



Connecting People to Information and Ideas

May 3, 2021

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 2019 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-00-19-0020-19

Total Federal Funds Authorized for This Funding Period: \$ 1,195,092.00

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

Report Basis: Accrual

Funding Grant Period of Performance

Start Date: 10/01/2018

End Date: 09/30/2020

Period Covered by This Report

Start Date: 10/01/2018

End Date: 09/30/2020

Total SLAA funds expended to meet the purposes of LSTA, including the Five-Year-Plan (MOE): \$ 3,096,975.89

Minimum MOE Required: \$ 2,889,091.62

MATCH-State funds expended specifically on the Five-Year Plan: \$ 1,083,205.76

MATCH-Other funds expended specifically on the Five-Year Plan: \$ 8,000.00

Total Match: \$ 1,091,205.76

Minimum Match Required: \$ 615,653.45

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: \$ 1,195,092.00

LSTA Administrative Costs

Allowed: \$47,803.68

Actual: \$47,681.94

Difference: \$121.74

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: 12/03/2020

Agency DUNS: 002491384

Agency EIN: 01-6000001

Agency Name: Maine State Library

Administrative Project

General Information

Fiscal Year: 2019

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: 10/01/2018

End Date: 09/30/2020

Budget Information

	LSTA	MATCH-State	MATCH-Other	Total
Salaries/Wages/Benefits	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Travel	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Supplies/Materials	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Services	\$47,681.94	\$0.00	\$0.00	\$47,681.94
Description				
Other Operational Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$47,681.94	\$0.00	\$0.00	\$47,681.94

Projects**Project Information**

Fiscal Year: 2019

State: ME

Version: 1

SPR Project Code: 2019-ME-82891

Title: Books by Mail

State Project Code: 1719

Start Date: 10/01/2018

End Date: 09/30/2020

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

	LSTA	MATCH-State	MATCH-Other	Total
Salaries/Wages/Benefits	\$124,500.36	\$64,990.27	\$0.00	\$189,490.63
Description	LSTA Salary/wages/benefits are for 3.17 FTE federal employees. Match is salary from 3 state funded employees who all work part-time on the project.			

Consultant Fees		\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.				
Travel		\$0.00	\$0.00	\$0.00	\$0.00
Description	No Travel				
Supplies/Materials		\$9,790.26	\$0.00	\$0.00	\$9,790.26
Description	\$6821.17 in postage accounts for the majority of funds spent. Remaining funds are for printing and binding and office supplies.				
Equipment		\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment.				
Services		\$8,488.86	\$0.00	\$0.00	\$8,488.86
Description	The cost of services provided by the Office of Information Technology (OIT) for 3 FTE computer, email, network storage, Office 365 connections, phone service and technical support is \$4,750.42. Remaining funds were for other state provided services for centralized mail and accounting.				
Other Operational Expenses		\$0.00	\$0.00	\$0.00	\$0.00
Description	No Other Operational Expenses				
Totals:		\$142,779.48	\$64,990.27	\$0.00	\$207,769.75

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 readers 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 Digital Maine Library 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: 5,299

Average number of items circulated / month: 442

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:** 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:

This program served 306 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 3512 registered users (2399 adults and 1113 K-12 juveniles). There are also 195 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. An Maine State Library evaluation of the program will be done in 2021 to align with LSTA Five Year Plan Evaluation.

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 usage is only a small percentage of the Maine population that could use it. Barriers are costs to return books for some users and lack of knowledge about the service for those who may be homebound for a short period of time. There are approximately 198 towns without libraries or full library service. New Maine Public Library Standards will expand the number of libraries open the minimum hours (12) and this reduce the number of towns eligible.

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

The Maine State Library will evaluate whether this service should be a federal or state program along with a strategy to promote the service.

Was an evaluation conducted for this project? No

Exemplary: No

Project Tags

Homebound

Project Information

Fiscal Year: 2019

State: ME

Version: 1

SPR Project Code: 2019-ME-82892

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

State Project Code: 1702

Start Date: 10/01/2018

End Date: 09/30/2020

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 Plus:** 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

Grantee Information

Grantee: Maine State Library

Additional Materials

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

Budgets

	LSTA	MATCH-State	MATCH-Other	Total
Salaries/Wages/Benefits	\$138,217.69	\$4,081.30	\$0.00	\$142,298.99
Description	Salary and wages are for 2.167 FTE for LSTA. State salary match includes part-time work by 1 employee.			
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees			
Travel	\$6,683.92	\$0.00	\$0.00	\$6,683.92
Description	\$6280.92 is for 2 Talking Books staff to travel out of state to the NLS conference and to one local regional meeting. Also included is \$403 for rental of state vehicle to travel to statewide meetings.			

Supplies/Materials	\$5,397.49	\$0.00	\$0.00	\$5,397.49
Description	\$2092.08 was for Braille and Large print books. \$1117.53 was for printing, binding and postage. The remaining balance was for office supplies and mailing materials.			
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment.			
Services	\$12,621.20	\$0.00	\$0.00	\$12,621.20
Description	\$3,834 was for final ARSD services for for transition to NLS WebReads system. \$4750.44 is for the cost of services provided by the Office of Information Technology (OIT) for 2.167 FTE computer, email, network storage, Office 365 connections, phone service and technical support. \$861.12 was for costs to host a local meeting. Remaining funds were for other state provided services for centralized mail and accounting.			
Other Operational Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Description	No Other Operational Expenses.			
Totals:	\$162,920.30	\$4,081.30	\$0.00	\$167,001.60

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 Newsline service, and working with the Maine State Division of the Blind and Maine AIM.

Talking Books materials are circulated via digital cartridges out of the Maine State Library or patron initiated downloads through BARD: Braille and Audio Reading Download at NLS

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

Activity: Content

Mode: Lending

Format: Combined physical & digital

Total number of items circulated: 143,901

Average number of items circulated / month: 11,992

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

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: 6,431

Average number of items circulated / month: 536

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: 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:** Yes **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: 13, **Academic Libraries:** 0, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

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 Physically Handicapped (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: 2

Number of items digitized and available to the public: 14

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 have been using a new ILS with duplication on demand capability for over a year now. Usage of Talking Books increased over the survey period, while Large Print demand has decreased by half. Overall circulation increased slightly. Currently BARD downloads represent 20% of all lending.

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

Duplication on demand continues to satisfy patron demand for material and service to Talking Books patrons was unaffected by the pandemic. Large Print circulation has decreased largely due to the pandemic. A lack of funding for the Large Print collection is also a factor in decreased circulation. We will evaluate the program during the Five year Evaluation project.

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

Duplication on demand kept us in business. Without it, our service to Talking Book patrons would have been severely curtailed. It enabled us to continue to serve all patrons during the pandemic closure.

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; MSL staff in the Talking Books Program continues to serve patrons efficiently while working in rapidly changing conditions.

Project Tags

Talking books

Project Information

Fiscal Year: 2019

State: ME

Version: 1

SPR Project Code: 2019-ME-82893

Title: Maine InfoNet -Partnership with the University of Maine

State Project Code: 1746

Start Date: 10/01/2018

End Date: 09/30/2020

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://library.digitalmaine.org/>

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

Budgets

	LSTA	MATCH-State	MATCH-Other	Total
Salaries/Wages/Benefits	\$108,951.71	\$135,364.22	\$0.00	\$244,315.93
Description	LSTA salaries/wages are for 1.17 FTEs and 1 FTE for state salary match dedicated to the project.			
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
Travel	\$1,130.82	\$0.00	\$0.00	\$1,130.82
Description	\$558.02 is for in-state travel for 1 federal FTE. Hotel for instate travel for trainings at various locations and at the Maine Library Conference.			
Supplies/Materials	\$0.00	\$0.00	\$0.00	\$0.00
Description	No supplies.			
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
Services	\$34,746.92	\$47,376.00	\$0.00	\$82,122.92
Description	\$27,334 of federal funds and \$47,376 of state matching funds is for a contract with the University of Maine system for 50% of the Executive Director's salary and benefits. \$4750.42 is for the cost of services provided by the Office of Information Technology (OIT) for 2.167 FTE email, network storage, Office 365 connections, phone and technical support. Remaining funds were for other state provided centralized accounting services.			
Other Operational Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Description	NA			
Totals:	\$144,829.45	\$182,740.22	\$0.00	\$327,569.67

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 21 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: 3,457,177

Average number of items circulated / month: 288,098

Total number of ILL transactions: 464,598

Average number of ILL transactions / month: 38,716

Partner Information

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

Libraries: Yes **Historical Societies or Organizations:** No **Museums:** Yes **Archives:** Yes **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: 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:** 58, **Academic Libraries:** 21, **SLAA:** 1, **Consortia:** 3, **Special Libraries:** 10, **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: Yes **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:** 542, **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:** 537,438**Average number of items circulated / month:** 44,787**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 21 libraries participating with plans for adding more libraries each year. The Minerva consortium is also adding new libraries. 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 piloted the Maine Reciprocal Borrowing Program (MRBP) in hopes of moving towards statewide "card" allowing patrons to borrow and return from any library. The program was interrupted by library closings during COVID but the expectation is to extend the pilot so the program can be more fully evaluated. 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 especially as more small and rural libraries are brought into MILS. The Maine State Library and Maine InfoNet need to pursue funding for additional personnel to accomplish more participation in the statewide ILS by small and rural libraries. For the Digital Maine Library, geo-location provides advantages and disadvantages. COVID caused us to make some adjustments with the vendor to allow easier access for K-12 remote learning. Having geo-location tied to the contracted vendors cooperating with the vendor providing the authentication is something we continue to study.

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: 2019

State: ME

Version: 1

SPR Project Code: 2019-ME-82894

Title: MRLS-Area Reference and Resource Centers

State Project Code: 1744

Start Date: 10/01/2018

End Date: 09/30/2020

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

Budgets

	LSTA	MATCH-State	MATCH-Other	Total
Salaries/Wages/Benefits	\$150,229.70	\$172,379.15	\$0.00	\$322,608.85
Description	LSTA salary and wages are for 2.17 FTE that includes 2 FTE ILL staff and management by the Library Development Director. State match is for a statewide genealogy librarian, part-time ILL and contract administrator time.			
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
Travel	\$1,645.09	\$0.00	\$0.00	\$1,645.09
Description	\$1645.09 was for one Maine State Library ARRC staff to attend ALA Annual in Washington, DC.			
Supplies/Materials	\$9,321.54	\$0.00	\$0.00	\$9,321.54
Description	\$2925.85 for ILL Postage \$4,017.71 for office supplies \$2377.98 for software and minor IT equipment for public access computers and microfilm readers/printers.			
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
Services	\$96,509.37	\$0.00	\$0.00	\$96,509.37
Description	\$28,423.24 to offset additional rural van delivery costs for 20 libraries. \$20,600 in contracts for ARRC Interlibrary Loan services with Portland Public Library, Lewiston Public Library and Bangor Public Library. \$26,801.09 for OCLC (Cataloging and ILL) and World CAT for the Maine State Library for ILL and cataloging. \$5000 for Ref USA subscription for access via the Maine State Library. \$7,655.30 for the cost of services provided by OIT for 12 public access computers and 3 digital microfilm machines. \$4,750.43 for cost of services provided by the Office of Information Technology (OIT) for 2 FTE computer, email, network storage, Office 365 connections and support Other costs for state mail and accounting services plus courier services.			
Other Operational Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$257,705.70	\$172,379.15	\$0.00	\$430,084.85

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: Yes **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: Yes **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: 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:** 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:** 36, **SLAA:** 1, **Consortia:** 3, **Special Libraries:** 15, **School Libraries:** 4, **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: 12

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: Yes **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: Yes **Historical Societies or Organizations:** No **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** No
Preschools: No **Schools:** Yes **Adult Education:** Yes **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's assessment of the ARRC model with a focus on ILL to support libraries who do not belong to a state supported ILS

continued through 2019 and 2020. Funding is an issue to expand membership into the state ILS continues to be a stumbling block as capacity to bring on larger numbers of libraries is needed. The continued reliance of the majority of small public and school libraries on the ARRC ILL system continues as we explore new options. In 2020, the work continued the Maine Reciprocal Borrowing Program. This pilot was developed in Spring 2019 and began in September 2019. Unfortunately, COVID brought a quick end to the pilot. We anticipate to restart the program in 2021.

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

ILL transactions in Maine are always very high and as we subsidize the van delivery (courier system) for every public library and fully subsidize one day for small and rural libraries - patrons in rural areas benefit from both ARRC ILL and van delivery.

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

The struggle to bring small rural libraries into the "MaineCat" statewide catalog environment continues to be an obstacle but we continue to brainstorm options that can work in Maine with current staff and budget constraints. Although only 60 public libraries participate in a state supported ILS that can facilitate their own ILL via 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: 2019

State: ME

Version: 1

SPR Project Code: 2019-ME-82895

Title: MRLS - Specialists and Consulting

State Project Code: 1732

Start Date: 10/01/2018

End Date: 09/30/2020

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

Budgets

	LSTA	MATCH-State	MATCH-Other	Total
Salaries/Wages/Benefits	\$154,911.89	\$305,456.70	\$0.00	\$460,368.59
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 4 FTE specialists/consultants.			
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Description	There were no consultant fees.			
Travel	\$12,732.22	\$0.00	\$0.00	\$12,732.22
Description	\$5282.28 mileage reimbursement and state car rental costs for 5 specialists/consultants to travel to libraries and meetings \$4472.66 for travel (hotel, airfare, meals, some registrations) to out of state conferences to ALA and MIT \$2777.28 for Maine Library Conference specialists/consultant presenters (hotel and meals)			
Supplies/Materials	\$1,102.03	\$0.00	\$0.00	\$1,102.03

Description	\$ 1102.03 was for general office supplies, printers, postage and materials for meetings.			
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment purchases were made.			
Services	\$27,251.76	\$0.00	\$0.00	\$27,251.76
Description	\$7419.58 for a Payroll services contract for STEM Specialist until state position was fully funded. \$1999 for Zoom accounts for specialists/consultants to meeting with libraries and each other. \$1075.18 for the New Public Library Directors' Orientation meeting \$7,672.00 for LibPAS for PLS \$4,750.42 for the cost of services provided by the Office of Information Technology (OIT) for 1.17 FTE computer, email, network storage, Office 365 connections, phone and technology support. \$ 570.70 for data line repair at our Bangor Office \$2814.94 was for state accounting and mail services. Remaining funds of \$949.94 include dues for CSLP statewide membership, web service for a Book Review blog and CE coursework for specialists/consultants.			
Other Operational Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$195,997.90	\$305,456.70	\$0.00	\$501,454.60

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 (SDC) actively engages with libraries to collect data and to instruct librarians, volunteers and trustees in the use of proper data collection methods. The SDC trains librarians to use the online software and submits reviewed data to IMLS. Site visits are made to libraries with new directors or to libraries which need training in accurate data collection methods or use of 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 as the annual report platform

Intent: Improve the library workforce.

Activity: Instruction

Mode: Consultation/drop-in/referral

Format: Combined in-person & virtual

Total number of consultation/reference transactions: 667

Average number of consultation/reference transactions per month: 56

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:** 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: 3,652

Average number of consultation/reference transactions per month: 304

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:** 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:** 542, **Other:** 0

Total number of survey responses: 0

Project Outcomes

List any important outcomes or findings not previously reported:

A few of the regions have begun to hold meetings on their own and invite MSL staff to attend. This is an outcome we hoped would occur as librarians got to know their neighbors through the early regional meetings that MSL staff convened. In response to the COVID-19 pandemic, in mid-March MSL began holding weekly COVID Conversations via Zoom to keep librarians informed on the statewide shutdown orders, the REALM study and reopening protocols. These conversations have been very well attended each week with around 300 librarians at all levels of their organization attending.

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

COVID has normalized video conferencing that communications have improved and opportunities for virtual meetings will likely continue and we look to re-evaluate our model and best practice for visits to libraries as well as regional statewide meetings. More work by regional liaisons needs to happen so that libraries are convening meetings on their own.

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

Turnover in library staff, especially directors, means that we have to keep communicating the message of regional liaisons, specialists and MSL services.

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 work done by the Maine State Library specialists/consultants has been outstanding in transitioning to virtual and maintaining a high level of effective communication.

Project Tags

Specialist, consultants, COVID

Project Information

Fiscal Year: 2019

State: ME

Version: 1

SPR Project Code: 2019-ME-82896

Title: Maine School and Library Network (MSLN)

State Project Code: 1740

Start Date: 10/01/2018

End Date: 09/30/2020

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://www.msln.net/>
- Annual report to PUC-2020.pdf
- <http://www.maine.gov/msl/erate/about.shtml>
- <http://networkmaine.net/>

Budgets

	LSTA	MATCH-State	MATCH-Other	Total
Salaries/Wages/Benefits	\$101,288.09	\$0.00	\$0.00	\$101,288.09
Description	LSTA salaries/wages/benefits are for 1.17FTE for E-rate/Technology Specialist and Library Development Director.			
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees			
Travel	\$2,159.10	\$0.00	\$0.00	\$2,159.10
Description	\$985.78 is for out of state travel for E-rate Coordinator to attend USAC Conference. \$1173.32 is for travel in state to provide technical assistance and training and includes mileage and rental of state vehicle.			
Supplies/Materials	\$143.59	\$0.00	\$0.00	\$143.59
Description	Expenses for office supplies and minor IT equipment.			
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
Services	\$7,412.92	\$0.00	\$0.00	\$7,412.92
Description	\$4750.42 for services provided by the state Office of Information Technology (OIT) for 1.17 FTE for computer, email, network storage, telephone, Office 365 connections and technical support support. \$2662.50 is for state accounting services.			
Other Operational Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$111,003.70	\$0.00	\$0.00	\$111,003.70

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 Maine State Library's 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:

The new funding model for the MTEAF through legislative changes has stabilized state funding that matches federal e-rate funding. The advisory council spent time working on budgetary challenges due to some USAC funding denials that have finally been resolved. The E-rate coordinator continues to work with libraries to upgrade wireless hardware utilizing e-rate or local funds so statistics can be gathered locally for PLS. There may be an opportunity for a grant program through Networkmaine in 2021.

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

The Maine State Library's E-rate coordinator continues efforts each year to assist MSLN libraries with wireless hardware installation and selection based on budget and size. Affordable solutions for small libraries are a challenge. Networkmaine will be releasing an RFP in Fall/Winter 2020 for services beginning July 1, 2021. The Networkmaine Council will craft a budget for the PUC in Spring 2021.

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

In Maine, the Maine School and Library Network internet service is highly valued by participating libraries in Maine. Over 90% of Maine public libraries participate in this program. The program is fully funded by a combination of the federal and state funding.

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: 2019

State: ME

Version: 1

SPR Project Code: 2019-ME-82897

Title: Continuing Education

State Project Code: 1729

Start Date: 10/01/2018

End Date: 09/30/2020

Status: Accepted

Abstract: Over 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 the Maine State Library's (MSL) mission to make libraries stronger. MSL offers the Voluntary Public Librarian Certification program as well as regional and 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/libraries/ce/libcert.shtml>
- <https://my.nicheacademy.com/mslstaff>

Budgets

	LSTA	MATCH-State	MATCH-Other	Total
Salaries/Wages/Benefits	\$21,538.62	\$101,853.16	\$0.00	\$123,391.78
Description	Federal is a percentage of the Director of Library Development's salary/wages and benefits for time dedicated to the program. The Continuing Education Coordinator state salary/wages and benefits serves as match for this program.			
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
Travel	\$0.00	\$0.00	\$0.00	\$0.00
Description	No travel for this program.			
Supplies/Materials	\$0.00	\$0.00	\$0.00	\$0.00
Description	No supplies			
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
Services	\$19,345.92	\$0.00	\$0.00	\$19,345.92
Description	\$5,150.00 for WebJunction content for the Voluntary Library Certification Program and access to training for Maine library staff. \$2349 is for Skillsoft subscription for content for the Voluntary Library Certification Program \$4434 is for Verbal Judo presentation for a statewide meeting in Spring 2019 paid in July 2019. \$4750.42 is for the cost of services provided by the Office of Information Technology (OIT) for 1.17 FTE computer, email, network storage, Office 365 connections, phone and technology support.			
Other Operational Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Description	No other operational expenses			
Totals:	\$40,884.54	\$101,853.16	\$0.00	\$142,737.70

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 allows 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 and SKillssoft for content and also utilizes free content developed by other state libraries and national organizations

The pandemic shutdown created high demand for this program as directors looked for things for staff to do from home. We issued twice the number of certificates in this reporting period and had a three-fold increase in courses completed due to the shutdown.

Intent: Improve the library workforce.

Activity: Instruction

Mode: Program

Format: Virtual

Session length (minutes): 60

Number of sessions in program: 3,832

Average number in attendance per session: 1

Number of times program administered: 67

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:** 542, **Other:** 0

Total number of survey responses: 25

I learned something by participating in this library activity.

SD: 0 | **D:** 0 | **NA/ND:** 2 | **A:** 3 | **SA:** 18 | **NR:** 2

I feel more confident about what I just learned.

SD: 0 | **D:** 0 | **NA/ND:** 2 | **A:** 8 | **SA:** 14 | **NR:** 1

I intend to apply what I just learned.

SD: 0 | **D:** 0 | **NA/ND:** 2 | **A:** 5 | **SA:** 17 | **NR:** 1

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

SD: 0 | **D:** 0 | **NA/ND:** 2 | **A:** 4 | **SA:** 17 | **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. The pandemic did cause some disruption of these programs this spring. The Spring Council meeting was delayed due to the shutdown and subsequent reopening discussions. That meeting was held outside this report period. The Reading Roundup of Children's Literature was held online this year with just a keynote speaker. Regional events also moved online this spring.

This year, we launched the New Directors Academy aimed at directors in their position for less than 3 years. This is a 5 part series with in depth coverage of topics such as Human Resources, Boards, Services and Building Issues. This series had to move online after our second in person meeting.

We partnered with Vermont, New Hampshire and Massachusetts to bring a 5 part series from ALA on managing in small and rural libraries.

This year's program topics included:

New Directors Academy

Hands-on STEM

Multicultural Picture Books: A Deeper Dive Into Your Collection

Dealing with Prolonged Exposure to Stress

Taking Care of Yourself When Reopening

Intent: Improve the library workforce.

Activity: Instruction

Mode: Program

Format: In-person

Session length (minutes): 300

Number of sessions in program: 53

Average number in attendance per session: 107

Number of times program administered: 6

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:** 542, **Other:** 0

Total number of survey responses: 202

I learned something by participating in this library activity.

SD: 0 | **D:** 0 | **NA/ND:** 2 | **A:** 49 | **SA:** 103 | **NR:** 48

I feel more confident about what I just learned.

SD: 0 | **D:** 0 | **NA/ND:** 3 | **A:** 85 | **SA:** 52 | **NR:** 62

I intend to apply what I just learned.

SD: 0 | **D:** 0 | **NA/ND:** 5 | **A:** 65 | **SA:** 67 | **NR:** 65

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

SD: 0 | **D:** 0 | **NA/ND:** 5 | **A:** 75 | **SA:** 74 | **NR:** 48

Project Outcomes

List any important outcomes or findings not previously reported:

The Voluntary Public Librarian Certification Program is highly valued and an effective tool to provide library training to the 69 % of library directors with no MLS degree and to the 87% of library staff that have no degree. Comments from the Voluntary Public Librarian Certification Program include: "It is an incredible opportunity and one for which I am grateful." "I loved having the access to many different webinars and courses, including basic library work and current practices and methods. It made me desire to keep developing these skills. I'm thankful for this excellent program." "I am happy that I am able to continue learning. I fell into Librarianship, and these courses help me keep up to date on so many issues. Please keep providing this service."

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

Maine's librarians appreciate the opportunity to continue to learn at no cost. The state library will continue to fund training as well as identify free resources to enable our librarians to keep learning.

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

We didn't anticipate the huge rise in demand for the certification program due to the pandemic. We were able to procure more licenses with Skillsoft for the management requirements. This was also an opportunity to re-evaluate the requirements and change the program to accommodate the increase in demand.

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; This program was vital to libraries during COVID and a wonderful opportunity for library staff to focus on learning and getting the various certifications.

Project Tags

Professional development

Project Information

Fiscal Year: 2019

State: ME

Version: 1

SPR Project Code: 2019-ME-82898

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

State Project Code: 1735

Start Date: 10/01/2018

End Date: 09/30/2020

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 resident for lifelong learning. The Digital Maine Library provides access to over 90 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
Salaries/Wages/Benefits	\$21,538.62	\$0.00	\$8,000.00	\$29,538.62
Description	Salary is for the Library Development Director time to manage this project. Match is for contracted support from Maine InfoNet for authentication for the Digital Maine Library.			
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees			
Travel	\$0.00	\$0.00	\$0.00	\$0.00
Description	No travel.			
Supplies/Materials	\$0.00	\$0.00	\$0.00	\$0.00
Description	No supplies.			
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
Services	\$69,750.37	\$251,704.96	\$0.00	\$321,455.33
Description	\$65,000 is the cost for Learning Express Library and the Computer Skills Center. \$4750.37 is for the cost of network and other services provided by the Office of Information Technology (OIT) for the project Match of \$251,704.96 is state funds for content from Pronunciator, EBSCO databases and WorldBook.			
Other Operational Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$91,288.99	\$251,704.96	\$8,000.00	\$350,993.95

Intent

Improve users' general knowledge and skills.

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

Project Activities**Activity Details**

Title: Content procurement, maintenance and evaluation **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.

Contracts were renewed with all current vendors and was also expanded with new resources from existing vendors at little or no cost.

Gale/Cengage provides the core of content but the Digital Maine Library includes additional content from EBSCO, ProQuest, Pronunciator, Springer and Niche Academy.

In 2021, the state will perform an evaluation in preparation for a new RFP.

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: 60

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:

The Digital Maine Library saw increased usage during COVID in spring and fall as K-12 learning went virtual. Geo-location served to ease access for most but we did modify our geo-authentication process to check Maine IPs first versus geo-location first. This provided most students form home easy access. Free content provided by various vendors expanded offerings for K-12 as well during Spring 2020. We also linked to Maine CDC website to provide access to the latest data and information during the pandemic.

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

Geo-location and authentication caused some issues for student and teacher access, we were able to respond and requests for assistance in accessing resources have diminished by quick response from our team that responds to the Need Assistance Form.

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

We still struggle with responding directly to student emails via form requests due to some schools security. This requires significant outreach to teachers or administrators to whitelist our domain.

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