



# Reporting Insights

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# Overview

- Optics
- Reporting
- Allowable Costs
- State Profile Pages





# Optics

- Responsibility to be good stewards of federal funds
- Federal agency budgets under increased scrutiny
- Make it relevant to your Five-Year Plan
- Convey value





# Reporting: What the Public Can See

- <https://imls-spr.imls.gov/Public/projects>

**View Project**

<p>G2S Project Code: 2020-CA-84846 State: California Fiscal Year: 2020</p>	<p><u>Grantee</u> CALIFORNIA LIBRARY ASSOCIATION</p>
<p><u>Project Director</u> Director Name: Beth Wrenn-Estes Director Phone: 626-204-4071 Director Email: bwestes@cla-net.org</p>	
<p><u>General Information</u> Title: Developing Leaders for California Libraries (DLCL) State Project Code: 40-9045 Start Date: 07/20/2020 End Date: 08/31/2021 Abstract: Developing Leaders in California Libraries (DLCL) provided leadership development skills to 62 individuals representing 52 California public, school, museum, individuals over an eight month period that ended in June 2021.</p> <p>There were three cohorts in the program: New Leaders consisted of library employees who were early in their careers, the Leadership Cohort (experienced library employees) program. Participants in the Leadership Challenge cohort were assigned to work in one of six different project teams that were responsible for creating proposals that explored a series called My Leadership Journey that featured interviews with recognized library leaders that was viewed 740 times.</p>	



# Allowable Costs

- 2 CFR 200
- IMLS online resources
- Is it reasonable and necessary?
- Be consistent & document



# Budget

- Providing enough information to know items are allowable, reasonable, and necessary
- Budget connects to the narrative

[Back to Top](#)

**Budget Information**

LSTA	MATCH-State	MATCH-Other	Total
<b>Salaries/Wages/Benefits</b>			
<input type="text" value="50000.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	\$50,000.00
Description: .75 FTE over 16 months to coordinate project			

**Quantity**

Number of hardware acquired	0
Number of software acquired	0
Number of licensed databases acquired	0
Number of print materials (books & government documents) acquired	2,523
Number of electronic materials acquired	422
Number of audio/visual units (audio discs, talking books, other recordings) acquired	25



# Locale data

- Name and/or number of participating/benefiting libraries

**Locale**

Is the activity statewide? \*

Yes

No

Can you identify specific institutions? \*

Yes

No

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**Institutions**

Name:

Address:

City:

State:  Zip:

OR

**Locale**

Is the activity statewide? \*

Yes

No

Can you identify specific institutions? \*

Yes

No

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**Institution Types**

Public Libraries	<input type="text" value="21"/>
Academic Libraries	<input type="text" value="0"/>
SLAA	<input type="text" value="0"/>
Consortia	<input type="text" value="0"/>
Special Libraries	<input type="text" value="0"/>
School Libraries	<input type="text" value="0"/>
Other	<input type="text" value="0"/>



# Project Outcomes & Lessons Learned

- Project Outcomes / lessons learned
  - How did participants benefit from the project? Did they?
  - How did the SLAA benefit from the project? Did they?



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# IMLS State Profiles refresh – THANK YOU!

- Web profiles include:
  - 3 new projects per state, many with photos
  - Updated five-year plan highlights
  - Chief officer headshots and quotes
- Check them out here:  
<https://imls.gov/grants/grants-state/state-profiles>



"We feel our role and the role of federal funds is to ensure equity, to make sure that it doesn't matter where you live or what your educational attainment is when it comes to library service. Our staff training and purchasing support are guided by that mission."

-- Hulen Bivins, Executive Director, Mississippi Library Commission

## Project Examples

### Technology Services

The Mississippi Library Commission (MLC) provided free technical assistance, training and consulting to public libraries on various technology issues. MLC supported libraries across the state with issues related to local networks, PCs, servers, and internet circuits, email and website hosting, troubleshooting network and computer issues. MLC also maintained a wide area network through help desk tickets and helped libraries navigate the E-Rate program for internet discounts. Many libraries in Mississippi are unable to afford IT services and have computers and other electronic items in need of service. This program allowed professional IT technicians to travel to those locations to fix broken equipment and upgrade systems to improve services to libraries and their patrons.

IMLS Funds: \$312,424.01



### Empower Libraries - Institutional Capacity

The Mississippi Library Commission (MLC) awarded CARES Act funds to 23 public libraries to purchase technology supplies and materials that would respond to the COVID-19 pandemic. The stimulus funds allowed many library systems to continue offering safe, effective services to their communities without contributing to the spread of the virus. One library system reported that new laptops and webcams allowed patrons to access library internet while remaining socially distanced, and staff were able to continue providing virtual services. Another system purchased laptops for patron checkout, which saw significant use. From enabling virtual legal consultations to providing emergency back-ups for home computer crashes, the equipment impacted individuals and communities in many ways.

IMLS Funds: \$67,225.63



### Reading Programs--Center for the Book

The Mississippi Center for the Book<sup>CF</sup>, operating out of the Mississippi Library Commission (MLC), developed and maintained annual reading programs for adults as well as other reading programs. The Center for the Book also participated in partnerships for community engagement opportunities, such as the Mississippi Book Festival and the development of a Mississippi Literary Map. To increase the capacity of Mississippi libraries to offer programming, the Center for the Book created Book Club in a Box and other kits for statewide checkout, containing items such as LEGOs, art kits, video game kits, and STEM kits.

IMLS Funds: \$4,440.68



Review recent Grants to States projects from this state library in the [State Program Report database](#).

Questions?