

Recommendations of the Depository Library Council to the Public Printer 2005 - 2009



FEDERAL DEPOSITORY LIBRARY PROGRAM
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RECOMMENDATIONS OF THE DEPOSITORY LIBRARY COUNCIL
TO THE PUBLIC PRINTER 2005 - 2009
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Please Note: No recommendations were submitted to the U.S. Government Printing Office by the Depository Library Council in 2005, 2006, 2008, or the Fall 2009 Meeting.

INTRODUCTION

This document presents the recommendations of the Depository Library Council from the Spring and Fall Meetings 2005–2009. The recommendations are presented in sections sorted by year, then further divided by spring and fall sessions.

Please Note: This document serves only as an archival record of what was previously published. Links referenced in this document may not exist, may be superseded, or changed.

2007

DEPOSITORY LIBRARY COUNCIL RECOMMENDATIONS AND PRIORITIES

SPRING MEETING, APRIL 15-18, 2007 • DENVER, CO

Within the Depository Library Council vision statement “Knowledge will Forever Govern” we have suggested a number of paths to the future. Council acknowledges the challenges facing GPO and the federal depository libraries in pursuing these paths. In order to accomplish the proposed goals of the vision statement Council presents the following recommendations for both GPO and depository libraries. These are listed in priority order.

Recommendation 1

Council recommends that GPO expedite development of FDsys. This includes incorporation of content currently on the WAIS platform. GPO’s commitment to rapidly moving off to the WAIS platform is encouraged.

Recommended Responsibilities for GPO

Adhere to aggressive timeline as stated in Techline no. 3. Ensure compliance with the RLG/OCLC Trusted Digital Repositories: Attributes and Responsibilities and the subsequent certification document. Ensure that digital government information is authentic and versioned.

Recommended Responsibilities for FDLs

Participate in beta testing and provide feedback.

Recommendation 2

Council recommends that GPO review current projects and initiatives with the goal of seamless integration, interoperability and ease of access.

Recommended Responsibilities for GPO

Integrate the library directory, Browse Topics, CGP, ILS, FDL Desktop, and FDsys to enhance ease of access and use.

Recommended Responsibilities for FDLs

Provide comment to GPO.

Recommendation 3

Council recommends GPO harvest web-based documents hosted by government agencies. Council attaches a high priority to the development and establish of a stable web harvesting program integrated into systems currently under development.

Recommended Responsibilities for GPO

Energetically pursue web harvesting of critical agency material. Collaborate with regional federal agency offices and depository libraries to identify fugitive material.

Recommended Responsibilities for FDLs

Provide GPO with guidance in discovering agency information and associated metadata critically time sensitive, elusive and endangered.

Recommendation 4

Council recommends that GPO establish a registry of depository librarians who are expert in specific parts of functions of the U.S. government. This registry would provide a list of depository librarians with expertise in subject areas, who could be consulted by other depository librarians.

Recommended Responsibilities for GPO

Implement the new FDLS directory which will provide an opportunity for libraries to list areas of their expertise.

Recommended Responsibilities for FDLs

Add specific institutional expertise information to the directory. Participate in Browse Topics, contributing content and identifying areas of expertise.

Recommendation 5

Council recommended that GPO coordinate and support item level cataloging of digitized works to aid in the discovery of converted resources. Council believes retrospective cataloging to be a high priority for GPO and the FDLS community, both to support inventory functions required for long-term archival stewardship of digital collections, as well as to enhance user discovery and evaluation of sought after materials. The range of activities include some or all of the following:

Recommended Responsibilities for GPO

Recommend appropriate standards, work processes and costs. Partner with source libraries in the creation of new records, or in upgrading non-standard or incomplete records to a uniform standard. Coordinate opportunities for locating and sharing adequate local records. Recommend and support mechanisms for cost-effective enhancement of pre-1976 records. Identify funding sources to support or subsidize enhancement of cataloging records, and co-sponsor funding requests.

Recommended Responsibilities for FDLs

Blank.

Recommendation 6

Council recommends that GPO partner with libraries and other institutions on digitization projects. Council further recommends that GPO focus its efforts on coordinating the dissemination of specifications for digitization and standardized partnership agreements. Libraries and other cultural institutions are interested in working with GPO, but need clear guidelines on how to proceed.

Recommended Responsibilities for GPO

Focus on participating in the digitization community in order to better coordinate the specification expected of potential digitization projects incorporating federal information. Promote acceptance of non-GPO collections meeting these

specifications as authentic products. Establish and present uniform and public partnership agreements.

Recommended Responsibilities for FDLs

Actively engage in meeting digitization specifications and best practices and pursue projects digitizing FDLS material.

Recommendation 7

Council recommends that GPO provide an online venue for collaboration, communication, training, and education for depository libraries. Council recommends GPO's redesign of the FDLS web page and the potential for development of education and training programs in OPAL.

Recommended Responsibilities for GPO

Redesign page, refine via testing. Provide communication site. Collect and promote the collection of training modules to be added to OPAL.

Recommended Responsibilities for FDLs

Participate in the testing and evaluation of any new page. Use the web pages to communicate best practices, new projects and training opportunities. Provide GPO with training modules to be added to OPAL.

Recommendation 8

Council recommends that GPO focus its digitization efforts on specific projects requiring unique treatments and with significant national value as identified by Congress or the depository library community.

Recommended Responsibilities for GPO

Identify and complete specific projects in digitization.

Recommended Responsibilities for FDLs

Assist GPO in identifying high value digital projects.

Recommendation 9

Council recommends that GPO evaluate any assessment proposals in the light of new expectations resulting from changes in emphasis in the depository program.

Recommended Responsibilities for GPO

Review assessment expectations to ensure compliance with statutory requirements, but expand to include new components required to measure performance.

Recommended Responsibilities for FDLs

Integrate depository assessment into local program.

DEPOSITORY LIBRARY COUNCIL RECOMMENDATIONS AND RESPONSES

FALL MEETING, OCTOBER 15-17, 2007 • ARLINGTON, VA

Council thanks GPO for the progress reports provided at the Fall 2007 meeting, and recommends that the following areas be the basis for presentations at the Spring 2008 meeting:

Recommendation 1: FDsys

Council would like to continue to receive reports on the progress of FDsys development. Such a progress report would include detailed milestones, and a timeline with functionality and content goals for the currently planned releases. In particular, Council requests an update that focuses on the particulars of library service functionalities.

Response

In December 2007 GPO published Federal Digital System: System Releases and Capabilities, Version 5.0. This FDsys Reference Document was provided to the Depository Library Council and was published on the web at <http://www.gpo.gov/projects/pdfs/releasesandcapabilities_v5_121907.pdf>.

System Releases and Capabilities 5.0 provides a high level overview of system capabilities as they will be implemented in releases of the Federal Digital System (FDsys). This revision was prepared in anticipation of the next release, Release 1C, which is the first public release of FDsys. The first increment of this release, referred to as R1C.2, is targeted for late 2008.

Release 1C will be implemented in three consecutive sub-releases. R1C.2 will build on lessons learned from 2007's Release 1B. Key functionality of the first public release includes foundational elements such as the system infrastructure and building a digital repository that conforms to the OAIS (Open Archival Information Systems) reference model and enables the management of content and metadata in information packages. R1C.2 will replace the familiar WAIS-based GPO Access services in use since 1994. All historical and new public content will be available through FDsys at the initial R1C.2 release, with continued enhancements to search and browse functionality on individual collections.

The first public release will enable searching and retrieving content or metadata from FDsys. Integration with the Integrated Library System (ILS) will allow an exchange of descriptive metadata from either system to the other. Additional metadata, such as provenance metadata, will also be made available through FDsys.

Recommendation 2: Web Harvesting

Council would like to better understand GPO's role in web harvesting and the possibility of establishing partnerships to enhance the web harvesting process. Council suggests a session focusing on the respective roles and current activities of GPO and NARA for harvesting web content, and highlighting other relevant initiatives (e.g., Internet Archive, IMLS-funded research, etc.)

Response

GPO continues to take an active role in Web harvesting efforts. As a member of CENDI's Web Harvesting Task Group, GPO is participating in discussions with other Federal agencies that will lead to the development of a white paper on Web harvesting best practices. Other agencies participating in the Task Group include NASA, the EPA, NTIS, and the Library of Congress.

CENDI is an interagency working group of senior scientific and technical information managers from thirteen Federal agencies.

Web harvesting remains a priority at GPO, and web harvesting work to identify online U.S. Government publications continues to be accomplished in Library Services and Content Management on a daily basis. While not included in the first public release, an automated Web harvesting process is a part of the FDsys requirements. Lessons learned from the EPA Web Harvesting Pilot Project, conducted in 2006, will be helpful in the development of this functionality. It is important to remember that GPO focuses Web harvesting efforts on Federal Government information products, or publications as identified under Title 44. This does not include Web pages or portions of databases. Other agencies, such as NARA, may have a different role and approach, including the downloading of entire or partial Web sites.

During the EPA Web Harvesting Pilot Project, files were harvested that require further scope determination in relation to the FDLP. GPO has undertaken projects to identify time commitments and resource needs to process all the files acquired during the pilot. A summary paper on the findings from the processing of a sample of 300 publications is available at http://www.gpo.gov/su_docs/fdlp/harvesting/epa-results.pdf.

GPO will update the depository community on its Web harvesting efforts at the plenary Council session on Monday, March 31, from 3:30 -5:00. GPO staff will demonstrate the processes associated with identifying, making scope determinations, and cataloging the material acquired during the EPA Pilot Project. In addition, we are discussing an upcoming pilot project to evaluate how GPO's depository library partners can assist in the processing of harvested material. The volunteer depositories will be asked to assist LSCM either in locating the missing sections of partially harvested publications or by creating brief bibliographic records for publications in the Special Materials category, which includes press releases, transmittals, notices, and forms.

Recommendation 3: Assessments

Council asks that GPO provide a report on assessments and a schedule implementation. In addition, Council recommends that GPO prepares and distributes a document on assessment for library directors, ARL, AALL, PLA, and other relevant organizations to keep these groups informed about the statutory and regulatory requirements of maintaining a depository.

Responses

GPO has revitalized the individual depository library assessment program, or Public Access Assessments (PAA). Updates on this effort are shared at each Depository Library Council Meeting and at other library conferences and via the FDLP-L announcement service and FDLP Desktop. LSCM personnel also presented on Public Access Assessments at five statewide Federal depository library meetings since last summer.

Ongoing evaluation of 2007 Biennial Survey returns is part of the assessment program. LSCM staff are reviewing survey responses to determine each library's compliance with public access requirements. In addition, LSCM investigates reports of denied access and consults with depository library administrators to ensure that free public access to depository resources is available to all.

Significant milestones in PAA implementation are:

- Completion of the Public Access Assessments chapter for the Federal Depository Library Handbook. Spring 2008
- Completion of a draft "Checklist" for GPO assessment librarians to use as a basis for assessment review. This tool is a resource to facilitate consistent review of depositories that achieve outcomes in many different ways. The recently reviewed

paper “Focus on Access, Collections, and Service” is the foundation for this checklist. Spring 2008

- Update and revision of the Self-Study of a Federal Depository Library for use by libraries as a self-assessment tool:
 - Public Services section. Summer 2008
 - All sections. Fall 2008

The depository community will have an opportunity to review and comment on the resources listed above. We will review our process with volunteer depositories this summer. Scheduled assessments for all individual depository libraries will start thereafter in winter, 2009.

In addition, at this meeting, LSCM will report to Council on the Public Access Assessments program on Tuesday, April 1 at 3:30 p.m. Along with an update, we will discuss depository library public access best practices.

Public Access Assessments focus on public access requirements and are outcomes-based; therefore, Federal depository libraries following legal and program requirements, as outlined in the Title 44 of the U.S. Code and the Federal Depository Library Handbook, to ensure that free public access is provided, are in compliance with the law and shall be successful in a Public Access Assessment. Information about PAA is on the FDLP Desktop at <<http://www.fdlp.gov/paa/about.html>>.

Recommendation 4: Partnerships

Council encourages GPO to continue to expand their efforts to form partnerships and other collaborative efforts to further the goal of broad access to government information. Council asks that GPO prepare a discussion of strategies that include planned and possible partnerships and collaborations. One possible strategy to consider may be a conference devoted to partnerships focused on digitization best practices; others may include exploring collaborative efforts to enhance tools, content, or services for government information.

Response

GPO continues to make strides in expanding its partnership efforts. At the beginning of fiscal year 2008, GPO had already formed two new partnerships. The first, with the Naval Postgraduate School, allows depository libraries to gain access to the Homeland Security Digital Library (HSDL). HSDL is a database containing U.S. policy documents, presidential directives, and national strategy documents as well as other specialized resources related to the study of homeland security. The partnership also ensures permanent public access to the material within scope of the FDLP that is contained in HSDL. Additional details about this partnership and access to HSDL will be posted on FDLP-L soon. In the second partnership, GPO joined with the University of Illinois at Chicago and other participating depositories to promote the “Government Information Online: Ask a Librarian” virtual reference service. Discussions regarding other possible partnerships are also ongoing.

GPO has also taken steps to increase the amount of information available to depository libraries on its partnership efforts. The partnership Web pages on the FDLP Desktop, available at <<http://www.fdlp.gov/partnerships/about.html>>, have been revised. In addition to describing GPO’s current partnerships, the pages include resources for depository libraries interested in exploring a partnership idea. These include information on how to propose a partnership, how partnerships are formalized, and general partnership requirements. Sample Memorandums of Understanding (MOU’s) were also added to the site, providing depositories with an opportunity to review the general structure of a partnership agreement.

In order to better respond to partnership related inquiries, GPO created a “Partnership” category as part of AskGPO. Depositories interested in discussing a partnership idea or that have a partnership-related question can also fill out the “Partnership Inquiry” form on the FDLP Desktop.

While a separate conference on partnerships is not feasible, GPO is conducting a Council session on collaboration with GPO at the Spring 2008 Depository Library Council meeting. The session will be held on Wednesday, April 2 at 10:30 a.m.

Recommendation 5: Future FDLP

Council would like to work with GPO to prepare depository libraries for a digital Federal Depository Library system that is not centered on collections. This may include such things as librarians supporting GPO through the development of reference services, digitization initiatives, and web harvesting. Tools and infrastructure developed by GPO and depository libraries would further both the libraries' and GPO's mission to provide government information to the public and allow for an informed citizenry. The purpose of the discussion at the spring meeting is to begin the process of coordinating the strategic planning of GPO with that of the depository libraries as all move forward into the digital age.

Response

The Wednesday afternoon Council plenary session (1:30-3:00), Shaping and Transforming the Future of the FDLP, will begin the strategic planning process, which will lay the foundation and direction of the FDLP for at least the next five to seven years. This plenary session is designed to elicit feedback from Council and the meeting attendees. A vision statement and assumptions will be presented for validation or revision. Additionally, a SWOT (strengths, weaknesses, opportunities, and threats) analysis is planned for the session. A team (Denise Stephens, Tim Byrne, and Cindy Etkin) will draft a strategic plan for discussion at the fall meeting of the Depository Library Council.

2009

DEPOSITORY LIBRARY COUNCIL RECOMMENDATIONS AND RATIONALE

SPRING MEETING, APRIL 20-22, 2009 • TAMPA, FL

Recommendation 1

To meet the goals of providing no fee, permanent public access to government information, Council recommends that GPO seek funding to hire an outside consultant to deliver a range of models on how libraries can better provide government information to the public in the 21st century for consideration by Council. This consultant report will reconsider the operations of the FDLP in the context of the electronic age and possible future technologies. This reconsideration will address how best to maintain and utilize tangible legacy collections and U.S. government digital assets to best meet the information needs of the American public.

Rationale

Based on feedback from the community, Council feels it is crucial to have a neutral and non-governmental outside party develop possible new scenarios for a 21st century FDLP.

Response

Funds were not made available to GPO in the recent Omnibus appropriation for a project such as this one; however funding was requested in the FY2010 appropriation to continue work already underway associated with customer segmentation and data analysis. Portions of those funds, if received, may be appropriate for the evaluation and development of these models.

Recommendation 2

Council further recommends that GPO maintain a list of libraries volunteering to participate in collaborative digitization projects according to GPO standards and that GPO take the lead in coordinating these projects.

Rationale

GPO needs to take a more active role in coordination of the digitization of the legacy collection. Council further feels that commercial sector digitization projects with access restrictions do not diminish GPO and FDLP responsibility to provide no fee, permanent public access to digital versions of government publications.

Response

In 2004, GPO proposed digitizing all retrospective Federal publications. Following a successful digitization pilot project that started in 2006, we issued an RFP in 2008 for a cooperative public, private relationship with a participant or participants with the intention of GPO receiving digital preservation masters of the retrospective documents at no external cost to the Government, for submission into our Federal Digital System (FDsys). Unfortunately, we were unable to make an award for this work in the allocated timeframe.

We are very disappointed in this setback, but are currently developing new digitization alternatives. In addition to our longstanding goal of serving as one of the repositories for electronic files through the submission of material to FDsys, our focus for digitization will be on coordinating projects among institutions, assisting in the establishment and implementation of preservation guidelines, maintaining a registry of digitization projects, and ensuring that there is appropriate bibliographic metadata for the titles in the collection. Other specific actions taken with regard to digitization initiatives include:

- Completion of the migration of the Digitization Initiatives Web page from the old desktop to the new Federal Publications Digitization and Public Access Files Web page. As part of this migration, the content on the page was reviewed and updated, with an increase in emphasis on the cooperative digitization efforts for Federal materials;
- Review and revision of the Priorities for Digitization of the Legacy Collection document;
- Posting of information on providing file formats for ingest into FDsys on the Digitization Initiatives Web page; and
- Development of a flyer that highlights partnerships and increases awareness of and participation in GPO's digitization efforts and the Registry of U.S. Government Publication Projects. It is available now in print and has been shared with some of the groups GPO participates with for digitization effort.

Recommendation 3

Council further recommends that to encourage collaborative digitization projects, GPO request funding for a state-based grant program for depository libraries to fulfill the goal of digitizing the legacy collection.

Rationale

As GPO does not hold a legacy collection, it is important to reach out to the states so that digitization can be expedited. As information users rely more and more heavily on electronic resources, it is crucial that the legacy government documents collection be digitized.

Response

GPO does not have the authority to provide a state-based program for funding digitization efforts. GPO's General Counsel's Office investigated the possibility of entering into a partnership with another Federal agency that has the capability to provide grants. It was determined that no legal authority exists for GPO to enter into such partnerships. The General Counsel further concluded that expending appropriated funds on digitization would require formal contracts, which would go through the normal competitive bidding process.

Though unable to provide grants for digitization projects, GPO continues to proactively encourage collaboration on digitization projects. In July we released a focused request for the FDLP community to create entries for their digitization initiatives in the Registry of U.S. Government Publications Digitization Projects. As part of this same outreach request, GPO asked for interested parties to submit partnership inquiry forms to GPO. Other activities include production of a digitization marketing flyer that encourages collaborative participation. Further, GPO developed a high level document for Council use that references potential digitization grant opportunities with public and private sector organizations.

Depository Library Council (DLC Recommendation):

Council further recommends that GPO request funding for grants to states for collaborative digitization projects.

GPO's has developed this document based on this request for use as an Initial List of Potential Federal Government Agencies and Private Sector Organizations Offering Digitization Grant-Funding for DLC

Introduction

At its spring Depository Library Council meeting, Council recommended that “GPO request funding for grants to states for collaborative digitization projects.” Although GPO does not have grant authority at this time to fund digitization projects using appropriated funds, this document was developed for DLC to be used as an initial list of Federal government agencies and private sector organizations that offer digitization grants. It includes links to information about the agencies/organizations, such as a description of each, contact information, grant opportunities, reference links, and recent examples of grant opportunities. There is also a miscellaneous section that provides links to a grant-related Web site for librarians.

Listing of Potential Grant Opportunities for Digitization: October, 2009

Federal Government

CFDA—Catalog of Federal Domestic Assistance

Who They Are

About CFDA: <https://www.cfda.gov>

See “Additional Resources” for more information:

FAQ's: https://www.cfda.gov/downloads/CFDA_FAQs.pdf

Overview of CFDA: https://www.cfda.gov/downloads/Intro_CFDA_Overview.pdf

Types of assistance: https://www.cfda.gov/downloads/CFDA_TypeAsst.pdf

Writing grant proposals: https://www.cfda.gov/downloads/CFDA_writing.pdf

Agencies involved in program: <https://www.cfda.gov/index?s=agency&mode=list&tab=list>

Contact Information

Main Web site: <https://www.cfda.gov>

Regional agency offices contacts: <https://www.cfda.gov/index?&cs=appendix&mode=list&tab=list&tabmode=list>

Grant Opportunities/Reference Links

Programs: <https://www.cfda.gov/index?&cs=program&mode=list&tab=list&tabmode=list>

Digitization-related grants: <https://www.cfda.gov/index?s=program&mode=list&tab=list&tabmode=list>
(Type the word “digitize” into keywords search box to find a list of 3 digitization-related grants.)

IMLS—Institute of Museum and Library Services

Who They Are

IMLS at a Glance: <http://www.ims.gov/about/about.shtm>

Contact Information

Contact page: <http://www.ims.gov/contact.shtm>

Web site, <http://www.ims.gov>
Phone, (202) 653-IMLS (4657)
E-mail, mlsinfo@ims.gov

Grant Opportunities/Reference Links

Grant Applicants, including link to “2010 Grant Opportunities Guide:” <http://www.ims.gov/applicants/applicants.shtm>

Grants by project-type: <http://www.ims.gov/applicants/project.shtm>

Preservation/Digitization-related Grants:
http://www.ims.gov/results.asp?State=0&city=&description=on&inst=&keyword=&program=gt_1007&sort=year&year=7

Recent Examples of Grant Opportunities

Link to search those recently awarded: <http://www.ims.gov/search.asp>

NDIIP—National Digital Information Infrastructure and Preservation Program (“Collaborative Initiative of the Library of Congress”)

Who They Are

About the program: <http://www.digitalpreservation.gov/library>

Program background: http://www.digitalpreservation.gov/library/program_back.html

Network of partners:
<http://www.digitalpreservation.gov/partners/index.html>
http://www.digitalpreservation.gov/partners/partners_alpha.html

Contact Information

Contact page: <http://www.digitalpreservation.gov/contact>

Web site, <http://www.digitalpreservation.gov>
Phone, (202) 707-3300
E-mail, N/A—Send inquiries through contact page.

Grant Opportunities

None per say, but you can take advantage of tools offered as a result of the partnerships:

<http://www.digitalpreservation.gov/partners/resources/tools/index.html>

Reference Links

Initiatives: <http://www.digitalpreservation.gov/library/initiatives.html>

NDSAB—National Digital Strategy Advisory Board (has disbanded as an advisory group to NDIIP)

Reference Links

Federal Still Image Working Group: <http://www.digitizationguidelines.gov>

NEH—National Endowment for the Humanities

Who They Are

About NEH: <http://www.neh.gov/whoweare/index.html>

Contact Information

*Staff Directory: <http://www.neh.gov/whoweare/staffdirectory.html>

Web site, <http://www.neh.gov>

Phone, (800) NEH-1121

E-mail, info@neh.gov

*Elizabeth Joffrion, Preservation and Access, ejoffrion@neh.gov, is a good contact.

Staff members grouped by offices or divisions: <http://www.neh.gov/whoweare/staffdirectory.htm>

Grant Opportunities/Reference Links

Apply for a Grant: <http://www.neh.gov/grants/index.html>

Grants organized by division: <http://www.neh.gov/grants/grantsbydivision.html>

NHPRC—National Historical Publications and Records Commission (affiliated with the National Archives and Records Administration, NARA)

Who They Are

About NHPRC: <http://www.archives.gov/nhprc/about>

Grant program: <http://www.archives.gov/nhprc/apply/program.html>

Contact Information

*Contact page: <http://www.archives.gov/nhprc/contact.html>

Web site, <http://www.archives.gov/nhprc>

Phone, (202) 357-5010

E-mail, nhprc@nara.gov

*Kathleen Williams, Executive Director, kathleen.williams@nara.gov, is a good contact.

Grant Opportunities

Grant categories: <http://www.archives.gov/nhprc/announcement>

Reference Links

Application instructions: <http://www.archives.gov/nhprc/apply>

FAQ's: <http://www.archives.gov/nhprc/apply/faqs.html>

Northeast Document Conservation Center (NEDCC) NHPRC Grant Opportunity Reminder:
<http://www.nedcc.org/eblasts/09NHPRCArchives.html>

Recent Examples of Grant Opportunities

See "NHPRC Funded Projects" on this page: <http://www.archives.gov/nhprc>

NSF—National Science Foundation

Who They Are

NSF at a Glance: <http://www.nsf.gov/about>

About NSF: <http://www.nsf.gov/about/glance.jsp>

Who NSF Is: <http://www.nsf.gov/about/who.jsp>

What NSF Does: <http://www.nsf.gov/about/what.jsp>

How NSF Works: <http://www.nsf.gov/about/how.jsp>

Contact Information

Contact page: <http://www.nsf.gov/help/contact.jsp>

Web site, <http://www.nsf.gov>

Phone, (703) 292-5111

E-mail, info@nsf.gov

Grant Opportunities

Funding: <http://www.nsf.gov/funding>

Reference Links

Grant Proposal Guide: http://www.nsf.gov/pubs/policydocs/pappguide/nsf09_29/gpg_index.jsp

Types of Submissions: http://www.nsf.gov/pubs/policydocs/pappguide/nsf09_29/gpg_1.jsp#ID

Recent Examples of Grant Opportunities

Active (Current) Funding: http://www.nsf.gov/funding/pgm_list.jsp?org=NSF&ord=date

Private Sector

Bill and Melinda Gates Foundation—

Who They Are

<http://www.gatesfoundation.org/about/Pages/overview.aspx>

Contact Information

Contact page: <http://www.gatesfoundation.org/about/Pages/contact-us.aspx>

Web site, <http://www.gatesfoundation.org/Pages/home.aspx>

Phone, (206) 709-3100 (main); (206) 709-3140 (grant inquiries)

E-mail, info@gatesfoundation.org

Grant Opportunities

Grants overview: <http://www.gatesfoundation.org/grants/Pages/overview.aspx>

Information for grant-seekers: <http://www.gatesfoundation.org/grantseeker/Pages/overview.aspx>

Foundation Grantmaking Priorities:

<http://www.gatesfoundation.org/grantseeker/Pages/foundation-grant-making-priorities.aspx>

Digitization-related grants: <http://www.gatesfoundation.org/grants/Pages/search.aspx>

Reference Links

Grant-seekers' FAQ's: <http://www.gatesfoundation.org/grantseeker/Pages/frequently-asked-questions.aspx>

Recent Grant Opportunities

Link to search past grants awarded: <http://www.gatesfoundation.org/grants/Pages/search.aspx>

Paul G. Allen Family Foundations—

Who They Are

Links to brief overview about foundation: <http://www.pgafoundations.com/TemplateMain.aspx?contentId=12>

Giving history: <http://www.pgafoundations.com/TemplateMain.aspx?contentId=103>

Contact Information

Contact page: <http://www.pgafoundations.com/TemplateMain.aspx?contentId=11>

Web site, <http://www.pgafoundations.com>

Phone, (206) 342-2030

E-mail, info@pgafamilyfoundation.org

Grant Opportunities

Program areas: <http://www.pgafoundations.com/TemplateMain.aspx?contentId=13>

Grantee profiles: <http://www.pgafoundations.com/TemplateMain.aspx?contentId=104>

Reference Links

Deadlines: <http://www.pgafoundations.com/TemplateMain.aspx?contentId=108>

Eligibility: <http://www.pgafoundations.com/TemplateMain.aspx?contentId=23>

Application instructions: <http://www.pgafoundations.com/TemplateMain.aspx?contentId=60>

FAQ's: <http://www.pgafoundations.com/TemplateMain.aspx?contentId=27>

Recent Grant Opportunities

2008 Grants list: <http://www.pgafoundations.com/TemplateMain.aspx?contentId=29>

Miscellaneous

The Librarian's Yellow Pages

Main Link

Main Web site (Please click on "INFOcus E-newsletter" for helpful information.): <http://www.lyponline.com>

Grants List

June grants list: <http://www.lyponline.com/infocus/0609/grants.htm>

Fundraising Tips for Libraries

June library fundraising tips: http://www.lyponline.com/infocus/0609/In_Focus_0609.htm

Recommendation 4

Council further recommends that GPO report at the Fall 2009 meeting on best practices for the streamlining of the disposal process.

Rationale

The depository disposal process is extremely time consuming and burdensome for both selectives and regionals. As pressures grow in both large and small selectives to reduce collection size, the process needs to be speedier and less staff intensive. The current guidelines provide a range of discretion. Practice varies between regionals and each state needs procedures that work best in their situation.

Response

The LSCM working group is taking a two-pronged approach to address the disposition of depository materials and Needs & Offers processes:

1. Best Practices and Education

LSCM collected and compiled all the current discard procedures from regional depository librarians. A presentation will be made on Monday at the Fall 2009 Depository Library Council Meeting. The intent of the presentation is to clarify any misunderstandings of what is required or is not required of depository libraries in the disposition of materials process. In doing this we also hope to spark ideas for discussion and streamlining this process in the various depository library regions.

After the meeting this information will be made available on the FDLP Desktop. Additionally, an OPAL session will be planned so this information can be shared, in an interactive fashion, with those who cannot be at the Council meeting.

2. Develop an automated tool to streamline the N&O process

LSCM has taken the first steps toward the development of an automated tool for streamlining the needs and offers process. We have included funding for this project in GPO's FY 2010 budget request. Additionally, suggestions for and discussion about desired features of the tool were solicited through the FDLP Community site. Part of the presentation on Monday afternoon of the Council Meeting will be devoted to obtaining additional ideas and suggestions. The feedback provided to LSCM is very important as it will be used to develop the requirements document for the tool.

In early August a discussion forum was established on the FDLP Community site to obtain comments and suggestions from the depository library community on both of these paths. LSCM continues to encourage use of this forum. We want to develop a tool that is most useful to you and we cannot do this without your input.

Recommendation 5

Council further recommends that GPO retool the current depository library item selection system. This retooling should allow for the following: (1) greater granularity of item numbers assigned to different formats of the same titles or series (i.e., every format available for distribution would have its own unique item number, so depositories could select only desired formats); (2) the ability to select (EL) only item numbers without risking receiving unwanted tangible publications; (3) a thorough revision of List of Classes removing all item numbers for titles and formats no longer distributed; (4) the ability to receive only specified formats of "general publications" (i.e., at present, an electronic-only depository must deselect "general publications" item numbers, in order not to receive unwanted tangible publications, even though many "general publications" monographs are issued both in print and electronically). For purposes of this retooling, the two proposals dated September 8, 2005 (that

were formally presented to Council at the spring 2006 Council meeting) for new models of selection of tangible materials and electronic item numbers should be revisited.

Rationale

Based on feedback from the community, there is great frustration with the current item selection system. As more depositories attempt transition to electronic-only selection, receiving unwanted tangible publications (which must then be kept for five years) is a burden. Also many depositories select “general publications” item numbers in order to receive agencies’ most valuable monographs and are not interested in receiving pamphlets and ephemera that are also distributed under those “general publications” item numbers. Lack of granularity and lack of any “preview” mechanism leads to depository library frustration and forces GPO to spend scarce taxpayer dollars to distribute publications not wanted by many depositories.

Response

As stated in the Council recommendation, GPO has previously considered “retooling” the item selection process. In order to accomplish the retooling, GPO must move off its legacy mainframe application (DDIS), which does not have the flexibility needed to meet the current selection needs of the depository community. At present GPO is writing a requirements document for the DDIS replacement.

In the mean time, to address concerns GPO is:

- Working to provide selectivity of online materials by removing them from tangible product item numbers and creating their own item numbers where possible;
- Continuing routine clean up work on the List of Classes;
- Investigating how the tasks and workflows of maintaining the List of Classes can become more systematic so GPO can realize business process improvements and efficiencies; and
- Looking toward developing a system that will allow better management of data as well as more flexibility and granularity in item numbers and formats.

To accomplish this last item and to ensure we develop a system that meets your needs, GPO will require your assistance. Because almost four years have elapsed since the item selection white papers were shared and because your user needs and collection profiles probably have changed, GPO will ask you to:

- Review the item selection white papers with fresh eyes and provide GPO with the positive or negative affects of each on depository library operations; and/or
- Offer additional alternatives and recommendations for item selection mechanisms.

This input may become the basis of requirements for legacy system replacement/ enhancements. There will be a Tuesday session at the Fall 2009 Depository Library Council Meeting devoted to this issue.

Recommendation 6

Council further recommends that GPO continue implementation of the new model of Public Access Assessments, including site visits when appropriate.

Rationale

GPO is required by Title 44 to monitor depository libraries for adherence to Federal Depository rules and regulations. The formal inspection process established in 1974 was completely discontinued by 2003. Some depositories have not been inspected since the mid 1990s. Feedback from the community suggests that inspection visits by GPO staff had an added side benefit of facilitating communication between GPO, library directors, and depository coordinators. It is extremely important for GPO to work to replace the inspection program as quickly as possible to ensure permanent public access to depository collections and provide an avenue for increased communication among the depository community.

Response

GPO has worked consistently with Council members to re-establish an assessment program that meets 44 USC §1909 requirements for first hand investigation of conditions for which need is indicated in depository libraries. Recent Public Access Assessment (PAA) activities:

- Libraries are able to request a PAA, and LSCM has begun doing assessments based in part on biennial survey data.
- LSCM continues to provide other avenues for depository consultation, providing assistance to libraries that may need help with their depository operations and any other issues as needed.
- LSCM is in the process of adding two additional assessment librarians to assist with PAA and other consultative services.
- LSCM is visiting libraries in coordination with depository meetings, presentations, and other events. These informal visits are another opportunity to share best practices and consult with depository librarians.
- To highlight activities, the PAA page on the FDLP Desktop was reworked and now includes the PAA Project Summary.
- A new Web page highlighting outreach activity is also now available. FDLP on the Go is a listing of places and events where LSCM staff have visited or participated in programs. You can find it at:
<http://www.fdlp.gov/outreach/events/450-fdlp-on-the-go>
- Four Self-Study modules have been drafted and are available for use by depository coordinators from the Tutorials section of the FDLP Desktop, located at <http://www.fdlp.gov/home/tutorials/selfstudy>. While the Self-Study is completely separate from PAA reviews, it is extremely helpful for new coordinators and others interested in the depository operation to learn more about the FDLP and a Federal depository collection.

In the near future, a draft of the updated Self-Study of a Federal Depository Library will be posted on the FDLP Desktop. This voluntary tool will serve as an educational and self-assessment resource, for new and experienced depository coordinators and staff alike.

Recommendation 7

Council further recommends that GPO improve quality control in the following three areas: (1) classification, (2) cataloging, and (3) tangible distribution.

Rationale

Before the Spring 2009 Council Meeting, Council asked the community for input on FDLP strategic planning. At least half of all responses cited operational concerns, not strategic concerns. Almost all of these operational concerns were complaints about GPO mistakes in classification, cataloging, and tangible distribution. Some respondents even said their libraries are considering

leaving the program because of the staff time it takes to correct these mistakes. Even though once notified of mistakes, GPO is very willing to correct them, these errors cause depositories to expend scarce resources for no positive gain. In addition, these mistakes lead to strained relations between GPO and the depository community, ultimately compromising the integrity of the program.

Response

We have developed a large project team from LSCM to address quality control issues in classification, cataloging, and distribution (both paper and microfiche). Individual teams have been formed for each of these areas, and project plans are in place. There are four main goals for improving quality control in all three specific areas:

1. Implement quality control checks,
2. Conduct an assessment of types of errors reported through askGPO from March 2009 through June 2009,
3. Identify staff training needs, and
4. Maintain statistics on the number of askGPO questions received in these areas.

As of the end of September 30, 2009, the following tasks have been completed:

- An assessment of questions received through askGPO in categories related to classification, cataloging, and distribution (both paper and microfiche) was conducted in order to identify the types of errors being reported and training needs;
- Work with GPO's Quality Assurance unit has begun to develop an ongoing quality assurance plan for cataloging;
- Staff conducted 100% quality control checks of classification of tangible publications from June 2009 through September 2009; an ongoing quality assurance plan for classification is being developed;
- Depository Distribution implemented four new quality control checks into their daily workflow;
- A project to review and remove duplicate bibliographic records from the Catalog of U.S. Government Publications (CGP) was begun in June and is ongoing; and
- Additional training was also held for staff who create brief bibliographic records in the CGP.