



October 6, 2009

Final Performance Report: Part 2, Quantitative Information

The purpose of the final performance report is to provide a permanent record of program accomplishments. The Institute will use the numbers from this quantitative form to report to Congress and the Office of Management and Budget about the agency's progress on addressing its strategic goals of sustaining cultural heritage and knowledge, enhancing learning and innovation, and supporting the professional development of library and museum staff.

Refer to Glossary to Support Grant Reporting (<http://www.ims.gov/pdf/Glossary.pdf>) to assist with definitions of terms.

IMLS has identified a number of activities, products, and participant groups that are commonly addressed through IMLS grants and seeks output/outcome data about these on this form. In your interim and final narrative reports, you are asked to describe project activities – this form seeks to gather the quantitative data associated with these activities. While your grant may have multiple activities (and all should be listed in the narrative part of your report), you should identify up to three main activities (that have discrete outputs or outcomes) per grant and complete one of the following forms for each activity. For instance, your grant may have mounted an exhibit, conducted teacher workshops, and developed a related curriculum. You should fill out one form per activity, since each will have a different set of outputs or outcomes, and may have served distinct audiences. If your grant consisted of one primary activity, such as supporting 12 students to complete Master's degrees, one form will probably be sufficient. If you have questions about which activities to choose to record on this form, refer them to your program officer.

The form has been developed to cover the most common of grant activities. Since every grant is unique to its own institution and audience, some grants have outputs and outcomes from activities not included on this form. Questions 10, 15 and 24 are catch-alls. The responses to these questions should not be included in other responses.

How to fill out this form: Numbers should encompass only those activities and individuals directly affected by or involved in your project between your grant start and end dates. Leave blank any items that do not apply to your grant or for which you do not have actual figures or reasonable estimates.

Institution Name: Information Use Management and Policy Institute, College of Information, Florida State University

Grant #: LG-06-05-0140-05

A. SITE SPECIFIC PROJECT ACTIVITY:

The primary site specific project activity is the design and development of an online evaluation decision making system (EDMS) that includes instructional modules, interactive modules, communication templates, and lists of evaluation-based resources. Development of the EDMS includes:

- Initial data collection site visit interviews, focus groups, and surveys conducted from January 20, 2006 – April 13, 2006)
- Evaluation Decision Making System web site development that includes instructional modules, interactive data analysis modules, communication templates
- Training sessions
- Reports and publications

The EDMS web site is available at <http://libevaluation.com/edms>.

1. _____ Total # of collection items conserved, relocated to protective storage, rehoused, or for which other preservation-appropriate physical action was taken.
2. _____ Total # of collection items digitized, scanned, reformatted, or for which other electronic or digital preservation action was taken.
3. _____ Total # of collection items with new or enhanced accessibility (include items that were cataloged or for which finding aids or other records were created or computerized) [includes ____ items made accessible to users other than grantee staff for the first time, ____ items with new or enhanced access for staff only].
4. _____ Total # of lectures, symposia, demonstrations, exhibits, readings, performances, concerts, broadcasts, Webcasts, workshops, multi-media packages, or other learning opportunities provided for the public (do not include PSAs or other promotional activities) [includes _____ out-of-school or after-school programs, _____ exhibits].
5. 26 Total # of tools created, improved, or produced for searching, information management, or information analysis by users other than or in addition to grantee staff.

Includes 14 instructional modules created, 7 data analysis report generator modules created, 1 library value calculator improved, 4 communication templates created

6. 6 Total # of conferences, programs, workshops, training sessions, institutes, classes, courses, or other structured educational events provided. (5 training sessions, 1 conference presentation)

7. 12 Total # of internships, apprenticeships, mentoring opportunities, or other extended educational opportunities provided. (12 graduate assistant semesters over four years [internships, mentoring opportunities])

8. _____ Total # of degrees/certificates earned as a result of the grant [includes _____ Master's, _____ Ph.D. degrees, _____ other (specify): _____].

9. 12 Total # technology upgrades or improvements (specify): (7 data analysis report generator modules created, 1 library value calculator improved, 4 communication templates created).

10. If your grant engaged in other activities not covered by the categories above, please briefly identify and quantify them here. Attach another sheet if necessary.

During the initial data collection phase of the project, the study team conducted interviews and focus groups with a total of 84 library managers in 19 libraries and five state library agencies (Texas, Iowa, New Jersey, Oregon and Florida) beginning January 20 and ending April 13, 2006. The study team also conducted 11 interviews and collected 11 surveys from project partners (4) and the project's Advisory Committee (7).

Conducted five training sessions conducted from April 2009 through May 2009 in four states that include Texas (1), Florida (2), New York (1) and Oregon (1) with 73 library managers trained at the end of the project on the use and usefulness of the EDMS web site as part of the project's outcomes assessment process.

B. PORTABLE PRODUCTS (relating to the activity named in section A.)

11. 11 Total # of research reports, papers, books, reprints, or other publications generated. (8 IMLS research reports, 1 book chapter, 1 article, 1 conference presentation)

12. 1 Total # of Web sites developed or improved [include URLs/addresses:

- Began initial development of EDMS web site based on the initial data collection activities described in #10 above (i.e. focus groups and interviews).
- Additions and edits to web sites based on formative and summative web site assessments (i.e. web site usability, web site analysis, and web site accessibility assessments)
- Final grant-based edits and changes to the EDMS web site based on results of five training sessions conducted from April 2009 through May 2009 in four states that include Texas (1), Florida (2), New York (1) and Oregon (1)).
- The EDMS web site is available at <http://libevaluation.com/edms>.

13. 26 Total # of learning resources produced [includes _____ oral histories, _____ curriculum resources, _____ curriculums, 26 Web-based learning tools, or _____ other (specify): _____].

14. _____ Total # of key management documents created [includes _____ emergency plans, _____ conservation surveys, _____ strategic plans, _____ other (specify): _____].

15. If your grant created one or more quantifiable products not covered by the categories above, please briefly identify and quantify them here. Attach another sheet if necessary.

C. PARTICIPANTS/VISITORS/USERS/AUDIENCE (relating to the activity named in section A.)

16. 4 Total # of **community organization partners** [includes _____ informal partners, 4 formal partners].

17. _____ Total # of **schools** (pre-K through grade 12) that used services provided by your grant (include only schools that actively participated, not those to which material was simply distributed or made available) [includes _____ students participating in field trips].

18. _____ Total # of **teachers** supported, trained, or otherwise provided with resources to strengthen classroom teaching or learning.

19. _____ Total # of **pre-K through grade-12 students** served [includes _____ youth 9-19 who used, participated, visited, or otherwise interacted with activities, experiences, resources, or products offered by your grant].

20. _____ Total # of **viewers and listeners** for radio, television, and cable broadcasts (for series, include total actual audience for all broadcasts; do not include audience for PSAs or other promotional activities or Webcasts; do not report potential audience).

21. _____ Total # of **users of Web-based resources** provided by your grant (include all individuals the project served). Choose the measure that best represents your use rate (choose only one): _____ visits (hits), _____ unique visitors, _____ registered users, _____ other measure (specify): _____.

22. 168 Total # of **individuals** benefiting from your grant (include all those from questions 18-21 plus others the project served, including staff or others in your field). Only include those who actually participated or used your project services in some way.

23. This number includes: 168 library managers, librarians, and library staff **professionals**,
 non-professionals or pre-professionals, **docents or interpreters**,
 volunteers, **staff** that received services provided by your grant.

24. If your grant served one or more quantifiable audiences not covered by the categories above, please briefly identify and quantify them here. Attach another sheet if necessary.

Directions for submitting this report are available at <http://www.ims.gov/recipients/administration.shtm>. For assistance or questions contact your Program Officer.

Burden Estimate and Request for Public Comments: Public reporting burden for this collection of information (Final Report, Parts 1 and 2) is estimated to average eight to thirteen hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comment regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Institute of Museum and Library Services, Chief Information Officer, 1800 M Street, NW, 9th Floor, Washington, DC 20036-5802, and to the Office of Management and Budget, Paperwork Reduction Project 3137-0029, Washington, DC 20503.