of users surveyed will report they have access to library services previously unavailable to them.

Project Documentation and Reporting

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

LSTA ANNUAL PROGRAM
KENTUCKY DEPARTMENT FOR LIBRARIES AND ARCHIVES
FY 2011

Funds Requested: \$52,000

Project #: 3F

Project Title: Library Programming

KDLA Project Monitor: Heather Dieffenback/Polly Price

Needs Assessment: Public Library Services Forums

Secondary Needs Assessment: KDLA Strategic Plan

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
Special needs persons

Primary Services

Continuing education for the public
Information access and services
Literacy programs

Start Date: 10/01/10

End Date: 09/30/11

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 specifically toward adult and elderly populations. Libraries that have introduced adult services have noted a significant increase in adult and elderly requests for access to educational, recreational, and informational programming.

Proposed Activities to Address Identified Need

KDLA will provide competitive programming grants to public libraries. Funding will be used to support infants, school children, teens, adults, seniors, and special needs persons by providing targeted educational, informational, and recreational programs. Community partnership development will also be encouraged to increase programming impact.

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 2011

Funds Requested: \$202,790

Project #: 4A

Project Title: Continuing Education for Public Library Staff

KDLA Project Monitor: Beth Milburn

Needs Assessment: 2009 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

Staff development, education, and training

Start Date: 10/01/10

End Date: 09/30/11

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. 2008 Training evaluations and the 2009 KDLA 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 training opportunities 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 librarians. 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. The continuing education calendar will be made available on the KDLA website and all events will have online registration capabilities.

- **Graduate Library School Tuition Reimbursement Grants** – Grant funds will be made available for full-time public library employees to pursue library science graduate degrees. Reimbursements will be made after successful completion of classes, submission of final grades, and written report by each student.
- **Grant Writing Series** – A six-month webinar for public librarians whose libraries have not been awarded an LSTA-funded grant from KDLA within the past three years. Participants will attend six, one-hour online sessions covering the grant application process.
- **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.
- **Library Skills and Services** – Reference skills instruction and information on services and resources will be revisited. Multiple sessions of these workshops will be offered statewide, including LE@D course offerings provided by the University of North Texas

- **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.
- **Widening Circles** – Three-day conference for public librarians serving children and teens will feature three-hour units of training on topics including, but not limited to, children and young adult literature, services to infants and toddlers, programming for multigenerational groups, and teen advisory boards. The conference will include time for peer learning experiences and a presentation of book exhibits.

Outcome

Library programs and services that meet the LSTA purposes 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 2009.

Key Project Outcome Targets

- At least 80% of library staff participants will relate they gained at least one new skill or enhanced their present skills to help them more effectively serve their library customers.
- At least 70% of library staff will report that they were able to make improvements to existing library programs and services as a result of training received.
- At least 60% of library staff will report that new programs and services were started as a result of training received.
- 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 2011

Funds Requested: \$38,730

Project #: 4B

Project Title: Continuing Education for KDLA Staff

KDLA Project Monitor: Beth Milburn

Needs Assessment: LSTA Five-Year Evaluation

Secondary Needs Assessment: KDLA Strategic Plan

Number of Persons To Be Served: 100

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

Provide access to information, resources, and ideas

IMLS Secondary Performance Category

Provide tools for the future

Primary Users

State library staff

Primary Services

Staff development, education, and training

Start Date: 10/01/10

End Date: 09/30/11

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 that 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. 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 60% of surveyed staff will indicate they are better equipped to serve KDLA customers.
- At least 60% of surveyed 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.

The Kentucky Department for Libraries and Archives does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. This publication will be made available in alternative format upon request.

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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2011 Budget Summary

Project #	Project Name	Project Budget
1B	Kentucky Guide Program	67,112
1C	Digitization Project	23,700
1D	Collection Access and Management	373,531
1E	State Library User Services	437,534
1F	Support for Library Consortia	558,636
2E	Information Technology Infrastructure Support	410,051
3B	Kentucky Talking Book Library	422,355
3C	Children and Young Adult Programs Support	151,612
3D	Adult Programs Support	65,813
3E	Library Outreach Support	40,000
3F	Library Programming	52,000
4A	Continuing Education for Public Library Staff	212,790
4B	Continuing Education for KDLA Staff	37,000
ADM	LSTA Administration	137,828
	Total	\$2,989,962