



*Connecting People to Information and Ideas*

April 11, 2022

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 2020 award, including CARES Act funding, 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-246148-OLS-20, LS-246537-OLS-20

Total Federal Funds Authorized for This Funding Period: \$ 1,428,574.00

Recipient Account Number or Identifying Number: 94Q

Report Basis: Accrual

**Funding Grant Period of Performance**

Start Date: 10/01/2019

End Date: 09/30/2021

**Period Covered by This Report**

Start Date: 10/01/2019

End Date: 09/30/2021

Total SLAA funds expended to meet the purposes of LSTA, including the Five-Year-Plan (MOE): \$ 3,008,120.14

Minimum MOE Required: \$ 2,971,660.52

MATCH-State funds expended specifically on the Five-Year Plan: \$ 736,818.54

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

Total Match: \$ 736,818.54

Minimum Match Required: \$ 673,361.24

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: \$ 1,428,574.00

**LSTA Administrative Costs**

Allowed: \$57,142.96

Actual: \$54,046.76

Difference: \$3,096.20

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:** 12/22/2021**Agency DUNS/UEI:** 002491384**Agency EIN:** 01-6000001**Agency Name:** Maine State Library**Administrative Project****General Information**

Fiscal Year: 2020

State: ME

Status: Accepted

Title: LSTA and CARES Act - State Projects Administration

Abstract: Abstract: Financial Administration of both 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 most expenses.

Intent: Administer the LSTA Program

Grantee: Maine State Library

Start Date: 10/01/2019

End Date: 09/30/2021

**Budget Information**

LSTA	MATCH-State	MATCH-Other	Total
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<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>	\$54,046.76	\$0.00	\$0.00	\$54,046.76
Description	STACAP costs for LSTA 2020 is \$ 49,511.39	STACAP costs for CARES Act is \$	\$4,535.37	
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$54,046.76	\$0.00	\$0.00	\$54,046.76

## Projects

### Project Information

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-84782

Title: Talking Books Plus

State Project Code: 1702

Start Date: 10/01/2019

End Date: 09/30/2021

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 Books Plus program has three components:

- 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.
- 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.
- 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>	\$207,619.97	\$60,029.85	\$0.00	\$267,649.82
Description	Salary and wages are for 4.125 FTE for LSTA. State salary match includes work by 1 employee.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees			
<b>Travel</b>	\$31.95	\$0.00	\$0.00	\$31.95
Description	Mileage reimbursement - In state travel.			
<b>Supplies/Materials</b>	\$2,766.30	\$0.00	\$0.00	\$2,766.30
Description	\$2000 was for Readspeaker software \$621 was for printing and binding The remainder was postage and supplies.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment.			
<b>Services</b>	\$26,423.56	\$0.00	\$0.00	\$26,423.56
Description	\$22,014.66 is for the cost of services provided by the Office of Information Technology (OIT) for 4.125 FTE computer, email, network storage, Office 365 connections, phone service and technical support. \$289.95 was for equipment repair. Remaining funds were for other state provided services for centralized mail and accounting.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No Other Operational Expenses.			

Totals: \$236,841.78 \$60,029.85 \$0.00 \$296,871.63

### 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 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 MSL uses the dupe on demand method to service patrons with digital cartridges. This program saw no interruption of service due to the pandemic.

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

**Activity:** Content

**Mode:** Lending

**Format:** Combined physical & digital

**Total number of items circulated:** 136,735

**Average number of items circulated / month:** 11,395

**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:** Yes **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:** 1,581

**Average number of items circulated / month:** 131

**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:** 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:** 17, **Academic Libraries:** 0, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 4

**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:** 6

**Number of items digitized and available to the public:** 6

**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:**

The talking book service did not experience a significant interruption, but some patrons assumed we were not circulating materials, and didn't place requests. Large print is seeing a decline.

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

The move to the WebReads ILS and dupe on demand has made Talking Books a very efficient operation.

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

Dupe in demand has been groundbreaking and would highly recommend for other Talking Book programs.

**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?** Yes

Staff roles will change to accommodate the shift in priorities.

**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;

### Project Tags

Talking books

### Project Information

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-84783

Title: Books by Mail

State Project Code: 1719

Start Date: 10/01/2019

End Date: 09/30/2021

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](mailto: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
<b>Salaries/Wages/Benefits</b>	\$185,911.47	\$22,088.75	\$0.00	\$208,000.22
Description	LSTA Salary/wages/benefits are for 4.125 FTE federal employees. Match is salary from 1 state funded employees who all work part-time on the 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>	\$3,972.92	\$0.00	\$0.00	\$3,972.92
Description	\$6821.17 in postage accounts for the majority of funds spent. Remaining funds are for printing and binding and office supplies.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment.			
<b>Services</b>	\$22,821.96	\$0.00	\$0.00	\$22,821.96
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.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No Other Operational Expenses			
Totals:	\$212,706.35	\$22,088.75	\$0.00	\$234,795.10

### 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 audio books). 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:** 429

**Average number of items circulated / month:** 36

**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:** 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:** 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 227 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 3525 registered users (2412 adults and 1113 K-12 juveniles). There are also 166 registered homebound users in the program.

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

Usage is variable and is often determined by town residents becoming eligible due to cuts in public library hours before the 12 hour threshold.

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

MSL is considering merging this program into another federally supported program.

**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 do need to find out how many program participants are home schoolers and whether the uptick in homeschooling will continue post pandemic.

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

Exemplary: No

### Project Tags

Homebound

### Project Information

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-85575

Title: Maine InfoNet -Partnership with the University of Maine

State Project Code: 1746

Start Date: 10/01/2019

End Date: 09/30/2021

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>	\$85,328.34	\$137,608.53	\$0.00	\$222,936.87
Description	LSTA salaries/wages are for 1.125 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>	\$188.65	\$0.00	\$0.00	\$188.65
Description	In-state mileage reimbursement for a meeting.			
<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>	\$85,316.68	\$0.00	\$0.00	\$85,316.68
Description	\$77,770.75 of federal funds for a contract with the University of Maine system for 50% of the Executive Director's salary and benefits. \$5425.77 is for the cost of services provided by the Office of Information Technology (OIT) for 1.167 FTE email, network storage, Office 365 connections, phone and technical support. Remaining funds were for other state provided centralized accounting services.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	NA			
Totals:	\$170,833.67	\$137,608.53	\$0.00	\$308,442.20

#### 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 60 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:** 2,642,453

**Average number of items circulated / month:** 220,204

**Total number of ILL transactions:** 617,778

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

#### 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:** 62, **Academic Libraries:** 25, **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:** 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:** 578, **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 audio books for Maine libraries. The e-books and audio books 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 \$200 for libraries serving populations under 1,000 to a high of \$1,800 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:** 626,120**Average number of items circulated / month:** 52,177**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:** 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:** 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:** 170, **Academic Libraries:** 26, **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 InfoNet did a great job of managing bringing libraries online into the state catalog and ILL systems as they opened a varying times during the summer.

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

Bringing new libraries into the statewide system is still a focus of MSL and Maine InfoNet. Each new library added to the systems expands the equity of service to rural Maine citizens. The Maine Reciprocal Borrowing Program (MRBP) has restarted with the majority of participating libraries. For the Digital Maine Library, K-12 use is very strong, followed by academic libraries and then public.

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

The size of the Maine Infonet staff stifles the on boarding of new libraries into a state supported ILS. The goal remains to bring more small and rural libraries into the statewide catalog (MaineCat) environment for ILL purposes.

**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 agile way that Maine InfoNet handled access to library collections as libraries closed and open was remarkable. The increase of new audiobooks and e-books for patrons increased downloads by 16.5%. The previous year's number also increased due to the 4 months of COVID.

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

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-85576

Title: MRLS-Area Reference and Resource Centers

State Project Code: 1744

Start Date: 10/01/2019

End Date: 09/30/2021

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 515,041). Bangor Public Library (BPL) provides services for the northern and eastern counties (Aroostook, Hancock, Knox, Penobscot, Piscataquis, Waldo, and Washington – population 374,780) and the Maine State Library (MSL) provides services for the central and western counties (Androscoggin, Franklin, Kennebec, Lincoln, Oxford, Sagadahoc and Somerset – population 390,256). 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. 46,501 cards are provided to citizens outside Augusta,

**Bangor and Portland**

- Provide reference and additional information online services to libraries and patrons in those counties
- 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/mslarrcill.shtml>
- <http://www.maine.gov/msl/services/ask.htm>
- <https://www.portlandlibrary.com/using-the-library/services-for-librarians/>
- <http://www.maine.gov/msl/libs/interlib/delivery.shtml>
- <http://www.maine.gov/msl/libs/interlib/>

**Budgets**

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$128,992.01	\$100,315.24	\$0.00	\$229,307.25
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 2.33 FTE.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No consultant fees.			
<b>Travel</b>	\$3,079.40	\$0.00	\$0.00	\$3,079.40
Description	\$622.43 (hotel and airfare) was for one Maine State Library ARRC staff to attend ALA Annual \$1790.00 was for registration for staff to attend the Maine Library Conference \$602.97 was for in-state hotel for travel for ARRC staff to meetings in Washington County. \$64 for rent of State Vehicle for travel			
<b>Supplies/Materials</b>	\$16,543.09	\$0.00	\$0.00	\$16,543.09
Description	\$1785.89 for ILL Postage and mail service \$ 10,509.81 for Printing, photocopying and binding \$ 4238.39 for office supplies			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
<b>Services</b>	\$101,028.67	\$0.00	\$0.00	\$101,028.67
Description	\$25,600 for contracts for ARRC Interlibrary Loan services with Portland Public Library, Lewiston Public Library and Bangor Public Library. \$36898.56 for OCLC (Cataloging and ILL) \$10,851.55 for the cost of services provided by OIT and the financial Service Center for 1.8 FTE. \$5,000 for COSLA dues \$10,000 for DPLA membership \$4,524.86 for network and support for 12 public access computers \$6452.89 for Zoom for MSL staff, webinar host fee and a large meeting subscription Balance is courier and VOIP phone service install costs.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$249,643.17	\$100,315.24	\$0.00	\$349,958.41

**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:** 34,018

**Average number of ILL transactions / month:** 2,835

#### 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:** 578, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details

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

ARRCs provide reference 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 experienced reference librarians with an MLS degree who 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:** 22,959

**Average number of consultation/reference transactions per month:** 1,913

#### 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:** 578, **Other:** 0

**Total number of survey responses:** 0

#### Activity Details

**Title:** ILL Delivery Service **Abstract:**

The Maine State Library (MSL) manages interlibrary loan 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 delivery labels with route #s for all participating libraries and makes them available online. Maine libraries use local funds for the service paying \$18.40 per stop. Libraries were credited on the July 1 - June 30 bills for the months delivery service was not used due to COVID. Libraries were

charged a book storage/warehouse fee for the delivery service to house books not circulating due to COVID. 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:** 158, **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, and digital microfilm readers.

**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 (Digital Maine Library) but available via an ARRC library are:

- Birds of North America Online;
- TumbleBooks,
- Demographics Now
- Heritage Quest.
- Prices4Antiques
- Morningstar
- New York Times
- JSTOR

**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:** 1,128,454

**Number of collections made discoverable to the public:** 30

**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

### Activity Details

**Title:** DPLA Service Hub **Abstract:**

The Maine State Library serves as the state's hub to the Digital Public Library of America (DPLA) and provides a variety of services to assist cultural organizations with projects to digitize and provide access to historical collections. To facilitate this work, the library provides institutions with access to a scan lab in Augusta and digital repository storage for content they create. Through these partnerships, 192,302 digital items have been made available online through the Digital Maine repository. This content has been downloaded over 1.1 million times in the last year. DPLA membership allows the digital content from Maine to be made discoverable through their portal and provides library staff with professional development opportunities that allow us to better serve other Maine institutions with their digitization needs. As of the end of 2021, 63,492 of Maine's institutional collections were searchable through the DPLA portal, and a scheduled harvest in early 2022 will triple the content that will be available through the site.

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

**Activity:** Content

**Mode:** Description

**Format:** Digital

**Number of items made discoverable to the public:** 63,492

**Number of collections made discoverable to the public:** 42

**Number of metadata plans/frameworks produced/updated:** 1

#### Partner Information

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

**Libraries:** Yes **Historical Societies or Organizations:** Yes **Museums:** No **Archives:** No **Cultural Heritage Organization Multi-type:** Yes  
**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:** 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:** 256, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **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 analysis of the ARRC model will be part of the new Five year Plan. ARPA funding will be used in 2022 to expand membership into the state ILS. Our work continues with DPLA and statewide digitizing efforts.

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

The MSL subsidy of one delivery day for all public libraries is one of the most appreciated service by libraries and patrons in rural areas. Most small libraries cannot afford even 1 day of service per week.

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

The need for expertise and guidance from the state library for digitization guidance is growing yearly as libraries pursue a way to share older collections.

**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:** 2020

**State:** ME

**Version:** 1

**SPR Project Code:** 2020-ME-85577

**Title:** MRLS - Specialists and Consulting

**State Project Code:** 1732

**Start Date:** 10/01/2019

**End Date:** 09/30/2021

**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>
- <https://www.nonprofitmaine.org/join/nonprofit-membership/member-benefits/>
- <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>	\$170,632.72	\$350,416.48	\$0.00	\$521,049.20
Description	LSTA salary is 1.125 FTE State Data Coordinator's salary and a portion of the Library Development Director's salary for management. State match is 3.75 FTE specialists/consultants.			
<b>Consultant Fees</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	There were no consultant fees.			
<b>Travel</b>	\$4,217.02	\$0.00	\$0.00	\$4,217.02
Description	\$ 1714.77 mileage reimbursement specialists/consultants to travel to libraries and meetings \$ 2502.25 for travel for travel to ALA Midwinter for 1 staff.			
<b>Supplies/Materials</b>	\$2,124.25	\$0.00	\$0.00	\$2,124.25
Description	\$2124.25 was for general office supplies, printers, postage and materials for meetings.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment purchases were made.			
<b>Services</b>	\$30,704.18	\$0.00	\$0.00	\$30,704.18
Description	\$ 11,525.00 for Maine Association of Nonprofits membership for nonprofit Maine libraries; \$7,672.00 for LibPAS for PLS \$ 8349.91 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 plus accounting and finance services. \$2200 for maintenance and security of STEM Libraries website. \$ 238.73 for shared costs with state for Survey Monkey \$718.54 - Printing services			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$207,678.17	\$350,416.48	\$0.00	\$558,094.65

**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. During COVID. Zoom sessions are held instead of on-site visits. Most guidance is via email and phone MSL purchases LibPas 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:** 627

**Average number of consultation/reference transactions per month:** 52

**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 Maine State Library's (MSL) team of specialists offer one to one consulting services to help directors and staff with all library service issues, including management, building projects, programming, volunteers, marketing, and promotion. They also assist directors from smaller/rural 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 of the nine regions and collaborate with team members to refer librarians to the best person on the MSL staff to address their needs. Many times specialists are collaborating together to assist one library.

**Intent:** Improve the library workforce.

**Activity:** Instruction

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

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

**Total number of consultation/reference transactions:** 3,767

**Average number of consultation/reference transactions per month:** 314

### 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:** 578, **Other:** 0

**Total number of survey responses:** 0

### Activity Details

**Title:** Maine Association of Nonprofits **Abstract:**

The Maine State Library pays membership fees for nonprofit libraries to utilize services provided by the Maine Association of Nonprofits. MANP provides a discount for the centralized billing and management. Libraries benefit by receiving free and subsidized training for their library and boards. Member benefits listed at: <https://www.nonprofitmaine.org/join/nonprofit-membership/member-benefits/>

**Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Other

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

Member benefits

### 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:** 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:** 98, **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:**

Virtual has continued to be the method of all communication and services to libraries.

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

The continuation of the COVID pandemic has now normalized video conferencing for our service to libraries and their service to patrons and libraries have adopted this technology.

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

Library director staff turnover is a huge challenge in maintaining relationships and developing good communication with libraries. Listserv use is still very active.

**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 this year of working completely remote and keeping libraries engaged by the specialists is worth note in this very challenging year. Topics changed, needs changed and the response by this team was remarkable.

### Project Tags

Specialist, consultants, COVID

### Project Information

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-85578

Title: Maine School and Library Network (MSLN)

State Project Code: 1740

Start Date: 10/01/2019

End Date: 09/30/2021

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/>
- <http://www.maine.gov/msl/erate/about.shtml>
- <http://www.msln.net/>

### Budgets

	LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>	\$81,266.37	\$8,010.61	\$0.00	\$89,276.98
Description	LSTA salaries/wages/benefits are for 1.17 FTE for E-rate/Technology Specialist and Library Development Director. State match is for an employee who devotes 10% of time to the 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				
<b>Supplies/Materials</b>	\$169.98	\$0.00	\$0.00	\$169.98
Description	Expenses for office supplies and minor IT equipment.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No equipment			
<b>Services</b>	\$7,545.93	\$0.00	\$0.00	\$7,545.93
Description	\$5425.77 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. \$2120.16 is for state accounting services.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$88,982.28	\$8,010.61	\$0.00	\$96,992.89

### 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:** 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:** No **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:** 0, **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:

234 libraries receive service through NetworkMaine. All libraries have fiber connections with at least a 1 gigabit connection after this last RFP.

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

The high speed connection become more vital each year, and are especially important to libraries as they provide additional virtual services during the pandemic.

### 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 federal E-rate funding and the state's Maine Telecommunications Education Access Fund (MTEAF).

**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;

## Project Tags

MSLN, E-rate

## Project Information

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-85579

Title: Continuing Education

State Project Code: 1729

Start Date: 10/01/2019

End Date: 09/30/2021

Status: Accepted

**Abstract:** Over seventy percent of Maine's library directors and staff do not hold an MLS degree. 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 (VPLC) 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: Janet McKenney; Director Phone: 2072875603; Director Email: janet.mckenney@maine.gov

## Grantee Information

Grantee: Maine State Library

## Additional Materials

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

## Budgets

	<b>LSTA</b>	<b>MATCH-State</b>	<b>MATCH-Other</b>	<b>Total</b>
<b>Salaries/Wages/Benefits</b>	\$17,640.42	\$58,349.08	\$0.00	\$75,989.50
Description	Federal salary/wages/benefits 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.			
<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>	\$15,163.33	\$0.00	\$0.00	\$15,163.33
Description	\$5,150.00 for WebJunction content for the Voluntary Library Certification program and access to training for Maine library staff. \$2550.09 is for Skillsoft subscription for content for the Voluntary Library Certification Program \$1808.24 for Survey Monkey \$699 for Springshare CE Calendar \$2233.00 on workshop fees and presenters. \$2723.00 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 as well as service center costs.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description	No other operational expenses			

Totals: \$32,803.75 \$58,349.08 \$0.00 \$91,152.83

### 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 SKillsoft 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:** 1,949

**Average number in attendance per session:** 1

**Number of times program administered:** 62

#### 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:** 24

I learned something by participating in this library activity.

**SD:** 0 | **D:** 0 | **NA/ND:** 2 | **A:** 4 | **SA:** 18 | **NR:** 0

I feel more confident about what I just learned.

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

I intend to apply what I just learned.

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

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

**SD:** 0 | **D:** 0 | **NA/ND:** 2 | **A:** 4 | **SA:** 17 | **NR:** 1

#### Activity Details

**Title:** Fall Council **Abstract:**

This year's annual Fall Council meeting featured Ann Freeman of the law firm Bernstein, Shur. Ms. Freeman presented information regarding the impact of COVID-19 in the workplace and how libraries can handle issues and concerns. There was a brief Maine Library Advisory Council business meeting before the presentation to introduce new regional representatives and to explain the new legislation governing the council. **Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Program

**Format:** Virtual

**Session length (minutes):** 165

**Number of sessions in program:** 1

**Average number in attendance per session:** 97

**Number of times program administered:** 1

**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:** 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:** 256, **Academic Libraries:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 578, **Other:** 0

**Total number of survey responses:** 42

I learned something by participating in this library activity.

**SD:** 0 | **D:** 0 | **NA/ND:** 9 | **A:** 25 | **SA:** 8 | **NR:** 0

I feel more confident about what I just learned.

**SD:** 0 | **D:** 0 | **NA/ND:** 5 | **A:** 26 | **SA:** 11 | **NR:** 0

I intend to apply what I just learned.

**SD:** 0 | **D:** 0 | **NA/ND:** 5 | **A:** 26 | **SA:** 11 | **NR:** 0

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

**SD:** 1 | **D:** 0 | **NA/ND:** 10 | **A:** 20 | **SA:** 11 | **NR:** 0

**Activity Details**

**Title:** Spring Council **Abstract:**

This year's annual Spring Council meeting was delayed into Summer and featured Andrew Sanderbeck's program on De-escalating Difficult COVID Conversations. The meeting also includes a Maine Library Advisory Council update. Program attendees learned eight customer de-escalation tips and specific verbal intervention techniques including proven verbiage to use with customers that are violating your organizations code of conduct and endangering employee safety.

**Intent:** Improve the library workforce.

**Activity:** Instruction

**Mode:** Program

**Format:** Virtual

**Session length (minutes):** 120

**Number of sessions in program:** 1

**Average number in attendance per session:** 200

**Number of times program administered:** 1

**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:** 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:** 33, **SLAA:** 1, **Consortia:** 0, **Special Libraries:** 43, **School Libraries:** 578, **Other:** 0

**Total number of survey responses:** 63

I learned something by participating in this library activity.

**SD:** 0 | **D:** 0 | **NA/ND:** 1 | **A:** 25 | **SA:** 37 | **NR:** 0

I feel more confident about what I just learned.

**SD:** 0 | **D:** 0 | **NA/ND:** 2 | **A:** 32 | **SA:** 29 | **NR:** 0

I intend to apply what I just learned.

**SD:** 0 | **D:** 0 | **NA/ND:** 1 | **A:** 25 | **SA:** 35 | **NR:** 2

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

**SD:** 0 | **D:** 0 | **NA/ND:** 2 | **A:** 23 | **SA:** 37 | **NR:** 1

## Project Outcomes

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

A cohort of librarians began working with MSL Children's Specialist on Project Ready Curriculum which we will report on in the next report when training has been completed.

### 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 continue to add courses to keep the VLCP up to date.

### 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;

## Project Tags

Professional development

## Project Information

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-85580

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

State Project Code: 1735

Start Date: 10/01/2019

End Date: 09/30/2021

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
<b>Salaries/Wages/Benefits</b>	\$17,640.42	\$0.00	\$0.00	\$17,640.42
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.			
<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>	\$40,472.02	\$0.00	\$0.00	\$40,472.02
Description	\$39,869.16 is the cost for Pronunciator and Niche Academy online resources \$602.86 is for the cost of network and other services provided by the Office of Information Technology (OIT) for the % FTE for this project project			

<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$58,112.44	\$0.00	\$0.00	\$58,112.44

**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 from 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****Project Information**

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-85581

Title: CARES Act: Virtualize Summer Reading

State Project Code: 1781

Start Date: 04/21/2020

End Date: 09/30/2021

Status: Accepted

Abstract: To assist public libraries in moving to a virtual summer reading program due to library closures and restrictions on number of people in buildings, the Maine State Library contracted for a virtual reading program for almost half of Maine public libraries

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

**Project Director**

Director Name: Kara Reiman; Director Phone: 207-287-5660; Director Email: kara.reiman@maine.gov

**Grantee Information**

Grantee: Maine State Library

**Additional Materials****Budgets**

	<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>	\$60,000.00	\$0.00	\$0.00	\$60,000.00
Description	Beanstack reading Challenge for use for virtual summer reading program for summer 2020 and 2021 plus additional virtual reading challenges throughout the year for 121 public libraries. Contract for May 2020 - September 2021.			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Totals:</b>	\$60,000.00	\$0.00	\$0.00	\$60,000.00

**Intent**

Improve users' general knowledge and skills.

- Reading Program (Not Summer Reading)
- Reading Program (Summer Reading)

**Project Activities****Activity Details****Title:** Virtual Reading Challenge **Abstract:**

The Maine State Library contracted with Beanstack to supply summer reading challenge websites for 120 Maine public libraries. Support for creating websites was shared by Zoobean and MSL's Children's Literacy Specialist MSL helped smaller libraries on a one to one basis. Many libraries created challenges beyond summer reading. **Intent:** Improve users' general knowledge and skills.

**Activity:** Content**Mode:** Acquisition**Format:** Digital**Number of hardware acquired:** 0**Number of software acquired:** 1**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:** 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:** 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:** 120, **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:**

We had to do a fast rollout so libraries could get going on this project. It was difficult for smaller libraries and many needed help with their Reading Challenge websites.

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

We are discussing a statewide solution for small and rural libraries.

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

Libraries were hesitant in initial stages but we have a had solid adoption among a core group of libraries statewide as patrons adopted this during the variety of COVID shutdowns and challenges.

**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?** Yes

Will work to adopt a site managed by the state library for smaller libraries that their patrons can use.

**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

virtual summer reading

### Project Information

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-85582

Title: CARES Act: Videoconferencing for Public Libraries

State Project Code: 1781

Start Date: 04/21/2020

End Date: 09/30/2021

Status: Accepted

Abstract:

Utilizing NetworkMaine's discounted Zoom Pro subscriptions for libraries, the Maine State Library used CARES Act funds to acquire and train 130 library Zoom Pro subscriptions for 2 years to support library virtual efforts. MSL also used funds to provide both technical and facilitation training for participating libraries.

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

### Project Director

Director Name: Jared Leadbetter; Director Phone: 207-287-5627; Director Email: jared.leadbetter@maine.gov

### Grantee Information

Grantee: Maine State Library

### Additional Materials

- <http://www.msln.net/>
- <https://networkmaine.net/services/consortium-buying-discounts/>

### Budgets

	LSTA	MATCH-State	MATCH-Other	Total
<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>		\$10,227.34	\$0.00	\$0.00
Description	\$7227.34 for 150 Zoom Pro subscriptions through NetworkMaine for public libraries for 15 months (July 2020 - September 30, 2021)			
	\$3000.00 for facilitation training contracted with Maine Humanities Council.			
<b>Other Operational Expenses</b>		\$0.00	\$0.00	\$0.00
Description				
Totals:		\$10,227.34	\$0.00	\$0.00

**Intent**

Improve library's physical and technology infrastructure.

- Systems & Technologies

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

**Title:** Procurement of Zoom Pro Licenses **Abstract:**

The Maine State Library worked with NetworkMaine, a unit of the University of Maine, that provides Management of the Maine School and Library Network. 131 libraries Zoom Pro subscriptions were paid with CARES Act funds **Intent:** Improve library's physical and technology infrastructure.

**Activity:** Procurement

**Mode:**

**Format:**

**Number of equipment acquired:** 0

**Number of acquired equipment used:** 0

**Number of hardware items acquired:** 0

**Number of acquired hardware items used:** 0

**Number of software items acquired:** 131

**Number of acquired software items used:** 0

**Number of materials/supplies acquired:** 0

**Number of acquired materials/supplies used:** 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:** 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:** 131, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 0

**Activity Details**

**Title:** Zoom Training **Abstract:**

The Maine State Library (MSL) contracted with the Maine Humanities Council to provide Zoom Facilitation Skills training. MSL staff provided technical training. 58 librarians attended the technical training and 75 attended the facilitation training **Intent:** Improve library's physical and technology infrastructure.

**Activity:** Instruction

**Mode:** Program

**Format:** Virtual

**Session length (minutes):** 90

**Number of sessions in program:** 2

**Average number in attendance per session:** 19

**Number of times program administered:** 7

**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:** Yes **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:** 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:** 131, **Academic Libraries:** 0, **SLAA:** 0, **Consortia:** 0, **Special Libraries:** 0, **School Libraries:** 0, **Other:** 0

**Total number of survey responses:** 31

I learned something by participating in this library activity.

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 15 | **SA:** 16 | **NR:** 0

I feel more confident about what I just learned.

**SD:** 0 | **D:** 2 | **NA/ND:** 1 | **A:** 22 | **SA:** 6 | **NR:** 0

I intend to apply what I just learned.

**SD:** 0 | **D:** 0 | **NA/ND:** 1 | **A:** 16 | **SA:** 13 | **NR:** 1

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

**SD:** 0 | **D:** 0 | **NA/ND:** 0 | **A:** 16 | **SA:** 14 | **NR:** 1

### Project Outcomes

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

ARPA funds will be used to continue this funding. MSL may use LSTA to continue to provide subscriptions to libraries via the partnership with NetworkMaine.

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

The use of Zoom has transformed library programming statewide. It has been a game changer and the adoption has been tremendous and patrons have been relieved to attend virtually. Libraries are now offering hybrid programming - in person and virtual at the same time.

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

We had libraries deciding post contract to apply for Zoom. The University pro-rated subscriptions and we were able to bring a few more libraries on mid year.

**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 partnership we have with the University made this possible. NetworkMaine, a part of the University of Maine system, commitment to supporting Maine libraries and schools who are part of the Maine School and Library Network.

### Project Tags

videoconferencing, zoom

### Project Information

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-85583

Title: CARES Act: Maine Contemporary Archives Collaborative

State Project Code: 1781

Start Date: 04/21/2020

End Date: 09/30/2021

Status: Accepted

**Abstract:** The Maine Contemporary Archives Collaborative is a group of archivists, librarians, and other cultural heritage professionals working to actively document history through collecting, sharing, and preserving the stories of our community members in a variety of digital formats (documents, audio files, photos, videos, etc.)

This collaborative was formed in April 2020 when the Maine State Library funded the Omeka online platform for 3 libraries in an effort to support one another while developing local projects to document life in Maine during the COVID-19 pandemic. The collaborative has grown to include 25 libraries and cultural institutions.

The collaborative represents libraries and communities from across the state--academic and public, urban and rural. The Maine State Library expects this collaborative to continue beyond the current COVID-19 collection efforts and focus into the future.

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

### Project Director

Director Name: Jared Leadbetter; Director Phone: 207-287-5627; Director Email: jared.leadbetter@maine.gov

### Grantee Information

Grantee: Maine State Library

### Additional Materials

- <https://www.facebook.com/groups/maineccontemporaryarchives/>
- <https://www.simmons.edu/news/alumnaei-join-forces-create-maine-contemporary-archives-collaborative>
- <https://ourmainearchives.omeka.net/exhibits/show/selections/2020>
- [https://vimeo.com/554947628/68635c84e9?fbclid=IwAR1-rv\\_AUH0bAijCqETQXTtnuzfDrVlTFVqOsAwwVSLXkKKvriVA7y9Zsg](https://vimeo.com/554947628/68635c84e9?fbclid=IwAR1-rv_AUH0bAijCqETQXTtnuzfDrVlTFVqOsAwwVSLXkKKvriVA7y9Zsg)
- <https://aaslh.org/2021-leadership-in-history-award-winners/>
- <https://ourmainearchives.omeka.net/>

### Budgets

	LSTA	MATCH-State	MATCH-Other	Total
Salaries/Wages/Benefits	\$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>	\$537.03	\$0.00	\$0.00	\$537.03
Description	Supplies for libraries to share in project work. Audio recorder, headphones, memory card, and batteries.			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Services</b>	\$4,693.75	\$0.00	\$0.00	\$4,693.75
Description	\$3443.75 for a contract with 1 librarian to coordinate and convene the group of 18 libraries. \$250 for a Maine Contemporary Archives logo \$1000,00 for the Omeka Online Shared Platform for libraries			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$5,230.78	\$0.00	\$0.00	\$5,230.78

**Intent**

Improve users' ability to discover information resources.

- Arts, Culture & Humanities
- Community Concerns

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

**Title:** Maine Contemporary Archive Platform **Abstract:**

Using the Omeka platform 18 libraries maintain unique or collaborative sites with content uploaded by libraries, patrons and partner Maine organizations There are 9 archives produced by these grant supported institutions.

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

**Activity:** Content

**Mode:** Creation

**Format:** Digital

**Number of items digitized:** 0

**Number of items digitized and available to the public:** 463

**Number of physical items:** 0

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

**Number of proprietary applications/software/systems:** 1

**Number of learning resources (e.g. toolkits, guides):** 18

**Number of plans/frameworks:** 0

**Partner Information**

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

**Libraries:** Yes **Historical Societies or Organizations:** Yes **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:** 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:** 20, **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:**

This started with a very small group of librarians and has grown to include libraries using other platforms. The group supports each others work and has been heralded by winning a Leadership in History award from the American Association for State and Local History (AASLH). This is the most prestigious recognition for achievement in the preservation and interpretation of state and local history.

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

This project show how a little grant money can go very far in achieving significant impact.

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

The leadership and funding of someone to manage and convene this group was significant in the success.

**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; This group is dedicated to archiving the stories of Maine in our contemporary society.

**Project Tags**

archives, covid; collaborative

**Project Information**

Fiscal Year: 2020

State: ME

Version: 1

SPR Project Code: 2020-ME-85584

Title: CARES Act: COVID Support for Statewide Library Services

State Project Code: 1781

Start Date: 04/21/2020

End Date: 09/30/2021

Status: Accepted

Abstract: MSL utilized CARES Act funds to support library services in response to COVID. This included additional totes for the statewide delivery service for storage and quarantine purposes, additional titles for the statewide Download Library, budget relief to academic libraries for their shared cost of one database, circulating kits covering COVID and healing topics plus training for a cohort of librarians to attend the Library Journal's for Public Programming in the the Pandemic series

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**

- <https://www.libraryjournal.com/event/public-programming-in-pandemic>

**Budgets**

	<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>	\$10,501.90	\$0.00	\$0.00	\$10,501.90
Description	Totes - \$9,119.04 Healing Library kits - \$1382.86			
<b>Equipment</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
<b>Services</b>	\$30,965.61	\$0.00	\$0.00	\$30,965.61
Description	EBSCO Academic database relief - \$20,000 E-Books - \$ 4,524.34 Training - Public Programming in the Pandemic - \$5,668.80 Moving services costs related ILL and van delivery items - \$772.47			
<b>Other Operational Expenses</b>	\$0.00	\$0.00	\$0.00	\$0.00
Description				
Totals:	\$41,467.51	\$0.00	\$0.00	\$41,467.51

**Intent**

Improve library operations.

- General (select only for electronic databases or other data sources)
- Library Infrastructure & Capacity

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

**Title:** Delivery service supplies **Abstract:**

Additional totes were needed to provide both the delivery courier and the libraries to sort and work with books safely, quarantine storage at libraries Without the additional totes, the strain on the system and libraries would have brought the ILL system to a halt due to lack of a reliable number of totes **Intent:** Improve library operations.

**Activity:** Procurement

**Mode:**

**Format:**

**Number of equipment acquired:** 0

**Number of acquired equipment used:** 0

**Number of hardware items acquired:** 0

**Number of acquired hardware items used:** 0

**Number of software items acquired:** 0

**Number of acquired software items used:** 0

**Number of materials/supplies acquired:** 1,000

**Number of acquired materials/supplies used:** 1,000

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

**Total number of survey responses:** 0

#### Activity Details

**Title:** Public Programing in the Pandemic **Abstract:**

The Maine State Library (MSL) used CARES Act funds to pay for a cohort of Maine librarians to attend the Library Journal's Public Programming in the Pandemic series during spring 2021. Twenty-one (21) librarians enrolled in the course and MSL sponsored a follow up webinar so participants could brainstorm and share ideas with other Maine Librarians.

**Intent:** Improve library operations.

**Activity:** Instruction

**Mode:** Program

**Format:** Virtual

**Session length (minutes):** 420

**Number of sessions in program:** 4

**Average number in attendance per session:** 21

**Number of times program administered:** 1

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

**Total number of survey responses:** 22

I learned something by participating in this library activity.

**SD:** 0 | **D:** 1 | **NA/ND:** 1 | **A:** 13 | **SA:** 7 | **NR:** 0

I feel more confident about what I just learned.

**SD:** 0 | **D:** 0 | **NA/ND:** 2 | **A:** 14 | **SA:** 6 | **NR:** 0

I intend to apply what I just learned.

**SD:** 0 | **D:** 1 | **NA/ND:** 5 | **A:** 11 | **SA:** 5 | **NR:** 0

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

**SD:** 0 | **D:** 0 | **NA/ND:** 2 | **A:** 13 | **SA:** 7 | **NR:** 0

#### Project Outcomes

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

Training a cohort to share what they learned and to brainstorm with other librarians is a useful model in Maine.

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

We will continue with this model as availability for course work over a few weeks can be challenging for many Maine librarians.

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

Time and availability are challenges in rural libraries for a deeper dive into CE topics.

**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**