

LIBRARY SERVICES AND TECHNOLOGY ACT
Final Narrative Report for 2010-2012 Service Improvement Grant Program

Library or System Name _____ Project #0070-12-_____

Project Title _____ Budget \$ _____

Period Covered: April 1, 2010 - March 31, 2012

Instructions:

Fill in the information requested on the bottom of this page. Using your own word processing software, repeat each question below, keeping to the original order, and provide your response. Use this page as the cover, followed by your response pages and the Quantitative Measures page.

Narrative Report

1. Describe the project's accomplishments in relation to its objectives and the target population.
2. To what extent were project activities completed within the project timeline?
3. Report any **quantitative evaluation results** for this project and attach the Quantitative Measures page, noting to what extent you reached the target population.
4. Report the **qualitative evaluation results**, providing information in relation to progress toward expected outcomes as stated in your grant application. *(Please do not submit copies of individual completed user surveys or forms. We are interested in your summary and analysis of results.)*
5. Please provide two or more anecdotes or stories about how this project affected people who received services.
6. Please explain, in detail, project expenditures as they relate to the code amounts reported on the FS-10F.

An electronic version of the report should be sent to mtodd@mail.nysed.gov by April 30, 2012

Two copies of the Final Report *must be received in Library Development by April 30, 2012.*

One of the copies should include a set of the materials produced with LSTA funds.

Mail the items (2 copies of the report and 1 set of materials) to:

LSTA - New York State Library
Division of Library Development
Room 10B41 Cultural Education Center, Albany, NY 12230

Project Director _____
(Typed or Printed Name) (Signature)

Telephone _____ Date _____

Email address _____

Quantitative Measures

Provide summary figures only

1. Number of users served _____
2. Number of community agencies/businesses collaborating in this project
Name them _____
3. Number of collection purchases by type
Print (Volumes) _____

Audio-visual (Items) _____

E-book, other (Specify) _____
4. Number of bibliographies, publications, lesson plans, documents
or publicity prepared _____
(Specify)
5. Number of workshops/programs _____

Total number in attendance _____
6. Number of bibliographic records enhanced or converted _____
7. Number of web sites or web pages developed _____
8. Other _____
..... _____