



*Connecting People to Information and Ideas*

May 15, 2020

Mr. James Ritter  
State Librarian  
Maine State Library  
64 State House Station  
Augusta ME 04333-0064

Dear James:

The review of your State Program Report submitted for the Fiscal Year 2018 award has been completed. We appreciate the substantial time and effort in documenting activities funded by the LSTA Grants to States Program as well as SLAA staff participation throughout the review process. Based upon the information in the report you have certified, your Program Officer has recommended the report for approval. This letter serves as verification that your report is now approved.

Your Program Officer may have reviewed with your LSTA Coordinator issues related to the purposes and priorities of the LSTA Grants to States Program; provided clarification or guidance for future reporting; or directed SLAA staff to appropriate materials. If there are questions, please contact me or your Program Officer.

As you prepare to report on the next fiscal year award, please keep in mind that it is in our collective interest to provide Congress and our communities with data related to the positive impact of library services and programs funded through the LSTA Grants to States Program as well as to clearly account for how those funds are used. We value each State Library Administrative Agency's effort to ensure a high standard of complete and consistent reporting that is so critical to the research process.

Sincerely,

Teri DeVoe  
Associate Deputy Director, State Programs

Cc: LSTA Coordinator

## Print Report

### Final Financial Status Report

#### General Information

Federal Grant or Other Identifying Number Assigned By Federal Agency: LS-00-18-0020-18

Total Federal Funds Authorized for This Funding Period: \$ 1,187,054.00

Recipient Account Number or Identifying Number: 94Q-0217-33

Report Basis: Accrual

#### Funding Grant Period of Performance

Start Date: 10/01/2017

End Date: 09/30/2019

#### Period Covered by This Report

Start Date: 10/01/2017

End Date: 09/30/2019

Total SLAA funds expended to meet the purposes of LSTA, including the Five-Year-Plan (MOE): \$ 2,984,911.87

Minimum MOE Required: \$ 2,839,113.65

MATCH-State funds expended specifically on the Five-Year Plan: \$ 1,082,107.02

MATCH-Other funds expended specifically on the Five-Year Plan: \$ 0.00

Total Match: \$ 1,082,107.02

Minimum Match Required: \$ 611,512.67

All other recipient outlays not previously reported: \$ 0.00

Total unliquidated obligations (expected to clear by Dec. 30 or later IMLS-approved date): \$ 0.00

Unobligated balance of Federal funds (these funds to be deobligated): \$ 0.00

Federal share of net outlays: \$ 1,187,054.00

#### LSTA Administrative Costs

Allowed: \$47,482.16

Actual: \$47,482.16

Difference: \$0.00

IMLS-approved date unliquidated obligations are expected to clear:

**Name of Authorized Certifying Official:** James Ritter

**Title of Authorized Certifying Official:** State Librarian

**Signature of Authorized Certifying Official:** James Ritter

**Phone Number of Authorized Certifying Official:** 207-287-5604

**Email of Authorized Certifying Official:** james.ritter@maine.gov

**Report Status:** Accepted

**Date Report Certified:** 04/01/2020

**Agency DUNS:** 002491384

**Agency EIN:** 01-6000001

**Agency Name:** Maine State Library

### Administrative Project

#### General Information

Fiscal Year: 2018

State: ME

Status: Accepted

Title: LSTA State Projects Administration

Abstract: Financial Administration of the LSTA funds is done by the Department of Administrative & Financial Services (DAFS), the organization that coordinates most central services for departments within Maine State Government. The DAFS service bureaus seek to work in partnership with other state agencies, including the Maine State Library, to provide quality services and to establish processes that ensure accountability in the state's financial performance. The following information is from the State of Maine Administrative and Accounting Manual, Section 50.20.60.: "The Statewide Central Services Cost Allocation Plan (STACAP) is used to identify and assign central services costs. Most government units provide certain services such as accounting, computing, payroll, service, motor transport, etc. to operating agencies on a centralized basis. Since federally supported awards are performed within the individual operating agencies, a process is necessary to identify these central service costs and assign them to benefiting activities on reasonable and consistent bases. The federally reviewed and approved, statewide, central service cost allocation plan (STACAP) provides that process. Administrative coordination with this department is done by the Director of Library Development and LSTA Coordinator. STACAP is calculated at 4% for LSTA expenses.

Intent: Administer the LSTA Program

Grantee: Maine State Library  
 Start Date: 10/01/2017  
 End Date: 09/30/2019

**Budget Information**

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Travel</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Supplies/Materials</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Services</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Other Operational Expenses</b>	\$47,482.16	\$0.00	\$0.00	\$47,482.16
Description	STACAP amounts to \$39,150.59 . Administrative costs of an additional \$8331.58 are for telephone services for federally funded programs.			
<b>Totals:</b>	\$47,482.16	\$0.00	\$0.00	\$47,482.16

**Projects**

**Project Information**

Fiscal Year: 2018  
 State: ME  
 Version: 2  
 SPR Project Code: 2018-ME-81576

Title: Books by Mail  
 State Project Code: 1719  
 Start Date: 10/01/2017  
 End Date: 09/30/2019  
 Status: Accepted

Abstract: The Books by Mail (BBM) program is part of the Maine State Library's Outreach Services. This service helps to meet the library needs of citizens in our large rural state (33,125 square miles with an estimated population of 1,331,479) who live in towns without local libraries or in towns with public libraries open less than 12 hours a week. Services are also for the homebound.

Program Eligibility—Patrons requiring homebound services are eligible to have return postage paid. Homebound status is defined as a need to receive library materials by mail due to a physical inability to use local library services. To be eligible applicants must have a doctor, nurse, social worker, counselor, teacher, librarian, or other qualified person sign a Certification of Eligibility on the application for services form. For participants for the unserved or underserved communities, the residents pay return postage. Maine residents that have no town library, or who don't pay for library services at a nearby town, or who reside in towns where the library is open less than 12 hours a week are eligible to apply. Every effort is made to encourage local libraries to work with neighboring communities to provide library service to keep Books by Mail for the truly unserved and underserved.

State Goal: Provide and improve library services to individuals with disabilities; and to Maine residents, including children, living in underserved areas and rural areas.

**Project Director**

Director Name: Chris Boynton; Director Phone: 207-287-5650; Director Email: chris.boynton@maine.gov

**Grantee Information**

Grantee: Maine State Library

**Additional Materials**

- <https://www.maine.gov/msl/outreach/booksbymail/>

**Budgets**

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$121,662.98	\$83,067.95	\$0.00	\$204,730.93
Description	LSTA Salary/wages/benefits are for 3.17 FTE federal employees. Match is salary from a state funded employee who also			

works part-time on the project.

		\$0.00	\$0.00	\$0.00	\$0.00
<b>Consultant Fees</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.				
<b>Travel</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description					
<b>Supplies/Materials</b>		\$7,748.10	\$0.00	\$0.00	\$7,748.10
Description	Postage costs of \$8488.85 make up the majority of costs for this project. The balance covers printing supplies for mailing labels and office supplies.				
<b>Equipment</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment.				
<b>Services</b>		\$12,922.58	\$0.00	\$0.00	\$12,922.58
Description	Costs for services provided by the Office of Information Technology (OIT) for 3 FTE computer, email, network storage, Office 365 connections and support				
<b>Other Operational Expenses</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description					
Totals:		\$142,333.66	\$83,067.95	\$0.00	\$225,401.61

#### Intent

Improve users' general knowledge and skills.

- Education
- Literacy

#### Project Activities

##### Activity Details

**Title:** Lending books to Maine citizens who are disabled, homebound or without access to a library **Abstract:**

Eligible Maine residents can borrow books from the Maine State Library via the Books by Mail program.

Patrons who do not have Internet access may make selections from paper catalogs. These are mailed to patrons upon request. Patrons who have the capacity to go online can request and renew materials via email or via an online public access catalog that is part of a statewide consortium. Users can request anything available from the shared database through the OPAC. A formal reader advisory service also allows users to request a specialized recommended reading list. Users can use either a paper or online form. Since Books by Mail patrons have a Maine State Library card, they are eligible for electronic resources such as the MARVEL databases and the Maine InfoNet Download Library (downloadable e-books and audiobooks). A summer reading program is conducted for the benefit of children enrolled in the Books by Mail program. The Maine State Library pays postage to and from for the homebound patrons. All others pay return postage only. A Maine State Library toll free phone number is provided to users.

**Intent:** Improve users' general knowledge and skills.

**Activity:** Content

**Mode:** Lending

**Format:** Combined physical & digital

**Total number of items circulated:** 6,657

**Average number of items circulated / month:** 555

**Total number of ILL transactions:** 0

**Average number of ILL transactions / month:** 0

##### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** Yes

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** No **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Rural **For what age groups:** All Ages,

**Is the activity state-wide:** Yes

**Specific Locations:** No

##### Institution Types

**Public Libraries:** 0, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

## Project Outcomes

### List any important outcomes or findings not previously reported:

Some outputs have changed since last year. This program served 324 residents this year who cannot access library services due to limited local library service in this reporting period. The Books by Mail program has a total of 3504 registered users (2391 adults and 1113 K-12 juveniles). There are also 190 registered homebound users in the program. This number has increased slightly from last year.

### Please briefly describe the importance of these outcomes and findings for future program planning:

With only 10% of registered BBM patrons using the service we still need to assess the impact of the Download Library although our systems make it difficult to track that number. Homebound users vary as that status is constantly changing as local libraries develop their own homebound services and as some patrons get well enough to get to their local library. Homebound users make up just 5% of the program. We are currently tracking usage by zip code/county to further promote in areas where there is low usage.

### Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:

This program is highly valued by those who need it but an almost insignificant number from the overall Maine population. We estimate that there are 198 towns without libraries or full library service and that marketing of this program should be done via town offices in those locations without libraries. New standards will push more libraries to be open the minimum hours (12) to expand services an all ow this program to focus on unserved towns.

### Do you anticipate continuing this project after the current reporting period ends? Yes

### Do you anticipate any change in level of effort in managing this project? No

### Do you anticipate changing the types of activities and objectives addressed by the project? Yes

Marketing to towns and the home schooling populations.

### Was an evaluation conducted for this project? No

Exemplary: No

## Project Tags

Homebound

## Project Information

Fiscal Year: 2018

State: ME

Version: 2

SPR Project Code: 2018-ME-81577

Title: Talking Books Plus (Large Print, Talking Books, and Descriptive Videos)

State Project Code:

Start Date: 10/01/2017

End Date: 09/30/2019

Status: Accepted

Abstract: The purpose of the Maine State Library's Talking Books Plus program is to provide free services to Maine residents of any age who are unable to read traditional print materials. The Maine State Library's Talking BooksPlus program has three components:

- 1. Large Print Books:** The program purpose is to directly or through public libraries meet the informational and recreational needs of residents of Maine who are certified as being blind, visually impaired, or physically handicapped.
- 2. Talking Books and Descriptive Video:** The program purpose is to act as Maine's regional library for the National Library Services for the Blind and Physically Handicapped (NLS) providing talking books statewide and providing descriptive videos to individually enrolled patrons.
- 3. Recorded Books:** Recording of Maine materials not recorded by the Library of Congress. This program provides specific Maine materials in the state and nationally.

State Goal: Provide and improve library services to individuals with disabilities; and to Maine residents, including children, living in underserved areas and rural areas.

## Project Director

Director Name: Chris Boynton; Director Phone: 207-287-5650; Director Email: [chris.boynton@maine.gov](mailto:chris.boynton@maine.gov)

## Grantee Information

Grantee: Maine State Library

## Additional Materials

- <http://www.maine.gov/msl/outreach/lbph/index.shtml>

## Budgets

	LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>	\$161,524.75	\$60,871.71	\$0.00	\$222,396.46
Description	Salary and wages are for 3.167 FTE for LSTA. State salary match includes part-time work by 3 employees.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees			
<b>Travel</b>	\$2,903.16	\$0.00	\$0.00	\$2,903.16
Description	Travel for 2 Talking Books staff to go to NLS conference out of state. Also included is rental of state vehicle for statewide meetings.			
<b>Supplies/Materials</b>	\$6,188.06	\$0.00	\$0.00	\$6,188.06
Description	\$2986.75 was for Braille and Large print books. \$2000 for ReadSpeaker software for MSL website The balance was for office			

supplies and mailing materials.

<b>Equipment</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment.				
<b>Services</b>		\$31,967.86	\$0.00	\$0.00	\$31,967.86
Description	\$10,304.64 was for ARSD services for the CUL catalog and circulation system. \$ 9,774.32 was for services to Data Management for transition to NLS WebReads system. Remainder was for printing of forms for the Talking Books service. \$11,828.90 is for the cost of services provided by the Office of Information Technology (OIT) for 3 FTE computer, email, network storage, Office 365 connections and support.				
<b>Other Operational Expenses</b>		\$0.00	\$0.00	\$0.00	\$0.00
Description					
Totals:		\$202,583.83	\$60,871.71	\$0.00	\$263,455.54

#### Intent

Improve users' ability to obtain and/or use information resources.

- Education
- Literacy

#### Project Activities

##### Activity Details

**Title:** Talking Books Plus **Abstract:**

Activities for the Talking Book Plus program include: Registering new patrons via phone; providing reader's advisory services, maintaining a patron handbook, providing a distance summer reading program to juvenile patrons, promoting the grant funded Newslite service, and working with the Maine State Division of the Blind and Maine AIM.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Lending

**Format:** Physical

**Total number of items circulated:** 141,546

**Average number of items circulated / month:** 11,795

**Total number of ILL transactions:** 0

**Average number of ILL transactions / month:** 0

##### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** No **Local Government:** Yes **School District:** No **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** Targeted **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:** All Ages,

**For what economic types:** EconomicNotApplicable **For what ethnicity types:** EthnicityNotApplicable, **Is the activity directed at families:** No **Is the activity directed at intergenerational groups:** No **Is the activity targeted at immigrants/refugees:** No **Is the activity directed at those with disabilities:** Yes **Limited functional literacy or informational skills:** No **Is the activity category not already captured:** No

**Is the activity state-wide:** Yes

**Specific Locations:** No

##### Institution Types

**Public Libraries:** 101, **Academic Libraries:** 0, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 14, **School Libraries:** 214, **Other:** 129

**Total number of survey responses:** 0

##### Activity Details

**Title:** Large Print Books **Abstract:**

Large print books are purchased and circulated to program participants as well as to public libraries, schools and retirement homes in Maine.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Lending  
**Format:** Physical

**Total number of items circulated:** 13,759

**Average number of items circulated / month:** 1,146

**Total number of ILL transactions:** 4

**Average number of ILL transactions / month:** 0

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** Yes **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** Targeted **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:** All Ages,

**For what economic types:** EconomicNotApplicable **For what ethnicity types:** EthnicityNotApplicable, **Is the activity directed at families:** No **Is the activity directed at intergenerational groups:** No **Is the activity targeted at immigrants/refugees:** No **Is the activity directed at those with disabilities:** Yes **Limited functional literacy or informational skills:** No **Is the activity category not already captured:** No

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 101, **Academic Libraries:** 0, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 14, **School Libraries:** 214, **Other:** 129

**Total number of survey responses:** 0

#### Activity Details

**Title:** Talking Books Recording Project **Abstract:**

The Maine State Library (MSL) records Maine materials not recorded by the National Library Services for the Blind and PhysicallyHandicapped (NLS). The MSL has an onsite recording studio and a part-time librarian who manages the projects and the volunteers.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Creation

**Format:** Digital

**Number of items digitized:** 3

**Number of items digitized and available to the public:** 12

**Number of physical items:** 0

**Number of open-source applications/software/systems:** 0

**Number of proprietary applications/software/systems:** 0

**Number of learning resources (e.g. toolkits, guides):** 0

**Number of plans/frameworks:** 0

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** Yes **State Government:** No **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** Targeted **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:** All Ages,

**For what economic types:** EconomicNotApplicable **For what ethnicity types:** EthnicityNotApplicable, **Is the activity directed at families:** No **Is the activity directed at intergenerational groups:** No **Is the activity targeted at immigrants/refugees:** No **Is the activity directed at those with**

**disabilities:** Yes **Limited functional literacy or informational skills:** No **Is the activity category not already captured:** No

**Is the activity state-wide:** No

**Name:** Maine State Library

64 SHS Augusta, ME 04333

**Total number of survey responses:** 0

### Project Outcomes

#### List any important outcomes or findings not previously reported:

We transitioned to a new ILS in March. The new system allows us to circulate multiple Talking Books on a single cartridge, custom made to patron reading interests. Our Talking Book circulation has increased by over 36%, and we expect a further increase in circulation in the upcoming year. Large print demand is relatively flat.

#### Please briefly describe the importance of these outcomes and findings for future program planning:

Our new Talking Books circulation system has resulted in higher circulation with less staff time devoted to managing a physical collection. Our Talking Books staff will be able to dedicate more time to Reader Advisory and Outreach activity.

#### Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:

Our new system has reduced the amount of staff time that is needed to manage the collection and will allow us to focus more upon interactions with patrons.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** Yes

**Was a final written evaluation report produced?** No

Exemplary: Yes; The MSL staff in the Talking Books Program did an incredible job in transitioning from CUL to the NLS WebReads software and moving to Duplication on demand at the same time with little or no interruption of service for patrons.

### Project Tags

Talking books

### Project Information

Fiscal Year: 2018

State: ME

Version: 2

SPR Project Code: 2018-ME-81580

Title: Maine InfoNet -Partnership with the University of Maine

State Project Code:

Start Date: 10/01/2017

End Date: 09/30/2019

Status: Accepted

Abstract: Maine InfoNet is a collaborative of academic, public, school, and special libraries that provides leadership in resource sharing, promotes cost effective solutions for quality library information services, and supports the cultural, educational, and economic development of Maine. Supported by the Maine State Library through a contract with the University of Maine System, Maine InfoNet connects the people of Maine to information and ideas through library cooperation. A Board of Directors oversees the operation of Maine InfoNet and takes the lead in planning and establishing policies. The Maine State Librarian is a member of this Board along with 12 other members from the Maine library community. Maine InfoNet is dedicated to improving information and library service to all Maine citizens through online systems and technology. It develops and manages services that unite electronic and physical resources to form a digital library for all of Maine.

State Goal: Expand library resource sharing and services for all Maine residents

### Project Director

Director Name: James Jackson Sanborn; Director Phone: 207-581-3083;; Director Email: james.jacksonsanborn@maineinfonet.org

### Grantee Information

Grantee: Maine State Library

### Additional Materials

- <http://www.maineinfonet.org/>
- <https://www.maineinfonet.org/download/downloadlibrary/>
- <https://library.digitalmaine.org/>

### Budgets

	LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>	\$88,459.78	\$131,968.85	\$0.00	\$220,428.63

Description LSTA salaries/wages are for 1.16 FTEs and 1 FTE for state salary match dedicated to the project.



<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
<b>Travel</b>	\$1,006.83	\$0.00	\$0.00	\$1,006.83
Description	\$558.02 is for in-state travel for 1 federal FTE. Hotel for instate travel and in-state conference attendance is \$448.81.			
<b>Supplies/Materials</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No supplies.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
<b>Services</b>	\$78,961.06	\$8,000.00	\$0.00	\$86,961.06
Description	\$74,710.00 is for a contract with the University of Maine system for 50% of the Executive Director's salary and benefits. \$4251 is for the cost of services provided by the Office of Information Technology (OIT) for 2 FTE email, network storage, Office 365 connections and support plus a state Adobe Connect webinar presenter account			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	NA			
Totals:	\$168,427.67	\$139,968.85	\$0.00	\$308,396.52

**Intent**

Improve users' ability to obtain and/or use information resources.

- General (select only for electronic databases or other data sources)
- Other

**Project Activities****Activity Details**

**Title:** Maine ILS and Statewide Catalog **Abstract:**

Maine InfoNet manages three statewide ILS consortia as well as the statewide catalog – MaineCat. The URSUS consortium includes 11 libraries: University of Maine System libraries, the Maine State Library, the Maine Law and Legislative Library and Bangor Public Library. The Minerva consortium include 59 public, school, academic and hospital libraries. The MILS system for small libraries includes 19 libraries. All three consortia use the same ILS system, are scaled to size and capacity and all feed into the state catalog, MaineCat. Maine InfoNet provides the management, technological infrastructure, help desk ticketing system, and training.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Lending

**Format:** Combined physical & digital

**Total number of items circulated:** 4,730,996

**Average number of items circulated / month:** 394,250

**Total number of ILL transactions:** 617,785

**Average number of ILL transactions / month:** 51,482

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No  
**Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 57, **Academic Libraries:** 21, **SLAA:** 1, **Consortia:** 3, **Special Libraries:** 9, **School Libraries:** 2, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details

**Title:** Digital Maine Library **Abstract:**

Maine InfoNet manages the Digital Maine Library. This collection of online resources provides access to full text and abstracts from magazines, newspapers and reference books. Digital Maine Library is provided free of charge to all library types and Maine citizens from home. Digital Maine Library is funded by the Maine State Library, the University of Maine, the Maine Telecommunications Education Access Fund via the Public Utilities Commission as well as Colby, Bates, and Bowdoin colleges.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Other

**Format:** Digital

Management of the technology infrastructure for authentication and delivery at the local level for all libraries

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 256, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 3, **Special Libraries:** 43, **School Libraries:** 513, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details

**Title:** Download Library: E-books and Audiobooks **Abstract:**

Maine InfoNet also manages the Download Library of e-books and audiobooks for Maine libraries. The e-books and audiobooks are both available to patrons of all member libraries that join this project. Libraries pay an annual membership fee which is used to purchase content and pay for licensing fees. Membership fees are based on library population served and range from a low of \$150 for libraries serving populations under 1,000 to a high of \$1,700 for libraries serving populations above 25,000.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Lending

**Format:** Digital

**Total number of items circulated:** 416,465

**Average number of items circulated / month:** 34,705

**Total number of ILL transactions:** 0

**Average number of ILL transactions / month:** 0

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 168, **Academic Libraries:** 24, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 22, **Other:** 0

**Total number of survey responses:** 0

### Project Outcomes

**List any important outcomes or findings not previously reported:**

Maine citizens, library patrons and students continue to have increased access to the collections of more Maine libraries via MaineCat due to the expansion of the MILS consortium for small libraries. There are now 19 libraries participating with plans for adding more libraries each year. For the Digital Maine Library, moving towards a geo-location/geo-authentication provides easier access for Maine citizens.

**Please briefly describe the importance of these outcomes and findings for future program planning:**

Bringing new libraries into the statewide system allows more Maine citizens access to the statewide catalog, MaineCat. Each new library added to the systems expands the equity of service to rural Maine citizens. Maine InfoNet in collaboration with the Maine State Library and the University of Maine's Fogler library are piloting the Maine Reciprocal Borrowing Program (MRBP) in hopes of moving towards statewide "card" allowing patrons to borrow and return from any library. For the Digital Maine Library, refining the authentication process in the upcoming years will be on-going as will marketing and providing easy access for all Maine citizens.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

Supporting libraries with preparation guidelines and training prior to implementation is necessary and time consuming. Maine InfoNet looks to grants to fund personnel to accomplish this more aggressively. Geo-location provides advantages and disadvantages, has been 95% successful but currently ties to the contracted vendors cooperating with the vendor providing the authentication.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** No

Exemplary: Yes; The Digital Maine Library project, RFP and implementation was labor intensive but very successful

### Project Tags

### Project Information

Fiscal Year: 2018

State: ME

Version: 2

SPR Project Code: 2018-ME-81581

Title: MRLS-Area Reference and Resource Centers

State Project Code:

Start Date: 10/01/2017

End Date: 09/30/2019

Status: Accepted

Abstract: The MRLS ARRC system was established by legislation in 1973 (MRSA Title 27, Chapter 4). Currently there are three ARRC libraries serving 16 counties divided into nine regions. The ARRC libraries were selected to improve library services to the residents of Maine. Portland Public Library (PPL) provides services in the southern counties (York and Cumberland population 499,786). Bangor Public Library (BPL) provides services for the northern and eastern counties (Aroostook, Hancock, Knox, Penobscot, Piscataquis, Waldo, and Washington – population 451,365) and the Maine State Library (MSL) provides services for the central and western counties (Androscoggin, Franklin, Kennebec, Lincoln, Oxford, Sagadahoc and Somerset – population 387,253). Lewiston Public Library (LPL) supplements ILL services for fiction for the MSL.

The Maine State Library contracts with PPL, BPL and LPL for ARRC services to expand library resource sharing and services for all Maine residents. The ARRCs:

- Provide ILL services to libraries in their respective counties
- Provide free borrower's cards to Maine residents residing in their respective counties. 51,255 cards are provided to citizens outside Augusta, Bangor and Portland
- Provide reference and additional information online services to libraries and patrons in those counties
- Provide office space for MSL regional liaisons (as per contracts with BPL and PPL)
- The Maine State Library manages the statewide van delivery program for libraries as an ARRC service

State Goal: Expand library resource sharing and services for all Maine residents

### Project Director

Director Name: Janet McKenney; Director Phone: 207-287-5603; Director Email: janet.mckenney@maine.gov

### Grantee Information

Grantee: Maine State Library

### Additional Materials

- <http://www.maine.gov/msl/lib/interlib/mslarrcill.shtml>
- <https://www.portlandlibrary.com/using-the-library/services-for-librarians/>
- <http://www.maine.gov/msl/services/ask.htm>
- <http://www.maine.gov/msl/lib/interlib/delivery.shtml>
- <http://www.maine.gov/msl/lib/interlib/>

### Budgets

	LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>	\$107,628.68	\$21,427.34	\$0.00	\$129,056.02
Description	LSTA salary and wages are for 2.17 FTE that includes 2 FTE ILL staff and management by the Library Development Director.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
<b>Travel</b>	\$9,980.23	\$17,440.00	\$0.00	\$27,420.23
Description	\$3,018.38 for in-state travel for ARRC staff for meetings and conferences. \$6, 961.85 for out of state travel for State Librarian and ARRC director for ALA, NELA, COSLA and Harvard Digital Leadership program.			
<b>Supplies/Materials</b>	\$7,670.99	\$0.00	\$0.00	\$7,670.99
Description	\$3,033.58 for ILL Postage \$3,215.54 for office supplies \$1421.87 for other postage and binding			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
<b>Services</b>	\$133,986.39	\$73,644.26	\$0.00	\$207,630.65
Description	\$29,932.10 to subsidize rural van delivery costs \$34,100 Contracts for ARRC services with Portland Public Library, Lewiston Public Library and Bangor Public Library \$32,698.45 for OCLC (Cataloging and ILL) and World CAT. \$16,899.91 for the cost of services provided by OIT for public access computers and digital microfilm machines. \$7,880.11 for cost of services provided by the Office of Information Technology (OIT) for 2 FTE computer, email, network storage, Office 365 connections and support \$7,367.83 for Dues-COSLA and MLA 3791.01 for Van delivery supplies (totes and bags)			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$259,266.29	\$112,511.60	\$0.00	\$371,777.89

### Intent

Improve users' ability to obtain and/or use information resources.

- Outreach & Partnerships
- Systems & Technologies

### Project Activities

#### Activity Details

Title: ARRC - Interlibrary Loan **Abstract:**

ARRCs provide interlibrary loan service for libraries and citizens in the regions of the Maine Regional Library System. The Maine State Library serves as the ILL ARRC for the central and western counties (Androscoggin, Franklin, Kennebec, Lincoln, Oxford, Sagadahoc and Somerset). Lewiston Public Library (LPL) supplements ILL services for fiction for the MSL. The Bangor Public Library (BPL) serves as the ILL ARRC for the northern and eastern counties (Aroostook, Hancock, Knox, Penobscot, Piscataquis, Waldo, and Washington). Portland Public Library (PPL) serves as the ILL ARRC for the southern counties (York and Cumberland). Maine libraries that are not part of one of the state supported ILS (Minerva, MILS, URSUS) may make requests through their assigned ARRC. All library types are eligible for this service: public, school, academic and special.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Lending

**Format:** Physical

**Total number of items circulated:** 0

**Average number of items circulated / month:** 0

**Total number of ILL transactions:** 49,390

**Average number of ILL transactions / month:** 4,116

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 256, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 513, **Other:** 0

**Total number of survey responses:** 0

**Activity Details**

**Title:** ARRC - Reference services **Abstract:**

ARRCs provide references services to Maine Regional Library System district libraries with and without a reference librarian as well as directly to patrons in their regions. The Maine State Library, Bangor Public Library and Portland Public Library all have degreed and experienced reference librarians available in person, via phone and via email to answer quick or detailed reference questions. Many small libraries call for patrons when the answers to questions are not available using the librarian's reference skills or the library's online or local reference resources. Statistics are reported for all reference questions since librarians will not ask a patron or library to identify their regional district or location.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Instruction

**Mode:** Consultation/drop-in/referral

**Format:** Combined in-person & virtual

**Total number of consultation/reference transactions:** 61,014

**Average number of consultation/reference transactions per month:** 1,354

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 256, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 513, **Other:** 0

**Total number of survey responses:** 0

**Activity Details**

**Title:** Van Delivery **Abstract:**

The Maine State Library (MSL) manages interlibrary loan van delivery service for the state's libraries. MSL issues an RFP every 3 years, negotiates the contract, and manages billing for public, school, some academic and special libraries. Billing for the University System and Bowdoin, Bates and Colby Colleges are direct with the vendor. MSL bills libraries yearly for van delivery service, facilitates inquiries and complaints with the vendor regarding service issues, and maintains regular communication with van delivery service provider. MSL staff maintains van delivery labels with route #s

for all participating libraries and makes them available online. Maine libraries use local funds for the service paying \$15.60 per stop. The Maine State Library uses state money to fund 1 free day for public libraries. Federal money is used to pay for delivery supplies such as bags and totes. The state library absorbs extra costs for higher rates at very rural locations. This keeps costs for all libraries equitable and there is no financial burden for rural libraries.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Other

**Format:** Physical

Delivery of ILL items statewide via contracted courier service.

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** Yes **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 156, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 7, **School Libraries:** 12, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details

**Title:** MSL-Public Access Computing **Abstract:**

The Maine State Library offers public access computers in the Augusta location as an ARRC service. Both federal and state funds are used for the purchase, internet access and support of these computers by the Office of Information Technology. Both state and federal funds are used to support this service to regional patrons who use the library. These include general access computers, digital microfilm readers, computers attached to 3D printers and other technology in the MSL's "UP Room" – our makerspace/remakerspace.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Acquisition

**Format:** Combined physical & digital

Public Access Computing

**Number of hardware acquired:** 18

**Number of software acquired:** 0

**Number of licensed databases acquired:** 0

**Number of print materials (books & government documents) acquired:** 0

**Number of electronic materials acquired:** 0

**Number of audio/visual units (audio discs, talking books, other recordings) acquired:** 0

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** No

**Name:** Maine State Library

64 State House Station Augusta, ME 04333-0064

**Total number of survey responses:** 0

#### Activity Details

**Title:** ARRC-Access to borrower card resources **Abstract:**

Through the Maine Regional Library System's ARRC libraries, Maine citizens who have cards from Bangor Public Library, Portland Public Library and the Maine State Library have access to the large collections at these libraries as well as to the additional online resources beyond the statewide Digital Maine Library content. This content is accessed through each library's website and is authenticated with the card's barcode. Each library provides different online content based upon local needs, budgets and collection policies. These databases and/or online learning tools are testing grounds for adoption at the state level.

Examples of online learning tools and databases not available through the statewide portal (MARVEL) but available via an ARRC library are: Mango Languages and Transparent Language; Reference USA; Birds of North America Online; Chilton's Auto Repair, TumbleBook Library, Demographics Now and Heritage Quest.

**Intent:** Improve users' ability to obtain and/or use information resources.

**Activity:** Content

**Mode:** Description

**Format:** Combined physical & digital

**Number of items made discoverable to the public:** 1,461,110

**Number of collections made discoverable to the public:** 33

**Number of metadata plans/frameworks produced/updated:** 0

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No

**Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** No **School District:** No **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 3, **Academic Libraries:** 0, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

#### Project Outcomes

**List any important outcomes or findings not previously reported:**

The Maine State Library continues assessment and evolution of the ARRC model with an analysis of ILL statistics from each ARRC. We are currently using the ILL data to identify and recruit libraries into one of the statewide systems (MILS or Minerva) to ease the burden on the ARRCs and provide a path to greater independence and expanded patrons services the systems offer. ARRC libraries will continue to play a role for very small rural libraries who can't afford -or whose ILL needs don't align with joining the statewide system. In 2019, the work continues towards a statewide card with the development of the Maine Reciprocal Borrowing Program. This pilot was developed in Spring 2019 and will begin in September 2019.

**Please briefly describe the importance of these outcomes and findings for future program planning:**

ILL in Maine is very high and as we have expanded the van delivery (courier system) to more rural libraries it provides an opportunity to bring them on board to statewide system. We are using data for ILL and van delivery to identify and recruit with some early successes.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

Maine has no regional systems that are like other states but the 3 consortia that feed into MaineCat represent the academic libraries very well but we still struggle to bring small rural libraries into the "MaineCat" statewide catalog environment. Although only 57 public libraries participate in the statewide catalog, those libraries serve over half the state's population.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** Yes

**Was a final written evaluation report produced?** No

Exemplary: No

**Project Tags**

ILS

**Project Information**

Fiscal Year: 2018

State: ME

Version: 2

SPR Project Code: 2018-ME-81582

Title: MRLS - Specialists and Consulting

State Project Code:

Start Date: 10/01/2017

End Date: 09/30/2019

Status: Accepted

**Abstract:** The Maine State Library's Library Development Division has seven specialists/consultants that work with libraries statewide. Specialists cover a wide range of library related issues and programming and support public, school, academic, and special libraries in all Maine counties. Maine is divided into nine regions for this service model. The specialists work on a statewide basis providing resources, guidance, training and other support in their areas of expertise. Each specialist is also a regional liaison and serves as a contact person for the region and assists libraries with their needs assessments for continuing education activities specific to the region. Continuing education programs are delivered at least yearly in each region in addition to the two statewide programs in the spring and fall as well as a program for new public library directors. The goal is to help Maine libraries strengthen and develop new programs, convene and collaborate regionally, foster collaboration across library types within a region and to improve library services statewide.

The Maine State library also contracts with the Maine Association of Nonprofits to provide specialist consulting for the 57% of Maine libraries who are non-profits

State Goal: Improve the Maine library workforce via continuing education, professional development and leadership opportunities

**Project Director**

Director Name: Janet McKenney; Director Phone: 207-287-5603; Director Email: janet.mckenney@maine.gov

**Grantee Information**

Grantee: Maine State Library

**Additional Materials**

- <http://www.maine.gov/msl/libs/Specialties.shtml>
- <http://www.maine.gov/msl/libs/Regions.shtml>

**Budgets**

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$114,577.61	\$267,879.84	\$0.00	\$382,457.45
Description	LSTA salary is 1.17 FTE (State Data Coordinator's salary and a portion of the Library Development Director's salary for management). State match is 3 FTE specialist consultants.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	There were no consultant fees.			
<b>Travel</b>	\$13,400.84	\$13,856.00	\$0.00	\$27,256.84
Description	In-state travel costs for specialists/consultants is \$9338.21 and include travel to libraries, meetings, and Maine Library conference. Out of state travel for specialists/consultants is \$4,062.63 and includes attendance to NELA and ALA for 4 specialists. In state travel costs of \$13,703.03 include mileage, hotels, car rental and meals for specialists, including the State Data Coordinator, traveling to work with Maine libraries. The balance of \$12,030.04 is for out of state travel to conferences including ALA, NELA, NJ Futures Conference and CSLP.			
<b>Supplies/Materials</b>	\$917.34	\$0.00	\$0.00	\$917.34
Description	\$ 917.34 was for general office supplies, printers and materials for meetings.			



<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment purchases were made.			
<b>Services</b>	\$58,096.99	\$16,050.39	\$0.00	\$74,147.38
Description	\$7,672.00 for LibPAS for PLS \$35,258.79 for Payroll Services for a half federal paid STEM Librarian. \$9,500 for a contract for services for non-profit libraries with the Maine Association of Nonprofits. \$3,941 for the cost of services provided by the Office of Information Technology (OIT) for 1 FTE computer, email, network storage, Office 365 connections and support. \$1,150 for venue meeting charges \$500 for a program speaker. The balance is venue charges, registration fees for state organization meeting attendance and web fees for a blog for book reviews of children's literature.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$186,992.78	\$297,786.23	\$0.00	\$484,779.01

**Intent**

Improve the library workforce.

- Library Infrastructure & Capacity
- Continuing Education and Staff Development

**Project Activities****Activity Details**

**Title:** Public Library Data Collection -Collection and Instruction **Abstract:**

The State Data Coordinator actively engages with libraries to collect data and instruct librarians, volunteers and trustees to use proper methods for data collection. The State Data Coordinator trains librarians to use the online software, and submit reviewed data to IMLS. Site visits are made to libraries with new directors or with libraries who need onsite visits for accurate data collection methods and training to use the online portal. Most guidance is via email and phone. The SDC also works with the Data and Evaluation Specialist to present workshops on using data. MSL purchases LibPass software from Counting Opinions

**Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Consultation/drop-in/referral

**Format:** Combined in-person & virtual

**Total number of consultation/reference transactions:** 581

**Average number of consultation/reference transactions per month:** 48

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** Yes **State Government:** Yes **Local Government:** Yes **School District:** No **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 256, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

**Activity Details**

**Title:** One to one specialist and regional liaison consulting **Abstract:**

The MSL Specialists offer one to one consulting services to help individual libraries with all library service issues, including: management, building projects, programming, volunteers, marketing and promotion, and to assist smaller libraries to find mentors or support and assistance from nearby libraries. Library trustees/board members also request consulting services. The MSL Library Development specialists support public, school, academic, and special libraries in all Maine counties. Maine is divided into nine regions. The specialists work on a statewide basis providing resources, guidance, training and other support in their areas of expertise. The specialists also serve as liaisons for each region and collaborate with team members to refer librarians to the best person on the MSL staff to address their needs.

**Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Consultation/drop-in/referral

**Format:** Combined in-person & virtual

**Total number of consultation/reference transactions:** 3,819

**Average number of consultation/reference transactions per month:** 318

### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** No **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

### Institution Types

**Public Libraries:** 256, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 513, **Other:** 0

**Total number of survey responses:** 0

### Project Outcomes

#### List any important outcomes or findings not previously reported:

Outcomes for this program • Increase in regional meetings and collaborations to improve library services. Within the reporting period all regional liaisons had held at least one meeting. Quarterly email communications from the regional liaisons go out to each region. The Statewide Maine Library Advisory Council, with representation from the nine regions and all library types, began their work early 2018. Going forward, this council will engage with libraries and the state libraries to identify areas for CE and suggestions to the state library and/or the Maine Library Commission regarding initiatives and issues faced by libraries (either regionally – or statewide.)

#### Please briefly describe the importance of these outcomes and findings for future program planning:

We had hoped that regional meetings would increase participation – and although this has happened in some of the regions, we haven't seen an increase in all regions.

#### Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:

Even if you think you have communicated changes – it must be reinforced at every possible meeting and opportunity. We continue to communicate at every opportunity to all library types about the new regional model.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** No

Exemplary: No

### Project Tags

### Project Information

Fiscal Year: 2018

State: ME

Version: 2

SPR Project Code: 2018-ME-81583

Title: Maine School and Library Network (MSLN)

State Project Code:

Start Date: 10/01/2017

End Date: 09/30/2019

Status: Accepted

**Abstract:** This partnership manages the Maine School and Library Network (MSLN), the statewide telecommunications and Internet delivery system for public libraries and K12 schools in Maine and provides E-rate coordinator services to libraries so they can benefit from Universal Service Fund. LSTA funds are used to support salary for the State Library E-rate Coordinator and Library Development Director who work with Networkmaine and libraries. Work is done through the Networkmaine Advisory Council and consists of planning, funding, compliance, the application process and managing the overall Maine School and Library Network (MSLN). The network and library connections are funded by the federal Universal Service Fund (federal e-rate program) and the Maine Telecommunications Education Access Fund (MTEAF). (state e-rate program). The Networkmaine Council Memorandum of Understanding was signed by the Maine Commissioner of Education, the Maine State Librarian, the State of Maine Chief Information Officer and the Chief Information Officer of the University of Maine System and is quoted below: "Networkmaine is a unit of the University of Maine System (UMS)...Networkmaine shall operate and manage a statewide telecommunications

delivery system developed to support education, research, public service, government and economic development... Networkmaine shall act as the Maine School and Library (MSLN) consortium authority and will be responsible for making necessary certifications and for responding to Universal Service Administrative Company (USAC) inquiries on behalf of the eligible consortium members during both pre and post commitment processes."

State Goal: Expand library resource sharing and services for all Maine residents

### Project Director

Director Name: Janet McKenney; Director Phone: 208-287-5603; Director Email: janet.mckenney@maine.gov

### Grantee Information

Grantee: Maine State Library

### Additional Materials

- <http://networkmaine.net/>
- 2018-2019 MSLN Report to the PUC - Final.pdf
- <http://www.maine.gov/msl/erate/about.shtml>
- <http://www.msln.net/>

### Budgets

	LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>	\$69,000.75	\$0.00	\$0.00	\$69,000.75
Description	LSTA salaries/wages/benefits are for 1.17FTE for E-rate/Technology Coordinator and Library Development Director.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees			
<b>Travel</b>	\$987.78	\$0.00	\$0.00	\$987.78
Description	Travel is for E-rate Coordinator's travel in state to libraries to assist and troubleshoot wireless connections and consult with networking issues. Mileage, rental of state vehicle, hotels and meal reimbursement.			
<b>Supplies/Materials</b>	\$309.08	\$0.00	\$0.00	\$309.08
Description	Expenses for office supplies and some minor network troubleshooting hardware.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
<b>Services</b>	\$3,940.05	\$0.00	\$0.00	\$3,940.05
Description	Cost for services provided by the Office of Information Technology (OIT) for 1 FTE computer, email, network storage, Office 365 connections and support.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$74,237.66	\$0.00	\$0.00	\$74,237.66

### Intent

Improve users' ability to discover information resources.

- Digital Literacy
- Broadband adoption

### Project Activities

#### Activity Details

**Title:** E-rate Coordinator Support and Instruction **Abstract:**

The MSL E-rate and technology consultant works with libraries statewide on e-rate applications, technology issues and emerging technologies education and training. This includes phone, webinars and e-rate deadline reminders for the e-rate applications for new Category 2 services as well as the applications through Networkmaine for Maine School and Library Network transport and Internet services.

**Intent:** Improve users' ability to discover information resources.

**Activity:** Instruction

**Mode:** Consultation/drop-in/referral

**Format:** Combined in-person & virtual

**Total number of consultation/reference transactions:** 52

**Average number of consultation/reference transactions per month:** 4

### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** No **Local Government:** No **School District:** No **Non-Profit:** No **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 236, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details

**Title:** Networkmaine Advisory Council-MSLN Management **Abstract:**

This activity represents time invested by the Director of Library Development and the Library E-rate Coordinator for management, compliance, planning and evaluation of the Maine School and Library Network. The Maine State Library, along with the Maine Department of Education and with support of the Networkmaine Council present a budget to the Public Utilities Commission each year for use of the Maine Telecommunications Education Access Fund (MTEAF). The E-rate Coordinator spends time during the MSLN/E-rate application process determining eligibility and compliance for libraries as well as ensuring the proper paperwork is signed and submitted. The Library Development Director attends all Advisory Council Meetings for project planning, budget, and report submission to the Maine PUC. The Director of Library Development also serves as part of the RFP review team every three years.

**Intent:** Improve users' ability to discover information resources.

**Activity:** Planning & Evaluation

**Mode:** Prospective

**Format:** In-house

**Number of evaluations and/or plans funded:** 1

**Number of funded evaluation and/or plans completed:** 1

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** Yes **State Government:** Yes **Local Government:** No **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### Institution Types

**Public Libraries:** 236, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

#### Project Outcomes

**List any important outcomes or findings not previously reported:**

Funding for the MSLN was stabilized with the passage of LD 256 for the 2018-19 E-rate funding year. The E-rate coordinator is working with libraries to upgrade wireless hardware utilizing e-rate or local funds so statistics can be gathered locally for PLS. Currently 28% of MSLN libraries have adequate hardware to count these statistics.

**Please briefly describe the importance of these outcomes and findings for future program planning:**

The MSL initiative last year provided 20 small libraries with a low cost wireless. MSL continues efforts each year to assist MSLN libraries with wireless hardware grants from the Maine Public Library Tax Fund and assistance from the E-rate/Technology Coordinator. Larger libraries are pursuing higher end equipment through the USAC e-rate program with MSL guidance.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

In Maine, this is a very high-touch effort since most of our libraries do not have nor can afford technology consulting for these services. We are also working with regional partners for different funding streams for rural libraries.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** Yes

We are aligning the new technology requirements for the PLS with the work in this program.

**Was an evaluation conducted for this project? No**

Exemplary: Yes;

**Project Tags**

MSLN, E-rate

**Project Information**

Fiscal Year: 2018

State: ME

Version: 1

SPR Project Code: 2018-ME-81584

Title: Continuing Education

State Project Code:

Start Date: 10/01/2017

End Date: 09/30/2019

Status: Accepted

Abstract: Seventy percent of Maine's library directors do not hold an MLIS degree and staff percentages are similar. Continuing education is a critical component of MSL's mission to make libraries stronger. MSL offers the Voluntary Public Librarian Certification program as well as annual continuing education events to meet this goal.

State Goal: Improve the Maine library workforce via continuing education, professional development and leadership opportunities

**Project Director**

Director Name: Stephanie Zurinski; Director Phone: 2072875632; Director Email: stephanie.zurinski@maine.gov

**Grantee Information**

Grantee: Maine State Library

**Additional Materials**

- <https://www.maine.gov/msl/libs/ce/libcert.shtml>
- <https://my.nicheacademy.com/mslstaff>

**Budgets**

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$0.00	\$99,195.52	\$0.00	\$99,195.52
Description	The Continuing Education Coordinator salary serves as match for this program.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
<b>Travel</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No travel for this program.			
<b>Supplies/Materials</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No supplies			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
<b>Services</b>	\$11,489.14	\$10,000.00	\$0.00	\$21,489.14
Description	\$1,656.42 for venue rentals and refreshments \$500.00 for a program presenter \$5,150.00 for Wejunction content for the Voluntary Library Certification Program \$2,578.19 for MSL Specialist staff to attend ALA Library Management classes \$909.70 for Sign Up calendar for CE events. \$694.83 for Adobe Presenter subscription			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No other operational expenses			
Totals:	\$11,489.14	\$109,195.52	\$0.00	\$120,684.66

**Intent**

Improve the library workforce.

- Library Skills

**Project Activities****Activity Details**

**Title:** Voluntary Public Librarian Certification Program **Abstract:**

To meet the needs of Maine's public library staff, the Maine State Library has developed a three-level voluntary certification program comprised of online courses, archived webinars, workshops and special institutes. Library directors and personnel who do not have formal training in library science start with Basic Certification training. All the courses are aligned with the American Library Association (ALA) Core Competencies and the 21st Century Skills matrices. Intermediate and Advanced Certification build on the work done at the basic level and allow the librarian to explore these topic areas in more depth by choosing electives in each subject area. Once a certification level is achieved, the librarian is required to attend or complete 5 classes, webinars or workshops each year to maintain that level of certification. School Library Media Specialists and EdTechs can use these courses toward recertification. The MSL contracts with WebJunction for content and also utilizes free content developed by other state libraries and national organizations.

**Intent:** Improve the library workforce.

**Activity:** Instruction**Mode:** Program**Format:** Virtual**Session length (minutes):** 60**Number of sessions in program:** 931**Average number in attendance per session:** 1**Number of times program administered:** 33**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:**No **Schools:** Yes **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No**Is the activity directed at the library workforce:** Yes**Is the activity state-wide:** Yes**Specific Locations:** No**Institution Types****Public Libraries:** 256, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 513, **Other:** 0**Total number of survey responses:** 32

I learned something by participating in this library activity.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 9 | **SA:** 23 | **NR:** 0

I feel more confident about what I just learned.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 17 | **SA:** 14 | **NR:** 1

I intend to apply what I just learned.

**SD:** 0 | **D:** 0 | **NA/ND:** 2 | **A:** 11 | **SA:** 19 | **NR:** 0

Applying what I learned will help improve library services to the public.

**SD:** 0 | **D:** 0 | **NA/ND:** 1 | **A:** 10 | **SA:** 19 | **NR:** 2**Activity Details****Title:** Regional and Statewide Continuing Education Events **Abstract:**

The Maine State Library holds a wide variety of Continuing Education Programs directed at library staff statewide. Highlights include two Council meetings, the Reading Round Up of Children's Literature, the New Public Library Directors' Orientation, and regional events targeted at various audiences: public library directors, reference, IT, adult services, youth services, school librarians, etc.

The Regional District Council meetings are required by Maine State Law and focus on specific professional development topics of interest to all types of libraries. Council meetings are held twice a year in Fall and Spring. Twenty-two meetings were held across the state from July 1, 2017 to June 30, 2018.

Program topics include:

Verbal Judo

New Directors Institute

Hands-on STEM

Library Board Bootcamp

Building Better Messages About Library Impact

Reading Roundup of Children's Literature

**Intent:** Improve the library workforce.**Activity:** Instruction**Mode:** Program**Format:** In-person**Session length (minutes):** 300**Number of sessions in program:** 13**Average number in attendance per session:** 39**Number of times program administered:** 39

**Partner Information**

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** Yes **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.

**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** No **Tribe:** No

**Is the activity directed at the library workforce:** Yes

**Is the activity state-wide:** Yes

**Specific Locations:** No

**Institution Types**

**Public Libraries:** 256, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 513, **Other:** 0

**Total number of survey responses:** 122

I learned something by participating in this library activity.

**SD:** 0 | **D:** 0 | **NA/ND:** 2 | **A:** 34 | **SA:** 57 | **NR:** 29

I feel more confident about what I just learned.

**SD:** 0 | **D:** 1 | **NA/ND:** 8 | **A:** 42 | **SA:** 37 | **NR:** 34

I intend to apply what I just learned.

**SD:** 0 | **D:** 12 | **NA/ND:** 5 | **A:** 36 | **SA:** 46 | **NR:** 23

Applying what I learned will help improve library services to the public.

**SD:** 1 | **D:** 0 | **NA/ND:** 7 | **A:** 42 | **SA:** 41 | **NR:** 31

**Project Outcomes**

**List any important outcomes or findings not previously reported:**

Our goal of providing both statewide meetings and smaller regional meetings has been successful but labor intensive.

**Please briefly describe the importance of these outcomes and findings for future program planning:**

We have increased participation at regional meetings from librarians that cannot travel. regional meetings also provide public, K-12 and academic libraries opportunities to network.

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

Libraries want to meet and network but lack leadership regionally to accomplish this task on their own. We continue to facilitate these meetings.

**Do you anticipate continuing this project after the current reporting period ends?** Yes

**Do you anticipate any change in level of effort in managing this project?** No

**Do you anticipate changing the types of activities and objectives addressed by the project?** No

**Was an evaluation conducted for this project?** No

Exemplary: No

**Project Tags****Project Information**

Fiscal Year: 2018

State: ME

Version: 2

SPR Project Code: 2018-ME-81585

Title: Procurement, Evaluation and Selection of Online Content: Databases and Learning Tools

State Project Code:

Start Date: 10/01/2017

End Date: 09/30/2019

Status: Accepted

**Abstract:** The Maine State Library uses federal funds to purchase and/or subscribe to online content that includes databases and other online learning services for the benefit of Maine residents for lifelong learning. The Digital Maine Library provides access to over 80 online paid and free resources that provide Maine residents the ability to search a variety of resources at individually or collectively for information. Online content covers a choice of subjects in a variety of resource types targeted for different populations. Access is via geo-location for authentication plus library card barcode when geo-location fails.

Resources include a collection of full text articles and abstracts from magazines, newspapers, journals and reference books; online learning for test-taking, skill building, language learning and computer and digital literacy skills.

State Goal: Expand and enhance life-long learning opportunities for Maine residents

### Project Director

Director Name: Janet McKenney; Director Phone: 2072875603; Director Email: janet.mckenney@maine.gov

### Grantee Information

Grantee: Maine State Library

### Additional Materials

- <https://library.digitalmaine.org/>

### Budgets

	LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>	\$5,300.76	\$0.00	\$0.00	\$5,300.76
Description	Salary is for the Library Development Director time to manage this project.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees			
<b>Travel</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No travel.			
<b>Supplies/Materials</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No supplies.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
<b>Services</b>	\$88,940.05	\$278,705.16	\$0.00	\$367,645.21
Description	\$85,000 is the cost for Learning Express Library and the Computer Skills Center. \$3940.05 is for the cost of services provided by the Office of Information Technology (OIT) for the computer, email, network storage, Office 365 connections and support for the Library Development Director. Match of \$278,705.16 is for content from Pronunciator, EBSCO and WorldBook.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$94,240.81	\$278,705.16	\$0.00	\$372,945.97

### Intent

Improve users' general knowledge and skills.

- Curriculum support
- General (select only for electronic databases or other data sources)

### Project Activities

#### Activity Details

**Title:** RFP for Content **Abstract:**

In 2018, The Maine State Library used the state's RFP procurement process to select a vendor for the core general resources and another RFP to establish a Pre-Qualified vendor list to obtain the best pricing from vendors for online resources not part of the core state package.

Gale/Cengage was the successful bidder for the core general services. Other content has been contracted with EBSCO, ProQuest, Pronunciator, Springer and Niche Academy.

X **Intent:** Improve users' general knowledge and skills.

**Activity:** Content

**Mode:** Acquisition

**Format:** Digital

**Number of hardware acquired:** 0

**Number of software acquired:** 0

**Number of licensed databases acquired:** 59

**Number of print materials (books & government documents) acquired:** 0

**Number of electronic materials acquired:** 0

**Number of audio/visual units (audio discs, talking books, other recordings) acquired:** 0

#### Partner Information

Please identify the area(s) in which your partner organization(s) operates.

**Libraries:** No **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No **Preschools:** No **Schools:** No **Adult Education:** No **Human Service Organizations:** No **Other:** No

Please identify the legal type of the partner organization(s) for this project.



**Federal Government:** No **State Government:** Yes **Local Government:** Yes **School District:** Yes **Non-Profit:** Yes **Private Sector:** Yes **Tribe:** No

**Is the activity directed at the library workforce:** No

**For a targeted group or for the general population:** General **Geographic community of the targeted group:** Urban, Suburban, Rural **For what age groups:**

**Is the activity state-wide:** Yes

**Specific Locations:** No

#### **Institution Types**

**Public Libraries:** 256, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 513, **Other:** 0

**Total number of survey responses:** 0

#### **Project Outcomes**

**List any important outcomes or findings not previously reported:**

**Please briefly describe the importance of these outcomes and findings for future program planning:**

**Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project:**

**Do you anticipate continuing this project after the current reporting period ends?** No

**Was an evaluation conducted for this project?** No

**Exemplary:** No

**Project Tags**