

OUTREACH LIBRARY
LETTER OF AGREEMENT
National Network of Libraries of Medicine, Greater Midwest Region

This Letter of Agreement sets forth arrangements made between the University of Illinois in Chicago Library of the Health Sciences, serving as the designated Regional Medical Library for the Greater Midwest Region and

In _____ (City/State) which as has agreed to serve as an Outreach Library in the Region for the contract period 2006-2011,

The Outreach Library agrees:

- 1) To abide by the terms set forth in the Resource Library Letter of Agreement;
- 2) To assist the RML in the planning, coordination, and implementation of outreach programs in order to provide health information services to unaffiliated health professionals and to consumers, particularly in low-income and minority communities;
- 3) To assist the RML in the identification of underserved areas and underserved groups of health professionals and consumers within the state;
- 4) To provide unaffiliated health professionals within the state with reference service and access to collections, including access to electronic resources to the extent permitted by license agreements;
- 5) To support the NLM and NN/LM exhibit program by assisting in staffing at exhibits coordinated by the RML, by informing the RML about possible exhibit opportunities in the state, and by exhibiting at local community events;
- 6) To provide document delivery service to unaffiliated health professionals, consumers and affiliate members in the state;
- 7) To provide training in NLM resources and databases to health professionals, librarians and consumers in the state. This may be done at the library's own initiative or at the request of the RML. (This is in addition to training provided to the institution's own users);
- 8) To participate if possible in the competition for RML funding for awards and subcontracts;
- 9) To designate a librarian to serve as outreach library liaison to the GMR;
- 10) To submit an annual report to the GMR outlining outreach activities undertaken by the library during the previous year.

The Regional Medical Library agrees

- 1) To abide by the terms set forth in the Resource Library Letter of Agreement
- 2) To fund each Outreach Library with a specified fixed sum each year, dependent on budgetary constraints. The stipend will be payable at the end of each contract year, upon receipt of the institution's annual report. This report should include some form of cost accounting to assist the RML in evaluating the Outreach Library program.
- 3) To supply the Outreach Library with exhibit and training materials as needed

This Letter of Agreement is effective May 1, 2006 and will remain in effect until April 30, 2011, unless revised or terminated by mutual agreement or by either party upon 90 days prior written notice.

The University of Illinois at Chicago
Library of the Health Sciences
NN/LM Greater Midwest Region

Outreach Library

Ruth Holst /Date
Associate Director, NN/LM GMR

Institution/Library

Susan Jacobson /Date
Director, NN/LM GMR

Director /Date