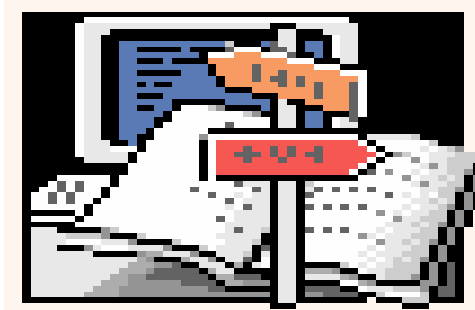


LIBRARY GRANT PROGRAMS

A Report to the Libraries of
New Jersey

July 1, 2002 - June 30, 2003



New Jersey State Library

July 2003

LIBRARY GRANT PROGRAMS:

a Report to the Libraries of New Jersey July 1, 2002 - June 30, 2003

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July 2003

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GRANTS AND AID PROGRAMS ADMINISTERED BY THE NEW JERSEY STATE LIBRARY

This report provides information on state aid and grant programs (funded from state, federal and other sources) administered by the Library Development Bureau of the New Jersey State Library for fiscal year 2003 which covers the period July 1, 2002 to June 30, 2003.

The use of state and federal funds administered by the State Library is regulated by the *New Jersey Administrative Code* and the *Library Services and Technology Act (LSTA)*.

The State budget includes annual appropriations for the following **Library State Aid and Grant Programs**: *Per Capita Aid for Public Libraries, Incentive Grant, Emergency Aid, Library Development Aid, Virtual Library Aid and New Jersey Library Network Aid.*

The following programs can be funded under **Library Development Aid**: *Audio-Visual Public Library Services, Collection Evaluation and Development, Institutional Library Services, Maintenance of Library Collections and Municipal Branch Library Services.* These programs share one budget line in the State budget. Each year the State Librarian sets priorities, determines which programs will be funded and how much will be allocated to each program. The available funding is allocated among programs based on current State Library planning for library services. It is not necessary to fund every program each year.

State funding for **Virtual Library Aid** began in FY 2001 with \$1 million appropriated for the program annually. In FY 2002 funding was increased to 1.3 million. The following services are funded: Internet access for public libraries through the Hub Library Network; and statewide contracts for library and remote patron access to full-text periodical, newspaper and reference data-bases for adults and school children.

The formula funded **New Jersey Library Network Aid** program supports the operation of the New Jersey Library Network. The Network consists of four Regional Library Cooperatives which coordinate supplementary reference, delivery and continuing education services and negotiate group database licenses for member libraries located in their designated service areas; and a number of programs managed by the State Library which are available to all 2,500 Network members.

Library Services and Technology Act (LSTA) federal funds are generally used as "demonstration funds" or "seed money" to enable libraries to initiate innovative programs which would not be possible without outside funding. The State Library annually administers the award of contracts for grants totaling \$4.1 million dollars. The focus of the *Act* is on two key priorities for library programs:

- information access through technology; and
- targeting library and information services to persons, of all ages, who are having difficulty using a library and/or who are unserved or underserved in urban and rural communities.

Depending on the focus of the grant program, public and academic libraries, library computer consortia and Regional Library Cooperatives are eligible to apply for these

grants. When applicable, libraries of all types are eligible to receive services resulting from the implementation of the project specified in the grant program.

The *New Jersey Library Services and Technology Act: LSTA Five Year Plan, October 1, 2002 - September 30, 2007* contains information on grant programs and statewide services that will be supported with these federal funds. The full-text of the *Plan* is available at www2.njstatelib.org/njlib/lsta/LSTA_Five_Year_Plan_2002-2007.pdf.

The **Higher Education Technology Infrastructure Fund**, established by the Governor and the State Legislature in September 1997, specified that a minimum of \$5 million dollars be allocated for non-matching public library technology grants or for statewide library technology initiatives administered through the New Jersey State Library. *Note:* FY 2002 was the last year of funding for this grant program.

The **Tischler Memorial Grant Program** is funded by accrued interest on a bequest from Nathaniel and Florence Taylor Tischler to the New Jersey State Library. Their intention was to improve library service throughout New Jersey, especially to "small and needy" municipalities and communities. This grant program is offered once every two or three years or when sufficient interest has accrued to support a grant program. *Note:* This program was not offered in FY 2003.

The most current information on State Library grant programs and grants awards can be found at www2.njstatelib.org/njlib/grants/index.htm.

NEW PROGRAMS INTRODUCED IN FY 2003

This fiscal year is notable for the start of several innovative library programs and the expansion of existing services:

- *JerseyCat*, the new statewide interlibrary loan system, began July 1, 2003 with over 400 libraries participating in the system.
- New Jersey Digital Highway: a digitization web site was developed for librarians, researchers, educators and genealogists.
- Statewide Summer Reading Program provided free manuals, banners and posters on the theme Read and Grow @ Your Library to all participating public libraries.
- One Book New Jersey, a collaborative effort of the State Library, NJLA and the Secretary of State's office, encouraged residents across the state to read the same book and participate in discussions and other events centered on that book.
- A Children's and Young Adult Library Consultant was hired for the Library Development Bureau.
- 24x7 reference database subscriptions were expanded by the addition of Gale Archival Contemporary Authors.
- *Make a Difference Day NJ*, a partnership with the Department of State, collected 70,000 books for libraries and children in New Jersey.

- A statewide marketing plan was implemented with the hiring of a firm to develop a marketing plan for New Jersey libraries to promote awareness, communicate the benefits and increase library use.
- New Jersey became the 44th state to establish a Center for the Book which is committed to promoting books, reading, libraries and the diverse literary heritage of New Jersey.

The State Library actively promoted the use of technology by libraries throughout the state. These grant programs included: Tudor.com Online Live Homework Help; *Q&A NJ* web-based reference service; VALE: Database Access for Academic Libraries; *New Jersey Union List of Serials*; and the purchase of statewide licenses for the *EBSCO MasterFile Elite*, *Facts on File*, *Gale Custom Newspapers*, *Informe*, *Gale Archival Contemporary Authors* and *Novelist* full-text periodical, reference, newspaper and readers' advisory databases.

Grant programs for traditional library services were also offered which included: the Library's Contribution to Your Community Workshop; as well as grants that support collection development, open borrowing for library computer consortia, literacy programs, access to multilingual materials, leadership training, recruitment of librarians and statewide services for people who are blind, deaf and/or who have other handicaps that prevent them from reading regular printed books with ease.

LIBRARY STATE AID AND GRANT PROGRAMS

In FY 2003, the New Jersey Legislature appropriated \$15,321,981 in state funds to support library state aid and grant programs. Funds were awarded to libraries through the following programs:

- State Aid Programs
Per Capita Aid for Public Libraries
- Incentive Grant Program
The Center for the Book
Northeast Document Conservation Center
One Book New Jersey
Opening Borrowing Program for Library Computer Consortia
Summer Reading Program
- Virtual Library Aid Program
Hub Library Network
Statewide Database Licenses
- New Jersey Library Network Aid Program
Regional Services
Statewide Services
- Library Development Aid Program
Collection Evaluation and Development

STATE AID PROGRAMS

Total Funding Awarded to Libraries: \$8,578,235

Per Capita Aid For Public Libraries

New Jersey Per Capita Aid was established in 1967 to offer a fiscal incentive to municipalities and counties to improve local public libraries' services by increasing the local tax support of the library to meet minimum standards established in the *New Jersey Administrative Code (NJAC)*, 15:21-2.1 et. seq. Public libraries providing a minimum level of service and accountability receive direct financial aid from the state. The amount of aid changes annually, based on the funds appropriated by the Legislature. Funds are distributed in proportion to relative local library tax support on a per capita basis.

Local library boards have great flexibility in determining the use of Per Capita Aid funds. In recent years, these funds have been expended for salaries and wages, library materials, library information technology, library operating expenditures and capital expenditures.

In FY 1999 the Governor's Budget included an additional one million dollars. This increase carried over into FY 2003 with \$8,576,981 being distributed to municipalities and counties. Amounts received by each library are reported in *New Jersey Public Library Statistics* which is published annually by the New Jersey State Library.

Per Capita Aid Distributed To Public Libraries By County
in FY 2003

<u>COUNTY</u>	<u>TOTAL</u>	<u>COUNTY</u>	<u>TOTAL</u>
Atlantic	\$239,134	Middlesex	\$805,518
Bergen	\$885,325	Monmouth	\$549,948
Burlington	\$425,346	Morris	\$472,710
Camden	\$541,165	Ocean	\$526,948
Cape May	\$ 84,034	Passaic	\$518,694
Cumberland	\$164,893	Salem	\$ 12,220
Essex	\$894,853	Somerset	\$303,384
Gloucester	\$261,042	Sussex	\$141,878
Hudson	\$545,993	Union	\$572,220
Hunterdon	\$120,345	Warren	\$116,845
Mercer	\$395,740		

INCENTIVE GRANT PROGRAM

Total Funding Allocated for FY 2003 \$100,000

The intention of the Incentive Grant Program is to encourage the establishment of expanded or enhanced forms of service through the development of larger units of library service as authorized in *N.J.A.C. 15.21-3.1 et. seq.* In FY 2003, the grant program's objectives were to support the Center for the Book's activities, the One Book New Jersey program, the open borrowing program for four library computer consortia, the North-east Documents Conservation Center services and the statewide Summer Reading program.

Center for the Book \$ 10,000

New Jersey was named as the 44th state to have a Center for the Book which is committed to promoting books, reading, libraries and the diverse literary heritage of New Jersey. As its first activity, the Center designated the Newark Public Library as a "literary landmark" A statewide contest entitled *Letters About Literature* was conducted for school children in grades 3-12. The winners received prizes, attended a reception where the awards were presented by the Governor and took a trip to the Library of Congress.

Northeast Document Conservation Center (NEDCC) \$ 10,000

Funds pay for a yearly contract with the Northeast Document Conservation Center to provide New Jersey libraries with: 1) conservation and preservation services at the NEDCC's member rate; 2) consultation in the areas of preservation, conservation and disaster planning; 3) workshops; and 4) disaster assistance. In FY 2003, the State Library cosponsored two one-day disaster planning workshops with NEDCC.

One Book New Jersey

\$ 5,000

One Book New Jersey (OBNJ) is a collaborative effort of the State Library, the New Jersey Library Association and the Secretary of State's office to focus public interest and awareness on books, reading and literacy and the celebration of all that New Jersey's libraries do. The goal of the program is to bring people together through literature by encouraging residents across the state to read the same book and participate in discussions and other events centered on that book. In FY 2003, four books were selected for different age groups: *Fahrenheit 451* for adult readers; *Among the Hidden* for young adult readers; *Regarding the Fountain: A Tale, in Letters, of Liars and Leaks* for elementary school age readers; and *Tacky the Penguin* for very young readers. New Jersey's First Lady, Dina Matos McGreevey, promoted this statewide literacy effort.

Open Borrowing Program for Library Computer Consortia

\$15,000

Four library computer consortia, BCCLS, LMxAC, MAIN and PALS PLUS, were awarded a grant to support an open borrowing service which is jointly funded by the state and the consortia. State funding was used to purchase software to verify patron ability to borrow, to provide loan reimbursements to libraries and to create a lost book fund. This program supports direct on-site lending. The expansion of borrowing privileges across county lines provides improved, seamless services for all residents of Bergen, Passaic, Morris and Middlesex counties, particularly residents who live in communities adjoining a participating cooperative.

Summer Reading Program

\$50,000

This statewide Summer Reading program, whose theme is "Read and Grow @ Your Library," is sponsored by the New Jersey State Library, the New Jersey Library Association and Cablevision. All participating public libraries received a manual for running the program which included guidelines, activities, puzzles, games, booklists, Internet resources, publicity samples and custom clipart. Libraries were also provided with free banners and posters and the opportunity to purchase giveaways (reading club prizes and bookmarks) at a discounted price. Workshops were presented in March 2003 throughout the state to introduce the program and to distribute the Read and Grow materials.

VIRTUAL LIBRARY AID PROGRAM

Appropriation for FY 2003: \$1.3 Million

State funding for **Virtual Library Aid** began in FY 2001 with \$1 million appropriated for the program annually and was increased to \$1.3 million in FY 2002. The aim of the aid program is to provide Virtual Library services 24 hours a day, 7 days a week. Basic services include: access to selected online databases and full-text of magazine, newspaper and scholarly journal articles; an electronic statewide interlibrary loan system linking together the resources of hundreds of libraries; and Internet access for public libraries through an infrastructure of 14 Hub Libraries. In FY 2003, the following services were funded:

Hub Library Network

\$860,000

The Hub Library Network is composed of public and academic libraries, library computer consortia and the State Library which blanket the state and provide public libraries with rapid, free Internet access and technical assistance. Eighty-eight percent of the public libraries in the state now have Internet access through the Network. Funds pay for: 1) Hub library members' fees for the Internet Service Provider; 2) line charges from the Hub Library to the Internet; and 3) technical support for the library members' local connections to the Hub. Many Hub Libraries also provide members with e-mail service and web page hosting.

The 14 Hub Libraries are as follows:

- Atlantic County Library
- BCCLS: Bergen County Cooperative Library System
- Burlington County Library
- Camden County Library
- Cumberland County Library
- Gloucester County Library
- LMxAC: Libraries of Middlesex Automation Consortium
- M.A.I.N. Inc.: Morris Automation Information Network
- Monmouth County Library
- New Jersey State Library
- Newark Public Library
- Ocean County Library
- PALS Plus: Passaic Automated Library System
- Raritan Valley Community College Learning Resources Center

Statewide Database Licenses

\$440,000

Total expended for Grant Program: \$1,485,000
 Program partially funded by the
 Library Services and Technology Act for \$545,000
 New Jersey Library Network Aid for \$500,000

A statewide contract allows free access for public, school and not-for-profit libraries and their remote patrons to EBSCO databases. Other contracts allow for free access for all public libraries to the following databases: Gale Custom Newspapers, Facts on File, Informe, Novelist and Gale Archival Contemporary Authors. For a full listing of the databases provided see pages 9-10.

NEW JERSEY LIBRARY NETWORK AID

Appropriation for FY 2003: \$4,775,000

The New Jersey Library Network, authorized in *N.J.S.A. 18A:73-35a et. seq.*, was established to: 1) provide residents with full and equal access to library programs and materials not available within their communities; and 2) promote cooperation among libraries. In order to accomplish these goals, the state has been divided into four regions, each served by a

Regional Library Cooperative (RLC). The Regional Library Cooperatives are non-profit, membership organizations which encourage libraries of all types -- public, academic, institutional, special and public/non-public school library media centers -- to join the New Jersey Library Network through membership in one of the RLCs. Each member library must be willing to contribute to the services and resource sharing activities of the Network.

Programs funded under the Network law are of two types:

- regional services managed by the four Regional Library Cooperatives and administered by the State Library; and
- statewide services administered by the State Library.

REGIONAL SERVICES

Total Funding Allocated: \$3,342,500

The Regional Library Cooperatives provide the following services to Network members in their regions: information/reference services to supplement those provided by member libraries; delivery services for library materials; technology initiatives; technical support services and continuing education. In addition, each RLC provides a variety of other services to its members, such as access to reference databases, consultant services and book evaluation programs.

In FY 2003, funding from each of the Regional Library Cooperatives was combined with Statewide Services funding to support the following statewide programs and services: Network/Regional Supplemental Reference Center; Interlibrary Loan Net Lender Compensation Program; *New Jersey Nightline*: after-hours reference service; and a statewide contract for all public libraries, elementary, middle and high school libraries and not-for-profit libraries in the state to have free access to the following EBSCO citation and full-text databases: *Masterfile Elite*, *MAS Ultra*, *Middle Search Plus* and *Primary Search*.

The RLCs received the following funding:

<u>RLC</u>	<u>COUNTIES SERVED</u>	<u>FUNDING</u>
Highlands	Bergen, Hunterdon, Morris, Passaic, Somerset, Sussex, Warren	\$979,416
INFOLINK	Essex, Hudson, Middlesex, Union	\$957,509
Central Jersey	Mercer, Monmouth, Ocean	\$622,302
South Jersey	Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Salem	\$783,273

STATEWIDE SERVICES

Total Funding Allocated: \$1,432,500

A number of supplemental reference, interlibrary loan and continuing education service programs are provided by the State Library to all 2,500 Network members.

Access Center \$225,000

The Access Center, operated by the New Jersey State Library, locates materials and borrows them for Network member libraries online using the OCLC national union catalog database and interlibrary loan subsystem. In FY 2003, 58,364 ILL requests were processed.

Network/Regional Supplemental Reference Center \$150,000

The Camden County Library provides statewide supplemental reference services to New Jersey libraries. (This statewide service is funded by allocations from the RLCs and from Statewide Services funding.)

Statewide Contract Libraries \$361,000

The following libraries received contracts to provide supplemental reference and interlibrary loan services in specific subject areas to all Network members:

Newark Public Library
New Jersey State Library
Rutgers University
University of Medicine and Dentistry of New Jersey

New Jersey Nightline \$ 94,500

The East Brunswick Public Library operates the New Jersey Nightline service which provides supplemental reference services to the public directly during hours when local libraries are normally closed. *Note:* This program was discontinued at the end of calendar year 2002.

Statewide Database Licenses \$500,000

Total expended for Grant Program: \$1,485,000
Program partially funded by the
Library Services and Technology Act for \$545,000
Virtual Library Aid for \$440,000

A statewide contract allows free access for public, school and not-for-profit libraries and for their remote patrons to the following databases:

EBSCO Citation and Full-Text Databases

- *Masterfile Premier* – over 1,800 full-text periodicals
- *MAS Ultra* – for high schools, full-text of over 430 periodicals
- *Middle Search Plus* – for middle schools, full-text of 95 periodicals
- *Primary Search* – for primary schools, full-text of 72 periodicals
- *Business Source Elite*
- *Health Source Plus*

- *Newspaper Source*
- *Primary Search*
- *Topic Search*
- *ERIC*

Statewide contracts provide free access for public libraries and their remote patrons to the following databases:

- *Novelist* - online readers' advisory service.
- *Informe* – Spanish language citation index and full-text articles
- *Facts on File* – reference databases on a wide range of subjects
- *Gale Archival Contemporary Authors* – biographies of 112,000 modern writers
- *Gale Custom Newspapers*
 - *Bergen Record*
 - *Newark Star Ledger*
 - *The New York Times*
 - *Sunday Times*
 - *Los Angeles Times*
 - *Times of London*

Interlibrary Loan Net Lender Compensation Program \$200,000

The program encourages libraries to share their library materials with other libraries by partially compensating the lending library for the costs of providing an interlibrary loan. Forty public, academic and health science libraries participated in the program. (This statewide program is funded by allocations from the RLCs and Statewide Services funding.)

JerseyCat: Statewide Interlibrary Loan System \$261,000

Total expended for Grant Program: \$361,000
 Program partially funded by the
 Library Services and Technology Act for \$100,000

The State Library replaced the RSS statewide interlibrary loan system with Auto-Graphics' interlibrary loan system software in May 2002. The new system, *JerseyCat*, has the potential of including all libraries in the state as both borrowing and lending sites. The number of libraries participating in statewide ILL activities has been increased because *JerseyCat* has the capability to access: 1) the holdings of public and academic libraries contained in forty Z39.50 web catalogs representing 250 library collections; 2) four million library holdings of public and school libraries contained in union catalogs; and 3) the holdings of 110 public libraries contained in three major library computer consortia databases which were not previously available. Over 500 libraries are now participating in the system. Nearly 160 new participant libraries have contributed their records to the union catalog. Over 1,200 interlibrary loan staff members have attended hands-on training sessions. Seventy thousand items have been requested since July 1, 2002; and 72% of these items were available from other *JerseyCat* members.

Library Leadership Training

\$ 15,000

The Central New Jersey Regional Library Cooperative was awarded a contract to manage a statewide Leadership Academy, for all types of libraries, whose goal is to educate librarians on the critical issues of managing libraries, now and in the future, and to develop leadership vision. The Academy's first class, held January-October, 2002, was composed of 18 public librarians, 4 academic librarians, 2 special librarians and 1 school library media specialist. Another Leadership Academy will be offered in FY 2004 from July 27-August 1, 2003. FY 2003 was funding also used to provide a workshop which trained 20 experienced librarians to coach graduates of the state's library leadership programs. Sandy Newman, 2002 president of the N.J. Coaches Association, was the trainer.

Statewide Marketing Plan

\$100,000

The New Jersey State Library hired the marketing firm of Parker and Partners of Absecon, N.J. to develop and implement a marketing plan for New Jersey libraries. This plan will promote awareness, communicate the benefits and increase library use through a unified marketing message whose major components are an intensive promotional blitz, a central web site for New Jersey libraries and distribution of marketing "toolkits" for holding local events. A fundraising component will enable continuation and expansion of the campaign in subsequent years. The campaign kickoff is slated for Fall 2003.

LIBRARY DEVELOPMENT AID

Total Funding Allocated: \$570,000

The following programs under **Library Development Aid**, as authorized in *N.J.A.C. 15:21-6.1* through *15:21-10.4*, can be funded: *Audio-Visual Public Library Services, Collection Evaluation and Development, Institutional Library Services, Maintenance of Library Collections* and *Municipal Branch Library Services*. These programs share one budget line in the State budget. Each year the State Librarian sets priorities, determines which programs will be funded and how much will be allocated to each program. The available funding is allocated among programs based on current State Library planning for library services. It is not necessary to fund every program each year.

Collection Evaluation and Development

\$248,542

This grant program provided funds for the purchase of materials, in any format, to develop or strengthen specific subjects in a public library collection. Library materials purchased with grant funds must be made available for interlibrary loan or, where appropriate, for on-site use. The FY 2003 grant was targeted to libraries that serve communities with 10% or more poverty. The maximum grant for each library and county library branch meeting this criteria was \$6,062. The following 38 libraries (41 sites) were awarded grants:

A-L

Asbury Park, Atlantic City, Atlantic County (Egg Harbor, Pleasantville Branches), Bound Brook, Bridgeton, Camden City, Carteret, Cliffside Park, Cumberland County, Dover, East Orange, Elizabeth, Fairview, Freehold, Gloucester City, Gloucester County (Glassboro Branch), Haledon, Irvington, Jersey City, Long Branch

M-W

Morristown-Morris Township, New Brunswick, Newark, North Bergen, Ocean County (Lakewood Branch), Orange, Passaic, Paterson, Perth Amboy, Phillipsburg, Plainfield, Red Bank, Salem City, Sussex County (Main, Dennis Memorial, Sussex-Wantage Branches), Trenton, Union City, Vineland, West New York.

FEDERAL LIBRARY AID LIBRARY SERVICES AND TECHNOLOGY ACT

Appropriation for FY 2003: \$4,193,496

The Library Services and Technology Act (LSTA), authorized in PL. 104-208, as amended, provides federal funding for library programs. These funds are awarded to the State Library by the Institute for Museum and Library Services (IMLS). LSTA replaced the *Library Services and Construction Act (LSCA)* when the new *Act* was signed into law on September 30, 1996.

LSTA funds are generally used as "demonstration funds" or "seed money" to enable libraries to initiate programs which would not be possible without outside funding. LSTA is not intended to supplant local responsibility or provide support for basic services.

The focus of the *Act* is on two key priorities for library programs: 1) information access through technology; and 2) targeting library and information services to persons, of all ages, who are having difficulty using a library and/or who are unserved or underserved in urban and rural communities. Funds support grant programs for libraries and statewide services. The *LSTA Five Year Plan* states that depending on the focus of the grant program, public and academic libraries, library computer consortia and Regional Library Cooperatives will be eligible to apply for federally funded grants. When applicable, libraries of all types will be eligible to receive services resulting from the implementation of the project specified in the grant program.

LSTA regulations allow the State Library two years to expend an annual allocation. Under these circumstances, it is common for grants awarded in a particular fiscal year to be paid for out of both current and previous year LSTA allocations. Therefore, the total of grants awarded in a particular fiscal year may not be the same as the allocation for that fiscal year.

In FY 2003, LSTA funds were used to fund library grants programs and services for:

- information access through technology
- services to targeted populations with special needs
- statewide services

INFORMATION ACCESS THROUGH TECHNOLOGY

Total expended for FY 2003: \$1,045,000

The LSTA Information Access Through Technology priority supports grant programs and statewide services which have the following objectives: establishing or enhancing electronic linkages among or between libraries; assisting libraries in accessing information through electronic networks; paying the costs for libraries to acquire or share computer systems and telecommunications technologies; electronically linking libraries with educational, social or information services; and encouraging libraries in different areas and/or different types of libraries to establish consortia and share resources.

In FY 2003, LSTA funds were expended for the following grant programs and services:

- JerseyCat: Statewide Interlibrary Loan System
- New Jersey Union List of Serials (NJULS)
- Online New Jersey Union List of Serials (NJULS)
- Q and A NJ: Interactive Real-Time Reference Service
- Statewide Database Licenses
- Tutor.com Pilot Project
- Vale: Database Access for Academic Libraries

JerseyCat: Statewide Interlibrary Loan System \$100,000

Total expended for Grant Program: \$361,000
Program partially funded by
New Jersey Library Network Aid for \$261,000

The State Library replaced the RSS statewide interlibrary loan system with Auto-Graphics' interlibrary loan system software in May 2002. The new system, *JerseyCat*, has the potential of including all libraries in the state as both borrowing and lending sites. The number of libraries participating in statewide ILL activities has been increased because *JerseyCat* has the capability to access: 1) the holdings of public and academic libraries contained in forty Z39.50 web catalogs representing 250 library collections; 2) four million library holdings of public and school libraries contained in union catalogs; and 3) the holdings of 110 public libraries contained in three major library computer consortia databases which were not previously available. Over 500 libraries are now participating in the system. Nearly 160 new participant libraries have contributed their records to the union catalog. Over 1,200 interlibrary loan staff members have attended hands-on training sessions. Seventy thousand items have been requested since July 1, 2002; and 72% of these items were available from other *JerseyCat* members.

New Jersey Union List of Serials (NJULS) \$ 40,000

The *New Jersey Union List of Serials* contains information on 65,000 periodical and serial titles owned by 625 New Jersey libraries. Through the NJULS, library patrons and staff have access to 382,000 local holdings records for direct forwarding of ILL photocopy requests, allowing requests to be filled rapidly and accurately. *The New Jersey Union List of Serials* database is maintained as part of the OCLC online union catalog database. Funds were

used for: record conversion activities; updating the NJULS database; and OCLC online database maintenance fees.

Online New Jersey Union List of Serials (NJULS) \$ 15,000

The New Jersey Union List of Serials database is maintained as part of the OCLC online union catalog database. Libraries who are not members of OCLC do not have online access to the *List*. In FY 2003, the State Library gave the Atlantic County Library a copy of the current *NJULS* file which the library mounted on its DYNIX web-based online catalog. Any user with Internet access and a browser can now access the *NJULS* database.

Q and A NJ: Interactive Real-Time Reference Service \$200,000

The South Jersey Regional Library Cooperative (SJRLC) administers a statewide 24/7 live, online reference service that has been funded for a second year. The project *Q&A NJ* offers ready reference service combining Internet chat with the ability of trained librarians to select and send websites and other electronic information directly to the customer's computer. In its second year, 250 librarians at 33 public, academic and special libraries are responding to 2,500 questions a month. Reference service from 9:00 p.m. to 9:00 a.m., 7 days a week, is provided by LSSI's Web Reference Center librarians.

Statewide Database Licenses \$545,000

Total expended for Grant Program: \$1,485,000
Program partially funded by
New Jersey Library Network Aid for \$500,000
Virtual Library Aid for 440,000

The State Library has allocated \$1.4 million dollars of state and federal funding to provide annual licenses to databases that can be accessed on-site at libraries and remotely by patrons from their homes, schools and businesses. The following databases are partially supported by LSTA: EBSCO; *Gale Custom Newspapers*; and *Facts on File*. The contract for the nine EBSCO databases allows free access for public, school and not-for-profit libraries and their remote customers. The other database contracts only provide free access to public libraries and their remote customers. A full description of the databases is found on pages 9- 10.

Tutor.com Pilot Project \$ 45,000

Q and A NJ reference librarians are able to send students to Tutor.com's Live Homework Help where tutors are available online between the hours of 2:00 P.M. and 10:00 P.M., seven days a week, to offer 20 minute sessions in math, English, science or social studies for grades 4-12. Students and tutors can review specific homework questions using features such as chat, interactive white board and Web co-browsing. When the session is over students can print their session for future reference.

VALE: Database Access for Academic Libraries \$100,000

VALE (Virtual Academic Library Environment), a consortium of 50 New Jersey public and private academic libraries, provides access to 38 databases in electronic formats to its members. VALE provides an organizational structure, leveraged purchasing power and

In FY 2003, LBH circulated 426,000 items. Staff taking requests for talking books spoke to approximately 40,500 callers a year. **Audiovision**, a radio reading service, broadcasting 24 hours a day, 7 days a week is available to registered residents throughout the state. An AT&T language line service is available to assist persons for whom English is not their first language to access LBH library materials. LBH's web pages are presented in English and Spanish versions (www2.njstatelib.org/njlib/lbh/index.htm). In addition to its direct services, LBH has contracted with 9 public libraries throughout the state to make available, to registered patrons, a small collection of recorded books and cassette players to replace machines that need repairs. Federal funds support 25 FTE and 3 part-time staff positions in administration, readers' services, volunteer services, data processing, technical services, shipping and the Deaf Awareness Project. More than 90 volunteers assist LBH in all facets of its operation.

Deaf and Hard of Hearing Awareness Project

The goal of the Deaf Awareness Project is to make all services of every public library accessible to the deaf and hard of hearing residents of its community. Funds support the salary of the Deaf Awareness Coordinator who promotes sign language interpreting services and the use of assistive devices to public libraries as a means of making library materials and programming accessible to patrons with hearing loss. To support this work, LBH has a collection of assistive devices and over 500 videotapes and books on hearing loss and deafness. Working with the deaf community, the Coordinator promotes public library services through their meetings and publications. Fourteen resource centers, located in public libraries, provide equipment (TTY's, close caption decoders, etc.) and a small collection of resource materials.

In FY 2003, LBH activities included:

- Audiovision Internet streaming service allows registered users to listen to broadcast programs from the Audiovision Radio Reading Service at any time that they wish rather than only listening at the time the program is scheduled for broadcast.
- LBH's online public access catalog was made available to remote users via the Internet.
- The number of Regional Resource Centers in public libraries for the deaf and hard of hearing was expanded from eleven to fourteen centers.
- LBH became the nations first State Library to house a special collection of videos and information on deaf culture.
- LBH continued its marketing campaign entitled *Take A Talking Book Campaign*.

Library's Contribution to Your Community Workshop

\$ 18,000

This State Library sponsored workshop taught librarians how to demonstrate the social and economic contribution of their libraries to library decision makers and to use performance measures to more effectively plan and manage the delivery of library services. Participants received a resource manual which describes twenty-one performance, benefit and customer satisfaction measures which can be collected to demonstrate the library's contribution. One hundred and four librarians from 90 public

libraries, library computer consortia and RLCs attended the one-day workshop which was held in three locations in the state in November 2002.

Multilingual Materials Acquisitions Center (MultiMAC) \$160,000

The Multilingual Language Materials Acquisitions Center (MultiMAC) offers information, materials and assistance to New Jersey librarians interested in advancing the full spectrum of library services to patrons who speak languages other than English. The Center purchases a wide variety of popular reading materials in Arabic, Chinese, French, Gujarati, Haitian Creole, Russian, Spanish and Vietnamese for all age groups and reading levels. A quarterly annotated booklist of new recommended acquisitions, including cataloging information, is published on the website. MultiMAC provides: on-site facilities for librarians to examine materials; consultation on the acquisition and cataloging of materials; and translation services. Staff present workshops on library services to multi-cultural and multi-ethnic communities at state and regional conferences and on-site at public libraries. The Center, administered by the Newark Public Library, was established in 1991 with Library Services and Construction Act (LSCA) funds.

In FY 2003 MultiMAC provided the following services:

- The Center made 496 bulk loans, 784 individual loans, lent a total of 13,184 items; answered 330 questions from public, school, academic and special libraries; and presented 6 workshops. Over 3,200 items were added to the collection.
- MultiMAC staff provided translation services to produce brochures, flyers, policy statements and library forms in Arabic, Chinese, Hindi, Gujarati, Russian and Spanish.
- MultiMAC web page (www.multimac.npl.org) contains: an overview of services; information, arranged by language, with listings of vendors, periodicals, associations and websites; links to sites of interest for librarians working with speakers of diverse languages; and booklists of recently purchased materials.

Public Library Literacy Programs \$259,630

The literacy program was recommended for funding in FY 2002 but was actually funded in FY 2003. This program description also appears in the FY 2002 *Library Grant Programs* document.

The goal of this grant program is to strengthen local public library services, resources and programs to meet the literacy needs of adults and families. Projects funded under this program assist public libraries to strengthen or expand their existing program components in literacy instruction, family literacy and/or English for Speakers of Other Languages (ESOL). The following 13 libraries were awarded contracts which provided services for 46 libraries:

Belleville Public Library	\$19,630
Camden County Library	\$20,000
East Orange Public Library	\$20,000
Elizabeth Free Public Library	\$20,000
Gloucester County Library	\$20,000
Hillside Free Pubic Library	\$20,000

Jersey City Free Public Library	\$20,000
Libraries of Middlesex (South River Library)	\$20,000
Newark Public Library	\$20,000
Passaic Public Library	\$20,000
Plainfield Free Public Library	\$20,000
Vineland Public Library	\$20,000
Westwood Free Public Library	\$20,000

Statewide Recruitment of Professional Librarians \$38,000

The Central Jersey Regional Library Cooperative (CJRLC) developed and administers an on-going statewide recruitment program for professional librarians to meet the pressing need for librarians in the state. The program provides the following products and services: a recruitment website (www.becomealibrarian.org); recruitment brochures; an “ask me why I love what I do – become a librarian” pin; and guidelines, PowerPoint presentation and press releases that can be used by public libraries who wish to host recruitment open houses or by academic libraries hosting career fairs. Nine recruitment open houses have been hosted by six public libraries at which over 500 people attended. In FY 2003 CJRLC, Rutgers SCILS, the State Library and Thomas Edison State College collaborated on the development of a application for an Institute of Museums and Library Services (IMLS) grant to recruit and educate staff to work in urban libraries, with emphasis on providing funding for BAs and MLS degrees for staff currently employed in these libraries.

STATEWIDE SERVICES

Total expended for FY 2003: \$752,807

Statewide services, supported by LSTA funding, are administered by State Library staff or provided directly to libraries and the public. The State Library's objectives in providing these statewide services are as follows:

- to develop and coordinate a statewide system of all types of libraries; provide consulting, technical assistance and continuing education to those libraries; administer state and federal programs for the improvement of library services; and promote and develop library services throughout the state;
- to provide information and materials directly to libraries and users to meet their information needs;
- to improve access to materials and information by introducing, utilizing and maintaining appropriate technology; and
- to develop an infrastructure to: provide for cost-effective electronic transfer of information; provide a gateway to information databases; ensure that all New Jersey citizens have access to this information at home, school, place of business and at their local library; and train local library staff in the use of these new information systems.

New Jersey State Library Staff

\$585,000

LSTA funding supports positions at the State Library which provide statewide reference, interlibrary loan, web resources, computer technical support and public library development services to the library community and to the citizens of New Jersey.

Reference and interlibrary loan service is provided statewide for libraries and the public. The State Library has extensive collections of law, New Jersey government, Jerseyana, local history and genealogy materials. Any member of the public can apply for a State Library card to borrow materials.

Online access to information is provided through the *CyberDesk* website which contains authoritative links to information resources for law, genealogy, health, medical resources, criminal justice, small business, NJ government information and to full-text NJ documents and legislative histories for 1998-2002 at www.njstatelib.org/cyberdesk. The site also provides access to Net Library e-books, online journals indexes and the full-text of electronic journals; and the capability for patrons to electronically transmit reference requests to the staff. The State Library's web-based catalog can be searched from on-site and remotely from home, school or office. Patrons may download full-text journal articles or electronically enter loan requests for articles not available in the database. *CyberDesk* also provides access to a growing number of digitized historical New Jersey publications including: *Civil War Roster*, *1947 Constitutional Convention*, *Corporations of NJ: List of Certificates to 1911*, *History of the New Jersey AME Church* and *Revolutionary War Rooster*. The State Library's reference staff participate in *Q&A NJ*, with 33 other libraries, providing Internet chat-based reference service directly to the public.

The **Library Development Bureau** provides consultant services and technical assistance to create, improve and strengthen library, information and literacy services. Administrative and direct support for programs funded by LSTA includes: award of federal grants to libraries; provision of online information via its website www2.njstatelib.org/njlib/index.htm; provision and/or sponsorship of continuing education opportunities; provision of E-Rate and Technology Plan preparation assistance; and maintenance of the *New Jersey Union List of Serials* database. LDB Staff manage the statewide interlibrary loan system and provide training. Information Technology staff manage the Hub Library Network and provide Hub Library services to libraries in Mercer and Hunterdon counties.

In FY 2003 Library Development Bureau staff provided the following services and continuing education opportunities:

- Jersey Cat: Statewide Interlibrary Loan System
- New Jersey Digital Highway
- Children and Young Adult Consulting Services
- Bill & Melinda Gates Foundation NJ State Partnership Grant
- E-Rate and Technology Planning Technical Assistance
- Train the Trainer Workshop
- Library Development Bureau Web Site
- LSTA State Plan Administration

JerseyCat: Statewide Interlibrary Loan System

When *JerseyCat* went live, July 1, 2002, 500 libraries were trained, profiled and were able to both borrow and lend materials. A LDB Program Manager is the primary liaison with the ILL vendor. She provides training and technical assistance to participating libraries, facilitates user group and advisory committee meetings, performs system administration tasks, moderates the ILL discussion group listserv and supervises two staff who profile libraries and provide training and technical assistance.

New Jersey Digital Highway

The New Jersey Digital Highway is a collaborative portal to digitized collections, resources and information services provided by New Jersey libraries, museums, archives, historical societies, public broadcasting and schools. In FY 2003 the State Library formed a task force with representatives from the Library Development Bureau, public and academic libraries, the New Jersey State Archives and the New Jersey Historical Society. The task force's goals were to: develop and implement a project web site hosted by the State Library; establish a portal to statewide digitized cultural heritage collections; and provide support for digitization projects via the web site, a listserv and training. An LDB staff member with members of a task force subcommittee developed an application for the Library/Museum Leadership Program which was submitted to the Institute for Museum and Library Services (IMLS) in April 2003. If awarded, the grant will support the building of portal infrastructure and the development of general and educational portals to support the proposed initial collaborative virtual collection, *The Changing Faces of New Jersey: the Immigration Experience from Earliest Times to the Present*.

Children and Young Adult Consulting Services

In FY 2003 a Children and Young Adult Consultant joined the Library Development Bureau staff. She has been involved in developing the statewide summer reading program on the state and national level; speaking at state and regional conferences and workshops; providing consultant services via the Youth Services Listserv; assisting in "Make a Difference Day NJ", a partnership with the Department of State, which distributed 70,000 children's books to public libraries; and participating in the new partnership with America's Promise.

Bill & Melinda Gates Foundation New Jersey State Partnership Program

A Library Development staff member coordinated the grant program by consulting with the Bill & Melinda Gates Foundation staff and eligible libraries, selecting ten libraries to receive computer training labs; and preparing a statewide application for those labs. The Foundation directly awarded \$1.8 million in grants to 48 libraries (88 buildings) for PCs and content servers. In addition, 10 computer training labs were awarded to the following libraries: Atlantic City Public Library, Atlantic County Library (Pleasantville Branch), Cumberland County Library, East Orange Public Library (Ampere Branch), Gloucester County Library (Greenwich Branch), Irvington Public Library, Long Branch Public Library, Paterson Public Library (Totowa Branch), Trenton Public Library and West New York Public Library. Equipment was installed in libraries from December 2002 to April 2003. An additional training program was offered in several locations in the state from March to April 2003.

E-Rate and Technology Planning Assistance

A Library Development staff member attended a two-day training session in Washington, DC for state E-Rate coordinators. She updated the E-Rate information on the website (www2.njstatelib.org/njlib/erate/uservice.htm). Since there were no major changes for the fifth round of the program, update sessions were not held. The State Library's E-rate web pages present: updated information on the approval process; instructions for completing forms; and information on filtering legislation tied to the E-Rate process.

Another Library Development staff member updated the State Library's instructions for developing a new three-year Technology Plan (2004-2006) and provided information on the technology planning process and samples of approved plans for small, medium and large size libraries on the E-Rate web page (www2.njstatelib.org/njlib/erate/utechpln.htm). She has reviewed and approved technology plans for 76 libraries and library consortia.

Train the Trainer Workshop

In FY 2003 the State Library sponsored a four-day Train the Trainer Workshop whose goal is to develop a core group of library staff who will be skilled in training techniques and will serve as a training resource for libraries in New Jersey. Three Library Development Bureau staff organized the workshop and participated as trainers. The State Library purchased the site license to the Train-the-Trainers *Instructor's Manual* and the *Student Book* which allowed a core group of senior trainers to add new materials on "using technology while training" and "training on technology topics" to virtually every lesson. Twenty librarians from public, academic, special and school libraries attended this year's workshop. Since the inception of this program, in FY 1995, 187 librarians have been trained.

Library Development Bureau Web Site

Four Library Development staff developed content for the Bureau's web pages; with one of these staff members having the primary responsibility for maintaining the site. The site provides information on Bureau functions; the latest library development news; information on LSTA and state grants: announcement of grant awards; descriptions of grant projects; comprehensive links to New Jersey public and academic library websites and online catalogs; and the full-text of a number of LDB publications. In FY 2003 web pages have been added for the following topics: New Jersey Digital Highway, Jersey Cat, statewide Summer Reading Program, the Open Public Records Act and an online version of the *New Jersey Public Libraries: Manual for Trustee*.

LSTA State Plan Administration

\$167,807

As authorized in LSTA, up to four percent of the federal funds may be expended for administrative costs in connection with programs and activities carried out in the *Act*. The State Library uses these funds to: manage the projects and activities that fall under the purpose of the *Act*; provide financial and program accountability for the administration of federal funds; provide reimbursement for members of grant Reader Evaluation Panels; conduct meetings with librarians to solicit input, feedback and suggestions about the programs being conducted; and evaluate the results and impact of the LSTA program.