

**Department of State**  
**Division of Library and Information Services**

**Program Name:** **FEDERAL AID TO LIBRARIES**

**Authority:** s. 257.12, F.S.; 1B-2.011, F.A.C.

**Appropriation:** \$7,659,404 in FY 2001-2002 of which \$5,900,757 is for library grants

**Purpose:** The federally-funded Library Services and Technology Act (LSTA) grant program is a state-based program with a broad mandate to use technology to bring information to people in innovative and effective ways, and to assure that library service is accessible to all, especially those who have difficulty using the library. The LSTA became effective October 1, 1996.

**Eligibility:** Florida libraries and nonprofit organizations primarily related to the provision or support of library services are eligible to apply for LSTA funds. Eligible entities include public libraries, public elementary school or secondary school libraries, academic libraries, multitype library cooperatives, and special libraries. To receive a grant: (1) the library's services program must be administered by a librarian who has completed a library education program accredited by the American Library Association and (2) the library must agree to make their resources available to the public either on site or by participation in the Florida Library Information Network.

**Solicitation:** Announcements of the availability of applications are made through the *Florida Administrative Weekly* in addition to letters sent to Florida public library administrative units in December.

**Application Deadline:** March 15.

**Match:** Local-matching funds must equal a minimum of 1/3 of the amount of federal funds requested or awarded and may be in-kind or cash contributions.

**Application Review:** Applications are evaluated in a four-phase process: (1) State and Federal Grants Office staff review for eligibility and completeness; (2) Division staff evaluate using criteria specified in the LSTA Grant Guidelines and Applications; (3) LSTA Advisory Council members review and recommend funding priorities; and (4) Division senior managers review and make funding decisions. All final funding decisions are subject to approval by the Secretary of State.

**Award Process:** After the Secretary of State approves the state's LSTA grants, the Division notifies, by letter, applicants in July of the new fiscal year. The notification includes the grant agreement.

**Agreements:** An agreement is executed with each grant recipient. The application becomes a part of the grant agreement.

**Payments:** Payments are made on a quarterly basis.

**Reports:** A mid-year status report is due April 1. An annual report, due November 1, provides accomplishments, an evaluation of the project impact and an accounting of expenditures.

**DEPARTMENT OF STATE**  
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**LIBRARY SERVICES AND TECHNOLOGY ACT, P.L. 104-208**

The Library Services and Technology Act (LSTA) Program, effective October 1, 1996, is a federal grant program administered through the federal Institute of Museums and Library Services (IMLS) with funds appropriated annually by Congress. Grants are awarded to states based upon a population-based formula with a minimum award of \$400,000. In order to receive a grant a state is required to:

- Designate a State Library Administrative Agency;
- Submit to and have approved by the Director of the Institute of Museums and Library Services a 5-year state plan for library services that indicates, among other things, the needs of the state and how the state is to implement the provisions of the LSTA; and
- Independently evaluate, and report to the Director of IMLS regarding, the activities assisted under LSTA prior to the end of the 5-year state plan.

If a state chooses not to prepare a state plan and receive funding, funds earmarked for that state are redistributed to participating states. States found not to be in compliance can have funding denied and funds will be redistributed.

Florida's State Library Administrative Agency, the Division of Library and Information Services, is required by the LSTA to administer the grant authority to fund local level projects or statewide projects as dictated by the Division and its approved state plan. The LSTA recommends the establishment of a state LSTA Advisory Council to advise the Division on matters relating to state administration of LSTA.

The purposes of the LSTA and, therefore, the use of its funds are to:

- Stimulate excellence and promote access to learning and information resources in all types of libraries for individuals of all ages;
- Promote library services that provide all users access to information through state, regional, national and international electronic networks; and
- Promote targeted library and information services to underserved urban and rural communities, to people of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, to people with limited functional literacy or information skills, and to children (from birth through age 17) from families with incomes below the poverty line applicable to a family of the size involved.

**Required State Plan:** The initial state plan was submitted in 1997.

**Appropriation:** \$7.66 million in FY 2001-02 of which \$5.9 million is used by the state for library grants. The remainder of the funds is used for statewide projects, staffing, etc.

**Note:** LSTA funds can be used for any type of publicly funded library unlike the State Aid Grant Program.

