

Library Services and Technology Act

Five-Year Plan

2013-2017

A Focused Program for the Improvement of Library

Services for the People of Pennsylvania through

Federal LSTA Funds

Alice Lubrecht, Acting Deputy Secretary

Office of Commonwealth Libraries

Pennsylvania Department of Education

TABLE OF CONTENTS

BACKGROUND	3
MISSION STATEMENT	3
NEEDS ASSESSMENT	4
GOALS AND PROGRAMS	5
COORDINATION EFFORTS	12
EVALUATION PLAN	12
STAKEHOLDER INVOLVEMENT	13
COMMUNICATION AND PUBLIC AVAILABILITY	13
MONITORING	13
FOCAL AREA MATRIX	14
ASSURANCES	
Program assurances for 2013 grant award (includes internet safety assurance and compliance with the trafficking in persons requirement)	
Certifications regarding: nondiscrimination; debarment and suspension; drug-free workplace; federal debt status; and lobbying	
Assurances of non-construction programs	
State legal officer's certification of authorized certifying official	
Reporting sub-awards and executive compensation	

BACKGROUND

The Office of Commonwealth Libraries, within the Pennsylvania Department of Education, operates a major research library and leads the development of the state's public, school, academic and special libraries to meet the information, education and enrichment needs of its residents. It is charged with providing libraries with direct services and indirect support.

Through the Bureau of the State Library, the Office of Commonwealth Libraries delivers library services to state government employees, and the public and other libraries, and, through its Bureau of Library Development, the Office provides leadership in improving and coordinating library services and systems statewide.

The Bureau of Library Development coordinates and administers state aid for public libraries, district library centers and the four statewide resource center libraries; offers consulting services; and sponsors professional development for public, academic and special library communities and for libraries within state institutions. The Bureau of Library Development also serves libraries in public and private schools.

More than 7,000 library outlets serve the people of Pennsylvania. Pennsylvania's LSTA program attempts to reach most of these libraries and their constituencies through direct sub-awards and statewide projects. The types of libraries are represented as follows: state-aided public libraries – 636 (including branches and bookmobiles), academic libraries – 232, special libraries – 485 and school libraries – more than 6,000 library facilities in public school districts and private schools. Regional library consortia serve libraries in all regions of the Commonwealth.

MISSION STATEMENT

The Office of Commonwealth Libraries, within the Pennsylvania Department of Education, operates a major research library and leads the development of the state's public, school, academic and special libraries to meet the information, education and enrichment needs of its residents.

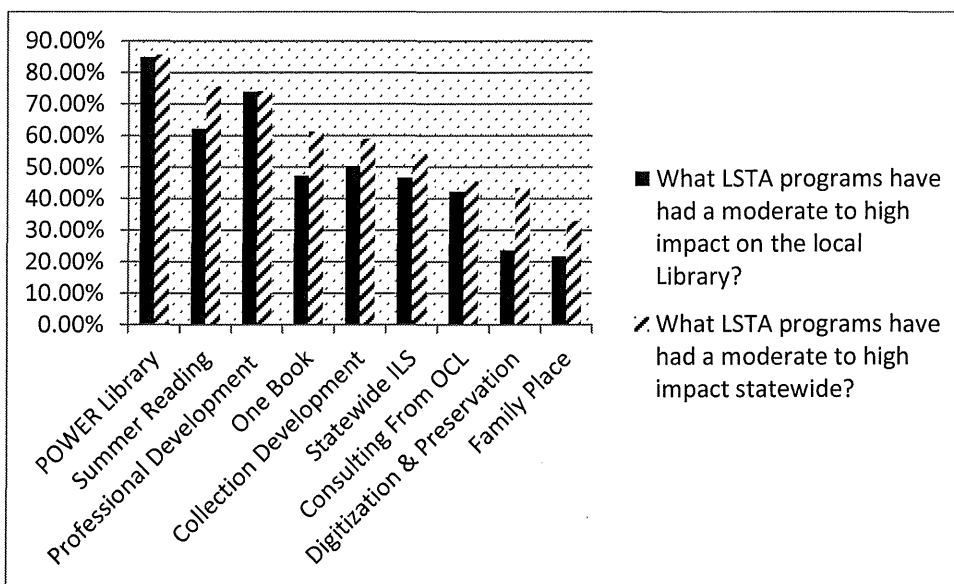
NEEDS ASSESSMENT

The development of this five-year plan was the culmination of a continuous evaluation from 2008 to 2012 supplemented with two independent evaluations of the 2008-2012 Five Year plan; a survey soliciting input on future priorities; an analysis of Pennsylvania demographic data; as well as an analysis of the research and data that informed the Pennsylvania library community’s 2012 PA FORWARD initiative.

During the fall 2011, two independent evaluations of Pennsylvania’s 2008-2012 LSTA Plan assessed the state’s progress on its goals and priorities, as well as incorporated a needs assessment to solicit input on the establishment of goals and areas of improvement to better meet the future needs of Pennsylvania’s libraries. Himmel & Wilson, Library Consultants, employed a variety of methods during their review, including (1) a review of the 2008-2012 LSTA Plan and the State Program Reports submitted annually to IMLS; (2) interviews with Office of Commonwealth Libraries staff; (3) a web-based survey to solicit comments from Pennsylvania’s LSTA stakeholders; and (4) telephone interviews with Pennsylvania library leaders. Library Consultants Leigh Estebrook and Jan O’Rourke conducted two focus groups – one for library development staff and the other with district library consultants and administrators – to determine how well the Office of Commonwealth Libraries was meeting the needs of libraries statewide through the goals of the 2008-2012 LSTA Five-Year.

Pennsylvania’s library community launched a new initiative, PA Forward, in February 2012 which identifies the needs that Pennsylvania’s libraries can meet in their community as centers of information, technology and learning in the 21st Century. Based on strong data, the Pennsylvania Library Association identified five literacies – Basic Literacy, Information Literacy, Civil and Social Literacy, Health Literacy and Financial Literacy – which promise to position libraries as an essential resource to Pennsylvania residents and organizations. These five literacies also support the LSTA priorities and the six focal areas established by IMLS as a generic priority focus for library service across all States.

The impact that LSTA programs supported during 2008-2012 have had on public, academic, school and special libraries in Pennsylvania is evident in the results of the data collected in a Himmel and Wilson survey to which more than 400 library professionals responded. As illustrated in the chart below, more than 80% of the respondents indicated that the program which had the greatest impact statewide was POWER Library, a statewide access program which provides access to thousands of full text periodical articles, newspapers, a major encyclopedia, plus photographs, pictures, charts, maps and reference materials for people of all ages. This was followed by Summer Reading; Professional Development; One Book, Every Young Child; Collection Development and Statewide ILS which were all identified as having significant impact by 50% or more of the respondents. While the statewide impact for Consulting from OCL, Digitization & Preservation and Family Place fell between 33 and 50%, there is resounding affirmation to continue these programs into the next five years.



Finally, the Pennsylvania library community was provided an opportunity to provide input into the LSTA priorities and programs included in this Five-Year Plan through two surveys conducted in 2012. The Himmel and Wilson survey sought to gather suggestions for the improvement of the LSTA program and recommendations on LSTA programs/projects. The Bureau of Library

Development staff, the District Library Consultants and the Governor's Advisory Council on Library Development provided input on Pennsylvania's LSTA goals and programs based on priorities and need through a survey instrument. The key programs identified by the respondents of these surveys are listed below and closely mirror those programs found in the chart above as having had the most local library and statewide impact:

POWER Library
Interlibrary Loan
Collection Development
Technology/Digital/ eBooks /eReaders/Devices
Professional Development
Summer Reading
Statewide ILS
One Book, Every Young Child
Partnerships
Digitization & Preservation
Family Place
Consulting From OCL

GOALS AND PROGRAMS

The assessments and impact studies described above provide rich data and knowledge of the needs of libraries and patrons in Pennsylvania. The following list of Pennsylvania's LSTA goals with programs suggested by library leaders reveals extraordinary opportunity for Pennsylvania libraries and is consistent with The Office of Commonwealth Libraries' mission.

Goal 1: Facilitate the statewide expansion of electronic and physical linkages to coordinate and improve delivery of resources.

LSTA Priorities:

2. *Establishing or enhancing electronic and other linkages and improved coordination among and between libraries and entities, as described in 9134(b) (6), for the purpose of improving the quality of and access to library and information services.*

Objective 1: Statewide Integrated Library System

- **Description:** The purpose of this continuing program is the development of a statewide integrated library system. There is great need for an affordable integrated library system (ILS) for libraries of all sizes in Pennsylvania.
- **Procedures used to carry out activities:** The not-for-profit organization formed to oversee the work on the ILS project will continue to provide strategic, collaborative, cost-effective direction for the statewide integrated library system for public and school libraries. It is anticipated that additional libraries across Pennsylvania will go live on an open source integrated library system over the next several years at the rate of about forty per year.
- **Benefits or Outcomes expected:** The number of libraries participating in the Statewide Integrated Library System will increase each year.
- **How State Library Agency (SLA) will use federal funds to assist in meeting this goal:** Funds will be used to continue to support the development and implementation of the Statewide Integrated Library System until enough libraries join to ensure a self-sustaining system.
- **Timeline:** In year one, at least 20 more libraries will join the Consortium. In subsequent years, at least 30 libraries will migrate each year

Objective 2: Keystone Initiative for Network Based Education and Research

- **Description:** PennREN, the Pennsylvania Research and Education Network, is the initial project of the Keystone Initiative for Network Based Education and Research (KINBER) that delivers a statewide platform for connecting its members through facilities-based fiber-optic networking. As a member of the KINBER Board of Directors, the Office of Commonwealth Libraries can be a vocal proponent for providing access to affordable internet connections to Pennsylvania's libraries. The Office of Commonwealth Libraries is one of 10 member organizations on the current KINBER board of directors.
- **Procedures used to carry out activities:** The Bureau of Library Development will continue membership in KINBER to increase the number of libraries with affordable internet connections that will be essential to the effective use of the ILS.
- **How SLA will use federal funds to assist in meeting this goal:** Funds will be used to provide annual associate membership to KINBER.

- **Timeline:** Annual membership. OCL will participate in quarterly meetings of the organization.

Objective 3: Statistical and Analytical Tools

- **Description:** The purpose of this project is to collect IMLS-required public library statistical data by means of the public library annual report and to collect state aid eligibility data and information, including plans for the use of state aid and the achievement of standards. The project provides statistics and data about Pennsylvania libraries that can be used as tools by the libraries, the public and other stakeholders who would like to see an improvement in library services. The statistics and data provide a comparative tool to analyze library services across the state and contribute to the provision of consistent library service to all library patrons.
- **Procedures used to carry out activities:** Beginning in 2012, the Bureau of Library Development will transition to the LibPAS system to administer the state aid program and to collect, preserve, and publish library statistics. Training will be provided to libraries across the state in year one.
- **Benefits or Outcomes expected:** Regional advisors, such as system administrators and district library consultants, will be able to review and edit the local library input to LibPAS before data is reviewed at the state level. The information will be immediately available at the state and regional levels upon input. The information is input directly by the librarians and verified by Bureau of Library Development staff for accuracy. Remote internet access provides convenient input and retrieval of data, but maintains data integrity and security through authorized identification and password. Statistical information, GIS mapping capabilities, and the availability of well-designed templates to provide print publications will help librarians make informed decisions crucial to their operations and services to the public, as well as allow for informed presentations of statistical data to local government officials and community leaders and support collaboration with local school and other community organizations to provide the best possible library service within their communities.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to subscribe to LibPAS, provide staff engaged in this work and provide for training necessary to the success of this project.
- **Timeline:** Annual subscription. Training will be ongoing.

Objective 4: Electronic Resource and Reference Administration

- **Description:** This statewide project includes three online tools: POWER Library, Ask Here PA and an eBook platform. The Office of Commonwealth Libraries' electronic resource program, POWER Library, provides Pennsylvanians with access to full text periodical and other electronic resources at public and school libraries and remotely from home for Pennsylvania citizens with a public library card. Online reference service is available through the Ask Here PA program. OCL will explore the feasibility of developing an eBook platform for statewide access in the first 12 – 18 months.
- **Procedures used to carry out activities:** This state-directed program is outsourced to enable dependable, robust access to the online resources and 24/7 reference services that are provided through technical support and consultation services to the Office of Commonwealth Libraries. A task force will be convened to explore possible eBook platform business models.
- **Benefits or Outcomes expected:** The technical support enables seamless access by librarians and their users to POWER Library resources. It is expected that the number of Pennsylvania libraries providing staffing for the Ask Here PA project will increase and more Pennsylvania citizens will be able to find answers to their information needs via this online reference service. Reasonably priced eBooks will be available to citizens in all areas of the state.
- **How SLA will use federal funds to assist in meeting this goal:** State funds are used to purchase resources for the Power Library program and LSTA funds are used to support the technical aspect to enable easy access by Pennsylvania citizens to the resources and reference services, as well as provide promotional guidance to libraries. LSTA funds will also be used for expenditures associated with the eBook task force meetings and provide assistance by a staff liaison.
- **Timeline:** Activity is ongoing.

Objective 5: Statewide Promotion of POWER Library

- **Description:** The Bureau of Library Development will promote the use and value of the POWER Library database resources to libraries, educators and citizens of the Commonwealth through various means.
- **Procedures used to carry out activities:**
 - Develop strategies for promotion through social media and other inexpensive means that will reach all citizens.
 - Create promotional materials that libraries can customize and use in print and electronically.
 - Provide assistance to public and school libraries to find the best way to promote the resources in their communities.
 - Provide information on the resources through the Office of Commonwealth Libraries communication tools.
- **Benefits or Outcomes expected:** It is expected that there will be an increase in use of POWER Library by students of all ages and Pennsylvanians seeking information. Further, it is expected that libraries will promote POWER Library resources as they promote other materials and services and will offer multiple means of public education to increase awareness. Further, as the number of school librarians in Pennsylvania decreases, it will be beneficial for educators to understand the resources available through POWER Library.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to develop and implement a POWER marketing campaign throughout Pennsylvania. Bureau staff will promote the marketing campaign through advisory services.

- **Timeline:** This is an ongoing activity.

Objective 6: Digitization

Description: The digitization program supports the conversion of physical materials to digital format for dissemination via the Internet, thereby increasing access to collections through full text searching and online image viewing.

- **Procedures used to carry out activities:** Through competitive sub-awards, the Office of Commonwealth Libraries will identify and fund digitization projects that are of interest to educators and the general public. The digitized collections are housed on the statewide ContentDM server. The cataloging records of the digitized collections are entered into the Access Pennsylvania database, Pennsylvania's "union catalog" of approximately 3,000 school, public, academic, and special libraries. Access PA provides for the sharing of library materials throughout the Commonwealth of Pennsylvania through the use of an online ILL system.
- **Benefits or Outcomes expected:** The Office of Commonwealth Libraries will continue the digitization initiative begun in 2007 and expand the variety of materials digitized. Beginning in 2011 and continuing, digitized materials will have a teacher's guide developed to increase the use of materials by educators.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to support the costs associated with the production of digital files identified by the sub-award recipient.
- **Timeline:** In the first year, a prioritization study will be conducted that will direct the project in years two to five.

Objective 7: Pennsylvania Digital Repository

- **Description:** The Office of Commonwealth Libraries uses CONTENTdm software licensed through OCLC to provide storage, search and retrieval of digitized collections created by libraries and other cultural institutions located throughout Pennsylvania. Primary focus is on collections of interest to the citizens of Pennsylvania.
- **Procedures used to carry out activities:** Any digital content created using LSTA funds must be added to the repository. Other collections are added as space allows. Each collection will include a Teacher's Guide. Any materials deemed appropriate for K-12 education will also be added into the Department of Education's Standards Aligned System Portal to spur use by students and teachers.
- **Benefits or Outcomes expected:** Unique collections will be made available to researchers around the world. Fragile local materials will be accessible. Teacher Guides will allow educators to use primary documents with their students.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to support the software license and staffing, host digitized materials and create Teacher Guides when appropriate. Information about the digitized materials will be shared throughout Pennsylvania by Bureau staff.
- **Timeline:** Ongoing activities. Teacher Guides for past digitization projects will be developed in year one and two.

Objective 8: Statewide Public Library Restructuring Project

- **Description:** The Office of Commonwealth Libraries will continue its efforts to identify, develop and sustain an approach to optimize library development. This project provides support to maximize the state level and local level resources of the full library community with the goal to increase effectiveness and efficiency, as well as improve the patron experience.
- **Procedures used to carry out activities:** Working with a task force, an advisory council, a consultant, and the Bureau of Library Development staff, a facilitated process will be employed to design, plan, and work towards implementing an optimized system for delivery of library services and realize library improvement in Pennsylvania.
- **Benefits or Outcomes expected:** Identify and implement best practices and efficiencies to be realized and expertise to be shared through a statewide model to optimize and equalize the library services available to all citizens of Pennsylvania.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to coordinate and facilitate the process through the design, planning and implementation phases of the project. Funds will be used for facilitation services, meetings and Bureau staff services.
- **Timeline:** Activities are ongoing.

Objective 9: Statewide Interlibrary Loan Services Assessment

- **Description:** During 2013-2017, the Office of Commonwealth Libraries proposes to convene and provide facilitation for a task force to conduct a SWOT analysis of ILL service across Pennsylvania and make recommendations on ways to improve on the current model of services.
- **Procedures used to carry out activities:** Working with a task force, a consultant, and the Bureau of Library Development staff, a facilitated process will be employed to conduct a SWOT analysis, evaluate current practices and make recommendations to improve interlibrary loan and delivery for all libraries and library patrons.
- **Benefits or Outcomes expected:** Through recommendations of the task force, greater efficiencies and affordability in the state- and locally-funded ILL services will be realized for Pennsylvania libraries of all types and sizes, no matter where they are located.

- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to convene meetings of the proposed task force and purchase consultation services to facilitate this study.
- **Timeline:** The study on Interlibrary Loan and statewide delivery will take place in the first 18 months of the plan.

Goal 2: Create opportunities for libraries to enhance their capacity to provide 21st Century resources, services and programs to their communities.

LSTA Priorities:

- (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 in order to support such individuals' needs for education, life-long learning, workforce development, and digital literacy skills.*
- (3(A): Providing training and professional development, including continuing education, to enhance the skills of the current library workforce and leadership, and advance the delivery of library and information services.*
- (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 applicable to a family of the size involved.*

Objective 1: Professional Education

- **Description:** This program provides state and national professional education opportunities for Pennsylvania's academic, school, special and public librarians through scholarships, free online webinars and self-paced continuing education courses available to librarians across the state. The program provides an avenue for sharing and accessing library news, ideas, and documents across the United States, as well as within Pennsylvania by way of a common website and a weekly communication tool.
- **Procedures used to carry out activities:** Scholarships will be provided for participation in professional development courses and events. The Office of Commonwealth Libraries will subscribe to WebJunction to enable access to free online courses and information.
- **Benefits or Outcomes expected:**
 - Library services for individuals of all ages, backgrounds and abilities will be improved through professional development opportunities at the state, local and individual levels.
 - Librarians will enhance their knowledge and use of library technology, connectivity and services.
 - Librarians and support staff will improve their abilities to provide the most effective library services in their community.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funding will be provided for scholarships for professional education participation, workshops, conferences, WebJunction subscription and staff services to coordinate activities.
- **Timeline:** Ongoing activities.

Objective 2: Training for Librarians and Library Leaders

- **Description:** Training opportunities will be offered to library staff and their boards to encourage library improvement.
- **Procedures used to carry out activities:**
 - Offer conference sessions, workshops, and other programs for academic, school, and special librarians, as well as public librarians and their boards.
 - Provide Bureau of Library Development consultant services as needed.
- **Benefits or Outcomes expected:** Librarian knowledge of library technology, connectivity and services will be enhanced. Librarians and support staff will improve their abilities to provide the most effective library services possible. Board members will be more knowledgeable about public libraries and their responsibilities as board members.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to conduct training activities, engage speakers and staff coordination of activities associated with these events.
- **Timeline:** Ongoing activities.

Objective 3: Collection Development

- **Description:** The collection development program aims to improve library collections at public and school libraries that will benefit library users of all ages. Public libraries will be asked to combine collection development work with programming, outreach and marketing to get the most value for the dollars spent. School librarians will collaborate with teachers in the selection and use of the materials acquired.
- **Procedures used to carry out activities:** A variety of competitive grant programs will be offered to enhance collections in all types of formats to benefit library users. School sub-awards will offer opportunities to improve the overall quality of the collection focused on particular subjects and aligned with standards and curriculum. Public library sub-awards will address a specific collection need or target audience with particular focus on the five literacies - Basic Literacy, Information Literacy, Civil and Social Literacy, Health Literacy and Financial Literacy – identified through the PA Forward initiative. Programming and partnerships will be an integral aspect of this program.
- **Benefits or Outcomes expected:** The needs of Pennsylvania's students and public library users will be met through the purchase and promotion of updated and expanded collections.
- **How SLA will use federal funds to assist in meeting this goal:** Through the competitive sub-award process, LSTA funds will be used to purchase materials, provide programming/outreach and promote the use of the materials.
- **Timeline:** Ongoing

Objective 4: Summer Reading

Description: The Bureau of Library Development provides the tools and a fundamental programming structure for each public library in the state to use for all age groups during their summer programs. Infants/toddlers, pre-schoolers, school age children, teens, and adults join together to read and attend programs for educational enrichment. Librarians in rural, suburban, urban, impoverished, middle-class and wealthy communities will be able to access a quality program that keeps the concept of lifelong learning in the daily forefront, an integral part of their community culture.

- **Procedures used to carry out activities:** Pennsylvania is a member of the Collaborative Summer Library Program (CSLP), a national organization that provides member states and territories with manuals, and high quality promotional materials and incentives. Pennsylvania's eight public library regions will provide workshops on the annual Summer Reading theme for children, teens and adults. Virtual training on the use and set-up of Summer Reader software will be offered each year.
- **Benefits or Outcomes expected:** Through this program, there will be an increase in the number of read-to-me and teen programs. Public libraries will respond to an expressed interest in their communities for similar programs for adults.
- **How SLA will use federal funds to assist in meeting this goal:** Funds will be provided to each region to purchase books on the summer reading theme and provide presenters for summer reading workshops, as well as promotional materials. In addition, LSTA funds will be used to subscribe to online program management software. Funds also will be used for staff coordination of Summer Reading Program activities.
- **Timeline:** Activities are ongoing.

Objective 5: PA Forward Initiative

- **Description:** PA Forward, a Pennsylvania initiative to position libraries to become community centers of information, technology and learning, promises to fuel educational and economic opportunities for all citizens. Libraries serve the real-life needs of citizens and through their agility are able to provide knowledge essential to each individual's success: Basic Literacy, Information Literacy, Civic and Social Literacy, Health Literacy and Financial Literacy. Programs proposed include resource building, public and private partnership development, technological access to information and provision of unique programming focused on the five literacies.
- **Procedures used to carry out activities:** Competitive grants and perhaps statewide projects will be offered.
- **Benefits or Outcomes expected:** Libraries will expand their role as community hubs to meet the needs of students, parents, job seekers, employers, consumers and citizens. Through promotion of learning and access to information, the Commonwealth and its citizens will benefit through increased academic performance, graduation rates and command of new information technologies.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will support such activities as purchase of resources, programming, and training.
- **Timeline:** Initial year of this project will be 2013. Activities will be ongoing.

Objective 6: Commonwealth Library Research

- **Description:** The State Library of Pennsylvania serves the information and research needs of all branches of State Government and other libraries within the Commonwealth with a collection emphasis on materials for, by and about Pennsylvania. As a statewide resource center, the State Library provides rapid access to specialized database resources for Pennsylvanians to use for research.
- **Procedures used to carry out activities:** The specialized database resources will be purchased and employees will be trained on their use. Additional training will be provided to all types of library users on the products.

- **Benefits or Outcomes expected:** Access to specialized resources will be provided to researchers across the state. State Library staff will provide search services of the resources if a member of the general public is not able to come to Harrisburg. Training and desktop access to the resources are provided to State agency staff. Access to these resources will be available to all three branches of Pennsylvania State Government and other libraries within the Commonwealth through interlibrary loan.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to purchase online specialized database resources.
- **Timeline:** Activities ongoing.

Objective 7: School Library Services

- **Description:** The Bureau of Library Development's School Library Advisor provides specific services and programs that support school librarians in their work with other educators to improve student achievement and promote a lifelong love of reading and learning. The advisor shares best practices in digital literacy and print and online resources for their students and staff. The advisor also promotes information literacy to increase student achievement through the use of quality print and electronic information resources. The advisor also works with school district administrators to assist with deployment options when there is not a librarian in every school.
- **Procedures used to carry out activities:** Through consultation services, the advisor coordinates training for the Access Pennsylvania Database Program (including ILL system) and the POWER Library Program statewide, as well as provides and promotes professional development and specialized training opportunities for school librarians.
- **Benefits or Outcomes expected:** Increase in student achievement.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to provide a school library advisor position. Funds will also be used to provide the development of an annual in-service workshop on a topic of use by school librarians. Funds will also be used to update the Pennsylvania School Library Guidelines every five years.
- **Timeline:** Ongoing activities.

Objective 8: One Book, Every Young Child

- **Description:** The continuation of the award winning One Book, Every Young Child program for children and families encourages intergenerational reading of a selected children's book across the Commonwealth. Through this program, the adults in the lives of young children are able to make a difference in helping to develop early literacy skills. Through interactive reading of books, telling stories, singing, talking and writing, the caregivers are building vocabulary and providing the foundation for success in school and the ability to learn to read in the future for pre-school children. In addition to the LSTA funds, this program is made possible through a collaboration of the Pennsylvania Department of Education, Pennsylvania Department of Public Welfare, Children's Museum of Pittsburgh, Please Touch Museum, State Museum of Pennsylvania, Pennsylvania Library Association, Pennsylvania Center for the Book, Pennsylvania Association for the Education of Young Children, The Pennsylvania Child Care Association, PennSERVE, and HSLC/Access PA.
- **Procedures used to carry out activities:** The Bureau of Library Development coordinates the program and facilitates the distribution of the annual One Book, Every Young Child selection to public libraries, Head Start classrooms, home- and center-based child care centers, Even Start families, public and private preschools, early intervention programs, family literacy programs, and to children individually. Traditionally, this program has included local events including author visits; library and museum programming for families; and activities for parents, early child care providers, and educators, as well as traveling trunks filled with museum-quality book-related activities, games, and manipulatives for young children. Guides for librarians and educators developed by museum educators are also made available to help expand upon the concepts in the selected book.
- **Benefits or Outcomes expected:** Helping young children develop early literacy skills.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to support, promote and expand the One Book, Every Young Child project. In addition, funding will be provided for the Bureau of Library Development staff to coordinate the One Book, Every Young Child program activities in Pennsylvania.
- **Timeline:** Ongoing activities.

Objective 9: Family Place

- **Description:** Family Place is a library program that expands the traditional role of public libraries into community centers for early childhood information, parent education, socialization, emergent literacy and family support. Public libraries serve children through such activities as story times and summer reading programs, as well as a five-week series of workshops for toddlers and their parents. Training of staff, development of collections and creation of a family-friendly space are hallmarks of this program.
- **Procedures used to carry out activities:** Family Place sub-awards are awarded to public libraries through a competitive grant process.
- **Benefits or Outcomes expected:** Family Place helps the library create a more family-oriented atmosphere and the materials have helped to empower and strengthen families in a variety of communities. Further, the positive experience of the parent and child will identify the library as an important resource for the family as the child grows.

- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds provide training for children's librarians and other library staff who are implementing the Family Place program in their libraries, as well as collections for parents and children and other resources to implement the program. Funding will also support coordination efforts of this program.
- **Timeline:** Ongoing activities.

Objective 10: Senior Spaces

- **Description:** The project purpose is to create a space in the library for the three generations of older adults: baby boomers who will be retiring, older adults who have retired, and the elderly. As baby boomers retire, they are looking to their public libraries to provide recreation, lifelong learning, civic engagement, ideas for second careers and meaningful volunteer opportunities. Based on demographic trends, there is a strong need to develop a "model program" in Pennsylvania to foster innovative and creative program ideas and services for older adults and baby boomers that can easily be replicated in any library. Utilizing the "Senior Spaces" concept helps libraries meet the needs of the targeted age groups by developing a welcoming and inviting space within the library. "Senior Spaces" is not only a physical space, but a conceptual idea that can be created in any public library, regardless of size.
- **Procedures used to carry out activities:** Through a competitive grant process, libraries are selected to receive a Senior Spaces sub-award. Projects begin in the fall with a one day workshop for the project coordinators. During the workshop, the participants will network with coordinators from other libraries selected for the Senior Spaces program. Each library creates a Senior Space (Older Adult) Advisory Committee made up of patrons in their communities. This committee meets regularly to talk about possible programming ideas and collection development for the library.
- **Benefits or Outcomes expected:** To more effectively meet the needs of older adults and the baby boomers through innovative and creative programs and services.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to conduct workshops for Senior Space sub-award recipients and provide initial funds to create an advisory committee and initiate programming. In addition, funding will be provided for Bureau of Library Development staff to coordinate Senior Spaces program activities.
- **Timeline:** Ongoing activities

Objective 11: Youth Connections

- **Description:** Using the framework of the current Preschool Connections program, the Bureau of Library Development will target specific age groups to increase the capacity of small and rural public libraries to become "the" community destination for youth of all ages and the adults who live and work with them. Resources and programming support, as well as the opportunity to create a better space are provided to participating libraries. Since 2006, early childhood has been the target of the program. In 2013-14, the focus of this program will turn to teens. It is anticipated that the Teen Connections program will be offered over a seven year period to provide opportunities for libraries in all regions of the state.
- **Procedures used to carry out activities:** Sub-awards will be granted to public libraries for projects designed to give library staff in small libraries the ability to better serve youth in their communities. There are two pieces to the project: professional development and funds to make changes. Library staff complete four days of professional development on collection development, programming, developmental assets and marketing. Information includes working with youth with special needs, as well as those with diverse cultural and socioeconomic backgrounds. Information is also provided on establishing a local youth advisory committee.
- **Benefits or Outcomes expected:** To meet the needs of youth from birth through age 18 in small public libraries.
- **How SLA will use federal funds to assist in meeting this goal:** Funds will be used to provide four days of professional development for the participants. In addition, awards will be granted to libraries for age-appropriate resources for youth, resources for adults in their lives, programming support, and the creation of a welcoming and usable space for youth.
- **Timeline:** Ongoing activities.

Goal 3: Preserve unique collections and prepare libraries for disaster recovery

LSTA Priorities:

- (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 in order to support such individuals' needs for education, life-long learning, workforce development, and digital literacy skills.*
- (3)(A) *Providing training and professional development, including continuing education, to enhance the skills of the current library workforce and leadership, and advance the delivery of library and information services.*
- (4) *Developing public and private partnerships with other state agencies and community-based organizations.*

Objective 1: Preservation

- **Description:** Ensure access to the unique collections in the State Library by maintaining and advancing the design of the specialized preservation-based environmental systems which house portions of the State Library's rare collections

- **Procedures used to carry out activities:** Through the expertise of a preservation consultant, the systems will be monitored and adjustments made in order to both protect the environment and preserve the collections.
- **Benefits or Outcomes expected:** Ensure the collections within the State Library of Pennsylvania are accessible to all residents, researchers, and scholars of the Commonwealth and beyond, as well as minimize the natural aging process and associated deterioration. The State Library's Rare Collections Library is a model preservation project that can be studied by other institutions to help improve their environments and preserve their collections for generations to come by demonstrating what can affordably be done.
- **How SLA will use federal funds to assist in meeting this goal:** LSTA funds will be used to engage a preservation consultant and ensure adjustments to the preservation-based environmental system are made to both protect the environment and preserve the collections.
- **Timeline:** Ongoing activities.

Objective 2: Disaster Preparedness and Recovery

- **Description:** Disaster in the unexpected form of tornados, flooding, etc. has been experienced by Pennsylvania libraries and the communities they serve. It is important to provide hazard mitigation, disaster preparedness planning and response and recovery tools to libraries and to establish the public library as a community resource during future disasters by establishing partnerships with federal, state and local emergency management agencies.
- **Procedures used to carry out activities:**
 - Offer workshops and assessments conducted by a disaster preparedness and recovery professional.
 - Explore the development of a disaster preparedness plan and disaster recovery kit.
 - Identify and develop federal, state and local emergency management partnerships to facilitate the recognition and participation of the public library as an essential resource to meet community needs during a disaster.
- **Benefits or Outcomes expected:** Library personnel will identify potential hazards to their collections and develop a plan for disaster preparedness and recovery. Library personnel will be able to prioritize the needs of the collection and identify steps necessary to achieve preservation plans. The library will establish itself as a valuable community resource by becoming a member of emergency management resources both locally and statewide.
- **How SLA will use federal funds to assist in meeting this goal:** Funding will be used to plan and convene training events, engage speakers and develop toolkits.
- **Timeline:** Work on this project will progress over the five years of the plan.

COORDINATION EFFORTS

The Office of Commonwealth Libraries partners with many state agencies and offices. The One Book, Every Young Child program is a collaborative effort involving the Department of Education's Office of Child Development and Early Learning, Office of Elementary and Secondary Education's Divisions of Migrant Education and Private and Non-Public Schools and the Office of Postsecondary and Higher Education's Division of Adult Education, as well as the Department of Public Welfare, the Pennsylvania Historical and Museum Commission, PennSERVE: The Governor's Office of Citizen Service, the Head Start State Collaborative Office and the Pennsylvania Center for the Book.

The Bureau of Library Development's Older Adults Advisory Committee has strong partnerships with the Departments of Aging and Public Welfare, the Pennsylvania Securities Commission and the Pennsylvania Humanities Council. The school library advisor will work closely with the Office of Elementary and Secondary Education's Bureau of Teaching and Learning. The advisor for state institutions collaborates with leaders in the Departments of Corrections and Public Welfare. As we begin work on the disaster recovery project, we will work with the Pennsylvania Emergency Management Agency. Our work with the PA Forward initiative will involve our working with the Departments of Banking, Health, Insurance, and State, as well as the State Treasurer's Office, the Pennsylvania Historical and Museum Commission and others as shared interests are identified.

EVALUATION PLAN

The Bureau of Library Development's evaluation of the extent to which its goals have been met will:

- Build on data collected at the end of the 2008-2012 grant period.
- Be carried out throughout the five year program.
- Involve repeated measures, including pre and post-tests.
- Involve sub-awardees, as well as district library center staff, library system staff, Governor's Advisory Council on Library Development (GAC) members, Bureau of Library Development staff and other stakeholders.

- Include continued collection of output and outcome measures from completed sub-award and statewide projects through the duration of the plan to ensure a more longitudinal view.
- Use multiple methods including indirect measures, focus groups of stakeholders, and surveys of librarians and library users.

In the projects for which pre- and post-test measures are appropriate and available, we will measure the statistical significance of changes over time. By working with librarians to improve their uses of outcome-based measures in the sub-award program, we will evaluate the relative successes of individual projects and projects by type of activity.

To accomplish the overall evaluation of the success of the LSTA program, the Bureau of Library Development will, at a minimum, employ the following outcome assessments:

- Indirect measures—annual counts of uses of POWER Library and Ask Here PA; transactional and other data from statewide system.
- Review the annual final reports of sub-award recipients.
- Informally gather relevant data at various meetings, conferences and events the Office of Commonwealth Library staff attend throughout the Commonwealth each year.
- Periodically review the plan at Bureau of Library Development staff meetings to track progress of goals.

In addition, the Bureau of Library Development will expand upon the outcomes-based evaluation measures on statewide programs and professional development, as well as identify exemplary projects annually.

STAKEHOLDER INVOLVEMENT

During the 2013-17 period, formal and informal input will be sought. Statewide library leadership meetings, as well as meetings and open forums of the Governor’s Advisory Council on Library Development will provide formal feedback arenas. Bureau of Library Development staff visits to libraries, attendance at meetings, surveys, focus groups, workshops and conferences will provide us with informal information on LSTA programs and services.

COMMUNICATION AND PUBLIC AVAILABILITY

The Office of Commonwealth Libraries will make available the final draft and, once approved, the LSTA Five-Year Plan 2013-17, on both the Pennsylvania Department of Education’s website and on WebJunction PA. We will also feature the plan in an issue of the Compendium, a weekly communication that goes out to over 1500 librarians. A presentation about the plan will be offered at the Office of Commonwealth Libraries’ annual “What Does the Office of Commonwealth Libraries Do?” session at the fall 2012 annual conference of the Pennsylvania Library Association.

As the lead library agency in Pennsylvania, Office of Commonwealth Library staff interacts with a variety of organizations, including Pennsylvania’s library schools, that would be interested in the plan. The Deputy Secretary for Libraries is an ex officio member of the Pennsylvania Historical and Museum Commission, The Pennsylvania Library Association Board and the Pennsylvania Center for the Book. Bureau of Library Development staff members attend board meetings of the Interlibrary Delivery Service, the Health Sciences Libraries Consortium, Pennsylvania Association for Adult and Continuing Education, the PA ILS Consortium, the Pennsylvania Citizens for Better Libraries and the Pennsylvania School Librarians Association.

MONITORING

The plan, data and outcomes will be monitored continuously by the LSTA Coordinator and other appropriate Bureau of Library Development staff to ensure a continuous improvement of the plan, activities and programs. Each fall, library development staff and managers will reference the plan when writing the reports that will become part of the annual State Program Report to IMLS. Through surveys and other communication tools, the Bureau of Library Development will annually ask for feedback on the goals and objectives of the plan. This continuous method of evaluation will inform annual decisions about the process and programs offered, as well as provide significant data to evaluate the five year plan.

FOCAL AREA MATRIX

Focal Areas	Service/Activity	Target Users/Beneficiaries
Lifelong Learning	Summer Reading	Pre-K & K-12 users
	School Library Services	K-12 students, educators and administrators
	One Book, Every Young Child	Young children, families and early childhood educators, especially in underserved urban and rural areas
Human Services	PA Forward Initiatives	Users of all ages
	Youth Connections	Youth
	Family Place	Young children, parents and caregivers
	Senior Spaces	Older adults
Information Access	Statewide Integrated Library System	Public libraries
	Statewide Promotion of POWER Library	Users of all ages
	Collection Development	Users of all ages
	Preservation	Users of all ages
	Keystone Initiative for Network Based Education and Research	Communities in underserved areas
	Electronic Resource and Reference Administration	Users across the state
	Digitization	Users across the state; students and researchers nationally
	Pennsylvania Digital Repository	Libraries, students, researchers
Library Capacity Building	Commonwealth Library Research	Users across the state, all three branches of PA State Government, the other libraries within the Commonwealth, the public and school groups
	Statewide Public Library Restructuring Project	Libraries and users of all ages
	Statistical and Analytical Tools	Libraries, trustees, state government and local government
	Statewide Interlibrary Loan Services Assessment	Libraries and users of all ages
	Professional Education	Librarians
Civic Engagement	Training for Librarians and Library Leaders	Librarians, library support staff, and trustees
	Disaster Preparedness and Recovery	Libraries