Library Services and Technology Act (LSTA)

Five Year Plan for Texas
2008 – 2012

Texas
State Library
and Archives
Commission

For Submission to the Institute of Museum and Library Services

2007

Texas State Library and Archives Commission
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Introduction

The State of Texas faces many challenges now and in the coming decade. A rapidly growing and diverse population, aging citizenry, low educational attainment, income disparities, and overall population shifts from rural to urban promise to tax the local, regional, and statewide resources needed to address these challenges.

Many Texas communities are in trouble. Large centers of urban development struggle with issues like affordable housing, transportation, crime, and decaying infrastructure. Suburban communities are faced with many of the same problems. Many rural areas are faced with declining populations and tax bases, aging citizenry, loss of jobs, and other realities that influence the quality of rural life.

Texas libraries are valuable statewide assets that can build communities and institutions from the inside out. Under the leadership of the Texas State Library and Archives Commission (TSLAC), the community of Texas libraries has built and expanded a model statewide resource sharing consortium, established and increased direct state support for public libraries, and created a growing virtual collection of digital materials and objects with a single public access portal.

 As TSLAC and the library community have moved forward, we have had to re-evaluate existing programs and services and make changes in the interest of efficiency, effectiveness, and accountability. Change will continue to be an important aspect of renewal and revitalization for TSLAC and the community of Texas libraries. Whether driven by fiscal realities, technology trends, requirements for accountability, or demands for continuous improvement, we must evaluate programs and services rigorously, fine tune processes regularly, and ensure that the public resources placed in our trust are used wisely and well to meet the needs of the people of Texas.

Mission

The mission of the Texas State Library and Archives Commission is to safeguard significant resources, provide information services that inspire and support research, education and reading, and enhance the capacity for achievement of current and future generations. To accomplish this, we

- Preserve the record of government for public scrutiny
- Secure and make accessible historically significant records and other valuable resources
- Meet the reading needs of Texans with disabilities
- Build and sustain statewide partnerships to improve library programs and services
- Enhance the capacity for achievement of individuals and institutions with which we work

Needs Assessment:

The Challenges Facing Texas: Demographic Patterns and Implications

Steve Murdoch, the State Demographer at the Texas State Data Center, University of Texas/San Antonio, released an analysis of the 2000 census and its implications for the state in *The Population of Texas: Historical Patterns and Future Trends Affecting Education* (Steve H. Murdock, Texas A&M University). Some key findings in this study were:

- The population of Texas is likely to continue to grow rapidly
- The ethnic/racial and age compositions of the state, already significantly different from earlier decades, will continue to diversify. The proportion of Hispanic and other current minority populations to the total population will grow and these populations will become a majority in the coming decades
- The average age of the Anglo population base, and overall population base of Texas, will rise, although this pattern is not as true of the minority populations

- The patterns of population change are not the same for the various regions of the state. Texas, which is already an urbanized state (approximately 84 percent of the population in metropolitan areas according to Texas Economic Development, http://www.bidc.state.tx.us/overview/2-2te.htm), will have its largest rate of growth in these areas. The population of the area of the state along the border with Mexico will increase dramatically. Although most areas of Texas will show some growth, in general west and northeast Texas will have the smallest rate of growth (especially rural counties)
- In general, the household income and educational attainment of minority populations are currently lower than for the Anglo population. Texas continues to fall below the national median in household and per capita income, and ranks among the lowest in percent of persons 25 years or older with a high school diploma
- Without changes in educational attainment, the socio-economic implications for the state are significant

These findings are echoed in Murdoch's 2006 *Summary of Trends in Texas*. The major trends continue to be dramatic population growth, rapid diversification, and an aging population. As before, there are significant regional differences, with some regions having slower growth, or declines in population, and other regions, especially the eastern urban areas, growing. Texas is now less than 50 percent Anglo and is projected to become a majority Hispanic population in the next two to three decades. The percent of "other" (other than Anglo, Black, or Hispanic) is also growing. The trends based on the 2000 census are happening more quickly than projected. Texas has fallen farther behind the national medians in household and per capita incomes since the previous report and is now 50th in percent of the population 25 years or older with a high school degree. If these trends hold, over the next three to four decades Texas will have decreasing levels of educational attainment, leading to the same serious socio-economic implications for the state projected earlier.

Libraries and the broader environment

The Online Computer Library Center, Inc. (OCLC) has published several reports on trends in library technology, how libraries are perceived, and other factors. Two reports cited in the previous plan, *How Academic Librarians Can Influence Students' Web-Based Information Choices* (OCLC White Paper on the Information Habits of College Students, June 2002) and *Trends and Issues for Public Libraries: A Report from the Field* (March 2002) showed that people continue to depend on the library for traditional resources, but want web-based information services. They want easier access to library resources, to have more materials available, and a better customer experience. Customers are more diverse, cooperation and partnerships are key for libraries and communities, and libraries face challenges securing adequate funding, recruiting staff, and providing continuous staff training.

The issues identified in those reports are reinforced in the *2003 OCLC Environmental Scan: Pattern Recognition*, which identified the following areas and their related trends:

- The social landscape (information consumers frequently choose the Web over the library, are self-sufficient in the use of online resources/services, satisfied with what they find online, and want a seamless world aided by nomadic devices – especially the young)
- The economic landscape (library has funding challenges while user expectations increase, increased emphasis on return on investment, assessment/accountability, these drive collaboration/creating shared efficiencies, finding a place in the larger network of learning resources)
- The technology landscape (many factors driving changes in connectivity/how technology is used)
- The research and learning landscape (growth of e-learning, lifelong learning, many changes in ways faculty/students access/create/use information)
- The library landscape (new roles for libraries, user-centered, funding, accountability, increasingly interconnected environment)

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The 2005 OCLC report *Perceptions of Libraries and Information Resources* looked at the habits of information consumers. The report concluded most people begin their information seeking with a search engine, not library sites or library online resources (students may differ), people like to "self-serve," and they are satisfied with what they find online. Information consumers use the library, but less since they began using the Internet, and anticipate their future use will be flat. People associate libraries with books (this is the library brand), they agree the library is a place to learn, and want a pleasant customer experience.

These trends are reflected in the recent Association of College and Research Libraries (ACRL) list of the *Top Ten Assumptions for the Future of Academic Libraries and Librarians.* These assumptions include needing evolving skill sets for librarians to respond to the needs of the changing populations they serve, a demand for faster and greater access to services through technology, changes in how information is delivered, growing use of distance education, an increased emphasis on digitizing collections/digital archives/improved methods of data storage and retrieval, and accountability as the institution is increasingly seen as a business and students increasingly see themselves as customers and consumers.

The Public Library Association *Service Responses* are evolving as well. The new responses reflect library roles in literacy, education and economic development, electronic access, being a community resource, and providing targeted information/special services.

Another recent report, *Long Overdue, A Fresh Look at Public and Leadership Attitudes About Libraries in the 21st Century*, funded by the Bill & Melinda Gates Foundation, points to a continuing expectation that public libraries will provide vital information free of charge to anyone who needs it, to have current books, reference materials, knowledgeable staff, programming for children, and facilities to provide gathering places. People consider that computers and Internet access are priorities, and libraries are viewed as key players in our digitized future. Libraries of the future will be challenged to provide more convenient hours, better electronic access to materials, better customer service, and innovative programming.

The Pew Charitable Trust has funded studies of American society, technology, and the Internet (Pew Internet and American Life Project). A 2006 survey showed that about 73 percent of adults are Internet users, and the adoption of high-speed Internet connections at home continues to grow – now at about 42 percent of Americans. However, the percent of Latinos online, especially those with lower educational levels/English proficiency, lags significantly. Other studies point to the growing, newer, and diverse ways Americans are using digital and Internet based products and services. At the same time, there is a large segment that still relies on traditional media for information services and either chooses to not utilize or limits participation in online activities. Libraries are faced with the challenge of providing services to the range of users identified in the various Pew studies.

Texas Libraries

The Texas Higher Education Coordinating Board has a plan, *Closing the Gaps,* to help address the issues raised by the demographic data. There are four goals to be achieved by 2015:

- Close the Gaps in Participation (in enrollment rates across Texas to add 500,000 more students)
- Close the Gaps in Success (increase by 50 percent the number of identifiable student successes – specifically the number of degrees and certificates – achieved from high quality programs)
- Close the Gaps in Excellence (substantially increase the number of nationally recognized programs and services at colleges and universities in Texas
- Close the Gaps in Research (increase level of federal science and engineering research funding to Texas institutions)

Libraries especially may help prepare students for college, have a role in student success in college, and supply the resources needed for nationally recognized programs.

In FY2001 TSLAC conducted a study of Texas school libraries, *Texas School Libraries: Standards, Resources, Services, and Students' Performance*. The study found that students in schools with librarians demonstrate higher performance on the state's standardized test, Texas Assessment of Academic Skills

(TAAS), at all educational levels than in schools without librarians. Other library variables were also found to be important for student performance on TAAS and reveal gaps in recommended library funding levels, staffing levels, library resources, and curriculum integration. These findings have been replicated in other states.

In FY2003 TSLAC conducted a study of the future of public library development in Texas. The study has the following recommendations:

- A need to increase efficiencies through larger units of service and options for system structure/governance
- Greater collaboration in a number of ways (encourage joint use libraries where feasible, among systems, among continuing education providers)
- Help libraries maximize funding through state contracts, explore non-traditional sources of funding, and help all libraries take advantage of gifts/grants
- A need to implement standards for libraries – help them achieve standards/link funding to standards
- Ensure statewide access to a significant selection of online resources

Texas continues to rank well below most states in key public library measures (National Center for Educational Statistics). In the 2003 report, Texas ranked 45th in print and audio materials per capita, 44th in circulations per capita, 46th in total operating revenue and 47th in total operating expenditures per capita, 49th in paid staff/librarians per 25,000 population, and 49th in library visits per capita. These measures are at the same level or worse than reported in the last needs assessment.

Needs

Using the sources cited above, the following needs that are consistent with the purposes of LSTA were selected for inclusion in the five-year plan:

1. Texans need high quality, reliable information to meet their educational and informational needs.
2. Texans need enhanced literacy and educational attainment.
3. Texas' diverse populations need a wide variety of responsive, high quality library services.
4. Texans need technology based library services to help them achieve economic, educational, and other personal goals.

Goals

The overarching purpose of these goals is to build capacity in libraries and to enhance the view of libraries as community/institutional assets.

The criteria for prioritization of the goals are:

- **First priority:** maintenance of critical programs and services
- **Second priority:** programs and services to keep libraries viable in the 21st century
- **Third priority:** enriching programs and services

Based on these needs, the following goals have been identified.

1. Provide Texans with access to a broad range of library materials.
2. Provide assistance to libraries to support literacy and educational attainment in their communities.
3. Assist libraries in providing programs and services to meet the needs of their populations.
4. Assist libraries with technology to serve the information needs of Texans.

Projects (Activities)

The following tables show the relationship between needs and goals, and specify the activities, projects, timeline, outputs, and outcomes for each goal. Project descriptions with more information may be found in appendix A.

Need 1: Texans need high quality, reliable information to meet their educational and informational needs

Goal 1:
Provide Texans with access to a broad range of library materials.
Programs (Activities)
Interlibrary Loan (ILL) • Provide grants and support to public and academic libraries in order to encourage sharing resources for all types of libraries for the benefit of all Texans. (FY2008-FY2012)
TexShare Databases • Provide shared access to information for libraries of multiple types, including public, academic, and state governmental agency libraries, as well as libraries of clinical medicine (FY2008-FY2012) • Purchase electronic resources through a statewide consortium, thus achieving significant cost savings (FY2008-FY2012) • Enable local libraries that are members of the consortium to provide extensive electronic resources to their communities (FY2008-FY2012)
Archives and Information Services (ARIS) • Provide improved and enhanced access to the Texas State Library and Archives Commission's archival and library collections and resources, including those in print, microform, and electronic formats (FY 2008-2012)
TexTreasures Grants • Provide grants to assist academic, public, and medical libraries to make their special or unique collections more accessible to researchers (FY2009-2012)
Key Targets
Output Targets
ILL • There will be a 5 percent increase each year in the number of persons participating in interlibrary loan service training • Texas Group will show an increase in participation by 5 percent by the end of the five-year plan • The Texas Group will show a 10 percent increase in the total number of transactions and the number of requests by the end of the five-year plan, with a minimum increase of 1 percent each year of the plan • The Interlibrary Loan Centers (ILCs) will show an efficiency improvement reflected by a decreased cost per transaction at the end of the five-year plan • The overall turnaround time for loan requests processed by both the Texas Group libraries and the ILCs will decrease by 5 percent by the end of the five-year plan with a minimum decrease of 0.5 percent each year
TexShare Databases • By the end of the five-year plan, the TexShare Databases program will see an overall 10 percent increase in sessions, searches and document retrievals, with a minimum 1 percent increase each

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year. By year-end FY2010, a statewide survey of staff at TexShare member libraries will indicate that a minimum of 20 percent of users will go to licensed online databases (such as those provided by TexShare) in addition to Internet search engines for purposes of health and business research and school assignments

- At the end of the five-year plan, the TexShare Database program will see a 20 percent overall increase in sessions, searches, and document retrievals used in the Texas Association of Developing Colleges (TADC) schools, with a minimum 1 percent increase each year
- TexShare member institutions realize a cost savings over quoted vendor list prices for core databases, reflected by cost avoidance calculations showing library cost to be 1/8 or less than that quoted on vendor price lists

Archives and Information Services
- Beginning in the second year of the plan, add to the holdings at least one specialized database per biennium
- For each year of the plan, digitize approximately two hundred large format unique archival documents, and ensure public and staff access to those and other digital resources by procuring appropriate technology

TexTreasures Grants
- For each fiscal year of two through four of the plan, a minimum of four special collections will be digitized or cataloged into OCLC according to recognized standards (such as those described by the Texas Heritage Digitization Initiative) using funds from a TexTreasures grant
- An average of one project per year will be awarded to a collaborative project with partnerships among two or more institutions; at least two awards over the course of the plan will involve partnerships between different types of organizations (such as museums and libraries) in accordance with LSTA goals

Outcome Targets

Archives and Information Services
- By the second year of the plan, five hundred unique visitors will view digital images of the converted large format archival documents, with a twenty-five percent increase in visitors each year thereafter
- By the end of FY2010, a survey will show ten percent of users have benefited from additional LSTA-funded resources, with an estimated five percent increase each fiscal year

TexTreasures Grants
Based on a report submitted in the fiscal year following the receipt of a TexTreasures grant:

- Grantees will show a 100 percent increase in use of materials from special or unique collections as measured by standard counts such as those derived from computer logs and reshelving tallies
- 80 percent of projects digitizing materials with grant funds will make their collections accessible through Texas Heritage Online

LSTA purposes supported by Goal 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
- Developing library services that provide all users access to information through local, State, regional, national, and international electronic networks

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Need 2: Texans need enhanced literacy and educational attainment

Goal 2:
Provide assistance to libraries to support literacy and educational attainment in their communities.
Programs (Activities)

Texas Library System

- Systems will continue to support or will initiate programs that assist local libraries and partner organizations in offering literacy services to their communities (FY2008 – FY2012)
- Systems will provide electronic resources that meet the needs of the patrons seeking to enhance literacy or educational attainment (FY2008-2009)
- Systems will continue to offer continuing education and consulting services that raise awareness of issues and promote best practices related to delivering services to meet the literacy and educational needs of their communities (FY2008-2012)

Texas Reads Grants

- Provide grants to help public libraries promote reading and literacy within local communities (FY2008-2012)

Special Projects Grants

- Provide grants to public and academic libraries to expand library services to individuals with limited functional literacy or information skills (FY2009-2012)

LSTA Grants – Guidelines for Library Systems

- Provide grants to Texas Library Systems to assist libraries in developing services for learning (FY2009-2012)

Key Targets
Output Targets

Texas Library System

- Systems will support programs that provide at least 39,000 literacy-tutoring contacts per year (FY2008 – FY2012)
- Systems will provide at least 33,000 access sessions to electronic resources related to lifelong learning and literacy (FY2008-FY2009)
- Systems will provide training to at least 6,300 library staff or related personnel (volunteers, trustees, and related advisory positions) (FY2008-2012)
- Systems will provide training to at least 80 percent of public libraries (FY2008-2010)
- Systems will provide training to at least 90 percent of public libraries (FY2011-2012)
- Systems will provide consulting to at least 90 percent of public libraries (FY2008-2010)
- Systems will provide consulting to at least 95 percent of public libraries (FY2011-2012)

Texas Reads Grants

- Libraries receiving a grant will report the number of participants attending grant-sponsored programs (FY2008-2012)
- Libraries receiving a grant will report the number of new library cards issued that are directly attributable to the grant program (FY2008-2012)
- Libraries receiving a grant will report the number of library materials purchased and circulated with grant funds (FY2008-2012)

Special Projects Grants

- Libraries receiving a grant will report the number of participants in grant funded programs or services (FY2009-2012)

LSTA Grants – Guidelines for Library Systems

- Systems receiving a grant will report the number of libraries and participants in grant funded

programs or services (FY2009-2012)
Outcome Targets

Texas Library System

- Continuing education services will result in at least 70 percent of attendees successfully accomplishing the immediate outcomes of the workshops (FY2008-2012)
- Continuing education services will result in at least 40 percent of attendees successfully accomplishing the intermediate outcomes of the workshops (FY2008-2012)

Texas Reads Grants

- Libraries receiving a grant will report an increase (from previous year) in the number of participants attending library-sponsored programming directly attributable to the grant program (FY2008-2012)
- Through a survey, patrons attending programs will report an increase in reading-related activities (FY2008-2012)
- Through a survey, patrons attending programs will report increased enthusiasm for reading (FY2008-2012)
- Through a survey, parents /caregivers of young children attending programs will report an increase in the amount of time spent in pre-emergent literacy activities (such as looking at books) (FY2008-2012)
- Through a survey, patrons attending programs will report increased confidence in their reading ability (FY2008-2012)

Special Projects Grants

- Participants in grant funded programs or services will report an increase in literacy or information skills (FY2009-2012)

LSTA Grants – Guidelines for Library Systems

- Participants in grant funded programs or services will report an increase in literacy or information skills (FY2009-2012)

LSTA purposes supported by Goal 2

- 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
- Targeting library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds; individuals with disabilities; and, individuals with limited functional literacy or information skills

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Need 3: Texas' diverse populations need a wide variety of responsive, high quality library services

Goal 3:
Assist libraries in providing programs and services to meet the needs of their populations.
Programs (Activities)
Texas Library System • Systems will continue to offer continuing education and consulting services to libraries that raise awareness of issues and promote best practices related to delivering services to meet the needs of their communities (FY2008-2012)
Continuing Education & Consulting • Train and assist library staff in developing and providing programs to diverse populations through continuing education workshops/programs, and consulting services (FY2008-2012) • Monitor and evaluate services to under-served populations in Texas libraries (FY2008-2012) • Maintain a current library science collection available to all Texas librarians (FY2008-2012)
Special Projects Grants • Provide grants to public and academic libraries to expand library services to all members of the library's community (FY2009-2012)
Talking Book Program • Program is the regional library for the National Library Service for the Blind and Physically Handicapped, Library of Congress (FY2008-2012) • Provide reading materials in specialized formats, as well as playback equipment for recorded materials, to eligible, enrolled users (FY2008-2012) • Record local materials for use both in the program and for loan to sister programs within the network (FY2008-2012) • Offer reader's advisory and reference assistance to program users (FY2008-2012) • Offer information and referral services on disabilities issues (FY2008-2012) • Offer outreach education and training about the program and its uses (FY2008-2012)
LSTA Grants – Guidelines for Library Systems • Provide grants to Texas Library Systems to assist libraries in expanding services to all members of the library's community (2009-2012)
Key Targets
Output Targets
Texas Library System • Systems will provide training to at least 6,300 library staff or related personnel (volunteers, trustees, and related advisory position) (FY2008-2012) • Systems will provide training to at least 80 percent of public libraries (FY2008-2010) • Systems will provide training to at least 90 percent of public libraries (FY2011-2012) • Systems will provide consulting to at least 90 percent of public libraries (FY2008-2010) • Systems will provide consulting to at least 95 percent of public libraries (FY2011-2012)
Continuing Education & Consulting • In each year of the grant, provide continuing education to 500 library staff/related personnel. • In each year of the grant, provide consulting to 250 library staff/related personnel
Special Projects Grants • Libraries receiving a grant will report the number of participants in grant funded programs or services

Talking Books Program

- Over the course of the five-year plan (FY2008-2012), eligible users in six targeted rural and isolated counties of the state will receive information about the program
- By the end of the five year plan (FY2008-2012), nine counties with less than 3 percent of possible eligible users enrolled will receive increased educational outreach
- By the end of the five year plan (FY2008-2012), the five counties with the largest possible eligible users will receive increased educational outreach

LSTA Grants – Guidelines for Library Systems

- Systems receiving a grant under this goal will report the number of libraries and participants in grant funded programs or services

Outcome Targets

Texas Library System

- Continuing education services will result in at least 70 percent of attendees successfully accomplishing the immediate outcomes of the workshops (FY2008-2012)
- Continuing education services will result in at least 40 percent of attendees successfully accomplishing the intermediate outcomes of the workshops (FY2008-2012)

Continuing Education & Consulting

- Continuing education services will result in at least 70 percent of attendees successfully accomplishing the immediate outcomes of the workshops (FY2008-2012)
- Continuing education services will result in at least 40 percent of attendees successfully accomplishing the intermediate outcomes of the workshops (FY2008-2012)

Special Projects Grants

- Libraries receiving a grant will report an increase (from previous year) in the number of patrons attending or using library-sponsored programming or services directly attributable to the grant program

Talking Books Program

- Educational outreach in the targeted rural and isolated counties will result in 3 percent of eligible users being enrolled in the program and receiving library services
- In the nine counties with less than 3 percent of eligible users enrolled, educational outreach will increase overall enrollments by 2 percent
- In the five counties with the most potential eligible users, educational outreach will increase and maintain enrollments in each county by 2 percent

LSTA Grants – Guidelines for Library Systems

- Systems receiving a grant under this goal will report an increase (from previous year) in the number of libraries/patrons attending or using library-sponsored programming or services directly attributable to the grant program

LSTA purposes supported by Goal 3

- Developing public and private partnerships with other agencies and community-based organizations
- 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
- 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 of Management and Budget and revised annually in accordance with 42 USC Sec. 9902 (2) applicable to a family of the size involved

Need 4: Texans need technology based library services to help them achieve economic, educational, and other personal goals

Goal 4:
Assist libraries with technology to serve the information needs of Texans.
Programs (Activities)
Texas Library System • Systems will provide continuing education and consulting services to libraries that raise awareness of issues and promote best practices to deliver technology-based services that meet the information needs of their communities (FY2008-2012)
Technical Assistance Negotiated Grants (TANG) • TANG will provide onsite and remote assistance, continuing education, and technology planning assistance to libraries to assist with sustaining technology and improving technology-based library services (FY2008-2012)
Library Cooperation Grants • Provide grants to public and academic libraries for programs to promote cooperative services for learning and access to information (2009-2012)
Resource Discovery Services/Library of Texas Program • Provide federated searching capability across nearby libraries, TexShare online databases and other information collections to serve the information needs of patrons of all TexShare member libraries (FY2008 – FY2012)
Continuing Education & Consulting • Train and assist library staff in using and providing technology-based programs and services through continuing education workshops/programs and consulting (FY2008-2012) • Monitor and evaluate technology resources in Texas libraries (2008-2012) • Maintain a current Library Science collection available to all Texas librarians (2008-2012)
LSTA Grants – Guidelines for Library Systems • Provide grants to Texas Library Systems to assist libraries in developing access to information (2009-2012)
Key Targets
Output Targets
Texas Library System • Systems will provide training to at least 6,300 library staff or related personnel (volunteers, trustees, and related advisory position) (FY2008-2012) • Systems will provide training to at least 80 percent of public libraries (FY2008-2010) • Systems will provide training to at least 90 percent of public libraries (FY2011-2012) • Systems will provide consulting to at least 90 percent of public libraries (FY2008-2010) • Systems will provide consulting to at least 95 percent of public libraries (FY2011-2012)
TANG • TANG will provide onsite or remote assistance to at least 300 libraries. (FY2008-2012)
Library Cooperation Grants • Libraries receiving a grant will report the number of participants in grant funded programs or services
Resource Discovery Services/Library of Texas Program (LoT) • LoT will provide a functional service accessible to all TexShare member libraries with 95 percent uptime

	• The number of library collections accessible through LoT will increase by at least 5 percent per year • LoT will provide access to at least 10 out of the largest 20 public libraries and 10 out of the largest 20 academic libraries and all TexShare Databases throughout the plan period • A minimum of 50 librarians will be trained in interoperability and technologies to improve access to information through resource discovery services in each year of the plan
Continuing Education & Consulting	• In each year of the grant, provide continuing education to 500 library staff or related personnel • In each year of the grant, provide consulting to 250 library staff or related personnel
LSTA Grants – Guidelines for Library Systems	• Systems receiving a grant will report the number of libraries/participants in grant funded programs or services
Outcome Targets	
Texas Library System	• Continuing education services will result in at least 70 percent of attendees successfully accomplishing the immediate outcomes of the workshops (FY2008-2012) • Continuing education services will result in at least 40 percent of attendees successfully accomplishing the intermediate outcomes of the workshops (FY2008-2012)
TANG	• Services provided through the program will result in at least 95 percent of library staff experiencing increased technical knowledge, skills, and/or confidence on the topics of training or assistance provided (FY2008-2012) • Services provided through the program will result in at least 95 percent of library staff experiencing increased confidence in their ability to maintain technology (FY2008-2012) • Services provided through the program will result in at least 90 percent of library staff attempting more technical processes on their own and experiencing more success (increase in technological self-sufficiency) (FY2008-2012) • Services provided through the program will result in at least 30 percent of libraries improving or enhancing current technology-based services or offering new technology-based services (FY2008-2012) • Services provided through the program will result in at least 80 percent of library staff experiencing increased technical knowledge, skills, and/or confidence in areas of planning and implementing for new technology (FY2008-2012)
Library Cooperation Grants	• Libraries receiving a grant will report an increase (from previous year) in the number of patrons attending or using library-sponsored programming or services directly attributable to the grant program
Resource Discovery Services/Library of Texas Program	• 50 percent of TexShare member libraries will use the LoT service in any given month, as shown in LoT transaction logs • The percentage of TexShare member libraries that provide a link from their Web sites to LoT will grow at least 5 percent annually until we reach 80 percent
Continuing Education & Consulting	• Continuing education services will result in at least 70 percent of attendees successfully accomplishing the immediate outcomes of the workshops (FY2008-2012) • Continuing education services will result in at least 40 percent of attendees successfully

accomplishing the intermediate outcomes of the workshops (FY2008-2012)
LSTA Grants – Guidelines for Library Systems
• Systems receiving a grant will report an increase (from previous year) in the number of patrons attending or using library-sponsored programming or services directly attributable to the grant program
LSTA purposes supported by Goal 4
• Developing library services that provide all users access to information through local, state, regional, national, and international electronic networks
• Providing electronic and other linkages among and between all types of libraries
• Developing public and private partnerships with other agencies and community-based organizations

Evaluation

The evaluation of funded projects will have two components:

(1)   Output measures and financial performance

TSLAC is required to report output measures and financial information on its programs. The output targets for the agency are developed for each biennium, and for each project annually. Targets will be set in this plan for those projects for which funding is known to be available. Additional targets will be added in later years if other projects named in this plan are funded. All grant programs must report the following information quarterly, with an annual report:

> *Financial Status Report -* reports of grant disbursements and/or encumbrances;

> *Performance Reports* that list the output measures targets to be reached by each project.

Other required reports for individual projects (such as narrative reports or audits) may vary and are included in the full project descriptions in Appendix A.

(2)   Outcome Based Evaluation (OBE)

The agency continues its efforts to collect outcome, or impact, information on its programs. We recognize the value of this information to the agency, to Institute of Museum and Library Services (IMLS), and to the library and broader community to understand the impact of the programs on the people of Texas.

Agency staff have attended outcomes based evaluation training and have also provided training to key 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 also be a priority for the next five years.

Monitoring

TSLAC has formal processes for monitoring its sub-grant programs. The evaluation section of this plan describes the output measures and financial information that are required of the agency. These are used to monitor the progress of grantees in completing their projects. Both program managers and grants accounting staff are involved in this review. Semi-annual narrative reports augment the statistical and financial information. Program managers are also in close contact with project staff throughout the year. Contacts may be by telephone, email, or site visits. Site visits are also used to more closely work with projects that appear to be having difficulty, to document projects that have been very successful, and to gather more detailed information about grant projects and processes through discussion with selected project staff.

Information gathered through these methods is used by all grant program staff at the agency to improve agency sub-grant programs. Grant program staff also meet regularly to exchange information and incorporate findings into the agency planning processes.

Agency projects also report quarterly output measures, along with a variety of other evaluative tools, and staff and activities are regularly reviewed through performance evaluations.

Stakeholder Input

Librarians around the state were given the opportunity to comment on this plan. The first level of input was at the framework stage. Group discussions were held with the following stakeholder groups: the Library System coordinators, the TexShare Advisory Board, the Library Systems Act Advisory Board, and the agency's staff and Commission.

A draft plan was created and posted on the website for comment from the library community. Announcements informing the library community of the opportunity were made broadly through electronic lists. Online forms were provided on the website to make submitting comments as easy as possible.

After the comment period a final draft version of the plan was created and submitted to the agency's Commission for discussion and approval. The plan submitted to the Commission was placed on the agency's website. After the Commission meeting the plan was finalized and sent to IMLS. The final plan was posted on the website and comments may continue to be offered at any time by the library community.

Communication

As described in the stakeholder section above, TSLAC has created a website to disseminate information about its LSTA program (http://www.tsl.state.tx.us/ld/pubs/lstaplan/index.html). The new plan (2008-2012), the two previous plans (1998-2002 and 2003-2007), the two LSTA Five-Year Evaluation studies, other supplementary information, and links to IMLS are found there. Information on this website has been, and will continue to be, advertised broadly through electronic library lists, TSLAC newsletters, press releases, and also publications of the Texas Library Association. Contact information is also included.

Appendix A

Projects

<u>Note for all projects: Appropriate equipment and other technology will be acquired as needed for these projects, within the scope of the project purposes.</u>

Texas Library System

Grant awards are made to the Texas Library System to improve library services for Texans. The Texas Library System is composed of ten systems, headquartered in different geographic regions of Texas. TSLAC, as authorized by the Library Systems Act, administers the system program. The system operation grants are generally the only source of funding for these organizations, and available funds are granted through a formula.

The current members of the ten systems are public libraries that have met the minimum criteria for system membership, as administered by TSLAC. Systems have the authority to admit other types of libraries as members. Some services are available to non-member public and other types of libraries. Increased emphasis in the next five years will be on increasing collaboration between the types of libraries within a system. System staff works to help non-member public libraries achieve minimum standards to become members.

The major objectives of the library systems are:

- To encourage regional and local cooperative services for meeting common user needs through joint planning, informal cooperation, and contractual arrangements among public libraries; academic, school, and special libraries may also participate in these activities
- To provide technical assistance and consulting upon request to librarians, library staff, trustees, advisory councils, and interested persons
- To facilitate, coordinate, and promote library continuing education activities, and to prepare and provide continuing education workshops and materials for interested persons working in and with libraries
- To conduct a wide variety of programs and services to meet the needs of their member libraries. Programs and services must focus on the LSTA purposes, customized to the needs of that region

Each year systems submit plans of service according to application guidelines prepared by the TSLAC staff. These plans are reviewed by staff and the Library Systems Act Advisory Board, and approved by the Commission.

The plans of service in each of the systems are the product of planning by the major resource center directors, system staff, system advisory councils, system member librarians, the board of directors in regional library systems, and lay representatives selected by the member libraries' local governing authorities.

Systems must complete and submit:

- Financial reports
- Bi-annual narrative reports

In addition to the reports listed above:

- Quarterly performance measures that list the targets to be reached by each system. There are three required targets: 1) number of materials provided to area libraries; 2) number of persons provided local library project sponsored services; 3) and, number of library staff trained and assisted (through both traditional and electronic means)
- Outcome measures for continuing education and other projects as appropriate

- A *Final Audit* of grant funds due twelve months following the termination of the contract

TSLAC staff will review audits and audit exceptions will be resolved. Sub-grantees are expected to meet their objectives by the end of each project year.

Alamo Area Library System (AALS)
Major Resource Center: San Antonio Public Library
Population Served (SFY05): 2,080,923
Number of Counties: 21
Number of square miles: 25,498

The Alamo Area Library System serves libraries in south-central Texas with most residents living in a single large urban area, one of the state's largest, and the rest in primarily rural areas.

Big Country Library System (BCLS)
Major Resource Center: Abilene Public Library
Population Served (SFY05): 434,436
Number of Counties: 32
Number of square miles: 34,301

The Big Country Library System serves libraries in areas that are primarily very rural and poor in the central part of the state, with few trained library staff in member libraries.

Central Texas Library System, Inc. (CTLS)
Nonprofit organization based in Austin
Population Served (SFY05): 2,087,209
Number of Counties: 30
Number of square miles: 25,607

The Central Texas Library System serves one of the state's large metropolitan areas, as well as libraries in largely rural areas.

Houston Area Library System (HALS)
Major Resource Center: Houston Public Library
Population Served (SFY05): 5,803,621
Number of Counties: 28
Number of square miles: 24,375

The Houston Area Library System serves libraries in the state's second largest metropolitan area, as well as libraries in largely rural areas.

Northeast Texas Library System (NETLS)
Major Resource Center: Nicholson Memorial Library (Garland)
Population Served (SFY05): 4,241,589
Number of Counties: 33
Number of square miles: 23,721

The Northeast Texas Library System serves libraries in part of the state's largest metropolitan area, as well as libraries in largely rural areas.

North Texas Regional Library System (NTRLS)
Non-profit organization based in Fort Worth
Population Served (SFY05): 2,436,250
Number of Counties: 20
Number of square miles: 16,489

The North Texas Regional Library System serves libraries in part of the state's largest metropolitan area, as well as libraries in largely rural areas.

South Texas Library System (STLS)
Major Resource Center: Corpus Christi Public Library
Population Served (SFY05): 1,981,390
Number of Counties: 26
Number of square miles: 28,219

The South Texas Library System serves libraries in south Texas, including a large section of the rapidly growing border region, as well as rural libraries.

Texas Panhandle Library System (TPLS)
Major Resource Center: Amarillo Public Library
Population Served (SFY05): 385,851
Number of Counties: 26
Number of square miles: 25,825

The Texas Panhandle Library System serves primarily rurally isolated libraries with few professional staff, except in the moderately sized metropolitan area of the major resource center.

Texas Trans-Pecos Library System (TTPLS)
Major Resource Center: El Paso Public Library
Population Served (SFY05): 766,082
Number of Counties: 9
Number of square miles: 31,469

The Texas Trans-Pecos Library System serves libraries that, with the exception of a single large urban area, are very rurally isolated with few professional staff.

West Texas Library System (WTLS)
Major Resource Center: Lubbock Public Library
Population Served (SFY05): 728,815
Number of Counties: 29
Number of square miles: 26,406

The West Texas Library System serves libraries that, with the exception of the major resource center, are primarily very rurally isolated with few professional staff.

Technical Assistance Negotiated Grants (TANG)

LSTA priorities include establishing and enhancing electronic linkages and assisting libraries to acquire or share computer systems and telecommunications technologies. State funded projects, including the Telecommunication Infrastructure Fund, plus grants from entities such as the Gates Foundation's U.S. Library Initiative and the Tocker Foundation, have increased the availability of technology in libraries. Many libraries, especially smaller ones, experience difficulty keeping their computer equipment running efficiently and need assistance and training on computer and network set-up and maintenance. Larger libraries need specialized technical training and consulting to help staff keep technology functioning effectively. The focus of these grants is not on the acquisition of technology for libraries, but rather on improving the selection, maintenance, and use of the equipment.

Priority for application for these funds is given to the Texas Library Systems. The grant will fund costs for personnel, equipment/property, supplies, telecommunications, travel, and professional services necessary to provide technical assistance to public libraries in a given system. Academic libraries will become eligible for selected services in this project.

Sub grantees must complete and submit:

- Quarterly performance reports
- Annual narratives describing program activities

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- Responses to outcomes based evaluation instruments

In addition to the reports listed above:

- Semi-annual Project Evaluation Reports indicating progress made in meeting program objectives
- A Final Audit if required

The Texas State Library staff will review audits, and any audit exceptions will be resolved.

Preliminary efforts with outcome-based evaluation have been implemented with this project and will continue to be expanded.

Library Cooperation Grants

This grant program provides funds for programs that promote cooperative services for learning and access to information. Programs involving collaboration are encouraged. Programs must emphasize improved services by the library to its customers.

Programs may be in the following categories:

(1) Expand services for learning and access to information and educational resources in a variety of formats;
(2) Develop library services that provide all users access to information through local, state, regional, national, and international electronic networks;
(3) Provide electronic and other linkages between and among all types of libraries; or
(4) Develop public and private partnerships with other agencies and community-based organizations.

Through their governing authority, major resource library systems, regional library systems, and libraries that are members of the TexShare Library Consortium are eligible to apply for funds. These funds are awarded to major resource or regional library systems or TexShare member libraries but may be used with all types of libraries as specified in the grant guidelines and application. Applicants must be members of the TexShare Library Consortium or the Texas Library System at the time of application and for the period of grant funding. Non-profit organizations may be awarded funds for projects that involve a number of TexShare member libraries, as well as other types of libraries or organizations. Public school libraries may participate as partners in grants led by eligible entities.

Successful applicants are eligible to apply for grant funds for the two years following the initial grant year. The second and third application will be evaluated with the same criteria as new applications. No applicant will be eligible for a fourth year of funding for the same project.

Proposals will be scored by peer reviewers on the following seven criteria: needs assessment; program design; personnel; timetable; evaluation; budget; sustainability.

Announcements of the grant program are made broadly to the library community through electronic lists, the mail, and the agency web site. Grant guidelines and application materials are also available in print or through the agency website. In addition, the State Library provides consultation and instruction to groups and individuals across the state on how to develop a good program and grant proposal. Sub-grantees must complete and submit:

In addition to the reports listed in the evaluation section above:

- Semi-annual Project Evaluation Reports indicating progress made in meeting program objectives
- A Final Audit if required
- Outcome measures as appropriate

The State Library staff will review audits, and any audit exceptions will be resolved.

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Sub-grantees are expected to meet their objectives by the end of the project year.

Special Projects Grants

This grant program expands library services to all members of the library's community. It enables libraries to develop programs for populations with special needs. Programs involving collaboration are encouraged. Programs must emphasize improved services by the library to its customers.

Programs may be in one of the following categories:

(1) Target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or

(2) Target library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children from families with incomes below the poverty line.

Through their governing authority, major resource library systems, regional library systems, and libraries that are members of the TexShare Library Consortium are eligible to apply for funds. These funds are awarded to major resource or regional library systems or TexShare member libraries but may be used with all types of libraries as specified in the grant guidelines and application. Applicants must be members of the TexShare Library Consortium or the Texas Library System at the time of application and for the period of grant funding. Non-profit organizations may be awarded funds for projects that involve a number of TexShare member libraries, as well as other types of libraries or organizations. Public school libraries may participate as partners in grants led by eligible entities.

Successful applicants are eligible to apply for grant funds for the two years following the initial grant year. The second and third application will be evaluated with the same criteria as new applications. No applicant will be eligible for a fourth year of funding for the same project.

Proposals will be scored by peer reviewers on the following seven criteria: 1) needs assessment, 2) program design, 3) personnel, 4) timetable, 5) evaluation, 6) budget, and 7) sustainability.

Announcements of the grant program are made broadly to the library community through electronic lists, the mail, and the agency web site. Grant guidelines and application materials are also available in print or through the agency website. In addition, the State Library provides consultation and instruction to groups and individuals across the state on how to develop a good program and grant proposal. Sub-grantees must complete and submit:

In addition to the reports listed in the evaluation section above:

- Semi-annual Project Evaluation Reports indicating progress made in meeting program objectives
- A Final Audit if required
- Outcome measures as appropriate

State Library staff will review audits, and any audit exceptions will be resolved.

Sub-grantees are expected to meet their objectives by the end of the project year.

Texas Reads Grants

Texas Reads is an annual grant program designed to assist Texas public libraries and local public library systems, through their governing authority (city, county, corporation, or district) to promote reading and literacy within local communities. To receive a grant, applicants must be members of the Texas Library System for the fiscal year the grant contracts are issued. Libraries or library systems will not be awarded more than one grant in a single grant cycle. Libraries or library systems will not be awarded a grant in two consecutive grant cycles.

Programs may be targeted to the entire community or to a segment of the community. Programs involving collaboration with other community organizations are encouraged. The agency may designate specific

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funding priorities for each grant cycle in response to identified needs. If this occurs, staff will provide details of funding priorities and scoring implications to applicants and to the peer review panel. The purpose is not for collection development, or other activities primarily focused on the acquisition of library materials or resources.

Reading promotion programs are those that actively encourage people to read and to develop a lifelong love of reading. One goal of reading promotion programs is to develop a more literate community. Typically, this involves presenting or hosting programs that will involve people in reading activities and will generate enthusiasm for reading.

Libraries may also coordinate programs in basic literacy, family literacy, and the ability to read, write and speak English and to compute and solve problems at levels of proficiency necessary to function on the job and in society.

Grants are scored by a peer review panel on six criteria: 1) needs assessment, (2) program purpose, (3) timetable, (4) program design, (5) budget, and (6) evaluation. Grant recipients are expected to meet their objectives by the end of the project year.

LSTA Grants – Guidelines for Library Systems

This grant may provide special funding for Texas Library Systems to assist libraries in developing services for learning, access to information, and expanding library services to all members of the library's community. Programs involving collaboration are encouraged. Programs must address one or more LSTA purposes.

Major resource library systems and regional library systems may apply for these grants. Successful applicants are eligible to apply for grant funds for the year following the initial grant year. This second application will be evaluated with the same criteria as new applications. Renewal of a grant is not automatic.

Proposals will be scored on the following seven criteria: (1) needs assessment, (2) program design, (3) personnel, (4) timetable, (5) evaluation, (6) budget, and (7) sustainability.

Sub-grantees must complete and submit:

In addition to the reports listed in the evaluation section above:

- Semi-annual Project Evaluation Reports indicating progress made in meeting program objectives
- A Final Audit if required
- Outcome measures as appropriate

State Library staff will review audits, and any audit exceptions will be resolved.

Sub-grantees are expected to meet their objectives by the end of the project year.

Continuing Education and Consulting, Texas State Library and Archives Commission

TSLAC staff provides technical assistance and consulting upon request to librarians from all types of libraries, regional system personnel, library staff, trustees, advisory councils, and other interested persons to assist libraries in meeting the needs of their patrons and communities.

The continuing education and consulting staff also provide workshops on a wide range of topics for all types of libraries, and develop related instructional and informational materials. The workshops are designed to meet library educational needs as identified by assessment surveys, staff analysis of changes occurring in the profession, and specific requests that have statewide implications.

Continuing education activities are announced statewide by brochures and electronic lists in advance to the library community. These activities are also discussed in the agency newsletter, *Library Developments*, and are also listed on the agency website continuing education portal *CE on Tap*.

Through a mix of state and federal funding, six staff members offer in-depth consultations in all aspects of library operations via telephone, fax, email, onsite visits, and written correspondence. Workshops are planned for all areas of the state. Each consultant offers general and specialized consultation and workshops. Areas of consultation and workshops focus on library technology and electronic library services; distance education; services to diverse populations; funding; library services to children and young adults (with a focus on literacy); and, library management, with a special focus on management of small community libraries. All types of libraries are welcome to participate in the training and to ask for consulting assistance. Alternative and distance education methods are utilized as appropriate, and the department continues to expand delivery methods (self-study, web-based courses, videoconferencing courses) to meet the needs of library staff. In many cases, extensive handout packets or instructional manuals are prepared to accompany these courses. Most handbooks are also made available on the agency website.

When applicable, TSLAC strives to adopt the LSTA goals for its state funded programs as well. An excellent example is the Small Library Management Training Program (SLMTP), the longest running series of workshops offered by TSLAC. This ongoing, voluntary program provides essential management skills to non-MLIS (Masters of Library Science and Information Services) library staff in small community libraries. Each session is tailored to provide essential management skills in planning, creating and justifying budgets, hiring and supervising staff, ordering and weeding library materials, technology, and developing policies. Since 1994, over 450 individuals have completed the SLMTP series and over one thousand individual staff members from across the state have received training through the program.

Additionally, members of the library community may borrow professional books, periodicals, and videotapes from the LSTA funded Library Science Collection (LSC). These materials circulate statewide to anyone who requests them. The LSC librarian will identify relevant information and deliver the most appropriate materials to the client. New materials in the Library Science collection are listed in the *Library Developments* newsletter and on electronic lists. The Library Science Collection librarian also responds to requests for help and information.

Evaluation of the continuing education program is measured primarily by output measures (number of librarians trained and assisted) as well as outcome measures that measure changes in knowledge/skills, as well as changes in local library practices. Workshops are evaluated on a standard seven-point scale by participants, who also make recommendations for future topics. Composite scores for each workshop are tabulated and included in the staff members' performance evaluation plans.

Interlibrary Loan

The primary purpose of this project is to improve services by linking libraries together to share resources, to access information through electronic networks, and to help public libraries serve under-served areas or groups. Libraries attempt to meet the information needs of their users from local library and information sources. When the local sources are inadequate, librarians can submit requests to TexNet, a network of interlibrary loan referral centers and Texas Group libraries that utilize OCLC to transmit and track requests; centers are currently located in nine large public libraries in the state and at the Texas State Library.

All types of libraries can mail, fax, telephone, or email requests for interlibrary loans to the interlibrary loan referral center serving their geographic area. The interlibrary loan project staff will send books or photocopies from the referral center library's collection to fill the requests. If unavailable at that library, the request will be referred to other libraries via the OCLC computer network. The OCLC costs for the Interlibrary Loan Centers (ILCs) and the Texas Group libraries are also funded from this project through a contract with AMIGOS Bibliographic Council, Inc. Participation in the Texas Group is optional for public libraries.

For the public libraries that serve as ILCs, this project reimburses the expenses for staff salaries, fringe benefits, supplies, communication, postage, equipment, and administration. The project pays the OCLC costs for Texas Group member public libraries. Texas libraries are also reimbursed per net loan for loans made to public libraries in response to a TexNet request.

This project makes the resources of the major Texas public and academic libraries more widely available to all citizens. It also provides for technical assistance and workshops to help Texas libraries, especially the smaller ones, make this service widely available to all citizens.

Interlibrary loan statistics are collected at the State Library from each center and are cumulated monthly, quarterly and annually. Evaluation criteria include the number and percentage of requests filled, cost per fill, and turnaround time.

Because of concern for both the total and unit costs, the State Library staff closely monitors the progress of this program. Studies are conducted to improve efficiency and reduce costs. Changes may be made or tested to accomplish the program objectives.

To complement ILL, state funded programs also promote sharing resources. The TexShare Card, a statewide reciprocal borrowing program, and the Loan Star Libraries grant program (direct state aid to public libraries) provide additional options for Texans to obtain library materials to meet their needs. The TexShare Courier program provides a cost-effective means to move library materials throughout the state of Texas.

TexShare Databases

The Texas State Library and Archives Commission purchases shared access to information for libraries of multiple types including public libraries, academic libraries, state governmental agency libraries, and libraries of clinical medicine (TexShare members). These subscription databases offer authoritative full-text articles from verifiable sources such as handbooks, encyclopedias, and other reference tools, as well as newspapers, magazines, and peer-reviewed scholarly journals. A group of professional librarians, comprised of representatives of TexShare constituencies, selects the TexShare core databases through an evaluative bid process. Selected to provide information to Texas' diverse population, these electronic shared resources offer best value by furnishing a cost-effective way of delivering reliable, high-quality content to TexShare member libraries. Purchasing electronic resources through a state-wide consortium achieves significant cost savings and allows local libraries to provide extensive electronic resources to their communities.

Resource discovery services

Resource discovery services make desired information easier to locate. By using appropriate standards and technologies for federated searching, interoperability and data harvesting our resource discovery services make a wide variety of information available and convenient for Texas library patrons without requiring technical expertise or infrastructure on the part of each participating library, resulting in cost savings and improved information service.

The Library of Texas is a statewide resource discovery service that enables Texas library patrons to find materials in nearby libraries, TexShare online databases and other information collections through an integrated, one-stop searching portal. Once discovered, desired items can be viewed online, requested through ILL or borrowed directly from the library that holds the item. This centralized, Web-based service provides federated searching technology to all Texas libraries, many of which could not afford or provide technical staff support for such capabilities on their own.

TRAIL (Texas Record and Information Locator) is an index and archive of Web publications created by Texas state agencies that provides public access to both current and historical state government information. It can be searched separately or included along side other collections in the Library of Texas.

Texas Heritage Online is a specialized discovery service for collections of Texas cultural heritage materials using much of the same software and technology as the Library of Texas but customized to meet the searching and presentation needs of these materials.

Talking Book Program, Texas State Library and Archives Commission

The Talking Book Program is operated by TSLAC. The program provides playback machines and materials in special formats to eligible readers who cannot read standard print because of visual, physical, or learning disabilities. Currently, the program

- Mails books and magazines in special formats, as well as playback equipment, to readers throughout the state
- Produces non-commercial recorded titles using the program's volunteer recording studio, receives recorded materials from the National Library Service, and also selects from among titles recorded by counterpart studios in other states
- Acquires commercially produced large print titles for circulation to readers; additional commercial titles in regular print format are acquired to answer disability-related reference questions
- Provides information on disability issues and topics to individuals, libraries, etc. through the Disabilities Information Referral Center

Potential new readers receive service if they meet eligibility criteria established by the National Library Service for the Blind and Physically Handicapped, a division of the Library of Congress. Previously registered readers will be considered active as long as they remain eligible and borrow at least one book or magazine per year. Contact with new and continuing readers will be made primarily by telephone and by mail. Some in-person contacts may also occur. A public awareness program will work to notify potential new readers, their family members, and others who may be in contact with them as to the availability of this service. Accordingly, contacts will be made with state agencies, relevant professional and consumer organizations, schools, public libraries, academic libraries, and media outlets. Program services are monitored using statistical data generated through registration of patrons and their selections of services to be received, circulation of materials, and acquisitions of both commercial and non-commercial materials. Statistical data are generated for public awareness activities through number of visits into targeted areas, number of contacts, number of applications for service received, and demographic patterns within program enrollment.

Archives and Information Services, Texas State Library and Archives Commission

Through its Archives and Information Services Division the Texas State Library and Archives Commission acquires, evaluates, organizes, and preserves the permanently valuable records of Texas government agencies, as well as state and federal agency publications and other library materials. It strives to makes those items as accessible as possible to a variety of researchers, including citizens, and government officials. Texans recognize the value of these materials, for many of the collections are in heavy and constant demand by the public. The division is committed to increasing universal access to its holdings through the Internet, as well as managing and preserving the original documents and providing customer service in using the materials.

The agency has made it a priority to extend and enrich electronic access to these unique Texas-related collections. TSLAC uses state funds to provide electronic access via the World Wide Web to several very large and heavily requested collections of primary source materials comprising over 300,000 digital images, as well as on-line interpretive historical exhibits dealing with a variety of topics. TSLAC proposes to use digitization to ensure access to other large collections of equal or greater historic significance. Strategies for implementation of this goal include establishing partnerships with online content providers that offer the potential to broaden access to important documents, ensure long-term access to electronic information, and maximize existing resources for digital content

Since 2003 TSLAC has been tracking and reporting the number of web-based information resources used, including the number of times customers access web-based views of digital reproductions of original archival materials. That information is used as part of an on-going evaluation of the types of archival materials presented in digital formats that are most frequently accessed by and of greatest interest to our constituents.

TexTreasures Grants

TexTreasures is an annual grant program designed to assist Texas public, academic, and medical libraries to provide access to their special or unique collections, and to make information about these collections available to library users across the state and beyond. Grants are awarded through a competitive process, and may be awarded to a single library, a library applying on behalf of a group of libraries, or the library portion of a cooperative project including other types of organizations. Applicants may propose projects designed to increase accessibility through a wide range of activities such as organizing, cataloging, indexing, and digitizing local materials.   The increased accessibility of special collections, particularly through digitization, enhances the Texas Heritage Digitization Initiative administered by the TSLAC.

Grants are scored by a peer review panel on six criteria: significance of the collection, availability, project design, cost sharing, cost effectiveness, and evaluation. Grantees submit a semi-annual project evaluation report indicating progress made toward meeting program objectives in addition to the standard statistical and financial quarterly reports required by all TSLAC grantees. Grant recipients are expected to meet their objectives by the end of the project year.

Administration

As authorized in the Library Services and Technology Act, up to four percent of the federal funds may be expended for administrative costs in connection with programs and activities to carry out the Act. In addition, state funds are appropriated to administer the programs. These funds are used to:

- Manage the projects and activities that fall under the purposes of the Library Services and Technology Act
- Provide financial and program accountability through the administration of state and federal funds
- Evaluate the results and impact of the Library Services and Technology Act program, as well as the current Statewide Library Development program, and the state of library service in Texas
- Explore needed changes in the Texas State Library and Archives Commission authorization, the Library System Act, and other legislation concerning libraries of all types
- Collect and publish statistics from Texas public and academic libraries

The following publications and reports are available as a result of the project through the agency's website:

> *Library Services and Technology Act State Plan*
> *Library Services and Technology Act Evaluation Study*
> *Statewide Library Development: Biennial Budget*
> *Legislative Budget Board Performance and Expenditure Report: Quarterly*
> *Grant Management Guidelines*
> *Rules and Regulations for the State Library System*
> *Guidelines for Regional Systems' Annual Program and Budget*
> *Guidelines for Application and Reporting of Sub-grants*
> *Texas Public Library Statistics, Directory, and Summary*
> *Texas Academic Library Statistics*
> Web pages for agency projects
> Other special projects and reports as needed

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