



INSTITUTE of
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SERVICES



State Library Administrative Agencies Survey

Fiscal Year 2018



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Institute of Museum and Library Services

Crosby Kemper III

Director

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The Santa Ana Public Library provides its users access to over 274,000 library materials including DVDs, CDs, audiobooks, over 50 online databases, over 1,000 eResources including eBooks, eAudiobooks, digital magazines and video streaming, over 80 public computers across the City of Santa Ana, California, and access to free after-school tutoring, homework help and special programs and events. (Photo Courtesy of Santa Ana Public Library)

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Executive Summary

This report highlights findings from the Fiscal Year (FY) 2018 State Library Administrative Agencies (SLAA) Survey, which collects financial, staffing, and service information from every SLAA in the 50 states and the District of Columbia. The SLAA Survey is administered by the Institute of Museum and Library Services (IMLS).

A state library administrative agency is the official agency in a state charged by state law with the extension and development of public library services throughout the state. In addition to their critical role in assessing, planning, and coordinating library services and resources, SLAAs may provide important reference and information services to the state government; administer the state library or serve as the state archives; operate libraries for the blind and print disabled; and support the State Center for the Book. In some states, the SLAA may also function as a public library, providing library services to the general public.

The SLAA statistical collection has been conducted on an annual or biennial basis since 1994. This report presents an analysis of the data with trends over time through FY 2018 for three sets of indicators: revenues and expenditures, agency workforce, and services provided by SLAAs to libraries and library cooperatives. These findings help contextualize changes underway in SLAAs.

This report replicates descriptive analyses from the FY 2016 report to show how SLAAs' administrative locations within their jurisdiction's government corresponds to a number of metrics involving financing, staffing, and services offered to libraries and library cooperatives. These analyses build on work

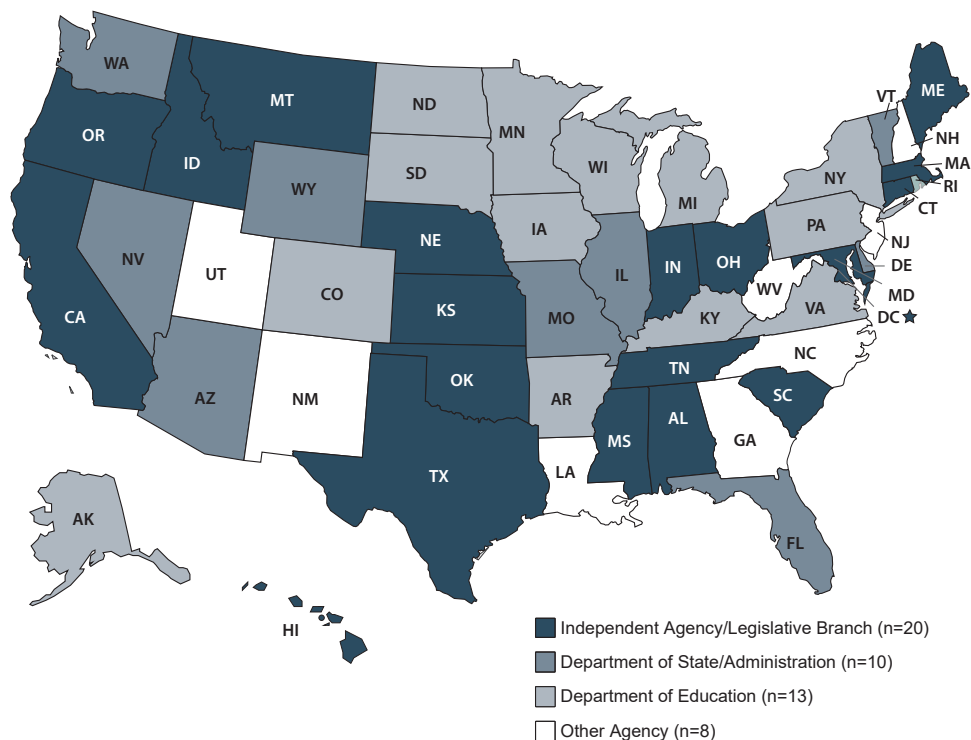
originally done by Bertot and White (2014) as a way of aggregating the 51 different SLAAs into a smaller number of categories to allow SLAAs to benchmark with those that are similarly located within their jurisdiction's governments. The analyses compare SLAAs across four administrative structure groups, as follows:¹

- *Independent/Legislative* (n=20): Part of an agency that operated independently of a larger agency or is part of the legislative branch of state government;
- *Department of Education* (n=13): Part of the state's Department of Education;
- *State/Administration* (n=10): Part of the state's Department of State or Department of Administration; and
- *Other Agency* (n=8): A unique configuration or part of a state's cultural agency. These agencies are not independent but do not fit into any of the other categories above. For example, the Georgia SLAA is housed within the University System of Georgia.

Figure ES-1 shows how each SLAA was categorized into these four administrative structures in FY 2018 (see also **Table G-1** in **Appendix G** for a detailed list).

¹ This categorization scheme is based on Bertot, J.C., White, K.D. (2014). *State library agency organizations: Roles, structures, and services*. Information Policy and Access Center. Retrieved from <https://ipac.umd.edu/documents/>. Details are in the methods section within the introduction of this report. Assignment to a category was based on survey responses to several items.

Figure ES-1. SLAA Administrative Structure Groups, FY 2018



Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

ES-1 Detailed Findings

Revenues and Expenditures

In FY 2018, SLAAs reported the following:

- Revenues totaled more than \$1.1 billion across federal, state, and other revenue sources; 83 percent of this revenue was from states and 14 percent from federal sources.
- Expenditures also totaled over \$1.1 billion, with 67 percent spent on financial assistance to libraries and 32 percent on operations.

Over the 14-year period from FY 2004 to FY 2018:

- Revenues and expenditures of funds through the Library Services Technology Act (LSTA) decreased by 20 percent.²

- Per person revenues decreased from \$4.66 in FY 2004 (in dollars adjusted for 2018) to \$3.47 per person in FY 2012, a 26 percent decrease. The \$3.38 per person revenues in FY 2018 represent a moderate decrease since FY 2012.

A closer review of SLAA revenues and expenditures over this period reveals a more nuanced picture:

- Between FY 2004 and FY 2008, SLAA expenditures increased 3 percent, with revenues decreasing less than 3 percent.³
- From FY 2008 to FY 2012, which includes the Great Recession, SLAA revenues and expenditures declined sharply and continuously, falling by about 22 percent.
- Since FY 2012, SLAA revenues and expenditures have fundamentally leveled out.

² All trend financial data were adjusted to constant 2018 dollars.

³ To provide context in these comparisons, we consider a change of less than 3 percent to not be meaningful, a change of 3 to 6 percent to be moderately meaningful, and a change of greater than 6 percent to be a strongly meaningful difference.

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The revenues and expenditures for SLAAs based on administrative structures also varied across this period:⁴

- All four categories of administrative structures reported declines over the 14-year period, ranging from 9 percent to 14 percent.
- In the most recent 2-year period between FY 2016 and FY 2018, there was a continued decline in revenues and expenditures for SLAAs that were part of the state's *Department of Education* or in the "Other Agency" category.

Workforce

In FY 2018, there were 2,524 full-time equivalent (FTE) staff across all SLAAs. Nearly half (48 percent) were in library services, followed by library development (20 percent), other services (18 percent), and administration (14 percent). Overall, the number of FTE staff at SLAAs has declined by 27 percent over the 12-year period from FY 2006 to FY 2018.

Data on FTE staff were translated into FTE per one million residents in order to make comparisons across administrative structures. In the most recent 2-year period between FY 2016 and FY 2018, there were no meaningful changes (i.e., less than 3 percent) in FTE per million residents for SLAAs in the eight SLAAs in *Other Agencies* and the 20 SLAAs housed in *Independent Agencies/Legislative Branch*. In contrast, there was a 22 percent increase in FTE per one million residents for the 10 SLAAs located in *Departments of State/Administration*, and a 22 percent decline for the 13 SLAAs in *Departments of Education*.⁵

Services

The proportion of SLAAs providing services to libraries and library cooperatives varied in FY 2018:

- Forty-nine of the 51 SLAAs (96 percent) provided consulting services, most commonly for library management/organizational development, continuing education, and youth services.
- Thirty-six SLAAs (71 percent) provided some form of literacy support.
- Forty-two SLAAs (82 percent) reported having statewide reading programs.

Due to reorganization of the survey questionnaire in FY 2014, trend comparisons for services offered by SLAAs to libraries and library cooperatives are limited to the most recent 4 years, from FY 2014 through FY 2018. During this time:

- The number of SLAAs providing the various types of services in FY 2018 remained largely unchanged from FY 2014.
- All SLAAs provided LSTA statewide services and almost all reported offering consulting services in FY 2014, FY 2016, and FY 2018.
- The percent of SLAAs providing LSTA statewide grant programs and administrative library system support also remained relatively consistent over these 4 years, returning in FY 2018 to FY 2014 levels.
- The percent of SLAAs providing statewide reading programs increased from 69 percent in FY 2014 to 86 percent in FY 2016 but then decreased slightly to 82 percent in FY 2018.

SLAAs varied in the types of services provided to libraries and library cooperatives based on their administrative structure. While nearly all SLAAs provided continuing education support, there were differences in other services provided based on a state's administrative structure, such as:

- Administrative library support services: While 70 percent of SLAAs in *Independent Agency/Legislative Branch* and *Departments of State/Administration* provided this service, only 50 percent or fewer of those in *Departments of Education* or in an *Other Agency* did so.

⁴ Changes over time in values indexed by administrative structure should be interpreted with caution because they reflect changes in administrative structure as well as in the values themselves. Large absolute and percentage changes are especially susceptible to this phenomenon. In this report, changes unlikely the result of this measurement issue are highlighted.

⁵ Not due to changes in how SLAAs were categorized by administrative structure.

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- Program assistance services: While literacy program support was provided by 85 percent of SLAAs in *Independent/Legislative* agencies, 50 percent of those housed in *Departments of Education* did so.
- Coordination and integration services: About 70 percent of SLAAs in *Departments of State/Administration* and *Departments of Education* provided statewide coordination of digital programs and services, while half or fewer of those in *Independent/Legislative* or *Other Agencies* did so.

Summary

The data in this report show that the declines in revenues, expenditures, and staffing seen during and immediately after the Great Recession have stabilized. In FY 2018, SLAAs reported revenues and expenditures (each) of \$1.1 billion and provided an array of services to the libraries and library cooperatives in their state. Although these trends have stabilized, the levels of revenues, expenditures, and staffing are meaningfully lower than those prior to the Great Recession.

Despite the declines in revenues, expenditures, and staffing over the past decade, SLAAs continue to provide a wide array of services to libraries and library cooperatives in their states. Nearly all administer LSTA programming and funds, serve as a central point of contact for data about libraries in their states, enable statewide sharing of resources, administer summer reading and continuing education programs, and engage in library planning, evaluation and research.

The organization and responsibilities of SLAAs vary from state to state. The descriptive findings in this report show that SLAAs are resourceful and responsive to changes in the needs of their communities and to the availability of funding. They adopt new practices and adapt to new technology and new ways of providing service. As this report shows, there are no simple patterns to explain the variation between States in the funding they receive or the services they provide but the SLAA's consistently provide responsible and responsive services to their constituents. Those interested in pursuing more in-depth research questions may access the publicly available SLAA data.⁶

⁶ See <https://www.ims.gov/research-evaluation/data-collection/state-library-administrative-agency-survey>.

Introduction

This report presents selected findings from the State Library Administrative Agencies (SLAA) Survey for fiscal year 2018 (FY 2018), a census of the SLAAs in the 50 states and the District of Columbia. The federal government has been collecting statistical data from SLAAs since 1994. In FY 2010, data collection transitioned from yearly to biennial, with this report being the 21st in the series. The Institute of Museum and Library Services (IMLS) collected these data under the mandate contained in the Museum and Library Services Act of 2018 (Pub. L. No. 111-340), Section 210 (20 U.S.C. § 9108, Policy Research, Analysis, Data Collection, and Dissemination). Data are reported under the provisions of the Library Services and Technology Act (LSTA), Subchapter II, of the Museum and Library Services Act, 20 U.S.C. § 9121. The survey itself is administered cooperatively between the Chief Officers of State Library Agencies (COSLA), IMLS, and RTI International.

An SLAA is the official state agency charged with the extension and development of public library services throughout the state. It has the authority to administer state plans in accordance with the provisions of the LSTA. Across states, SLAAs are located in various government agencies and report to different authorities. They coordinate and distribute federal funds from the IMLS Grants to States program in addressing statewide and local needs. Although all SLAAs coordinate and distribute federal funds authorized by the administration of the LSTA, not all share the same function and role within their respective jurisdictions. Most SLAAs provide important reference and information services to the state government, administer the state library or serve as the state archives, operate libraries for people

who are blind or print disabled, and support the State Center for the Book.⁷ In some states, the SLAA also may function as the public library at large, providing library services to the general public.

1.1 Study Objective

The purpose of the SLAA Survey is to provide people with information about SLAAs. The data are useful to many audiences, including state librarians and other Chief Library Officers; policymakers in the executive and legislative branches of federal and state governments; government and library administrators; library organizations; researchers; journalists; and the general public. The data about services provided by SLAAs to public, academic, school, and special libraries, as well as library cooperatives—when combined with the statistical data collected by the IMLS Public Libraries Survey, the National Center for Education Statistics surveys of academic and school libraries, and administrative data such as that provided through the IMLS State Program Report for the LSTA Grants to States Program for SLAAs—provide a picture of library service that is comprehensive and nationwide in scope.

⁷ The State Center for the Book promotes books, reading, literacy, and libraries as well as the scholarly study of books. Since its founding, the State Center for the Book has established affiliate centers in the 50 states, the District of Columbia, and the U.S. Virgin Islands.

1.2 Organization of the Report

This report is organized into five sections. This section describes the methodology used in the report. Section 2 contains information on revenues and expenditures. Section 3 reports on findings for state library agency workforces, and Section 4 covers services provided by SLAAs. The final section is a summary and discussion of the findings.

Seven appendices to this report supply supporting information:

- **Appendix A** provides technical information about the survey, data processing, and response rates.
- **Appendix B** includes a list of SLAAs that participated in the Universal Service (E-Rate discount) Program.
- **Appendix C** contains information on SLAAs that provided other consulting services in FY 2018.
- **Appendix D** contains the list of states receiving federal funds other than LSTA Grants to States.
- **Appendix E** contains the survey instrument.
- **Appendix F** contains the survey instructions for completing the survey, including definitions of terms used in the survey and throughout this report.
- **Appendix G** contains data tables for this report.

1.3 Survey Methodology

The FY 2018 SLAA Survey collected data about governance, revenues and expenditures, workforce, and services from the SLAA in every state and the District of Columbia. Chief Officers of each SLAA named a respondent (“keyholder”) to report the data through a web-based reporting system. The web application was designed to minimize respondent burden; improve data quality, accuracy, and timeliness; and limit data discrepancies. The SLAA Chief Officers certified data entered by their keyholders. The FY 2018 SLAA

Survey achieved an overall 100 percent response rate, with item-level response rates ranging from 94 to 100 percent. Items with missing data were subjected to imputation (see detailed information in **Appendix A**).

The SLAA questionnaire, which has not changed since FY 2014, requested data corresponding to FY 2018 of each responding SLAA. For most states, the fiscal year was reported as July 1, 2017, to June 30, 2018. Five states reported data under different fiscal year definitions (New York: April 1, 2017, to March 31, 2018; Texas: September 1, 2017, to August 31, 2018; and Alabama, the District of Columbia, and Michigan: October 1, 2017, to September 30, 2018). For governance and staffing, all respondents were asked to report data as of October 1, 2018. Monetary data were reported by SLAAs. For financial trend analyses, constant dollars for 2018 were used and adjusted for inflation (see **Appendix A** for details).

The analyses covered in this report focus on three topics using descriptive statistics—revenues and expenditures, SLAA workforce, and services. A snapshot of FY 2018 data is presented and supplemented with trend analyses for a 14-year period for financial indicators, a 12-year period for workforce statistics, and a 4-year period for services.⁸ To provide context in these comparisons, we consider a change of less than 3 percent to not be meaningful, a change of 3 to 6 percent to be moderately meaningful, and a change of greater than 6 percent to be a strongly meaningful difference.

Governance structures: Grouping states by administrative structure. Starting with the FY 2016 SLAA report, IMLS reported the relationship between SLAA governance structures and state government. The four mutually exclusive administrative structure

⁸ To replicate the analysis from the FY 2014 report, trends in revenues and expenditures from FY 2004 to date are used. The workforce section of the survey was modified in FY 2006, and the services section of the survey was modified in FY 2014. These modifications limit the starting point for valid trend comparisons.

categories were based on earlier work by Bertot and White (2014)⁹ using responses to FY 2018 SLAA questions about governance.¹⁰

Since the inception of the SLAA Survey, library researchers have sought ways to aggregate SLAAs into meaningful categories. Additionally, state library chiefs have expressed interest in being able to have a way to benchmark their SLAA's finances, staffing, and services. For the IMLS SLAA FY 2014 and FY 2016 reports, the impacts of the Great Recession were of high interest, so SLAAs were assigned to three groups based on a cluster analysis of the long-term funding trends for each state. Then, in the FY 2016 report, IMLS built upon work by Bertot and White (2014) that categorized SLAAs based on their location within their state's government, with results based on four categories of SLAA administrative structures.

As the time since the end of the Great Recession continues to increase, grouping SLAAs based on a long-term financial trends cluster analysis has become less relevant, therefore, these cluster analyses were not replicated with the FY 2018 data. However, the descriptive differences based on the four-category administrative structure categorization scheme was replicated and slightly expanded. As in FY 2016, the results in this report provide researchers and other library data stakeholders with a way to compare SLAAs.

Figure ES-1 above shows how each SLAA was categorized into one of these four administrative structures (see also **Appendix Table G-1** for a detailed list). The four categories and how states were assigned to these categories are:

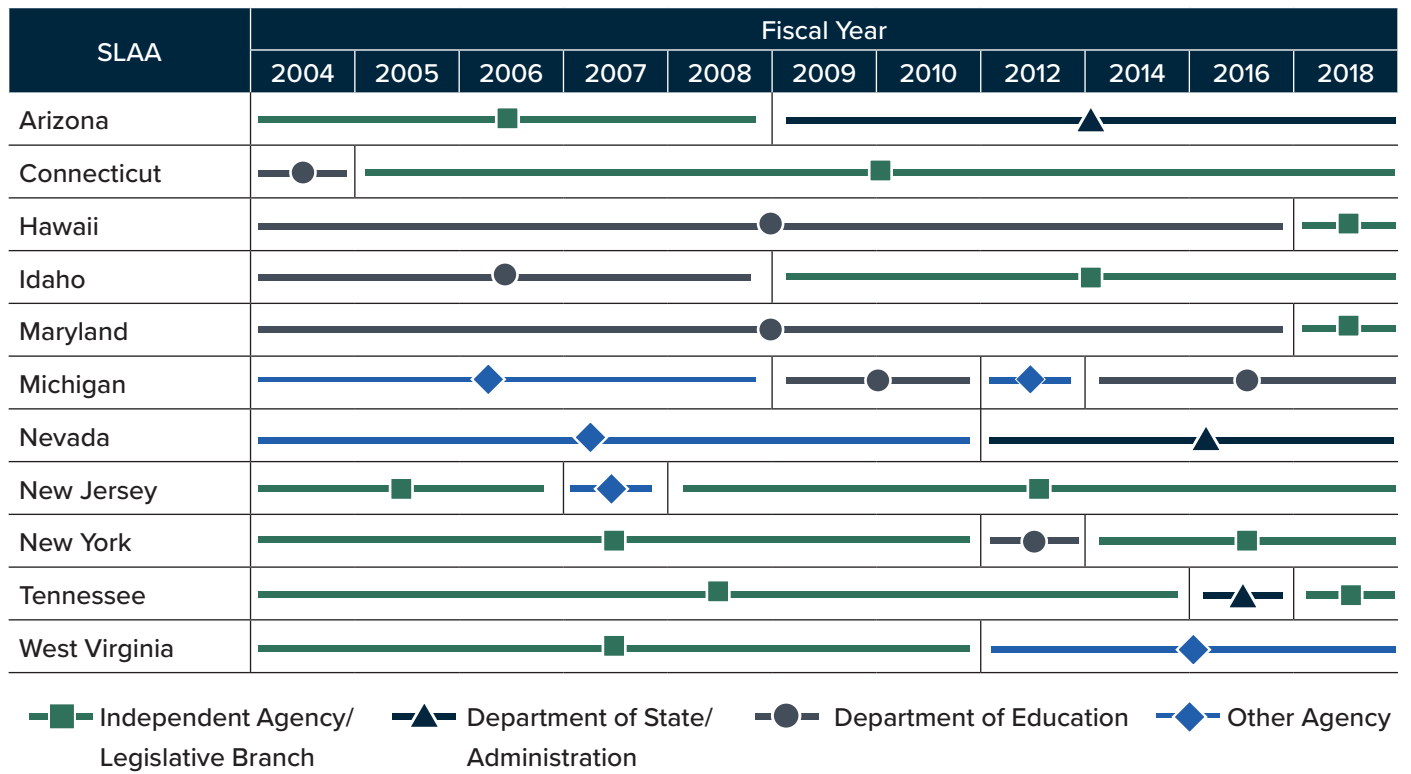
- *Independent Agency/Legislative Branch* (n=20): Two SLAAs reported as within the legislative branch, 18 indicated that they were an independent agency;
- *Department of State/Administration* (n=10): There were five SLAAs that said they were either in a Department of State or reported to the Secretary of State while five indicated they were in an administration department;
- *Department of Education* (n=13): Twelve SLAAs indicated they were in the Department of Education (explicitly), while one reported it was in a cabinet-level "Department of Education and Workforce Development;"
- *Other Agency* (n=8): Five reported being in cultural departments, two were located within universities in their states, and a final one lacked sufficient detail but had previously been included in the "Other" category by Bertot and White (2014) since it was also within a cultural department in the state.

Although the administrative structure of 40 states has remained consistent since FY 2004, some states' categories have shifted, and those shifts are represented in all trend analyses in the report. **Table 1** shows the SLAAs that changed categories between FY 2004 and FY 2018. For example, in the trends presented in this report, Tennessee will be included in the *Independent Agency/Legislative Branch* trend line through FY 2014, in the *Department of State/Administration* trend line in FY 2016, and in the *Independent Agency/Legislative Branch* trend line in FY 2018.

⁹ While Bertot and White (2014) separated state library agencies into six categories, the IMLS scheme in the FY 2016 and FY 2018 reports combines two of these four categories. First, the SLAAs within the legislative branch were combined with those in independent agencies into a category labeled *Independent Agency/Legislative Branch* because Bertot and White found that independent agencies were more likely to have the ability to advocate directly with the legislative staff, similar to the access of SLAAs housed within the legislative branch itself. Furthermore, only two SLAAs were located within the Legislative Branch (Mississippi and Tennessee). Second, the two categories originally described by Bertot and White were combined into one, which is labeled *Department of State/Administration* because Departments of State and Departments of Administration tend to serve largely the same functions.

¹⁰ Items were drawn from Section B of the survey, items B-010 (Branch), B-020 (Independent agency), B-050 (Type of larger agency), and B-060 (Write-in – name of "Other" agency). See **Appendix E**, "State Library Administrative Agency Survey, FY 2018 Survey Instrument."

Table 1. Changes in SLAA Administrative Structure, FY 2004–18



In this report, we compare revenues and expenditures, SLAA workforce, and services across administrative structure categories, both in FY 2018 and over time. Similarly to how change over time is described in this report, we consider a difference between comparison groups of less than 3 percent to not be meaningful. Differences from 3 to 6 percent are described as moderately meaningful, while those greater than 6 percent are interpreted as strongly meaningful.

1.4 Data and Analysis Limitations

The SLAA Survey collects data from state respondents for the most recent fiscal year. Because of the ongoing nature of the SLAA Survey program, data users may analyze trends over the history of this statistical collection. However, discontinuities in the survey over time—such as changes in the frequency of the data collection or changes to questionnaire items—limit some trend analyses. Similarly, as highlighted by the information in **Table 1**, because the composition of the SLAA administrative structure categories can change

over time, these trends also need to be viewed with caution.

Second, state comparisons (including the District of Columbia) should be made with caution because states vary in their fiscal year reporting periods, offer different constellations of services, and may vary in their interpretation of survey items. Additionally, the Hawaii State Public Library System, like that in the District of Columbia, serves as both the SLAA and the only public library within those jurisdictions; therefore, caution should be exercised in comparing data for these two SLAAs with the other 49 states in the United States.

Third, some of the administrative structure groupings are quite small. For instance, in FY 2018, only eight SLAAs were in the *Other Agency* category. Further, the categorization of states into the administrative structure categories may obscure important lower-level governance issues that differ within the categories. These groupings should be viewed as a tool for understanding variations in changes over time for SLAAs as a whole.

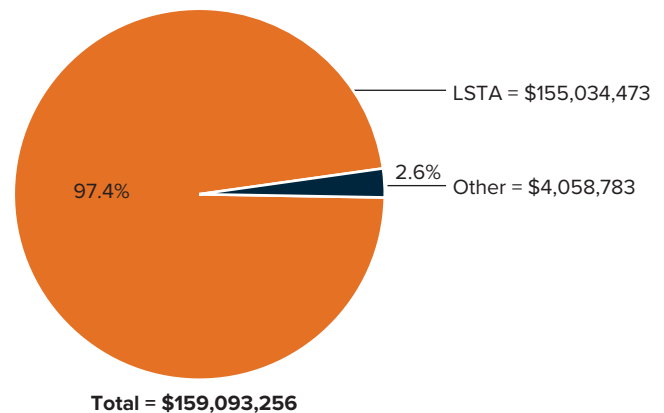
Revenues and Expenditures of SLAAs

This section reports on SLAA revenues and expenditures. It starts with a national-level snapshot for FY 2018 and then proceeds to a 14-year trend view between FY 2004 and FY 2018. Finally, it presents comparisons of four administrative structure groupings over the 14-year period.¹¹

2.1 Snapshot of SLAA Revenues and Expenditures, FY 2018

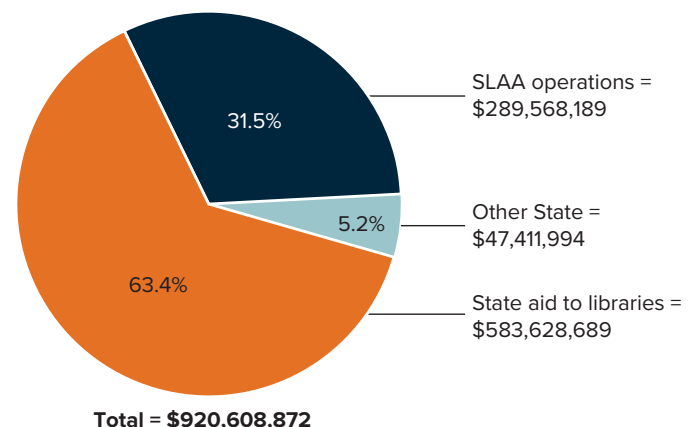
Over \$1.1 billion in revenues were reported by the 51 SLAAs across all sources for FY 2018. State revenues totaled \$920.6 million, accounting for 83 percent of all revenue, followed by revenues from federal government sources (\$159.1 million, or 14 percent). Revenues from other sources¹² totaled \$26.0 million (2 percent). Almost all federal revenues were from the IMLS LSTA allotment (97 percent), with other federal sources providing just over \$4 million to SLAAs (**Figure 1**). Nearly two-thirds of state revenues to SLAAs (63 percent) were provided as State aid to libraries; and state support for the SLAA operations were just under a third of the total (**Figure 2**).

Figure 1. Proportion of Revenues from Federal Sources, FY 2018



Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Figure 2. Proportion of Revenues from State Sources, FY 2018



Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

¹¹ State administrative structures may have changed over time. Analyses are presented here based on how each SLAA was categorized in each year (see **Table 1** for details). The FY 2014 and FY 2016 SLAA reports also included analyses of SLAA clusters based on long-term financial trends. For each FY, a cluster analysis assigned each state to one of three long-term financial trend clusters to explore how the Great Recession may relate to financial issues for SLAAs. Since the FY 2016 report documented that the trends had generally leveled out, and since it is nearly a decade since the end of the Great Recession, the cluster analysis was not performed for the FY 2018 report.

¹² Other sources of revenue included any other revenue from public sources, such as local, regional, and multijurisdictional sources; revenues received from private sources, such as foundations, corporations, Friends groups, and individuals; and revenues generated by the SLAA, such as fines and fees for services.

The proportion of revenues from federal, state, and other sources varied across SLAAs. Maryland had the highest proportion of state revenues (96 percent), followed by the District of Columbia (95 percent) and Massachusetts (94 percent). Ohio had the lowest proportion of state revenues (42 percent) and the highest proportion of revenues from other sources (29 percent). The District of Columbia and Hawaii¹³ had the lowest proportion of federal revenues (2 percent), while New Hampshire had the highest (40 percent), followed by California (37 percent) and Oklahoma (36 percent). (See **Appendix G, Table G-2**, for more detail.)

In order to make state-to-state comparisons on revenues and expenditures, we also adjusted these indicators based on the state's population. At the national level, the \$3.38 per person in revenues to SLAAs included \$0.49 per person from Federal sources, \$2.81 per person from the states (and the District of Columbia) themselves,

and an additional \$0.08 per person from other sources.

Figure 3 displays per person revenue by SLAA and source of revenue. The District of Columbia had the largest per person revenue of \$88.77 per person, with Hawaii second at \$32.66 per person revenue. Among those states with more than one public library system, Delaware (\$14.81 per person revenues) and Rhode Island (\$13.19) were the highest; Texas at \$1.12 per person revenues and California at \$1.05 were the lowest. The variation shown in **Figure 3** does not appear to have a simple explanation.

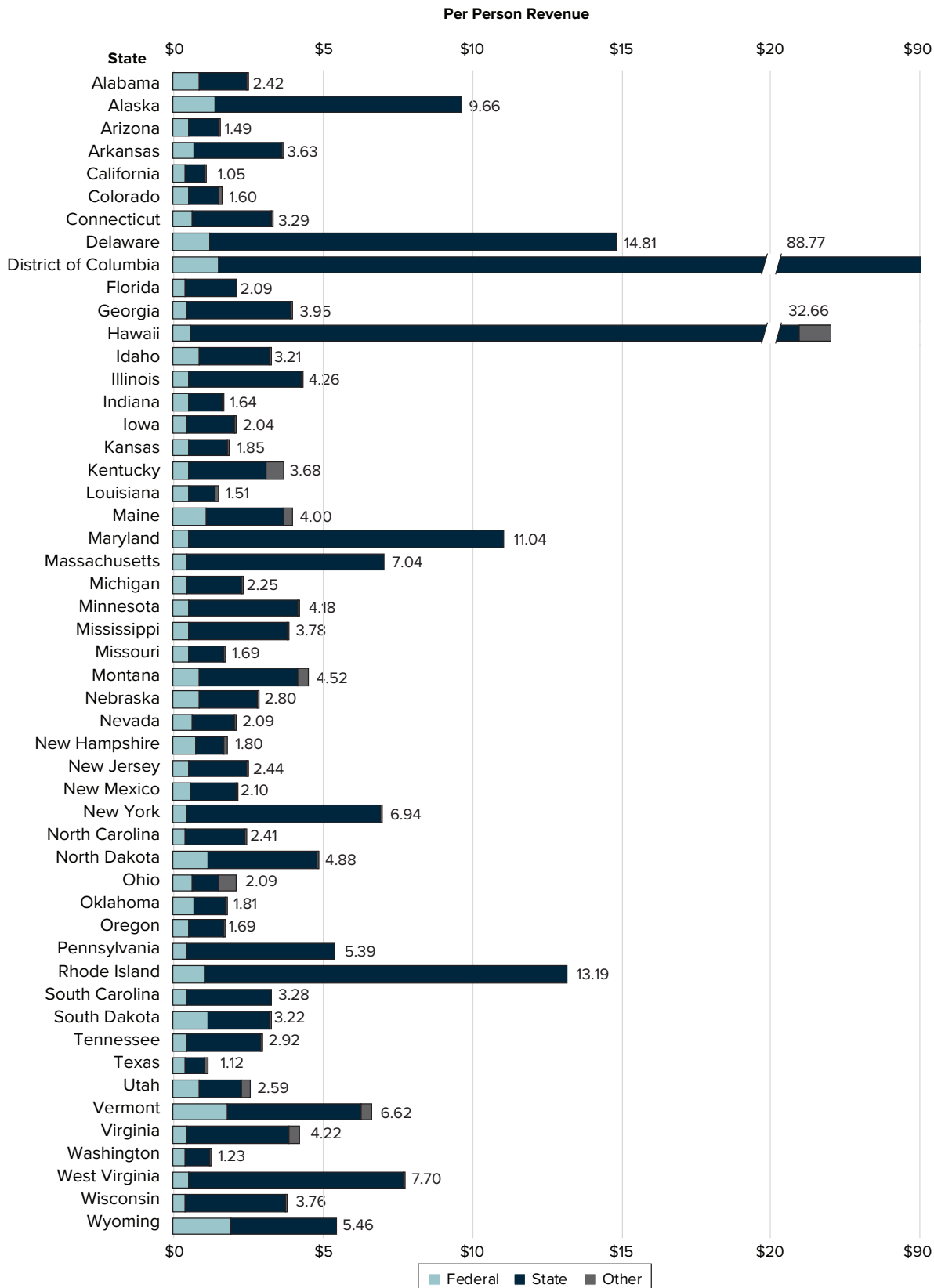
Total FY 2018 expenditures were \$1.1 billion. As shown in **Figure 4**, two-thirds (67 percent) of expenditures were for financial assistance to libraries for services to residents within their legal service areas,¹⁴ with operating expenditures accounting for another 31 percent. Among that allotted for operating expenditures, staffing accounted for a little over half (54 percent). (See **Appendix Table G-4** for additional detail.)

¹³ Both Hawaii and the District of Columbia SLAAs serve as the sole administrative library for all public libraries within their respective jurisdictions.

¹⁴ This includes all funds distributed to libraries and library cooperatives administered by the SLAA. The three types of "Operations" expenditures as well as the "Capital outlay" and "Other services" are those associated with the SLAA and its allied operations only.

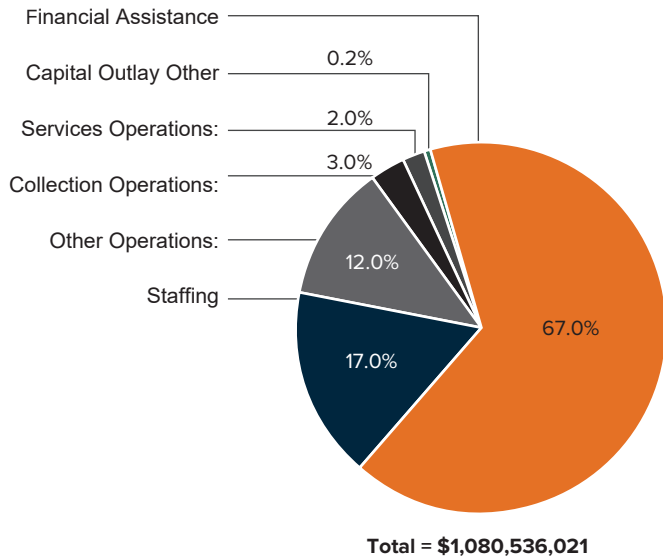
Revenues and Expenditures of SLAAs

Figure 3. Total per Person Revenues by SLAA and Source of Revenue, FY 2018
(National: \$3.38 per person)



Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Figure 4. Percentage of SLAA Expenditures by Category, FY 2018

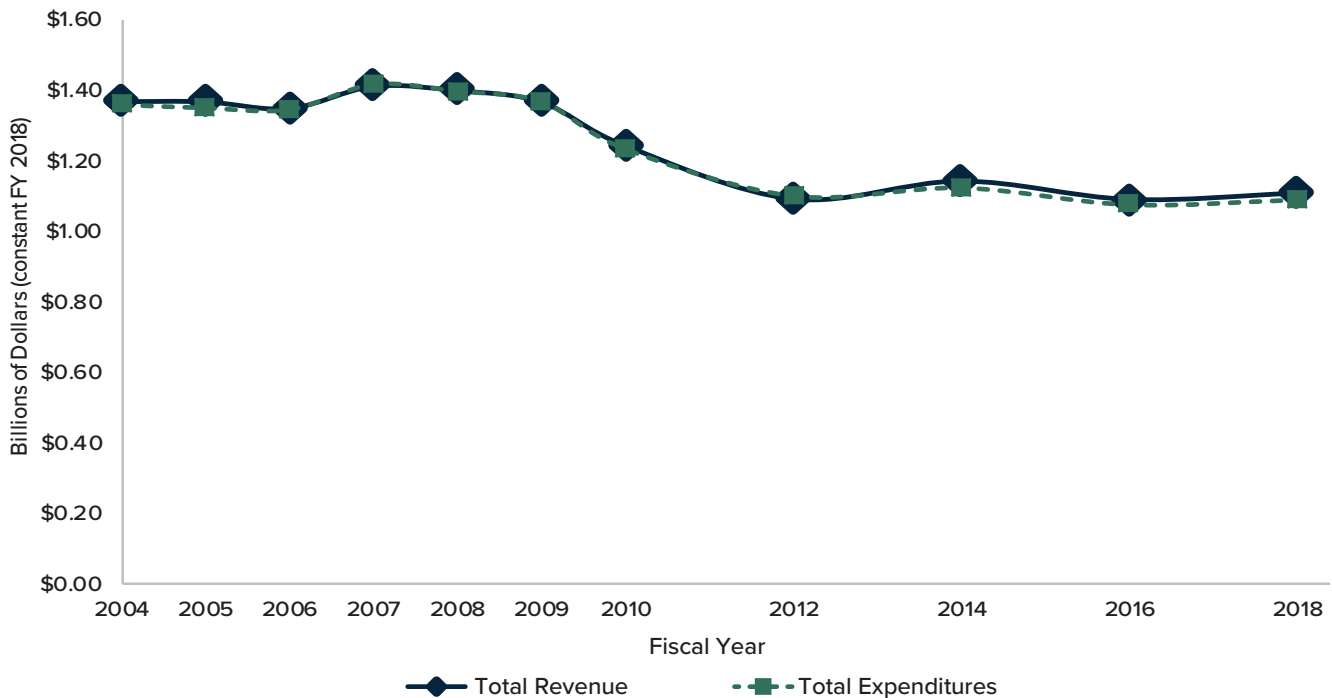


2.2 National Trends in SLAA Revenues and Expenditures, FY 2004–18

Figure 5 shows the trends in revenues and expenditures for the 14-year period since FY 2004. The declines in revenues and expenditures associated with the Great Recession period have appeared to abate for SLAAs since FY 2012. Between FY 2004 and FY 2012, there were strong declines in revenues (20 percent) and expenditures (19 percent); between FY 2012 and FY 2014, however, revenues increased modestly (5 percent) whereas expenditures remained stable (2 percent). Between FY 2014 and FY 2016, revenues and expenditures dipped again with moderately meaningful changes (5 and 4 percent respectively). No meaningful changes in revenues or expenditures occurred between FY 2016 and FY 2018.

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Figure 5. Total Revenues and Expenditures for SLAAs, FY 2004–18



Source: IMLS, State Library Administrative Agencies Survey, FY 2004–10, 2012, 2014, 2016, and 2018.

Note: the SLAA Survey was conducted annually between FY 2004 and FY 2010, and every other year between FY 2010 and FY 2018.

Revenues and Expenditures of SLAAs

Figure 6 translates the total revenues and expenditures shown in **Figure 5** into per person metrics for the same 14-year period. While the trend lines in both figures are similar, when normalized by population—which increased from FY 2004 to FY 2018¹⁵—the magnitude of change becomes more pronounced at the per person level.

For example, per person revenues decreased from \$4.66 in FY 2004 (in dollars adjusted for 2018) to \$3.47 per person in FY 2012, a 26 percent decrease. Per person expenditures in that same time period decreased from \$4.62 to \$3.50, a 24 percent decrease. The subsequent decline at the per person level to \$3.38 for revenue and \$3.32 for expenditures in FY 2018 represents a moderate 3 percent decline for revenue and a moderate 5 percent decline for expenditures as compared to FY 2012. Declines in revenues and expenditures at the aggregate level have abated since the end of the Great Recession, however, when these are computed as per person statistics, state library agencies continue to experience a slight decline. Therefore, the same funding levels provide services to an increased service population, and potentially to more people.

¹⁵ United States Census Bureau State Population Estimates, <https://www.census.gov/newsroom/press-kits/2018/pop-estimates-national-state.html>.

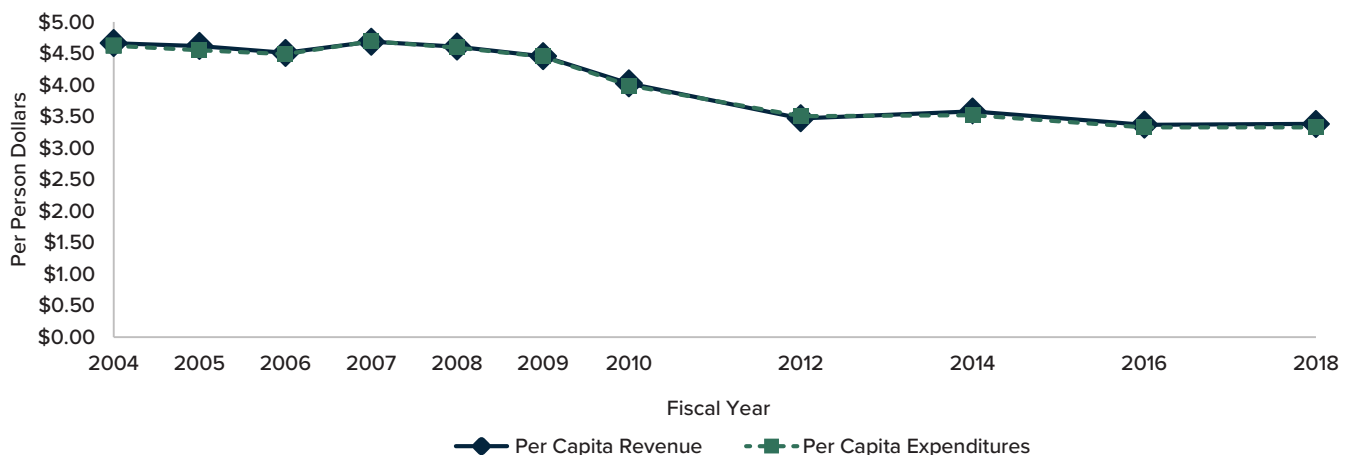
2.3 State-Level Comparisons of Expenditures, FY 2018

Per person expenditures at the state level ranged from \$1.05 to \$88.09 in FY 2018, with \$3.32 per person across all 50 states and the District of Columbia.

Figure 7 displays SLAA expenditures per person, divided into five roughly equal-sized groups (the last group includes 11 because the total number of SLAAs included in this report is not equally divisible). The top group includes the states ranked first through tenth based on per person expenditures that ranged between \$6.62 and \$88.09 per person. The bottom group includes 11 states for which FY 2018 expenditures were \$1.05 to \$1.77 per resident. (**Table G-5** in **Appendix G** includes data for all states individually.)

The state library agencies in highly populated states like California and Texas had the lowest per person expenditures (\$1.05 and \$1.15, respectively). The highest per person expenditures were in the District of Columbia (\$88.09) and Hawaii (\$30.36), where the SLAA also operates the sole public library system. The two geographically smallest states—Delaware (\$13.28) and Rhode Island (\$13.19)—were also in the top quintile of per person SLAA expenditures, along with Maryland (\$11.38) rounding out the top five. Idaho was in the middle with a median SLAA expenditure of \$3.17 per person. There is no simple explanation for the differences between the states in this regard.

Figure 6. Per Person Revenues and Expenditures for SLAAs, FY 2004–18



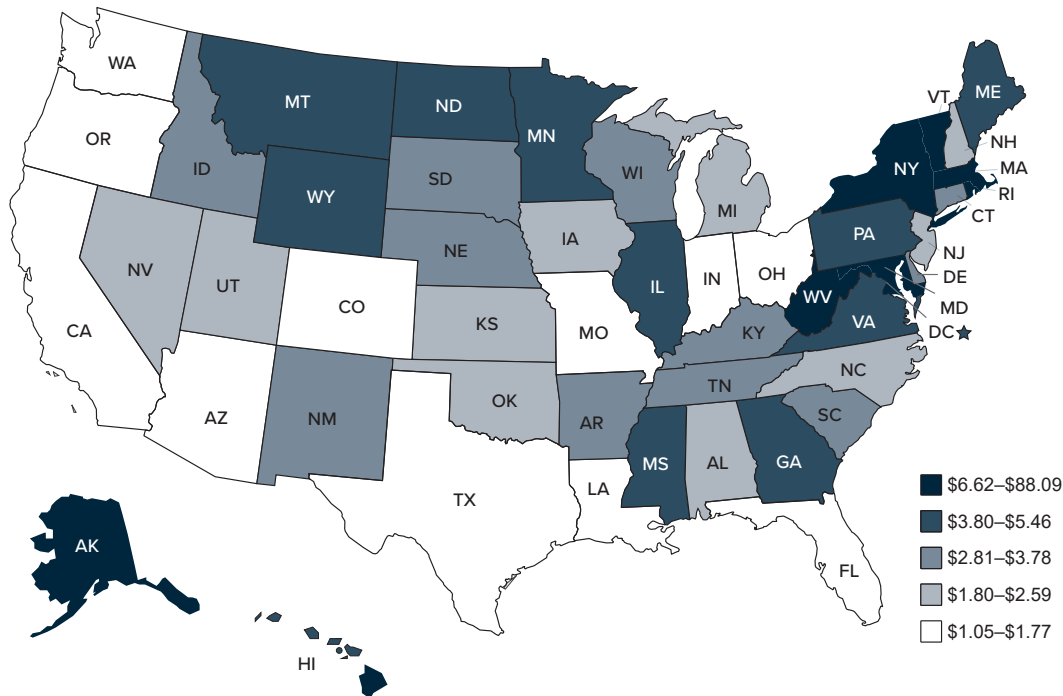
Source: IMLS, State Library Administrative Agencies Survey, FY 2004–10, 2012, 2014, 2016, and 2018.

Note: the SLAA Survey was conducted annually between FY 2004 and FY 2010, and every other year between FY 2010 and FY 2018.

Revenues and Expenditures of SLAAs

Figure 7. SLAA per Person Expenditures by State, FY 2018

National: \$3.32 per person



Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

2.4 Administrative Structure: Trends in SLAA Revenues and Expenditures, FY 2004–18

This section presents the revenues and expenditures for each of the four administrative structure categories described in **Figure ES-1** and the Introduction above. **Figures 8** and **9** display the trends in per person revenues and expenditures, respectively, from FY 2004 through FY 2018 in constant FY 2018 dollars for SLAAs in each of the four administrative structure categories.¹⁶ Additional details are included in **Appendix G (Tables G-6 through G-14)**. As noted earlier, SLAAs can change structures over time, therefore, comparisons over time should be interpreted with caution.¹⁷

¹⁶ *Independent Agency/Legislative Branch*: AL, CA, CT, DC, HI, ID, IN, KS, MA, MD, ME, MS, MT, NE, OH, OK, OR, SC, TN, and TX.

Department of Education: AK, AR, CO, IA, KY, MI, MN, ND, NY, PA, SD, VA, and WI.

Department of State/Administration: AZ, DE, FL, IL, MO, NV, RI, VT, WA, and WY.

Other Agency: GA, LA, NC, NH, NJ, NM, UT, and WV.

Three SLAAs have changed location within their state government since the FY 2016 report: HI, MD, and TN.

Per person revenues and expenditures were highest in SLAAs housed in *Departments of Education* (13 SLAAs in FY 2018) from FY 2004 through FY 2018. Revenues and expenditures showed a steep decline for this group between FY 2008 and FY 2012, with a reduction of 23 percent in revenues and 20 percent in expenditures. From FY 2012 to FY 2016, the decline in revenues and expenditures slowed to 5 percent and 10 percent. From FY 2016 to FY 2018, revenues and expenditures both appear to decline substantially (16 percent), but this shift was due to Hawaii and Maryland moving from the *Department of Education* category to the *Independent Agencies/Legislative Branch* category.

¹⁷ Based on preliminary analyses, with few exceptions, the directions of the trends are not impacted by changes in the composition of each of the four administrative structure groups. The orders of magnitude for changes, as well, continued to meet the “strongly meaningful” criterion when computations were performed assuming no change in assignment of states to groups over time.

Revenues and Expenditures of SLAAs

From FY 2008 to FY 2014, SLAAs in the *Independent Agency/Legislative Branch* group (20 SLAAs in FY 2018) experienced a 26 percent reduction in per person revenues and a 25 percent reduction in per person expenditures. Per person revenues and expenditures stabilized between FY 2014 and FY 2016, and the apparent increases shown in **Figure 8** from FY 2016 to FY 2018 were due to SLAA recategorization of Hawaii, Maryland, and Tennessee into the *Independent Agency/Legislative Branch* category in FY 2018.

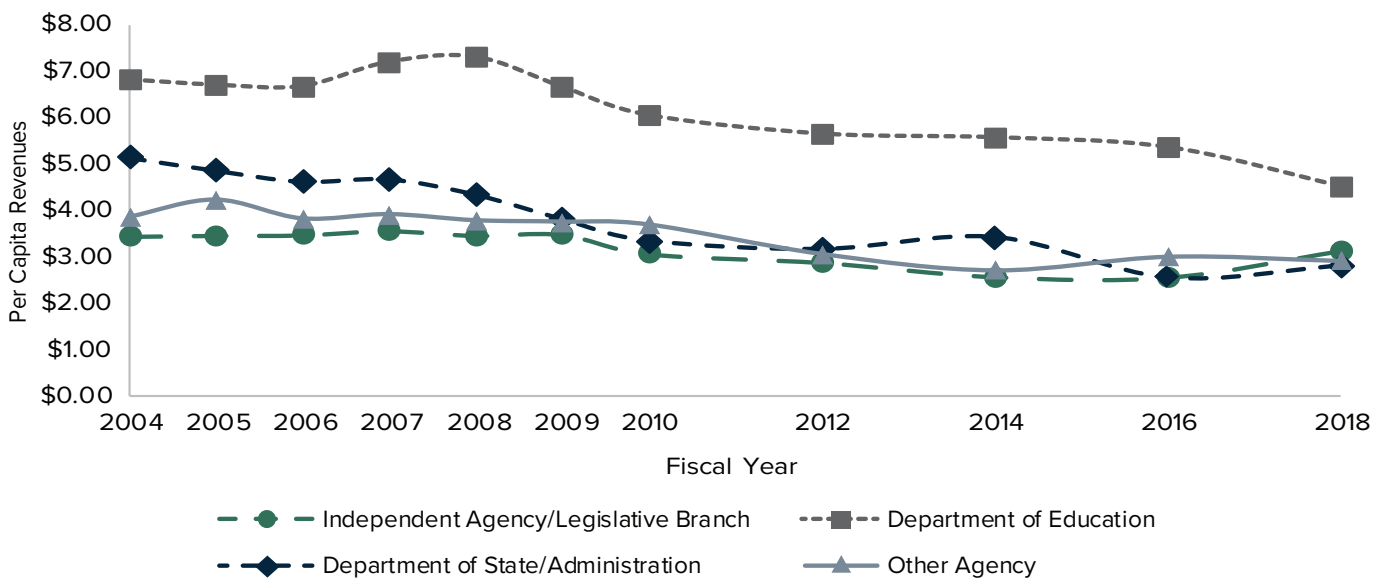
SLAAs located within a *Department of State/Administration* (10 SLAAs in FY 2018) saw the steepest reductions in per person revenues (39 percent) and per person expenditures (38 percent) between FY 2004

and FY 2012. Per person revenues and expenditures increased 8 and 7 percent respectively from FY 2012 through FY 2014. Despite those increases, both per person revenues and per person expenditures had an overall decline between FY 2012 and FY 2018, by 11 percent and 16 percent.¹⁸

Those SLAAs in the *Other Agency* category (8 SLAAs in 2018) also experienced a substantial decline over the 14-year period. Between FY 2004 and FY 2016 there was a total reduction of 22 percent in per person revenues and 24 percent in per person expenditures in these SLAAs. Between FY 2016 and FY 2018, however, per person revenues changed moderately by 3 percent with no change in per person expenditures in these eight SLAAs.

¹⁸ As per **Table 1**, the change in categorization of Tennessee did not affect the amount of change over time for the *Department of State/Administration* category. The departure of Tennessee from this category only accounted for a \$0.01 per person change in revenues and expenditures between FY 2016 and FY 2018.

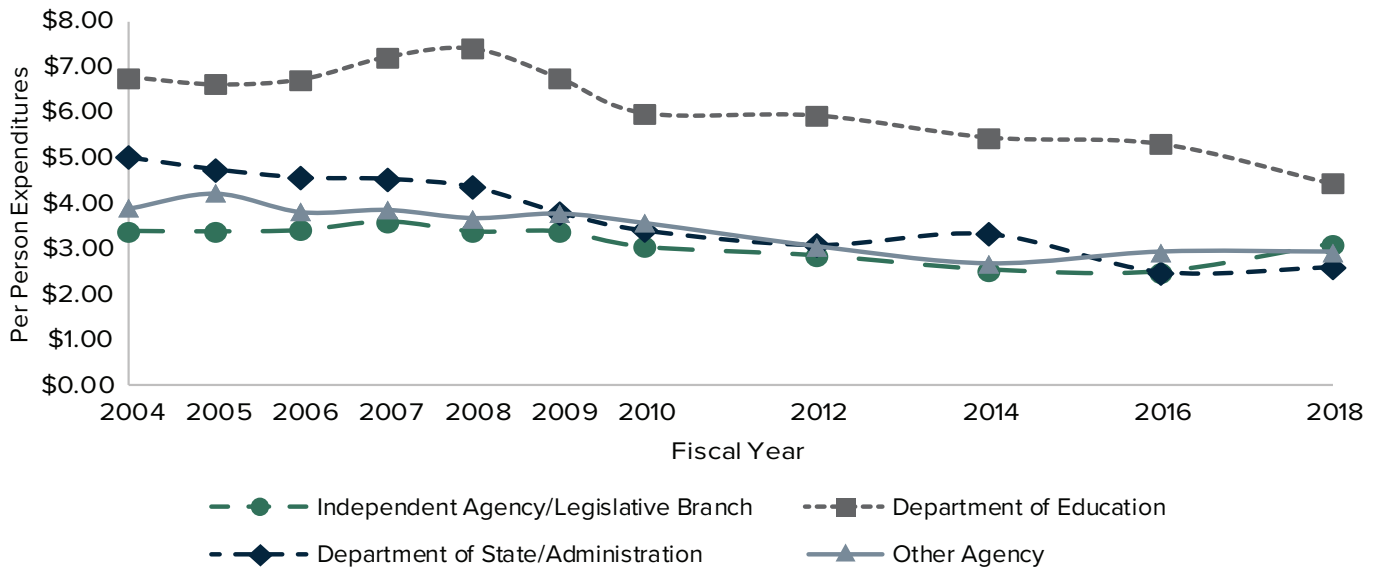
Figure 8. Per Person SLAA Revenues by Administrative Structure, FY 2004–18



Source: IMLS, State Library Administrative Agencies Survey, FY 2004–10, 2012, 2014, 2016, and 2018.

Note: the SLAA Survey was conducted annually between FY 2004 and FY 2010, and every other year between FY 2010 and FY 2018.

Figure 9. Per Person SLAA Expenditures by Administrative Structure, FY 2004–18



Source: IMLS, State Library Administrative Agencies Survey, FY 2004–10, 2012, 2014, 2016, and 2018.

Note: the SLAA Survey was conducted annually between FY 2004 and FY 2010, and every other year between FY 2010 and FY 2018.

2.5 Summary of SLAA Revenues and Expenditures

Total SLAA revenues decreased by 19 percent from FY 2004 to FY 2018, and SLAA expenditures decreased nationally by 20 percent. Revenues and expenditures have stayed somewhat stable since FY 2012 and were also stable in the most recent 2-year period (i.e., no meaningful change between FY 2016 and FY 2018). When the change in population is accounted for by calculating per person revenues and expenditures, however, the overall 14-year declines were larger with revenues declining by 27 percent and expenditures declining by 28 percent.

States differed greatly in SLAA per person revenues and expenditures. At one end of the spectrum, SLAAs in relatively small areas and/or with relatively small populations (e.g., District of Columbia, Hawaii, Delaware,

Rhode Island, and Alaska) had the most revenues and expenditures per person, while some of the states with larger populations like California and Texas had the lowest revenues and expenditures per person.

Finally, grouping SLAAs by their administrative structure showed meaningful variations across the four SLAA categories. The per person revenues and expenditures of SLAAs located in *Departments of Education* were nearly twice as large as other SLAAs. The 14-year declines in per person revenues were largest for those SLAAs housed in *Departments of State/Administration* (46 percent) compared to those in *Departments of Education* (34 percent), *Independent Agencies/Legislative Branch* (9 percent), or *Other Agencies* (24 percent).

SLAA Workforce

This section presents workforce data for SLAAs represented by the number of full-time equivalent staff (FTE). A snapshot of FY 2018 FTE staff is presented first, followed by a historical perspective of the changes in workforce across SLAAs since FY 2006. Finally, patterns in SLAA workforce data are compared across administrative structures.

3.1 Snapshot of SLAA Workforce, FY 2018

A total of 2,524 FTE staff¹⁹ were reported as of October 1, 2018, in the following four mutually exclusive FTE staff types:²⁰

- **Administration** (361 FTE, 14 percent) – Usually includes the chief officer of the SLAA and his or her immediate staff. This may include officers responsible for the SLAA's fiscal affairs; public relations; and planning, evaluation, and research.
- **Library Development** (507 FTE, 20 percent) – Usually includes staff responsible for the development of public library services. This may include staff responsible for administering state and LSTA grant programs; providing consulting and continuing education services; and promoting resource sharing and other forms of interlibrary cooperation.
- **Library Services** (1,201 FTE, 48 percent) – Staff responsible for providing library services from the SLAA, which includes public, technical, and other library services.

¹⁹ Full-time equivalent (FTE) is 40 hours per week and is the measure of full-time employment for this survey. FTE employees in any category were calculated by totaling the number of hours worked per week by all employees in a category and dividing by 40. This includes all staff on the payroll as of October 1, 2018, and unfilled but budgeted positions.

²⁰ These definitions are as presented in the "SLAA Survey Instructions," reflecting there are slight variations within each SLAA in specific job titles. SLAA roles vary considerably by state. Although all SLAAs coordinate and distribute federal funds authorized by the LSTA, not all share the same function and role within their respective states. They are located in various departments of state government and report to different authorities. An SLAA may function as a state's public library at large, providing library services to the general public.

- **Other Services** (455 FTE, 18 percent) – Staff responsible for services other than those listed above, such as staff in allied operations.

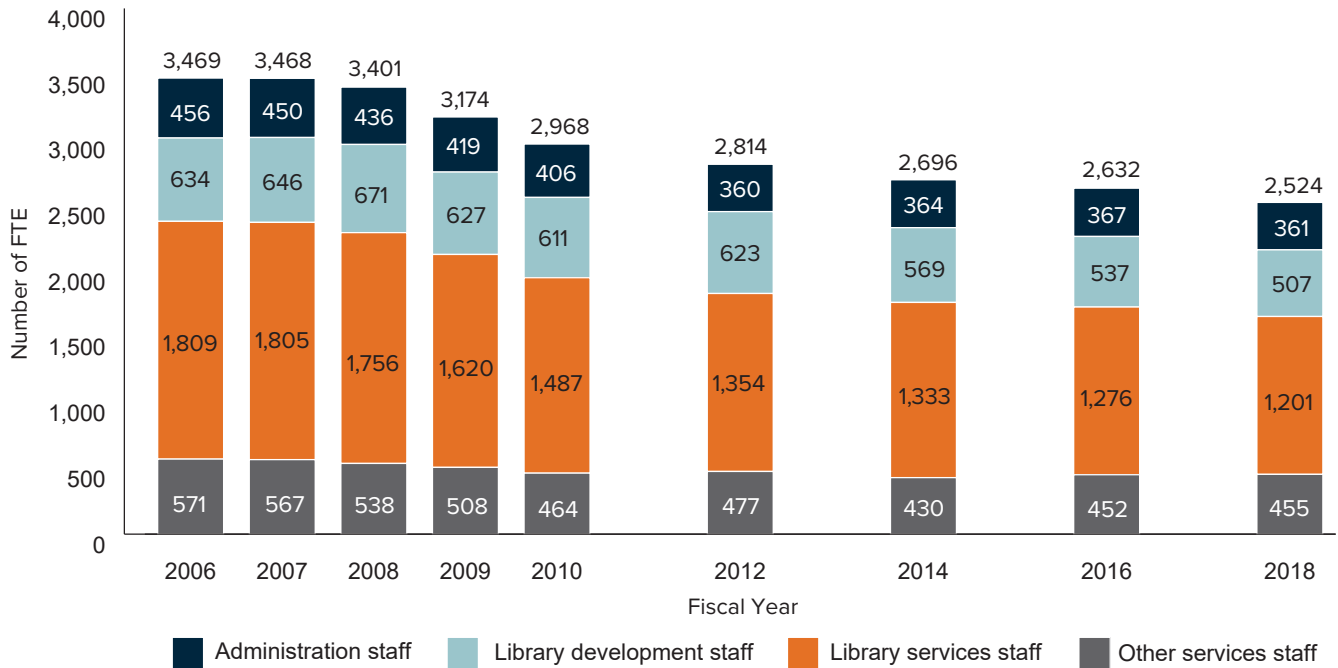
FTE classified as Library Services were the largest category (48 percent); Administration accounted for the smallest percentage of FTE at 14 percent.

3.2 National Trends in SLAA Workforce, FY 2006–18

To better understand the long-term trends in SLAA workforces, we examined these data from FY 2006 through FY 2018 (**Figure 10**).²¹ FTE declined by 27 percent during the 12-year period, from 3,469 in FY 2006 to 2,524 in FY 2018. Staffing remained relatively steady from FY 2006 to FY 2008 but then declined sharply, by nearly 13 percent, from FY 2008 to FY 2010 during the Great Recession. Since FY 2010, staffing has continued to decline, although the loss in FTE from FY 2012 to FY 2014 slowed to 4 percent, the smallest decrease since FY 2008. From FY 2016 to FY 2018, this rate held steady with a 4 percent drop in FTE overall.

²¹ Changes in between the FY 2004 and FY 2006 versions of the SLAA questionnaire preclude analysis going back to FY 2004.

Figure 10. Total FTE in SLAAs by Position Type, FY 2006–18

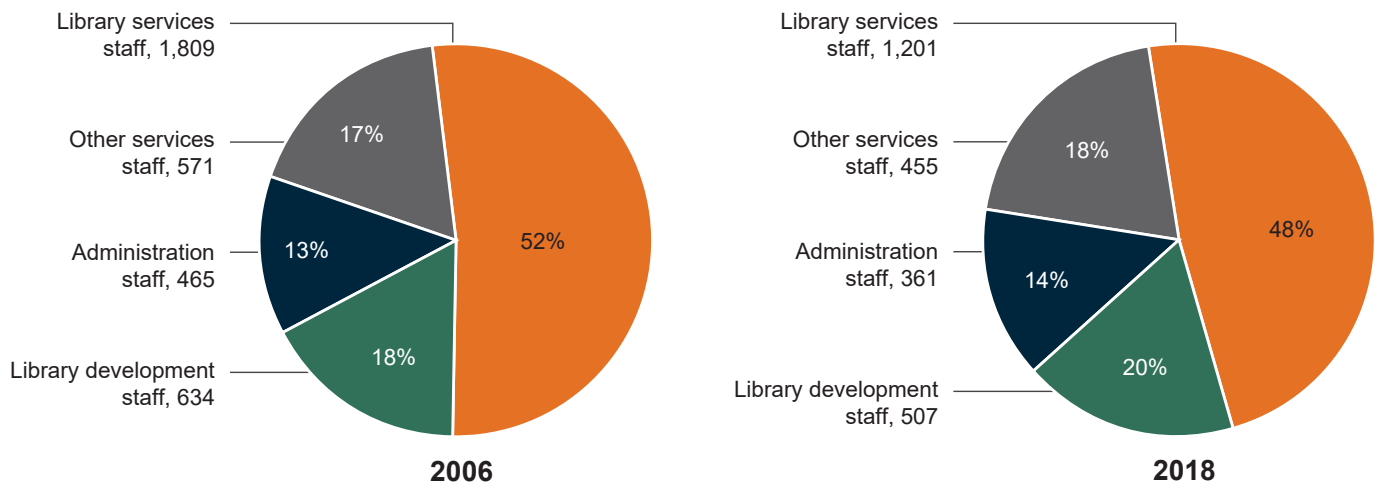


Source: IMLS, State Library Administrative Agencies Survey, FY 2004–10, 2012, 2014, 2016, and 2018. Note: the SLAA Survey was conducted annually between FY 2004 and FY 2010, and every other year between FY 2010 and FY 2018.

The FTE decrease has primarily affected staffing in Library Services, with a 34 percent decline in FTE across the 12-year span versus a 20 to 21 percent decline for the other three staff types. Most recently, between FY 2016 and 2018, Library Development and Library Services staff both decreased by a meaningful 6 percent, while FTE staff classified as either Administration or Other Services have remained virtually unchanged between FY 2016 and FY 2018.

Figure 11 compares the position type breakdown from the earliest year from **Figure 10** (2006) to the latest year (2018). The number of library services FTE have dropped by 34 percent, and the proportion of those position types to all position types decreased moderately by 4 percent (52 percent of FTE in 2006, and 48 percent in 2018). In short, when faced with budget shortfalls, SLAAs cut positions in the area of library services.

Figure 11. Comparison of Total FTE in SLAAs by Position Type, FY 2006 and FY 2018



Source: IMLS, State Library Administrative Agencies Survey, FY 2006 and 2018.

3.3 State-Level Comparisons of SLAA Workforce, FY 2018

The number of FTE staff for SLAAs in FY 2018 varied from state to state. The number of total FTE ranged from 4.0 in Hawaii to 174.5 in Texas, with a national median of 40 FTE. Tables for the total FTE by state are available in **Appendix G, Table G-15**.

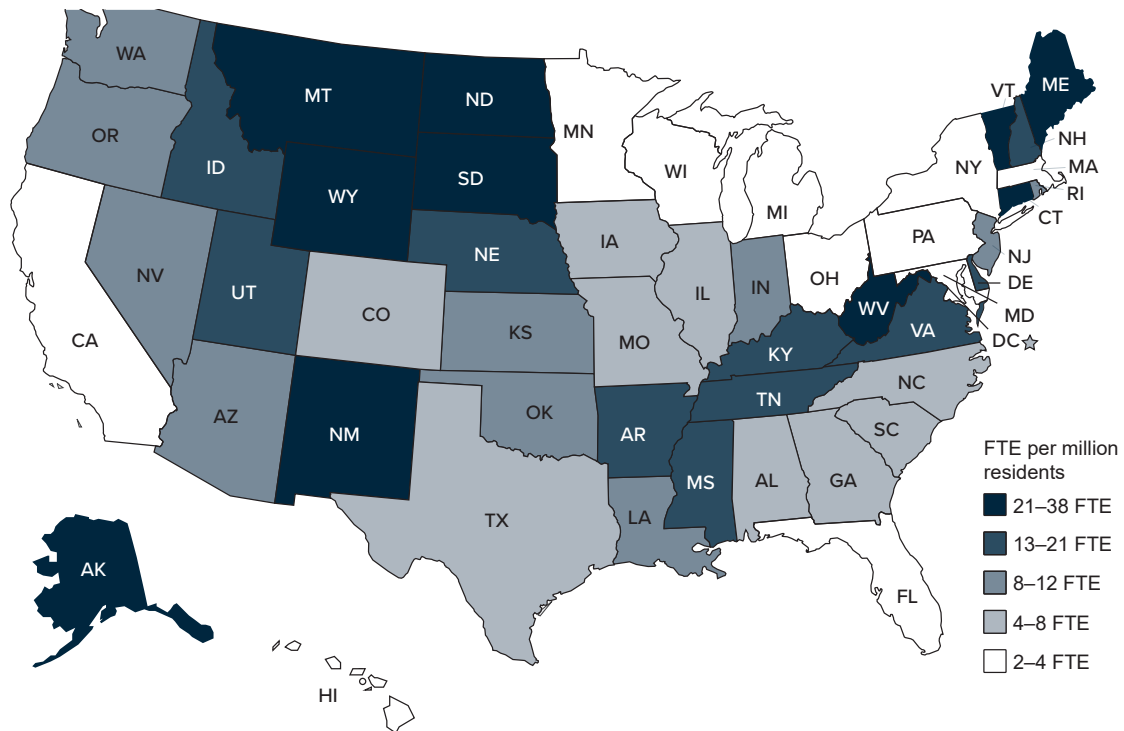
To normalize for the population of a state, **Figure 12** presents the SLAA FTE per million residents for five groups. The group with the largest FTE per million residents includes North Dakota, Montana, and Wyoming, ranging from 21 to 38 FTE. The median was 9.5 FTE per million residents, found in Oregon. Minnesota, Hawaii, and Pennsylvania had the lowest

number of FTE per million residents, all fewer than 3 FTE. Tables for the FTE per million residents are also available in **Appendix G, Table G-15**.

As with expenditures, the interaction of population size and SLAA staff FTE appears complex. For example, the overall correlation between population density and FTE per million residents was computed as -0.11, which is weak but when controlling for administrative structure, there was a stronger negative correlation (-0.56) between population density and SLAA staff FTE per million residents for those 13 SLAAs located within their state's *Department of Education*.²² Additional research is needed to understand the broad variations in staffing per million residents at SLAAs.

²² However, there was no difference between the overall correlation and that for the other three administrative structure categories.

Figure 12. SLAA FTE per Million Residents by State, FY 2018



Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

3.4 Administrative Structure: Snapshot and Trends in SLAA Workforce, FY 2006–18

Administrative structure was not statistically related to the distribution of staff FTE and position type. Regardless of administrative structure, as shown in the FY 2018 bar in **Figure 10**, just under half (48 percent) of FTE at SLAAs were in Library Services positions, with another one-fifth in Library Development, 14 percent in Administration, and the remaining 18 percent in Other Services. The only exception to this distribution was for the eight SLAAs in the *Other Agency* administrative structure category. Ten percent rather than 18 percent of staff FTE were in the Other Services category. Consequently, a larger proportion of SLAA FTE were in the Library Services function in SLAAs in the *Other Agency* category.

Figure 13 reports trends in staff FTE per one million residents from FY 2006 through FY 2018 for each administrative structure category.²³ All administrative structure groups showed declines in SLAA FTE per million residents across the 12-year period, but the specific trends varied within each administrative structure category, as follows:

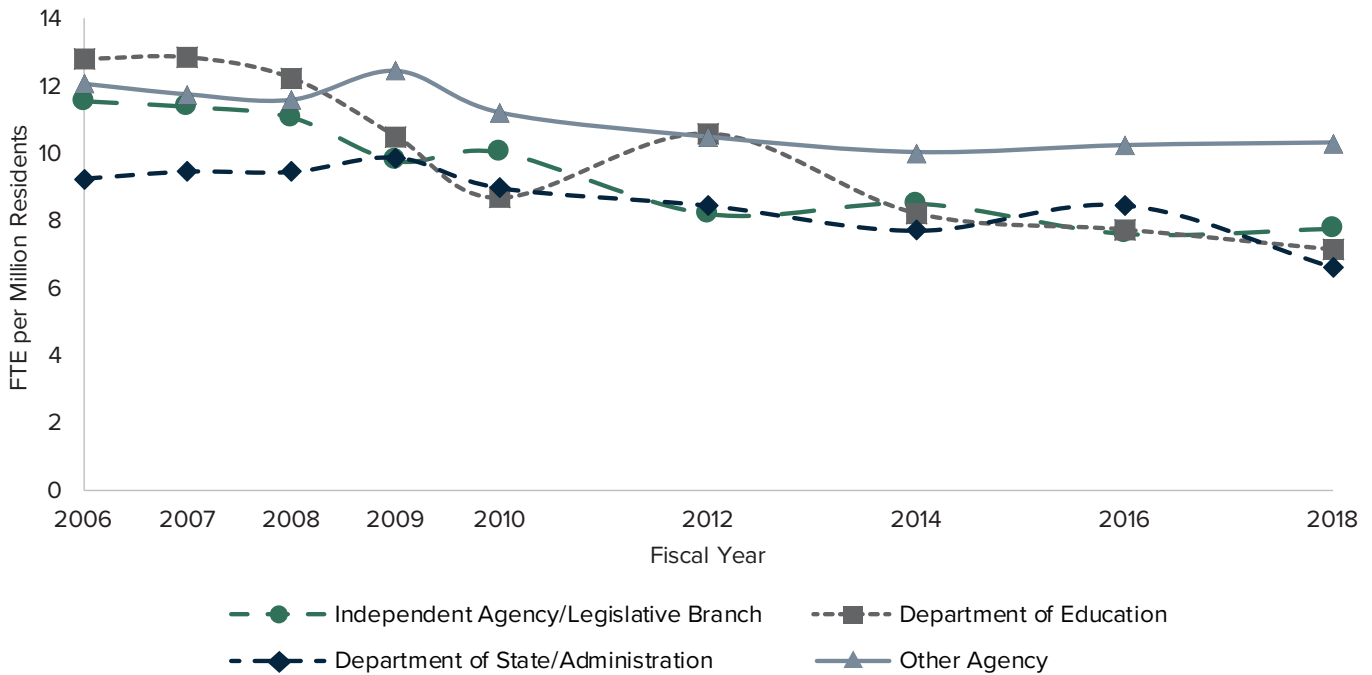
- *Department of State/Administration*: These SLAAs showed a decline of less than 3.0 FTE per million residents over the 12-year period, representing a 28 percent lower FTE per million in FY 2018 compared to FY 2006.
- *Department of Education*: These SLAAs had the largest number of FTE per million from FY 2006 through FY 2008 but experienced the sharpest decline during the full 12-year period, with a 44 percent decrease in FTE staff (equivalent to a loss of 5.7 FTE per million residents).

- *Independent Agencies/Legislative Branch*: These SLAAs saw a decline of nearly 4.0 FTE per million residents during the 12-year period, with it occurring primarily in the aftermath of the Great Recession with a 2.6 FTE per million decline from FY 2008 to FY 2012. The rate of decline in the number of FTE per million residents has recently slowed, with no meaningful change in FTE between FY 2016 and FY 2018.
- *Other Agency*: SLAAs that were part of another agency experienced the smallest overall decline, fewer than two FTE per million residents across all years, with the majority of the decline occurring in the period from FY 2009 to FY 2014. Staffing has remained relatively stable since FY 2014.

Comparisons between administrative structure groups over time should be interpreted with caution as they include changes in composition of each of the administrative structure categories (**Table 1**) and the values themselves. For example, one of the largest changes in structures since FY 2006 was the movement of several SLAAs from *Departments of Education* and into the *Independent Agency/Legislative Branch* category (Hawaii, Idaho, and Maryland). One might hypothesize that the large decline in FTE per million for the SLAAs in *Departments of Education* is due to this change. However, when the FY 2018 data for these three states were added to that for the other 13 that remained in *Departments of Education*, the change was the same: 5.7 fewer FTE per million residents for a 44 percent decline. **Tables G-16** through **G-18** in **Appendix G** provide more detail on FTE positions by administrative structure.

²³ These computations were performed at the aggregate level, meaning that the total staff FTE and population for all states within the administrative structure category were summed and used to compute the overall FTE staff per million residents for all SLAAs within the category.

Figure 13. SLAA FTE per Million Residents by Administrative Structure, FY 2006–18



Source: IMLS, State Library Administrative Agencies Survey, FY 2006–10, 2012, 2014, 2016, and 2018.

3.5 Summary of SLAA Workforce

For FY 2018, the 51 SLAAs reported a total of 2,524 FTE staff. Nationally, 48 percent of these FTE were classified as Library Services. The next highest reported classification of FTE was Library Development with 20 percent of FTE, then Other Services at 18 percent, and Administration at 14 percent. The distribution of FTE within each administrative structure category follows a similar pattern as the national distribution with a few exceptions.

SLAA FTE, measured in both the aggregate and as per million residents, reveal a 12-year decrease of 30 percent since FY 2006 (representing a 14 FTE per million decrease in staffing). Most of the declines occurred during or shortly after the Great Recession. For SLAAs housed in *Departments of Education*, the number of FTE decreased by 44 percent (a loss of 6 FTE per million residents) from FY 2006 through FY 2018. Those SLAAs housed in an *Other Agency* had a decrease of FTE per million residents of 15 percent, equivalent to a loss of two FTE.

SLAA-Provided Services

Although most survey questions in this section have been asked continuously since FY 1994, the entire series was updated in FY 2014 to better capture SLAA-Provided Services the wide array of services provided by SLAAs. Because of these changes, the services data presented here offer a snapshot view of FY 2018 and trends dating from FY 2014.

4.1 Snapshot of SLAA-Provided Services, FY 2018

This report focuses on four types of services that SLAAs provide to libraries and library cooperatives as reported in the FY 2018 data collection, consistent with Part D of the questionnaire:

1. Services to libraries and library cooperatives
2. Program assistance
3. Operational assistance
4. Coordination and integration of library services

Tables G-19 through **G-21** in **Appendix G** provide more details on the percent of SLAAs providing selected services in each category to specific types of libraries. The services displayed in this report were selected as research priorities by IMLS and displayed in the FY 2014 and FY 2016 SLAA reports. We include them again here for consistency.

This report focuses on services provided to **any kind of library** under each service category. This covers 25 services (17 of which are included in **Figure 14**) provided to four types of libraries (Public, Academic, School, Special) and to a fifth group comprising Library Cooperatives. While IMLS serves all types of libraries in the United States, each state has adopted different regulations and authorities associated with the four

types of libraries and library cooperatives within their state, which relates to the services SLAAs provide to libraries.

For example, all or nearly all SLAAs provided the following services to public libraries:

- Services to libraries and library cooperatives:
 - LSTA statewide services (n=51)
 - Collection of library statistics (n=50)
 - Consulting services (n=49)
- Program assistance:
 - Continuing education programs (n=50)
 - Library planning/evaluation/research (n=50)
 - Summer reading (n=49)
- Coordination and integration of library services:
 - Statewide resource sharing (n=50)

These same services were also among those most commonly provided to academic, school, and special libraries but less commonly so compared to public libraries. **Table 2** shows the number of SLAAs providing these services to different types of libraries.²⁴

²⁴ Accreditation of libraries was the least commonly provided service to libraries or library cooperatives, with just 13 SLAAs (25 percent) reporting that they provided this service in their states. Certification of librarians was the second least-common service, with 23 SLAAs (45 percent) followed by Administration of library system support, which was reported by 27 SLAAs (53 percent).

Table 2. Number of SLAAs Providing Selected Types of Support to Public, Academic, School, and Special Libraries and Library Cooperatives, FY 2018

Type of Support	Public Libraries	Academic Libraries	School Libraries	Special Libraries	Library Cooperatives
LSTA statewide services	51	34	34	33	30
LSTA state program grants	42	28	24	21	25
Consulting services	49	27	30	29	30
Library legislation preparation/review	43	19	20	17	24

On the other hand, there were eight types of services that fewer than 10 SLAAs provided to academic, school, or special libraries (additional detail can be found in **Appendix G**):

Services to libraries and library cooperatives:

1. Accreditation of libraries
2. Certification of librarians
3. State standards/guidelines
4. Collection of library statistics
5. Administration of State aid
6. Administration of library system support

Coordination and integration of library services:

7. Universal Service Program (review and approval of technology plans)
8. Involvement in the acquisition of other federal program funds

Figure 14 shows the percentage of SLAAs that provide certain types of services to libraries and library cooperatives as reported in the FY 2018 survey. Within each of the four service categories there were some services offered by nearly all SLAAs and

others that reflected the diversity of SLAAs’ approaches to serving the libraries in their states.

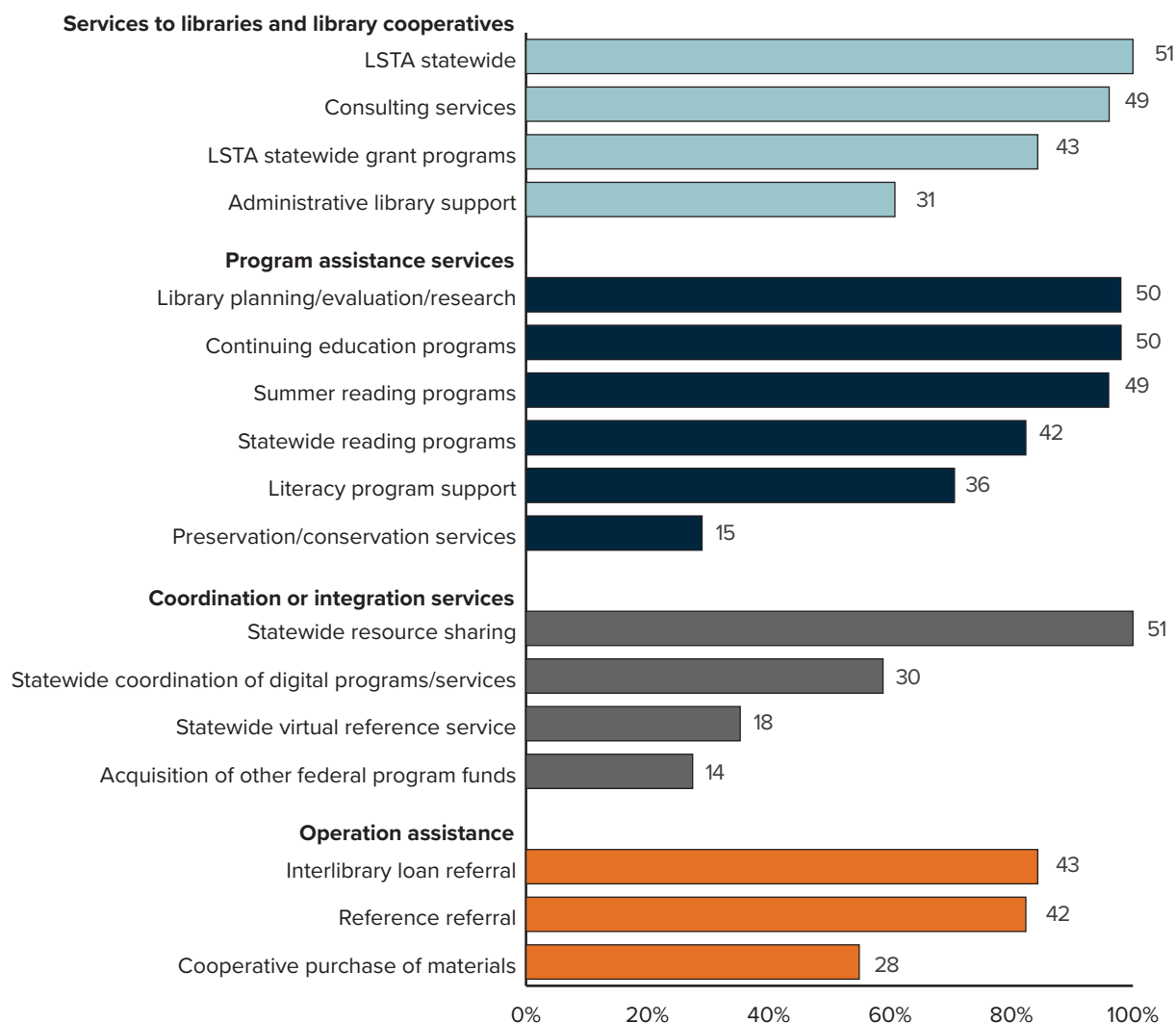
Services to libraries and library cooperatives. While nearly all SLAAs provided LSTA statewide and Consulting services to libraries in their states, fewer than two-thirds (31 SLAAs) provided Administrative library support services.

Program assistance services. Nearly all SLAAs provided Library planning/evaluation/research, Continuing education, and Summer reading programs, but just 36 SLAAs, or 71 percent, provided Literacy program support, and 15 SLAAs (29 percent) provided Preservation/conservation services.

Coordination and integration services. All SLAAs provided Statewide resource sharing, but only 30 SLAAs (59 percent) provided Statewide coordinated digital programs or services, and just over one-third (18 SLAAs) supported Statewide virtual reference services.

Operational assistance. More than 75 percent, or 43 SLAAs, provided Interlibrary loan referrals and Reference referrals. Fifty-five percent provided Cooperative purchasing of materials (28 SLAAs).

Figure 14. Number and Percentage of SLAAs Providing Selected Services, FY 2018



Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Figures 15 and 16 provide additional details about program assistance provided by SLAAs for Statewide reading programs and Literacy programs. Forty-two SLAAs (82 percent) reported that they provided program assistance for Statewide reading programs.²⁵ **Figure 15** shows how SLAAs further reported the target populations of these Statewide reading programs: one-third of SLAAs (17) provided program assistance for Statewide reading programs targeted at older

adults (i.e., those over 65 years of age), whereas two-thirds of SLAAs (34) provided program assistance for Statewide reading programs focused on early childhood (ages 0–5) and middle childhood (ages 6–12).

Of the 36 SLAAs that provided program assistance for Literacy programs in their states, Digital literacy was the top type of literacy programming supported (34 SLAAs), followed by Information literacy (32 states) (**Figure 16**).

²⁵ Summer reading programs are reported separately from Statewide reading programs in the SLAA Survey.

Figure 15. Number and Percentage of SLAAs Providing Program Assistance to Libraries and Library Cooperatives for Statewide Reading Programs by Targeted Age Group, FY 2018

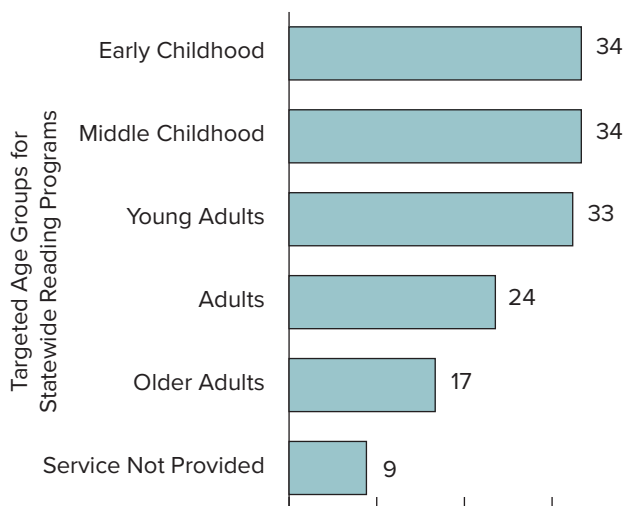
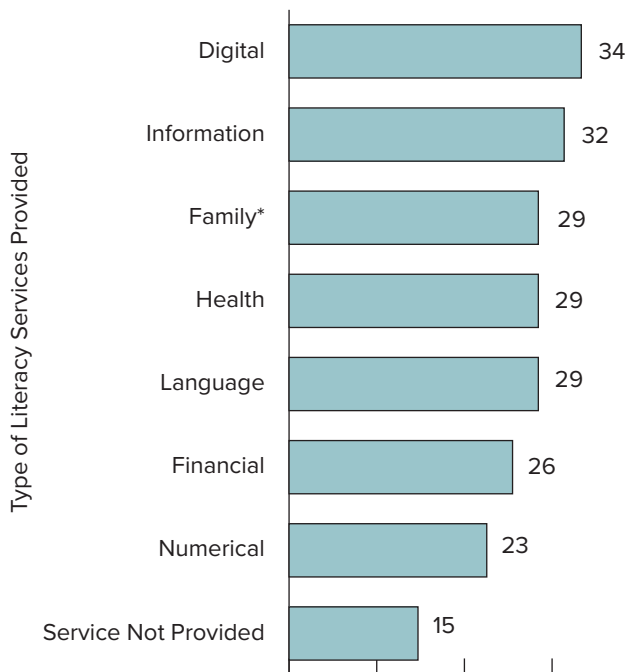


Figure 16. Number and Percentage of SLAAs Providing Program Assistance to Libraries and Library Cooperatives for Literacy Programs by Type of Program, FY 2018



* Family/Intergenerational literacy is defined as programs that promote the incorporation of spoken and written word into meaningful activities with the family unit.

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

4.2 National Trends in SLAA-Provided Services, FY 2014–18

There was a high level of consistency in the types of services provided by SLAAs between FY 2014 and FY 2018. As shown in **Figures 17** through **20** below, there were only moderate changes in the percentage of SLAAs providing each of the four types of services to any kind of library or library cooperative.

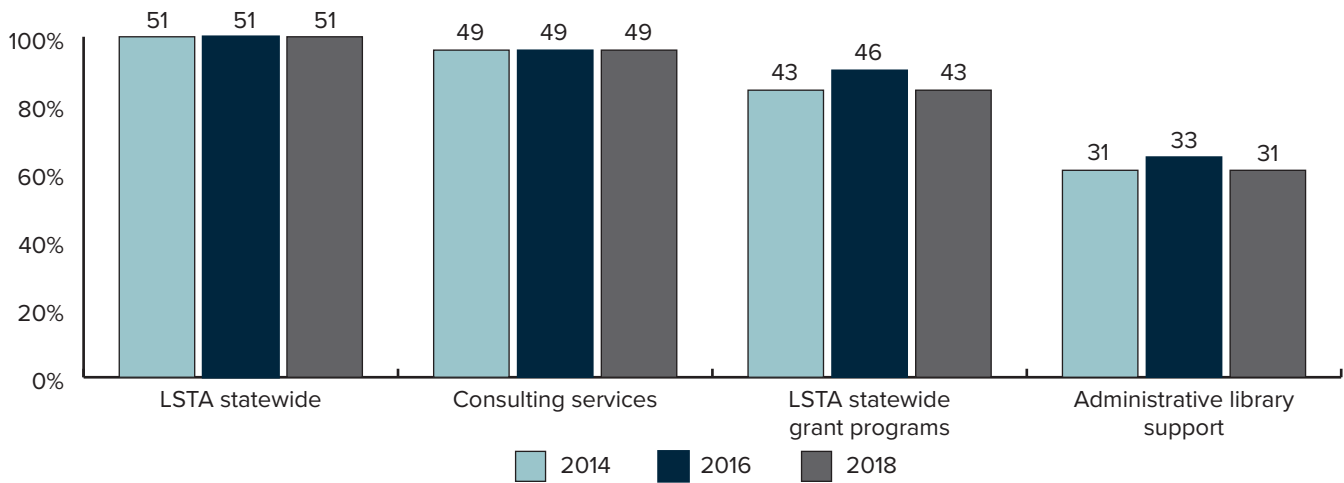
Services to Libraries and Library Cooperatives. The proportion of SLAAs providing services to libraries and library cooperatives (**Figure 17**) varied little from FY 2014 through FY 2018. All SLAAs provided LSTA statewide services and almost all offered consulting services during this time. The percentage of SLAAs providing LSTA state grant programs and Administrative library system support also remained relatively consistent over the 4 years, returning in FY 2018 to FY 2014 levels.

Program Assistance Services. **Figure 18** shows that nearly all SLAAs provided Continuing education programs in each of the 3 survey years. Statewide reading programs, which had increased from 69 percent in FY 2014 to 86 percent in FY 2016, decreased to 82 percent in FY 2018. Literacy program support has increased from 67 percent to 71 percent of State Libraries since FY 2014.

Two program assistance services do not appear in this figure because they have remained constant over all 3 collection years. For these reporting years, 98 percent of SLAAs provided Library planning/evaluation/research, and 96 percent provided Summer reading programs.

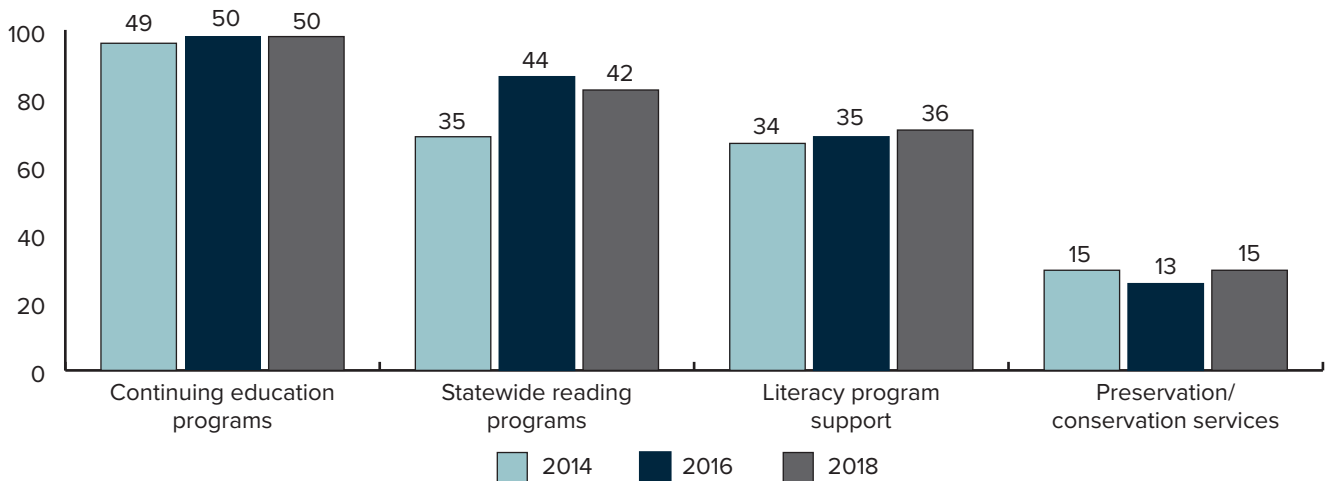
Coordination and Integration of Services. As **Figure 19** shows, Statewide resource sharing and provision of Statewide virtual reference services have remained largely unchanged across the 4-year period. Statewide coordinated digital programs or services have increased slightly every 2 years through FY 2018, while fewer SLAAs in each subsequent survey year have reported that they assist with Acquisition of other federal program funds.

Figure 17. National Trends in Services to Libraries and Library Cooperatives, FY 2014–18



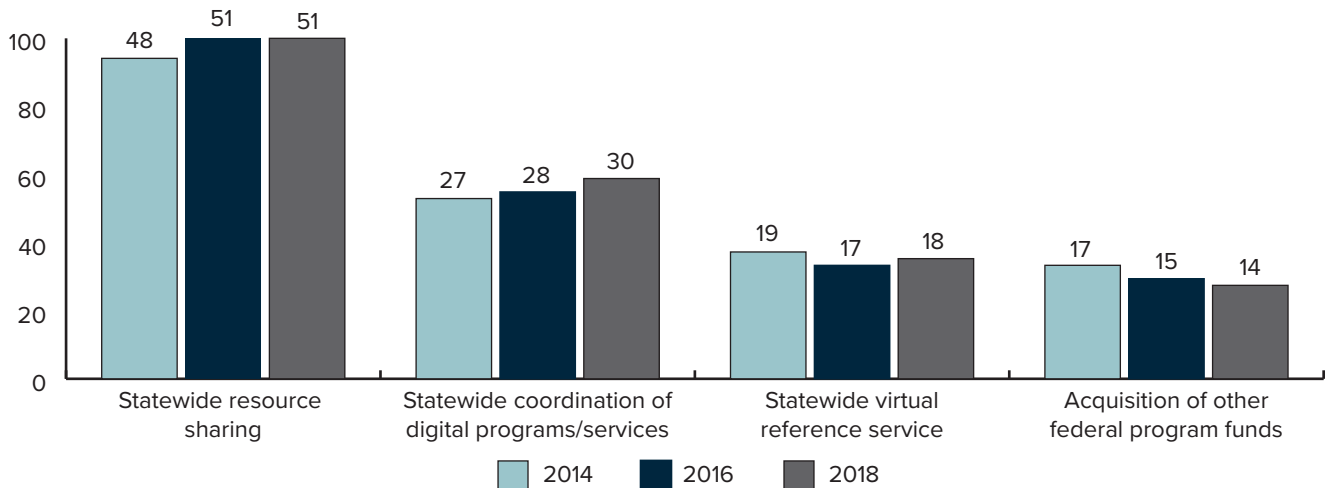
Source: IMLS, State Library Administrative Agencies Survey, FY 2006–10, 2012, 2014, 2016, and 2018.

Figure 18. National Trends in Program Assistance Services, FY 2014–18



Source: IMLS, State Library Administrative Agencies Survey, FY 2006–10, 2012, 2014, 2016, and 2018.

Figure 19. National Trends in Coordination and Integration Services, FY 2014–18

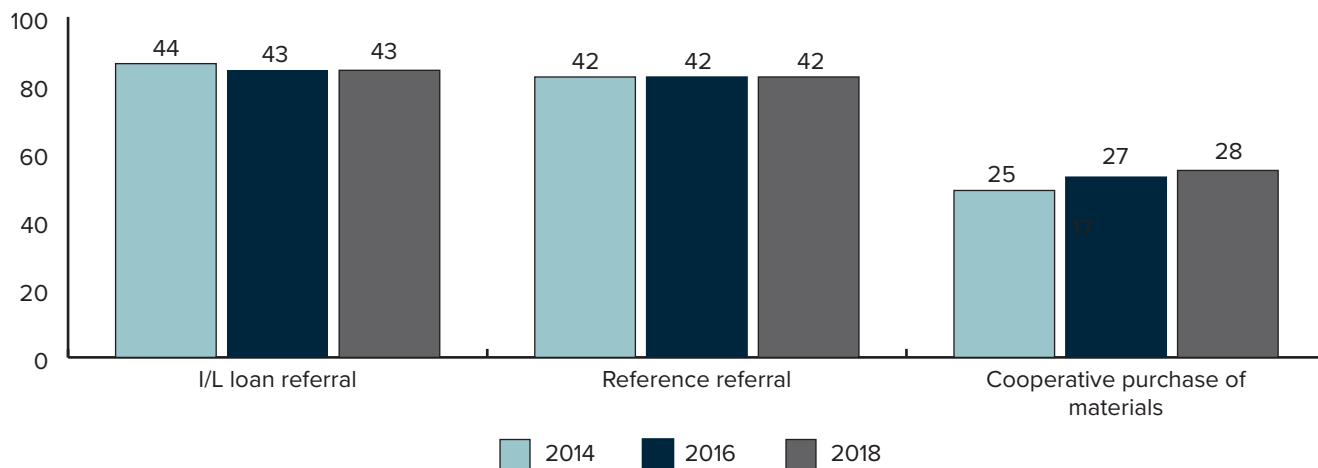


Source: IMLS, State Library Administrative Agencies Survey, FY 2006–10, 2012, 2014, 2016, and 2018.

Operational Assistance Services. Figure 20 shows that Operational assistance services were provided at about the same rates across the 4-year period. Reference referral services were provided by 82 percent of SLAAs across all 4 years, and 84 percent provided interlibrary

loan referral services in FY 2016 and FY 2018. The number of SLAAs providing Cooperative purchasing of materials has increased across the 4-year period from 44 percent in FY 2014 to 55 percent in FY 2018.

Figure 20. National Trends in Operational Assistance Services, FY 2014–18



Source: IMLS, State Library Administrative Agencies Survey, FY 2006–10, 2012, 2014, 2016, and 2018.

4.3 Administrative Structure: Snapshot of SLAA-Provided Services, FY 2018

This section focuses on comparing the services offered by SLAAs by their administrative structure. Table 3 presents the percentage of SLAAs nationally, as well as by each administrative structure category, that provide either directly or via contract each of the 17 different services. More detail about services provided by each state is provided in Appendix G, Tables G-19 through G-21.

Services to Libraries and Library Cooperatives.

Administrative library support showed great variation by administrative structure. While 80 percent of SLAAs in *Departments of State/Administration* and in the *Independent agencies* provided this, only about half of SLAAs did so if housed in *Departments of Education* or were part of another agency.

Program Assistance Services. In some cases, program assistance services differed by administrative structure. For instance, 84 percent of SLAAs in independent and legislative categories provided literacy program

supports, while less than two-thirds of SLAAs in other categories did so.

Coordination or Integration Services. All SLAAs in *Departments of State/Administration* provided statewide coordination of digital programs and services, while half or fewer of SLAAs in independent and legislative or other categories did so. Statewide virtual reference services varied greatly: more than half of SLAAs in *Departments of State/Administration* provided this service, but only 17 percent of SLAAs in *Departments of Education* did so. Finally, SLAAs in *Departments of State/Administration* (40 percent) were most likely to provide services for the acquisition of other federal program funds, while one-quarter of SLAAs housed in *Departments of Education* and only 13 percent of SLAAs that were part of another agency were doing so.

Operational Assistance Services. Fewer SLAAs in *Departments of State/Administration* offered reference referral services compared to the other categories of SLAAs. SLAAs in *Departments of Education* were more likely to offer interlibrary loan referral and reference referral than SLAAs in the other administrative categories.

Table 3. Percentage of SLAAs Providing Selected Types of Support by Administrative Structure, FY 2018

Types of SLAA-Provided Support	National (n=51)	Independent/Legislative (n=20)	Department of Education (n=13)	Department of State/Administration (n=10)	Other Agency (n=8)
Services to Libraries and Library Cooperatives					
LSTA statewide services	100%	100%	100%	100%	100%
Consulting services	96%	90%	100%	100%	100%
LSTA State program grants	84%	90%	85%	70%	88%
Administrative library support	61%	70%	46%	70%	50%
Program Assistance Services					
Continuing education programs	98%	95%	100%	100%	100%
Statewide reading programs	82%	90%	69%	80%	88%
Literacy program support	71%	85%	54%	60%	75%
Library planning/evaluation/research	98%	95%	100%	100%	100%
Preservation/conservation services	29%	35%	15%	40%	25%
Summer reading programs	98%	95%	92%	100%	100%
Coordination or Integration Services					
Statewide resource sharing	100%	100%	100%	100%	100%
Statewide coordination of digital programs/services	59%	55%	69%	70%	38%
Statewide virtual reference service	35%	40%	15%	50%	38%
Acquisition of other federal program funds	27%	40%	23%	30%	0%
Operational Assistance Services					
Interlibrary loan referral	84%	85%	85%	80%	88%
Reference referral	82%	80%	92%	70%	88%
Cooperative purchase of materials	55%	55%	54%	50%	62%

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Literacy Program Support and Statewide Reading Campaigns. Table 4 shows how SLAAs located in Independent agencies or the Legislative branch were the most likely (85 percent) to provide assistance for literacy programs, while those located in the *Departments of Education* were least likely (54 percent). Digital and Information were the top types of literacy programs supported in all SLAAs, except those located in their *Departments of State/Administration*. Twenty-nine percent of SLAAs do not provide literacy services at all.

Statewide Reading Programs. As shown in Table 5, SLAAs housed in the *Independent Agency/Legislative Branch* category and those in an *Other Agency* were most likely (90 percent and 88 percent, respectively) to provide services to libraries and library cooperatives for Statewide reading programs. With the exception of SLAAs located in the *Department of State/Administration*, those with all other administrative structures were more likely to support Statewide reading programs for younger audiences, with support declining as the age of the targeted group increased.

Table 4. Percentage of SLAAs Providing Selected Types of Literacy Services by Administrative Structure, FY 2018

Type of literacy service provided	National (n=51)	Independent/Legislative (n=20)	Department of Education (n=13)	Department of State/Administration (n=10)	Other Agency (n=8)
Percent of SLAAs that provide any type of literacy service	71%	85%	54%	60%	75%
Breakdown by types of literacy services:					
Digital	67%	85%	54%	50%	63%
Information	63%	75%	54%	50%	63%
Language	57%	70%	31%	50%	75%
Family/intergenerational	57%	60%	46%	50%	75%
Health	57%	70%	38%	60%	50%
Financial	51%	65%	31%	60%	38%
Numerical	45%	60%	23%	50%	38%

Table 5. Percentage of SLAAs Providing Statewide Reading Program Assistance to Libraries and Library Cooperatives by Target Audience Age Group and Administrative Structure, FY 2018

Target audience	National (n=51)	Independent/Legislative (n=20)	Department of Education (n=13)	Department of State/Administration (n=10)	Other Agency (n=8)
Percent of SLAAs that provide Statewide reading programs	82%	90%	69%	80%	88%
Early Childhood	67%	75%	62%	50%	75%
Middle Childhood	67%	75%	62%	60%	63%
Young adults	65%	70%	62%	60%	63%
Adults	47%	55%	31%	60%	38%
Older adults	33%	40%	23%	30%	38%

4.4 Summary of SLAA-Provided Services

Nearly all SLAAs reported providing LSTA statewide and consulting services between FY 2014 and FY 2018. However, there were notable variations for the other wide array of other services. For instance, more than 75 percent of SLAAs provided interlibrary loan referral services and reference referral services, but only 35 percent supported virtual reference services.

All SLAAs provided continuing education programs, and all but one provided Summer reading programs. Of the 42 SLAAs that offered Statewide reading programs, these were most likely targeted at early childhood, middle childhood, and young adults compared to adults and older adults.

Those SLAAs housed in an *Independent Agency/Legislative Branch* were the most likely (85 percent) to offer any type of literacy service. Digital and Information were the two most popular types of literacy services offered for all groups of SLAAs except those located in their *Department of State/Administration*.

The SLAAs also varied in the types of libraries they supported. SLAAs in the *Department of Education* were most likely to offer reference referral services. A majority of SLAAs in the *Department of State/Administration* (70 percent) or the *Department of Education* (69 percent) provided Statewide coordination of digital programs and services compared to the 55 percent and 38 percent in the other administrative categories. SLAAs housed in an *Independent Agency/Legislative Branch* (90 percent) or an *Other Agency* (88 percent) were most likely to provide Statewide reading programs.

Discussion and Summary

There were strongly meaningful declines in revenues, expenditures, and staffing since the early 2000s. Revenues and expenditures have both declined by just over 20 percent from \$1.4 billion since FY 2004. In the most recent 2-year period, there have been no meaningful changes in revenues and expenditures. These findings suggest that the declines in revenues, expenditures, and staffing seen during and immediately after the Great Recession have stabilized. In FY 2018, SLAAs reported revenues and expenditures (each) of \$1.1 billion²⁶ and provided an array of services to the libraries and library cooperatives in their state. Federal sources accounted for 14 percent of revenues for SLAAs, with IMLS LSTA funding accounting for 97 percent of this support. Nearly half of the 2,524 staff FTE at SLAAs in FY 2018 provided services to libraries and library cooperatives, with an additional one-in-five staff FTE dedicated to the development of library services in their states.

States' revenues and expenditures per person vary widely, as shown in **Figure 7** and **Appendix Tables G-2** through **G-5**. Several of the states with the highest per person expenditures were shown to be those with relatively smaller populations, while those with lower per person expenditures were the largest states (i.e., California and Texas), suggesting possible economies of

scale as a potential area of future study. Additionally, the large per person expenditures in the District of Columbia (\$88.09 per person) and Hawaii (\$30.36 per person) underscore the importance of the varied roles played by SLAAs; in both the District of Columbia and Hawaii, the SLAA also serves as the sole library system.

The number of SLAA staffing FTE have declined by 27 percent since FY 2006, with a continuing moderately meaningful decline of 4 percent between FY 2016 and FY 2018. Such staffing declines are embedded within a larger context in which state governments have been shown to be smaller and are continuing to contract since the Great Recession.²⁷ This report shows that there are large differences in SLAA staffing ranging from as few as 4 FTE at the Hawaii SLAA to 174.5 FTE in Texas (see **Appendix Table G-15**).

Despite the declines in revenues, expenditures, and staffing over the past decade, SLAAs continue to provide a wide array of services to libraries and library cooperatives in their states. As shown in this report, nearly all SLAAs administer LSTA programming and funds, serve as a central point of contact for data about libraries in their states, enable statewide sharing of resources, administer summer reading and continuing education programs, and engage in library planning, evaluation, and research (see **Figure 14**).

²⁶ To put this in context, according to the National Association of State Business Officers (NASBO), total FY 2018 state spending exceeded \$2 trillion for the first time. The \$1.1 billion spent by SLAAs is just 0.055 percent of this \$2 trillion state spending. Source: NASBO. (2018). "Summary: NASBO State Expenditure Report." Retrieved from: https://higherlogicdownload.s3.amazonaws.com/NASBO/9d2d2db1-c943-4f1b-b750-0fca152d64c2/UploadedImages/SER%20Archive/2019_State_Expenditure_Report-S.pdf ↗.

²⁷ See, for example, analysis of U.S. Bureau of Labor Statistic data on state government employment in Rosewicz, B. (2019, June). "'Lost Decade' Casts a Post-Recession Shadow on State Finances Despite almost 10 years of national economic recovery, strains from the 2007-09 downturn still linger in many states." Pew Charitable Trusts. Retrieved from: <https://www.pewtrusts.org/en/research-and-analysis/issue-briefs/2019/06/lost-decade-casts-a-post-recession-shadow-on-state-finances> ↗.

The organization and responsibilities of SLAAs vary from state-to-state. One purpose of the SLAA Survey is to provide state library chiefs with ways to make comparisons across these widely varied government agencies. In previous reports (FY 2014 and FY 2016), when the aftermath of the Great Recession was of high interest, IMLS undertook analyses that grouped SLAAs based on their long-term funding trends. Now that these trends for SLAAs seen during the Great Recession have leveled out (noting the continued moderately meaningful decline in FTE discussed above), we have repeated analyses initiated with the FY 2016 report that compared four groups of SLAAs based on their location within their jurisdiction's governments. Based on earlier work by Bertot and White (2014), each SLAA was placed into one of four groups based on their location within state government: *Independent Agency/Legislative Branch* (n=20); *Department of Education* (n=13); *Department of State/Administration* (n=10); or *Other Agency* (n=8).

The report showed that while the general long-term trends in staffing, revenues, and expenditures are similar across these four groups, there were a number of differences across these four administrative structure groups. These included:

- Per person revenues were highest for SLAAs located in their state's *Department of Education* in FY 2004 and FY 2018;
- SLAAs located in an *Other Agency* have had stable FTE per million residents since FY 2012, while those in other administrative locations saw continued declines in FTE since FY 2012;
- While 85 percent of the SLAAs in the Independent Agency/Legislative Branch category provided Program assistance services for Literacy program support, just 54 percent of those in their state's *Department of Education* did so.

As indicated in the report, the results associated with the administrative structure analyses must be viewed with caution because SLAAs can be moved to other locations in their state's governments. As shown in **Table 1**, 11 SLAAs experienced one or more changes in administrative structure within this four-category scheme since FY 2004. More research is needed to better tease out the extent to which the differences in trend lines shown in this report are related to the changes in the composition of the administrative structure groups over time.

This report contains data on State Library Administrative Agencies (SLAAs) in the 50 states and the District of Columbia for FY 2018 and 10 previous fiscal years (2004–10, 2012, 2014, and 2016). The data were collected through the SLAA Survey, which is sponsored by the Institute of Museum and Library Services (IMLS). RTI International is the data collection agent for IMLS. SLAAs are the reporting unit for the survey.

Survey Background and Purpose

Legislative Authorization. IMLS collects these data as authorized by its congressional mandate, the Museum and Library Services Act of 2018, as stated in 20 U.S.C. Section 9108 (Policy research, data collection, analysis and modeling, evaluation, and dissemination):

(a) In general

The Director shall regularly support and conduct, as appropriate, policy research, data collection, analysis and modeling, evaluation, and dissemination of information to extend and improve the Nation’s museum, library, and information services.

(b) Objectives

The objectives of the policy research, data collection, analysis and modeling, evaluation, and dissemination of information carried out under this section include the following:

- (1) To enhance and expand the capacity of museums, libraries, and information services to anticipate, respond to, and meet the evolving needs of communities and the public, including by identifying trends and developments that may impact the need for and delivery of services.
- (2) To provide information and data on the role, value, and impact of museum, library, and information resources, including the identification of trends and potential gaps in the availability and use of museum and library services by their communities and the public.
- (3) To measure the effectiveness of museums, libraries, and information services throughout

the United States, including the impact of Federal programs authorized under this Act.

- (4) To identify indicators and outcomes that can be used to create enhancements to the efficiency and efficacy of museum, library, and information services.
- (5) To promote advancement and growth in museum, library, and information services through sharing of best practices and effective strategies in order to better serve the people of the United States.
- (6) To facilitate planning for, and building of, institutional capacity in order to improve—
(A) museum, library, and information services at the national, State, local, and regional levels; and
(B) international communications and cooperative networks.
- (7) To support and enhance collaborative professional networks and consortia that use shared, meaningful, and actionable data analysis and modeling to advance museum, library, and information services and to address community needs.

(c) Authority to contract and enter into other arrangements

The Director is authorized to enter into grants, contracts, cooperative agreements, and other arrangements with Federal agencies, public and private organizations, and other entities with expertise the Director determines appropriate, to further the objectives described in subsection (b) and to carry out the responsibilities under subsection (f).

(d) Consultation and Public Engagement

In carrying out subsection (a) and in furtherance of the objectives described in subsection (b), the Director—

- (1) shall conduct ongoing collaboration (as determined appropriate by the Director) and consult with—
(A) State library administrative agencies; and
(B) National, State, tribal, and regional museum and library organizations; and

- (2) may also collaborate or consult with—
 - (A) cooperative networks of geographic- or discipline-based museums and libraries; and
 - (B) Other applicable agencies, organizations (including international organizations), entities (including entities with expertise in the fields of data collection, analysis and modeling, and evaluation), and community stakeholders.

(e) Assistance to museums and libraries

The Director shall provide technical support and assistance (and other resources, to the extent practicable) to ensure consistency in data reporting and help the museum and library fields with meeting the objectives of this section.

(f) Dissemination

- (1) In general—
- (2) Each year, the Director shall widely disseminate, as appropriate to further the objectives described in subsection (b)—
 - (A) the results, data, reports, findings, studies, surveys, and other information obtained under this section;
 - (B) the means and approaches by which the objectives described in subsection (b) were accomplished; and
 - (C) information regarding the manner and extent to which collaboration and consultation were conducted, as required by subsection (d).

(2) Formats to be used—

The information described in paragraph (1) shall be shared in formats that facilitate access and ease of use and are searchable.

(g) Authorization of appropriations

- (1) In general

There are authorized to be appropriated to carry out this section \$3,500,000 for each of the fiscal years 2020 through 2025.

(2) Availability of funds

Sums appropriated under paragraph (1) for any fiscal year shall remain available for obligation until expended.

IMLS library research activities are conducted in ongoing collaboration with SLAAs and other relevant agencies and organizations to extend and improve the nation’s library and information services. The SLAA Survey is designed to provide consistent, reliable, and accurate indicators of the status and trends of state and public libraries; and to report timely, useful, and high-quality data to the U.S. Congress, the states, other education policymakers, practitioners, data users, and the general public.

Survey Methodology

Survey Universe

The SLAA is a universe data collection (i.e., a census) of the SLAAs in the 50 states and the District of Columbia (51 total).

The respondents (“keyholders”) for the SLAA FY 2018 Survey were employed by, or contractors of, each of the 51 SLAAs. Chief Officers of each of the SLAAs assigned respondents to provide data for the survey. Data were entered by the respondents and certified by the Chief Officers.

Changes to the FY 2018 Questionnaire

There were no changes to the questionnaire between the FY 2016 and FY 2018 SLAA data collections.

Web-Based Data Collection Tool and Questionnaire

The SLAA FY 2018 Survey data were collected in English over the Internet using a Web-based reporting system. The Web application included a user’s guide and tutorial that explained its features and operation, the survey questionnaire, and a data edit check tool designed to alert respondents to anomalies or inconsistencies in their data entries. The Web application was designed to minimize response burden, improve data quality and timeliness, and ensure that minimal or no follow-up would be required with state agencies to resolve data problems.

The FY 2018 survey collected data on 399 items.²⁸ The survey is made up of 13 parts (**Table A-1**).

Data items and definitions are provided in the survey questionnaire and in the instructions for completing survey items. A copy of the survey instrument is included in **Appendix E**, and **Appendix F** provides the accompanying instructions for the survey.

Survey Response Rate

Unit Response. The SLAA FY 2018 Survey achieved a 100 percent unit response rate.²⁹ A response is considered complete if it includes responses for at least three of the following five items: total staff, total revenues, total expenditures, total book and serial volumes, and total circulation transactions.

Table A-1. Organization of FY 2018 SLAA Survey: Parts A–M

Part	Name
A	State Library Administrative Agency Identification
B	Governance
C	Allied Operations, State Resource or Reference/Information Service Center, and State Center for the Book
D	Services to Libraries and Library Cooperatives
E	Public Service Hours, Outlets, and User Groups
F	Collections
G	Library Service Transactions
H	Library Development Transactions
I	Staff
J	Revenue
K	Expenditures
L	LSTA State Program Expenditures
M	Electronic Services and Information

²⁸ All subtotals and totals in the survey were automatically generated from the detail and thus are not included in this number.

Item Response. Item response rates were calculated by dividing the total number of SLAAs reporting data for an item by the total number of SLAAs in the survey universe. Item-level response rates ranged from 95 percent to 100 percent (i.e., 48 to 51 SLAAs).

Three numerical variables contained missing values, as shown in **Table A-2**. In some cases, the states involved also had missing values in FY 2016.

Table A-2. Missing Values of Numerical Variables

Variable	States Missing
GOVDOC	CT, OH
REFTRANS	UT
LIBVISTS	CA, IL, VT

Replacement values for all of these were calculated using IMLS’s extant growth factor methodology. Values for FY 2016 were multiplied by variable-specific growth factors calculated as means of FY 2018/FY 2016 ratios over all states for which FY 2018 values are present.

Table A-3 shows both the growth factors and the imputed values.

Table A-3. Growth Factors and Imputed Values of Numerical Variables

Variable	Growth Factor	Imputed Value [2016 value]
GOVDOC	0.999	CT = 4,362,343 [4,366,344] (Imputed) OH = 1,809,555 [1,811,215] (Imputed)
REFTRANS	0.874	UT = 8,266 [9.457] (Reported)
LIBVISTS	1.007	CA = 247,409 [245,662] (Imputed) IL = 70,188 [69,692] (Imputed) VT = 1,174 [1,166] (Reported)

²⁹ The American Association for Public Opinion Research. (2016). *Standard definitions: Final dispositions of case codes and outcome rates for surveys* (9th ed.). Oakbrook Terrace, IL: AAPOR.

Appendix A: Technical Notes

One missing telephone number (OFFSRStLATELEPHONE) and 6 missing values of ZIP+4 were corrected by RTI by either referencing the FY 2016 SLAA dataset or using United States Postal Service (USPS) tools available online.

There remain 16 missing values for FAX numbers in the dataset, as shown in **Table A-4**.

Table A-4. Missing Values in the 2018 SLAA Dataset

Variable	SLAAs Missing
OFFSRStLAFAX	AZ GA LA MS NY OK VT WY
SRVRESPFAX	AZ DC GA IN LA MS VT WY

Data Collection and Processing

Data Collection. The SLAA FY 2018 Survey was opened for data entry to SLAAs using the Web-based tool beginning on January 14, 2019. The survey data collection was closed on March 31, 2019. RTI International was the data processing agent for the survey and administered the Web application, provided technical support to respondents, and produced the data files and tabulations, as well as this report.

Data Processing. To ensure accuracy, data were checked during data collection and postprocessing. In addition, replacements were imputed for missing values of three variables.³⁰

Post-edit Processing. After respondents locked their data, RTI International performed additional edit checks or processing on the data.

State comparisons should be made with caution because states vary in their fiscal year reporting periods (see details, below) and may vary in their interpretation of the survey items. Similarly, the District of Columbia, although not a state, is included in the survey. Caution should be used in comparing data for a city with data for a state. Additionally, the data for the Hawaii State Public

Library System should also be compared with caution to that of the other 49 states because the Hawaii SLAA, like the District of Columbia SLAA, operates all public libraries for the state.

Adjustment for Inflation

For financial trends that report dollar amounts over time, such as 14-year revenue trends, these dollar amounts are presented in constant 2018 dollars. Constant dollars are an adjusted value of currency that accounts for inflation. We use this adjustment to allow comparison of monetary values from one period to another. For the present analyses, inflation was accounted for using a gross domestic product (GDP) adjustment factor, as shown in **Equation 1**.

Equation 1. GDP Adjustment Factor

$$\text{GDP Adjustment Factor Year 20xx} = \frac{\text{Year 20xx GDP in 2018 dollars}}{\text{Year 20xx GDP in 20xx dollars}}$$

Values of the Adjustment Factors were obtained from the U.S. Bureau of Economic Analysis.³¹ They appear in **Table A-5** but are rounded to three decimal digits for clarity. Full precision values were used in analyses.

Table A-5. Values of GDP Adjustment Factors

Year	Adjustment Factor
2004	1.302
2005	1.263
2006	1.226
2007	1.194
2008	1.171
2009	1.162
2010	1.148
2012	1.104
2014	1.065
2016	1.042
2018	1.000

³⁰ These are GOVDOC, LIBVISTS, and REFTRANS.

³¹ Specifically, downloaded from <https://www.bea.gov/data/economic-accounts/national>.

Reporting Period

The SLAA FY 2018 Survey requested that respondents report data for each state for FY 2018. For the items in Part B (Governance) and Part I (Staff), respondents were requested to report data as of October 1, 2018. The fiscal year for most states was July 1, 2017, to June 30, 2018. Five SLAAs had fiscal years with different start and end dates. The exceptions are listed in **Table A-6**.

Table A-6. SLAAs with Reporting Periods Other than July 1, 2017–June 30, 2018

Fiscal Year	SLAAs
4/1/2017–3/31/2018	New York
9/1/2017–8/31/2018	Texas
10/1/2017–9/30/2018	Alabama, District of Columbia, Michigan

Appendix B: SLAA Applicants to Universal Service E-Rate Discount Program

Arizona State Library, Archives and Public Records
Connecticut State Library
Delaware Division of Libraries
Hawaii State Public Library System
Illinois State Library
Indiana State Library
State Library of Iowa
State Library of Louisiana
Maine State Library
Mississippi Library Commission

Missouri State Library
New Mexico State Library
State Library of Ohio
South Carolina State Library
Tennessee State Library and Archives
Vermont Department of Libraries
The Library of Virginia
Washington State Library
West Virginia Library Commission

Appendix C: SLAA Responses to “Other” Consulting Services Provided Open-Ended Question, FY 2018

SLAA	Description of Other Consulting Services Provided
Alabama	Trustee Training, Advocacy
Arizona	Tribal Libraries
Connecticut	Library Statistics
Florida	Library Data & Statistics
Georgia	Statistics, Digitization of Collections, Automation System, Website, Library Accessibility
Idaho	Law
Indiana	Budget, New Directors, Trustee Training
Maine	Stem
Massachusetts	Preservation and Disaster Recovery
Minnesota	Digital Literacy
Mississippi	Trustee Training
Nebraska	Library Laws, Operations
Nevada	Workforce Development
New Jersey	Multiple Consultant Services Provided. See www.njstatelib.org/services-for-libraries or Email Keyholder For Full List
New Mexico	Tribal Library Services
New York	Outreach to Special Populations/Disaster Response Conservation/Preservation/Early Literacy
Ohio	Space Planning
Oregon	School Libraries Consulting
Wisconsin	Use of Library Data

Appendix D: SLAAs Receiving Other Federal Revenue with Program Titles and Amounts, FY 2018

SLAA	Program Title	Program Amount
Alaska	Newspaper Digitization National Project – NEH	\$70,914
Arkansas	Letters About Literature	\$1,200
Arizona	National Digital Newspaper Project	\$152,363
	Snap	\$51,443
Connecticut	NEH Grants	\$118,741
	Laura Bush 21st Century Librarian Grants	\$102,062
District of Columbia	IMLS National Leadership Grant – Memory Labs	\$108,453
Idaho	Let's Talk About It NEH Grant	\$18,700
	Department of Education Support for Summer Summit	\$8,000
Illinois	Librarians for 21st Century	\$226,917
	Sparks	\$2,977
Indiana	NEH	\$64,829
	National Historical Publications & Records Commission	\$8,949
Kansas	Sparks! Ignition Grants for Libraries	\$2,688
Kentucky	NHPRC Digital Repository Grant	\$70,068
Maine	NEH Chronicling of America	\$275,000
	LSTA National Leadership Grant – STEM	\$31,205
Massachusetts	NEH Grant	\$78,546
Minnesota	Digital Inclusion Corps Pilot Grant (IMLS)	\$25,250
Montana	CFDA 10.924 & 10.931 Department of Ag – NRCS	\$24,926
	CFDA 10.902 Department of Ag-Soil and Water	\$19,679
Nebraska	IMLS National Leadership Grant	\$245,920
New Jersey	Department of Labor Pass-Through Funds	\$297,543
	Department of Transportation Pass-Through Funds	\$255,523
	NEH – NJCAR	\$6,000
Ohio	Sparks Grant	\$23,864
Oklahoma	TANF	\$495,068
	NHPRC	\$63,050
Tennessee	NHPRC – Tennessee Board Programming Grant	\$39,051
Texas	National Historical Publications & Records Comm	\$12,631
Utah	2864 Dep Herit Arts: Library of Congress Contra	\$948,457
	2863 Dep Herit Arts: Library of Congress Rent	\$40,196
Virginia	NEH National Digital Newspaper Project Budget	\$122,300
Wisconsin	Title II-A Program Improvement – Library Resources	\$46,258
	Americorps for Youth and Special Services	\$12

Part A: State Library Administrative Agency Identification

A-010 SLAA Name _____

Physical location address:

A-020 Street _____

A-030 City _____

A-040 State _____ A-050 ZIP _____ A-060 ZIP+4 _____

Mailing Address:

A-070 Street _____

A-080 City _____

A-090 State _____ A-100 ZIP _____ A-110 ZIP+4 _____

A-120 Web address http:// _____

Chief Officer of State Library Administrative Agency:

A-130 Name _____

A-140 Title _____

A-150 Telephone _____

A-160 Fax _____

A-170 Email address _____

Survey Respondent:

A-180 Name _____

A-190 Title _____

A-200 Telephone _____

A-210 Fax _____

A-220 (021) Email address _____

Reporting Period, Report data for State fiscal year 2017-2018 (except parts B&I)

A-230 FY Starting date (mm/dd/yyyy) _____

A-240 FY Ending date (mm/dd/yyyy) _____

Part B: Governance

1. What is the SLAA's location in State government as of October 1, 2018? Specify either the legislative or executive branch. If the SLAA is located in the Executive branch, specify whether the SLAA is an independent agency or part of a larger agency.

Branch of government:

B-010 Legislative branch – Skip to question 2.

Executive branch – Provide information in A or B, as appropriate:

A. Independent agency (i.e., not part of a cabinet-level agency) – Specify to whom the Agency reports:

B-020 Governor – Skip to question 2.

Board/commission – Specify selection method:

B-030 Appointed by Governor

B-040 Appointed by other official

B. Part of larger agency – Specify:

B-050 Department of education

Department of cultural resources

Department of state

Other agency

Specify:

B-060 _____

If you specified B-050 above, does your SLAA have a board or commission?

B-070 Yes – Specify the Board/commission selection method:

B-080 Appointed by Governor

B-090 Appointed by other official

No

Part C: Allied Operations, State Resource or Reference/Information Service Center, and State Center for the Book

2. Are any of the following allied operations combined with the SLAA? Select applicable items. Specify Yes or No for each item. Do not report Library for the Blind and Physically Handicapped or State Center for the Book, or a contract with another library or other entity to provide a service on behalf of the SLAA.

C-010 Yes No State archives

C-020 Yes No Primary State legislative research organization

C-030 Yes No State history museum/art gallery

C-040 Yes No State records management service

C-050 Yes No Other allied operation

Specify C-060 _____

3. Does the SLAA contract with a local public library or academic library to serve as a State resource center or reference/information service center? Specify Yes or No.

C-070 Yes No

4. Does the SLAA host or provide any funding to a State Center for the Book? Specify Yes or No.

C-080 Yes No

Part D: Services to Libraries and Library Cooperatives

5. Which of the following services are provided directly or by contract by the SLAA to libraries or library cooperatives? Specify Directly, Contract, or Not Provided for each service, for each type of library and library cooperatives.

Note: A Library Cooperative may serve single-type or multi-type libraries. Services provided directly by the SLAA are those provided without any intermediary by the SLAA to libraries or library cooperatives. Services provided by contract by the SLAA are those provided by a third party or intermediary under legal contract to the SLAA.

Survey Item	Types of Services	Type of Library				
		Public (a)	Academic (b)	School (c)	Special (d)	Library Cooperatives (e)
Services to Libraries and Library Cooperatives						
D_SV-010	Accreditation of libraries					
D_SV-020	Administration of State aid					
D_SV-030	Certification of librarian					
D_SV-040	Collection of library statistics					
D_SV-050	Consulting services					
D_SV-060	Library legislation preparation/review					
D_SV-070	State standards/guidelines					
D_SV-080	Administration of library system support					
D_SV-090	LSTA State program grants					
D_SV-100	LSTA statewide services					
Operational Assistance						
D_OA-010	Cooperative purchasing of library materials					
D_OA-020	Interlibrary loan referral services					
D_OA-030	Reference referral services					
Coordination/Integration						
D_CI-010	Statewide coordinated digital program or service					
D_CI-020	Statewide public relations/library promotion campaigns					
D_CI-030	Statewide virtual reference service					
D_CI-040	Universal Service Program (review and approval of technology plans)					
D_CI-050	Statewide resource sharing					
D_CI-060	Involvement in the acquisition of other federal program funds					
Program Assistance						
D_PA-010	Continuing education programs					
D_PA-020	Library planning/evaluation/research					
D_PA-030	Literacy programs					
D_PA-040	Preservation/conservation services					
D_PA-050	Summer reading programs					
D_PA-060	Statewide reading programs					

Follow-up Questions

D_SV-050.1 Which of the following consulting services do you provide? Please answer each of the questions below by selecting one of the choices provided.

Survey Item	Consulting Service			
D_SV-050.1.1	Construction	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_SV-050.1.2	Library management organizational development	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_SV-050.1.3	Continuing Education	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_SV-050.1.4	Technology/Connectivity	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_SV-050.1.5	Marketing/Communications	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_SV-050.1.6	E-Rate	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_SV-050.1.7	Adult literacy	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_SV-050.1.8	Youth services	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_SV-050.1.9	D_SV-050.1.10 Other: _____	Write in (250 characters max)		

D_CI-060.1 Which federal agencies other than IMLS do you apply for funding from? Please answer each of the questions below by selecting one of the choices provided.

Survey Item	Federal Agency			
D_CI-060.1.1	Department of Education	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_CI-060.1.2	Department of Agriculture	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_CI-060.1.3	Federal Communication Commission/ Universal Service Administrative Company	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_CI-060.1.4	Department of Labor	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_CI-060.1.5	D_CI-060.1.6 Other _____	Write in (250 characters max)		

D_PA-030.1 Which of the following types of literacy programs do you support? Please answer each of the questions below by selecting one of the choices provided.

Survey Item	Type of Literacy Programs			
D_PA-030.1.1	Language literacy	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_PA-030.1.2	Numerical literacy	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_PA-030.1.3	Information literacy	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_PA-030.1.4	Digital literacy	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_PA-030.1.5	Financial literacy	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_PA-030.1.6	Health literacy	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_PA-030.1.7	Family/Intergenerational literacy	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know

D_PA-060.1 Do you support the following statewide reading programs for target populations listed below? Please mark those that apply.

Survey Item	Type of Literacy Programs			
D_PA-060.1.1	Early Childhood/Preschool (0-5 years old)	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_PA-060.1.2	Middle Childhood (6-12 years old)	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_PA-060.1.3	Young Adults/High School (13-18 years old)	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_PA-060.1.4	Adults (19-65 years old)	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know
D_PA-060.1.5	Older Adults (65+ years old)	<input type="radio"/> yes	<input type="radio"/> no	<input type="radio"/> don't know

Part E: Public Service Hours, Outlets, and User Groups

6. Enter the total hours open in a typical week for ALL SLAA outlets, regardless of whom they serve. Do not report an allied operations outlet as an SLAA outlet. Example: If the SLAA has a main outlet with no bookmobile or other outlets and is open for public service 40 hours in a typical week, report 40 hours. If the SLAA has a main outlet, a bookmobile, and two other outlets open 40, 20, 35, and 35 hours respectively, in a typical week, report 130 hours (40+20+35+35=130 hours per typical week).

Survey Item	Hours	Number
E-010	Total hours/weeks (all SLAA outlets, regardless of whom they serve)	

7. Enter the total hours that the main or central SLAA outlet is open in a typical week to serve the general public or State government employees, by the following categories. Only one outlet may be designated as the main or central outlet.

Survey Item	Hours	Number
E-020	Total hours/week (main or central outlet)	
E-030	Monday-Friday after 5:00 p.m. (main or central outlet)	
E-040	Saturday and Sunday (main or central outlet)	

8. Enter the total number of SLAA outlets by type, regardless of whom they serve. Only one outlet may be designated as the main or central outlet. Do not report an allied operations outlet as an SLAA outlet.

E-050	Main or central outlet	_____
E-060	Other outlets, excluding bookmobiles	_____
E-070	Bookmobiles	_____
E-080	TOTAL OUTLETS	_____

9. Enter the number of SLAA outlets that serve the following user groups, in whole or in part, by type of outlet.

Survey Item	User Groups	Main or Central outlet (a)	Other outlets, excluding bookmobiles (b)	Bookmobiles (c)	TOTAL OUTLETS (d)
E-090	Blind/physically handicapped individuals				
E-100	Residents of State correctional institutions				
E-110	Residents of other State institutions				
E-120	State government employees (executive, legislative, or judicial)				
E-130	General public				

Part F: Collections

10. Enter the total number of volumes or physical units in the following selected formats in all SLAA outlets (main or central, bookmobiles, and other outlets) that serve the general public and/or State government employees.

Survey Item	Selected Formats	Number
F-010	Book and serial volumes (exclude microforms) (exclude collections of braille books owned by the National Library Service for the Blind and Physically Handicapped, Library of Congress)	
F-020	Audio materials (exclude collections of talking books owned by the National Library Service for the Blind and Physically Handicapped, Library of Congress)	
F-030	Video materials	
F-040	Current serial subscriptions (titles, not individual issues) (include print subscriptions only) (exclude microform, electronic, and digital subscriptions)	
F-050	Government documents (include only government documents not accessible through the library catalog and not reported elsewhere)	

11. Is the SLAA designated as a Federal or State depository library for government documents? Specify Yes or No for each item.

F-060 Yes No State depository library

F-070 Yes No Federal depository library – Specify Yes or No for each item:

F-080 Yes No Regional

F-090 Yes No Selective

Part G: Library Service Transactions

12. Enter ANNUAL totals for the following types of service transactions in all SLAA outlets (main or central, bookmobiles, and other outlets) that serve the general public and/or State government employees.

Survey Item	Service Transactions	Number
G-010	Circulation (Exclude items checked out to another library)	
	Interlibrary loan/document delivery:	
G-020	Provided to other libraries	
G-030	Received from other libraries and document delivery services	
G-040	Reference transactions	
G-050	Library visits	

Part H: Library Development Transactions

13. Enter ANNUAL totals for the following types of library development transactions of the SLAA.

Survey Item	Library Development Transactions	Number
H-010	LSTA and State grants: Grants awarded	
H-020	Continuing education programs: Number of events	
H-030	Total attendance at events	

Part I: Staff

14. Enter total number of SLAA staff in FTEs (full-time equivalents) (to two decimal places), by type of service. Report all staff on the payroll as of October 1, 2018, and unfilled but budgeted positions.

Note: Forty hours per week is the measure of full-time employment for this survey. FTEs (full-time equivalents) of employees in any category may be computed by taking the number of hours worked per week by all employees in that category and dividing it by 40. Report staff based on the SLAA organization chart. A given position (e.g., State Data Coordinator) may be part of administration in one agency, library development in another, and library services in another agency. If an employee provides more than one service, allocate the FTE among appropriate categories.

Survey Item	Type of Service	ALA MLS Librarian (a)	Non-ALA-MLS Librarians and Non-MLS Librarians (b)	Other (Professional and Non-Professional Staff (c)	Total Staff (d)	Prior Year Total
I-010	Administration					
I-020	Library development					
I-030	Library services					
I-040	Other services					
I-050	TOTAL STAFF					

Part J: Revenue

15. Are all public library State funds administered by the SLAA? Specify Yes or No.

Note: Answer this question based on State funds distributed to individual public libraries and library cooperatives serving public libraries only in State fiscal year 2018. If no State funds are reported in Part K in items K_FA-010(b) or K_FA-020(b), the answer should be No.

J-010 Yes No

16. Does the SLAA administer any State funds for the following types of libraries? Specify Yes or No.

Note: Answer this question based on State funds distributed to libraries and library cooperatives in State fiscal year 2018. If no State funds are reported in Part K in items K_FA-010(b) to K_FA-050(b) or K_FA-070(b), the answer should be No.

- J-020 Yes No Academic libraries
- J-030 Yes No School library media centers
- J-040 Yes No Special libraries
- J-050 Yes No Library cooperatives

17. Enter total SLAA revenue, by source and type of revenue. Exclude carryover funds. Include revenue for allied operations only if it is part of SLAA budget. Include all funds distributed to libraries and library cooperatives if the funds are administered by the SLAA. Specify other sources of federal revenue and the amount of funding received for each of the other sources.

Survey Item	Federal Revenue	Amount
J-070	LSTA (Library Services and Technology Act) Grants to States Programs (Report the funds drawn down from the federal government from the LSTA Grants to States Program during State fiscal year 2018, whether drawn from one or more federal fiscal year allotments. Do not include IMLS Discretionary funds such as National Leadership Grants, Laura Bush 21st Century Librarian Program, or Sparks! Ignition -- report these grants in item J-080 (Other Federal revenue).	
J-080	Other Federal revenue: (If the SLAA received federal revenue other than LSTA Grants to States funds (e.g., National Endowment for the Humanities grants, National Historical Publications and Records Commission grants, LSTA National Leadership Grants, Laura Bush 21st Century Librarian grants, etc.), report that revenue in this item. If your State acts as the fiscal agent for a multi-State grant, report only the funds designated for your State.)	
J-080.1 – J-080.10	Specify program(s), title(s), and funding amount for each source of revenue if other federal revenue is reported in item J-080. Program and Title: _____	
J-090	TOTAL FEDERAL REVENUE	
Survey Item	State and Other Revenue	Amount
J-100	SLAA operation	
J-110	State aid to libraries	
J-120	Other State revenue	
J-130	TOTAL STATE REVENUE	
J-140	Other revenue	
J-150	TOTAL REVENUE	

Part K: Expenditures

18. Enter total SLAA expenditures, by source of revenue and type of expenditure. Include all LSTA expenditures. Include expenditures for allied operations only if the expenditures are from the SLAA budget. Include all funds distributed to libraries and library cooperatives if the funds are administered by the SLAA.

Operating expenditures for SLAA and allied operations. Do not include funds distributed to libraries and library cooperatives in items K_AO-010 to K_AO-060.		Amount by source			
		Federal (a)	State (b)	Other (c)	TOTAL (d)
K_AO-020	Employee benefits				
K_AO-030	TOTAL STAFF EXPENDITURES				
K_AO-040	Collection expenditures				
K_AO-050	Other operating expenditures				
K_AO-060	TOTAL OPERATING EXPENDITURES				
Other expenditures for SLAA and allied operations only					
K_OE-010	Capital outlay				
K_OE-020	Other expenditures				
K_OE-010	Capital outlay				
K_OE-020	Other expenditures				
Financial assistance to libraries and library cooperatives (Include all funds distributed to libraries and library cooperatives if the funds are administered by the SLAA)					
K_FA-010	Individual public libraries				
K_FA-020	Library cooperatives serving public libraries only				
K_FA-030	Other individual libraries				
K_FA-040	Library cooperatives serving more than one type of library				
K_FA-050	Single agency or library providing statewide service				
K_FA-060	Library construction				
K_FA-070	Other assistance				
K_FA-080	TOTAL FINANCIAL ASSISTANCE				
K_TE-010	TOTAL EXPENDITURES				

Part L: LSTA State Program Expenditures

19. Enter total SLAA State program expenditures, by type of expenditure. Report expenditures in one and only one category. These expenditures should also be reported in Part K.

Survey Item	Type of Expenditure	Amount
L-010	Statewide service (exclude sub-grants to single libraries or agencies providing statewide services)	
L-020	Grants (include sub-grants to single libraries or agencies providing statewide services)	
L-030	LSTA administration. Expenditures of LSTA funds for administrative costs in connection with programs and services carried out under this Act.	
L-040	TOTAL LSTA EXPENDITURES	

Part M (a): Electronic Services and Information

20. Does the SLAA fund or facilitate any of the following electronic networking functions at the State level? Specify Yes or No for each item.

- M-010 Yes No Electronic network planning or monitoring
- M-020 Yes No Electronic network operation

Database development:

- M-030 Yes No Bibliographic databases
- M-040 Yes No Full text or data files

21. Does the SLAA fund or facilitate digitization or digital programs or services in any of the following instances? Specify Yes or No for each item.

- M-050 Yes No for the SLAA itself
- M-060 Yes No Via grant or contracts to other State agencies
- M-070 Yes No Via grants or contracts to other libraries or library cooperatives

22. Does the SLAA fund or facilitate library access to the Internet in any of the following ways? Specify Yes or No for each item.

Training or consulting to facilitate access:

- M-080 Yes No Library staff (State and local)
- M-090 Yes No State library end users
- M-100 Yes No Providing direct funding for Internet access
- M-110 Yes No Providing equipment
- M-120 Yes No Providing access to directories, database, or online catalogs via the Internet
- M-130 Yes No Managing a Web site, file server, bulletin boards, or electronic mailing lists

23. Enter the number of workstations that are used for Internet access by the general public in all SLAA outlets that serve the public, by the following categories. Include terminals used by both the SLAA staff and the public. Exclude terminals that are for SLAA staff use only.

Survey Item	Internet Workstations Available to the General Public	Number
M-140	Library-owned public-access graphical workstations that connect to the Internet for a dedicated purpose (e.g., to access an OPAC or specific database, or to train the public) or multiple purposes. (For this count, the term "library-owned" includes computers leased by the State library agency.)	
M-150	All other public access Internet workstations in the library. (Report non-library computers placed in the library by other agencies or groups. Report non-graphical workstations.)	

Part M (b): Electronic Services and Information

24. How much does the SLAA expend for statewide database licensing, by source of revenue? These expenditures should also be reported in Part K.

Survey Item	Federal (a)	State (b)	Other (c)	TOTAL (d)
M-160	Statewide-database licensing			

25. Do your statewide database licenses, paid for by funds reported in question 25, include access by the following? Specify Yes or No for each item.

- M-170 Yes No Public libraries
- M-180 Yes No Academic libraries
- M-190 Yes No School library media centers
- M-200 Yes No Special libraries
- M-210 Yes No Library cooperatives
- M-220 Yes No Other State agencies
- M-230 Yes No Remote users

26. Does the SLAA facilitate or subsidize electronic access to the bibliographic records or holdings of other libraries in the State in any of the following ways? Specify Yes or No for each item.

- M-240 Yes No Web-based union catalog (international, national, statewide, multistate, regional)
- M-250 Yes No Other type of electronic access
- M-260 Specify _____

27. Is the SLAA an applicant for the Universal Service (E-rate discount) Program? Specify Yes or No for each item.

- M-270 Yes No

Instructions for Completing Survey Items

A State Library Administrative Agency (SLAA) is the official agency of a State charged by law of that State with the extension and development of public library services throughout the State, which has adequate authority under law of the State to administer State plans in accordance with the provisions of the Library Services and Technology Act (LSTA). State Library Administrative Agency is abbreviated throughout this survey as SLAA.

General Instructions F-2

Specific Instructions F-2

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 and State Center for the Book F-3

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General Instructions

Respond to each item in this survey. Read the definitions and/or instructions for the item before responding to it.

Before responding to any items in a question, read the note (if any) following the question in the survey instructions.

All data in this survey, INCLUDING federal fiscal data, are to be reported on the basis of State fiscal year 2018, as specified in items A-230 and A-240. EXCEPTION: Data in Part B and Part I are requested as of October 1, 2018.

In responding to items, include data for all outlets of the SLAA, unless otherwise directed. EXCLUDE data for a local public or academic library serving as a State resource center or State reference/information service center under contract with the SLAA.

For data items requiring numerical answers, please respond as follows:

- A value greater than 0 if appropriate. If exact data do not exist, and a good estimate can be given, please do so;
- 0 (zero) if the answer is zero or none; or
- -1 if your SLAA has the item but does not collect data on the item, or if you don't know the answer.

Specific Instructions

Part A: State Library Administrative Agency Identification

A-010 SLAA name. Enter the full official name of the SLAA.

Physical Location Address

A-020–A-060 Enter the address of the physical location of the SLAA. Include the street address, city, State, Zip Code, and Zip+4.

Mailing address

A-070–A-110 Enter the mailing address of the SLAA. Include the street address or post office box, city, State, Zip Code, and Zip+4.

A-120 Web address. Enter the Web address of the SLAA. The Web address is the Uniform Resource Locator (URL) of the World Wide Web home page of the SLAA.

Chief officer of SLAA

A-130–A-170 Enter the name, title, telephone number, fax number, and email address of the chief officer of the SLAA.

Survey respondent

A-180–A-220 Enter the name, title, telephone number, fax number, and email address of the respondent to this survey.

Reporting Period

A-230–A-240 Fiscal year starting and ending dates. Enter the starting and ending dates for State fiscal year 2018, which is the period for which data in this report are requested (except Part B and Part I data). Enter the month and day in two digits each, and the year in four digits. For example: June 30, 2018 would be entered as 06/30/2018.

Part B: Governance

1. Specify the SLAA's location in State government as of October 1, 2018.
- B-010 Branch of government. Specify the branch of government in which the SLAA is located.
- B-020–B-090 Type of executive branch agency. If the SLAA is located in the Executive branch, specify whether the SLAA is an independent agency or part of a larger agency. If the SLAA is part of a larger agency that is not listed in item B-050, enter the name of the agency in item B-060.

**Part C: Allied Operations, State Resource or Reference/Information Service Center,
and State Center for the Book**

2. Enter Yes or No for each item to indicate whether the SLAA is combined with any of the allied operations listed below. Do not report a Library for the Blind and Physically Handicapped, a State Center for the Book, or a contract with another library or other entity to provide a service on behalf of the SLAA.
- Note:** An allied operation is an office, bureau, division, center, or other organizational unit or service within an SLAA with staff, mission, and resources to provide service not ordinarily considered an SLAA function. It is characterized by having:
- a specific mission, which may be a part of the SLAA's overall mission statement;
 - staff assigned for that mission; that staff usually includes professionals other than librarians (such as historians, archivists, curators, etc.) appropriate to its mission;
 - a high-level manager or supervisor who reports to the SLAA chief officer or to a deputy designated by the chief officer; and
 - financial resources clearly identified and managed for the operation.
- Note:** Do not report the following as allied operations: a Library for the Blind and Physically Handicapped, a State Center for the Book, a law library, or a contract with another library or other entity to provide a service on behalf of the SLAA.
- C-010 State archives. This operation is responsible for preserving and servicing noncurrent official records of State organizations and institutions that are of continuing value (1) to the legal and administrative functioning of State government, (2) for the verification and protection of the rights of individuals, and (3) for historical and other research. It usually includes records of antecedent colonial and territorial governments. Materials are stored, arranged, and described so that needed records can be found readily.

- C-020 Primary State legislative research organization. This operation conducts research and gathers, digests, and analyzes information in a close and confidential relationship with members of the State legislature and their staff.
- Note:** As an allied service, the organization is distinguished from specialized reference service which a SLAA may provide to government and other users by responding to reference questions from legislative personnel, providing information service, furnishing bibliographic and net search results, and instructing and guiding users in conducting their research. At the federal level, the parallel might be the difference between parts of the Library of Congress: (1) the Congressional Research Service, and (2) various reference services and subject divisions of the Library.
- C-030 State history museum/art gallery. This operation collects, preserves, and displays cultural artifacts and/or works of art related to the State's political, social, economic, and cultural history.
- C-040 State records management service. This operation manages the life cycle of the State's own records and records of local government from creation to disposition. Disposition includes the preservation of certain records as well as the disposal of nonessential records.
- C-050 Other allied operation. If any other operations are allied with the SLAA, enter Yes for this item.
- C-060 Specify. If any other operations are allied with the SLAA, enter the name of the operation in this item.
3. Enter Yes or No to indicate whether the SLAA contracts with a local public library or academic library to serve as a State resource center or State reference/information service center.
- C-070 State resource center or State reference/information service center. This is an operation outside the SLAA, administered by a local public library or academic library, which provides library materials and information services to libraries and individuals throughout the State. It is administratively separate from the SLAA but receives grant or contract funds from the SLAA for providing services.
4. Enter Yes or No to indicate whether the SLAA is the host institution for, or provides any funding to, a State Center for the Book.
- C-080 State Center for the Book. The State Center for the Book is part of the Center for the Book program sponsored by the Library of Congress which promotes books, reading, and literacy, and is hosted or funded by the State.

Part D: Services to Libraries and Library Cooperatives

- 1. Indicate which of the specified services are provided directly or by contract by the SLAA to different types of libraries or library cooperatives. Specify Directly, Contract, or Not Provided for each service, for each type of library and library cooperatives.

Note: A Library Cooperative may serve single-type or multi-type libraries. Services provided directly by the SLAA are those provided without any intermediary by the SLAA to libraries or library cooperatives. Services provided by contract by the SLAA are those provided by a third party or intermediary under legal contract to the SLAA.

Type of Library

Academic Library. A library forming an integral part of a college, university, or other academic institution for postsecondary education, organized and administered to meet the needs of students, faculty, and affiliated staff of the institution.

Public Library. A library that serves all residents of a given community, district, or region, and (typically) receives its financial support, in whole or part, from public funds.

School Library Media Center. A library that is an integral part of the educational program of an elementary or secondary school with materials and services that meet the curricular, information, and recreational needs of students, teachers, and administrators.

Special Library. A library in a business firm, professional association, government agency, or other organized group; a library that is maintained by a parent organization to serve a specialized clientele; or an independent library that may provide materials or services, or both, to the public, a segment of the public, or to other libraries. Scope of collections and services are limited to the subject interests of the host or parent institution. Includes libraries in State institutions.

Library Cooperative. A Library Cooperative is an organization that has its own budget and staff and provides library and information services for the mutual benefit of participating or member libraries. The organization’s participants or members are primarily libraries, which are not under the organization’s administrative control. The organization may also be termed a network, system, district, or consortium. A Library Cooperative may serve single-type or multi-type libraries.

Services to Libraries and Library Cooperatives

- D_SV-010 Accreditation of libraries. The SLAA may endorse or approve officially libraries which meet criteria specified by the State.
- D_SV-020 Administration of State aid. Includes determining compliance with eligibility criteria and performance standards, overseeing processes through which grant recipients are determined, announcing grant recipients and disbursing funds, monitoring and receiving reports from grant recipients, and other activities involved in the management of financial assistance provided by the State to libraries.

- D_SV-030 Certification of librarians. The SLAA may credential library staff with the rank or title of librarian by attesting officially to their qualifications. These qualifications may include a master's degree from a graduate program accredited by the American Library Association, another level or type of educational attainment, confirmation of participation in continuing education activities, and/or residency in the State for a specified period.

- D_SV-040 Collection of library statistics. Every SLAA collects statistics on public libraries and participates in the Federal-State Cooperative System (FSCS) for Public Library Data (the name of FSCS was changed in December of 2007 to the Public Library Statistics Cooperative (PLSC). Many SLAAs collect statistics on institutional and other special libraries. Some SLAAs assist in the collection of academic library statistics. A few SLAAs collect statistics on school library media centers. These data collections usually involve the design and administration of survey instruments as well as data entry and processing and report design and dissemination.

- D_SV-050 Consulting services. Individual or small-group contacts to help libraries to attain goals and objectives and to deal with specific needs and problems. Consultants provide guidance on problems of concern to local personnel, assistance in identifying problems not clearly recognized, and identification of opportunities for increased or improved performance.
 - D_SV-050.1 Types of consulting services provided.
 - D_SV-050.1.1 Construction. Includes new buildings and structures, as well as additions, alterations, conversions, expansions, reconstruction, renovations, rehabilitations, and major replacements.
 - D_SV-050.1.2 Library Management/Organizational Development. Includes helping libraries to attain goals and objectives and to deal with specific needs and problems of specific groups, such as issues of concern to local personnel, assistance in identifying problems not clearly recognized, and identification of opportunities for increased or improved performance.
 - D_SV-050.1.3 Continuing education. Learning activities to increase skills and knowledge of the library workforce.
 - D_SV-050.1.4 Technology/Connectivity. Includes computing, networking, broadband and related topics.
 - D_SV-050.1.5 Marketing/Communications. Includes promoting and communicating the value of libraries and library services and programs.
 - D_SV-050.1.6 E-rate. Universal Service Program for Schools and Libraries.
 - D_SV-050.1.7 Adult literacy. Basic reading and writing skills for adults.
 - D_SV-050.1.8 Youth services. Services and programs to engage young persons (under 18) in library programs and services.
 - D_SV-050.1.9 Other. Specify the type of the other consulting service provided.

- D_SV-060 Library legislation preparation/review. Minimally, addresses the governance and financing of the SLAA, public library service, and library service to blind and physically handicapped persons and residents of State institutions. It usually permits the types of public library structures, such as municipal, countywide, regional, federated, cooperative, and contractual agreements. It may also provide mandates for SLAA functions, other types of libraries (e.g., academic, school), and multi-type cooperation.
- D_SV-070 State standards/guidelines. The SLAA may promulgate standards or guidelines that define adequacy, equity, and/or excellence in library service. Standards or guidelines may be quantitative, qualitative, or both. Maintaining standards or following guidelines may be a requirement for receiving State aid and/or LSTA grants.
- D_SV-080 Administration of library system support. Includes determining compliance with eligibility criteria and performance standards, overseeing processes through which funds are disbursed, monitoring and receiving reports, and other activities involved in the management of financial assistance provided by the State. Library systems are defined here as cooperatives established under state law and supported by public funding. Systems may be single- or multi-type cooperatives.
- D_SV-090 LSTA state program grants. Funds distributed by the SLAA to recipients who meet eligibility criteria specified by LSTA and the State. Such funds are awarded for the purposes specified in successful grant proposals. Such grants may be awarded competitively or on a formula basis. Include sub-grants made to libraries or outside agencies to provide or assist in providing such services.
- D_SV-100 LSTA statewide services. Statewide services supported by the SLAA using LSTA funds.
- Operational Assistance**
- D_OA-010 Cooperative purchasing of library materials. Two or more independent libraries of any type engaging in joint activities related to purchasing materials, together with the maintenance of the necessary records of these additions. Also included are joint activities related to the identification and verification of titles, fund accounting, processing payments, and claims.
- D_OA-020 Interlibrary loan referral services. Activities involving bibliographic service centers or utilities, regional systems (federations or cooperatives), consortia, and resource centers, such as identifying libraries believed to own requested materials and/or transmitting interlibrary loan requests in accordance with established protocols or prevailing practices.
- D_OA-030 Reference referral services. Provision of information about or from groups or organizations. A reference referral transaction involves the provision of information about a group or organization and its activities, services or agencies, and calendar. Such a transaction typically requires the determination of the user's need and the appropriate group or organization to meet the need. Such a transaction may require directing the user to persons or organizations external to the library for an answer to a question.

Coordination/Integration

- D_CI-010 Statewide coordinated digital program or service. Activities providing for the digitization of documents, publications, or sets of records or realia to be made available for public use (for example, digitization of a series of city reports, local newspapers, or genealogical records).
- D_CI-020 Statewide public relations/library promotion campaigns. A public relations program usually organized around a particular theme or issue, with specific objectives, and using a variety of techniques in concert (e.g., press releases, events, publications, exhibits).
- D_CI-030 Statewide virtual reference service. Reference service supported by chat-based Web technology that provides access for all or a significant portion of the residents of the State through libraries or remotely, typically on a 24-hours-per-day/7-days-a-week basis.
- D_CI-040 Universal Service Program for Schools and Libraries (review and approval of technology plans). The State Library Administrative Agency reviews and approves technology plans for libraries or library cooperatives applying for universal service discounts (also known as the E-rate program) under the Universal Service Fund, established by the Federal Communications Commission (FCC) under the Telecommunications Act of 1996.
- D_CI-050 Statewide resource sharing. Organized efforts that enable and support the sharing of services and materials through coordination and collaboration (e.g., databases, e-books, ILL, cataloging).
- D_CI-060 Involvement in the acquisition of other federal program funds. Providing technical assistance to receive federal assistance funds. Involvement in the acquisition of technical assistance funds includes determining compliance with eligibility criteria and performance standards, overseeing processes through which funds are disbursed, monitoring and receiving reports, and other activities involved in the management of financial assistance provided by the federal government from an agency other than the Institute of Museum and Library Services (IMLS).
 - D_CI-060.1 Federal agencies SLAA applies for funds other than IMLS.
 - D_CI-060.1.1 Department of Education. Funding received from the Department of Education. Examples include Vocational Educational National Programs, and Recreational Programs.
 - D_CI-060.1.2 Department of Agriculture. Funding received from the Department of Agriculture. Examples include USDA's Rural Development Community Facilities Grant Program, Community Facilities Program, and Rural Utility Service.
 - D_CI-060.1.3 Federal Communication Commission/Universal Service Program. Funding or discounted services received or provided from the Federal Communication Commission or the Universal Service Program. Examples include Schools and Library Program (E-rate program).
 - D_CI-060.1.4 Department of Labor. Funding received from the Department of Labor. Examples include Labor Literacy Innovations Grant, and Project Compass.
 - D_CI-060.1.5 Other. Funding received from some other Federal agency. Specify name of other Federal agency.

Program Assistance

- D_PA-010 Continuing education programs Includes staff development events for library personnel at all levels as well as training events for trustees and other State and local government officials who have authority over or responsibility for libraries.
- D_PA-020 Library planning/evaluation/research. Activities involved in designing and assessing library programs and services and studying issues facing libraries. Examples include the Public Library Association (PLA) planning for results process for public libraries and the outcome-based evaluation process.
- D_PA-030 Literacy program support. A statewide program to assist individuals with limited skills to develop skills that enable them to function in society without assistance from others.
- D_PA-030.1 Types of literacy programs.
- D_PA-030.1.1 Language literacy. Programs that promote the ability to read and write.
- D_PA-030.1.2 Numerical literacy. Programs that promote the ability to use, understand, and apply numerical concepts and techniques.
- D_PA-030.1.3 Information literacy. Programs that promote the ability to recognize the need for information and the ability to find, evaluate, and use information.
- D_PA-030.1.4 Digital literacy. Programs that promote the ability to effectively find, evaluate, and create information using digital technology.
- D_PA-030.1.5 Financial literacy. Programs that promote the ability to understand personal financial matters.
- D_PA-030.1.6 Health literacy. Programs that promote the ability to understand basic health information and builds the capacity to make appropriate health decisions based on this information.
- D_PA-030.1.7 Family/Intergenerational literacy. Programs that promote the incorporation of spoken and written word into meaningful activities with the family unit.
- D_PA-040 Preservation/conservation services. Specific measures undertaken for the repair, maintenance, restoration, or protection of library materials, including but not limited to binding and rebinding, materials conversion (to microform for example), deacidification, and lamination.
- D_PA-050 Summer Reading Programs. A statewide reading promotion campaign typically implemented between school years to encourage children and young adults to maintain or improve their reading skills.
- D_PA-060 Statewide reading programs. A statewide coordinated program to support, maintain, or improve reading skills.
- D_PA-060.1 Statewide reading programs. A statewide coordinated program to support, maintain, or improve reading skills.

- D_PA-060.1.1 Early childhood/preschool (0-5 years old) target population for statewide reading promotion campaigns
- D_PA-060.1.2 Middle childhood (6-12 years old)
- D_PA-060.1.3 Young adults/high school (13-18 years old)
- D_PA-060.1.4 Adults (19-25 years old)
- D_PA-060.1.5 Older adults (65+ years old)

Part E: Public Service Hours, Outlets, and User Groups

1. Enter in the spaces provided the total hours open in a typical week for all SLAA outlets (main or central, bookmobiles, and other outlets), regardless of whom they serve. Do not report an allied operations outlet as an SLAA outlet. For example, if the SLAA has a main outlet with no bookmobile or other outlets and is open for public service 40 hours in a typical week, report 40 hours. If the SLAA has a main outlet, a bookmobile, and two other outlets open 40, 20, 35, and 35 hours, respectively, in a typical week, report 130 hours (40+20+35+35=130 hours per typical week).

Note: Main or central outlet, bookmobiles, and other outlets (excluding bookmobiles) are defined in the instructions to question 8. Report total hours open in a typical week for all SLAA outlets, regardless of whom they serve, and regardless of whether they are open on a walk-in or referral basis. Exclude data for a local public or academic library serving as a State resource center or State reference/information service center under contract with the SLAA. Do not report data for non-SLAA outlets, even though the SLAA may provide funding or services to such outlets.

A "typical week" is a time that is neither unusually busy nor unusually slow. Avoid holidays, vacation periods, and days when unusual events are taking place in the community or in the library. Choose a week in which the library is open its regular hours. Include seven consecutive calendar days from Sunday through Saturday or whenever the library is usually open.

- E-010 Total hours/week (all SLAA outlets, regardless of whom they serve). Sum of hours open during a typical week for all SLAA outlets (main or central, bookmobiles, and other outlets), regardless of whom they serve. Do not report an allied operations outlet as an SLAA outlet.

2. Enter in the spaces provided the total hours that the main or central SLAA outlet is open in a typical week to serve the general public or State government employees, by the specified categories. Only one outlet may be designated as the main or central outlet.
- Note:** Main or central outlet is defined in the instructions to question 8. Report public service hours for the main or central SLAA outlet, regardless of whether the outlet is open on a walk-in or referral basis. Exclude data for a local public or academic library serving as a State resource center or State reference/information service center under contract with the SLAA. Exclude service hours if the outlet only serves blind and physically handicapped individuals through the National Library Service for the Blind and Physically Handicapped, Library of Congress.
- Also exclude service hours if the outlet only serves residents of State correctional institutions or residents of other State institutions, unless the outlet is administered and staffed by the SLAA. Do not report data for a non-SLAA outlet, even though the SLAA may provide funding or services to such an outlet.
- E-020 Total hours/week (main or central outlet). Sum of hours open during a typical week for the main or central outlet.
- E-030 Monday–Friday after 5:00 p.m. (main or central outlet). Sum of hours open after 5:00 p.m. Monday through Friday during a typical week for the main or central outlet.
- E-040 Saturday and Sunday (main or central outlet). Sum of hours open on Saturday and Sunday during a typical week for the main or central outlet.
3. Enter in the spaces provided the total number of SLAA outlets, by type of outlet, regardless of whom they serve. Only one outlet may be designated as the main or central outlet. Do not report an allied operations outlet as an SLAA outlet.
- Note:** An SLAA outlet has regular hours of service in which SLAA staff are present to serve its users. The staff and all service costs are paid by the SLAA as part of its regular operation. A loan of books or total collections (whether permanent or short-term) to another agency, library, or school does not constitute an SLAA outlet inasmuch as it is not administered and staffed by the SLAA.
- E-060 Other outlets (excluding bookmobiles). Units that have all of the following: (1) separate quarters; (2) a permanent basic collection of books and/or other materials; (3) a permanent paid staff; and (4) a regular schedule of hours open to users.
- E-070 Bookmobiles. Trucks or vans specially equipped to carry books and other library materials. They serve as traveling branch libraries. Count vehicles in use, rather than the number of stops each vehicle makes.

- E-080 Total outlets. Sum of items E-050, E-060, and E-070.
4. Enter in the spaces provided the number of SLAA outlets that serve the following user groups, in whole or in part, by type of outlet.
- Note:** Main or central outlet, bookmobiles, and other outlets (excluding bookmobiles) are defined in the instructions to question 8.
- E-090 Blind and physically handicapped individuals. Outlets serving this user group may contain talking books on discs and tapes and books in Braille made available from the National Library Service for the Blind and Physically Handicapped, Library of Congress. In addition, such outlets may contain large print books for the visually handicapped and captioned films for the deaf. These outlets provide such library materials and library services to blind or physically handicapped residents who have been certified by competent authority as unable to read or to use conventional printed materials due to physical limitations.
- E-100 Residents of State correctional institutions. Outlets serving this user group provide books, other library materials, and access to other information resources as well as other library services to residents of prisons, reformatories, and other correctional institutions operated or substantially supported by the State.
- E-110 Residents of other State institutions. Outlets serving this user group provide books, other library materials, and access to other information resources as well as other library services to patients or residents of residential training schools, hospitals, nursing homes, and other general or special institutions operated or substantially supported by the State.
- E-120 State government employees (executive, legislative, or judicial). Outlets serving this user group provide books, other library materials, and access to other information resources as well as other library services to employees of all branches of State government.
- E-130 General public. Report all SLAA outlets that serve the general public, regardless of whether they are open on a walk-in or referral basis. Outlets serving this user group function as the State-level equivalent of a local public library, providing books, other library materials, and electronic access to locally mounted and remote information resources for all State residents.

Part F: Collections

1. Enter in the spaces provided the total number of volumes or physical units in the specified formats in all SLAA outlets (main or central, bookmobiles, and other outlets) that serve the general public and/or State government employees.

Note: Main or central outlet, bookmobiles, and other outlets (excluding bookmobiles) are defined in the instructions to question 8. Report collections for all SLAA outlets that serve the general public, regardless of whether they are open on a walk-in or referral basis. Exclude data for a local public or academic library serving as a State resource center or State reference/information service center under contract with the SLAA. Exclude collections of braille and talking books owned by the National Library Service for the Blind and Physically Handicapped, Library of Congress. Also exclude collections that are specifically intended to only serve residents of State correctional institutions or residents of other State institutions, unless such outlets are administered and staffed by the SLAA.

- F-010 Book and serial volumes (exclude microforms) (exclude collections of braille books owned by the National Library Service for the Blind and Physically Handicapped, Library of Congress). Books are non-periodical printed publications bound in hard or soft covers, or in loose-leaf format, of at least 49 pages, exclusive of the cover pages; or juvenile non-periodical publications of any length bound in hard or soft covers. Serials are publications issued in successive parts, usually at regular intervals, and as a rule, intended to be continued indefinitely. Serials include periodicals (magazines, newspapers, annual reports, yearbooks, etc.), memoirs, proceedings, and transactions of societies. Except for the current volume, count unbounded serials as volumes when the library has at least half of the issues in a publisher's volume.
- F-020 Audio materials (exclude collections of talking books owned by the National Library Service for the Blind and Physically Handicapped, Library of Congress). These are materials on which sounds (only) are stored (recorded) and that can be reproduced (played back) mechanically or electronically, or both. Included are records, audiocassettes, audio cartridges, audiodiscs, audioreels, talking books, and other sound recordings.
- F-030 Video materials. These are materials on which pictures, sound, or both are recorded. Electronic playback reproduces pictures, sounds, or both using a television receiver or monitor.
- F-040 Current serial subscriptions (titles, not individual issues) (include print subscriptions only) (exclude microform, electronic, and digital subscriptions). These include current subscriptions received, both purchased and gifts. This count does not include the number of individual issues, but rather each serial title.
- Report the total number of titles subscribed to, including duplicates. Do not report individual issues. Report print subscriptions only. Exclude microform, electronic, and digital subscriptions.

F-050 Government documents (include only government documents not accessible through the library catalog and not reported elsewhere). For government documents not accessible through the library catalog and not reported on other lines, report the number of volumes or physical units of such materials in all formats. A government document is a publication in any format bearing a government imprint. Includes publications of federal, State, local, and foreign governments and intergovernmental organizations to which governments belong and appoint representatives (e.g., United Nations, Organization of American States).

Enter Yes or No for each item (F-060–F090) to indicate whether the SLAA is designated as a federal or State depository library for government documents, and whether it is a regional or selective federal depository.

Note: A government document is a publication in any format bearing a government imprint. Includes publications of federal, State, local, and foreign governments and intergovernmental organizations to which governments belong and appoint representatives (e.g., United Nations, Organization of American States).

F-060 State depository library. A library officially designated as a depository of publications bearing the imprint of the State government.

F-070 Federal depository library. A library officially designated as a depository of publications bearing the imprint of the federal government. These libraries receive publications issued by the executive, judicial, and the legislative branches at no charge in exchange for providing free public access. Enter Yes or No to items 108 and 109 to indicate if the SLAA is a regional or selective depository.

F-080 Regional. Regional depositories receive one copy of all materials distributed by the federal government.

F-090 Selective. Selective depositories receive only those materials they select.

Part G: Library Service Transactions

Enter in the spaces provided ANNUAL totals for the specified types of service transactions for all SLAA outlets (main or central, bookmobiles, and other outlets) that serve the general public and/or State governments employees.

Note: Main or central outlet, bookmobiles, and other outlets (excluding bookmobiles) are defined in the instructions to question 8. Report library service transactions for all SLAA outlets that serve the general public, regardless of whether they are open on a walk-in or referral basis. Exclude data for a local public or academic library serving as a State resource center or State reference/information service center under contract with the SLAA. Exclude service transactions for outlets or outlet service points that only serve blind and physically handicapped individuals through the National Library Service for the Blind and Physically Handicapped, Library of Congress. Also exclude service transactions for outlets that only serve residents of State correctional institutions or other State institutions, unless such outlets are administered and staffed by the SLAA.

- G-010 Circulation (exclude items checked out to another library). These are transactions that involve lending an item from the State Library collection or borrowed from another library for use generally, although not always, outside the library. This activity includes charging materials manually or electronically. Also report each renewal as a circulation transaction. Exclude in-house use resulting from counting items in the collection as they are re-shelved after use and without any formal tracking system. Exclude items checked out to another library.
- Interlibrary Loan/Document Delivery**
- G-020 Provided to other libraries. These are library materials, or copies of materials, loaned from the SLAA collection to another library upon request. Do not include loans or copies of materials from one SLAA outlet to another SLAA outlet.
- G-030 Received from other libraries and document delivery services. These are library materials, or copies of materials, borrowed by the SLAA from another library or obtained by the SLAA from a commercial document delivery service. Do not include loans or copies of materials from one SLAA outlet to another SLAA outlet.
- G-040 Reference transactions. A reference transaction is an information contact which involves the knowledge, use, recommendations, interpretation or instruction in the use of one or more information sources by a member of the SLAA staff. The term includes information and referral service. Information sources include printed and non-printed materials, machine-readable databases (including computer-assisted instruction), catalogs and other records of holdings and through communication or referral, other libraries, and institutions and persons both inside and outside the library. When a staff member utilizes information gained from previous use of information sources to answer a question, report as a reference transaction even if the source is not consulted again during the transaction. If necessary, multiply a typical week by 52. Exclude directional transactions. (See definition of typical week in question 6.)
- G-050 Library visits. This is the total number of persons per year entering SLAA outlets, including persons attending activities, meetings, and those persons requiring no staff services. If necessary, multiply a typical week by 52. A "typical week" is defined in the instructions to question 6.

Part H: Library Development Transactions

Enter in the spaces provided ANNUAL totals for the specified types of library development transactions of the SLAA.

- H-010 LSTA and State Grants
- Grants awarded. Report the total annual number of LSTA and State grants awarded by the SLAA during State fiscal year 2018.

- H-020 Continuing Education Programs
- Number of events. Report the total number of continuing education events (workshops, training sessions, etc.) which (1) the SLAA sponsored and itself presented and (2) another agency presented with the help of SLAA funding and planning support. Do not count events for which the SLAA is only a nominal sponsor. Do not count events for an allied operation.
- Where event is offered via video conferencing, consider presentation simulcast to multiple locations as one event. If presentation is offered multiple times, each offering should be counted as a separate event. Where delivery is via synchronous Web presentation and the number of concurrent participants is limited and they must sign up to participate, count each offering of the Web training as one event. Where delivery is via the Web with asynchronous participation and no limitation of participants, count Web event as one event.
- H-030 Total attendance at events. Report the total annual attendance at continuing education events reported in item 117. Attendance should include total number of participants in events regardless of delivery method. If Web event is delivered asynchronously, recommend counting only participants who complete the continuing education offering.

Part I: Staff

Enter total number of SLAA staff in FTEs (full-time equivalents) (to two decimal places), by type of service. Report all staff on the payroll as of October 1, 2018, and unfilled but budgeted positions.

Note: Forty hours per week is the measure of full-time employment for this survey. FTEs (full-time equivalents) of employees in any category may be computed by taking the number of hours worked per week by all employees in that category and dividing it by 40. Report staff based on the SLAA organization chart. A given position (e.g., State Data Coordinator) may be part of administration in one agency, library development in another, and library services in another agency. If an employee provides more than one service, allocate the FTE among appropriate categories. Enter total number of SLAA staff in FTEs (to two decimal places), by type of service. Report all staff on the payroll as of October 1, 2018, and unfilled but budgeted positions.

Type of Position

- (a) Librarians with ALA-MLS. Librarians with master’s degrees from programs of library and information studies accredited by the American Library Association.
- (b) Librarians other than ALA-MLS Librarians employed by the SLAA. This includes staff employed by the SLAA in the librarian occupational category who have Master’s Degrees in Library Science from programs not accredited by ALA and librarians who do not have MLS degrees.
- (c) These are professionals and non-professionals, employed by the SLAA, who are not in the librarian occupational category, regardless of degree or training, such as archivists, accountants, business managers, public relations, and human resources staff and other employees paid from the SLAA budget, including plant operations, security, and maintenance staff.
- (d) Total Staff. Sum of items a–c.

- Type of Service**
- I-010 **Administration.** Usually includes the chief officer of the SLAA and his or her immediate staff. May include officers responsible for the SLAA's fiscal affairs; public relations; and planning, evaluation, and research.
 - I-020 **Library development.** Usually includes staff responsible for the development of public library services. May include staff responsible for administering State and LSTA grant programs; providing consulting and continuing education services; and promoting resource sharing and other forms of interlibrary cooperation. (See instructions to question 5 for definitions of types of libraries.)
 - I-030 **Library services.** Staff responsible for providing library service from the SLAA. Includes public, technical, and other library services.
 - I-040 **Other services.** Includes staff not reported in items 119–121, such as staff in allied operations.
 - I-050 **Total staff.** Sum of items I-010–I-040.

Part J: Revenue

Enter Yes or No to indicate whether all public library funds from State sources are administered by the SLAA.

Note: Answer this question based on State funds distributed to individual public libraries and library cooperatives serving public libraries in State fiscal year 2018. If no State funds are reported in Part K in items K_FA-01(b) or K_FA-020(b), the answer should be No.

- J-010 SLAA administration of all public library State funds

Enter Yes or No to indicate whether any funds from State sources are administered by the SLAA for the following types of libraries.

Note: Answer this question based on State funds distributed to libraries and library cooperatives in State fiscal year 2018. If no State funds are reported in Part K in related items K_FA-010(b) to K_FA-050(b) or K_FA-070(b), the answer should be No.

- J-020 Academic libraries (definition is provided in question 5).
- J-030 School library media centers (definition is provided in question 5).
- J-040 Special libraries (definition is provided in question 5).
- J-050 Library cooperatives (definition is provided in question 5).

Enter in the spaces provided total funds received as revenue by the SLAA during the reporting period specified in items A-230 and A-240. EXCLUDE carryover. Include revenue for allied operations only if the revenue is part of the SLAA budget. Include all funds distributed to libraries and library cooperatives if the funds are administered by the SLAA.

Note: Exclude carryover when reporting revenue. Carryover means funds carried forward from the previous year, sometimes called an “opening balance” or “fund balance.”

Federal Revenue

- J-070 LSTA (Library Services and Technology Act) Grants to State Programs

Note: Report the funds drawn down from the federal government from the LSTA Grants to States Program during State fiscal year 2018, *whether drawn from one or more federal fiscal year allotments. Do not include IMLS Discretionary funds such as National Leadership Grants, Laura Bush 21st Century Librarian Program, or Sparks! Ignition*—report these grants in item J-080.1–J-080.10 (Other Federal revenue).
- J-080 Other Federal revenue

Note: If the SLAA received federal revenue other than LSTA Grants to States funds (e.g., National Endowment for the Humanities grants, National Historical Publications and Records Commission grants, LSTA National Leadership Grants, Laura Bush 21st Century Librarian grants, etc.), report that revenue in this item. If your State acts as the fiscal agent for a multi-state grant, report only the funds designated for your State).
- J-080.1–
J-080.10 Specify program(s), title(s), and funding amount for each source of revenue if other federal revenue is reported in item J-080. Up to 10 programs may be reported.
- J-090 Total Federal revenue. Sum of items J-070 and J-080.

State Revenue

- J-100 **SLAA operation.** Report revenue received from the State to support operation and services of the SLAA. Do not include revenue received for major capital expenditure, contributions to endowments, or revenue passed through to another agency, or funds unspent in the previous fiscal year.
- J-110 **State aid to libraries.** Report revenue received from the State for distribution to libraries, library cooperatives, and agencies. Include funds derived from State sources (exclusive of Federal funds) and appropriated by a State legislature to a State Library Administrative Agency for payment or transfer to an individual library; a group of libraries; or an agency or library, other than the SLAA, that provides a Statewide service to libraries or citizens. Exclude State funds used to administer the SLAA or to deliver Statewide services to libraries or citizens where the service is administered directly by the SLAA; State funds allocated for school library operations when the State Library Administrative Agency is under the State education agency; and federal funds.
- J-120 **Other State revenue.** Report revenue received from the State for any other purpose, such as interagency transfers.

- J-130 **Total State revenue.** Sum of items J-100, J-110, and J-120.
- J-140 **Other revenue.** Include (1) any other revenue from public sources; (2) revenue received from private sources, such as foundations, corporations, Friends groups, and individuals; and (3) SLAA-generated revenue, such as fines and fees for services.
- J-150 **Total revenue.** Sum of items J-090, J-130, and J-140.

Part K: Expenditures

Operating Expenditures for SLAA and Allied Operations

Enter in the spaces provided total SLAA expenditures, by source of revenue and type of expenditure. Include all LSTA expenditures. Include expenditures for allied operations only if the expenditures are from the SLAA budget. Include all funds distributed to libraries and library cooperatives if the funds are administered by the SLAA.

Note: These are the current and recurrent costs necessary to the provision of services by the SLAA. Include LSTA expenditures for statewide services (item L-010) conducted directly by the SLAA. Include LSTA expenditures for LSTA administration (item L-030). Exclude LSTA expenditures for grants (item L-020).

Do not include funds distributed to libraries and library cooperatives; report them instead in items K_FA-010–K_FA-080.

- K_AO-010 Salaries and wages. Salaries and wages for all SLAA staff, including plant operation, security and maintenance staff for the reporting year. Include salaries and wages before deductions but exclude employee benefits.
- K_AO-020 Employee benefits. Benefits outside of salaries and wages paid and accruing to employees, including plant operation, security and maintenance staff, regardless of whether the benefits or equivalent cash options are available to all employees. Include amounts spent by the SLAA for direct, paid employee benefits, including Social Security, retirement, medical insurance, life insurance, guaranteed disability income protection, unemployment compensation, worker's compensation, tuition, and housing benefits. Only that part of any employee benefits paid out of the SLAA budget should be reported.
- K_AO-030 Total staff expenditures. Sum of items K_AO-010 and K_AO-020.
- K_AO-040 Collection expenditures. Includes all expenditures for materials purchased or leased for use by SLAA users, including print materials, microforms, machine-readable materials, audiovisual materials, etc.
- K_AO-050 Other operating expenditures. Includes all operating expenditures not reported in items K_AO-010, K_AO-020, and K_AO-040.
- K_AO-060 Total operating expenditures. Sum of items K_AO-030, K_AO-040, and K_AO-050.

Other expenditures for SLAA and Allied Operations Only

K_OE-010 Capital outlay. Funds for the acquisition of or additions to fixed assets such as building sites, new buildings and building additions, new equipment (including major computer installations), initial book stock, furnishings for new or expanded buildings, and new vehicles. Exclude replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude the amount reported for this item from all other items except item K_TE-010. Include construction aid expended on the SLAA. Exclude construction aid expended on other libraries and library cooperatives. Include expenditures for allied operations only if the expenditures are from the SLAA budget.

Note: State accounting practices shall determine whether a specific item is a capital expense or an operating expense, regardless of the examples in this definition.

K_OE-020 **Other expenditures.** These are expenditures not reported elsewhere. Exclude construction aid. Include expenditures for allied operations only if the expenditures are from the SLAA budget.

Financial Assistance to Libraries and Library Cooperatives

Note: Include LSTA expenditures for grants (item L-020). Exclude LSTA expenditures for statewide services (item L-010) conducted directly by the SLAA and LSTA expenditures for LSTA administration (item L-030). Include all funds distributed to libraries and library cooperatives if the funds are administered by the SLAA.

K_FA-010 Individual public libraries. Financial assistance to individual public libraries for services to their population of legal service area. These are libraries that are governed exclusively by a single board or political subdivision. Municipal libraries, county libraries, consolidated multi-county libraries, and library districts are considered individual libraries if there is only one administrative entity. Exclude construction aid.

K_FA-020 Library cooperatives serving public libraries only. Financial assistance to library cooperatives serving public libraries only for services to their population of legal service area. Exclude construction aid.

K_FA-030 Other individual libraries. Financial assistance to other individual libraries for services to their population or constituency. These are libraries other than public libraries and school library media centers. Exclude grants to public libraries and to school library media centers. Report financial assistance to school library media centers in item K_FA-070. Exclude construction aid.

K_FA-040 Library cooperatives serving more than one type of library. Financial assistance to library cooperatives serving more than one type of library for services to their population of legal service area. Exclude construction aid.

K_FA-050 Single agency or library providing statewide service. Financial assistance to a single entity (agency, library, library cooperative, etc.) for services offered to all libraries in the State, or all State residents, or a significant portion of all libraries or State residents. Exclude funds administered directly by the SLAA to provide such services. Exclude construction aid.

- K_FA-060 Library construction. Do not report data for this item in items K_FA-010–K_FA-050, K_FA-070, or K_OE-010. Includes construction of new buildings and acquisition, expansion, remodeling, and alteration of existing buildings, and the purchase, lease, and installation of equipment of any such buildings, or any combination of such activities (including architects' fees and the cost of acquisition of land). Equipment includes information and building technologies, video and telecommunications equipment, machinery, utilities, and built-in equipment and any necessary enclosures or structures to house them. Exclude construction aid expended on the SLAA.

- K_FA-070 Other assistance. Expenditures for other assistance to libraries and library cooperatives not reported in items K_FA-010–K_FA-060, such as financial assistance to school library media centers. Exclude construction aid.

- K_FA-080 Total financial assistance to libraries and library cooperatives. Sum of items K_FA-010–K_FA-070.

- K_TE-010 Total expenditures. Sum of items K_AO-060, K_FA-080, K_OE-010, and K_OE-020.

Part L: LSTA State Program Expenditures

Enter in the spaces provided total LSTA State program expenditures, by type of expenditure. Report expenditures in one and only one category. These expenditures should also be reported in Part K.

- L-010 Statewide services (exclude sub-grants to single libraries or agencies providing statewide services). Funds expended by the SLAA to provide services to libraries and individuals throughout the State. Include expenditures for statewide services conducted directly by the SLAA. Exclude sub-grants made to single libraries or other outside agencies to provide or assist in providing such services.

Note: These expenditures should also be reported in Part K, under operating expenditures (items K_AO-010–K_AO-060); capital outlay (item K_OE-010); or other expenditures (item K_OE-020), as appropriate. DO NOT report them as financial assistance to libraries and library cooperatives (items K_FA-010–K_FA-080).

- L-020 Grants (include sub-grants to single libraries or agencies providing statewide services). Funds distributed by the SLAA to recipients who meet eligibility criteria specified by LSTA and the State. Such funds are usually awarded for purposes specified in successful grant proposals. Such grants may be awarded competitively or on a formula basis. Include sub-grants made to single libraries or other outside agencies to provide or assist in providing statewide services.

Note: These expenditures should also be reported in Part K, under financial assistance to libraries and library cooperatives (items K_FA-010–K_FA-080), as appropriate. DO NOT report them as SLAA operating expenditures (items K_AO-010–K_AO-060), capital outlay (item K_OE-010), or other expenditures (item K_OE-020).

- L-030 LSTA administration. Expenditures of LSTA funds for administrative costs in connection with programs and services carried out under this Act.

Note: These are the costs associated with the SLAA's management, oversight, and administration of the IMLS LSTA Grants to States program and are costs that would be considered administrative costs and subject to the 4% cap.
- L-040 Total LSTA expenditures. Sum of items L-010, L-020, and L-030.

Part M: Electronic Services and Information (a)

Enter Yes or No for each item to indicate whether the SLAA funds or facilitates the specified electronic networking functions at the State level.

Note: A State-level electronic information network involves the wide-area use of telecommunications to link libraries via microcomputers or terminals to automated library systems. The network may include online public access catalogs and other library applications; locally mounted or online databases (bibliographic, full text, or data); bibliographic utilities; and other information resources. Access to such networks may be via modem (i.e., dial access) or dedicated lines (i.e., hard-wired). Such a network may or may not be connected to the Internet.

- M-010 Electronic network planning or monitoring. Includes drafting Statewide plans, requests for proposals, and contracts and monitoring contracts for network development.
- M-020 Electronic network operation. Includes acquiring, maintaining, or replacing substantial technological equipment necessary to provide access to information in electronic and other formats made possible by new information and communication technologies. May include hosting or sharing a mainframe, minicomputer, or file server, or facilitating reciprocal borrowing agreements and document delivery systems necessary to fully exploit such a network. Such a network may or may not be connected to the Internet.

Database Development

Note: Activities may include creation of new databases or conversion of existing databases into electronic format. Includes bibliographic databases as well as full text or data files.

- M-030 Bibliographic databases. Includes machine-readable catalog records, other electronic indexes, and other databases which contain only references to or condensed surrogates for original materials.
- M-040 Full text or data files. Full text files are files in which the information consists of the content of one or more complete intellectual products initially expressed primarily through the written word. Data files report the content of one or more complete intellectual products expressed primarily with numbers.
- M-050 For the SLAA itself.

Enter Yes or No for each item to indicate whether the SLAA funds or facilitates digitization or digital programs or services in any of the following instances.

Note: Digitization or digital programs or services includes activities providing for the digitization of documents, publications or sets of records or realia to be made available for public use.

M-060 Via grants or contracts to other State agencies.

M-070 Via grants or contracts to other libraries or library cooperatives.

Enter Yes or No for each item to indicate whether the SLAA funds or facilitates library access to the Internet in the specified ways.

Note: The Internet is the global network of networks that, via a standardized addressing system and a common primary command structure, enables individuals and organizations to communicate via electronic mail, to access a host of online databases and other electronic information resources, and to transfer files electronically.

Training or consulting to facilitate access (items M-080 and M-090):

M-080 Library staff (State and local). Includes all activities that facilitate Internet awareness and use by library staff (State and local) and "training the trainer" activities.

M-090 State library end-users. Includes all activities that facilitate Internet awareness and use by actual or potential State library end-users.

M-100 Providing direct funding for Internet access. Includes any grants of State, federal, and/or other SLAA funds to libraries or related organizations that facilitate (1) establishing Internet accounts for library-related individuals or organizations; (2) acquiring computer hardware, software, or peripherals necessary for Internet access; and (3) training or consulting with actual and potential Internet users.

M-110 Providing equipment. Includes computer hardware, software, and peripherals necessary for Internet access. Critical types of equipment, beyond basic hardware and operating system software, include modems and telecommunications software.

M-120 Providing access to directories, databases, or online catalogs via the Internet. Includes bibliographic files, locator files, and/or full text databases produced or licensed by the State Library Administrative Agency and available via the Internet.

Note: This item focuses on content available via the Internet.

M-130 Managing a Web site, file server, bulletin boards, or electronic mailing lists. Includes the development and maintenance of Internet menu systems, operation of equipment that provides Internet access to multiple files or posting of electronic messages via the Internet.

Note: This item focuses on the structure through which content is available via the Internet.

Enter in the spaces provided the number of workstations that are used for Internet access by the general public in all SLAA outlets that serve the public, by the specified categories. Include terminals used by both the SLAA staff and the public. Exclude terminals that are for SLAA staff use only.

Note: Report data only for all SLAA outlets that serve the general public. Exclude data for: (a) a local public or academic library serving as a State resource center or State reference/ information service center under contract with the SLAA; (b) outlets that only serve blind and physically handicapped individuals through the National Library Service for the Blind and Physically Handicapped, Library of Congress; (c) outlets that only serve residents of State correctional institutions or residents of other State institutions; (d) outlets that only serve State government employees; and (e) non-SLAA outlets, even though the SLAA may provide funding or services to such outlets.

- M-140 Number of library-owned public-access graphical workstations that connect to the Internet for a dedicated purpose (e.g., to access an OPAC or specific database, or to train the public) or multiple purposes. (For this count, the term "library-owned" includes computers leased by the State library agency.)
- M-150 Number of all other public access Internet workstations in the library. (Report non-library computers placed in the library by other agencies or groups. Report non-graphical workstations.)

Part M: Electronic Services and Information (b)

Enter in the spaces provided total SLAA expenditures for statewide database licensing, by source of revenue. These expenditures should also be reported in Part K.

- M-160 Statewide database licensing. Statewide contracted rights for access to and use of database(s) by libraries that are parties to a licensing agreement.

Enter Yes or No for each item to indicate whether statewide database licenses, paid for by the funds reported in question 25, include access by the following:
- M-170 Public libraries (definition is provided in question 5).
- M-180 Academic libraries (definition is provided in question 5).
- M-190 School library media centers (definition is provided in question 5).
- M-200 Special libraries (definition is provided in question 5).
- M-210 Library cooperatives (definition is provided in question 5).
- M-220 Other State agencies
- M-230 Remote users. Authorized users having access to and use of licensed database(s) from sites outside of a library building.

Enter Yes or No to indicate whether the SLAA facilitates or subsidizes electronic access to the bibliographic records or holdings of other libraries in the State, by the specified categories.

M-240 Web-based union catalog (international, national, statewide, multistate, and regional). A Web-based union catalog makes the aggregated electronic holdings of libraries in a nation, region, a library cooperative serving more than one type of library, or a State available via the World Wide Web. Holdings and indexes for a Web-based union catalog are mounted on a server that is connected to the Internet. Access to the bibliographic information in a web-based union catalog is available to any user with an Internet connection and a standard Web browser. National union catalogs include The Library of Congress and OCLC. OCLC also provides the holdings of libraries outside the United States.

Note: Report access to a Web-based union catalog via a Z39.50 gateway in this item, as it is a Web-based protocol.

M-250 Other type of electronic access. If the SLAA facilitates or subsidizes a type of electronic access to the holdings of other libraries in the State not covered in item M-240, enter Yes for this item.

M-260 Specify. If Yes was indicated for item M-250, enter the type of electronic access in this item.

Enter Yes or No to indicate whether the SLAA is an applicant for the Universal Service Program (also known as the E-rate program).

M-270 Applicant for Universal Service Program. The Universal Service Program was established by the Federal Communications Commission (FCC) under the Telecommunications Act of 1996. To be considered an applicant, the SLAA must have an FCC Form 470 and Form 471 on file with the FCC.

Administrative Structure

Table G-1. SLAAs by Administrative Structure, FY 2018

Department of State/ Administration (n=10)	Independent Agency/ Legislative Branch (n=20)	Department of Education (n=13)	Other Agency (n=8)
Arizona	Alabama	Alaska	Georgia
Delaware	California	Arkansas	Louisiana
Florida	Connecticut	Colorado	New Hampshire
Illinois	District of Columbia	Iowa	New Jersey
Missouri	Hawaii	Kentucky	New Mexico
Nevada	Idaho	Michigan	North Carolina
Rhode Island	Indiana	Minnesota	Utah
Vermont	Kansas	New York	West Virginia
Washington	Maine	North Dakota	
Wyoming	Maryland	Pennsylvania	
	Massachusetts	South Dakota	
	Mississippi	Virginia	
	Montana	Wisconsin	
	Nebraska		
	Ohio		
	Oklahoma		
	Oregon		
	South Carolina		
	Tennessee		
	Texas		

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Information in **Table G-1** is shown in **Figure ES-1**.

Revenues and Expenditures

Table G-2. Total Revenues by SLAA and Source of Revenue, FY 2018

SLAA	Federal Income	State Income	Other Income	Total Income	% Federal	% State	% Other
Alabama	\$4,165,178	\$7,667,237	\$6,000	\$11,838,415	35%	65%	0%
Alaska	\$1,024,925	\$6,101,149	-	\$7,126,074	14%	86%	0%
Arizona	\$3,679,995	\$7,003,761	\$12,145	\$10,695,901	34%	65%	0%
Arkansas	\$2,020,819	\$8,900,283	\$10,273	\$10,931,375	18%	81%	0%
California	\$15,178,758	\$26,041,787	\$255,958	\$41,476,503	37%	63%	1%
Colorado	\$2,742,951	\$5,739,807	\$621,930	\$9,104,688	30%	63%	7%
Connecticut	\$2,221,926	\$9,458,416	\$69,750	\$11,750,092	19%	80%	1%
Delaware	\$1,166,213	\$13,158,792	-	\$14,325,005	8%	92%	0%
District of Columbia	\$1,040,074	\$59,173,811	\$2,140,643	\$62,354,528	2%	95%	3%
Florida	\$8,552,166	\$35,904,781	-	\$44,456,947	19%	81%	0%
Georgia	\$4,349,443	\$37,175,906	\$55,103	\$41,580,452	10%	89%	0%
Hawaii	\$794,628	\$43,126,873	\$2,473,290	\$46,394,791	2%	93%	5%
Idaho	\$1,473,721	\$4,143,515	\$14,964	\$5,632,200	26%	74%	0%
Illinois	\$6,164,147	\$48,144,450	\$7,024	\$54,315,621	11%	89%	0%
Indiana	\$3,202,004	\$7,557,217	\$240,000	\$10,999,221	29%	69%	2%
Iowa	\$1,437,585	\$4,994,886	\$4,074	\$6,436,545	22%	78%	0%
Kansas	\$1,432,772	\$3,872,820	\$70,981	\$5,376,573	27%	72%	1%
Kentucky	\$2,193,478	\$11,594,600	\$2,662,515	\$16,450,593	13%	70%	16%
Louisiana	\$2,409,384	\$4,112,570	\$507,121	\$7,029,075	34%	59%	7%
Maine	\$1,478,047	\$3,436,618	\$443,906	\$5,358,571	28%	64%	8%
Maryland	\$2,902,445	\$63,819,160	-	\$66,721,605	4%	96%	0%
Massachusetts	\$3,143,692	\$45,480,307	-	\$48,623,999	6%	94%	0%
Michigan	\$4,347,646	\$18,058,537	\$84,524	\$22,490,707	19%	80%	0%
Minnesota	\$2,744,292	\$20,671,318	\$18,109	\$23,433,719	12%	88%	0%
Mississippi	\$1,515,114	\$9,766,005	\$15,208	\$11,296,327	13%	86%	0%
Missouri	\$2,930,723	\$7,392,799	\$29,906	\$10,353,428	28%	71%	0%
Montana	\$936,652	\$3,470,749	\$393,666	\$4,801,067	20%	72%	8%
Nebraska	\$1,634,949	\$3,770,123	\$6,100	\$5,411,172	30%	70%	0%
Nevada	\$1,795,324	\$4,292,642	\$247,173	\$6,335,139	28%	68%	4%
New Hampshire	\$974,589	\$1,292,929	\$175,475	\$2,442,993	40%	53%	7%
New Jersey	\$4,254,762	\$17,307,081	\$150,133	\$21,711,976	20%	80%	1%
New Mexico	\$1,115,300	\$3,271,000	\$24,478	\$4,410,778	25%	74%	1%
New York	\$9,026,943	\$126,563,510	\$44,121	\$135,634,574	7%	93%	0%
North Carolina	\$4,009,510	\$20,766,556	\$204,362	\$24,980,428	16%	83%	1%
North Dakota	\$881,267	\$2,764,239	\$66,100	\$3,711,606	24%	74%	2%
Ohio	\$7,056,391	\$10,270,096	\$7,153,092	\$24,479,579	29%	42%	29%

Appendix G: Supporting SLAA Data Tables, FY 2018

SLAA	Federal Income	State Income	Other Income	Total Income	% Federal	% State	% Other
Oklahoma	\$2,571,701	\$4,357,682	\$220,096	\$7,149,479	36%	61%	3%
Oregon	\$2,192,105	\$4,841,763	\$67,858	\$7,101,726	31%	68%	1%
Pennsylvania	\$5,324,032	\$63,660,733	-	\$68,984,765	8%	92%	0%
Rhode Island	\$1,072,168	\$12,873,716	-	\$13,945,884	8%	92%	0%
South Carolina	\$2,189,800	\$14,497,969	-	\$16,687,769	13%	87%	0%
South Dakota	\$999,694	\$1,833,794	\$3,343	\$2,836,831	35%	65%	0%
Tennessee	\$3,113,946	\$16,493,109	\$138,158	\$19,745,213	16%	84%	1%
Texas	\$10,584,953	\$19,076,078	\$2,560,578	\$32,221,609	33%	59%	8%
Utah	\$2,614,186	\$4,594,637	\$978,587	\$8,187,410	32%	56%	12%
Vermont	\$1,116,678	\$2,815,913	\$211,468	\$4,144,059	27%	68%	5%
Virginia	\$3,981,659	\$28,691,965	\$3,295,596	\$35,969,220	11%	80%	9%
Washington	\$2,987,654	\$6,128,664	\$180,544	\$9,296,862	32%	66%	2%
West Virginia	\$933,725	\$12,953,733	\$16,910	\$13,904,368	7%	93%	0%
Wisconsin	\$2,304,332	\$19,475,225	\$98,006	\$21,877,563	11%	89%	0%
Wyoming	\$1,108,810	\$2,047,561	-	\$3,156,371	35%	65%	0%

Note: Dash (-) indicates no data reported.

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Table G-3. Revenue per Person by SLAA and Revenue Source, FY 2018

SLAA	Revenues by Source			State	Per Person Revenues		
	Federal	State	Other	Population	Federal	State	Other
Alabama	\$4,165,178	\$7,667,237	\$6,000	4,887,871	\$0.85	\$1.57	\$0.00
Alaska	\$1,024,925	\$6,101,149	-	737,438	\$1.39	\$8.27	-
Arizona	\$3,679,995	\$7,003,761	\$12,145	7,171,646	\$0.51	\$0.98	\$0.00
Arkansas	\$2,020,819	\$8,900,283	\$10,273	3,013,825	\$0.67	\$2.95	\$0.00
California	\$15,178,758	\$26,041,787	\$255,958	39,557,045	\$0.38	\$0.66	\$0.01
Colorado	\$2,742,951	\$5,739,807	\$621,930	5,695,564	\$0.48	\$1.01	\$0.11
Connecticut	\$2,221,926	\$9,458,416	\$69,750	3,572,665	\$0.62	\$2.65	\$0.02
Delaware	\$1,166,213	\$13,158,792	-	967,171	\$1.21	\$13.61	-
District of Columbia	\$1,040,074	\$59,173,811	\$2,140,643	702,455	\$1.48	\$84.24	\$3.05
Florida	\$8,552,166	\$35,904,781	-	21,299,325	\$0.40	\$1.69	-
Georgia	\$4,349,443	\$37,175,906	\$55,103	10,519,475	\$0.41	\$3.53	\$0.01
Hawaii	\$794,628	\$43,126,873	\$2,473,290	1,420,491	\$0.56	\$30.36	\$1.74
Idaho	\$1,473,721	\$4,143,515	\$14,964	1,754,208	\$0.84	\$2.36	\$0.01
Illinois	\$6,164,147	\$48,144,450	\$7,024	12,741,080	\$0.48	\$3.78	\$0.00
Indiana	\$3,202,004	\$7,557,217	\$240,000	6,691,878	\$0.48	\$1.13	\$0.04
Iowa	\$1,437,585	\$4,994,886	\$4,074	3,156,145	\$0.46	\$1.58	\$0.00
Kansas	\$1,432,772	\$3,872,820	\$70,981	2,911,505	\$0.49	\$1.33	\$0.02
Kentucky	\$2,193,478	\$11,594,600	\$2,662,515	4,468,402	\$0.49	\$2.59	\$0.60
Louisiana	\$2,409,384	\$4,112,570	\$507,121	4,659,978	\$0.52	\$0.88	\$0.11
Maine	\$1,478,047	\$3,436,618	\$443,906	1,338,404	\$1.10	\$2.57	\$0.33
Maryland	\$2,902,445	\$63,819,160	-	6,042,718	\$0.48	\$10.56	-
Massachusetts	\$3,143,692	\$45,480,307	-	6,902,149	\$0.46	\$6.59	-
Michigan	\$4,347,646	\$18,058,537	\$84,524	9,995,915	\$0.43	\$1.81	\$0.01
Minnesota	\$2,744,292	\$20,671,318	\$18,109	5,611,179	\$0.49	\$3.68	\$0.00
Mississippi	\$1,515,114	\$9,766,005	\$15,208	2,986,530	\$0.51	\$3.27	\$0.01
Missouri	\$2,930,723	\$7,392,799	\$29,906	6,126,452	\$0.48	\$1.21	\$0.00
Montana	\$936,652	\$3,470,749	\$393,666	1,062,305	\$0.88	\$3.27	\$0.37
Nebraska	\$1,634,949	\$3,770,123	\$6,100	1,929,268	\$0.85	\$1.95	\$0.00
Nevada	\$1,795,324	\$4,292,642	\$247,173	3,034,392	\$0.59	\$1.41	\$0.08
New Hampshire	\$974,589	\$1,292,929	\$175,475	1,356,458	\$0.72	\$0.95	\$0.13
New Jersey	\$4,254,762	\$17,307,081	\$150,133	8,908,520	\$0.48	\$1.94	\$0.02
New Mexico	\$1,115,300	\$3,271,000	\$24,478	2,095,428	\$0.53	\$1.56	\$0.01
New York	\$9,026,943	\$126,563,510	\$44,121	19,542,209	\$0.46	\$6.48	\$0.00
North Carolina	\$4,009,510	\$20,766,556	\$204,362	10,383,620	\$0.39	\$2.00	\$0.02
North Dakota	\$881,267	\$2,764,239	\$66,100	760,077	\$1.16	\$3.64	\$0.09
Ohio	\$7,056,391	\$10,270,096	\$7,153,092	11,689,442	\$0.60	\$0.88	\$0.61

SLAA	Revenues by Source			State	Per Person Revenues		
	Federal	State	Other	Population	Federal	State	Other
Oklahoma	\$2,571,701	\$4,357,682	\$220,096	3,943,079	\$0.65	\$1.11	\$0.06
Oregon	\$2,192,105	\$4,841,763	\$67,858	4,190,713	\$0.52	\$1.16	\$0.02
Pennsylvania	\$5,324,032	\$63,660,733	-	12,807,060	\$0.42	\$4.97	-
Rhode Island	\$1,072,168	\$12,873,716	-	1,057,315	\$1.01	\$12.18	-
South Carolina	\$2,189,800	\$14,497,969	-	5,084,127	\$0.43	\$2.85	-
South Dakota	\$999,694	\$1,833,794	\$3,343	882,235	\$1.13	\$2.08	\$0.00
Tennessee	\$3,113,946	\$16,493,109	\$138,158	6,770,010	\$0.46	\$2.44	\$0.02
Texas	\$10,584,953	\$19,076,078	\$2,560,578	28,701,845	\$0.37	\$0.66	\$0.09
Utah	\$2,614,186	\$4,594,637	\$978,587	3,161,105	\$0.83	\$1.45	\$0.31
Vermont	\$1,116,678	\$2,815,913	\$211,468	626,299	\$1.78	\$4.50	\$0.34
Virginia	\$3,981,659	\$28,691,965	\$3,295,596	8,517,685	\$0.47	\$3.37	\$0.39
Washington	\$2,987,654	\$6,128,664	\$180,544	7,535,591	\$0.40	\$0.81	\$0.02
West Virginia	\$933,725	\$12,953,733	\$16,910	1,805,832	\$0.52	\$7.17	\$0.01
Wisconsin	\$2,304,332	\$19,475,225	\$98,006	5,813,568	\$0.40	\$3.35	\$0.02
Wyoming	\$1,108,810	\$2,047,561	-	577,737	\$1.92	\$3.54	-

Note: Dash (-) indicates no data reported.
 Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Table G-4. Percentage of SLAA Expenditures by Category, FY 2018

Category	Amount	Percent
Financial Assistance to Libraries and Library Cooperatives	\$723,355,858	66.5%
Operations - Total	\$342,779,390	31.5%
Staffing	\$181,673,975	16.7%
Other	\$130,733,238	12.0%
Collection	\$30,372,177	2.8%
Other Services	\$19,578,880	1.8%
Capital Outlay	\$1,827,318	0.2%
Total	\$1,087,541,446	

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Information in **Table G-4** is shown in **Figure 4**.

Table G-4A. Expenditures by Category of Expenditures and State, FY 2018

SLAA	Financial Assistance*	Capital Outlay	Total SLAA Operating Expenditures	Other Expenditures	Total Expenditures	Percentage of Expenditures			
						Financial Assistance	Cap. Outlay	SLAA Operations	Other Exp.
All 51 Jurisdictions	\$723,355,858	\$1,827,318	\$342,779,390	\$19,578,880	\$1,087,541,446	66.5%	0.2%	31.5%	1.8%
Alabama	\$5,598,165	\$0	\$6,462,001	\$0	\$12,060,166	46.4%	0.0%	53.6%	0.0%
Alaska	\$1,930,562	\$0	\$5,031,783	\$0	\$6,962,345	27.7%	0.0%	72.3%	0.0%
Arizona	\$1,745,123	\$54,331	\$8,207,263	\$683,873	\$10,690,590	16.3%	0.5%	76.8%	6.4%
Arkansas	\$5,385,069	\$19,232	\$5,141,505	\$0	\$10,545,806	51.1%	0.2%	48.8%	0.0%
California	\$21,777,820	\$0	\$19,698,683	\$0	\$41,476,503	52.5%	0.0%	47.5%	0.0%
Colorado	\$3,576,975	\$0	\$4,817,713	\$710,000	\$9,104,688	39.3%	0.0%	52.9%	7.8%
Connecticut	\$3,819,485	\$48,054	\$8,554,415	\$0	\$12,421,954	30.7%	0.4%	68.9%	0.0%
Delaware	\$10,420,731	\$5,400	\$2,416,584	\$0	\$12,842,715	81.1%	0.0%	18.8%	0.0%
District of Columbia	\$60,557,555	\$0	\$1,325,048	\$0	\$61,882,603	97.9%	0.0%	2.1%	0.0%
Florida	\$27,249,440	\$41,320	\$10,322,956	\$0	\$37,613,716	72.4%	0.1%	27.4%	0.0%
Georgia	\$34,052,571	\$0	\$7,579,351	\$0	\$41,631,922	81.8%	0.0%	18.2%	0.0%
Hawaii	\$42,771,993	\$0	\$351,434	\$0	\$43,123,427	99.2%	0.0%	0.8%	0.0%
Idaho	\$460,057	\$25,623	\$5,075,238	\$0	\$5,560,918	8.3%	0.5%	91.3%	0.0%
Illinois	\$44,194,559	\$0	\$4,870,769	\$1,645,681	\$50,711,009	87.1%	0.0%	9.6%	3.2%
Indiana	\$1,716,867	\$0	\$8,612,917	\$240,000	\$10,569,784	16.2%	0.0%	81.5%	2.3%
Iowa	\$2,485,694	\$0	\$4,202,945	\$0	\$6,688,639	37.2%	0.0%	62.8%	0.0%
Kansas	\$1,365,631	\$16,505	\$3,937,992	\$0	\$5,320,128	25.7%	0.3%	74.0%	0.0%
Kentucky	\$5,864,000	\$0	\$8,936,118	\$0	\$14,800,118	39.6%	0.0%	60.4%	0.0%
Louisiana	\$0	\$0	\$7,737,546	\$0	\$7,737,546	0.0%	0.0%	100.0%	0.0%
Maine	\$0	\$0	\$5,358,571	\$0	\$5,358,571	0.0%	0.0%	100.0%	0.0%
Maryland	\$65,763,427	\$0	\$3,003,017	\$0	\$68,766,444	95.6%	0.0%	4.4%	0.0%
Massachusetts	\$45,355,808	\$0	\$2,601,110	\$464,934	\$48,421,852	93.7%	0.0%	5.4%	1.0%
Michigan	\$11,067,700	\$0	\$11,337,316	\$0	\$22,405,016	49.4%	0.0%	50.6%	0.0%
Minnesota	\$19,796,972	\$0	\$1,400,104	\$0	\$21,197,076	93.4%	0.0%	6.6%	0.0%
Mississippi	\$7,189,185	\$48,473	\$4,085,595	\$25,000	\$11,348,253	63.4%	0.4%	36.0%	0.2%
Missouri	\$7,144,672	\$0	\$2,496,450	\$712,307	\$10,353,429	69.0%	0.0%	24.1%	6.9%
Montana	\$373,769	\$0	\$4,427,215	\$0	\$4,800,984	7.8%	0.0%	92.2%	0.0%
Nebraska	\$1,799,699	\$76,501	\$3,546,092	\$0	\$5,422,292	33.2%	1.4%	65.4%	0.0%
Nevada	\$1,025,236	\$0	\$5,602,099	\$2,405	\$6,629,740	15.5%	0.0%	84.5%	0.0%
New Hampshire	\$0	\$1,050	\$2,442,844	\$0	\$2,443,894	0.0%	0.0%	100.0%	0.0%
New Jersey	\$5,745,818	\$48,595	\$16,347,074	\$0	\$22,141,487	26.0%	0.2%	73.8%	0.0%
New Mexico	\$886,000	\$0	\$5,057,724	\$0	\$5,943,724	14.9%	0.0%	85.1%	0.0%
New York	\$119,973,441	\$0	\$14,898,307	\$0	\$134,871,748	89.0%	0.0%	11.0%	0.0%
North Carolina	\$18,470,106	\$48,034	\$6,420,522	\$43,766	\$24,982,428	73.9%	0.2%	25.7%	0.2%
North Dakota	\$977,003	\$0	\$2,696,893	\$0	\$3,673,896	26.6%	0.0%	73.4%	0.0%

Appendix G: Supporting SLAA Data Tables, FY 2018

SLAA	Financial Assistance*	Capital Outlay	Total SLAA Operating Expenditures	Other Expenditures	Total Expenditures	Percentage of Expenditures			
						Financial Assistance	Cap. Outlay	SLAA Operations	Other Exp.
Ohio	\$4,480,078	\$0	\$15,741,183	\$0	\$20,221,261	22.2%	0.0%	77.8%	0.0%
Oklahoma	\$2,668,893	\$0	\$4,588,314	\$0	\$7,257,207	36.8%	0.0%	63.2%	0.0%
Oregon	\$1,611,224	\$0	\$5,044,087	\$67,858	\$6,723,169	24.0%	0.0%	75.0%	1.0%
Pennsylvania	\$64,024,241	\$0	\$4,960,524	\$0	\$68,984,765	92.8%	0.0%	7.2%	0.0%
Rhode Island	\$11,523,699	\$0	\$2,422,185	\$0	\$13,945,884	82.6%	0.0%	17.4%	0.0%
South Carolina	\$9,711,485	\$0	\$7,504,692	\$0	\$17,216,177	56.4%	0.0%	43.6%	0.0%
South Dakota	\$4,550	\$0	\$2,783,530	\$0	\$2,788,080	0.2%	0.0%	99.8%	0.0%
Tennessee	\$1,271,118	\$0	\$19,890,186	\$0	\$21,161,304	6.0%	0.0%	94.0%	0.0%
Texas	\$3,011,974	\$1,274,435	\$14,474,013	\$14,258,450	\$33,018,872	9.1%	3.9%	43.8%	43.2%
Utah	\$774,109	\$19,032	\$7,394,269	\$0	\$8,187,410	9.5%	0.2%	90.3%	0.0%
Vermont	\$361,733	\$0	\$3,782,326	\$0	\$4,144,059	8.7%	0.0%	91.3%	0.0%
Virginia	\$15,753,584	\$41,020	\$19,475,956	\$724,606	\$35,995,166	43.8%	0.1%	54.1%	2.0%
Washington	\$333,702	\$59,713	\$8,367,050	\$0	\$8,760,465	3.8%	0.7%	95.5%	0.0%
West Virginia	\$10,602,905	\$0	\$2,999,088	\$0	\$13,601,993	78.0%	0.0%	22.0%	0.0%
Wisconsin	\$16,681,430	\$0	\$5,192,421	\$0	\$21,873,851	76.3%	0.0%	23.7%	0.0%
Wyoming	\$0	\$0	\$3,156,372	\$0	\$3,156,372	0.0%	0.0%	100.0%	0.0%

Note: * to libraries and library cooperatives.

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Table G-4B. Operating Expenditures by Category of Expenditures and State, FY 2018

SLAA	SLAA Operating Expenditures				Percentage of SLAA Operating Expenditures		
	Staff	Collections	Other	Total	Staff	Collections	Other
All 51 Jurisdictions	\$181,673,975	\$30,372,177	\$130,733,238	\$342,779,390	53.0%	8.9%	38.1%
Alabama	\$2,341,123	\$947,268	\$3,173,610	\$6,462,001	36.2%	14.7%	49.1%
Alaska	\$2,826,536	\$32,196	\$2,173,051	\$5,031,783	56.2%	0.6%	43.2%
Arizona	\$4,609,376	\$91,230	\$3,506,657	\$8,207,263	56.2%	1.1%	42.7%
Arkansas	\$2,410,698	\$1,149,264	\$1,581,543	\$5,141,505	46.9%	22.4%	30.8%
California	\$9,857,724	\$652,804	\$9,188,155	\$19,698,683	50.0%	3.3%	46.6%
Colorado	\$3,682,042	\$135,996	\$999,675	\$4,817,713	76.4%	2.8%	20.7%
Connecticut	\$6,318,334	\$780,109	\$1,455,972	\$8,554,415	73.9%	9.1%	17.0%
Delaware	\$1,135,676	\$0	\$1,280,908	\$2,416,584	47.0%	0.0%	53.0%
District of Columbia	\$607,209	\$0	\$717,839	\$1,325,048	45.8%	0.0%	54.2%
Florida	\$3,436,210	\$3,518,479	\$3,368,267	\$10,322,956	33.3%	34.1%	32.6%
Georgia	\$4,114,716	\$0	\$3,464,635	\$7,579,351	54.3%	0.0%	45.7%
Hawaii	\$351,434	\$0	\$0	\$351,434	100.0%	0.0%	0.0%
Idaho	\$2,567,743	\$0	\$2,507,495	\$5,075,238	50.6%	0.0%	49.4%
Illinois	\$4,445,358	\$151,791	\$273,620	\$4,870,769	91.3%	3.1%	5.6%
Indiana	\$4,389,584	\$162,184	\$4,061,149	\$8,612,917	51.0%	1.9%	47.2%
Iowa	\$2,795,405	\$42,930	\$1,364,610	\$4,202,945	66.5%	1.0%	32.5%
Kansas	\$1,362,800	\$2,370,412	\$204,780	\$3,937,992	34.6%	60.2%	5.2%
Kentucky	\$5,000,113	\$0	\$3,936,005	\$8,936,118	56.0%	0.0%	44.0%
Louisiana	\$3,444,685	\$40,000	\$4,252,861	\$7,737,546	44.5%	0.5%	55.0%
Maine	\$3,014,630	\$470,846	\$1,873,095	\$5,358,571	56.3%	8.8%	35.0%
Maryland	\$1,978,135	\$0	\$1,024,882	\$3,003,017	65.9%	0.0%	34.1%
Massachusetts	\$1,928,601	\$23,132	\$649,377	\$2,601,110	74.1%	0.9%	25.0%
Michigan	\$3,994,302	\$458,462	\$6,884,552	\$11,337,316	35.2%	4.0%	60.7%
Minnesota	\$1,173,388	\$18,109	\$208,607	\$1,400,104	83.8%	1.3%	14.9%
Mississippi	\$2,067,571	\$1,173,547	\$844,477	\$4,085,595	50.6%	28.7%	20.7%
Missouri	\$2,206,989	\$126,468	\$162,993	\$2,496,450	88.4%	5.1%	6.5%
Montana	\$2,520,512	\$0	\$1,906,703	\$4,427,215	56.9%	0.0%	43.1%
Nebraska	\$2,631,237	\$24,551	\$890,304	\$3,546,092	74.2%	0.7%	25.1%
Nevada	\$2,171,247	\$152,255	\$3,278,597	\$5,602,099	38.8%	2.7%	58.5%
New Hampshire	\$1,747,670	\$32,199	\$662,975	\$2,442,844	71.5%	1.3%	27.1%
New Jersey	\$11,799,356	\$1,138,934	\$3,408,784	\$16,347,074	72.2%	7.0%	20.9%
New Mexico	\$2,127,011	\$783,390	\$2,147,323	\$5,057,724	42.1%	15.5%	42.5%
New York	\$8,290,233	\$4,183,118	\$2,424,956	\$14,898,307	55.6%	28.1%	16.3%
North Carolina	\$4,319,438	\$294,639	\$1,806,445	\$6,420,522	67.3%	4.6%	28.1%
North Dakota	\$1,955,078	\$80,230	\$661,585	\$2,696,893	72.5%	3.0%	24.5%

Appendix G: Supporting SLAA Data Tables, FY 2018

SLAA	SLAA Operating Expenditures				Percentage of SLAA Operating Expenditures		
	Staff	Collections	Other	Total	Staff	Collections	Other
Ohio	\$5,501,111	\$1,932,005	\$8,308,067	\$15,741,183	34.9%	12.3%	52.8%
Oklahoma	\$2,223,064	\$1,243,584	\$1,121,666	\$4,588,314	48.5%	27.1%	24.4%
Oregon	\$2,945,260	\$21,595	\$2,077,232	\$5,044,087	58.4%	0.4%	41.2%
Pennsylvania	\$2,951,146	\$1,499,965	\$509,413	\$4,960,524	59.5%	30.2%	10.3%
Rhode Island	\$1,343,350	\$2,253	\$1,076,582	\$2,422,185	55.5%	0.1%	44.4%
South Carolina	\$2,802,082	\$101,921	\$4,600,689	\$7,504,692	37.3%	1.4%	61.3%
South Dakota	\$1,238,506	\$547,675	\$997,349	\$2,783,530	44.5%	19.7%	35.8%
Tennessee	\$10,077,096	\$2,781,210	\$7,031,880	\$19,890,186	50.7%	14.0%	35.4%
Texas	\$9,795,191	\$80,890	\$4,597,932	\$14,474,013	67.7%	0.6%	31.8%
Utah	\$3,732,652	\$1,263,396	\$2,398,221	\$7,394,269	50.5%	17.1%	32.4%
Vermont	\$1,397,875	\$88,398	\$2,296,053	\$3,782,326	37.0%	2.3%	60.7%
Virginia	\$9,629,090	\$333,159	\$9,513,707	\$19,475,956	49.4%	1.7%	48.8%
Washington	\$4,606,511	\$251,185	\$3,509,354	\$8,367,050	55.1%	3.0%	41.9%
West Virginia	\$1,239,859	\$1,012,358	\$746,871	\$2,999,088	41.3%	33.8%	24.9%
Wisconsin	\$1,145,953	\$0	\$4,046,468	\$5,192,421	22.1%	0.0%	77.9%
Wyoming	\$1,423,065	\$178,040	\$1,555,267	\$3,156,372	45.1%	5.6%	49.3%

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Table G-5. Total per Person Expenditures by SLAA and Ranking, FY 2018

SLAA	Per Person Expenditure	Rank	SLAA	Per Person Expenditure	Rank
Alabama	\$2.47	33	Montana	\$4.52	14
Alaska	\$9.44	6	Nebraska	\$2.81	30
Arizona	\$1.49	48	Nevada	\$2.18	36
Arkansas	\$3.50	22	New Hampshire	\$1.80	40
California	\$1.05	51	New Jersey	\$2.49	32
Colorado	\$1.60	46	New Mexico	\$2.84	29
Connecticut	\$3.48	23	New York	\$6.90	9
Delaware	\$13.28	3	North Carolina	\$2.41	34
District of Columbia	\$88.09	1	North Dakota	\$4.83	13
Florida	\$1.77	41	Ohio	\$1.73	42
Georgia	\$3.96	18	Oklahoma	\$1.84	38
Hawaii	\$30.36	2	Oregon	\$1.60	45
Idaho	\$3.17	26	Pennsylvania	\$5.39	12
Illinois	\$3.98	17	Rhode Island	\$13.19	4
Indiana	\$1.58	47	South Carolina	\$3.39	24
Iowa	\$2.12	37	South Dakota	\$3.16	27
Kansas	\$1.83	39	Tennessee	\$3.13	28
Kentucky	\$3.31	25	Texas	\$1.15	50
Louisiana	\$1.66	44	Utah	\$2.59	31
Maine	\$4.00	16	Vermont	\$6.62	10
Maryland	\$11.38	5	Virginia	\$4.23	15
Massachusetts	\$7.02	8	Washington	\$1.16	49
Michigan	\$2.24	35	West Virginia	\$7.53	7
Minnesota	\$3.78	20	Wisconsin	\$3.76	21
Mississippi	\$3.80	19	Wyoming	\$5.46	11
Missouri	\$1.69	43			

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Information in **Table G-5** is shown in **Figure 7**.

Table G-6. Trend in per Person SLAA Revenues by Administrative Structure, FY 2004–18

Fiscal Year	National per Person Revenue	Independent Agency/ Legislative Branch	Department of Education	Department of State/ Administration	Other Agency
2004	\$4.66	\$3.44	\$6.80	\$5.14	\$3.84
2005	\$4.62	\$3.46	\$6.69	\$4.86	\$4.21
2006	\$4.51	\$3.47	\$6.66	\$4.62	\$3.81
2007	\$4.68	\$3.56	\$7.18	\$4.67	\$3.90
2008	\$4.60	\$3.46	\$7.29	\$4.34	\$3.77
2009	\$4.45	\$3.48	\$6.65	\$3.81	\$3.74
2010	\$4.02	\$3.06	\$6.04	\$3.34	\$3.68
2012	\$3.47	\$2.87	\$5.64	\$3.16	\$3.05
2014	\$3.58	\$2.56	\$5.56	\$3.42	\$2.70
2016	\$3.37	\$2.55	\$5.35	\$2.54	\$2.99
2018	\$3.38	\$3.13	\$4.51	\$2.80	\$2.90

Note: Dollars (\$) are in constant 2018 dollars.

Source: IMLS, State Library Administrative Agencies Survey, FY 2004–18.

Information in **Table G-6** is shown in **Figure 6** for National and **Figure 8** for Administrative Structure.

Table G-7. Trend in per Person Revenues for SLAAs in Independent/Legislative Agencies: FY 2004–18

Fiscal Year	Per Person Revenue	Person Revenue Percent Change		Per Person LSTA Revenue	LSTA Revenue per Person Percent Change	
		From Previous FY	From FY 2004		From Previous FY	From FY 2004
2004	\$3.44	NA	NA	\$0.65	NA	NA
2005	\$3.46	0.58%	0.58%	\$0.64	-1.54%	-1.54%
2006	\$3.47	0.29%	0.87%	\$0.61	-4.69%	-6.15%
2007	\$3.56	2.59%	3.49%	\$0.60	-1.64%	-7.69%
2008	\$3.46	-2.81%	0.58%	\$0.58	-3.33%	-10.77%
2009	\$3.48	0.58%	1.16%	\$0.60	3.45%	-7.69%
2010	\$3.06	-12.07%	-11.05%	\$0.59	-1.67%	-9.23%
2012	\$2.87	-6.21%	-16.57%	\$0.56	-5.08%	-13.85%
2014	\$2.56	-10.8%	-25.58%	\$0.49	-12.5%	-24.62%
2016	\$2.55	-0.39%	-25.87%	\$0.48	-2.04%	-26.15%
2018	\$3.13	22.75%	-9.01%	\$0.47	-2.08%	-27.69%

Note: Dollars (\$) are in constant 2018 dollars; NA = not applicable.

Source: IMLS, State Library Administrative Agencies Survey, FY 2004–18.

Table G-8. Trend in per Person Expenditures for SLAAs in Independent/Legislative Agencies: FY 2004–18

Fiscal Year	Per Person Expenditures	Per Person Expenditures Percent Change		Per Person LSTA Expenditures	LSTA Expenditures per Person Percent Change	
		From Previous FY	From FY 2004		From Previous FY	From FY 2004
2004	\$3.39	NA	NA	\$0.66	NA	NA
2005	\$3.38	-0.29%	-0.29%	\$0.63	-4.55%	-4.55%
2006	\$3.41	0.89%	0.59%	\$0.63	0%	-4.55%
2007	\$3.60	5.57%	6.19%	\$0.60	-4.76%	-9.09%
2008	\$3.38	-6.11%	-0.29%	\$0.58	-3.33%	-12.12%
2009	\$3.38	0%	-0.29%	\$0.58	0%	-12.12%
2010	\$3.04	-10.06%	-10.32%	\$0.59	1.72%	-10.61%
2012	\$2.85	-6.25%	-15.93%	\$0.53	-10.17%	-19.7%
2014	\$2.54	-10.88%	-25.07%	\$0.48	-9.43%	-27.27%
2016	\$2.50	-1.57%	-26.25%	\$0.47	-2.08%	-28.79%
2018	\$3.11	24.4%	-8.26%	\$0.46	-2.13%	-30.3%

Note: Dollars (\$) are in constant 2018 dollars; NA = not applicable.

Source: IMLS, State Library Administrative Agencies Survey, FY 2004–18.

Table G-9. Trend in per Person Revenues for SLAAs in Department of Education Agencies: FY 2004–18

Fiscal Year	Per Person Revenue	Person Revenue Percent Change		Per Person LSTA Revenue	LSTA Revenue per Person Percent Change	
		From Previous FY	From FY 2004		From Previous FY	From FY 2004
2004	\$6.80	NA	NA	\$0.67	NA	NA
2005	\$6.69	-1.62%	-1.62%	\$0.67	0%	0%
2006	\$6.66	-0.45%	-2.06%	\$0.68	1.49%	1.49%
2007	\$7.18	7.81%	5.59%	\$0.67	-1.47%	0%
2008	\$7.29	1.53%	7.21%	\$0.63	-5.97%	-5.97%
2009	\$6.65	-8.78%	-2.21%	\$0.58	-7.94%	-13.43%
2010	\$6.04	-9.17%	-11.18%	\$0.64	10.34%	-4.48%
2012	\$5.64	-6.62%	-17.06%	\$0.54	-15.62%	-19.4%
2014	\$5.56	-1.42%	-18.24%	\$0.53	-1.85%	-20.9%
2016	\$5.35	-3.78%	-21.32%	\$0.49	-7.55%	-26.87%
2018	\$4.51	-15.7%	-33.68%	\$0.48	-2.04%	-28.36%

Note: Dollars (\$) are in constant 2018 dollars; NA = not applicable.

Source: IMLS, State Library Administrative Agencies Survey, FY 2004–18.

Table G-10. Trend in per Person Expenditures for SLAAs in Department of Education Agencies: FY 2004–18

Fiscal Year	Per Person Expenditures	Per Person Expenditures Percent Change		Per Person LSTA Expenditures	LSTA Expenditures per Person Percent Change	
		From Previous FY	From FY 2004		From Previous FY	From FY 2004
2004	\$6.77	NA	NA	\$0.67	NA	NA
2005	\$6.61	-2.36%	-2.36%	\$0.67	0%	0%
2006	\$6.72	1.66%	-0.74%	\$0.71	5.97%	5.97%
2007	\$7.21	7.29%	6.50%	\$0.71	0%	5.97%
2008	\$7.39	2.50%	9.16%	\$0.63	-11.27%	-5.97%
2009	\$6.75	-8.66%	-0.30%	\$0.59	-6.35%	-11.94%
2010	\$5.98	-11.41%	-11.67%	\$0.62	5.08%	-7.46%
2012	\$5.93	-0.84%	-12.41%	\$0.58	-6.45%	-13.43%
2014	\$5.45	-8.09%	-19.50%	\$0.56	-3.45%	-16.42%
2016	\$5.31	-2.57%	-21.57%	\$0.52	-7.14%	-22.39%
2018	\$4.44	-16.38%	-34.42%	\$0.46	-11.54%	-31.34%

Note: Dollars (\$) are in constant 2018 dollars; NA = not applicable.

Source: IMLS, State Library Administrative Agencies Survey, FY 2004–18.

Table G-11. Trend in per Person Revenues for SLAAs in Department of State/Administration Agencies: FY 2004–18

Fiscal Year	Per Person Revenue	Person Revenue Percent Change		Per Person LSTA Revenue	LSTA Revenue per Person Percent Change	
		From Previous FY	From FY 2004		From Previous FY	From FY 2004
2004	\$5.14	NA	NA	\$0.67	NA	NA
2005	\$4.86	-5.45	-5.45	\$0.65	-2.99	-2.99
2006	\$4.62	-4.94	-10.12	\$0.63	-3.08	-5.97
2007	\$4.67	1.08	-9.14	\$0.60	-4.76	-10.45
2008	\$4.34	-7.07	-15.56	\$0.63	5.00	-5.97
2009	\$3.81	-12.21	-25.88	\$0.60	-4.76	-10.45
2010	\$3.34	-12.34	-35.02	\$0.61	1.67	-8.96
2012	\$3.16	-5.39	-38.52	\$0.55	-9.84	-17.91
2014	\$3.42	8.23	-33.46	\$0.53	-3.64	-20.90
2016	\$2.54	-25.73	-50.58	\$0.49	-7.55	-26.87
2018	\$2.80	10.24	-45.53	\$0.49	0	-26.87

Note: Dollars (\$) are in constant 2018 dollars; NA = not applicable.

Source: IMLS, State Library Administrative Agencies Survey, FY 2004–18.

Table G-12. Trend in per Person Expenditures for SLAAs in Department of State/Administration Agencies: FY 2004–18

Fiscal Year	Per Person Expenditures	Per Person Expenditures Percent Change		Per Person LSTA Expenditures	LSTA Expenditures per Person Percent Change	
		From Previous FY	From FY 2004		From Previous FY	From FY 2004
2004	\$5.02	NA	NA	\$0.65	NA	NA
2005	\$4.76	-5.18%	-5.18%	\$0.65	0%	0%
2006	\$4.58	-3.78%	-8.76%	\$0.65	0%	0%
2007	\$4.55	-0.66%	-9.36%	\$0.61	-6.15%	-6.15%
2008	\$4.37	-3.96%	-12.95%	\$0.63	3.28%	-3.08%
2009	\$3.81	-12.81%	-24.1%	\$0.61	-3.17%	-6.15%
2010	\$3.41	-10.50%	-32.07%	\$0.61	0%	-6.15%
2012	\$3.09	-9.38%	-38.45%	\$0.56	-8.2%	-13.85%
2014	\$3.32	7.44%	-33.86%	\$0.52	-7.14%	-20%
2016	\$2.50	-24.70%	-50.2%	\$0.48	-7.69%	-26.15%
2018	\$2.60	4.00%	-48.21%	\$0.46	-4.17%	-29.23%

Note: Dollars (\$) are in constant 2018 dollars; NA = not applicable.

Source: IMLS, State Library Administrative Agencies Survey, FY 2004–18.

Table G-13. Trend in per Person Revenues for SLAAs in Other Agency: FY 2004–18

Fiscal Year	Per Person Revenue	Person Revenue Percent Change		Per Person LSTA Revenue	LSTA Revenue per Person Percent Change	
		From Previous FY	From FY 2004		From Previous FY	From FY 2004
2004	\$3.84	NA	NA	\$0.65	NA	NA
2005	\$4.21	9.64%	9.64%	\$0.67	3.08%	3.08%
2006	\$3.81	-9.50%	-0.78%	\$0.61	-8.96%	-6.15%
2007	\$3.90	2.36%	1.56%	\$0.65	6.56%	0%
2008	\$3.77	-3.33%	-1.82%	\$0.60	-7.69%	-7.69%
2009	\$3.74	-0.80%	-2.60%	\$0.59	-1.67%	-9.23%
2010	\$3.68	-1.60%	-4.17%	\$0.61	3.39%	-6.15%
2012	\$3.05	-17.12%	-20.57%	\$0.57	-6.56%	-12.31%
2014	\$2.70	-11.48%	-29.69%	\$0.48	-15.79%	-26.15%
2016	\$2.99	10.74%	-22.14%	\$0.48	0%	-26.15%
2018	\$2.90	-3.01%	-24.48%	\$0.45	-6.25%	-30.77%

Note: Dollars (\$) are in constant 2018 dollars; NA = not applicable.

Source: IMLS, State Library Administrative Agencies Survey, FY 2004–18.

Table G-14. Trend in per Person Expenditures for SLAAs in Other Agency: FY 2004–18

Fiscal Year	Per Person Expenditures	Per Person Expenditures Percent Change		Per Person LSTA Expenditures	LSTA Expenditures per Person Percent Change	
		From Previous FY	From FY 2004		From Previous FY	From FY 2004
2004	\$3.90	NA	NA	\$0.69	NA	NA
2005	\$4.23	8.46%	8.46%	\$0.66	-4.35%	-4.35%
2006	\$3.81	-9.93%	-2.31%	\$0.58	-12.12%	-15.94%
2007	\$3.87	1.57%	-0.77%	\$0.65	12.07%	-5.80%
2008	\$3.69	-4.65%	-5.38%	\$0.58	-10.77%	-15.94%
2009	\$3.79	2.71%	-2.82%	\$0.59	1.72%	-14.49%
2010	\$3.58	-5.54%	-8.21%	\$0.59	0%	-14.49%
2012	\$3.07	-14.25%	-21.28%	\$0.58	-1.69%	-15.94%
2014	\$2.69	-12.38%	-31.03%	\$0.49	-15.52%	-28.99%
2016	\$2.95	9.67%	-24.36%	\$0.49	0%	-28.99%
2018	\$2.95	0%	-24.36%	\$0.44	-10.2%	-36.23%

Note: Dollars (\$) are in constant 2018 dollars; NA = not applicable.

Source: IMLS, State Library Administrative Agencies Survey, FY 2004–18.

SLAA Workforce

Table G-15. SLAA FTE per Million Residents by State, FY 2018

SLAA	Population	Population in Millions	FTE	FTE per Million Residents
Alabama	4,887,871	4.89	33.5	6.9
Alaska	737,438	0.74	24.0	32.5
Arizona	7,171,646	7.17	68.0	9.5
Arkansas	3,013,825	3.01	50.0	16.6
California	39,557,045	39.56	137.5	3.5
Colorado	5,695,564	5.70	39.4	6.9
Connecticut	3,572,665	3.57	87.3	24.4
Delaware	967,171	0.97	14.1	14.6
District of Columbia	702,455	0.70	6.0	8.5
Florida	21,299,325	21.30	69.0	3.2
Georgia	10,519,475	10.52	50.1	4.8
Hawaii	1,420,491	1.42	4.0	2.8
Idaho	1,754,208	1.75	37.5	21.4
Illinois	12,741,080	12.74	69.8	5.5
Indiana	6,691,878	6.69	73.1	10.9
Iowa	3,156,145	3.16	26.0	8.2
Kansas	2,911,505	2.91	27.0	9.3
Kentucky	4,468,402	4.47	61.0	13.7
Louisiana	4,659,978	4.66	44.0	9.4
Maine	1,338,404	1.34	41.1	30.7
Maryland	6,042,718	6.04	25.0	4.1
Massachusetts	6,902,149	6.90	21.6	3.1
Michigan	9,995,915	10.00	32.0	3.2
Minnesota	5,611,179	5.61	13.5	2.4
Mississippi	2,986,530	2.99	44.0	14.7
Missouri	6,126,452	6.13	42.0	6.9
Montana	1,062,305	1.06	36.0	33.9
Nebraska	1,929,268	1.93	39.3	20.3
Nevada	3,034,392	3.03	29.5	9.7
New Hampshire	1,356,458	1.36	24.1	17.7
New Jersey	8,908,520	8.91	110.0	12.3
New Mexico	2,095,428	2.10	45.5	21.7
New York	19,542,209	19.54	92.9	4.8
North Carolina	10,383,620	10.38	69.0	6.6
North Dakota	760,077	0.76	29.0	38.2
Ohio	11,689,442	11.69	55.0	4.7
Oklahoma	3,943,079	3.94	35.0	8.9

SLAA	Population	Population in Millions	FTE	FTE per Million Residents
Oregon	4,190,713	4.19	40.0	9.6
Pennsylvania	12,807,060	12.81	38.0	3.0
Rhode Island	1,057,315	1.06	10.5	9.9
South Carolina	5,084,127	5.08	40.0	7.9
South Dakota	882,235	0.88	22.5	25.5
Tennessee	6,770,010	6.77	144.0	21.3
Texas	28,701,845	28.70	174.5	6.1
Utah	3,161,105	3.16	52.7	16.7
Vermont	626,299	0.63	18.0	28.7
Virginia	8,517,685	8.52	126.7	14.9
Washington	7,535,591	7.54	64.6	8.6
West Virginia	1,805,832	1.81	46.0	25.5
Wisconsin	5,813,568	5.81	22.3	3.8
Wyoming	577,737	0.58	19.0	32.9

Note: Dash (-) indicates no data reported.

Information in **Table G-15** is shown in **Figure 12**.

Table G-16. Number, Average, and Percentage of FTE by Administrative Structure and Staff Type, FY 2018

Administrative Structure	Staff Type				
	Administration	Library Development	Library Services	Other Services	Total Staffing
TOTAL (n=51)					
Number of FTE	361	507	1,201	455	2,524
Average Number FTE	7.1	9.9	23.5	8.9	49.5
% of FTE	14%	20%	48%	18%	100%
Independent agency/Legislative branch (n=20)					
Number of FTE	196	232	458	215	1,101
Average Number FTE	9.8	11.6	22.9	10.8	55.1
% of FTE	18%	21%	42%	20%	100%
Dept. of State or Administration (n=10)					
Number of FTE	36	81	184	104	404
Average Number FTE	3.6	8.1	18.4	10.4	40.4
% of FTE	9%	20%	45%	26%	100%
Dept. of Education (n=13)					
Number of FTE	69	114	301	93	577
Average Number FTE	5.3	8.8	23.2	7.1	44.4
% of FTE	12%	20%	52%	16%	100%
Other agency (n=8)					
Number of FTE	60	80	258	43	441
Average Number FTE	7.4	10.0	32.3	5.4	55.1
% of FTE	13%	18%	59%	10%	100%

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Table G-17. Number of FTE Staff per Million Residents by Administrative Structure: FY 2006–18

Fiscal Year	Department of Education	Department of State/ Administration	Independent Agency/Legislative Branch	Other Agency	National
2006	12.78	9.23	11.55	12.06	11.59
2007	12.83	9.44	11.38	11.74	11.5
2008	12.21	9.43	11.06	11.58	11.19
2009	10.48	9.85	9.77	12.45	10.34
2010	8.66	8.95	10.02	11.19	9.61
2012	10.57	8.43	8.19	10.46	8.97
2014	8.2	7.69	8.50	10.00	8.45
2016	7.72	8.44	7.60	10.21	8.15
2018	7.13	6.61	7.75	10.29	7.72

Source: IMLS, State Library Administrative Agencies Survey, FY 2006–18.

Information in **Table G-17** is shown in **Figure 13**.

Table G-18. Number of FTE Staff per Million Residents by Position Type and Administrative Structure: FY 2006–18

Position Type	2006	2007	2008	2009	2010	2012	2014	2016	2018
Administration									
Independent/Legislative	1.87	1.79	1.74	1.63	1.6	1.12	1.31	1.44	1.38
Dept. of Education	1.4	1.39	1.33	1.11	1.03	1.38	1.05	1	0.86
Dept. of State/Admin.	0.8	0.73	0.77	0.99	0.9	0.93	0.89	0.6	0.58
Other Agency	1.48	1.56	1.41	1.58	1.55	1.22	1.15	1.38	1.39
National	1.52	1.49	1.43	1.36	1.32	1.15	1.14	1.14	1.1
Library development									
Independent/Legislative	2.22	2.24	2.3	2.39	2.3	1.95	2.06	1.53	1.63
Dept. of Education	2.16	2.21	2.17	1.6	1.59	2.18	1.53	1.45	1.41
Dept. of State/Admin.	2.07	2.02	1.99	1.68	1.73	1.77	1.56	2.12	1.32
Other Agency	1.82	1.82	2.23	2.38	2.12	2.15	1.79	1.78	1.87
National	2.12	2.14	2.21	2.04	1.98	1.98	1.78	1.66	1.55
Library services									
Independent/Legislative	5.13	5.35	4.91	4.12	4.39	3.63	3.49	3.19	3.22
Dept. of Education	7.44	7.33	7.03	6.35	5.07	5.52	4.89	4.29	3.72
Dept. of State/Admin.	4.37	4.46	4.67	4.57	4.04	3.57	3.14	3.57	3.01
Other Agency	7.84	7.33	7.12	7.53	6.62	6.32	6.36	6.11	6.03
National	6.04	5.98	5.77	5.28	4.82	4.31	4.18	3.95	3.67
Other services									
Independent/Legislative	2.33	2	2.11	1.63	1.73	1.49	1.64	1.45	1.51
Dept. of Education	1.78	1.91	1.68	1.43	0.96	1.48	0.72	0.99	1.14
Dept. of State/Admin.	2	2.22	2	2.61	2.28	2.16	2.09	2.15	1.71
Other Agency	0.91	1.04	0.82	0.96	0.89	0.76	0.71	0.94	1.01
National	1.91	1.88	1.77	1.66	1.5	1.52	1.35	1.4	1.39

Source: IMLS, State Library Administrative Agencies Survey, FY 2006–18.

SLAA Services

Table G-19. Number of SLAAs Providing Each Service (Either Directly or via Contracted Services) to Each Type of Library or Library Cooperatives, FY 2018

Types of Services	Type of Library				
	Public	Academic	School	Special	Library Cooperatives
Services to Libraries and Library Cooperatives					
LSTA statewide services	51	34	34	33	30
Collection of library statistics	50	7	6	6	19
Consulting services	49	27	30	29	30
Library legislation preparation/review	43	19	20	17	24
LSTA State program grants	42	28	24	21	25
State standards/guidelines	42	4	9	4	13
Administration of State aid	40	7	5	7	22
Administration of library system support	27	6	8	6	19
Certification of librarian	23	4	4	5	9
Accreditation of libraries	13	0	0	0	3
Operational Assistance					
Interlibrary loan referral services	42	36	34	34	24
Reference referral services	42	36	35	35	27
Cooperative purchasing of library materials	36	17	17	16	13
Coordination/Integration					
Statewide resource sharing	50	36	35	31	31
Universal Service Program (review and approval of technology plans)	37	0	1	1	14
Statewide coordinated digital program or service	30	19	20	17	18
Statewide public relations/library promotion campaigns	29	16	17	14	18
Statewide virtual reference service	17	15	14	13	8
Involvement in the acquisition of other federal program funds	14	1	1	2	5
Program Assistance					
Continuing education programs	50	37	37	38	31
Library planning/ evaluation/research	50	19	21	18	26
Summer reading programs	49	0	13	5	13
Statewide reading programs	41	5	18	7	12
Literacy programs	36	7	13	7	13
Preservation/conservation services	15	10	8	11	8

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Table G-20. SLAAs Providing Services to Libraries and/or Library Cooperatives and Program Assistance by Type of Service/Assistance, FY 2018

SLAA	Services to Libraries and Library Cooperatives			Program Assistance		
	LSTA Statewide	Consulting Services	LSTA Statewide Grant Programs	Continuing Education Programs	Literacy Program Support	Statewide Reading Programs
Alabama	Y	Y	Y	Y	N	N
Alaska	Y	Y	Y	Y	Y	Y
Arizona	Y	Y	Y	Y	Y	Y
Arkansas	Y	Y	N	Y	N	Y
California	Y	Y	Y	Y	Y	Y
Colorado	Y	Y	Y	Y	Y	Y
Connecticut	Y	Y	Y	Y	Y	Y
Delaware	Y	Y	N	Y	N	Y
District of Columbia	Y	N	Y	N	Y	Y
Florida	Y	Y	Y	Y	N	N
Georgia	Y	Y	Y	Y	Y	Y
Hawaii	Y	Y	Y	Y	Y	Y
Idaho	Y	Y	Y	Y	Y	Y
Illinois	Y	Y	Y	Y	Y	Y
Indiana	Y	Y	Y	Y	Y	Y
Iowa	Y	Y	Y	Y	N	Y
Kansas	Y	N	Y	Y	N	Y
Kentucky	Y	Y	Y	Y	N	N
Louisiana	Y	Y	N	Y	Y	Y
Maine	Y	Y	N	Y	Y	Y
Maryland	Y	Y	Y	Y	Y	Y
Massachusetts	Y	Y	Y	Y	Y	Y
Michigan	Y	Y	Y	Y	N	Y
Minnesota	Y	Y	Y	Y	N	N
Mississippi	Y	Y	Y	Y	N	Y
Missouri	Y	Y	Y	Y	Y	Y
Montana	Y	Y	N	Y	Y	Y
Nebraska	Y	Y	Y	Y	Y	Y
Nevada	Y	Y	Y	Y	N	Y
New Hampshire	Y	Y	Y	Y	Y	Y
New Jersey	Y	Y	Y	Y	Y	Y
New Mexico	Y	Y	Y	Y	Y	Y
New York	Y	Y	N	Y	Y	Y
North Carolina	Y	Y	Y	Y	N	N

Appendix G: Supporting SLAA Data Tables, FY 2018

SLAA	Services to Libraries and Library Cooperatives			Program Assistance		
	LSTA Statewide	Consulting Services	LSTA Statewide Grant Programs	Continuing Education Programs	Literacy Program Support	Statewide Reading Programs
North Dakota	Y	Y	Y	Y	N	N
Ohio	Y	Y	Y	Y	Y	Y
Oklahoma	Y	Y	Y	Y	Y	Y
Oregon	Y	Y	Y	Y	Y	Y
Pennsylvania	Y	Y	Y	Y	Y	Y
Rhode Island	Y	Y	N	Y	Y	Y
South Carolina	Y	Y	Y	Y	Y	Y
South Dakota	Y	Y	Y	Y	Y	Y
Tennessee	Y	Y	Y	Y	Y	N
Texas	Y	Y	Y	Y	Y	Y
Utah	Y	Y	Y	Y	N	Y
Vermont	Y	Y	Y	Y	Y	N
Virginia	Y	Y	Y	Y	Y	Y
Washington	Y	Y	Y	Y	Y	Y
West Virginia	Y	Y	Y	Y	Y	Y
Wisconsin	Y	Y	Y	Y	Y	N
Wyoming	Y	Y	N	Y	N	Y

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.

Table G-21. SLAAs Providing Coordination or Integration of Services and Operational Assistance by Type of Service/Assistance, FY 2018

SLAA	Coordination or Integration Services				Operational Assistance		
	Statewide Resource Sharing	Statewide Coordination of Digital Programs/ Services	Statewide Virtual Reference Service	Acquisition of Other Federal Program Funds	I/L Loan Referral	Reference Referral	Cooperative Purchase of Materials
Alabama	Y	N	N	N	Y	Y	N
Alaska	Y	Y	N	N	Y	Y	Y
Arizona	Y	Y	N	Y	N	Y	Y
Arkansas	Y	N	N	N	Y	Y	N
California	Y	Y	N	N	N	Y	N
Colorado	Y	Y	N	N	N	Y	N
Connecticut	Y	N	N	Y	Y	N	N
Delaware	Y	Y	Y	N	Y	N	Y
District of Columbia	Y	N	N	N	Y	Y	Y
Florida	Y	Y	Y	N	Y	Y	N
Georgia	Y	Y	N	N	Y	Y	Y
Hawaii	Y	Y	Y	Y	Y	Y	Y
Idaho	Y	N	N	N	N	N	N
Illinois	Y	N	Y	N	N	N	N
Indiana	Y	Y	Y	Y	Y	Y	Y
Iowa	Y	Y	Y	Y	Y	Y	Y
Kansas	Y	N	N	N	Y	Y	Y
Kentucky	Y	N	N	N	N	Y	Y
Louisiana	Y	N	Y	N	Y	Y	Y
Maine	Y	Y	N	Y	Y	Y	Y
Maryland	Y	Y	Y	N	Y	Y	N
Massachusetts	Y	Y	Y	Y	Y	Y	Y
Michigan	Y	Y	N	N	Y	Y	N
Minnesota	Y	N	N	N	Y	N	N
Mississippi	Y	Y	N	N	Y	Y	N
Missouri	Y	Y	N	N	Y	N	N
Montana	Y	Y	N	N	Y	Y	Y
Nebraska	Y	Y	Y	Y	Y	Y	Y
Nevada	Y	N	N	N	Y	Y	N
New Hampshire	Y	Y	Y	N	Y	Y	Y
New Jersey	Y	N	N	N	Y	Y	N
New Mexico	Y	N	N	N	Y	Y	N

Appendix G: Supporting SLAA Data Tables, FY 2018

SLAA	Coordination or Integration Services				Operational Assistance		
	Statewide Resource Sharing	Statewide Coordination of Digital Programs/ Services	Statewide Virtual Reference Service	Acquisition of Other Federal Program Funds	I/L Loan Referral	Reference Referral	Cooperative Purchase of Materials
New York	Y	Y	N	Y	Y	Y	Y
North Carolina	Y	N	N	N	N	Y	Y
North Dakota	Y	Y	N	N	Y	Y	Y
Ohio	Y	N	N	Y	Y	Y	N
Oklahoma	Y	N	Y	N	Y	Y	Y
Oregon	Y	Y	Y	N	N	Y	N
Pennsylvania	Y	Y	Y	N	Y	Y	N
Rhode Island	Y	N	Y	N	Y	Y	N
South Carolina	Y	Y	Y	Y	Y	Y	N
South Dakota	Y	N	N	N	Y	Y	N
Tennessee	Y	N	N	N	Y	N	Y
Texas	Y	N	N	N	Y	N	Y
Utah	Y	N	N	N	Y	N	N
Vermont	Y	Y	N	Y	Y	Y	Y
Virginia	Y	Y	N	Y	Y	Y	Y
Washington	Y	Y	Y	Y	Y	Y	Y
West Virginia	Y	Y	Y	N	Y	Y	Y
Wisconsin	Y	Y	N	N	Y	Y	Y
Wyoming	Y	Y	N	N	Y	Y	Y

Source: IMLS, State Library Administrative Agencies Survey, FY 2018.