



**NEVADA STATE LIBRARY AND ARCHIVES
DEPARTMENT OF CULTURAL AFFAIRS**

**LSTA Five Year State Plan
2008 – 2012**

**For the
Institute of Museum & Library Services**

Nevada State Library and Archives
100 North Stewart Street
Carson City, NV 89701



Introduction

The Library Services and Technology Act (LSTA) program is a part of the Museum and Library Services Act administered at the federal level by the Institute of Museum and Library Services. The LSTA contains a provision for a state grants program which is administered in Nevada by the Nevada State Library and Archives (NSLA). The LSTA program was reauthorized by Congress in 2003 through 2009. The goals in this LSTA plan relate to the following LSTA purposes:

1. expanding services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages;
2. developing library services that provide all users access to information through local, state, regional, national, and international electronic networks;
3. providing electronic and other linkages among and between all types of libraries;
4. developing public and private partnerships with other agencies and community-based organizations;
5. targeting library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills;
6. targeting library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children (from birth through age 17) from families with incomes below the poverty line (as defined by the Office Management and Budget and revised annually in accordance with section 9902(2) of Title 42) applicable to a family of the size involved.

Overview of Nevada

Nevada is a state of contrasts: urban and rural; resorts, [mining] and agriculture; mountains and deserts. The demographics of the state reflect similar contrasts. The state covers of 110,000 square miles with a population of 2.62 million (2006 population estimate). Most of the people live in the urban areas of Carson City, Clark and Washoe counties (2.26 million).

Nevada continues as one of the fastest growing states in the country; from 2000 to 2006, the population has increased by 32%. And growth is anticipated for its future - projections published by the Nevada State Demographers estimates the state's population will increase by 1.8 million between 2005 and 2026. While both urban and rural counties have experienced population growth, some of the most rural counties, Esmeralda, Eureka, Mineral and Pershing, have lost population.

Nevada libraries are also a study in contrasts. Forty-six percent of Nevada public libraries are single direct service outlets and 54% have multiple service outlets. State of the art facilities are contrasted with aging buildings that were not designed to accommodate current information technologies. These contrasts yield difficult challenges; but they can also be the source of unique opportunities.

Mission

The Nevada State Library and Archives partners with Nevada library and allied information providers to create awareness of traditional, innovative, and technology-based services which respond to the diverse and changing needs of Nevada's communities. An empowered, resourceful and approachable Nevada library staff provides excellent service and designs dynamic, interactive library environments for the individual and community alike.

Needs Assessment

This plan was developed from findings and recommendations from multiple sources. The foundation for the planning process was the evaluation of the LSTA program from 2003-2007. The State Library and Archives staff used a range of information sources to review this five year timeframe of the LSTA. These sources included surveys, interviews, information from focus groups, and other data sources. The targeted evaluation was performed under contract with Ryan Information Management to focus on the electronic information programs funded by LSTA. Identifying what had been accomplished, what remained to be done, and the value of LSTA-funded services to libraries and residents of the state was critical to the development of the new plan.

The Nevada State Library and Archives contracted with a third party consulting group to gather information for the development of the plan. Data was gathered from focus groups, interviews and an online survey. The results were used by the LSTA Plan Steering committee. The committee was comprised of library and information representatives from across the state who had been invited by the interim State Library and Archives Administrator. The contracted consultants facilitated the development of the goals and primary activities for the LSTA Five Year Plan.

GOALS OF THE PLAN

Goal #1

Residents of Nevada will have convenient access to current, reliable information through effective technology, resources and telecommunications.

LSTA Purposes:

- Expanding services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages.
- Developing library services that provide all users access to information through local, state regional, national, and international electronic networks.
- Targeting library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children (from birth through age 17) from families with incomes below the poverty line as defined by Office of Management and Budget and revised annually in accordance with 42 USC Sec. 9902(2) applicable to family of the size involved.

Activity: Support the availability of electronic content and information for all Nevada residents through statewide negotiated subscriptions.

Activity: Evaluate the quality and cost-effectiveness of statewide electronic content subscriptions.

Activity: Coordinate training of public and school library staff on online information resources.

Activity: Support state-level planning, leadership, and coordination of electronic information and technology services within the state.

Identified Outputs:

- Number of statewide electronic database sessions, searches and document retrievals by school and public libraries
- Number of training sessions for library staff on online access to information each year.
- Number of school and public library web pages with links to electronic information resources

Identified Outcomes:

- % of trained library staff that indicate the statewide electronic subscriptions will allow them to provide improved access to quality information resources
- % increase of library staff that are able to effectively use and teach the use of the electronic information resources.

Goal #2

The people, governments and associated cultural heritage organizations of Nevada will share responsibility to preserve, protect and make the state's unique heritage available.

LSTA Purposes:

- Expanding services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages.
- Developing public and private partnerships with other agencies and community-based organizations.

Activity: Support a planning initiative to develop a statewide digital plan that includes standards, statewide framework

Activity: Explore and implement methods to encourage collaboration and partnerships of libraries with other cultural heritage institutions willing to participate in the statewide digital initiative.

Activity: Coordinate and provide training to libraries and eligible organizations to digitize historically relevant documents and artifacts.

Activity: Encourage libraries to digitize unique local resources using established standards in order to provide expanded access to Nevada resources.

Activity: Support and provide state level leadership in the statewide digital initiative.

Identified Outputs:

- Statewide planning conference on the Nevada digital initiative will be held
- A consensus digital planning document will be developed
- Number of workshops
- Number of local digital projects
- Number of partnerships formed between libraries and other cultural heritage institutions to pursue digital projects

Identified Outcomes:

- Library staff will have an increased understanding of the issues related to digital projects
- Library staff will understand the importance of partnerships for the advancement of digital library projects

Goal #3

All residents of Nevada will be served by library and allied information providers that are staffed by well trained professional workers who are equipped to deliver high-quality service as addressed in the six LSTA priorities.

LSTA Purposes:

- Expanding services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages.

In the activities listed below, training and continuing education programs will address the programs and services listed in the six LSTA priorities for State Grants.

Activity: Coordinate and support training for library staff and trustees through education and continuing education programs.

Activity: Support the development and extension of distance education for training and communication with library staff and patrons.

Activity: Support training to address emerging trends in the delivery of library and information services.

Activity: Implement an efficient communication system to disseminate information about LSTA funded and other related continuing education programs.

Identified Outputs:

- The number of professional development opportunities offered to the state's library staff
- The number of library staff participating in workshops

Identified Outcome:

- # of workshop participants will identify a new skill, fact or ability as a result of training

Goal # 4

Assure equitable access to library and information services is available to all individuals including the unserved or underserved populations of the state.

LSTA Purposes:

- Targeting library services to individuals of diverse geographic, cultural and socioeconomic backgrounds, to individual with disabilities and to individuals with limited functional literacy or information skills.
- Targeting library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children (from birth through age 17) from families with incomes below the poverty line as defined by Office of Management and Budget and revised annually in accordance with 42 USC Sec. 9902(2) applicable to family of the size involved.

Activity: Explore ways to provide enhanced reference services using the most effective and efficient methods and technology.

Activity: Encourage libraries to explore ways to improve access to available resource through electronic connections.

Activity: Support statewide reading and literacy initiatives, including the Summer Reading Program.

Activity: Support local reading and literacy initiatives

Activity: Promote activities and initiatives that explore new methods to provide access to information for those with limited reading skills.

Activity: Support Nevada Talking Book Services in order to provide resources to qualifying individuals with visual and physical disabilities to persons with visual or physical disabilities.

Activity: Support the Talking Books to record targeted Nevada materials for use in the program and for loan to other network programs

Activity: Promote the role of public libraries in meeting the information needs of residents with sensory and mobility disabilities, including seniors.

Activity: Support state-level planning, leadership, and coordination meeting the needs of the unserved or underserved populations.

Identified Outputs:

- Number of individuals that utilize the tools and products available through the Talking Books Library Program each year
- Number of Nevada specific books and magazines recorded though Talking Books program
- Number of participants in statewide sponsored reading programs
- Number of library sponsored programs associated with the statewide reading programs
- Number of participants in statewide literacy initiatives
- Number of grants to local libraries that address the needs of the unserved or underserved populations in their service area
- Local libraries receiving grants will report the number of participants in grant funded programs or services

Identified Outcomes:

- # and % of eligible residents for Talking Books will increase in each program year

Evaluation

In addition to the identified outputs and outcomes listed within the plan, evaluation of funded projects generally have two components:

(1) Output measures and financial performance

The Nevada State Library and Archives requires reporting of output measures and financial information on its programs. The output targets for the grants will continue to be developed with each grant project submitted and funded. The process in Nevada is broad-based and allows projects to be developed to meet a variety of local needs. Therefore, targets related to locally developed projects are not delineated in this plan.

All grant programs must report grant status information in the semi-annual report and with an annual report. Financial status reports are required quarterly and detail the grant disbursements and/or encumbrances against reimbursements paid. Other required reports for individual projects (such as narrative reports or audits) may vary by project and are included in the full grant project descriptions.

(2) Outcome Based Evaluation

NSLA will continue its efforts to collect outcome information on its programs. This information has value to the NSLA, to the Institute of Museum and Library Services (IMLS) and to the library and information community.

Agency staff members have recently attended the updated outcomes based evaluation training and have used this information to provide training to potential sub-grantees. Providing additional OBE resources through the agency website and also providing additional training of sub-grantees will be an emphasis during the period of the plan. Analysis and refinement of outcome measures used and how outcome measures are reported will be a priority for the next five years.

Monitoring

Monitoring the implementation of this plan and the strides taken to meet the goals listed will be the responsibility of the Nevada State Library and Archives (NSLA). NSLA has a formal process for monitoring sub-grant programs in the state.

Individual programs and projects will be reviewed based on several factors. Project directors are required to submit semi-annual narratives, reimbursement requests, quarterly financial reports, and final summary reports. Project directors will also be contacted by NSLA staff throughout the grant year. Contact may be by telephone, email or site visits. Site visits will be concentrated on projects which require additional assistance and to gather more information about grant procedures from various levels in the grant process.

Information gathered as part of the monitoring process will be one factor used to determine the success of the implementation of this plan. The data will be incorporated into the assessment for the five year evaluation process of the LSTA program in Nevada

Stakeholder Input and Communication

The Nevada State Library and Archives (NSLA) will continue to use the State Council on Libraries and Literacy as the mechanism to provide advice and feedback on the LSTA program. Librarians and library users are represented on the Council under the terms of the Nevada Revised Statutes (NRS 380A.041). As a part of each Council meeting, time is designated public input, where other persons interested in the LSTA program may make comments and suggestions.

Membership on the Council includes representatives of public and other types of libraries, library trustees and the users of libraries. These members of the Council are appointed by the Governor to serve three year terms. The Council meets at least two times a year - a meeting in Spring and a 2-day meeting in early Fall.

The mission of the State Council on Libraries and Literacy is:

To foster and further the establishment and proper maintenance of superior libraries and literacy programs. To promote the acquisition of resources, facilities, professional staffs and auxiliary personnel fully to support library and literacy services. The Council's purview under the Nevada Revised Statutes allows for the overview and study of existing library facilities, literacy services, resources and services and for the formulation of recommendations to strengthen and expand these components.

In order to address the mission, the Council advises the State Library and Archives Administrator on the following: development of the long-range plan; program administration policies; annual grant criteria, priorities, and categories; the process and calendar for each year; and grant applications and recommendations for grant awards.

The LSTA program will continue to be available to librarians and library users alike. The Nevada State Library and Archives publishes information about the LSTA program in both print and electronic formats. LSTA has a significant presence on the department's website. Information is routinely disseminated via email lists to school and public libraries. The LSTA application forms are revised annually as is the publication, LSTA Program Guidelines. It is distributed to potential applicants and all those interested in the program. It is also posted on the LSTA website. All the above items are available on the website. As in the past, NSLA will provide statewide training/information programs for potential grant applicants.

NSLA will review additional ways to involve key groups and individuals in LSTA decision making process. The State Library and Archives Administrator will continue to use the semi-annual Library Directors meeting to solicit suggestions and recommendations.