Getting started with Blackboard
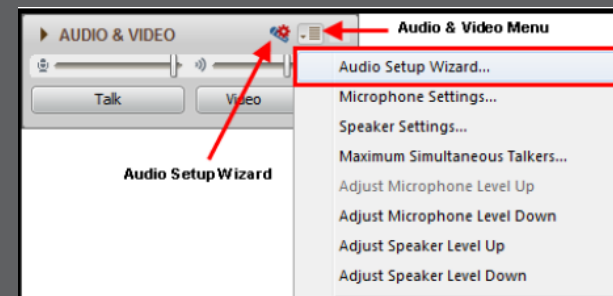
- Configure Audio Setup Wizard:

- Or dial in: 1-888-272-8702; code 2053175#

INSTITUTE *of* **Museum** and **Library** SERVICES

As you arrive,
please configure
Audio Setup Wizard

October 5, 2016
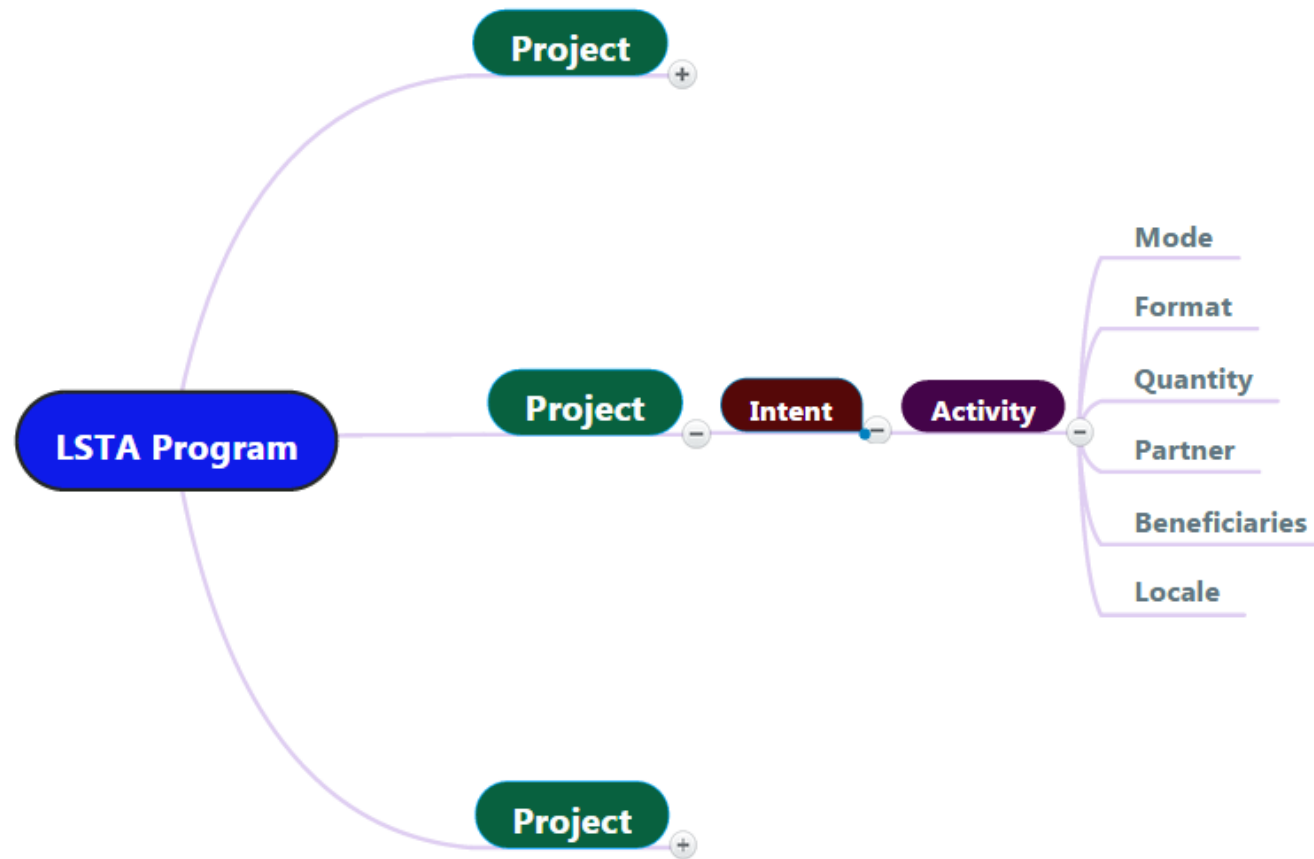
Measuring Success:
SPR Framework Review

Overview

- Welcome & Introduction
- Review of reporting concepts
- Intents
- Activities
- Quantities
- Subjects & Tags
- Abstracts

Review: Projects

What is a project?

- Set of discrete and interdependent activities carried out to achieve an intended outcome

- Contains allocable resources (e.g., dollars spent, people responsible for accomplishing tasks, venue or service location(s), time spent)

Review: Intents

Each Project is assigned one Intent

- An objective or expected result in a project.
- Intents are mapped to the six focal areas

Focal Area	Intent(s)
Lifelong Learning	• Improve users' formal education • Improve users' general knowledge and skills
Information Access	• Improve users' ability to discover information resources. • Improve users' ability to obtain and/or use information resources.

Review: Intents

Focal Area	Intent(s)
Institutional Capacity	• Improve the library workforce • Improve the library's physical and technological infrastructure • Improve library operations
Employment & Economic Development	• Improve users' ability to use resources and apply information for employment support • Improve users' ability to use and apply business resources

Review: Intents

Focal Area	Intent(s)
Human Services	• Improve users' ability to apply information that furthers their personal, family, or household finances • Improve users' ability to apply information that furthers their personal or family health & wellness • Improve users' ability to apply information that furthers their parenting and family skills
Civic engagement	• Improve users' ability to participate in their community • Improve users' ability to participate in community conversations around topics of concern

Review: Activities

- Action(s) through which the intent of a project is accomplished.
- Activity Types:

Instruction	Involves an interaction for knowledge or skill transfer.
Content	Involves the acquisition, development, or transfer of information.
Planning/Evaluation	Involves design, development, or assessment of operations, services, or resources.
Procurement	Involves purchasing facilities, equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure.

Review: Activities

Procurement

- Only available for "Institutional Capacity" Intents:
  - Improve the library workforce
  - Improve the library's physical and technological infrastructure
  - Improve library operations
- Many purchases are not "Procurement" Activity
  - Purchasing databases = "Content – Acquisition" Activity
  - Purchasing laptops for learning lab = "Instruction" Activity
  - Subscription to data collection service = "Content – Creation" Activity

Example 1

The Best Little Library sought to increase job-seeking skills in their community which continues to struggle with high unemployment.

Using LSTA funding from the West Dakota State Library (SLAA), the library:

- purchased laptops for a mobile training lab;
- hired an instructor to teach 6 resume workshops; and
- purchased a collection of 50 books to assist job-seekers.

Example 1

How should this be reported?

A. **3 projects with 1 activity each**: Project A) *Laptops (Procurement)*; Project B) *Workshops (Instruction)*; and Project C) *Collection Development (Content)*

B. **1 project with 3 activities**: Activity A) *Laptops (Procurement); Activity B) Workshops (Instruction)*; and Activity C) *Collection Development*

C. **1 project with 2 activities**: Activity A) *Workshops (Instruction) and* Activity B) *Collection Development (Content)*

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C. **1 project with 2 activities**: A) *Workshops & Laptops (Instruction)*, and Activity B) *Collection Development (Content)*

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Questions?

Example 2

West Dakota (SLAA) sought to increase access to information for all residents in the state.

The SLAA:

- purchased 3 electronic database collections; and
- provided 4 online training sessions for librarians across the state ; and
- surveyed participants in online training sessions to evaluate the sessions

Example 2

How many activities would be included in this project?

A. **1 activity:** Activity A) *Information Access for West Dakotans (Content – Acquisition)*

B. **2 activities:** Activity A) *Databases (Content – Acquisition)*; Activity B) *Training for Librarians (Instruction – Program)*

C. **3 activities**: Activity A) *Databases (Content – Acquisition)*; Activity B) *Training for Librarians (Instruction – Program);* Activity C) *Survey (Planning & Evaluation)*

D. **5 activities**: Activity A) *Purchase of Databases (Content – Acquisition);* Activities B – E) *Training for Librarians reported by session (Instruction – Program)*

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C. **3 activities**: Activity A) *Databases (Content – Acquisition)*; Activity B) *Training for Librarians (Instruction – Program);* Activity C) Participant Surveys (*Planning & Evaluation)*

D. **5 activities**: Activity A) *Purchase of Databases (Content – Acquisition);* Activities B – E) *Training for Librarians reported by session (Instruction – Program)*

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Questions?

Example 3

West Dakota (SLAA) sought to increase staff capacity to assist library users.

The SLAA:

- Offered a series of 3 one-hour, hands-on workshops on customer service (Intro, Intermediate, and Advanced). They presented all three sessions in 4 different locations around the state.

- A total of 180 staff attended the sessions

Example 3

What quantities would be reported?

- Session length (minutes)

- Number of sessions in program

- Average number in attendance per session

- Number of times program administered

Example 2

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What Quantities Should be reported?

A.
Session length (minutes)	180
Number of sessions in program	12
Average number in attendance per session	180
Number of times program administered	1

B.
Session length (minutes)	60
Number of sessions in program	3
Average number in attendance per session	15
Number of times program administered	4

C.
Session length (minutes)	60
Number of sessions in program	1
Average number in attendance per session	60
Number of times program administered	12

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✓

C.
Session length (minutes)	60
Number of sessions in program	12
Average number in attendance per session	60
Number of times program administered	4

Quantity Tips

- Instruction – Program

  - (# of Sessions) X (# of times administered) = total # of events

  - Average # in attendance = (Total participants) / total events

Quantity Tips

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sessions = 3
times administered = 4

total participants = 180

total # events = 3 x 4 = 12

Average attendance = 180 / 12 = 15

Quantity Tips

Content – Creation

- Number of items digitized
  - An item is a "work" e.g., a book, a newspaper, a map, a score, or an album

Questions?

Subjects & Project Tags

Subjects

- Further describe the project's "Intent"
- At least one and no more than two subjects are chosen after selecting the "Intent"

Project Tags

- Free text field to further categorize projects
- Use unique terms
- May enter up to 3, separate by commas

Project Tags

Tags for Areas of Interest to IMLS

- Gaming

- Making

- New Americans

- Promise Zones*

- Summer Meals

- Veterans

*map of Promise Zones is available at http://tinyurl.com/msraxrz

Abstracts

A.

Abstract:

OCLC software

B.

Abstract:

Project staff created a documentary toolkit that addresses curatorial, scholarly, legal, and ethical issues associated with archiving harvested social media data.

C.

Abstract:

The library purchased the Community Profiles software, a collaborative tool that allows organizations to establish a presence at the library and within the community, and created a database of local organizations, agencies and resources along with information about their services, locations and events. Registration forms and instructional packets were developed and a library card was given to each organization that linked to the record in the ILS system. Some created digital carousels of library materials related to their services and programs, encouraging the use of library resources.

D.

Abstract:

The NC Digital Heritage Center supports the discovery and sharing of cultural heritage materials by providing digitization and digital publishing services to libraries, archives, and museums, resulting in increased awareness and use of the collections by the public. During the 2014-2015 fiscal year, the Center worked with 53 organizations, digitizing more than 180,000 images and adding them to DigitalNC.org. In the past year alone, DigitalNC.org registered 2.6 million views from users in NC and beyond. The Center encourages smart and sustainable digital library projects by providing consultation services related to digitization, both with institutions who had received LSTA-funded EZ Digitization grants as well as others. The Center also supports the discovery and use of all digital collections at North Carolina institutions by serving as the statewide service hub for the Digital Public Library of America. 182 institutions now contribute over 260,000 records to DPLA through the Center.

E.

Abstract:

The Statewide Reference Resource Center (SRRC) provides access to online reference services, statewide databases and online learning tools through the state's online portal for library resources. State funds paid for reference services, project coordination and promotion, technical support, and subscriptions to EBSCO databases, WorldBook, ProQuest's HeritageQuest, Tutor.com and AtoZdatabases. State library staff work to coordinate services and evaluate usage, seeking input from the library community to identify tools for inclusion in the service. The public library consortium contributes to the cost of EBSCO databases.

LSTA funds paid for database subscriptions to supplement the electronic resources. The supplemental resources, Learning Express Library and Mango Languages, provide tools and information services for job seekers and the underemployed, students and language learners. Over 460,000 public library and 196,000 academic library card holders can access these products using the service or library websites. The resources were also made available at the state's One Stop Centers and were promoted to adult education providers.

The state has suffered one of the highest unemployment rates in the country through 2015. Learning Express Library provides career and education test preparation and includes tutorials and eBooks for students and job seekers. Resources include practice tests for professional certification exams, the Armed Services Vocational Aptitude Battery (ASVAB), college entrance exams, graduate school entrance exams and much more. In 2015, 4,241 tests, 953 tutorials, and 1,317 eBooks were downloaded through the service.

As an ethnically diverse state, one out of five speak a language other than English. Mango Languages provides online language courses in over 60 different languages for English speakers and 17 courses for speakers of other languages to learn English. Mango Languages enables any citizen in the state seeking to learn a language, whether a foreign language for English speakers or English for non-English speakers or those with limited English proficiency. In addition, Mango Languages fosters understanding of other cultures through language and the cultural resources included in the product. Mango Languages is used in schools to supplement language learning, by adults seeking to learn a language for business or pleasure, and job seekers who need to improve their English proficiency. In 2015, users logged 15,054 sessions on Mango Languages; each session averaged 14 minutes.

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Reminders / Tips

- One "Intent" will be assigned to each project

- Up to two "Subjects" may be selected for each project

Reminders / Tips

Reporting Subawards in the SPR

- Individual subawards of $5,000 or less may be combined together in a single project report if they:
  - Support a single Intent;
  - Cover the same subjects; AND
  - Target similar beneficiaries.

Reminders / Tips

FFATA Requirement

- Subawards of $25,000 or more must be reported in http://fsrs.gov

Reminders / Tips

Conference Attendance = "Instruction – Other" (Activity Type)

Use position titles instead of library staff names in narratives

In budget descriptions, describe both LSTA and Match expenditures

Reminders / Tips

Project Titles

- Write for general public

- Should be unique

- Should avoid jargon

Reminders / Tips

- **Mentors Update**

- **Documentation**

http://stateprograms.imls.gov/NewProgramReport.htm

(username: lsta / password: statepgms55)

Reminders

- Sandbox is available for testing and training: http://imls-testspr.imls.gov

Reporting Deadlines

- FY 2015 Report (all projects and Final FSR)
  - **December 29, 2016**

- FY 2016 Interim FFR
  - **December 30, 2016**

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