



NEVADA STATE LIBRARY AND ARCHIVES
DEPARTMENT OF ADMINISTRATION

LSTA Five-Year State Plan

2013 – 2017

**Presented to
Institute of Museum & Library Services**



Nevada State Library and Archives
100 North Stewart Street
Carson City, NV 89701



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Introduction

The Nevada State Library and Archives (NSLA) has developed its Five-Year LSTA State Plan that identifies the goals, objectives and programs that are consistent with the purposes of the Library Services and Technology Act (LSTA) federal program. The plan has been prepared in accordance with Public Law 20 U.S.C. 9121, the Library Services and Technology Act of 1996 (as re-authorized in 2003 and 2010). Its purpose is to comply with Section 224 (b) and to show how funds under the Act will contribute to meeting library needs in Nevada.

The overall goal of the State Library program is to assure access to library resources and services that meet the informational, educational, cultural, and recreational needs of all Nevadans.

Overview

There are 22 public library entities serving Nevada: ten county libraries, nine district libraries, one city-county library, one municipal library district, and one tri-county library system. While public library service is available in all regions of the state, some areas have a very minimal level of service, and much of that populace is underserved.

Large libraries support the two University of Nevada campuses in Reno and Las Vegas. There are also five colleges with main libraries and branches cooperatively linked with the catalog and circulation services of Nevada's University and College system.

Nevada has 17 public school districts including over 550 school sites. At least 35 special libraries offer varying levels of service to the public throughout the state.

Mission Statement

The Nevada State Library and Archives (NSLA) provides comprehensive government information services to state and local government and Nevada citizens through relevant, efficient library, archives, and records management programs.

Needs Assessment

This plan was developed from findings and recommendations from multiple sources. The foundation for the planning process was the evaluation of the LSTA program from 2008-2012. The State Library and Archives staff used a range of information sources to review this five year timeframe of the LSTA. The process to develop the LSTA Five Year Evaluation report also engaged the Nevada library community. NSLA engaged an independent contract team, REAP

Change Consultants, to review the program and make recommendations for the next plan. The evaluators used several methods that gleaned stakeholder input including online surveys, focus groups, interviews and review of program documentation.

The Administrator for NSLA also established an LSTA State Plan Steering Committee to assist in the direction and development of the next LSTA Five Year Plan. The group was composed of representatives of public, school and academic libraries. Representation also included rural and urban constituents.

As the planning process continued, NSLA contracted with a facilitator to run focus groups and to work with the LSTA State Plan Steering Committee. From these meetings, the facilitator produced meeting records from all the participants. The meeting records of the public meetings have been a key component in the development of the five-year plan.

Federal LSTA Priorities

1. Expand services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages in order to support such individuals' needs for education, lifelong learning, workforce development, and digital literacy skills;
2. Establish or enhance electronic and other linkages and improve coordination among and between libraries and entities, as described in 20 U.S.C. § 9134(b)(6), for the purpose of improving the quality of and access to library and information services;
3. (a) provide training and professional development, including continuing education, to enhance the skills of the current library workforce and leadership, and advance the delivery of library and information services, and (b) enhance efforts to recruit future professionals to the field of library and information services;
4. Develop public and private partnerships with other agencies and community-based organizations;
5. Target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills;
6. Target library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children (from birth through age 17) from families with incomes below the poverty line (as defined by the Office of Management and Budget and revised annually in accordance with 42 U.S.C. § 9902(2)) applicable to a family of the size involved;
7. Develop library services that provide all users access to information through local, State, regional, national, and international collaborations and networks; and

Goals

The following goals represent the direction of the Library Services and Technology Act in Nevada. All goals are considered equal in priority.

Goal I: Strengthen Nevada libraries' ability to effectively respond to community needs through assessment, planning and training.

(LSTA Priorities 3, 5, 6 & 7)

Objective: Identify local, regional and statewide library needs of consumers.

Objective: Develop training and grant opportunities to address the identified needs.

Programs

Provide training and support for needs assessment at local, regional and statewide levels that identify the information and access needs of users.

Fund the development of robust, user-focused library plans.

Program Activities

- Review and extend current in-state assessment tools for potential use in other areas of the state.
- Analyze, purchase and utilize assessment tools to discover user distinctions for all regions of Nevada.
- Review and identify mechanisms to track emerging user trends in information access.
- Provide training to library staff and boards for assessment and planning.
- Explore technology and information, in context with societal trends, to develop a view for the future library
- Develop appropriate and responsive communication to share ideas on ascertaining local needs in order to promote best-practice concepts
- Provide grant opportunities to libraries to develop user focused plans.

Timeline October 2012 – September 2017

- Training will be ongoing – training events will be assessed annually
- Review of assessment tools and practices (2013 – 2014)
- Sub-grants are open annually

Outcomes/Impacts

1. Workshops participants will report an increase in knowledge and understanding of doing user based assessments and plans.
2. Best practices for assessment and planning will be published for the Nevada library community
3. Libraries will develop robust, user-focused plans.

Goal II: Encourage Nevada libraries to develop and use partnerships and collaboration to maximize user resources and services throughout the state. (LSTA Priorities 3 & 4)

Objective: Cultivate collaborative processes and projects to improve access to and availability of resources and services.

Programs

Develop and extend services, resources and programming through partnerships with libraries and other organizations and agencies.

Convene regional and statewide meetings to develop partnership and collaborative opportunities for various types of libraries and library related organizations.

Program Activities

- Coordinate statewide and regional meetings to explore, develop and expand collaboration and partnership information and opportunities
- Initiate and expand statewide projects that support partnerships between libraries with external partners
- Sustain cooperative library efforts to digitize relevant Nevada resources
- Develop training opportunities to enhance competency for library staff in collaboration and partnership development
- Develop a range of communication mechanisms to facilitate access to ideas for collaboration and partnerships in order to promote best-practices
- Provide grant opportunities to libraries that create and/or add resources and services through collaborations and partnerships to meet identified needs.

Timeline October 2012 – September 2017

- Planning for meetings and trainings initiated in FFY 2013
- Meetings and trainings begin in FFY 2014
- Training will be ongoing after initiation – training events will be assessed annually
- Sub-grants are open annually

Outcomes/Impact

1. Meeting attendees will have an increase in knowledge and understanding on collaborative and partnership process and opportunities.
2. Workshop participants will report an increase in knowledge and understanding of identifying and adopting collaborative processes.
3. An increase in new and expanded collaborative library projects that benefit library users.

Goal III: Nevada libraries will provide responsive learning environments for Nevada residents. (LSTA Priorities 1 & 3)

Objective: Expand and enhance libraries ability to meet the spectrum of learning and information needs of their communities.

Programs

Support reading and literacy programming in Nevada libraries.

Develop programs and resources to reach the underserved and challenged populations.

Support Nevada Talking Books program for persons with visual or physical disabilities.

Program Activities

- Support the statewide reading initiatives, including Summer Reading Programs, El Dia de los Ninos., and Center for the Book.
- Support emergent and early literacy programs and initiatives through competitive grants.
- Identify and support services/resources to engage readers of all ages, backgrounds, and abilities.
- Review, update and extend the Talking Books outreach program to target population.
- Sustain Talking Books to record unique Nevada and Great Basin materials for local and national use.
- Initiate an assessment of the impact of Talking Book services in meeting the needs of targeted users.
- Develop training opportunities for library staff to improve their knowledge and skills for early and emergent literacy programming.
- Provide grant opportunities to libraries to address user-defined life-long learning and information needs.

Timeline October 2012 – September 2017

- Support for reading and literacy programs is ongoing
- Talking Book services are ongoing
- Talking Book assessment to be initiated by FFY 2014
- Training will be ongoing – training events will be assessed annually
- Sub-grants are open annually

Outcomes/Impact

1. Participants in Summer Reading program will report more enjoyments and enthusiasm for reading

2. Advance outreach of Talking Books to target populations – identified by increase of 5 % utilization above benchmark year (2012)
3. Public library staff will have an improved knowledge of the Talking Books program and how to connect users to its resources.
4. Add unique regional recorded content to the Talking Books program.
5. Workshop participants will report an increase in knowledge and understanding of early and emergent literacy
6. Additional libraries will offer programs to increase literacy.

Goal IV: Build capacity of libraries to meet user identified access needs.
(LSTA Priorities 1, 2 & 3)

Objective: Assist libraries in creatively adapting to societal and technological change.
Objective: Develop Nevada libraries to be the gateways to information for their communities.

Programs

Support online resources and services to extend and enhance information access to Nevada communities.

Develop technology and information literacy initiatives to meet community needs.

Support the libraries role in workforce development for the communities.

Program Activities

- Coordinate agreements and purchases of statewide electronic resources and services for effective and efficient delivery to users.
- Assess best mechanisms to provide statewide/regional information resources and services to support user needs.
- Encourage local and regional library initiatives to utilize technologies that enable user-driven/created library programming and services.
- Develop training opportunities for library staff to cultivate knowledge and skills on current and developing technology and devices
- Support projects for training for the public that extend access to technologies, resources, and programming, especially digital & technology literacy
- Support library projects that emphasize development of resources and programs to businesses and job seekers
- Continue administrative support of LSTA priorities in the state

Timeline October 2012 – September 2017

- Statewide services will operate annually and will be review and assessed annually
- Training will be ongoing – training events will be assessed annually
- Sub-grants are open annually
- LSTA Administration to be conducted annually

Outcomes/Impact

1. Users will be integral in the development of library services and programs.
2. Libraries will be seen as vital for economic and community success.
3. Workshop participants will report an increase in knowledge and understanding of current and developing technology and devices in library service.

Coordination Efforts

NSLA and the State Council on Libraries and Literacy are committed to working with agencies and organization that can leverage the federal and state investment of the LSTA priorities identified in this plan. As projects unfold for the priorities under this new plan, NSLA will work actively with potential partners to effectively and efficiently achieve Nevada's goals.

Evaluation Plan

Evaluation of the progress towards meeting the goals of this plan is the responsibility of the Nevada State Library and Archives (NSLA) staff with advice from the State Council on Libraries and Literacy. NSLA will assess current evaluation methods to identify the best practices to gather evaluative data to highlight progress on stated outcomes and impacts. NSLA will also review emerging trends in library program evaluation, such as the Edge initiative, for use in the program.

As part of evaluation, NSLA will continue its monitoring processes. Individual programs and projects will be reviewed based on several factors. Project directors are required to submit semi-annual narratives, reimbursement requests, quarterly financial reports, and final evaluation and fiscal reports. Project directors are also be contacted by NSLA staff throughout the grant year. Contact may be by telephone, email or site visits. Site visits will be concentrated on projects which require additional assistance and to gather more information about grant procedures from various levels in the grant process.

Information gathered as part of the monitoring process will be one factor used to determine the success of the implementation of this plan. The data will be incorporated into the assessment for the five year evaluation process of the LSTA program in Nevada. NSLA expects to contract with an independent consultant to complete the comprehensive five year evaluation.

Stakeholder Involvement

The Nevada State Library and Archives (NSLA) will continue to use the State Council on Libraries and Literacy as the mechanism to provide advice and feedback on the LSTA program. Librarians and library users are represented on the Council under the terms of the Nevada Revised Statutes (NRS 380A.041). As a part of each Council meeting, time is designated public input, where other persons interested in the LSTA program may make comments and suggestions. Membership on the Council includes representatives of public and other types of libraries, library trustees and the users of libraries. These members of the

Council are appointed by the Governor to serve three year terms. The Council meets at least three times per year.

The mission of the State Council on Libraries and Literacy is:

- To foster and further the establishment and proper maintenance of superior libraries and literacy programs. To promote the acquisition of resources, facilities, professional staffs and auxiliary personnel fully to support library and literacy services. The Council's purview under the Nevada Revised Statutes allows for the overview and study of existing library facilities, literacy services, resources and services and for the formulation of recommendations to strengthen and expand these components.

In order to address the mission, the Council advises the State Library Administrator on the following: development of the long-range plan; program administration policies; annual grant criteria, priorities, and categories; the process and calendar for each year; and grant applications and recommendations for grant awards.

NSLA will review and adopt additional ways to involve key groups and individuals in LSTA decision making process in the next five year cycle. The State Library Administrator will continue to use the semi-annual Library Directors meeting to solicit suggestions and recommendations. A combined meeting of library directors and the State Council on Libraries and Literacy on LSTA issues is planned for fall 2012.

Communication and Public Availability

The LSTA program will continue to be available to librarians and library users alike. The Nevada State Library and Archives publishes information on the LSTA program in both print and electronic formats. LSTA will continue its presence on the department's website. Information is routinely disseminated via email lists to public, school, academic and special libraries. The LSTA application forms are revised annually as is the publication, *LSTA Program Guidelines*. This information is distributed to potential applicants and all those interested in the program. Documentation on programmatic and administrative components of the LSTA program is posted on the LSTA website. NSLA will provide statewide training/information programs for all potential grant applicants and will review various forms of communication technology to maximize contact with the library community.

Assurances

The required assurances and certifications will be submitted to the Institute of Museum and Library Services, Washington, D.C.

Nevada LSTA State Plan, 2013 - 2017

LSTA Focal Areas by Goal and Objective

Objectives	Focal Area	LSTA priority
Goal #1		
Provide training and support for needs assessment at local, regional and statewide levels that identify the information and access needs of users.	Lifelong Learning	#3 – Training & Professional development
Fund the development of robust, user-focused library plans.	Institutional Capacity	#1 - Services for learning & access
Goal #2		
Develop and extend services, resources and programming through partnerships with libraries and other organizations and agencies.	Civic Engagement	#4 – Partnerships
Convene regional and statewide meetings to develop partnership and collaborative opportunities for various types of libraries and library related organizations.	Lifelong Learning	#1 – Services for learning and access
Goal #3		
Support reading and literacy programming in Nevada libraries.	Lifelong Learning	# 5 – Services for literacy
Develop programs and resources to reach the underserved and challenged populations	Lifelong Learning	#6 – Difficulty using the library
Support Nevada Talking Books program for persons with visual or physical disabilities.	Lifelong Learning	#5 – Services to diverse groups and literacy
Goal #4		
Support online resources and services to extend and enhance information access to Nevada communities.	Information Access	#2 Electronic and other linkages
Develop technology and information literacy initiatives to meet community needs	Public Access to Information	#5 - Services to diverse groups & literacy
Support the libraries role in workforce development for the communities	Employment & Business Development	#1 – Services for learning & access