LSTA Projects and the IMLS Measuring Success Framework

Goals
All LSTA projects will meet:
• 1 or more local goals (local planning docs)
• 1 state goal (NV LSTA Plan)
• 1 federal goal (IMLS Intent)
• Other planning documents may be referenced (OWINN, Governor’s Plan, City plans, etc)

Primary Audience
All LSTA projects will identify a primary audience:
• General population
• Targeted group
• Library Workforce

Need
All LSTA projects will have a Statement of Need that:
• Directly relates to primary audience
• Is backed up by data (evidence not assumptions)

Outcomes
All LSTA projects will have outcomes that:
• Result in a meaningful change in attitude, skills, knowledge, behavior, or status for the primary audience
  o meaningful= sensitive to change or intervention
• Advance local, state, and federal goals
• Are measurable
  o Indicators identified
  o Percentage change identified
• May be supported by data from the required IMLS evaluation surveys (see Required Survey Questions)

Activities
All LSTA projects are implemented through Activities. Activities are grouped into 4 categories.
1. Instruction
2. Content
3. Planning
4. Procurement

• To be considered an Activity, the action must account for at least 10% of project resources
• Activities benefit Primary audience and address Statement of Need
• Budget items must support grant activities
• Map to the project Timeline

Activity Modes, Formats, Surveys, and Data
Each project Activity category has a different mode and format.
Each has required reportable data. Some have required user surveys. See table below:
<table>
<thead>
<tr>
<th>Activity</th>
<th>Mode</th>
<th>Survey</th>
<th>Data</th>
<th>Format</th>
</tr>
</thead>
</table>
| Instruction           | Program            | Library Workforce      | • session length  
• # of sessions in program  
• average attendance  
• # of times program administered | • In-person  
• Virtual  
• In-person & virtual |
|                       | • formal interaction  
• active user engagement | Public                |                                                                       |                             |
| Presentation/performance | • n/a            | n/a                   | • presentation length  
• # of times administered  
• average attendance     |                             |
| Consultation/Drop-in/Referral | • n/a          | n/a                   | • # of transactions  
• Average # transactions/month |                             |
| Content               | Acquisition        | Library Workforce      | • # hardware  
• # software  
• # licensed databases  
• # print materials  
• # electronic materials  
• # a/v units   | • Physical  
• Digital  
• Physical & Digital |
|                       |                    |                       |                                                                       |                             |
| Creation              |                    | Library Workforce      | • # items digitized  
• # items digitized/available to public  
• # physical items  
• # open source applications  
• # proprietary applications  
• # learning resources  
(toolkits/guides)  
• # plans/frameworks |                             |
| Preservation          | n/a                | n/a                   | • # items conserved  
• # items reformatted  
• # preservation plans  
produced/updated |                             |
| Description           | n/a                | n/a                   | • # items made discoverable  
• # collections made discoverable  
• # metadata plans  
produced/updated |                             |
| Lending               | n/a                | n/a                   | • # items circulated  
• average circulation/month  
• # ILLs  
• average ILLs/month |                             |
| Planning/Evaluation   | Prospective        | Library Workforce      | • # plans/evaluations funded  
• # plans/evaluations completed | • In-house  
• 3rd party |
|                       | Retrospective      | Library Workforce      |                                                                       |                             |
| Procurement           | n/a                | n/a                   | • # acquired equipment  
• # acquired equipment used  
• # acquired hardware items  
• # acquired hardware items used  
• # acquired software items  
• #acquired software items used  
• # acquired materials/supplies  
• # acquired materials/supplies used | • n/a |
Required Survey Questions

*Instructional Program for the Public*
- I learned something by participating in this library activity
- I feel more confident about what I just learned
- I intend to apply what I just learned
- I am more aware of resources and services provided by the library
- I am more likely to use other library resources and services

*Instructional Program for Library Staff*
- I learned something by participating in this library activity
- I feel more confident about what I just learned
- I intend to apply what I just learned
- Applying what I learned will help improve library services to the public

*Content Acquisition or Creation for Library Staff*
- I am satisfied that the resource is meeting library needs
- Applying the resource will help improve library services to the public

*Planning/Evaluation for Library Staff*
- I believe the planning/evaluation addresses library needs
- I am satisfied with the extent to which the plan/evaluation addresses library needs
- The information from the plan/evaluation will be applied to address library needs

**Budget**

All LSTA project budgets will
- Support project activities
- Follows federal allowable federal costs principles (2 CFR 200)
- Budget categories:
  - Salaries/wages/benefits
  - Consultant fees
  - Supplies/materials
  - Equipment over $5k
  - Services
  - Indirect costs

**Match**

All LSTA competitive and mini grants must have at least a 10 % match in
- Local cash funds
- In-kind funds