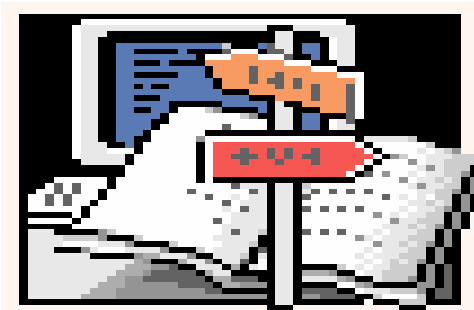


LSTA LIBRARY GRANT PROGRAMS

A Report to the Libraries of
New Jersey

July 1, 2001 - June 30, 2002



New Jersey State Library

February 2003

LSTA LIBRARY GRANT PROGRAMS:
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July 1, 2001 - June 30, 2002

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February 2003

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TABLE OF CONTENTS

<u>Library Services and Technology Act (LSTA)</u>	1
Information Access Through Technology	1
Digitization of State Library New Jersey Historical Materials	2
HealthyNJ Website: Consumer Health Information	2
Implementing Integrated Online Library Systems	2
Implementing Z39.50 and WebPac Technology: Fourth Round	3
Integrated Online Library System Implementation Program	3
JerseyCat: Virtual Catalog and ILL System	4
New Jersey Union List of Serials	4
Q & A NJ: Interactive Real-Time Reference Service	4
RSS Statewide Interlibrary Loan System	4
Statewide Database Licenses	5
VALE: Database Access for Academic Libraries	5
Services to Targeted Populations With Special Needs	6
American Sign Language (ASL) Training for Library Staff	6
Guidelines for Young Adult Services in Public Libraries in New Jersey	7
Library for the Blind and Handicapped	7
Deaf Awareness Project	7
Leadership Training	8
Multilingual Materials Acquisitions Center (MultiMAC)	8
New Jersey Public Libraries: Manual for Trustees	9
Public Library Literacy Programs	9
Statewide Recruitment of Professional Librarians	10
Statewide Strategic Plan	10
Youth Services Symposium	10
Statewide Services	10
New Jersey State Library Staff	11
Statewide Interlibrary Loan System (RSS & JerseyCat)	12
E-Rate and Technology Planning Assistance	12
Managing for Results Workshops	12
Bill & Melinda Gates Foundation New Jersey Partnership Program	13
Library Development Bureau Website	13
Train the Trainer Workshop	13
LSTA State Plan Administration	13

FEDERAL LIBRARY AID AWARDED JULY 1, 2001 – JUNE 30, 2002

LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)

Appropriation for FY 2002: \$4,195,187

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 2002, 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 2002: \$1,423,000

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 2002, LSTA funds were expended for the following grant programs and services:

- Digitization of State Library New Jersey Historical Materials
- HealthyNJ website: Consumer Health Information
- Implementing Online Integrated Library Systems
- Implementing Z39.50 and WebPac Technology: Fourth Round
- Integrated Online Library System Implementation Program
- JerseyCat : Statewide Virtual Catalog and Interlibrary Loan System
- New Jersey Union List of Serials (NJULS)
- *Q and A NJ* : Interactive Real-Time Reference Service
- RSS Statewide Interlibrary Loan System
- VALE: Database Access for Academic Libraries

Digitization of State Library New Jersey Historical Materials \$ 28,000

CyberDesk provides access to a growing number of digitized historical New Jersey historical publications. In FY 2002, the following digital versions were added to the website: *Corporations of New Jersey: List of Certificates to December 31, 1911*; *Morgan's History of the New Jersey Conference of the AME Church*; and the *Official Register of the Officers and Men of New Jersey in the Revolutionary War*. The work was outsourced to Pac Data who performed the conversion.

HealthyNJ Website: Consumer Health Information \$ 25,000

Total expended for Grant Program: \$50,000
Program partially funded by the
Library Services and Technology Act for \$25,000

Staff of the University of Medicine and Dentistry of New Jersey (UMDNJ) implemented a comprehensive consumer health website with links to evaluated content. *HealthyNJ* (www.healthyNJ.org) provides "one-stop shopping" for New Jersey citizens in need of authoritative health care information. The database is divided into four major areas: Health and Wellness, Diseases and Conditions, Health in New Jersey and Reference Desk. In October 2001, HealthyNJ added a series of new Spanish language pages and continues to add new Spanish language topics monthly. The development of the website is a collaborative initiative of the New Jersey State Library, the New Jersey Library Association, UMDNJ and Verizon.

Implementing Integrated Online Library Systems \$100,000

Paterson Public Library was awarded a grant to automate online catalog and circulation control functions for its library by joining PALS PLUS: Passaic Automated Library System Consortium.

Implementing Z39.50 and WebPac Technology: Fourth Round

\$180,000

Total expended for Grant Program: \$219,000
Program partially funded by the
Technology Bond Fund for \$39,000

Public and academic libraries were assisted to acquire Z39.50 software and WebPac technology to encourage interconnectivity and resource sharing among all types of libraries; and to encourage participation in the statewide interlibrary loan network. In this final round of the grant program, libraries with Gaylord Galaxy systems were also awarded half the cost to upgrade out-of-date system servers. The following 7 academic and public libraries were awarded grants:

- Asbury Park Free Public Library (epixtech DYNIX)
- Cranford Public Library (Gaylord Galaxy)
- Haddonfield Public Library (TLC: Library Solution)
- Kearny Public Library (Gaylord Galaxy)
- New Providence Public Library (Gaylord Galaxy)
- Roselle Park Public Library (Gaylord Galaxy)
- Warren County Community College Library (Best Seller)

Integrated Online Library System Implementation Program

\$90,000

Total expended for Grant Program: \$174,393
Program partially funded by the
Incentive for Large Service Units Grant Program for \$84,393

The IOLS Implementation Program assisted small and medium size public libraries to either: 1) share a Host Public Library's integrated online library system (IOLS) online catalog and circulation control services; or 2) become a member of a Library Computer Consortium providing these services; or 3) contract with an Applications Service Provider (ASP) for these services. The maximum grant was \$15,000. This grant required that the libraries make a cash match for the amount requested in grant funding to be used toward the implementation of the system. Seven libraries are sharing a County Library's automated system; six libraries joined a Library Computer Consortia; and one library contracted with an ASP for services.

The following 6 libraries received \$90,000 from LSTA funds:

<u>Libraries</u>	<u>Grant Amount</u>	<u>Share System with:</u>
Bloomington Public Library	\$15,000	PALS PLUS
Collingswood Public Library	\$15,000	Camden County Library
Gloucester City Public Library	\$15,000	Camden County Library
Ringwood Public Library	\$15,000	PALS PLUS
Roselle Public Library	\$15,000	LMxAC
West Paterson (Alfred H. Baumann PL)	\$15,000	PALS PLUS

JerseyCat : Statewide Virtual Catalog & Interlibrary Loan System \$100,000

Total expended for Grant Program: \$386,000
Program partially funded by
New Jersey Library Network Aid for \$286,000

In 1999 the New Jersey State Library implemented the epixtech RSS system as the statewide virtual catalog and interlibrary loan system. By May 2001, 247 public, school, academic, special and hospital libraries were participating as either lenders or borrowers. Of that total, 86 libraries made their online databases available via web catalogs and were lending materials. The awkward RSS user interface and need for labor-intensive maintenance resulted in the State Library replacing the system with Auto-Graphics' inter-library 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 the holdings of public and academic libraries contained in web catalogs as well as accessing the holdings of public and school libraries contained in union catalogs and the holdings of over 110 public libraries contained in three major library computer consortia databases which were not previously available. By September 30, 2002, over 500 libraries were participating in the system. Nearly 20,000 items were requested during the months of July through September. Seventy-three percent 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.

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

The South Jersey Regional Library Cooperative (SJRLC) is administering 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.

RSS Statewide Interlibrary Loan System \$ 60,000

Total expended for Grant Program: \$125,500
Program partially funded by
New Jersey Library Network Aid, Statewide Services for \$65,500

In FY 2002, 38,267 items were requested and New Jersey libraries supplied 27,691 items via the RSS statewide ILL system. The awkward RSS user interface and need for labor intensive maintenance resulted in the State Library replacing the system by purchasing Auto-

Graphics' interlibrary loan system software in May 2002. The new system, *JerseyCat* opened for ILL business on July 1, 2002.

Statewide Database Licenses

\$300,000

Total expended for Grant Program: \$1,090,000
Program partially funded by
New Jersey Library Network Aid for \$500,000
Virtual Library Aid for 290,000

The State Library has allocated \$1.1 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.

- *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:

- *Facts on File* – reference databases on a wide range of subjects
- *Gale Custom Newspapers*
 - *Bergen Record*
 - *Newark Star Ledger*
 - *The New York Times*
 - *Sunday Times*
 - *Los Angeles Times*
 - *Times of London*

VALE: Database Access for Academic Libraries

\$100,000

Total expended for Grant Program: \$325,000
Program partially funded by
Virtual Library Aid for \$225,000

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

technical support for this statewide acquisition of electronic resources. In FY 2002, the consortium was awarded a grant to: license EBSCO's *Academic Search Premier* and Pro Quest's *ABI/Inform* databases; support a half-time VALE Coordinator position; and provide technical support.

SERVICES TO TARGETED POPULATIONS WITH SPECIAL NEEDS

Total expended for FY 2002: \$1,760,630

The LSTA Services to Targeted Populations with Special Needs priority supports grant programs to libraries and statewide services for 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. The *LSTA Five Year Plan* targets these services for persons, of all ages, who are having difficulty using a library; with priority given to persons with disabilities (visual, physical, hearing, learning, etc.); persons for whom English is not their native language; persons lacking literacy skills; persons who are unemployed; and persons who are economically disadvantaged.

In FY 2002, LSTA funds were expended for the following grant programs and services:

- American Sign Language (ASL) Training for Library Staff
- *Guidelines for Young Adult Services in Public Libraries of New Jersey*
- Library for the Blind and Handicapped
 - Deaf and Hard of Hearing Awareness Project
- Library Leadership Program
- Multilingual Materials Acquisitions Center (MultiMAC)
- *New Jersey Public Libraries: A Manual for Trustees*
- Public Library Literacy Programs
- Statewide Recruitment of Professional Librarians
- Statewide Strategic Plan
- Youth Services Symposium

American Sign Language (ASL) Training for Library Staff \$ 10,000

In FY 2001 the NJ LBH Deaf and Hard of Hearing Awareness Program received a grant from the Karma Foundation to offer free courses in American Sign Language (ASL) for library staff. Deaf instructors were hired to teach beginning courses which focused on awareness and sensitivity, basic ASL, Deaf Culture, Deaf vs. Hard of Hearing issues and assistive technology. In FY 2002 LSTA funding supported advanced classes which continued with ASL instruction and focused on expanding vocabulary specifically for the library environment. Courses were given in three libraries throughout the state at which 24 library staff members received training.

Guidelines for Young Adult Services in Public Libraries of New Jersey \$ 5,000

A Guidelines Committee composed of seven young adult librarians and a State Library facilitator prepared these guidelines whose goal is to establish quality library services for young adults and to ensure their continued interest in life-long learning by using New Jersey public libraries. LSTA funding was used to print the document.

Library for the Blind and Handicapped (LBH) \$1,267,000

LBH offers direct library services to any New Jersey resident who for any physical reason can not read regular printed books with ease. More than 12,000 individuals are registered users of the Library. Braille, talking books, large print books, audio descriptive videos and video tapes are available on-site or by postage-free mail. The Library has: more than 60,000 book titles and 90 periodicals; machines to be loaned free-of-charge for playing recorded materials; resource materials on blindness and deafness; an outreach program to promote the use of Spanish language materials; an active children's program; and a hard of hearing and deaf awareness program.

In FY 2002, 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.

LBH's circulation was negatively impacted by the anthrax attack on the Hamilton Post Office which handled all of LBH's mail. Recorded books and machines were impounded and were eventually destroyed by irradiation. The Hamilton facility remains closed and LBH materials are sent to post offices through the northeast causing delays in delivery.

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. Eleven resource centers, located in public libraries, provide equipment (TTY's, close caption decoders, etc.) and a small collection of resource materials.

In FY 2002, LBH activities included:

- American Sign Language (ASL) Training for Public Library Staff was funded by a \$15,000 grant from the Karma Foundation and a \$10,000 LSTA grant.
- The number of Regional Resource Centers in public libraries for the deaf and hard of hearing was expanded from seven to eleven centers.
- LBH received an additional \$30,000 in LSTA funding to develop a marketing campaign entitled *Take A Talking Book Campaign*. LBH paid to have PSA's placed on *Univision*, the New York City Spanish language broadcast station, *News 12 New Jersey* (covers northern area of state) and *Comcast 8* (covers southern area of state). Paid ads were placed during the month of April in 19 senior newspapers published by Senior Publishing. Twenty-one radio stations and one TV station agreed to play free PSA's.
- \$75,000 grant from the New Jersey Division of the Deaf and Hard of Hearing purchased: assistive listening devices for the hard of hearing which were installed in six public libraries; and a 500 title collection of ASL videos.
- \$117,000 grant from the NJ ADA Compliance Office purchased: Audio Vision receivers; assistive technology public access workstations; accessible workstations for disabled staff; upgrade to the customer call center; and additional assistive devices that can be loaned by the Deaf and Hard of Hearing Program.
- Representatives from LBH were selected to serve on the Library of Congress' Digital Talking Book Committee to work on planning and implementation of digital Talking Books and appropriate equipment.

Library Leadership Training

\$ 15,000

Total expended for Grant Program: \$30,000
Program partially funded by
New Jersey Library Network Aid for \$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.

Multilingual Materials Acquisitions Center (MultiMAC)

\$160,000

The Multilingual Language Materials Acquisitions Center (MultiMAC) offers information, materials and step-by-step assistance and support 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 and advice on the acquisition and cataloging of materials; packets, in eleven languages, which contain

information and signs for using a public library; and translation services. Staff present workshops on library services to multi-cultural and multi-ethnic communities. The Center, administered by the Newark Public Library, was established in 1991 with Library Services and Construction Act (LSCA) funds.

In FY 2002 MultiMAC provided the following services:

- The Center made 524 bulk loans, 773 individual loans, lent a total of 14,165 items; answered 275 questions from public, school, academic and special libraries; and presented 7 workshops. Over 2,600 items were added to the collection.
- MultiMAC staff assisted libraries to produce brochures and flyers in languages used by community residents.
- MultiMAC staff provided the following on-site workshops at libraries: *Customer Service in Multicultural Environments*; *Marketing the Library in Multicultural Communities*; and *Developing World Language Collections*.
- 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.

New Jersey Public Libraries: Manual for Trustees \$ 5,000

The State Library, in cooperation with a committee composed of eight public librarians, the New Jersey Library Association and the New Jersey Library Trustee Association prepared a revised edition of the trustee manual. LSTA funding was used to print the manual.

Public Library Literacy Programs \$259,630

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

\$31,000

The Central Jersey Regional Library Cooperative (CJRLC) developed and is administering an ongoing 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.

Statewide Strategic Plan

\$ 2,000

The State Librarian gave the Library Development Bureau the charge to develop a new statewide plan to build on *Libraries 2000: New Jersey's Technology Plan for Libraries in the 21st Century* and to promote excellence in library services for New Jersey's residents. The Statewide Planning Committee, composed of 15 members, had representatives from all types and sizes of libraries, library groups and the State Library. Meetings began in October 2001. The work of developing goals and objectives for *Library Visions 2005: The New Jersey State Library's Strategic Plan, July 2002-June 2005* was completed in February 2002.

Youth Services Symposium

\$ 6,000

The State Librarian charged INFOLINK: the Eastern New Jersey Regional Library Cooperative with the responsibility of convening a committee of statewide youth services librarians to organize a Youth Services Symposium. In October, 2001 100 public librarians and school library media specialist met to discuss ways that libraries can best serve the needs of children and youth at the local, regional and state levels. The Committee prepared a report of the proceedings which includes recommendations that were presented to the State Librarian for her review.

STATEWIDE SERVICES

Total expended for FY 2002: \$1,044,890

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

\$947,381

LSTA funding supports 7 FTE and 8 part-time 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 1998-2001 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 2002 Library Development Bureau staff provided the following services and continuing education opportunities:

- Statewide Interlibrary Loan System (*RSS & JerseyCat*)
- E-Rate and Technology Planning Technical Assistance
- Managing for Results Workshops
- Bill & Melinda Gates Foundation NJ State Partnership Grant

- Library Development Bureau Website
- Train the Trainer Workshop
- LSTA State Plan Administration

Statewide Interlibrary Loan System (RSS & Jersey Cat)

Two hundred and forty-seven New Jersey public, academic, school, law and hospital libraries accessed the RSS virtual statewide bibliographic database of library resources which became operational in September 1999. The awkward RSS user interface and need for labor-intensive system maintenance resulted in the State Library replacing the system with the Auto-Graphics interlibrary loan system software in May 2002. When *JerseyCat* went live, July 1, 2002, there were 500 libraries that 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.

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 E-Rate Coordinator made presentations on the Children's Internet Protection Act at three training sessions attended by a total of 53 librarians. 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. The number of New Jersey public libraries receiving E-Rate funding is as follows: 81 libraries were funded in FY 1998; 72 were funded in FY 1999; 59 were funded in FY 2000; 50 were funded in FY 2001; and 79 libraries applied for funding in FY 2002.

Another Library Development staff member updated the State Library's instructions for developing a new three-year Technology Plan 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/utechpin.htm). She has reviewed and approved technology plans for 41 libraries and library consortia.

Managing for Results Workshops

A Library Development staff member was selected as one of the first 25 trainers from around the county to become a *New Managing for Results* Trainer for the Public Library Association. After attending a three-day training workshop, she developed training materials and presented two-day workshops (32 participants): two sessions for the State Library's annual Library Trustee orientations (60 participants), and a half-day session for the staff of a large public library.

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, developing web pages, assisting libraries to appeal Foundation eligibility decisions, 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.

Library Development Bureau Website

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 2002 web pages have been added for the following topics: Bill & Melinda Gates Foundation New Jersey State Partnership Program, statewide databases, filtering legislation, Statewide Summer Reading Program, the Open Public Records Act and an online version of the *New Jersey Public Libraries: Manual for Trustee*.

Train the Trainer Workshop

In FY 2002 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, 167 librarians have been trained.

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.