

Library Services and Technology Act

LSTA

Five-Year Plan for Wisconsin

2018-2022

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History, Purpose and Priorities of LSTA funding

The Institute of Museum and Library Services (IMLS) is the primary source of federal support for the nation's libraries and museums. IMLS administers the Library Services and Technology Act (LSTA). The Grants to States program is the largest grant program administered by IMLS, providing federal funding through established State Library Administrative Agencies (SLAAs).

The Department of Public Instruction, Division for Libraries and Technology serves as Wisconsin's SLAA, administering LSTA funding for the State. This Five-Year Plan for the State of Wisconsin's Library Services and Technology Act (LSTA) program presents the needs, goals, activities and assurances for administering the state's LSTA program during the 2018-2022 period. 20 U.S.C § 9123 (a)

The Five-Year State Plan Guidelines for 2018-2022 produced by IMLS state that "all goals must address needs congruent with the purposes and priorities of the LSTA as stated in 20 U.S.C. § 9121 (1-9) through projects that:

- 1) expand services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages in order to support such individuals' needs for education, lifelong learning, workforce development and digital literacy skills;
- 2) establish or enhance electronic and other linkages and improve coordination among and between libraries and entities, as described in 20 U.S.C. § 9134(b)(6), for the purpose of improving the quality of and access to library and information services;
- 3) (a) provide training and professional development, including continuing education, to enhance the skills of the current library workforce and leadership, and advance the delivery of library and information services, and (b) enhance efforts to recruit future professionals to the field of library and information services;
- 4) Develop public and private partnerships with other agencies and community-based organizations;
- 5) Target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills;

- 6) Target library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children (from birth through age 17) from families with incomes below the poverty line (as defined by the Office of Management and Budget and revised annually in accordance with 42 U.S.C. § 9902(2) applicable to a family of the size involved;
- 7) develop library services that provide all users access to information through local, State, regional, national and international collaborations and networks; and
- 8) carry out other activities consistent with the purposes set forth in 20 U.S.C. § 9121, as described in the SLAA's plan 20 U.S.C. § 9141 (a)(1-8)."

State Agency Structure and Mission

The Department of Public Instruction (DPI) is the state agency that advances public education and library services. The Division for Libraries and Technology (DLT) serves the lifelong learning and information needs of all Wisconsin citizens.

MISSION

The mission of the Division for Libraries and Technology is to promote, assist and coordinate public library, public library system and school library services, and to promote cooperation and resource sharing among all types of libraries and related agencies.

The Division for Libraries and Technology (DLT) achieves its mission through several teams, two of which are closely tied to LSTA.

Public Library Development Team – provides capacity development of public library systems and public libraries, leadership, advocacy, resources, training, and LSTA coordination of all activities supported with federal funds.

Resources for Libraries & Lifelong Learning – provides statewide coordination and access to collective knowledge and information resources, including:

BadgerLink: Wisconsin's online searchable library which provides access to licensed content such as newspapers, magazines, scholarly articles, videos, images and music.

WISCAT: a resource sharing platform to facilitate interlibrary loans across the state.

Wisconsin Digital Archives: a growing collection of documents published by the state government from 2001 to current archived to preserve the information about life in Wisconsin.

Wisconsin Library Needs Assessment

In preparation for the 2018-2022 Five-Year Plan, evaluation and data analysis were undertaken to assess previous progress and the future needs of Wisconsin's library community for support and resources to serve their constituencies. Qualitative and quantitative data were gathered through a mixed methods approach to evaluate the previous plan including feedback on DLT progress in meeting stated goals. In preparation for the next five-years, additional constituent analysis to assess future needs was undertaken, including demographic projection analysis.

Evaluation Report: Library Community Survey, Focus Groups and Stakeholder Interviews

A review of the Evaluation Report for the 2013-2017 LSTA Strategic Plan suggested a library community that was affirmative of the progress achieved in the previous 5-year LSTA plan. A library community survey and focus groups generated positive feedback on achievement of the 2013-2017 goals and objectives. The one area in which this feedback suggested a need for improvement was in the communication, awarding and management of LSTA sub-grants.

The library community survey conducted for the evaluation elicited a 24% response rate, providing feedback on specific state-led programs and the administration of subgrants. Overall, 75-80% of the respondents reported that the objectives of the previous plan were achieved or partially achieved, with approximately 18% indicating that they were not sure. This underscores one of DPI's intentions for this next plan that more transparent, intentional communication of LSTA programs should be provided to increase awareness of the value of this funding source and what might be affected if that funding were no longer available.

To augment the survey, focus groups of stakeholders from the library community and interviews with key DPI staff were conducted. The focus groups addressed four specific topics: Technology Services, Youth and Inclusive Services, and Continuing Education, Interlibrary Loan and Electronic Resources. These focus groups provided rich content and context for the evaluation of the library community's priorities, needs and challenges. DPI staff interviews also provided valuable information regarding statewide successes and challenges related to providing efficient and effective services to libraries and their patrons and the administration of LSTA programs.

State Demographic Analysis

The state of Wisconsin has seen modest population growth since the 2010 Census, a 1.55% change from Census 2010 to January 1, 2016.¹ Projections suggest, with this continued

¹Population Estimates Summary 2016, Wisconsin Department of Administration, Demographic Services Center, doa.state.wi.us/divisions/intergovernmental-relations/demographic-services-center/estimates

moderate growth rate, that the Wisconsin population will reach 6.375 million residents by 2030, up 19.5% from 5,778,708 in 2015.²

Much of Wisconsin's growth in population is occurring in urban areas. Growth patterns within the state reveal the most significant growth in the 26 counties defined as metropolitan, meaning they have a population center of at least 50,000 people or are connected via commuting patterns to a metropolitan statistical area. The most significant growth in population has occurred in Dane, Brown, Waukesha and Outagamie counties.³ By 2040, most Wisconsin residents will reside in its cities, 3.5 million residents or 54% of the total state population.⁴

While 26 of the 72 Wisconsin counties saw a combined growth rate of 2.19%, or 91,506 residents, from Census 2010 to 2015, 15 counties experienced a net loss in population. Most of these counties are in the northern tier of the state.⁵ These demographic shifts are representative of national trends and are expected to continue.

Another notable demographic pattern in Wisconsin is the aging of its population. This, too, is consistent with the national demographic profile. The elderly population (age 65 and over) will increase rapidly over time, increasing 27% from 2010 to 2020 to 1,063,930. As a percentage of the total Wisconsin population, this demographic group will increase from 14% of Wisconsin's total population in 2010 to 18% in 2020 and to 24% by 2040.⁶ It is also notable that most of the elderly population growth will occur in the northern, more rural areas of the state.⁷

While overall from 2010 to 2040 the Wisconsin population will age, there will be a steady increase in the preschool and school-aged population throughout the coming decades reaching 1,385,735, or 22% of the population, by 2030. Meanwhile, the traditional working age population, ages 18-64, is projected to peak in 2020 then slowly decline over the coming decades.⁸

What do these demographic projections mean for library services? The projected urbanization of Wisconsin's population creates significant challenges and opportunities for Wisconsin's libraries. With most of the growth occurring in urban centers, libraries in small and rural communities will face resource and leadership challenges to maintaining quality library

² World Population Review, 2017

³ Population Estimates Summary 2016, Wisconsin Department of Administration

⁴ Wisconsin's Future Population: Projections for the State, Its Counties and Municipalities, 2010-2040, Wisconsin Department of Administration, Demographic Services Center, December, 2013, doa.state.wi.us/divisions/intergovernmental-relations/demographic-services-center/projections

⁵ Population Estimates Summary 2016, Wisconsin Department of Administration

⁶ Wisconsin's Future Population: Projections for the State, Its Counties and Municipalities, 2010-2040

⁷ Vintage 2013 Population Projections, Wisconsin Department of Administration, Demographic Services Center

⁸ Wisconsin's Future Population: Projections for the State, Its Counties and Municipalities, 2010-2040

services. Access to resources and capacity building will be critical for these libraries in the next five years and beyond. In addition, the shifts in the demographic age profile of Wisconsin over the coming years will impact library services, most specifically at the local level as libraries strive to meet their community's needs for information and lifelong learning, technology access and digital literacy and building social and civic connections.

Leadership Interviews

Individual interviews with key DPI staff were conducted to elicit more specific information on future goals, aspirations, challenges and intended outcomes for the next five years. These interviews highlighted opportunities for improving services and creating new procedures as well as re-engaging the Wisconsin library community in statewide initiatives and conversations.

Providing equitable access to high quality library services across the state for all Wisconsin residents is a priority for DPI staff and leadership, as is the desire to increase the capacity of libraries to engage more deeply with their communities and design library services that meet the unique needs of local residents. DPI staff shared a vision for providing foundational as well as innovative services to support and encourage the Wisconsin library community.

Statewide Listening Sessions

For the new LSTA Five-Year Plan (2018-2022), five online Listening Sessions were conducted over a period of three weeks. These Listening Sessions were promoted to the entire Wisconsin library community as a means to provide locally based input on future needs. Topic areas for these Listening Sessions included:

1. Technology Infrastructure and Services
2. Resource Sharing and Collaboration
3. Library Development through Law, Finance and Data
4. Community Engagement and Outcome Measurement
5. Youth and Inclusive Services

In general, the Listening Sessions revealed, as in the Evaluation Report of the previous 5-year plan, that the library community is pleased with the direction and progress of the state's LSTA plans and activities. The most often expressed suggestions for improvement were around communication and grant-issuing processes. There were some comments on providing a more "shelf ready" or "plug-and-play" approach to services and training programs. There was also an expressed desire for more opportunities to collaborate and develop partnerships, both among libraries and across communities with other service agencies. Resource sharing and access to technology were also highly valued by the participants of the Listening Sessions.

The needs and ideas identified through these various information sources as well as review by the LSTA Advisory Committee helped create the framework for the 2018-2022 Five-Year Plan.

2018-2022 LSTA Goals

The Department of Public Instruction, Division for Libraries and Technology has established five goals for the 2018-2022 LSTA Plan in order to meet the need for equity and high quality library services for Wisconsin residents.

1. **Robust and equitable access to technology through statewide infrastructure and consulting services.**
2. **Statewide sharing of information resources and collaboration among libraries to provide equitable and efficient library services for all Wisconsin residents.**
3. **Increased leadership capacity of public libraries through law, finance and data support including governance and service standards.**
4. **Stronger engagement of public libraries with their communities and utilization of data to actively adapt to community needs.**
5. **Increased involvement of youth and under-represented populations in library programs and services through staff training and shelf-ready resources.**

Goals, Objectives and Projects

GOAL 1: Robust and equitable access to technology through statewide infrastructure, programs and consulting services.

Objective: *Assist libraries and systems in using technology, providing access and coordinating the use of technology statewide.*

Projects:

- **Statewide Technology Consulting Services** – Provide consultant services to assist libraries and systems in using technology and to coordinate the use of technology statewide, and participation in partnerships with other agencies and in such programs as the federal E-rate program and the Federal Communications Commission’s (FCC) support of telecommunications in libraries. (*ref. LSTA Priorities 2,4 and 7*)

Audience: Wisconsin public library and regional system staff, in particular technology specialist and directors.

Expected Outcomes:

- a. Coordinated library technology efforts, broadband access and subsidy programs for telecommunications; advancement of library technology awareness and implementation; and facilitation of projects for developing technologies in public libraries and regional systems.
 - b. An improvement in libraries' capacity to support the use and understanding of technology by the public.
- **Statewide Coding Initiative in Public Libraries** – Provide resources and tools to enable libraries to provide electronic content and information – as well as to expand computational thinking models - to extend and increase learning opportunities and access to information for user needs in education, lifelong learning, workforce development and digital literacy. This will be done in partnership with other entities providing similar learning opportunities, e.g., K-12 schools, higher educational institutions, and workforce agencies. *(ref. LSTA Priorities 1,2,3,4 and 7)*

Audience: Wisconsin public library staff, volunteers and library patrons

Expected Outcomes:

- a. Increased awareness and acquisition of skills critical to 21st century literacy - skills that facilitate computational thinking and application of technology solutions across the spectrum of career opportunities and lifelong learning.
 - b. Stronger partnerships with K-12 schools to meet digital literacy standards.
- **Increase Capacity for Technology Tools and Resources**– Develop programs or projects to balance and sustain capacity for public library systems to support member libraries in their use of technology and technology resources. These projects may fund resources, new technologies, infrastructure, or distribution through networks and platforms. Grants will include marketing activities to promote use of the new resources as well as onsite and remote access patron training. *(ref. LSTA Priorities 2,4 and 7)*

Audience: Public library patrons, students, educators, library and system staff

Expected Outcomes:

- a. Increased use of new electronic resources by library patrons.

- b. Balanced availability of varied resources toward equity of services.
- c. Library systems will maintain use statistics for the new resources and conduct a survey to determine whether patron needs were met.

- **Cooperative Children’s Book Center Database Development** – Enhance the services provided by the Cooperative Children’s Book Center (CCBC) in its mission to support teaching, learning and research related to children’s and young adult literature. Improve access through such activities as: 1) implementation of a modern resource search and discovery tool, or 2) new methods for accessing to CCBC Choices lists and citations and/or the diversity statistics database. *(ref. LSTA Priorities 2,3,5 and 6)*

Audience: Wisconsin public library and system staff, educators and families of K-12 students, UW-Madison students and faculty

Expected Outcomes: Increased awareness and use of CCBC online resources and educational services related to children’s and young adult literature as measured through pre and post-database development surveys and web analytics.

GOAL 2: Statewide sharing of information resources and collaboration among libraries to provide equitable and efficient library services for all Wisconsin residents.

Objective: *Create, maintain and continuously improve on a platform and system to facilitate the sharing of content and resources across the state for all libraries in all locations.*

Projects:

- **WISCAT Platform and Staff** - Provide a statewide resource sharing platform to enable libraries to borrow physical materials and copies of articles or book chapters from other libraries on behalf of their patrons. WISCAT staff will work with the software vendor to configure, maintain and improve the platform in order to expand access to information for all Wisconsin residents. *(ref. LSTA Priorities 1,2, 3 and 7)*

Audience: Wisconsin library patrons, students, educators and library staff

Expected Outcomes:

- a. Wisconsin residents will have access to the largest available pool of

materials and format types regardless of the budget or capacity of their local library.

- b. Library staff will meet the information needs of their patrons through a scalable platform at an affordable cost.

- c. Development of the platform will result in a more efficient workflow at local library and clearinghouse levels and ultimately facilitate a better materials discovery experience for Wisconsin residents.

- **Interlibrary Loan (ILL) Staff** - Provide a statewide clearinghouse for interlibrary loans across the state. This includes human intervention to place out-of-state requests on behalf of Wisconsin residents, using OCLC when necessary. Interlibrary loan staff will also provide technical support to libraries on interlibrary loan processes and use of automated systems. *(ref. LSTA Priorities 1,2,3 and 7)*

Audience: Wisconsin library patrons, students, educators, library and system staff

Expected Outcomes:

- a. Wisconsin residents will have access to the largest available pool of materials and format types regardless of the budget or capacity of their local library.
- b. Wisconsin library staff will facilitate ILL at their library due to centralized support.

- **Statewide Delivery Service** - Facilitate the vibrant resource sharing activity between libraries in Wisconsin by supporting a statewide delivery network to move materials between libraries. *(ref. LSTA Priorities 2 and 7)*

Audience: Wisconsin library patrons, students, educators, library and system staff

Expected Outcomes:

- a. Wisconsin residents will have access to a wide assortment of materials via the statewide delivery service.
- b. Libraries will be able to more accurately budget and prepare for high levels of delivery activity.

- **BadgerLink Authentication, Federated Searching and Staff** – Implement and manage

the State's online library of licensed content, including procuring content, administering the user authentication system and federated search platform, providing technical support, maintaining the website, conducting outreach through the BadgerLink listserv and social media accounts, and training librarians and patrons on selection and use of BadgerLink resources. *(ref. LSTA Priorities 1,2,3 6 and 7)*

Audience: Wisconsin library patrons, students, educators and library and system staff.

Expected Outcomes: Wisconsin students, educators and residents will have access to trustworthy, high-quality and useful information.

- **Public Library System Redesign (PLSR)** - Continue the process of refining concepts and establishing system design options to deliver more effective, efficient and affordable services and support to Wisconsin libraries and residents. The PLSR Steering Committee has established workgroups to address the following areas of library service: technology support, continuing education, consulting, electronic resources & collections, delivery and Interlibrary Loan/Integrated Library System/Discovery Layers. *(ref. LSTA Priorities 1,2,3 6 and 7)*

Audience: Wisconsin public library and system staff, and ultimately public library users.

Expected Outcomes: More effective, equitable, and efficient delivery of services through regional library systems, achieved through better collaboration, modification of structure, governance, and law to improve Wisconsin library system service and efficiencies.

Objective: *Encourage a more informed society by providing access to historical and current civic content.*

Projects:

- **Wisconsin Depository Program/Digital Archive and Staff** – Capture and catalog electronic documents and information from state government websites and make the collection discoverable state and nationwide. This includes coordinating collection development, adding digital content to serials records, standardizing metadata and publicizing the program through social media and conference presentations. *(ref. LSTA Priorities 2,3,4 and 7)*

Audience: Wisconsin residents

Expected Outcomes: Wisconsin residents will be more informed and better prepared to engage civically in their communities.

- **Digital Public Library of America (DPLA) Staff and Services** – Support the development of a collaborative statewide strategy for digitization and digital preservation of content. Provide consulting and training to new content contributors; conduct outreach and build community engagement; coordinate metadata compliance; facilitate communication among partners; manage policy and procedures documents; and act as liaison to DPLA staff. (ref. LSTA Priorities 1,2,3,4 and 7)

Audience: Wisconsin public library and system staff.

Expected Outcomes: Libraries will have greater guidance and support for digitizing local materials and adherence to standards will allow these materials to be more discoverable.

GOAL 3: Increased leadership capacity and utilization of management standards for public libraries.

Objective: To provide leadership and management training and consultation services for library staff and volunteer leaders.

Projects:

- **Annual Training Orientation for New Library Directors** – Design and deliver a library director orientation “boot camp” program designed specifically for new library directors. Topics addressed in the program will include library law, personnel management, budgeting and finance, planning, facility management and networking opportunities. (ref. LSTA Priorities 2 and 3)

Audience: Wisconsin public library directors and system directors.

Expected Outcomes:

- a. Increased effectiveness of new library directors as a result of a better understanding of Wisconsin library law and resources.

- b. Increased awareness of Division and system consulting services resulting in better continuity of services.
- c. Higher retention of library directors throughout the state.

- **Director of Public Library Development Team** – Provide consultant services to manage and coordinate library development through law, finance and data. This includes orientation for new library directors, library staff professional development, interpretation and instruction on state laws related to public libraries and their establishment, library trustee leadership development and the facilitation of compliance with state standards. *(ref. LSTA Priorities 3 and 7)*

Audience: Library and systems directors, public library boards of trustees, community and business leaders, and state and national library agency leadership.

Expected Outcomes: Increased leadership capacity of library directors, staff, trustees, Friends and volunteers.

- **Library Leadership Development** – Provide a leadership development program that strengthens the ability of library staff to connect and serve user communities. This program will include the coordination of a series of cohorts through which a team project will be developed that meets a specific user need. *(ref. LSTA Priorities 2 and 3)*

Audience: Wisconsin public, academic, school and special library staff.

Expected Outcomes:

- a. Wisconsin library staff of all types will gain an increased awareness of and connection to their library peers.
- b. As part of the curriculum, library staff will offer improved products and/or services to benefit the user community.

- **Trustee Training** – Provide library trustees with an educational resources, tools, and instruction that will include an orientation for new trustees, a heightened awareness of trustee duties and responsibilities, and an understanding of current laws concerning public libraries and trustees. *(ref. LSTA Priority 3)*

Audience: Wisconsin public library trustees.

Expected Outcomes: Library trustees will have a greater understanding of their

responsibilities, provide more effective library governance and be stronger library advocates.

Objective: *To develop clear and useful library standards and provide an interactive interface to enable real time and consistent measurement and comparisons of progress in meeting state standards.*

Projects:

- **Public Library Data and Finance Consultant**– Provide consultant services to library directors and regional system staff on the collection, management, and effective use of data, as well as perform statewide collection, synthesis and analysis of data from local, regional and state sources. *(ref. LSTA Priorities 2 and 7)*

Audience: Library and systems directors, public library boards of trustees, community and business leaders, and state and national library agency leadership.

Expected Outcomes: Public library, regional library system and DPI staff will have a greater understanding of effective data analysis and practice improved data collection techniques.

- **Public Library Standards Interface** – Explore and develop digital tools to enable libraries to measure progress in their relation to required and recommended state standards and offer comparisons to other libraries. *(ref. LSTA Priorities 2 and 7)*

Audience: Wisconsin public library directors, system directors, public library boards of trustees.

Expected Outcomes: Wisconsin public library staff and trustees will be able to monitor compliance with state library standards and run comparisons with other libraries based on a wide range of criteria.

GOAL 4: Stronger engagement of public libraries with their communities and utilization of data to actively adapt to community needs.

Objective: *To increase awareness of community engagement as critical to public library sustainability and to provide training and resources to facilitate the effective community*

engagement practices of libraries with their local communities.

Projects:

- **Community Outreach Training** - Determine the most appropriate and effective models to encourage broad-based engagement between libraries and local communities. Provide workshops, tools and resources for library systems staff to enable them to assist member libraries in executing community engagement based on the selected models and practices. *(ref. LSTA Priorities 3 and 4)*

Audience: Wisconsin public library system and library staff.

Expected Outcomes: Inspire public libraries to greater community engagement and increased effectiveness of resources to assess community needs strategies on a local level.

Objective: *To improve local libraries' ability to create, collect and analyze local outcomes as part of ongoing data practices in order to actively adapt to community needs.*

Projects:

- **Project Outcome** - Provide access to Public Library Association's Project Outcome materials and training to improve local libraries' ability to create, collect and analyze local outcomes as part of ongoing data practices in order to actively adapt to community needs. *(ref. LSTA Priorities 2,3 and 7)*

Audience: Wisconsin public library system, library staff and Wisconsin residents.

Expected Outcomes: Increased ability of public library staff to understand and communicate the true impact of essential library services and programs in their communities.

- **Outcome Measurement Grants and Support** – Enable library systems to provide assistance and resources to member libraries for basic and enhanced data collection and analysis. This project is also designed spur increased professional learning regarding setting outcomes, collecting data and analyzing data. Grants for equipment purchases such as door counters, infrared sensors, analytic software, etc. Grant funds may also be used for training services, such as training on how to effectively use outcome measurements in libraries or how to best utilize data collection equipment. *(ref LSTA Priorities 2,3 and 7)*

Audience: Wisconsin public library system and library staff.

Expected Outcomes: Library staff will be empowered with a better understanding of outcomes, data collection and analysis in order to provide more effective and efficient services in alignment with library user needs.

GOAL 5: Increased participation of youth and under-represented populations in accessing library programs and services through staff training and shelf-ready resources.

Objective: *To provide quality training, programs and information regarding identifying, attracting, and effectively serving the needs of youth and all community members, including individuals or groups for whom using the library is difficult or limited.*

Projects:

- **Youth and Inclusive Services Consultant** – Provide consultant services that will promote community, school and public library cooperation in support of literacy, learning and access to information. This position provides statewide leadership, training and information to facilitate public library services to youth (ages 0 to 18) and inclusive public library services to all. (ref. LSTA Priorities 1,2,3,4,5,6 and 7)

Audience: Wisconsin public library system, library staff, trustees and Wisconsin residents.

Expected Outcomes:

- a. Library staff and trustees will develop an increased awareness of meeting the needs of youth and patrons with special needs.
 - b. Youth services and special needs library staff will exhibit enhanced skills when working with youth and patrons with special needs.
- **Summer Library Program** – Provide universal, low-cost, library-developed and shelf-ready thematic campaigns for the annual summer reading program. Includes access to training and resources related to the operation of summer reading programs. (ref. LSTA Priorities 1,3 and 6)

Audience: Wisconsin public library staff, children (ages 0 to 18), families and adults.

Expected Outcomes: Library staff serving youth will foster engagement of children and their families to better retain the reading levels achieved during the school year and encourage reading among family members.

- **Youth Services Development Institute** – Provide intensive, immersive in-person training and networking for youth library staff who are isolated, rural or have limited professional training. (ref. LSTA Priorities 2 and 3)

Audience: Wisconsin public library staff

Expected Outcomes:

- a. Participants will gain knowledge and skills for improving and implementing youth services at their public library.
- b. Participants will also gain a supportive network and develop stronger peer-to-peer and professional community connections within the Wisconsin libraries infrastructure.

- **Inclusive Services Training** – Provide regional training workshops focused on the identification and implementation of inclusive services including library policies, collections, space and services that reflect equity and accessibility for all members of a community. (ref. LSTA Priorities 2 and 3)

Audience: Wisconsin public library system and library staff

Expected Outcomes: Participants will demonstrate increased knowledge and implementation of inclusive services as holistically spanning all library practices.

- **Youth and Inclusive Services Grants and Support** – Enable library systems to provide assistance and resources related to professional learning and planning focused on youth and inclusive services. (ref. LSTA Priorities 1,2,3,4,5, 6 and 7)

Audience: Wisconsin public library and system staff.

Expected Outcomes: Communities will benefit from new or enhanced projects focused on youth and inclusive services.

Communication, Monitoring, and Evaluation of the Plan

The Division will continue to use its LSTA Advisory Committee to provide advice and feedback on the LSTA program as proposed in this plan as well as monitor future library service needs. Membership on the advisory committee will include representatives of all types of libraries and public library systems and will include representatives from different sizes of libraries and different geographic areas of the state.

Members of the committee will be appointed by the State Superintendent of Public Instruction to serve staggered 4-year terms. The committee will meet at least twice each year in the spring and in the fall. The primary responsibility of the committee will be to advise the State Superintendent and the Division on the following:

- Develop the long-range plan
- Resolve policy matters arising from the administration of the program

As a part of each LSTA Advisory Committee meeting, time will be set aside for a public hearing where other persons interested in the LSTA program may make comments and suggestions. Information on the LSTA program will be made available to librarians and library users through various methods, including Division publications, the Division web site, email discussion lists, and social media. A key source of information on the LSTA program is the Division's blog with subscribers from all types of libraries, including trustees and others interested in library issues. The Division has an extensive web presence which includes web pages focusing on the LSTA program. The Division hosts email discussion lists and social networks for youth and inclusive services librarians, resource sharing and interlibrary loan staff, and administrators of libraries and regional library systems where information will be made available.

Assurances

All Federal Grant Programs at the Wisconsin Department of Public Instruction (DPI) follow the 2 CFR Subpart E—Cost Principles for allowable costs and audit requirement. DPI also follows OMB guidelines for Debarment, Lobbying, Non-Construction and Human trafficking.