

State Focused Action Plans

FDLP Forecast Study



Rev.03/19/2013

fdlp.gov



State Focused Action Plans

A note to the Federal depository library community

The State Focused Action Plan (SFAP) is designed to document the goals and initiatives of states and multi-state Federal depository library regions. GPO is using the plans to determine how it can best complement these efforts. The SFAPs also will inform the National Plan for the Future of the FDLP and the strategic priorities of Library Services and Content Management (LSCM).

ABOUT THIS FILE

This file contains the SFAPs submitted to GPO as of December 13, 2012. There are 34 SFAPs representing 40 states and territories. GPO combined and reformatted the plans into a single PDF to allow searching of the plans across states. Bookmarks and a hyperlinked key of SFAPs received are provided for easy navigation through the file.

REVISIONS TO THIS FILE

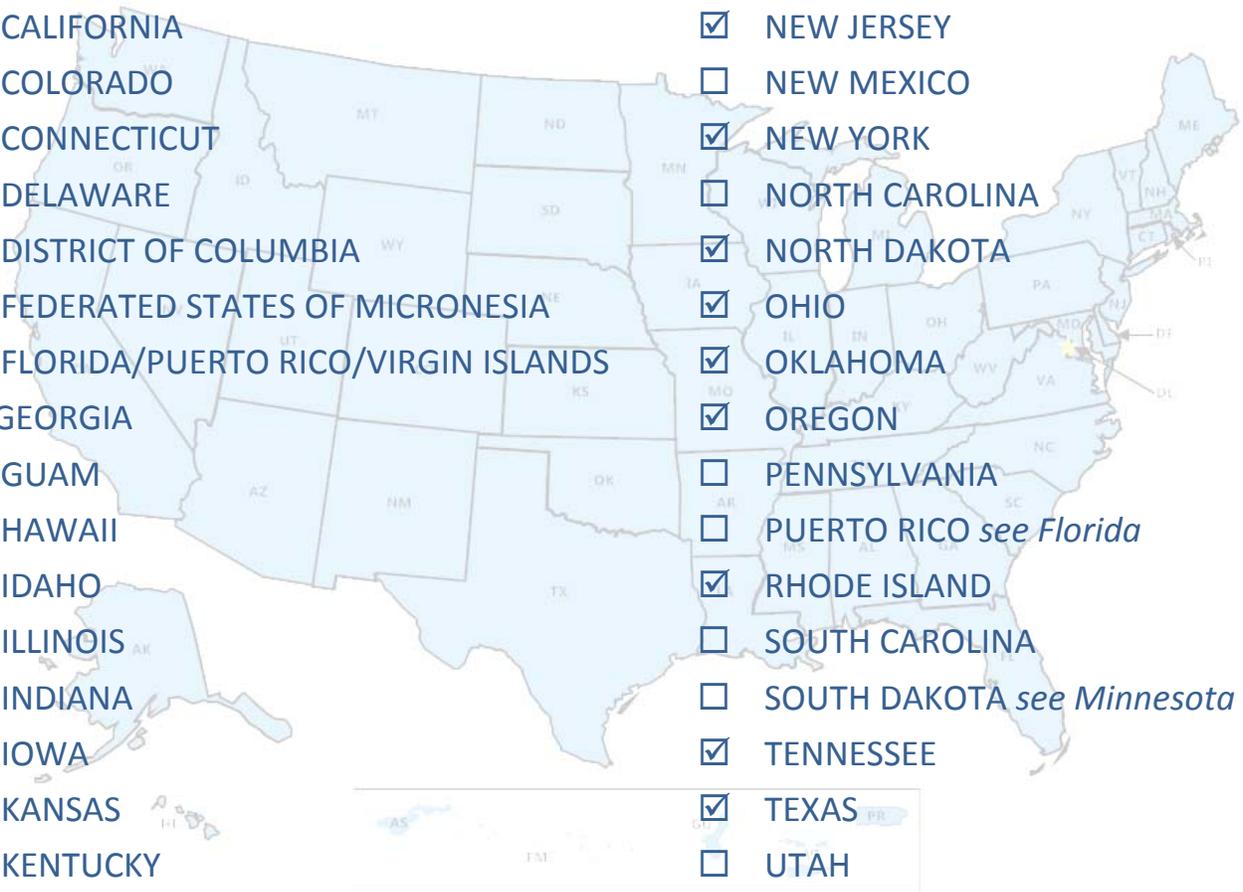
Following discussions during the forecasts sessions of the recent Depository Library Council Meeting and Federal Depository Library Conference, the deadline was extended for submitting plans to GPO. The new deadline is November 30, 2012. GPO added additional SFAPs to this file as they were received.

QUESTIONS

If you have any questions, please submit an inquiry to [askGPO](#). Use the category “Federal Depository Libraries” and the subcategory “FDLP Forecast Study” to ensure your question is routed to the appropriate person for response.

STATE FOCUSED ACTION PLANS RECEIVED

- | | |
|--|---|
| <input type="checkbox"/> ALABAMA | <input checked="" type="checkbox"/> MISSOURI |
| <input type="checkbox"/> ALASKA <i>see Washington</i> | <input checked="" type="checkbox"/> MONTANA |
| <input type="checkbox"/> AMERICAN SAMOA | <input type="checkbox"/> NEBRASKA |
| <input checked="" type="checkbox"/> ARIZONA | <input type="checkbox"/> NEVADA |
| <input checked="" type="checkbox"/> ARKANSAS | <input type="checkbox"/> NEW HAMPSHIRE <i>see Maine</i> |
| <input type="checkbox"/> CALIFORNIA | <input checked="" type="checkbox"/> NEW JERSEY |
| <input checked="" type="checkbox"/> COLORADO | <input type="checkbox"/> NEW MEXICO |
| <input checked="" type="checkbox"/> CONNECTICUT | <input checked="" type="checkbox"/> NEW YORK |
| <input type="checkbox"/> DELAWARE | <input type="checkbox"/> NORTH CAROLINA |
| <input type="checkbox"/> DISTRICT OF COLUMBIA | <input checked="" type="checkbox"/> NORTH DAKOTA |
| <input type="checkbox"/> FEDERATED STATES OF MICRONESIA | <input checked="" type="checkbox"/> OHIO |
| <input checked="" type="checkbox"/> FLORIDA/PUERTO RICO/VIRGIN ISLANDS | <input checked="" type="checkbox"/> OKLAHOMA |
| <input checked="" type="checkbox"/> GEORGIA | <input checked="" type="checkbox"/> OREGON |
| <input type="checkbox"/> GUAM | <input type="checkbox"/> PENNSYLVANIA |
| <input checked="" type="checkbox"/> HAWAII | <input type="checkbox"/> PUERTO RICO <i>see Florida</i> |
| <input checked="" type="checkbox"/> IDAHO | <input checked="" type="checkbox"/> RHODE ISLAND |
| <input checked="" type="checkbox"/> ILLINOIS | <input type="checkbox"/> SOUTH CAROLINA |
| <input checked="" type="checkbox"/> INDIANA | <input type="checkbox"/> SOUTH DAKOTA <i>see Minnesota</i> |
| <input checked="" type="checkbox"/> IOWA | <input checked="" type="checkbox"/> TENNESSEE |
| <input checked="" type="checkbox"/> KANSAS | <input checked="" type="checkbox"/> TEXAS |
| <input checked="" type="checkbox"/> KENTUCKY | <input type="checkbox"/> UTAH |
| <input checked="" type="checkbox"/> LOUISIANA | <input type="checkbox"/> VERMONT <i>see Maine</i> |
| <input checked="" type="checkbox"/> MAINE/NEW HAMPSHIRE/VERMONT | <input checked="" type="checkbox"/> VIRGINIA |
| <input type="checkbox"/> MARYLAND | <input type="checkbox"/> VIRGIN ISLANDS (U.S.) <i>see Florida</i> |
| <input checked="" type="checkbox"/> MASSACHUSETTS | <input checked="" type="checkbox"/> WASHINGTON/ALASKA |
| <input checked="" type="checkbox"/> MICHIGAN | <input checked="" type="checkbox"/> WEST VIRGINIA |
| <input checked="" type="checkbox"/> MINNESOTA/SOUTH DAKOTA | <input checked="" type="checkbox"/> WISCONSIN |
| <input checked="" type="checkbox"/> MISSISSIPPI | <input type="checkbox"/> WYOMING |



Arizona Focused Action Plan

Initiatives – Indicate Library types: Federal depository libraries in Arizona

Initiative #1: Arizona Federal Depository libraries will work effectively to selectively integrate government information reference services with other public services in their libraries to provide wider access to government information resources

Actions/Plans: To accomplish this depository libraries will:

- 1.1 Will work with library staff in their libraries that have little knowledge of government information (FDLP and non-FDLP)
 - i. Acquaint library staff with the advantages and methods of use of government information
 - i. Share expertise/experience
 - ii. Share documentation
 - iv. Develop training modules and tutorials
- 1.2 Federal Depository librarians will explore and share ways that government information can be accessed
 - i. Use widely-accepted tools (e.g., Google)
 - ii Inform others of instances when some tools are not as effective as specialized tools including dedicated indexes, websites, and databases.
- 1.3 Depository librarians will seek ways to overcome reluctance of staff and users to explore and use government information
 - i. Facilitate the understanding of government information
 - ii Make documents areas within the library inviting and user-friendly
 - iii. Provide email and phone numbers of knowledgeable staff in the library and other depository libraries in Arizona
- 1.4 Federal Depository librarians will seek ways to utilize current technology tools, e.g., Web 2.0, to promote government information products alongside other products of the library and to boost end-user awareness and use of government information
- 1.5 Federal Depository librarians will work to increase degree of integration and use of federal publications
 - i. Improve bibliographic control and access to federal publications
 - ii. Develop education/training modules

Initiative #2: Federal Depository Libraries in Arizona will increase the expertise and referral skills of available documents and reference staffs so that they make full and effective use of resources within their collections and the state.

Actions/Plans: To accomplish this depository libraries will:

2.1 Needs Assessment - Arizona Depository Library Council will require depository libraries throughout the state to survey the need among documents staff for training in documents reference and referral skills.

2.2 Continuing Education- Arizona Depository Library Council will promote the development of continuing education opportunities in documents librarianship among depository libraries in Arizona by

- i. Providing a forum in which the various means of increasing such opportunities can be pursued.
- ii. Providing leadership in coordinating and publicizing such opportunities, and in making them available at the widest possible range of locales

2.3 Arizona Depository Library Council will investigate additional sources of assistance in developing continuing education opportunities for all Arizona librarians interested in increasing their documents reference skills including training at Arizona Depository Library Council meetings.

2.4 The Arizona Depository Library Council will encourage participation in documents-related organizations at the local, state, regional, and national level including participation in online forums and online training.

2.5 The Arizona Depository Library Council will encourage use of educational tools prepared by documents librarians, virtual training software, and other available and archived training and presentations for building skills with government information. The online training formats will allow staff to train from any location, and often without leaving their workplace, to cross-train, and to train those outside of the depository system with minimal expense.

2.6 The Arizona Depository Library Council will seek ways to partner with the University of Arizona School of Informational Resources and Library Science and community college library technology programs as a way to share training opportunities.

Initiative #3: Arizona Depository libraries will provide outreach and support to non-depository librarians, libraries and the public

Actions/Plans: To accomplish this depository libraries will:

3.1 Increase discoverability through local and statewide efforts

- i. Market resources and services through "low impact" exposure
- ii. In-house resources
- iii. Use of smaller signage/QR codes
- iv. Create ongoing "Docs in the News" widget or feed that all Arizona depositories can feature

3.2 Reach out to the wider Arizona library community

- i. Share expertise
- ii. Provide contact information for fulfilling services and consultation
- iii. Identify freely available resources to help meet the needs of the library

* Local: Meet with reference staff/subject specialists to discuss needs/identify resources

* Statewide: participate in state library conference sessions, prepare state library newsletter articles, and participate in regional depository conference

Initiative #4: Federal Depository libraries and librarians in Arizona will participate in and provide continuing educational opportunities/learning

Actions/Plans: To accomplish this depository libraries will:

4.1 Share learning opportunities and useful resources

- i. Communicate learning opportunities to depository librarians around state through government documents listserv in our state
- ii. Bring information and resources from other sources - American Library Association, American Association of Law Libraries, Depository Library Council, Government Printing Office, and other sources
- iii. Create mini-training sessions on hot topics, new or useful resources at Arizona Depository Library Council meetings.
- iv. Coordinate and present programs at Arizona State Library Associations and other forums

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Arizona. (state) or the Federal depository region which encompasses the following states:

1. Allan Dew (name), Pima County Public Library (institution)
2. Janet Fisher (name), Arizona State Library, Archives and Public Records (institution)
3. Camille O'Neill (name), Arizona Western College (institution)
4. Dan Stanton (name), Arizona State University (institution)
5. Atifa Rawan (name), University of Arizona (institution)
6. _____ (name), _____ (institution)
7. _____ (name), _____ (institution)
8. _____ (name), _____ (institution)

Arkansas State Focused Action Plan

INITIATIVE 1: Library Type: All Libraries

To provide equitable access to all types and formats of government information, in compliance with the FDLP's, legal requirements & program regulations of the Federal Depository Library Program <http://permanent.access.gpo.gov/gpo9182/legal-requirements-guidance2011.pdf>

Actions/Plans: To accomplish this depository libraries will:

- 1.1 Maintain a document's home page which contains the depository logo and provides links to relevant and core government websites. Survey libraries and their use of social media.
- 1.2 Provide a collection of databases, bibliographies, indexes and other reference sources and finding aids to assist in the finding and retrieval of government information. Compile a listing of commercially produced non-depository titles available in depository libraries. Distribute to all non-depository libraries. Update annually.
- 1.3 Depositories are encouraged to identify special collections such as maps, presidential and Native American collections, census, USGS professional papers, etc., and shall promote awareness of these collections.
- 1.4 Depository libraries shall provide efficient interlibrary loan services for government information in appropriate formats and shall encourage non-depository libraries to request government information in appropriate formats for their library users.
- 1.5 Depository libraries should ensure that government information-related reference services and resources for both in-person and remote users are easy to locate and access.

INITIATIVE 2: Library Type: All Libraries

Ensure that a complete body of federal government information is accessible to the citizens of Arkansas through the acquisition and development of current and retrospective collections.

Action/Plans: To accomplish this depository libraries will:

- 2.1 Review the existing historical collections at each library and work with the regional to establish a base line of retention needed at the local level, the state level, and at the regional level.
- 2.2 Each depository library shall cooperate with efforts to integrate government information holdings into state and national bibliographic control systems, such as OCLC and the Statewide Arkansas Union Catalog Project. Library surveys will be utilized to obtain library participation in these utilities. Not all depository collections are cataloged.
- 2.3 Work to fully record holdings in online discovery tools for historical collections to aid in collection development and discovery at a local, state, regional, and national level. Investigate funding sources from the State Library to help small depository libraries add their document holdings to OCLC.

- 2.4 Request depository to update collection development policies and submit to Regional Library.
- 2.5 Select those additional documents appropriate to support the needs of its Congressional District, the local clientele, and non-depository libraries in its area, provided that the materials fall within the overall collection development policy.
- 2.6 Participate in cooperative agreements or selective housing agreements when appropriate.
- 2.7 Encourage depository libraries to purchase commercially produced tools to strengthen and improve access to the Federal depository collection. Compile a directory of sources and distribute to all depository libraries.

INITIATIVE 3: Library Type: All libraries

All Arkansas depository libraries will increase efforts to market and educate the public, non-depository libraries and library staff about government information.

Action/Plan: To accomplish this depository libraries will:

- 3.1 Sponsor and support programs that address continuing education needs of depository and non-depository staff in understanding the importance of government information available to all.
- 3.2 Depository libraries will work cooperatively to sponsor workshops throughout the state. Expand workshops such as Ben’s Guide.
- 3.3 Make use of available marketing/public relations tools and techniques to acquaint users within the community and Congressional district of the value of its Federal depository holdings by means of new document displays, user guides, posters, newsletters, news releases, catalogs, brochures, and web pages.
- 3.4 Develop marketing materials that will specifically target non-depository libraries of all types.
- 3.5 Work with the regional library to develop a statewide marketing plan.

INITIATIVE 4: Library Type: All libraries

To ensure the future availability of federal government information in federal depository libraries in Arkansas by encouraging preservation and digitization efforts.

Action/Plans: To accomplish this depository libraries will:

- 4.1 Participate in national and statewide programs, such as University of North Texas’ CyberCemetery, for the archiving of digital government information, to the extent possible.
- 4.2 Make digitized documents available through the library’s catalog or by publicizing its digitization efforts through tools such as the Registry of U.S. Government Publications Digitization Project.
- 4.3 Develop along with the Regional Depository Library guidelines for long-term access in all formats. Regional will encourage preservation of Arkansas-related documents in tools, such as the Arkansas Digital Archive.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Arkansas

1. Mary Brewer, Arkansas State Library
2. Mary Heady, University of Arkansas, Monticello
3. Karen Russ, University of Arkansas, Little Rock
4. April Sheppard, Arkansas Tech University
5. Janice Ford, Ouachita Baptist University
6. Evelyn Yates, University of Arkansas, Pine Bluff

Colorado State Focused Action Plan

This plan is based in large part on the Colorado State Plan, Collecting Patterns, and Collection matrix documents available at <http://ucblibraries.colorado.edu/govpubs/de/index.htm>.

Initiative 1: To actively shape collections to meet user needs.

Library types: All types

Actions/Plans: To accomplish this depository libraries will:

- 1.1. Identify collections needed to support areas of research, curricular foci, local needs, civic engagement or institutional strengths.
- 1.2. Coordinate collection development to ensure that materials remain available to the state.
- 1.3. Maintain and update coordinated collection development plans on the University of Colorado's (the regional) website to allow all libraries to determine collection strengths.
- 1.4. Create and post collection development plans for all depositories.
- 1.5. Develop Memorandums of Understanding between the regional and appropriate selectives regarding retention and continued development of collections.
- 1.6. Support the infrastructure to collect, organize, provide access to, disseminate and preserve collections needed by users.
- 1.7. Explore the digitization of government publications, especially those on microfiche.
- 1.8. Continue to work and collaborate with each other via regular meetings (GoPIG).

Initiative 2: All Federal depository libraries in the state will promote awareness of and access to Government information products and services in all formats.

Library types: All types

Actions/Plans: To accomplish this depository libraries will:

- 2.1 Collaborate on the provision of tools for reference and discovery.
- 2.1. Create resource guides that facilitate access to materials.
- 2.2. Create bibliographic access to materials in all formats (including the retrospective collection). As libraries transition to a more electronic environment bibliographic access needs to be maintained.
- 2.3. Government information specialists should work to develop broad institutional knowledge of government information within their respective institutions.
- 2.4 Provide reference referral services as needed.

- 2.5. Maintain collaborative discovery and delivery tools (e.g. Prospector, Swift).
- 2.6 Advance professional values of intellectual freedom, intellectual property rights and values, user privacy and confidentiality, collaboration, and user-centered service.
- 2.7 Continue to work and collaborate with each other via regular meetings (GoPIG).

Initiative 3: All depository libraries in Colorado will work collaboratively to share expertise and to provide outreach and training for libraries and users.

Library types: All types

Action/Plans: To accomplish this depository libraries will:

- 3.1. Promote the availability of regional services in libraries (both selectives and non-depository libraries).
- 3.2. Explore options for sharing reference expertise across depositories in the state.
- 3.3. Leverage resources created by various libraries for past and ongoing projects (e.g. Gi21, YouTube).
- 3.4. Continue training all users on government information.
- 3.5 Leverage technology to provide training (e.g. Virtual conferences, YouTube).

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Colorado

- 1. Mark Anderson, University of Northern Colorado
- 2. Jamie Walker, Colorado Mesa University
- 3. Mike Culbertson, Colorado State University
- 4. Ron Koch, University of Colorado Colorado Springs
- 5. Barbara Whalen, Denver Public Library

6. Hannah Houck, University of Colorado Denver
7. Dan Sullivan, Colorado State University Pueblo
8. Kevin Seeber, Colorado State University Pueblo
9. McKinley Sielaff, Colorado College
10. Peggy Jobe, University of Colorado Boulder
11. Alicia Brillon, University of Colorado Boulder Law
12. Lisa Nickum, Colorado School of Mines
13. William Cuthbertson, University of Colorado Boulder
14. Tassanee Chitcharoen, University of Colorado Boulder
15. Chris Brown, University of Denver
16. Jennie Gerke, University of Colorado Boulder
17. James F. Williams, University of Colorado Boulder
18. Debbi MacLeod, Colorado State Library
19. Sharon Johnson, United States Air Force Academy
20. Eugene Hainer, State Librarian, Colorado

State Focused Action Plan – Connecticut 2012

Initiatives –Indicate Library types: All libraries_____

Initiative 1: Reach out to non-fdlp libraries, ie. public, school and academic

Actions/Plans:

1.1. The State Library will continue to offer training to public and academic librarians on depository related topic i.e. census, federal website, government statistics

1.2. Depository coordinators will investigate participating at the Connecticut Library Association Annual Conference, either as panel participants, or staffing an information booth/table

.

Initiatives –Indicate Library types: __All Libraries_____

Initiative 2: Reinvent the CTGodort Group, especially so the new depository coordinators will have the benefit of chatting with veteran librarians before they all retire

Actions/Plans:

2.1. Connecticut State Library (Regional) will set up a meeting in fall of 2012 and encourage participation from all depository coordinators

2.1.1. New officers will be elected

2.1.2 At least 4 meetings will be held each year, as often as possible at the depository library so that we can learn from each other's collections.

2.1.3 Avenues to conduct virtual meetings will be explored to be sensitive to staff shortages and funding that may inform coordinators ability to travel

2.2. CTGodort will encourage CT Coordinators to actively attend/host Government Publications Librarians of New England meetings.

2.3. CTGodort will support, facilitate, and encourage an informal mentoring program between new and veteran coordinators.

2.4. CTGodort will support and facilitate discussions among selective regarding FDLP discarding requirements and procedures

Initiatives –Indicate Library types: ___All libraries_____

Initiative 3: Continue to provide excellent public service.

Action/Plans:

1.1. We will foster cooperation and knowledge sharing among our depository libraries so that we can direct patrons to appropriate resources.

1.2. We will utilize interlibrary loan to obtain material from other libraries.

1.3. We will develop and support informal photocopying/scanning/reproducing agreements among our libraries.

Initiatives –Indicate Library types: ___All libraries, especially those with legacy collections.

Initiative 4: Work to include all pre-1976 material in our catalogs

Action/Plans:

1.1. Explore the fine work Yale has done in incorporating all their documents into their catalog.

1.2. Explore options in our own libraries and share our findings

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of __ Connecticut _____ (state) or the Federal depository region which encompasses the following states: _Connecticut_____.

1. Nancy Peluso, Connecticut State Library
- 2.Hella Heydorn, University of New Haven
3. Steve Kwasnik, Bridgeport Public Library
4. Katherine Hart, Trinity College
5. Melanie Maksin, Yale University,
6. Camilla Tubbs, Yale Law School .

State Focused Action Plan

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **June 30, 2012**.

Example:

Initiatives -All Libraries:

Initiative 1: All Federal depository libraries in [state/region] will work collaboratively to promote awareness of and access to Government information dissemination products and services

Actions/Plans: To accomplish this depository libraries will:

- 1.1 Develop a marketing plan/strategy that targets public users
 - 1.1.1 Theme [state-wide interest or event to tie to?]
 - 1.1.2 Promotional materials
 - 1.1.3 Online presence
 - 1.1.4 Library as a place
 - 1.1.5 Resources available to users
 - 1.1.6 Services available to users
 - 1.1.7 ...
 - 1.1.8 ...
- 1.2 Develop a marketing plan/strategy that targets non-depository libraries

- 1.2.1 Theme [state-wide library theme to tie to?]
 - 1.2.2 Promotional materials
 - 1.2.3 Online presence
 - 1.2.4 Library as a place
 - 1.2.5 Resources available to non-depositories
 - 1.2.6 Services available to non-depositories
 - 1.2.7 ...
 - 1.2.8 ...
-

Initiatives -All Libraries:

Initiative 2: All Federal depository libraries in [state/region] will work collaboratively to develop and promote awareness of and access to a digital collection of Government information dissemination products of interest to the residents of the state.

Actions/Plans: To accomplish this depository libraries will:

- 2.1 Determine subject of the digital collection
 - 2.2 Identify holdings in state's depositories
 - 2.3 Identify digitization options
 - 2.4 Identify materials already available in digital format
 - 2.5 Develop Web presence for the collection
 - 2.6 Include project in GPO's registry of digital projects
 - 2.7 ...
 - 2.8 ...
-

Initiatives –Indicate Library types: All _____

Initiative 1: Commit to the ASERL Guidelines for Managing Collections

Actions/Plans: To accomplish this depository libraries will:

- 1.1. Increase the number of Centers of Excellence (COE's) in Florida from 6 to 12 (100% increase) by 2017.
- 1.2. The Regional will identify smaller agencies for libraries with limited staff/resources using online Monthly Catalog
- 1.3. Encourage ASERL administration to garner support for this initiative from Deans and Directors
- 1.4. Encourage collaboration among libraries to share the requirements of being a COE

Initiatives –Indicate Library types: All _____

Initiative 2: Catalog and preserve tangible copies.

Actions/Plans: To accomplish this depository libraries will:

- 2.1. The Regional will catalog its collection of print documents; most material will be moved to a high density storage facility for preservation
- 2.2. Selectives will use The Regional’s catalog (www.uflib.ufl.edu) to make informed weeding decisions
- 2.3. The cataloging records for both print and electronic documents held by The Regional will be available from the UF catalog via a Z39.50 connection

Initiatives –Indicate Library types: All _____

Initiative 3: To accomplish this depository libraries will:

Action/Plans: Provide training and support for digitization

- 1.1. The Regional will develop a plan to provide training for digitization based on a model used to create the Digital Library of the Caribbean (dLOC)
- 1.2. The Regional will create sub collections for specific locations (PR and UVI) or topics
- 1.3. The Regional will commit limited funding to scan materials with Florida, PR and USVI contents that cannot be scanned locally by Selectives

Initiatives –Indicate Library types: All _____

Initiative 4: Provide training for Selectives

Action/Plans: To accomplish this depository libraries will:

- 1.1. The University of Central Florida/Rich Gause will gather and publish a publically accessible set of LibGuides created by The Regional and Selectives
- 1.2. Selectives will add online training sessions and videos to LibGuides
- 1.3. UCF/Rich Gause will provide training on the development of LibGuides (TBLC Program, Wednesday, November 7, 2pm)
- 1.4 The Regional will publicize/market LibGuides to Selectives and non-depository libraries

Initiatives –Indicate Library types: All _____

Initiative 5: Include smaller Selectives with limited staff and resources in the State Action Plan

Action/Plans:

1.1. The Regional will oversee the creation of a mentoring program for small Selectives: for example, Selectives that need specialized training (digitization, LibGuides, cataloging, etc.) or Selectives that want to become an ASERL COE but lack the staff/resources.

1.2.

1.3.

1.4.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of _____ (state) or the Federal depository region which encompasses the following states: Florida, Puerto Rico, U.S. Virgin Islands.

1. Rich Gause _____ (name), Univ. of Central Florida _____ (institution)
2. Jane Canefield _____ (name), Pontifical Catholic Univ. of Puerto Rico (institution)
3. Chelsea Dinsmore _____ (name), University of Florida _____ (institution)
4. Joe Aufmuth _____ (name), University of Florida _____ (institution)
5. _____ (name), _____ (institution)
6. _____ (name), _____ (institution)
7. _____ (name), _____ (institution)
8. _____ (name), _____ (institution)

State Focused Action Plan - Georgia

Initiatives: All Libraries

Initiative 1: To collect and maintain as complete a collection as possible of Federal government information in Georgia.

Actions/Plans:

- 1.1. The regional depository library will retain permanently at least one copy of all government publications in print or microfacsimile, unless they are superseded or the discards are authorized by the Superintendent of Documents.
- 1.2. The regional depository library will actively work to fill in gaps in the regional collection from discard lists, the GPO Needs and Offers (N&O) list, and elsewhere.
- 1.3. Selective depository libraries are expected to meet the needs of the communities they serve through the selection of relevant government publications in the format that best suits their users' needs.
- 1.4. Selective depository libraries will follow the retention guidelines for selective depository libraries as described in the *Federal Depository Library Legal Requirements and Program Regulations* OR in the *Guidelines for Depository Libraries: Substituting Online for Tangible Versions of Depository Publications by Selectives*.
- 1.5. Selective depository libraries will follow the discard guidelines and procedures established by the regional depository library to help fill gaps in the regional collection.

Initiatives: All Library Types

Initiative 2: To ensure all residents of the State of Georgia have access to Federal government information.

Actions/Plans: To accomplish this, depository libraries will:

- 2.1. Ensure that their library's policies and practices encourage access to government information in all formats.
- 2.2. Facilitate access to online/electronic government information.
- 2.3. Provide bibliographic access to all depository items received, regardless of format, via the online library catalog, finding aids, research guides, or other means.
- 2.4. Participate or consider participating in national and statewide projects to archive digital government information and digitize tangible government documents.

2.5. Ensure that both collection and public service spaces comply with standards set by the Americans with Disabilities Act (ADA).

Initiatives –Indicate Library types: All Library Types

Initiative 3: To provide the best public service possible to users of Federal government information.

Action/Plans: To accomplish this, depository libraries will:

3.1. Ensure that reference and research services (hours of service, degree of assistance, and professional expertise of staff) to the general public using depository resources are comparable to those extended to the library’s primary users.

3.2. Ensure that government information-related reference services and resources for both in-person and remote users are easy to locate and access.

3.3. Refer users to other depositories for access to unique depository collections and expertise and also offer their own unique expertise, collections and resources to users referred by other depository libraries.

3.4. Ensure that staff are sufficiently trained to provide services in the use of government information products in all formats. Staffing levels must be sufficient to provide access and assistance.

3.5. Have a written policy regarding public services for government information that includes provisions for no-fee access to government information in all formats (tangible and electronic) to all users.

Initiatives –Indicate Library types: All Library Types

Initiative 4: To promote public awareness of government information and its availability through the Federal Depository Library Program.

Action/Plans: To accomplish this, depository libraries will:

4.1. Promote their depository collections and the services available in the use of government information, highlighting government resources that are of general interest, in public demand, in the news, or useful to their users.

4.2. Share their knowledge and expertise within their own library by cross-training, sharing relevant or interesting documents-related information through e-mail, routing interesting government documents, conducting tours of the documents collection, and other activities which promote their depository to internal staff, faculty, and administrators.

4.3. Work cooperatively with other depository libraries in their area to promote public awareness of government information and its availability at their institutions.

4.4. Celebrate significant depository milestones (anniversaries, new facilities, etc) to help promote their collections.

Initiatives: All Library Types

Initiative 5: To foster and facilitate communication between depository libraries.

Action/Plans:

5.1. The regional depository library and/or regional depository librarian will:

5.1.1. Facilitate state and regional training opportunities.

5.1.2. Promote cooperation between selective depositories in the state or region, including resource sharing such as interlibrary loan (ILL) and reference assistance.

5.1.3. Promote communication and enhance the networking activities between Federal depository libraries in the state or region.

5.1.4. Maintain and publish a list of Georgia depository libraries and depository coordinators.

5.1.5. Facilitate an annual meeting (either in person or virtual) of Georgia depository libraries.

5.1.6. Maintain DOCSGA-L, the official listserv for depository libraries in Georgia.

5.1.7. Maintain awareness of local, regional and national trends in the government documents community.

5.2. Selective depository libraries will:

5.2.1. Appoint a depository coordinator.

5.2.2. Ensure that the regional depository library and the GPO have up-to-date contact information.

5.2.3. Ensure that their depository coordinator and other staff members who work with government documents are subscribed to DOCSGA-L. Active participation in DOCSGA-L, such as asking questions of and responding to colleagues and sharing resources, is strongly encouraged.

5.2.4. Ensure that their depository coordinator and other staff members who work with government documents are subscribed to FDLP-L.

5.2.5. Notify the regional depository library of significant changes in their depository status, such as major changes to their selection profile, major weeding projects, building remodeling projects that affect access to the depository collection, etc.

5.2.6. Collaborate with neighboring depositories, particularly those within the same congressional district, regarding collection development, promotional activities, and continuing education activities to maximize the exposure of depository services to the communities they serve.

5.2.7. Participate in the annual meeting of Georgia depository libraries, either in person or virtually.

5.2.8. Maintain awareness of local, regional and national trends in the government documents community.

5.3. All depository library coordinators and staff are strongly encouraged to attend (in person or virtually) and/or participate in state, national and regional meetings and organizations related to government information and/or the Federal Depository Library Program.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Georgia (state) or the Federal depository region which encompasses the following states:_____.

1. Hallie Pritchett, University of Georgia
2. Patricia Kenly, Georgia Institute of Technology
3. Kathy Piselli, Atlanta-Fulton Public Library
4. Lori Gwinett, Georgia Southern University
5. Dean Sullivan, University of West Georgia
6. Barbara Jones, Dalton State University
7. Elaine Fenton, U.S. Court of Appeals, 11th Circuit
8. Virginia Feher, Augusta State University

9. Maureen Morgan, Berry College
10. Joe Hurley, Georgia State University
11. Emily Rogers, Valdosta State University
12. Chris Hudson, Emory University Law Library
13. Jacquelyn Daniel, Atlanta University Center

State Focused Action Plan

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **August 31, 2012**.

Initiatives –Indicate Library types: Law

Initiative 1: Supreme Court Law Library System (SCLLS) will provide current and comprehensive legal reference and information services to the Judiciary, legal community, state and county governments, and the general public.

Actions/Plans: To accomplish this goal, the court libraries will:

- 1.1. Identify titles (e.g., congressional documents, statutes, federal rules, and court opinions) currently available in digital format.
- 1.2. Provide retrieval and search procedures.
- 1.3. Provide electronic and paper options.
- 1.4. Identify other FDLP collections for items not on FDsys or at SCLLS.

Initiatives –Indicate Library types: Public

Initiative 2: Conduct training in performing item selection using DSIMS and DDM2 for public library staff

Actions/Plans: To accomplish this goal, the Hawai‘i State Library will:

- 2.1. Record a training video demonstrating the use of DSIMS.
- 2.2. Conduct live training sessions using the University of Hawai‘i’s Hālāwai platform on DSIMS and DDM2.

Initiatives –Indicate Library types: University of Hawai‘i System

Initiative 3: Identify titles for selective housing agreements

Action/Plans: To accomplish this goal, the UH System depository libraries will:

- 1.1. Identify titles that must be retained at selective depositories
- 1.2. Identify titles that selectives would like to transfer to UHM
- 1.3. Draw up selective housing agreements to formalize the library of record for each title
- 1.4. Identify titles/volumes that may be withdrawn by the regional or by selectives

Initiatives –Indicate Library types: All

Initiative 4: Create three instructional videos featuring government information resources of interest to Hawai‘i residents

Action/Plans: To accomplish this goal, the depository libraries will:

- 1.1. Identify three topics of greatest interest/need in the community
- 1.2. Recruit volunteers to create the videos
- 1.3. Publish the videos on a freely accessible site
- 1.4. Announce the availability of the videos to the community

Initiatives –Indicate Library types: University of Hawai‘i at Mānoa and Hawai‘i State Library

Initiative 5: Maintain redundancy for Hawai‘i- and Pacific-related materials and other essential titles

Action/Plans: To accomplish this goal, the UHM Library and HSL will:

- 1.1. Review Needs & Offers lists to identify and request Hawai‘i - and Pacific-related materials that are not currently held by both libraries
- 1.2. Offer each other duplicate copies of Hawai‘i - and Pacific-related materials

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Hawai‘i.

1. Gwen Sinclair, University of Hawai‘i at Mānoa Library
2. Stewart Chun, Hawai‘i State Library
3. Sana Daliva, Kahului Public Library
4. Carolyn Larson, Lihue Public Library
5. Catherine Bye, William S. Richardson School of Law Library
6. Marynelle Chew, Brigham Young University- Hawai‘i Library
7. Brian Bays, University of Hawai‘i-Hilo Library
8. Mark Skrimstad, Hawai‘i Supreme Court Law Library

Idaho FDLP Forecast Action Plan

Education

- Interest in GPO-facilitated virtual meetings

Initiative 1: Federal depository libraries in Idaho will facilitate continuous improvements in the education of staff who work with government information.

Activities:

1.1. Libraries will encourage appropriate staff to participate in virtual training opportunities as time permits.

Affiliations and Community Marketing

- How GPO can assist in effectively marketing services

Initiative 2: Federal depository libraries in Idaho will use GPO-provided marketing resources to promote raise awareness of government information among patrons and staff.

Activities:

2.1. Libraries will keep abreast of new resources made available by GPO.

2.2. Libraries will use GPO-provided resources, including web tutorials, digital graphics, and PR materials.

Communication

- Communication among Idaho Libraries

Initiative 2: Federal depository libraries in Idaho will respond to communications from each other and GPO in a timely manner.

Activities:

2.1. Libraries will let other Idaho depositories know about promotional activities as they occur in order to share ideas.

2.2. Libraries will assist other Idaho depositories with reference and research questions as appropriate.

2.3. Libraries will respond to all queries and questions from GPO in a timely manner.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Idaho. (state)

1. Ramirose Attebury (name), University of Idaho (institution)
2. Samantha Thompson-Franklin (name), Lewis-Clark State College (institution)
3. Julie Davis (name), Boise Public Library (institution)
4. Kristin Quigley (name), Idaho Supreme Court (institution)
5. Nancy Donahoo (name), Boise State University (institution)
6. _____ (name), _____ (institution)
7. _____ (name), _____ (institution)
8. _____ (name), _____ (institution)

State Focused Action Plan

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **August 31, 2012**.

Initiatives –Indicate Library types: _____ All _____

Initiative 1:

Actions/Plans:

Prepare a prioritized list of government documents in subject areas pertaining to Illinois to be digitized and work on standards for digitizing these materials. Also to create and provide a communication network by which depository libraries could share, exchange and collaborate on ideas to promote these subject areas and “occasions.”

- Prepare prioritized list in subject areas to be digitized pertaining to Illinois
Possible topics related to upcoming anniversaries
 - WWI-related 100th anniversary
 - 200th anniversary of Illinois statehood, December 3, 1818
 - 150th anniversary of Lincoln’s assassination, April 14, 1865
 - 150th anniversary of abolition of slavery via ratification of 13th amendment to Constitution, Dec. 6, 1865
 - 70th Anniversary of various World War II events (Normandy, VE Day, etc.)
- Help libraries market their resources to specific users or groups
- Exchange library guides for subject areas
- Collaborate on state-wide initiatives through groups working on the same or similar projects.
- Create standards for statewide digitization

- 1.1 Prepare prioritized lists of government documents in subject areas to be digitized pertaining to Illinois
 - 1.1.1 Determine source material to identify Illinois occasions or topics;
 - 1.1.2 Identify materials to be digitized from interested depository libraries;
 - 1.1.3 Establish criteria to evaluate available materials from libraries;
 - 1.1.4 Determine work effort to accomplish selected projects;
 - 1.1.5 Create timeline of implementation [determine realistic deadlines].
- 1.2 Help libraries market their resources to specific users or groups
 - 1.2.1 Establish available modes of outreach and communication venues through which to market;
 - 1.2.2 Provide template of partnership opportunities in local and regional areas;
 - 1.2.3 Establish connections with stakeholders in educational learning standards.
- 1.3 Exchange library guides for subject areas
 - 1.3.1 Determine types and level of guides necessary based on themes, topics, anniversaries or events;
 - 1.3.2 Determine format, outline content headings, and develop template for guides;
 - 1.3.3 Discuss use of LibGuides, <http://www.springshare.com/libguides/>, or other suitable tools;
 - 1.3.4 Assign responsibility for development of guides (individuals, committee members, teams, institutions);
 - 1.3.5 Determine responsibility and schedule for revisions and updates to guides;
 - 1.3.6 Decide permanent host or retrieval option for guides;
 - 1.3.7 Devise a list of options for promoting the guides, and determine who will promote these on a regular basis.
- 1.4 Collaborate on state-wide initiatives through groups working on the same or similar projects.
 - 1.4.1 Use statewide listserv to determine level of interest in individual projects;
 - 1.4.2 Examine whether or not committee should serve as the coordinator, facilitator and recorder of collaborations;
 - 1.4.3 Categorize projects as potential statewide initiatives, regional or local, depending upon expression of interest;
 - 1.4.4 Discuss resources necessary to carry out and maintain initiatives;
 - 1.4.5 Provide necessary resources and assistance; and,
 - 1.4.6 Determine mechanisms for sharing information and promoting initiatives statewide, regionally, and locally.
- 1.5 Create standards for statewide digitization.
 - 1.5.1 Base standards on national standards and best practices;
 - 1.5.2 Become familiar / review national standards and best practices;
 - 1.5.3 Examine selectively various standards;

- 1.5.4 Discuss appropriate standards with selected digitization experts; and,
- 1.5.5 Identify options and maintain up-to-date list of potential businesses, institutions, repositories, for scanning projects.

Initiatives –Indicate Library types: All

Initiative 2:

Action Plan:

Use new technologies to improve communication between existing federal depository library program staff and provide training opportunities to federal depository library program staff and other interested parties.

- Hold statewide distance meetings through conference calls or web-based resources.
- Hold virtual conferences and allow remote participation in professional development and continuing education.
- Initiate a quarterly virtual training program to present educational sessions through services like Adobe Connect to provide depository coordinators and staff and non-depository librarians with learning opportunities to help them work with and promote government information.

2.1 State-wide meetings.

2.1.1 Identify communication medium (e.g. conference call, Adobe Connect, etc...);

2.1.2 Determine annual schedule;

2.1.3 Promotion.

2.2 Quarterly training

2.2.1 Identify communication medium (e.g. Adobe Connect, etc...);

2.2.2 Assemble a list of topics for which training is needed;

2.2.3 Locate volunteers willing and able to provide training on specific topics;

2.2.4 Promote training to the community;

2.2.5 Make training sessions available to others as recorded webinars.

2.3 Virtual conferences

2.3.1 Identify communication medium that would allow appropriate bifurcated capabilities.

Initiatives –Indicate Library types: _____ All _____

Initiative 3:

Action Plan:

Ensure that existing and new staff can have the education and training to become government information specialists.

- Develop a rigorous program for government documents staff within the State of Illinois certifying a certain level of government documents knowledge, expertise and training.
- Federal depository libraries will maintain sufficient numbers of well-trained government information specialists.
- Administrators need to see government information specialists as necessary.

3.1 Rigorous certification program.

- 3.1.1 Identify interested parties;
- 3.1.2 Identify accrediting agency (e.g. ILA GODORT);
- 3.1.3 Set standards;
- 3.1.4 Set curriculum;
- 3.1.5 Select a teaching/training system.

3.2 Maintain sufficient number of well-trained government specialists.

- 3.2.1 Determine definition of sufficient.

3.3 Promote the need for government information specialists to administrations.

- 3.3.1 General data enumerating needs and advantages of the program;
- 3.3.2 Create talking points and promotional materials.

3.4 Ensure more extensive training and promotion of government documents and government information specialists through associations.

- 3.4.1 Provide presentations regarding government information through associations such as ILA GODORT;
- 3.4.2 Promote greater involvement of depository staff in state-wide and national leadership positions (e.g. CARLI, ILA, ALA GODORT, etc...).

Initiatives –Indicate Library types: ALL

Initiative 4:

Action Plan:

Promote the FDLP and online government information among FDLP selectives and non-FDLP Illinois libraries, as the nature of government information reference is transforming from being collection-based to being based upon searching and training skills in the digital environment. Use the [Government Information Online: Ask a Librarian](#) (GIO) program as a model for creating a consortium of institutions to provide virtual reference services to users via Government Documents expert librarians in Illinois, bringing reference expertise to the users, not just the libraries in the program.

Action/Plans:

- 4.1. Use current Government Information Online as the software and model for expanded virtual reference service in Illinois.
 - 4.1.1 GIO can bring the service to additional libraries regardless of FDLP status or library type;
 - 4.1.2 GIO can enable Illinois government information librarians to share a common software and knowledgebase to answer questions from their communities;
 - 4.1.3 The added volume of reference questions handled by Illinois GIO librarians will aid in the training of and honing the skills of generalist and specialist librarians.

- 4.2 Organize an accessible knowledgebase of frequently asked questions and frequently used government information sources that are shared by the digital reference service librarians.
 - 4.2.1 Work on partnerships and outreach to help deliver services to users;
 - 4.2.2 Pilot FAQ and knowledge base to be accessible within the staff and library communities.

- 4.3 Work with the Illinois Library Association to market the expertise of government information librarians, especially to libraries without a local government information expert.
 - 4.3.1 Part of this advocacy will emphasize that the importance of federal depository librarians comes not just from their collections, but from their skills in finding complex and difficult public information.

Initiatives –Indicate Library types: _Primary school through higher education libraries_

Initiative 5:

Action Plan:

Information Literacy Initiative. Develop K-20 information literacy standards for federal government information as a basis for the development of government information curriculum materials.

Action/Plans:

5.1 Partner with other stakeholders to develop information literacy standards for government information for K-20.

5.2 Advocate for the inclusion of such standards in general information literacy standards as appropriate.

5.3 Develop government information curriculum materials that can stand alone or be integrated into K-20 information literacy initiatives/courses.

5.4 This initiative will begin with a planning phase, during which participants further develop the objectives of this initiative.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Illinois (state) or the Federal depository region which encompasses the following states: _____.

1. Angela Bonnell (name), Illinois State University (institution)
2. Barbara Levergood (name), Southern Illinois University Edwardsville (institution)
3. Connie Fleischer (name), University of Chicago, D'Angelo Law Library (institution)
4. Jocelyn Tipton (name), Eastern Illinois University (institution)
5. Karen Perrin (name), Illinois Department of Transportation (institution)
6. Linda Zellmer (name), Western Illinois University (institution)
7. Mary Mallory (name), University of Illinois Urbana (institution)
8. Pamela Salela (name), University of Illinois Springfield (institution)
9. Sarah Erekson (name), Chicago Public Library (institution)
10. Blaine Redemer (name), Illinois State Library (institution)
11. _____ (name), _____ (institution)
12. _____ (name), _____ (institution)
13. _____ (name), _____ (institution)
14. _____ (name), _____ (institution)
15. _____ (name), _____ (institution)
16. _____ (name), _____ (institution)
17. _____ (name), _____ (institution)
18. _____ (name), _____ (institution)
19. _____ (name), _____ (institution)
20. _____ (name), _____ (institution)

With assistance from other members of the State depository community and participants at numerous meetings, including the Illinois Spring Depository meeting held at the Illinois State Library in Springfield May 23rd 2012.

Indiana State Focused Action Plan

July 2012

Initiatives –Indicate Library types: All depository libraries

Initiative 1: Under the auspices of the Indiana Light Archive, create Centers for Collection Excellence throughout Indiana, so that a comprehensive federal depository collection exists within the boundaries of the state of Indiana.

Explanatory note: The Indiana Light Archive is an initiative that creates steward roles amongst libraries in the state. The Indiana State Library, Indiana University-Bloomington, Purdue University, and the University of Notre Dame each assume responsibility for publications from specific agencies. The Indiana State Library continues to assume all Regional responsibilities, but this understanding ensures that at least one copy of every federal document remains in the state of Indiana. It also assumes that, between these four libraries, all federal documents published after 1976 are accounted for.

Actions/Plans:

- A. Use state list-servs and other forms of communication to determine level of interest amongst depository libraries.
- B. Determine necessary levels of commitment and scope of responsibilities and activities of participating libraries.
- C. Develop measures to assess and define desired completeness of collection.
- D. Determine which federal agencies or sub-agencies to initially focus on that best serve the needs of Indiana residents.
 - 1. Make provisions for possible expansion of scope as levels of interest and commitment evolve, including potential cooperative participation at a national level.
- E. Determine what constitutes successful completion of any project.
- F. Identify, create, and establish preservation provisions of both tangible and digital items.

Initiatives –Indicate Library types: All depository libraries

Initiative 2: Increase discovery options and opportunities so that Indiana users are better connected to electronic government information at all levels of government.

Actions/Plans:

- A. Determine how libraries currently make electronic government information available to users.
 - 1. Use surveys or informal polls to discover this.
- B. Conduct a study to determine user access gaps.

1. Are agency publications available on websites, but not through library catalogs?
 2. Are discovery services not searching federal information?
- C. Use data gathered from these studies to develop an accessibility plan.
1. Prioritize gaps in coverage to determine which need to be fixed first.
 2. Ensure that government information is gathered consistently.
- D. Investigate subject headings for local, state, and federal government topics to discover if they are being used properly and consistently.
1. Develop a plan to create subject headings for topics that do not have them.

Initiatives –Indicate Library types: All depository libraries

Initiative 3: Work cooperatively to increase awareness of government information to non-depository information professionals and other potential channels that provide information to Indiana residents.

Action/Plans:

- A. Create a liaison position within INDIGO to provide outreach.
1. Assess outreach needs and opportunities in the state.
 2. Collaborate with different educational and/or cultural organizations throughout the state.
- B. Use existing publications to promote government information.
1. Work with the Indiana Library Federation to dedicate an issue of *Indiana Libraries* to government information. Determine at a later date whether this will be a one-time or regular occurrence.
 2. Contribute to Indiana historical journals, such as the *Indiana Magazine of History* and *Traces*, in order to promote government information to a wider audience.
- C. Increase educational opportunities for non-documents librarians and information specialists.
1. Explore possibility of creating webinars that promote government information.
 2. Create a travelling program/exhibit promoting government information around the state.
 3. Make an cooperative effort to present programs on government information at conferences, such as those sponsored by the Indiana Library Federation.
 4. Educate subject specialists about government information by integrating government sources into programs and research guides that discuss topics relevant to their fields of study.
 5. Develop a Government Information Day, starting in 2013 and held at regular intervals to be determined.

Initiatives –Indicate Library types: All depository libraries with special emphasis on the Regional, the Indiana State Library

Initiative 4: Increase education and training concerning government information for depository librarians and other information professionals serving Indiana residents.

Action/Plans:

- A. Develop training webinars.
 - 1. Develop webinars for new documents coordinators and staff explaining the FDLP and basic depository procedures.
 - 2. Develop webinars for existing staff that address changing technologies and new procedures as the need arises.
- B. Create and publicize a knowledge base wiki assisting librarians and other providers of government information in answering difficult or unusual reference questions.
- C. Continue providing training opportunities at INDIGO meetings.
- D. The Regional Coordinator will continue visiting libraries around the state and coordinating and/or providing training when needed.
 - 1. Explore the possibility of in-person visits to all new coordinators by the Regional Coordinator, as well as by other depository librarians.

Initiatives –Indicate Library types: All depository libraries

Initiative 5: Explore non-reference services related to government information that Indiana citizens need and/or desire.

Action/Plans:

- A. Determine current usage of government information by Indiana citizens.
- B. Develop tools to assess wants and needs of residents of Indiana with regards to government information.
- C. Use the gathered data to develop services.
- D. Investigate the usage of social media and other trends to reach Indiana residents.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Indiana.

1. Elisabeth Hedges, Indiana State Library
2. Laura Bayard, University of Notre Dame
3. Brandon Bowen, Indiana University-Purdue University, Fort Wayne
4. Diane Calvin, Ball State University
5. John Cash, Indiana University-Bloomington
6. Bert Chapman, Purdue University
7. Summer Durrant, Indiana University-Purdue University, Indianapolis
8. Linda Fisher, Indiana University-South Bend
9. Steve Hayes, University of Notre Dame
10. Sarah (Sally) Holterhoff, Valparaiso University Law School
11. Lou Malcomb, Indiana University-Bloomington
12. Jennifer Morgan, Indiana University Maurer School of Law
13. Katharine Springer, Indiana State Library
14. Cindy Dabney, Indiana University Maurer School of Law
15. Christine Brookins, Indianapolis Public Library
16. Wendell Johnting, Indiana University School of Law, Indianapolis
17. Ria Lukes, Indiana University-Kokomo
18. Kathryn Millis, DePauw University
19. Andrea Morrison, Indiana University-Bloomington

Iowa State Focused Action Plan

Initiatives: All Libraries

Initiative 1: *Focus on Library Users' Needs*

Actions/Plans:

- 1.1. refine item selection of tangible and electronic collections in a responsive manner to reflect changing user research interests while insuring the integrity of the local collection.
- 1.2. select formats according to user preferred formats
- 1.3. add value to FDLP resources through building research guides, acquiring complementary library resources
- 1.4. provide reference services incorporating FDLP information resources
- 1.5 maintain a Web presence for services and collections
- 1.6 to the degree possible, support other organization's digital projects such as 1) linking to established digital projects (TRAIL, HathiTrust, and others) 2) providing financial support to external digitization projects, if possible 3) contributing print content to external digital projects, if possible.

Initiatives – All Libraries

Initiative 2: *Maintain & Build FDL Coordinator's Expertise*

Actions/Plans:

- 2.1. participate in continuing education opportunities
- 2.2. participate in information sharing networks with colleagues through listservs, blogs, webinars, virtual meetings, etc. to expand awareness of government information issues and developments.

Initiatives – All Libraries

Initiative 3: *Promote FDLP Resources*

Action/Plans:

- 3.1. incorporate catalog records in public catalog
- 3.2. provide individual and group instruction when possible

- 3.3. incorporate FDLP resources in exhibits and book displays
- 3.4. maintain a Web presence for services and collections
- 3.5. incorporate FDLP resources in instruction session
- 3.6. utilize GPO produced promotional materials

Initiatives – All Libraries

Initiative 4: *Advocate for Government Information*

Action/Plans:

- 4.1. champion government information within the library organization
- 4.2. encourage civic engagement in relation to events such as elections, Constitution Day, etc.
- 4.3. seek out opportunities to highlight government information resources to the larger library community
- 4.4. communicate and advocate for local and national needs to the Government Printing Office regarding the state of the FDLP.

We certify that the *Iowa State Focused Action Plan* represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in Iowa. Individuals with primary responsibility for FDLP collections within our state have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for the *Iowa State Focused Action Plan*.

The following individuals participated in the completion of this questionnaire for the State of Iowa.

1. Marianne Mason, University of Iowa
2. Jodi Hilleshiem, Upper Iowa University
3. Barb Corson, State Library of Iowa
4. Ed Goedecken, Iowa State University
5. Kristen Smith, Loras College

6. Julia Bauder, Grinnell College
7. Liga Briedis, Drake University, Cowles Library
8. Karen Nobbs, University of Iowa, Law Library

State Focused Action Plan: Kansas

8/31/2012 (rev. 12/13/12)

This State Focused Action Plan was completed at the state level for the Federal depository region in Kansas. It is designed to document what was identified in the individual library and state forecasts as important issues and how the Kansas FDLP libraries are working together to address these issues through shared initiatives and actions. The State Focused Action Plan is tied directly to the State Plan (2012 revision) completed during the forecasting process.

The State Focused Action Plan documents the most important initiatives that our state's Federal depository region plans to implement within the next five years, beginning January 2013.

The August 31, 2012 version of this document was submitted to GPO on the same date, to help in determining a national strategy for the future direction of the Federal Depository Library Program.

Initiative 1: Comprehensive collection management

Actions/Plans:

1.1. Create a resource highlighting the strengths of the various FDLP collections within Kansas. (All libraries) – Year one.

1.1.1. Identify collection gaps to determine the comprehensiveness of collections in the state. – Year two.

1.1.2. Regional FDL will develop a list of “known needs” for the regional collection. – Year one-three.

1.1.3. Selective FDL chart that shows collection strengths and cataloging practices (local and OCLC). – Year one.

1.1.4. Create a resource to help inform FDLP libraries in Kansas about what resources other FDLP libraries are using to maintain their collections. -- Year two - release for external users.

Initiative 2: All participants in the program should faithfully provide government information interlibrary loan services to the FDL's service area that are of the “same quality or comparable to that for other collections and services in the library”

Actions/Plans:

2.1. FDL coordinators will provide assistance and training to interlibrary loan staff for the purpose of borrowing and lending of government information. (All libraries) - Ongoing.

2.1.1. FDL coordinators will develop a list of common service training goals – Year one.

2.2., Kansas FDLs will make every effort to catalog and include holdings in OCLC to expedite automated ILL requests and processing. – Ongoing.

2.2.1. Regional FDL will consider participation in the GPO's Online Computer Library Center (OCLC) Holdings Project, http://www.fdlp.gov/index.php?option=com_content&view=article&id=1267:oclc holdings&catid=341:featuredarticles. – Year one.

2.2.2. Identify priority titles for inclusion in library holding symbols in OCLC. (i.e. core publications for FDL collections) – Year one.

Initiative 3: Kansas FDLs, in conjunction with outside organizations and individuals, will promote depository libraries' services and educate individuals and institutions about government information resources.

Actions/Plans:

3.1. Work in cooperation with the Kansas Library Association/Government Documents Round Table (KLA/GODORT) to promote access to government information. (All libraries) – Ongoing.

3.1.1. Develop programming specific to the needs of public library users. – Year one.

3.1.2. Identify programming needs relevant to KLA membership in order to develop successful conference programs on government information topics. – Annually.

3.1.3. Design programming aimed at the school library audience. Consider GPO's new *Ben's Guide* as a starting point. -- Year two.

3.1.4. Explore the use of social media as a means to raise awareness of government information resources and FDLP services.

3.2. Reach out to federal agency regional offices to identify common missions and promotion opportunities. – Ongoing.

3.2.1. Identify federal agency regional offices in Kansas and surrounding states as potential partners. – Year one.

3.2.2. Partner with federal agency regional offices to promote government information at KLA. – Ongoing.

Initiative 4: Regional FDL will coordinate and promote opportunities for training in the areas of collection management and resource awareness, as well as the legal responsibilities of the FDL coordinators.

Action/Plans:

4.1. Regional FDL coordinator will use technology to enhance communications among the state's FDLs. – Ongoing.

4.1.1. Continue the use of Adobe Connect for meetings and implement improvements for virtual meetings. – Ongoing.

4.1.2. Coordinate cooperative development of government information user guides using the currently licensed products such as LibGuides. Share resources and create a list of priority topics/themes with project release dates. – Year one-two.

4.1.3. Explore the use of shared social media tools.

4.2. Look for professional development opportunities at the state level for FDL coordinators. – Ongoing.

4.2.1. FDL coordinators will share awareness of relevant resources such as new books, articles, etc. – Ongoing.

4.2.2. Allot time during coordinator meetings to discuss strengths of selective collections and coordinator expertise. – Ongoing.

4.3. Identify actions appropriate for grant funding and identify possible funding options.

4.3.1. Investigate how other FDLs have used grant funding – Year one.

4.3.2. Pursue grant funds for implementation of the State Focused Action Plan.

Initiative 5: All depository libraries must be familiar with the depository libraries in the area, state or region, and consortia, as well as federal agencies in order to make proper referrals.

Action/Plans:

5.1. Identify tools and resources used by FDL coordinators to ensure they remain well informed. – Annually.

5.1.1. Create and maintain a LibGuide to help inform FDLP libraries in Kansas about what resources are available to libraries for referring users to other regional and national resources. – Ongoing.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following FDL coordinators participated in the completion of this State Focused Action Plan for the state of Kansas Federal depository library region comprised of one regional and 17 selective depository libraries:

1. Carmen Orth-Alfie, University of Kansas Libraries
2. Sarah Tenfelds-Dubois, State of Kansas, State Library
3. Regina Beard, Kansas State University, Hale Library
4. Megan Allen, Colby Community College, H.F. Davis Memorial Library
5. Margaret Knecht, Kansas State Historical Society
6. Amanda Stephenson, Hutchinson Public Library
7. Miriam O’Hare, Benedictine College Library
8. Andrew Evans, Washburn University, School of Law Library
9. Ray Walling, Baker University, Collins Library
10. Pamela Crawford, University of Kansas, Wheat Law Library
11. Jo Anne Beezley, Pittsburg State University, Leonard H. Axe Library
12. Steve Hanschu, Emporia State University Libraries & Archives
13. Nan Myers, Wichita State University, Ablah Library
14. Nona Barton, Fort Hays State University, Forsyth Library
15. Claire King, Kansas Supreme Court, Law Library
16. _____
17. _____
18. _____

Kentucky's State Focused Action Plan

This State Focused Action Plan reflects data gathered in creating our State Forecast for Federal Depository Libraries in June, 2012. During July and August, 2012, we discussed this plan via our depository library discussion list, KySelect, and the text below is a result of those discussions.

Initiatives - All Libraries:

Initiative 1: Kentucky depository libraries will actively work together to develop collections to meet user needs in the Commonwealth of Kentucky.

Actions/Plans: To accomplish this depository libraries will:

- 1.1 Identify collections needed to support areas of research, curriculum, local needs, civic engagement or institutional strengths
 - 1.2 Coordinate collection development/weeding projects to ensure that tangible materials remain available to the state by using the Association of Southeastern Research Libraries' Disposition Database to offer eligible discards to each other
 - 1.3 Create and post collection development plans for all depositories
 - 1.4 Explore ways to connect with non-depository libraries to expand access to depository collections
 - 1.5 Select and catalog as many digital federal depository titles as possible
-

Initiatives - All Libraries:

Initiative 2: Kentucky depository libraries will collaboratively share expertise and provide outreach, training, and mentoring for both libraries and users in the Commonwealth of Kentucky.

Actions/Plans: To accomplish this depository libraries will:

- 2.1 Promote the availability and diversity of collections throughout the Commonwealth, including non-library organizations
 - 2.2 Develop and enhance peer sharing programs offered through professional organizations
 - 2.3 Develop a state-wide mentoring program to assist new Depository Librarians
-

- 2.4 Explore alternate avenues for peer sharing, such as social media applications and web conferencing
- 2.5 Consistently train users and non-depository librarians, especially those in public libraries, on the access to and availability of government information
- 2.6 Explore ways to increase the online presence for the depository library system in Kentucky that will promote services, resources, training tools and access at all depositories in the state

Initiatives - All Libraries

Initiative 3: Kentucky depository libraries will increase participation in the Association of Southeastern Research Libraries' (ASERL) Center of Excellence (COE) initiative to further the development of deeper and richer depository collections in the state.

Actions/Plans: To accomplish this depository libraries will:

- 3.1 Consider adopting an agency or sub-agency as their COE contribution
- 3.2 Develop a state-wide plan for a mentoring program to assist librarians in completing the application process for becoming a COE
 - 3.2.1 Existing COE libraries will promote the advantages and benefits of their COE status with non-COE depository librarians in Kentucky
 - 3.2.2 COE librarians will offer suggestions and provide assistance to other depository librarians as they consider becoming a COE
 - 3.2.3 Explore avenues for carrying out the mentoring program through the current discussion lists and professional meetings
 - 3.2.4 Establish ongoing support and mentoring, as needed, for new COE librarians

Initiatives – All Libraries

Initiative 4: Kentucky depository libraries will actively work together to preserve and improve access to depository collections to meet the future federal government information needs in the Commonwealth of Kentucky.

Actions/Plans: To accomplish this depository libraries will:

- 4.1. Support the infrastructure to collect, organize, provide access to, disseminate and preserve collections needed by users
- 4.2. Create bibliographic access to materials in all formats, including retrospective collections, held by all depositories in Kentucky
- 4.3. Develop agreements between the Regional, ASERL and appropriate Selective depositories regarding retention and continued development of particularly strong depository collections (see Initiative 3)
- 4.4. Examine the possibility of establishing a state-wide initiative to digitize depository titles that are important to the state but are in danger of loss due to damage or deterioration/age

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of ___ Kentucky ___, or the Federal depository region which encompasses the following states: N/A.

1. ___ Sara Brown, Ashland Community and Technical College
2. ___ Mary Beth Garriott, Centre College
3. ___ Linda Sizemore, Eastern Kentucky University
4. ___ Marlene Conley, Hazard Community and Technical College
5. ___ Emily Sedgwick, Kentucky Department for Libraries and Archives
6. ___ Jennifer Frazier, Kentucky State Law Library
7. ___ Bekele Tegegne, Kentucky State University
8. ___ Julie Gilmore, Kentucky Wesleyan College
9. ___ Sheila Elliott, Lindsey Wilson College
10. ___ Rae Shepherd-Shlechter, Louisville Free Public Library

11. ___ Mykie Howard, Morehead State University
12. ___ Caitlin Bagley/Leslie Engelson, Murray State University
13. ___ Philip Yannarella, Northern Kentucky University
14. ___ Brandon Wuske, Thomas More College
15. ___ Bruce Miracle, Union College
16. ___ Sandra McAninch, University of Kentucky
17. ___ James M. Donovan, University of Kentucky College of Law
18. ___ Claudene Sproles, University of Louisville
19. ___ Sara Schumacher, University of the Cumberlands
20. ___ Rosemary Meszaros, Western Kentucky University

LOUISIANA STATE ACTION PLAN

***Initiative I:** All Libraries – Government information in federal depository libraries in Louisiana is available and accessible to all residents of the state in appropriate formats, including on the web and in the physical collections of the state’s federal depository libraries.*

Actions/Plans: To accomplish this:

1.1 The regional depository libraries, Louisiana State University and Louisiana Tech University, shall establish and administer discard procedures in order to ensure that an adequate number of physical documents are retained within each region of the state.

1.2 The regional depository libraries will maintain an awareness of retrospective collection development efforts being undertaken by selective depositories and will, to the extent possible, coordinate and encourage these efforts.

1.3 Selective depository libraries will carry out the weeding process in accordance with guidelines set forth by the U.S. Government Printing Office, the regional depositories, and possibly the Association of Southeastern Research Libraries.

1.4 All libraries will regularly assess the needs of users as a basis for selection, acquisition, and maintenance of depository library collections, and shall maintain a written collection development policy based on these needs.

1.5 Each federal depository library in Louisiana will maintain a policy of free public access to depository collections.

1.6 Each depository library shall maintain an adequate record of its holdings that shall be available for use by the general public. Adequate is defined as sufficient to allow a library user to discern whether a specific document is available for use in the library and to easily distinguish the publication’s location and format.

1.7 Within budgetary constraints, each depository library shall acquire the bibliographic tools, depository items, and commercial indexes that are needed to facilitate verification, acquisition, and retrieval of government information.

1.8 Each depository library shall provide bibliographic control for government information in all formats that is comparable to that of other library materials.

1.9 If possible, each depository library will include bibliographic records for government information in all formats in the library's public access catalog and provide live links in these records to resources that are available online.

1.10 Within budgetary constraints, each federal depository library in Louisiana shall provide the equipment needed for accessing the depository collection, such as readers, printers, computers, or other appropriate equipment, and shall upgrade this equipment on a regular basis.

***Initiative II:** All Libraries – Federal depository resources in Louisiana are used efficiently through cooperative agreements and networking.*

Actions/Plans: To accomplish this:

2.1 If possible, each depository library shall integrate government information holdings into state and national bibliographic control systems, such as OCLC.

2.2 Depository libraries shall provide efficient interlibrary loan services for government information in appropriate formats and shall encourage non-depository libraries to request government information in appropriate formats for their library users.

2.3 Each depository shall monitor the FDLP-L and Bayoudoc listservs for news and announcements relating to the depository program.

2.4 To the extent possible, each depository library shall support the collection needs of regional Centers of Excellence. Centers of Excellence will be developed in the state as necessary and if practical.

***Initiative III:** All Libraries – Federal depository libraries in Louisiana meet or exceed the public service standards established by the U. S. Government Printing Office.*

Actions/Plans: To accomplish this:

3.1 Depository libraries shall provide reference service using government information in appropriate formats that is comparable to reference service given using other library material.

3.2 The regional depository libraries will encourage continuing education for depository library staff as well as for non-documents librarians. Such continuing education includes, but isn't limited to: webinars provided by GPO or federal agencies; participation in the annual Depository Library Council Meeting; and usage of training materials housed on the FDLP Desktop.

3.3 The chief administrator/director of each depository library shall encourage participation in continuing education programs by the depository library staff.

3.4 Depository libraries shall cooperate with non-depository libraries by providing reference and information services upon referral.

Initiative IV: All Libraries – Promote and increase awareness within Louisiana of the federal depository program as well as other government information programs.

Actions/Plans: To accomplish this:

4.1 Each depository shall establish and maintain an effective public awareness program which should include outreach to nearby non-depository libraries, and which should take advantage of the marketing materials available from GPO.

4.2 Each depository will establish an online presence to publicize its federal documents collection and associated services. The online presence could be established on venues such as Facebook, Twitter, institutional home page, or library home page.

4.3 Individual documents librarians and staff are strongly encouraged to give presentations at local and national conferences; publish articles about library documents programs and services; and develop a documents component to bibliographic instruction courses if possible.

Initiative V: Regional Depository Libraries – Ensure the future availability of federal government information in federal depository libraries in Louisiana by encouraging preservation efforts.

Actions/Plans: To accomplish this:

5.1 The regional depository libraries will encourage the selective depositories in Louisiana to participate in state-wide preservation and disaster response planning efforts.

5.2 The regional depository libraries will monitor the development and implementation of digitization efforts by the U.S. Government Printing Office and communicate with selectives regarding such initiatives.

5.3 The regional depository libraries will encourage effective collaboration and communication between all Louisiana depositories participating in digitization projects.

5.4 The regional depository libraries will monitor, and to the extent possible coordinate, the development of local digital collections of government information.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Louisiana:

1. Stephanie Braunstein, Louisiana State University
2. Rita Franks, Louisiana Tech
3. Miriam Childs, Law Library of Louisiana
4. Howard Coy, Vernon Parish Library
5. Carla Pritchett, Tulane University School of Law
6. Melanie Sims, Louisiana State University Law School
7. Lori Sims, Southeastern University

Massachusetts State Action Plan
August 30, 2012

Depository librarians in Massachusetts will undertake two initiatives to share expertise with the nondepository community and to increase cooperation in collection development.

Initiatives---All libraries in Massachusetts

Initiative 1: Share coordinators' knowledge of government information with the non-depository library community. Promote familiarity with basic sources such as depository library web pages and online sources such as FDSys and CGP.

Actions:

- 1) Present at least one program for non-documents staff at venue/s such as the Massachusetts Library Association annual conference. These programs will raise awareness of the twenty-eight depository libraries in the state, introduce non-depository library staff to FDLP programs and services and highlight basic online resources at GPO including the CGP and FDSys. Databases to which free access is available via depository libraries (such as USATrade and NOAA weather data) will also be emphasized.
- 2) Invite several target groups to meetings and/or special programs of the two local/regional depository groups: Boston Library Consortium Government Documents Interest Group (BLC GoDig) and the Government Publications Librarians of New England (GPLNE). GoDig and GPLNE are two long-standing groups of depository librarians who meet from two to four times per year to share information and discuss depository and government information issues. For many years most meetings have invited speakers, often federal agency staff or researchers who have used government information. Target groups can include a) public librarians and library directors, b) staff of non-profits and community groups, and c) staff at local and state government agencies, and well as the many regional offices of various federal agencies located throughout the state.
- 3) Hold meetings at public libraries or other non-depository locations. Some of these meetings may be videoconferenced and archived at the GPLNE, GoDig, and/or regional library's web pages, much the way FDLP archived its trainings on OPAL.
- 4) Encourage nondepository libraries to link to government information help pages at depository libraries.

- 5) Create ready to use prototype guides and web pages that can be shared and used at public libraries which include links to popular official sources of government information, including FDSys, CGP, FDL directory, etc.

Initiative 2: Compile a union list of significant holdings of federal government information at all depositories in the state of Massachusetts. Establish a centralized finding tool/s for locating government information digitized by Massachusetts depositories. Identify collections in need or preservation/digitization.

Actions:

- 1) The regional commits to adding more of its current and retrospective holdings to OCLC.
- 2) The regional will lead an effort to develop a sort of union list of “significant” depository collections. Since sixteen of the twenty-eight depositories in Massachusetts were designated at least fifty years ago (and ten have served as depositories for over a century), emphasis will be placed on listing collections which are older, of historical interest or which may be not held in many other depositories in other states or regions.
- 3) Depository coordinators will determine which collections are of the highest priority to preserve, either digitally or through other means.
- 4) The regional will take the lead in developing a publicly accessible inventory of federal information digitized by depository libraries in the state and will encourage selective depositories to register collections in tools such as the FDLP’s Digitization Projects Registry.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Massachusetts:

1. Megan Brooks, Wellesley College
2. Gail Fithian, Boston Public Library
3. Kathleen M. Flynn, Hampden Law Library

4. Kim Maxwell, Massachusetts Institute of Technology
5. Barbara Morgan, University of Massachusetts Amherst
6. Rebecca Ohm, Williams College
7. Roxanne Palmatier, Northeastern University
8. Paul Pelletier, Worcester Public Library
9. Constance Reik, Tufts University
10. Bette Siegel, State Library of Massachusetts

Maine, New Hampshire, Vermont Region Focused Action Plan

Initiatives – Indicate Library types: Federal depository libraries in Maine, New Hampshire, and Vermont

Initiative 1: Federal depository libraries will work collaboratively to promote awareness of and access to Government information dissemination products and services

Actions/Plans: To accomplish this depository libraries will:

1.1. Develop a marketing plan/strategy that targets public users

- i. Theme [state-wide interest or event to tie to?]
- ii. Promotional materials
- iii. Online presence
- iv. Library as a place
- v. Resources available to users
- vi. Services available to users

1.2. Develop a marketing plan/strategy that targets non-depository libraries

- i. Theme [state-wide interest or event to tie to?]
- ii. Promotional materials
- iii. Online presence
- iv. Library as a place
- v. Resources available to users
- vi. Services available to users

1.3. Develop a marketing plan/strategy to be shared with the states' library associations and at the states' annual conferences

1.4. FDLP libraries in the region utilize resources available in the FDLP Marketing Plan and Promotional Resources as appropriate and make them known to other libraries.

1.5. FDLP libraries in the region will utilize and contribute to clearinghouses for education and awareness programs created by other entities, such as GODORT's Handout Exchange

Initiatives –Indicate Library types: Federal depository libraries in Maine, New Hampshire, and Vermont

Initiative 2: Federal depository libraries will work collaboratively to develop and promote awareness of and access to a digital collection of government information dissemination products of interest to the residents of the region.

Actions/Plans: To accomplish this depository libraries will:

2.1. Determine subject of the digital collection

- 2.2. Identify holdings in state's depositories
- 2.3. Identify digitization options
- 2.4. Identify materials already available in digital format
- 2.5. Develop Web presence for the collection
- 2.6. Include project in GPO's registry of digital projects

Initiatives – Indicate Library types: Federal depository libraries in Maine, New Hampshire, and Vermont

Initiative 3: All Federal depository libraries will work to collaboratively develop a plan for collectively sharing and storage of the remaining tangible items in the region to promote completeness of coverage and retention for historical significance.

Action/Plans: To accomplish this depository libraries will:

- 3.1. Create a shared selection database across the region for cross institution collection development needs
- 3.2. Review the existing legacy collections at each library and work with the regional to establish a base line of retention needed at the local level, the state level, and at the regional level. Work toward centralized retention for historical purposes of the legacy collections.
- 3.3. Work to fully record holdings in online discovery tools for legacy collections to aid in collection development and discovery at a local, state, regional, and national level.
- 3.4. Participate in national level projects for cataloging and discovery of legacy collections where appropriate.

Initiatives – Indicate Library types: Federal depository libraries in Maine, New Hampshire, and Vermont

Initiative 4: All Federal depository libraries will work together to provide reference and referral services to the citizens of the region using the participating libraries as resources for those activities.

Action/Plans: To accomplish this depository libraries will:

- 4.1. Ensure that all staff members in all libraries are knowledgeable about government information and referral.
- 4.2. Ensure that all libraries provide reference services to non-FDLP libraries in region.
- 4.3. Depository libraries should consider themselves part of a network of selective, regional, and national depositories providing inter-library loans of documents and photocopies of documents to each other and to non-depository libraries

4.4 Depository libraries should work towards accepting the responsibilities of adhering to the depository program and its requirements in *Legal Requirements & Program Regulations of the Federal Depository Library Program* (June 2011) and other documentation available on the FDLP Desktop.

Initiatives – Indicate Library types: Federal depository libraries in Maine, New Hampshire, and Vermont

Initiative 5: Federal depository libraries will work together to provide electronic, centralized resources for the education of the staff and the citizens of the region on government information

Action/Plans: To accomplish this depository libraries will:

5.1. Central web site for the depository libraries in the region established for the sharing of resources, news, ideas, forms, and related information

5.2. Coordinators will participate at a minimum in GovDoc-L as an electronic notification mechanism for news and information. Subscription to electronic distribution lists such as GPLNE-L and FDLP-L and related RSS feeds to stay abreast of relevant news and new developments is desirable.

5.3. Coordinators will work with the states' library associations on presentations at state level meetings, conferences, and gatherings to inform the statewide library world on the availability of federal government information resources, both online and in other formats.

5.4. Sponsor and support programs that address the continuing education needs of the depository and non depository staff in understanding the importance of the information available to all.

We certify that the above Regional Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this Regional Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the Federal depository region which encompasses the following states: Maine, New Hampshire, and Vermont.

1. Gregory Curtis, University of Maine
2. Virginia Fischer, University of Maine Presque Isle
3. Christy Coombs, Bangor Public Library
4. Darylyne Provost, Colby College
5. Sandra Groleau, Bates College

6. Virginia Hopcroft, Bowdoin College
7. Jennifer Locke, Maine State Law and Legislative Reference Library
8. Sonya Durney, Portland Public Library
9. Caroline Hudson, Maine Maritime Academy
10. Maureen Quinlan, University of Maine School of Law
11. Donna Gilbreth, New Hampshire State Library
12. Linda Johnson, University of New Hampshire
13. Elizabeth Holmes, St. Anselm's College
14. Amy Hanmer, Manchester City Library
15. Katie Sherman, Nashua Public Library
16. Steve Robichaud, Southern New Hampshire University
17. Melanie Cornell, University of New Hampshire Law School
18. John Cocklin, Dartmouth College
19. Mary Searles, New Hampshire Supreme Court Library
20. Paul Donovan, Vermont Dept of Libraries
21. Scott Schaffer, University of Vermont
22. Greg Sauer, Norwich University
23. Ray Brior, Johnson State College
24. Nancy Luzer, Castleton State College
25. Jane Woldow, Vermont Law School
26. Rhonda Murphy, Vermont Law School
27. Hans Raum, Middlebury College
28. Ginny Faust, Middlebury College

State Focused Action Plan

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **August 31, 2012**.

Initiatives –Indicate Library types: All Libraries

Initiative 1: Stay in the program/keep the program working

Actions/Plans:

- 1.1. Work with GPO to acquire Regional Library oversight of Michigan depositories in order to resume normal and efficient management of depository collections statewide
- 1.2 Work collaboratively to ensure long-term free public access to a comprehensive legacy collection including, as appropriate, print, digitized print and born-digital federal government information available to the citizens of Michigan

Initiatives –Indicate Library types: All Libraries

Initiative 2: Develop expertise in our collections so we can promote them and teach our patrons

Actions/Plans:

- 2.1. Make use of virtual trainings hosted by GPO
- 2.2. Provide training to each other through the state government documents group, GODORT of Michigan

Initiatives –Indicate Library types: All Libraries

Initiative 3: ·Share our expertise with other libraries, both FDLP and non-FDLP

Action/Plans:

- 3.1. Mentor newly assigned depository coordinators and librarians
- 3.2. Provide reference support via a listserv like govdoc-m
- 3.3. Encourage continued and increased participation in ILL programs serving libraries in the state
- 3.4. Promote tools such as widgets and Metalib to help libraries connect users to government information
- 3.5 Share marketing plans and strategies that target public users through meetings and/or listservs, to generate new ideas and discover best practices for promoting awareness of government information
- 3.6 Share marketing plans and strategies that target non-depository libraries through meetings and/or listservs, to generate new ideas and discover best practices for promoting awareness of government information
- 3.7 Create marketing materials (example: flyers, photos, widgets, etc) that can be used to promote government information by all libraries in Michigan. Create an online space (the GODORT of Michigan wiki or individual library websites) to share these materials

Initiatives –Indicate Library types: Libraries that Choose to Specialize

Initiative 4: Development of Specific Collections and Services

Action/Plans:

- 4.1. Recognize libraries willing to develop specific collection areas or services of their choosing that serve users beyond their local communities. Examples include: building or maintaining a specialized print collection, digitizing a print collection, curating digital documents, developing in-depth subject knowledge, or creating instructional materials. **Note that these efforts do not replace the need for a Regional Library.**

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal

depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of ___Michigan_____ (state) or the Federal depository region which encompasses the following states:_____.

1. Ann Swaney, Northwestern Michigan College
2. Anne Wooden Elias, Delta College
3. Kate Hawkins, Grand Rapids Public Library
4. Eric Kennedy, Cooley Law School
5. Catherine Morse, University of Michigan
6. Bruce Sarjeant, Northern Michigan University
7. Michael McDonnell, Western Michigan University
8. Christine Hann, Kalamazoo Public Library
9. Hui Hua Chua, Michigan State University
10. Steven Putt, Hekman Library- Calvin College
11. David Smith, St. Clair County Library
12. Monique Andrews, Wayne State University
13. Nadja Springer-Ali, Oakland Community College

MN/SD Region Focused Action Plan

Initiatives –Indicate Library types: All libraries

Initiative 1: Education and Training

Actions/Plans:

1.1. Train depository library staff

1.1.1. Develop a list of training needs including depository management (i.e. managing with fewer resources) and topical needs (health, demographics, etc.)

1.1.2. Develop a regular training schedule and assign trainings to interested depository coordinators.

1.1.3. Offer sessions.

1.1.4. Evaluate the sessions to ensure meeting the needs of depository library staff.

1.2. Train and educate non-depository libraries.

1.2.1. Develop a list of training needs based on discussions depository coordinators have with neighboring libraries, and at state/regional association meetings (i.e. Census, FDSys, Geological resources of MN/SD, digital collections, e-government, public review of environmental impact statements).

1.2.2. Offer sessions as stand-alone sessions in libraries, through state/regional association conferences/webinars, or through MINITEX.

1.2.3. Evaluate the sessions to ensure meeting the needs of library staff.

1.3. Create a corpus of training materials - created or found - that could be drawn from by depositories.

1.3.1. Develop a shared site (i.e. Google sites, through the regional website, or through state associations/MINITEX).

1.3.2. Work with depository libraries to deposit materials in shared site.

1.3.3. Develop plan for systematic review of materials to ensure accuracy of information (i.e. correct URLs).

Initiatives –Indicate Library types: All libraries

Initiative 2: Promotion and Marketing

Actions/Plans: Develop promotional materials and webinars at the state/region level that can be used by all depositories.

- 2.1. Research current mechanisms for promotion within depository libraries, and within state/regional associations and organizations such as MINITEX.
- 2.2. Create educational marketing materials which may include but are not limited to webinars, pamphlets, image depositories, email templates, poster templates.
- 2.3. Develop plan for systematic review of materials to ensure accuracy of information (i.e. correct URLs).

Initiatives –Indicate Library types: All libraries

Initiative 3: Grants

Action/Plans: Pursue grants to provide funding for initiatives listed here and for other endeavors.

- 3.1. Develop a network of individuals from depository libraries with knowledge of granting opportunities and grant writing.
- 3.2. Develop a list of potential projects / initiatives that could be pursued (i.e. webinar technology for all libraries, grants for individual depositories for documents related projects such as retrospective cataloging)
- 3.3. Work with organizational grant funding groups within organizations (i.e. a university's sponsored projects administration or a public library's grant officer) to determine the best matches for depository library projects and grant funders, and to pursue funding.
- 3.4. If grant funding is received, follow through on grant work and evaluate the work done to help with future grants.

Initiatives –Indicate Library types: all libraries

Initiative 4: Collaboration

Action/Plans: Research and develop projects around the following collaborative ideas: digitization, cataloging, and service sharing.

- 4.1. Determine interest in specific initiatives among depository libraries.
- 4.2. Research current initiatives within states/regions to determine if collaboration can be part of larger initiatives.
- 4.3. Partner between depository libraries, and/or other libraries and collaboratives, to develop pilot projects or full scale project that meet the initiatives.
- 4.4. Evaluate projects to help with future projects.

Initiatives –Indicate Library types: Minnesota libraries

Initiative 5: State Plans

Action/Plans: Update the Minnesota State Plan (developed in 2001 with minor revisions in

2006).

- 5.1. Create a committee of interested depository library staff and others in state.
- 5.2. Develop update plan that includes what sections to update, how to go about creating new sections, and determining plan for endorsement by all depository library coordinators and directors.
- 5.3. Present draft to depository library staff for input through online venues so all can participate.
- 5.4. Get plan signed by all depository library coordinators and library directors (as was accomplished in 2001).

NOTE: South Dakota's state plan is more recent than Minnesota's so was not included in this initiative.

The above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

Participation in the completion of this questionnaire for the Federal depository region which encompasses the following states of Minnesota and South Dakota was accomplished by discussion during an online regional meeting and collaboration through a Google Document that was open to all to work on for a period of two weeks.

Development of the plan took place as part of one of our regional online meetings. That meeting included:

Kirsten Clark, University of Minnesota - Minneapolis
Brenda Hemmelman and Barb Nickols, South Dakota State Library
Amy Springer, St. John's University
Andrea Stelljes, Hennepin County Library - Minneapolis Central Library
Bob Allison, Anoka County Libraries
Diane Frigge, University of South Dakota
Jodi Carlson Grebinoski, University of Minnesota - Duluth
Kay Christensen, Augustana College
Michelle Fleischhacker, William Mitchell School of Law
Patty Anderson, South Dakota School of Mines
Scott Ahola, Black Hills State University
Vickie Mix, South Dakota State University

The document created from that meeting was made available to all selectives for two weeks for comment with no changes made.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the states of Minnesota and South Dakota. (state)

1. Kirsten Clark (name), University of Minnesota – Minneapolis (institution)
2. Brenda Hemmelman and Barb Nickols (name), South Dakota State Library (institution)
3. Amy Springer (name), St. John's University(institution)
4. Andrea Stelljes (name), Hennepin County Library - Minneapolis Central Library (institution)
5. Bob Allison (name), Anoka County Libraries (institution)
6. Diane Frigge (name), University of South Dakota (institution)
7. Jodi Carlson Grebinoski (name), University of Minnesota – Duluth (institution)
8. Kay Christensen (name), Augustana College (institution)
9. Michelle Fleischhacker (name), William Mitchell School of Law (institution)
10. Patty Anderson(name), South Dakota School of Mines (institution)
11. Scott Ahola (name), Black Hills State University (institution)
12. Vickie Mix (name), South Dakota State University (institution)

Missouri State-Focused Action Plan

Initiative 1:

Consider how our institutions use time and space for depository management. Each library determines whether re-prioritization could improve user satisfaction.

Library types: Any

Actions/Plans:

- 1.1. Libraries which are short-staffed may consult the Regional on ways to reduce clerical workload.
- 1.2. Libraries experiencing space shortages may ask the Regional for strategies and possibly collaborative solutions involving neighboring selectives.
- 1.3. As librarians regain time, they may avail themselves of training opportunities, design programs, market services, catalog online materials, or engage in other pursuits they determine would be of greatest benefit to their users.

Initiative 2:

The Regional could assist some selectives by helping them build subject-specific collections which directly support the host institution's mission. Subject-based collections are not necessarily defined by the issuing agency. For example, African-American history crosses agency lines.

Library types: Any

Actions/Plans:

- 1.1. The Regional becomes familiar with the mission and goals of institutions which host selective FDLs.
- 1.2. As weeded documents on certain topics become available, the Regional could alert interested selectives or direct such documents to them, as the selective prefers.

Initiative 3:

Develop a sub-regional zone for purposes of document exchange, networking and training.

Library types: St. Louis metro area

Actions/Plans:

- 1.1. Describe sub-regional arrangement in the Missouri State Plan
- 1.2. Hold meetings as needed
- 1.3. Take feedback from participants
- 1.4. Adjust plan if necessary

Initiative 4:

Some selectives could bolster the viability of the Regional through housing and selection partnerships.

Library types: Any

Actions/Plans:

1. Libraries can assist by placing individual item numbers in a Shared Housing Agreement with the Regional, thereby enabling MU to deselect those item numbers.
2. Libraries which are not Regional partners might consider adopting one agency.
3. The Regional and its current partners will endeavor to write a disposal policy that is as simple and uniform as possible.

Initiative 5: Resolve space shortage at MU by allowing for de-duplication between institutions.

Library types: Libraries which have documents in “permanent-retention” type storage.

Actions/Plans:

1. Regional identifies titles which have been placed in permanent-retention storage by selective FDLs.
 2. Regional confirms that such items have circulating status to non-affiliates, and/or availability through interlibrary loan.
 3. Regional uses list to remove low-demand duplicates from its own stacks.
 4. Duplicates would be offered to Missouri FDLs, and then to others, as demand dictates.
-

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state. Individuals with primary responsibility for FDLP collections within our state have discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Missouri:

Public Libraries

1. Carol Bruegging, Kansas City Public Library
2. Bill Olbrich, St. Louis Public Library
3. Sharon Canter, St. Joseph Public Library
4. Christel Maassen, St. Louis County Public Library
5. Denise Ulett, St. Charles City-County Library District

Special Libraries

6. Annie Moots, Missouri State Library, Jefferson City
7. Kris Albertus, Eighth Circuit Library, U.S. Court of Appeals, St. Louis
8. Gail Cross Miller, Missouri Supreme Court Library, Jefferson City

Law Libraries

9. Cynthia Bassett and Needra Jackson, University of Missouri Law School, Columbia
10. Cindi Ernst, University of Missouri Kansas City Law School
11. Kathleen Casey, St. Louis University Law School

Academic Libraries

12. Marie Concannon and Sandy Schiefer, University of Missouri, Columbia (Regional)
13. Lisa Wolfe, Jefferson College, Hillsboro

14. Mark Love, University of Central Missouri, Warrensburg
15. Lindsay Schmitz, University of Missouri, St. Louis
16. Janet Romine, Truman State University, Kirksville
17. Rebecca Hamlett, William Jewell College, Liberty
18. Sherry Mahnken, Missouri University of Science and Technology, Rolla
19. Lori Mardis, Northwest Missouri State University, Maryville
20. Pat Willingham, Southeast Missouri State University, Cape Girardeau
21. Barbara Rehkop, Washington University, St. Louis
22. Rebecca Hyde, St. Louis University
23. Jennifer Peters, Rockhurst University, Kansas City
24. Gail Keutzer, Maryville University, St. Louis
25. Lois Marshall, Lincoln University, Jefferson City
26. Candance Virgil, Lindenwood University, St. Charles
27. Christine Angolia, University of Missouri Kansas City
28. Robert Black, Missouri Southern State University, Joplin
29. Tammy Stewart, Missouri State University, Springfield

State Focused Action Plan

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **August 31, 2012.**

Initiatives –Indicate Library types: **all depository libraries**

Initiative 1: Mississippi federal depository libraries will organize a Mississippi Federal Depository Council to develop a state plan and to carry out other state focused action plans.

Actions/Plans:

- 1.1. The Regional Librarian will appoint a small working committee to draft bylaws for the council whose membership should include all eleven depositories and at least one non-depository representative.
- 1.2. Using previous drafts (2004) for portions of a state plan, the committee will update and expand the drafts, including new disposal guidelines using the ASERL Disposition Database.
- 1.3. The final draft will be circulated among all depositories for revision and comment.
- 1.4. The final version will be forwarded to directors of depository libraries for approval.

1.5 The Council will hold regular meetings both virtually and in person to plan programs, review the state plan, coordinate publicity about the FDLP for the non-depository community, and make recommendations as needed.

Initiatives –Indicate Library types: all depository libraries

Initiative 2: All Federal depository libraries in Mississippi will work collaboratively to identify training needs and opportunities and develop means to meet those needs.

Actions/Plans: To accomplish this, depository libraries will:

2.1. Appoint a depository librarian to monitor the FDLP Listserv, GovDoc-L and publications such as *FDLP Connection* for official GPO training opportunities and resources as well as other training such as the NCLA Government Resources Section webinars, the Six-State Virtual Conferences, or Government Information in the 21st Century on WebJunction.

2.2. Develop, create, and promote an online presence via social media and/or listservs that will alert the government documents community to training workshops around the state.

2.3. Work with GPO to schedule webinars tailored to Mississippi depository needs.

2.4. Work with the Atlanta regional office of the Census Bureau and with the Mississippi State Data Center coordinator to host workshops for librarians.

2.5. Make a concerted effort to sponsor one or more programs at the annual MLA conference in October.

2.6. Plan and execute a Spring program.

Initiatives –Indicate Library types: all depository libraries

Initiative 3: Federal depositories in Mississippi will collaboratively develop an outreach program for non-depository libraries to expand their awareness of depository services and collections and to develop their skills in retrieving government information for public users.

Action/Plans:

3.1. A short Qualtrics Survey of non-depositories will be conducted via the MLA listserv to determine training needs for government information topics and preferences for delivery methods.

3.2. Promote collective depository web resources, both federal and state, to non-depositories via social media, listservs, and web pages. Provide brochures and flyers for distribution to the public.

3.3. Present programs at MLA and in workshops targeted at non-depositories.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Mississippi during a state-wide virtual meeting held on August 9, 2012, followed by individual work developing specific goals by David Salinero, Christine Fletcher, and Laura Harper.

1. Laura G. Harper, University of Mississippi
2. David Salinero, Delta State University
3. Christine Fletcher, Mississippi State University
4. Indira Bhowal, Mississippi Library Commission
5. Lawrence Smith, Mississippi Library Commission
6. LaDonne Delgado, Mississippi State University
7. Juliana Davis, University of Mississippi Law Library
8. Clara Joorfetz, State Law Library
9. Carla Carlson, University of Southern Mississippi
10. Justin Huckaby, Mississippi College School of Law

Montana State Action Plan
Created at the Montana Federal Depositories Meeting
August 24th, 2012

Montana Federal Depository Libraries have agreed on the following initiatives to be completed in the next five years.

Initiatives -All Libraries:

Initiative 1: All Federal depository libraries in Montana will work collaboratively to promote awareness of and access to Government

Action/Plans: To accomplish this depository libraries will:

- 1.1 Promote each-others collections through library websites and Libguides.
- 1.2 Promote our digitized collections
- 1.3 Share library-created resources
- 1.4 Look for marketing opportunities
- 1.5 Use visually interesting marketing materials such as posters
- 1.6 Provide workshops for accessing and using depository documents

Initiative 2: Increase and support digitization efforts.

Action/Plans: To accomplish this depository libraries will:

- 2.1 Identify possible digital projects
- 2.2 Engage outside specialists for recommendations on materials for digitization.
- 2.3 Increase awareness of possible support for digital efforts
- 2.4 Increase awareness of national digitization projects

Initiative 3: Improve inter-depository communication

Action/Plans: To accomplish this depository libraries will:

- 3.1 Increase use of the MT.govdocs listserv
- 3.2 Interconnect to each-others libguides
- 3.3 Start a Montana Depository Blog

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Montana. (state) or the Federal depository region which encompasses the following states:

1. Susanne Caro (name), University of Montana (institution)
2. Richard Wojtowicz (name), Montana State University Bozeman (institution)
3. Laura Tretter (name), State Law Library of Montana (institution)
4. Belinda Potter (name), Montana State University, Northern (institution)
5. Jim Kammerer (name), Montana State Library (institution)
6. Elizabeth Ramsey (name), Montana Tech of the University of Montana (institution)
7. Kathy Gurney (name), Montana State University, Billings (institution)
8. Darlene Hert (name), Montana State University, Billings (institution)

State Focused Action Plan

New Jersey

FINAL 10/6/2012

In New Jersey's State Forecast Survey 80% of respondents indicated that their parent institutions had suffered budget cuts, but that they were providing the same or greater levels of service, even though 60% indicated that the cuts had resulted in reduced staffing levels. Given these conditions, New Jersey's State Action Plan, rather than requiring individual libraries to complete specified activities, will focus on group projects that will benefit all New Jersey depositories. The Documents Association of New Jersey (DANJ) will coordinate the projects and place updates on its Web page – <http://www.danj.org>. All New Jersey depositories are, of course, invited to participate in the project(s) of their choice.

Initiative 1: Depository Promotion - All libraries

Actions/Plans:

- 1.1. DANJ will work with depository libraries to create a brochure, poster and/or other promotional materials to be distributed to New Jersey depositories.
- 1.2. New Jersey depositories will distribute DANJ-provided materials to local non-depository libraries. They will request feedback as to whether the materials were helpful, and communicate their findings to DANJ.

Initiative 2: Create online sources to help with common depository issues – all libraries

Actions/Plans:

- 2.1. Create a FAQ for the DANJ web page, including an exchange of reference questions that can be answered with government information.
- 2.2 Depository libraries will be encouraged to create FAQs and Pathfinders of their own, describing electronic and print resources available through the depository, where such resources do not already exist. DANJ members will assist with this if the library desires.
- 2.3. Add a page to the DANJ website listing new sources for the information found in discontinued resources (such as the *Sourcebook of Criminal Justice Statistics*).

2.4 – Several Libraries indicated on their Library Forecast Surveys that they do small-scale or on-demand digitization. DANJ will investigate creating a unified archive of these items.

2.5. Update the “New Librarian’s Starter Kit”

Initiative 3: Increase collaboration and training opportunities for depository libraries – all libraries

Action/Plans:

3.1. Continue to offer training and support through the six DANJ meetings held each year and offer excellent programs on government documents to the New Jersey and Tri-State library community through the DANJ annual fall conference.

3.2. Investigate recording the DANJ annual conference in order to share the presentations with librarians who cannot attend, and to preserve them for future reference.

3.3. Increase attendance at the conference by:

a. Creating a press release for the conference to reach a wider audience.

b. Promoting the conference as a continuing education opportunity.

3.4. Create training videos and Powerpoint presentations on government documents, including reference, collection management and technical servicing of collections. Powerpoints could be housed on the DANJ website.

3.5 Send DANJ newsletter to all depositories, and possibly other audiences.

Initiative 4: Legacy Collections – libraries with legacy collections

Action/Plans:

4.1. New Jersey Depositories with legacy collections will provide a description of collection strengths to be included on the DANJ Webpage.

Participants:

Geetali Basu, Susan Bucks, Ma Lei Hsieh, Sue Lyons, Deborah Mercer, Linda Oppenheim, Wen-Hua Ren, Laura Sours, Susan White, Mary Fetzer

Reviewers:

Susan McCabe, Teri Taylor, Ellen Bonacarti, John Maxymuk, Dianne Oster, Mei Ling Chow, Beth Patterson, Ella Strattis, Ann DeRenzis, Sharon Tucker, David Hollander

Initiative 1

New York depositories will improve access to their print and digital collections.

To accomplish this depository libraries will:

1. Create a statewide collection inventory to increase awareness of collection strengths, improve collection development efforts and migration to digital collections.
2. Libraries will work collaboratively toward developing standardized procedures for migrating from print to digital collections.

Initiative 2

New York depositories will collaborate to improve communication among depository libraries.

To accomplish this depository libraries will:

1. The New York State Library will create a listserv for depositories to share information.

Initiative 3

New York depositories will work to promote awareness and access to government information.

To accomplish this depository libraries will:

1. Explore marketing strategies such as highlighting collections, services and the value of government information.

Initiative 4

New York depositories will increase efforts to provide training and education about government information to users, non depository librarians, and depository staff.

To accomplish this depository libraries will:

1. Explore training methods such as virtual classes and annual training sessions.

Initiative 5

New York depositories will collaborate digitization efforts within the state.

To accomplish this depository libraries will:

1. Identify and coordinate current and future digitization projects and establish imaging standards.

**FDLP State Focused Action Plan
Reference and Research Library Resources Systems in New York State**

Note: *All emails and telephone numbers have been removed.*

CAPITAL DISTRICT (5)

0387 New York State Library
0420A Troy Public Library
0421 Union College
0421A University at Albany/SUNYA
0421B Albany Law School

Your 3Rs Contact

Catherine M. Dwyer
University at Albany/SUNYA

CENTRAL (4)

0389A Syracuse University – Law
0423 Colgate University
0426 Syracuse University
0431A Onondaga County Public Library

Your 3Rs Contact

Mary Jane Walsh
Colgate University

LONG ISLAND (10)

0390A Adelphi University
0392 SUNY Farmingdale
0393B Hofstra University – Law
0394 SUNY Stony Brook
0394A Dowling College
0394B Suffolk Cooperative Library System
0395 Long Island University
0400 U.S. Merchant Marine Academy
0418A Touro College – Law
0427 Hofstra University – Axinn

Your 3Rs Contact

Christina Rivera
Long Island Library Resources Council

METRO (31)

0390 NYU - Law
0390B NYU – Elmer Holmes Bobst
0390C CUNY Herbert H. Lehman College
0393 Queens Library
0393A St. John’s University – Law
0396B Brooklyn Law School
0397 Brooklyn College
0398 Brooklyn Public Library - Central
0400A Pace University - Law
0401 St. John’s University – Main
0402 New York Law Institute
0402A St. John’s University - Manhattan
0403 Brooklyn Public Library – Business
0405 Cooper Union for the Advancement of Science & Art
0408 NYPL – Astor Branch
0408A NYPL – Lenox Branch
0410 Columbia University
0410A Yeshiva University - Pollack
0411A Yeshiva University – Law
0412 CUNY City College
0414 Fordham University
0415 Yonkers Public Library
0415A Sarah Lawrence College
0416 SUNY Maritime College
0419 Mount Vernon Public Library
0419A SUNY Purchase
0426A New York Law School
0428A Fordham University – Law
0435 CUNY Queens College
0463B Mercy College
0413A US Court of Appeals Second Circuit

Your 3Rs Contact

Rosemary LaSala
St John’s University Law Library

NORTHERN NEW YORK (5)

0391 St. Lawrence University
0391A SUNY Oswego
0420B SUNY Plattsburgh
0422 Clarkson University
0422A SUNY Potsdam

Your 3Rs Contact

Gayle C. Berry
Clarkson University

ROCHESTER (4)

0429 University of Rochester
0429A Rochester Public Library
0430 SUNY Geneseo
0430A SUNY Brockport

Your 3Rs Contact

Kathy Wu
University of Rochester

SOUTH CENTRAL (7)

0388 Cornell University - Olin
0399A SUNY Oneonta
0417A SUNY College of Technology-Delhi
0425 Elmira College
0425A SUNY Binghamton
0428 Cornell University – Mann
0435A Cornell University – Law

Your 3Rs Contact

Gregory Lawrence
Cornell University – Mann Library

SOUTH EASTERN (5)

0387A Middletown Thrall Library
0389 US Military Academy- West Point
0417 Newburgh Free Library
0436 Vassar College
0436A SUNY New Paltz

Your 3Rs Contact

Heather H. Georghiou
Newburgh Free Library

WESTERN (4)

0400B SUNY Buffalo - Law
0432 Buffalo and Erie County Public Library
0433 SUNY Buffalo - Lockwood
0434 Saint Bonaventure University

Your 3Rs Contact

Edward Herman, Government Information Librarian
105 Lockwood Library
Arts and Sciences Libraries
University at Buffalo

State Focused Action Plan

Initiatives – All Libraries:

Initiative 1: The citizens of North Dakota will be able to identify and locate government information in all formats.

Actions/Plans: Depository libraries:

- 1.1. will provide access to the *Catalog of U.S. Government Publications*.
- 1.2. will comply with Federal regulations and policies for bibliographic control of depository materials.
- 1.3. are encouraged to include Federal publications in all formats in their online catalogs, including links to electronic government information.
- 1.4. are encouraged to acquire databases, bibliographies, indexes, reference sources, and finding aids to assist in identification and retrieval of government information.
- 1.5. will ensure that staff are knowledgeable about Federal information in all formats by supporting continuing education opportunities.
- 1.6. will assist library patrons using electronic government information sources.

Initiative 2: Depository library staff will be knowledgeable about locating and accessing Federal government information.

Actions/Plans: Depository libraries will:

- 2.1.1. support continuing education opportunities.
- 2.1.2. encourage documents staff to review current awareness publications on government information.
- 2.1.3. encourage documents staff to participate in electronic discussion lists such as GOVDOC-L and GOVDOC-ND.

Actions/Plans: Regional depository libraries will:

- 2.2.1. provide consultant services to selective depository libraries.
- 2.2.2. provide reference assistance.
- 2.2.3. maintain web pages providing links to Federal information resources.
- 2.2.4. sponsor or provide continuing education programs within North Dakota.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of North Dakota:

1. Lisa Martin, University of North Dakota
2. Kathryn Thomas, North Dakota State University
3. David Iversen, Minot State University
4. Donna James, Valley City State University
5. Kristen Northrup, North Dakota State Library
6. Rachel White, State Historical Society of North Dakota

State Action Plan for Ohio

Access Initiative: All libraries

Initiative 1: Ohio Federal Depository Libraries will review and improve their web presence in order to better serve Ohio library users.

1. The Regional Librarian will work with a task force of Ohio depository librarians to develop best practices for library government document web sites. Best practices may include:
 - Ensure that text and links are current
 - Content describes the collection
 - Content describes free and subscription resources available
 - Content describes services provided
 - Content describes public access
2. A list of notable tools that meet the needs of Ohio libraries will be developed and accessible from the State Library of Ohio document website and the Ohio GODORT website in order to promote sharing of tools such as instruction guides, finding aids, and other resources.

Marketing Initiative: All libraries

Initiative 2: Ohio Federal Depository Libraries will create a marketing toolkit to position federal depository libraries in Ohio to reach out to the public as well as other libraries, institutions, government entities, and businesses within their respective Congressional districts.

1. A task force of Ohio depository librarians will be created with the charge of developing recommendations and support for creating marketing materials and using marketing materials to be provided by GPO.
2. The task force will provide guidance for outreach using tools such as public service announcements, partnerships with non-FDLs, and special events to highlight collections and services.
3. The task force will designate representatives to attend and participate in consortium-related planning meetings in order to advocate for the needs of government information. These representatives will report back to the Ohio government documents listserv after each meeting.
4. The task force will develop and distribute a suggested process for contacting the offices of United States Representatives and Senators to request inclusion of a link on their site to their local Federal Depository Library Program participant.
5. This group will share information with GPO on specific needs related to marketing and promotion.

Resource Sharing Initiative: All libraries

Initiative 3: OhioLINK and other consortial libraries should catalog tangible resources in their collections in order to build a strong retrospective collection within the state and set the groundwork for cooperative collection development.

1. The Regional Coordinator will gather and share plans for cataloging historical and retrospective materials based on information provided by depository coordinators.
2. Consortial libraries will report to the Regional Librarian on their local practices for making records available in OhioLINK or other consortial discovery tools.
3. Libraries participating in the Ohio Regional Depository System (ORDS) will sign a Memorandum of Understanding with ORDS and OhioLINK if they have FDLP materials in the ORDS depository; those participating in the shared ORDS catalog will contribute records for those government resources in the ORDS depositories.
4. Libraries should work toward retrospective cataloging of their tangible resources.

Collection Development Initiative: All libraries

Initiative 4: Ohio Federal Depository Libraries will explore the adoption of a database-style solution for the more effective processing of needs and offers.

1. A task force of Ohio depository librarians will explore the adoption of a database needs and offers tool to determine if it can be adapted to meet Ohio's needs.
2. The adoption of this tool will be in consultation with the State Library of Ohio and dependent on approval by the State Library of Ohio.
3. This group will also share information with GPO on specific needs related to the disposition of materials process.

Preservation Initiative: Ohio GODORT members

Initiative 5: Members of Ohio GODORT will build a sustainable digital collection in the OhioLINK's Digital Resource Commons (DRC) representing historical materials of particular interest to users within Ohio.

1. Every library that participates in the Digital Collections Working Group (DCWG) will commit to supporting the project with resources that match its institutional strengths and needs. In return, participating libraries will select collections and materials for inclusion.
2. The DRC site administrator and/or DCWG chair will actively participate in the decision-making process of the OhioLINK Digital Resources Management Committee in order to ensure the future operation of the DRC.

3. The DCWG will explore opportunities to incorporate these digitized collections into other repositories and to accept digital collections from other repositories in order to improve the availability of these materials.
4. The DCWG will explore the possibility of ingesting digitized documents from Ohio Federal Depository Libraries on an item-by-item basis.
5. This group will share information with GPO on specific needs related to the management of digital content.

State Action Plan Committee Members

Audrey Hall – The State Library of Ohio

Shari Laster – University of Akron

Cheryl Paine – University of Mount Union

Peter Thayer – Marietta College

August 13, 2012

State Focused Action Plan

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **June 30, 2012**.

Example:

Initiatives -All Libraries:

Initiative 1: All Federal depository libraries in [state/region] will work collaboratively to promote awareness of and access to Government information dissemination products and services

Actions/Plans: To accomplish this depository libraries will:

- 1.1 Develop a marketing plan/strategy that targets public users
 - 1.1.1 Theme [state-wide interest or event to tie to?]
 - 1.1.2 Promotional materials
 - 1.1.3 Online presence
 - 1.1.4 Library as a place
 - 1.1.5 Resources available to users
 - 1.1.6 Services available to users
 - 1.1.7 ...
 - 1.1.8 ...
- 1.2 Develop a marketing plan/strategy that targets non-depository libraries

- 1.2.1 Theme [state-wide library theme to tie to?]
 - 1.2.2 Promotional materials
 - 1.2.3 Online presence
 - 1.2.4 Library as a place
 - 1.2.5 Resources available to non-depositories
 - 1.2.6 Services available to non-depositories
 - 1.2.7 ...
 - 1.2.8 ...
-

Initiatives -All Libraries:

Initiative 2: All Federal depository libraries in [state/region] will work collaboratively to develop and promote awareness of and access to a digital collection of Government information dissemination products of interest to the residents of the state.

Actions/Plans: To accomplish this depository libraries will:

- 2.1 Determine subject of the digital collection
 - 2.2 Identify holdings in state’s depositories
 - 2.3 Identify digitization options
 - 2.4 Identify materials already available in digital format
 - 2.5 Develop Web presence for the collection
 - 2.6 Include project in GPO’s registry of digital projects
 - 2.7 ...
 - 2.8 ...
-

Initiatives –Indicate Library types: _____ All libraries _____

Initiative 1: Continue and expand the outreach, training and communications between depository and non-depository libraries.

Actions/Plans:

- 1.1. Develop strategies between local depository and non-depository libraries built around a theme or event.
- 1.2. Hold workshops around the state on topics of interest such as those that have been done for the census.
- 1.3. Create promotional material both electronically and in paper to use with special collections, workshops, or significant events in the state or library’s locality.

- 1.4. Maintain a visible presence in the Oklahoma Library Association.
- 1.5. Publicize the resources and services available at depository libraries.

Initiatives –Indicate Library types: _____ All libraries _____

Initiative 2: Depository libraries in Oklahoma work together to create and maintain a comprehensive collection of federal documents in a variety of formats.

Actions/Plans:

- 2.1. Survey the libraries to determine which libraries have significant collections in various agencies or subject areas.
- 2.2. Create a database of collections around the state to assist in libraries’ collection development plans.
- 2.3. As time and resources permit, catalog the material into a national utility such as OCLC.
- 2.4. Survey the libraries to determine which libraries have developed digitization projects and what collections are being digitized.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of _____ Oklahoma _____ (state) or the Federal depository region which encompasses the following states: _____.

1. _____ Steve Belev _____, Oklahoma Department of Libraries
2. _____ Elizabeth Jones _____, Oklahoma City University
3. _____ Connie Kirby _____, Oklahoma State University
4. _____ Andy Lupardus _____, University of Tulsa

5. ___ Theda M. Schwing _____, East Central University
6. ___ Robbie Sittel _____, Tulsa City County Library
7. ___ Ursula Ward _____, Metropolitan Library System, Oklahoma City

**Oregon State Focused Action Plan
Federal Depository Library Program
August 2012**

Initiatives

Increase visibility and access to federal government information on Oregon web sites

- Be more proactive in adding government information collections and promote visibility of existing Oregon digital collections, such as the Oregon Digital Library (<http://odl.library.oregonstate.edu>), Explorer collections, Oregon Sustainable Community Digital Library, etc.
- Work with State Library to develop government information presence on Libraries of Oregon web site <http://librariesoforegon.org/>

Increase training and outreach activities related to federal government information

- Use developing technologies to promote government information instruction, such as video tutorials and mobile apps.
- Leverage local and regional library partnerships to promote government information resources in non-FDLP libraries
- Increase training and outreach activities, with special emphasis on targeting public library staff

Review and evaluate Oregon Regional Collection model and statewide FDLP practices

- Review and refine “[Procedures for the Disposal of Federal Depository Library Program Materials](#)” document
- Convene meeting to discuss options for housing maps in Oregon Regional Collection
- Explore opportunities for further collaboration with neighboring states

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this action plan for the state of OREGON.

1. Arlene Weible, Oregon State Library
2. Valery King, Oregon State University
3. Dotty Ormes, Southern Oregon University
4. Kathleen Spring, Linfield College
5. Claudia Weston, Portland State University
6. Julie Christerson, Pacific University
7. Elysabeth Hall, Willamette University Law Library
8. Victoria Mitchell, University of Oregon

State Focused Action Plan – Rhode Island

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **June 30, 2012**.

Initiatives -All FDLP Libraries in RI:

Initiative 1: All Federal depository libraries in Rhode Island will work collaboratively to promote awareness of the FDLP and access to federal government information products and services

Actions/Plans: To accomplish this FDLP libraries in Rhode Island will:

- 1.1 Develop marketing/promotion strategies that target (non-FDLP) public libraries
 - 1.1.1 Work with the RI Office of Library and Information Services (OLIS) and other state library groups to develop and conduct at least one workshop on government information (target audience = librarians at non-FDLP libraries)
 - 1.1.2 Develop promotional materials (in print and online) that target immigrant populations and share these widely with libraries and social services organizations

- 1.1.3 Work with RI OLIS to explore the feasibility of including on the OLIS web site a page describing FDLP services available in Rhode Island
- 1.2 Develop marketing/promotion strategies that target the use of government information in elementary and secondary school curricula
 - 1.2.1 Reach out to school media librarians in RI to promote *Ben's Guide to U.S. Government Information*
 - 1.2.2 Reach out to college curriculum centers in RI (for elementary and secondary instruction) to promote *Ben's Guide*
 - 1.2.3 Reach out to University of Rhode Island Graduate School of Library and Information Studies faculty to promote *Ben's Guide*
 - 1.2.4 Work with interested parties to identify areas where *Ben's Guide* aligns with RI Grade Span Expectations (especially those for Civics & Government)
- 1.3 Develop marketing/promotion strategies that target local congressional office staff
 - 1.3.1 Develop a list of local staff for Rhode Island's congressional delegation (2 Senators, 2 Representatives)
 - 1.3.2 Contact each office and send promotional information describing the FDLP and assistance that FDLP libraries can provide the office (including as a referral resource for constituent questions)
 - 1.3.3 Host one awareness event for local congressional staff (e.g., FDsys, tour of libraries, etc.)
- 1.4 Consider celebrating anniversary dates for FDLP libraries in RI as a focal point for events promoting the FDLP and public access to government information
 - 1.4.1 In 2012, Newport Public Library has its 10 year anniversary
 - 1.4.2 In 2013, the U.S. Naval War College Library has its 50 year anniversary, and Roger Williams University Library has its 10 year anniversary
 - 1.4.3 In 2015, the Rhode Island State Library has its 120 year anniversary, and Rhode Island College has its 50 year anniversary

Initiative 2: All Federal depository libraries in Rhode Island will work collaboratively to continue the cooperative selection of GPO Items, striving to have as much coverage collectively as appropriate.

Initiative 3: All Federal depository libraries in Rhode Island will work collaboratively to explore the possibility of recruiting at least one new congressionally-designated FDLP library in Rhode Island.

Actions/Plans: To accomplish this depository libraries will:

- 3.1 Reach out to the Community College of Rhode Island (CCRI) libraries and explore whether there is possible interest in becoming an all-electronic FDLP library (encompassing the four CCRI libraries and providing access to students and faculty at all six CCRI campuses)
- 3.2 Compile list of incentives for being an FDLP library in RI (including access to FDLP-only databases, network of FDLP training and librarians, etc.)
- 3.3 If CCRI is interested in becoming an FDLP library, begin discussions with staff from Senator Sheldon Whitehouse's office (Senate Class I) and educate them on the advantages of filling the vacancy, including the benefits to CCRI students and faculty and the people of RI in having CCRI designated as an FDLP library

Initiatives -All FDLP Libraries in HELIN:

Initiative 4: All FDLP libraries in the Higher Education Library Information Network (HELIN) consortium will work collaboratively to investigate the feasibility of developing a digital collection of government information of interest to the residents of the state.

Actions/Plans: To accomplish this depository libraries will:

- 4.1 Investigate the feasibility of digitizing RI-related FDLP materials
 - 4.1.1 Investigate possible subject area(s) for a RI-focused FDLP digital collection and the scope of such collection(s)
 - 4.1.2 Ask GPO about the possibility of generating a list of RI-related FDLP materials (from the *Catalog of U.S. Government Publications*)
 - 4.1.3 Begin to identify holdings in RI FDLP libraries of possible candidates for digitization (within the agreed-upon scope of the digital collection)

- 4.1.4 Identify materials already available in digital format
- 4.1.5 Investigate possible funding opportunities and options
- 4.2 Investigate the disposition of RI congressional web sites and the feasibility of archiving content
- 4.3 Register any projects undertaken in GPO's registry of digital projects

Initiative 5: FDLP libraries in the Higher Education Library Information Network (HELIN) consortium, where feasible, will work collaboratively to include catalog records in the HELIN catalog for any currently uncataloged FDLP materials held by member libraries.

We certify that the above State Focused Action Plan for Rhode Island represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Rhode Island:

1. Colleen Hanna, Rhode Island State Law Library (FDL 0553A)
2. Daniel O'Mahony, Brown University Library (FDL 0555)
3. Deborah Mongeau, University of Rhode Island Libraries (FDL 0554)
4. John Fobert, Roger Williams University Library (FDL 0557)
5. Julie Zecher, U.S. Naval War College Library (FDL 0553B)
6. Pat LaRose, Newport Public Library (FDL 0554B)
7. Rachel Carpenter, Rhode Island College (FDL 0555A)
8. Tom Evans, Rhode Island State Library (FDL 0553)
9. John Lewis, Salve Regina University Library [Selective housing site for Newport Public Library]
10. Nancy Peluso, Connecticut State Library [Regional for RI] (FDL 0075)

State Focused Action Plan

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **June 30, 2012**.

Example:

Initiatives -All Libraries:

Initiative 1: All Federal depository libraries in [state/region] will work collaboratively to promote awareness of and access to Government information dissemination products and services

Actions/Plans: To accomplish this depository libraries will:

- 1.1 Develop a marketing plan/strategy that targets public users
 - 1.1.1 Theme [state-wide interest or event to tie to?]
 - 1.1.2 Promotional materials
 - 1.1.3 Online presence
 - 1.1.4 Library as a place
 - 1.1.5 Resources available to users
 - 1.1.6 Services available to users
 - 1.1.7 ...
 - 1.1.8 ...
- 1.2 Develop a marketing plan/strategy that targets non-depository libraries

- 1.2.1 Theme [state-wide library theme to tie to?]
 - 1.2.2 Promotional materials
 - 1.2.3 Online presence
 - 1.2.4 Library as a place
 - 1.2.5 Resources available to non-depositories
 - 1.2.6 Services available to non-depositories
 - 1.2.7 ...
 - 1.2.8 ...
-

Initiatives -All Libraries:

Initiative 2: All Federal depository libraries in [state/region] will work collaboratively to develop and promote awareness of and access to a digital collection of Government information dissemination products of interest to the residents of the state.

Actions/Plans: To accomplish this depository libraries will:

- 2.1 Determine subject of the digital collection
 - 2.2 Identify holdings in state’s depositories
 - 2.3 Identify digitization options
 - 2.4 Identify materials already available in digital format
 - 2.5 Develop Web presence for the collection
 - 2.6 Include project in GPO’s registry of digital projects
 - 2.7 Review selections annually to ensure depository community needs ...
 - 2.8 Make government publications visible on libraries’ web pages by creating and sharing user guides.
-

Initiatives –Indicate Library types: All Libraries

Initiative 1: All Tennessee federal depositories will work toward a regional approach via the ASERL project to provide reliable access to complete collections across state lines.

Actions/Plans:

- 1.1. All depositories will use the ASERL depository disposition database by offering materials.
- 1.2. All depositories will consider becoming a Center of Excellence.
- 1.3. Those libraries serving as a COE will use the Database to augment their collections.
- 1.4.

Initiatives –Indicate Library types: _____Regional_____

Initiative 2: The Regional will make a concerted effort to provide more training for libraries.

Actions/Plans:

- 2.1. Presentations at the Tennessee GODORT round table & TLA Annual Meetings
- 2.2. Examine Tennessee (and others) libraries for particularly helpful LibGuides that could be collated for everyone’s use.
- 2.3. Support & strengthen the existing pre-1989 depository agreement by clarifying & updating obligations fro holdings.
- 2.4.

Initiatives –Indicate Library types: __All Libraries_____

Initiative 3: Update Tennessee State Plan

Action/Plans:

- 1.1. Put together a working group to update the current State Plan
- 1.2.
- 1.3.
- 1.4.

Initiatives –Indicate Library types: _____All Libraries_____

Initiative 4: All depositories will increase efforts to promote document collections

Action/Plans:

- 1.1. Organize a collaboration between depository libraries and school libraries to include online documents in school assignments.
- 1.2. Gather more promotional materials from GPO and distribute to library clientele.
- 1.3. More presentations at TLA conference
- 1.4. Presentations to community groups.

Initiatives –Indicate Library types: _____All Libraries_____

Initiative 5: Investigate digitization of collections for the benefit of all.

Action/Plans:

- 1.1. Work with GPO/ASERL to provide guidelines/standards for digitization of government information.
- 1.2. Look into digitization of ASERL-Centers of Excellence collections.
- 1.3.
- 1.4.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of _____Tennessee_____ (state) or the Federal depository region which encompasses the following states:_(All TN depositories received a draft of this document in early August with request for input.)

- 1. Janette Prescod _____(name), __University of Tennessee__ (institution)
- 2. _____Mary Freilich _____, __University of Memphis__ (institution)
- 3. _____(name), _____ (institution)
- 4. _____(name), _____ (institution)
- 5. _____(name), _____ (institution)
- 6. _____(name), _____ (institution)

State Focused Action Plan

Updated 8/31/12

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **June 30, 2012**.

Example:

Initiatives -All Libraries:

Initiative 1: All Federal depository libraries in [state/region] will work collaboratively to promote awareness of and access to Government information dissemination products and services

Actions/Plans: To accomplish this depository libraries will:

- 1.1 Develop a marketing plan/strategy that targets public users
 - 1.1.1 Theme [state-wide interest or event to tie to?]
 - 1.1.2 Promotional materials
 - 1.1.3 Online presence
 - 1.1.4 Library as a place
 - 1.1.5 Resources available to users
 - 1.1.6 Services available to users
 - 1.1.7 ...

- 1.1.8 ...
 - 1.2 Develop a marketing plan/strategy that targets non-depository libraries
 - 1.2.1 Theme [state-wide library theme to tie to?]
 - 1.2.2 Promotional materials
 - 1.2.3 Online presence
 - 1.2.4 Library as a place
 - 1.2.5 Resources available to non-depositories
 - 1.2.6 Services available to non-depositories
 - 1.2.7 ...
 - 1.2.8 ...
-

Initiatives -All Libraries:

Initiative 2: All Federal depository libraries in [state/region] will work collaboratively to develop and promote awareness of and access to a digital collection of Government information dissemination products of interest to the residents of the state.

Actions/Plans: To accomplish this depository libraries will:

- 2.1 Determine subject of the digital collection
- 2.2 Identify holdings in state's depositories
- 2.3 Identify digitization options
- 2.4 Identify materials already available in digital format
- 2.5 Develop Web presence for the collection
- 2.6 Include project in GPO's registry of digital projects
- 2.7 ...
- 2.8 ...

Initiatives – All User Communities

Initiative 1: Develop comprehensive outreach, training, and communications among all user communities.

Actions/Plans:

1.1. Develop comprehensive plan to hold workshops around the state, by area, on topics of interest provided by GPO and by local and regional presenters.

1.2 Develop comprehensive training plan to train new depository librarians and to do refresher training for experienced librarians. This would include training for non-depository librarians. This will also be useful to integrate into library instruction modules for teaching government information.

1.3. Develop outreach to all user communities by area built around events or topics, e.g. Census, curriculum information, etc.

1.4. Develop promotional material to promote workshops, depository collections, resources, etc. directed at all user communities.

1.5. Maintain a visible presence in the Texas Library Association through TLA GODORT and related Sections and Roundtables such as CULD, Reference Round Table, Archives, Genealogy,

1.6. Develop closer relationships with Patent and Trademark Resource Centers to provide more comprehensive information to all user communities.

1.7. Develop comprehensive plan to provide outreach to Spanish-speaking patrons in all user communities in using government information.

1.8. Work with the Government Information Online program to provide comprehensive chat services related to government information available to all user communities.

Initiative 2: Depository libraries in Texas work collaboratively to create and maintain a comprehensive collection of federal documents in a variety of formats.

Actions/Plans:

2.1. Survey depository libraries to identify significant collections in various agencies or subject areas.

2.2. Survey depository libraries to determine the existence of digitization projects and develop plans to digitize collections using the resources of individual depositories, GPO, the Texas Digital Library, and other resources.

2.3 Establish an annual online only depository meeting for TX depositories. Skype or some other video conferencing tool would be used. Texas would investigate using video conferencing equipment at some of the larger depositories throughout the state to make travel to the sites easier. This type of meeting might help deal with the comments made about feeling isolated and not in touch with the rest of the depository community.

2.4 Establish a task force/work group to investigate the need for and ability to develop specific collection development and cataloging initiatives, e.g. 1) Develop a database of collections around the state to assist depository libraries' collection development plans; 2) Develop plans to add cataloging records into a national utility such as OCLC in conjunction with GPO; and 3) Develop a plan for systematic retro cataloging of pre-1976 documents, using the GPO Historic Shelf list and other national resources in conjunction with GPO.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of _____ Texas _____ (state) or the Federal depository region which encompasses the following states: _____.

1. _Ms. Shan Martinez____(name), Abilene Christian University____ (institution)
2. ___Ms. Sarah Schmidt____(name), _Angelo State University____ (institution)
3. _Ms. Lesley Wilson_(name), __Baylor University Law School ____ (institution)
4. _Ms. Charlotte Bagh__(name), __Dallas Public Library_____ (institution)
5. _Mr. John Faria__(name), _El Paso Public Library_____ (institution)
6. _Ms. Cindy Page__(name), _Houston Public Library_____ (institution)
7. _Mrs. Theresa Hefner-Babb__(name), _Lamar University Library____ (institution)
8. Ms. Esther Crawford_(name), __Rice University_____ (institution)
9. _Dr. R. Scott Harnsberger_(name), Sam Houston State University_(institution)
10. _Ms. Laura Sare_(name), __Texas A&M University - Austin__ (institution)
11. _Miss Tamara Remhof_(name), Texas A&M University – Commerce _ (institution)
12. _Ms. Sarah Naper_(name), _Texas State University – San Marcos____ (institution)
13. __Ms. Gay Carter_(name), _ University of Houston Clear Lake _____ (institution)
14. _Mr. Jesse Silva__(name), _University of North Texas_____ (institution)
15. _Mr. Paul Rascoe_(name), _University of Texas at Austin - PCL_____ (institution)
16. _Ms. Barbara Bridges_(name), _University of Texas Austin Law Library_(institution)
17. _Ms. Brenda Mahar_(name), University of Texas - Dallas__ (institution)
18. _Ms. Rita Wilson_(name), University of Texas at San Antonio _____ (institution)
19. _Ms. Carolyn Ottoson_(name), _West Texas A&M University ____ (institution)

20. __ Ms. Sue Troyan __ (name), __ Texas State Library and Archives Commission _____ (institution)
21. __ Ms. Jinja Rho __ (name), Dallas Baptist University _____ (institution)
22. _ Ms. Kathy Amen ____ (name), __ St. Mary's University _____ (institution)
23. Ms. Heather Waltman _____ (name), South Texas School of Law _____ (institution)
24. Ms. Kayce Halstead _____ (name), __ Stephen F Austin University ____ (institution)
25. _ Ms. Brenda Barnes ____ (name), _ Texas Christian University ____ (institution)
26. Mr. Tom Rohrig _____ (name), _ Texas Tech University Library _____ (institution)
27. Ms. Marek Waterstone __ (name), University of Houston Law Library _ (institution)

Virginia State Action Plan

9/13/2012

At the request of the Government Printing Office, depository libraries in Virginia have identified a number of goals/initiatives which they will work on in the next several years. The goals below include both new and continuing initiatives. They stress collaborative solutions to the challenges of providing, preserving, and assisting the American public with the use of government information.

Initiative 1

Virginia depository libraries will provide access to government information by shifting away from a collection-oriented framework to a more service-oriented framework.

- 1.1 Virginia depositories will become more service driven focusing on access of government information for the public regardless of format or location.
 - 1.1.1 Virginia libraries will provide enhanced services in order to support the public's ability to identify, locate, use, preserve and retain government information in a predominately digital format.
 - 1.1.2 Virginia depository libraries will increase the number of instructional services and training to other libraries and the general public to access government information (see Initiative 4).
 - 1.1.3 Virginia depository libraries will support national efforts towards digitization of historical government documents and archiving of digital-born government information as a core service to the public.
 - 1.1.4 Virginia depository libraries will continue to provide assistance accessing government information from both depository and non-depository sources as needed.
 - 1.1.4.1.1 Virginia selective depository libraries will continue to collaborate with the Regional depository library and other selectives across Virginia to point users to various depository collections across the Commonwealth.
 - 1.1.4.1.2 Virginia depository libraries will continue to access and make available to the public non Federal Depository Library Program government information (i.e. fugitive documents, commercial sources, documents received directly from agencies, declassified documents, government websites, etc.).

Initiative 2

Virginia depository libraries will promote increased flexibility in the federal depository program.

- 2.1 All federal depository libraries in Virginia will act as advocates for reform of Title 44 of the *United States Code* to promote a more flexible and responsive program framework.
 - 2.1.1 Support efforts by the Government Printing Office to seek more flexible interpretations of existing law by the Joint Committee on Printing and other relevant legal authorities.
 - 2.1.2 Explore the possibility of drafting a statement on revision of Title 44 that would represent the views of Virginia's depository libraries.
 - 2.1.3 Communicate the need for Title 44 reform to the legislative staffs of Virginia senators and representatives.
 - 2.1.4 Monitor legislative developments and offer support for promising reform legislation
 - 2.1.5 Research past reform efforts and promote greater understanding of their positive and negative features.
 - 2.1.6 Advocate for the inclusion of agency data files as distribution options in the depository system
 - 2.1.7 Sponsor programs and activities at the state level that promote support for modernization of the depository library program and its statutory authority.

Initiative 3

Virginia depositories will monitor regional and national issues and support and participate in cooperative initiatives like the ASERL Collaborative Federal Depository Program and Government Information Online.

- 3.1 Depositories in Virginia will fully participate in the ASERL Collaborative Federal Depository initiative.
 - 3.1.1 Virginia depository libraries will follow the ASERL Guidelines for all documents offers (see http://www.aserl.org/wp-content/uploads/2012/06/FINAL_ASERL_FDLP_GUIDELINES_Revised_05-2012.pdf).
 - 3.1.2 Virginia depository libraries will encourage GPO to work with the ASERL Collaborative Federal Depository initiative to create a national Needs & Offers Database based on the ASERL database.

- 3.1.3 The ASERL member libraries, Virginia Tech, UVA, William and Mary and the Library of Virginia will sign MOU's with ASERL to expand their commitment to the COE program by adding additional agencies to their expertise.
- 3.1.4 Virginia depositories will share in a statewide effort to maintain extensive legacy printed collections of government information and support digitization for access

3.2 Virginia depositories will support regional and national efforts to provide government information electronically.

3.2.1 Virginia depositories are encouraged to monitor the national Government Information Online chat service.

3.2.2 Virginia depositories will support opportunities for developing new government information specialists like the University of Maryland's iSchool initiative to training future librarians to provide electronic reference service in the area of government information.

Initiative 4

All Virginia depository libraries will increase efforts to educate the public and library staffs about government information, and will market government information services and resources to the public and libraries.

- 4.1 Virginia depositories will increase their emphasis on education and training – of themselves, their staffs, and subsequently to the public through depository program training.
 - 4.1.1 Virginia depositories will determine training needs/workshop topics.
 - 4.1.2 Virginia depositories will work cooperatively to offer workshops on various aspects of federal and state government information.
 - 4.1.3 Virginia's regional will offer virtual education sessions – lead by regional staff and/or other Virginia depository staff.
 - 4.1.4 Virginia depository libraries are strongly encouraged to offer education and training to staff and the public on a regular basis.
- 4.2 Virginia depositories will develop marketing materials to advertise depository services and collections.
 - 4.2.1 Virginia's law libraries will collaborate to develop a brochure which can be delivered to law firms throughout the state.

- 4.2.2 Virginia's regional will develop a marketing brochure which can be customized by depositories throughout the state.
- 4.3 Virginia depository libraries are strongly encouraged to pursue partnerships with public libraries and schools to develop a curriculum for training materials to reach populations that are either not served by or have difficulty accessing a FDLP library.
 - 4.3.1 Virginia depositories will investigate working with the Library of Virginia to survey public libraries about government information training needs.
 - 4.3.2 Virginia depositories will investigate working with the State Education Department to survey school libraries and districts about their government information training needs.
 - 4.3.3 Depository libraries will meet to assess survey results and feasibility of collaborating on building a curriculum and subsequent training formats through the Library of Virginia, the Virginia Library Association, and non-FDLP libraries.

Initiative 5

Virginia depository libraries will advocate for and contribute toward a more robust FDSys which includes library-submitted content.

- 5.1 Virginia libraries will advocate for ability of FDSys to ingest digitized content from library partners.
 - 5.1.1 Virginia libraries will volunteer to submit content for ingest into FDSys.
- 5.2 Virginia depository libraries will encourage GPO to improve access to digital government information by allowing multiple levels of authentication in FDSys , e.g., GPO-submitted content, federal agency submitted content, depository library submitted content.
 - 5.2.1 Virginia depositories will partner with GPO to establish a "level of authentication" appropriate to depository ingest into FDSys.
 - 5.2.2 Virginia depositories are strongly encouraged to consider using GPO's digitization standards when they digitize government documents in order to support later ingest into FDSys as a "trusted repository" of digital content.
- 5.3 Virginia depository libraries will advocate for funds to enable FDSys to fully perform its archive/preservation mission.

Initiative 6

Virginia depository libraries are strongly encouraged to catalog their current and retrospective collections into OCLC.

- 6.1 Virginia depository libraries are strongly encouraged identify agencies of importance to the institution as a first step towards cataloging these materials.
 - 6.1.1 If a library cannot commit to cataloging the entirety of an agencies output, it will consider a numerical goal, for example, cataloging 25 documents per month, as a step toward more comprehensively cataloging its US documents collections.
 - 6.1.2 Libraries working on the same agencies will collaborate whenever possible.
- 6.2 To the extent possible and affordable, Virginia ASERL Centers of Excellence will catalog those collections into OCLC.
- 6.3 The Regional Library will update the *Status of Federal Documents Cataloging in Virginia Depositories* document on the web (<http://www2.lib.virginia.edu/govtinfo/depos/Catinventory.html>).
- 6.4 Virginia depository libraries will explore methods for enhancing full text access to online government information, for example, through more transparent access to Haithi Trust and Google Books.
- 6.5 Virginia depositories will encourage GPO to add cataloging records to the *Catalog of Government Publications* and OCLC.
- 6.6 Virginia depositories will encourage GPO to exploit richer metadata, like online tables of contents, in order to promote access via discovery tools.
- 6.7 Virginia depository libraries will encourage GPO to allow libraries to contribute records to *Catalog of Government Publications*. Such library submitted content would, of course, be labeled as such.

Initiative 7

Virginia depository libraries will make government materials widely available via interlibrary loan.

- 7.1 Virginia depositories should consider scanning of shorter titles instead of physically interlibrary loaning the document.
- 7.2 The regional and selective depositories will update the *Virginia Union List of Non-Depository Collections* to include non-depository databases and any purchased online archives of government information as well as large indexes, microfiche sets.
- 7.3 Depository libraries should communicate with interlibrary loan staff to continue to educate them on the resources available at the Virginia regional depository, nearby selective depositories, and in the ASERL Centers of Excellence collections.
- 7.4 Virginia depositories will encourage GPO to consider posting depository holdings to OCLC for selectives as well as for regionals.

Initiative 8

Virginia depositories will investigate how libraries might coordinate efforts with state and local emergency managers during times of crisis.

- 8.1 Meet with the Virginia Department of Emergency Management's Public Information Officer.
- 8.2 Encourage depository librarians to meet with emergency management officials at the local level.
- 8.3 Discuss the potential for depository libraries to provide research and fact-checking services during a crisis.
- 8.4 Emphasize the network of libraries across the state and one region's ability to provide services when another region is unable.
- 8.5 Emphasize the role of public libraries as a potential partner during disaster recovery.
- 8.6 Consider efforts at the state, regional, and local levels.
- 8.7 Integrate new initiatives into local institutional emergency plans.

I have read and support this Virginia State Action Plan.

Barbie Selby, Alderman Library, University of Virginia
Lindsay M. Kleinow, Marine Corps Research Library
Jody Hanshaw, Kelly Library, Emory & Henry College
Bruce Obenhaus, Newman Library, Virginia Tech University
Mary Ellen Spencer, Cabell Library, Virginia Commonwealth University
Susan Mercer, Norfolk Public Library
Elaine Woodward, US Court of Appeals Library for the Fourth Circuit
Joy Suh, Fenwick Library, George Mason University
Renee Davis, Simpson Library, University of Mary Washington
Phyllis Johnson, Simpson Library, University of Mary Washington
Laura Horne-Popp, Boatwright Memorial Library, University of Richmond
Elizabeth Terry Long, Virginia State Law Library
Suzanne B. Corriell, University of Richmond School of Law
Nancy Schafer, Perry Library, Old Dominion University
Mary Clark, Library of Virginia
Catherine Bond, Library of Virginia
Judy Stinson, Hall Law Library, Washington & Lee School of Law
Alan Zoellner, Swem Library, College of William and Mary
Cheri Duncan, Carrier Library, James Madison University
Reba Leiding, Carrier Library, James Madison University
Marnita Simpson, Arthur J. Morris Law Library, University of Virginia
Beth Harris, Robertson Library, Hollins University

Rebecca Belcher, Appalachian School of Law Library
Shaunna Hunter, Bortz Library, Hampden-Sydney College
Linda Tesar, Wolf Law Library, College of William and Mary
Timothy Woodard, Harvey Library, Hampton University
Elizabeth Evans, Harvey Library, Hampton University
Robert Tout, Alexander Mack Library, Bridgewater College
Janet S. Holly, Preston Library, Virginia Military Institute
Gail Nicula, Joint Forces Staff College Library
Jeannemarie Spurlin, Joint Forces Staff College Library
Cynthia Myers, Law Library, George Mason University
Denise Hedrick, Law Library, George Mason University
Richard Huffine, U.S. Geological Survey Library
Irena Kavalek, U.S. Geological Survey Library
Amelia C. VanGundy, John Cook Wyllie Library, The University of Virginia's College at Wise

WA & AK Multi-State Focused Action Plan

Initiatives -All Libraries:

Initiative 1: All Federal depository libraries in region will work collaboratively to establish a new regional depository model based upon the present Oregon model. The new Washington/Alaska regional depository model will hereafter be referred to as the Washington/Alaska model (WAM).

Actions/Plans: To accomplish this Regional Depository Library will:

- 1.1 Keep all depository libraries in the region as well as GPO informed throughout entire process.
- 1.2 Secure official approval from Mary Alice Baish
 - 1.2.1 Washington State Librarian discussed proposal with Mary Alice Baish October 2011 in Santa Fe at the COSLA/Western Council meeting.
 - 1.2.2 Washington State Librarian discussed proposal with Alaska State Librarian November 8, 2011.
 - 1.2.3 Washington State Librarian sent letter to Mary Alice Baish requesting official approval of proposal and permission to move forward March 2012.
 - 1.2.4 Washington State Librarian and Regional Depository Coordinator will telephone conference with Mary Alice Baish May 15, 2012.
- 1.3 The Washington State Librarian and Regional Depository Coordinator will send a letter to all depository library directors and coordinators in the region informing them that we have received the approval of Mary Alice Baish to move forward and that Washington State Library as the Regional will be organizing meetings with the depository libraries in the region which are willing to accept responsibility* for a portion of the regional collection.
 - 1.3.1 *Responsibility defined as those libraries that currently select/collect a substantial percentage (50% or above) of Federal documents or which are willing to select/collect at the 100% level for particular portions of the SuDoc classification.
 - 1.3.2 Send letter to all depository libraries requesting reply from those which are interested in accepting responsibility for a portion of the regional collection
 - 1.3.3 Gather responses from library directors which will participate in regional collection distribution
- 1.4 Regional Depository Coordinator will organize meetings with depository library coordinators for those institutions among which the regional

collection responsibility will be distributed. During these meetings SuDoc areas will be assigned to specific libraries.

- 1.5 Regional Depository Coordinator will draft Memorandums of Understanding and Housing Agreements for each WAM collection distribution partner library.
- 1.6 Regional Depository Coordinator will work with the directors of and depository library coordinators for each WAM collection distribution partner institution through the legal review process and secure signatures for memorandums and agreements.

Actions/Plans: To accomplish this WAM collection distribution partners will:

- 1.7 Establish and implement new discard procedures and processes for the Region which will continue to be coordinated by the Washington State Library acting in a regional administrative capacity.
- 1.8 Establish and implement all other necessary distributed regional collection responsibility procedures and processes.

Actions/Plans: To accomplish this all depository libraries will:

- 1.9 After WAM regional collection distribution tasks have been completed, the depository libraries in the region will explore the distribution of subject expertise to possibly include – training, websites, reference, and resource sharing.

Initiative 2: All Federal depository libraries in region will continue to work collaboratively, to the extent possible while completing the move to the WAM, on the existing five year plans for Federal depository library service.

Actions/Plans: To accomplish this depository libraries will:

- 2.1 See details as outlined in the Washington State Plan for Federal Depository Library Service (sent to you March 15, 2011) and the Alaska State Plan for Federal Depository Library Service (sent to you April 27, 2011).

Initiative 3: After the WAM has been implemented, all Federal depository libraries in region will work collaboratively to revise five year plans for Washington and Alaska.

Actions/Plans: To accomplish this Regional Coordinator will:

- 1.1. Hold meetings to discuss revisions
- 1.2. Draft revisions
- 1.3. Move revisions through approval process
- 1.4. Send final plans to GPO

We certify that the above Regional Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this Federal depository region. Individuals with primary responsibility for FDLP collections within our states have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this Regional Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the Federal depository region which encompasses the following states: Washington & Alaska.

1. Lori Smith Thornton, Washington State Library
2. Crystal Lentz, Washington State Library
3. Kathleen Wiechelman, University of Alaska Ketchikan Campus Library
4. Maeghan Kearney, Alaska State Library
5. Rob Lopresti, Western Washington University Wilson Library
6. Larisa John, Washington State Law Library
7. Rebecca Moorman, University of Alaska Anchorage Consortium Library
8. Cass Hartnett, University of Washington Libraries
9. Judy Solomon, Seattle Public Library
10. Beth Odsen, Alaska State Court Law Library
11. Marilyn Von Seggern, Washington State University Libraries
12. Peggy Jarrett, University of Washington Gallagher Law Library
13. John D. Kawula, University of Alaska Fairbanks Rasmuson Library
14. Mary Jane Vinella, King County Library System

15. Jan Jorgensen, Central Washington University Brooks Library
16. Justin Otto, Eastern Washington University Kennedy Library
17. Lori M. Ricigliano, University of Puget Sound Collins Library

State Focused Action Plan

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program.

Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **June 30, 2012**.

Initiative 1: All Federal depository libraries in West Virginia will work collaboratively to promote awareness of and access to Government information dissemination products and services

Actions/Plans: To accomplish this depository libraries will:

- 1.1 Develop a marketing plan/strategy that targets public users
 - 1.1.1 Theme: Get to know your government documents: Get2KnowUS
 - 1.1.2. Educate depository staff about public documents
 - 1.1.3. Present and promote government information at State library conferences

- 1.2 Develop a marketing plan/strategy that targets non-depository libraries
 - 1.2.1 Theme: Get to know your government documents: Get2knowUS
 - 1.2.2. Educate staff in non-depository libraries about public documents

1.3 Develop a marketing plan/strategy that targets school libraries

- 1.3.1. Theme: Get to know your government documents: Get2knowUS
- 1.3.2. Educate school librarians about public documents
- 1.3.3. Present at school librarian workshops

Initiative 2: The WVGODORT will continue to explore opportunities for collaboration.

Actions/Plans:

- 2.1. The Round Table will continue to meet annually at the State Conference, and have a separate annual working meeting

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of West Virginia.

- 1. Olivia Bravo – Kanawha County Public Library
- 2. Christine Chang – West Virginia University
- 3. Robin Chesney – WV Library Commission
- 4. Jane Elliott – WVU Tech
- 5. Lois Fundis – Mary H. Weir Public Library
- 6. Phyllis Freedman – Salem International Library
- 7. Ann Henriksson – Shepherd University
- 8. Charley Hively – Fairmont State University
- 9. Kaye Maerz – WV Supreme Court
- 10. Jewel Rucker – WVU Institute of Technology
- 11. Megan Tarbett – WV Library Commission
- 12.

State Focused Action Plan

This State Focused Action Plan may be completed at the state or Federal depository region/ multi-state region level. It is designed to document what states or Federal depository regions have identified in their individual library and state forecasts as important issues and how FDLP libraries are working together to address these issues through shared initiatives and actions. The completed action plan should present initiatives for all Federal depository libraries within the state or depository region collectively and may contain initiatives for specific library types as needed.

Please provide up to five of the most important initiatives that your state or Federal depository region plans to implement within the next one to five years. These initiatives or goals should be specific and attainable, emphasizing what FDLP libraries in your state or Federal depository region want to achieve. These initiatives may also reflect collaborative efforts across states. Examples of possible initiatives are provided below.

Your responses will help GPO in determining a national strategy for the future direction of the Program. Learning about the state and region level initiatives assists us in determining how best to complement your efforts as we work towards an FDLP National Plan for the future of the Program. Thank you for sharing your plans with us and helping us to build a stronger FDLP.

Please submit your State Focused Action Plans to GPO no later than **August 31, 2012**.

Initiatives – All Libraries

Initiative 1: All federal depository libraries in the state of Wisconsin will work collaboratively to market and publicize government information products and services.

Action/Plans: To accomplish this depository staff will:

- 1.1 Develop a marketing plan/strategy that targets as many public users as possible.
- 1.2 Plan/Strategy could include:
 - 1.2.1 Theme
 - 1.2.2 Boiler-plate advertising to be used in/for any library in the state
 - 1.2.3 State-wide document week
 - 1.2.4 Maintaining an online presence by using Facebook, Wiki, webpage, Twitter for state or internal audience
 - 1.2.5 Newsletters, sharing of LibGuides, Exhibit ideas
 - 1.2.6 Promotion throughout the state of new electronic and digital collections
- 1.3 In developing and implementing the plan, depositories will
 - 1.3.1 Use Wisconsin Government Documents listservs
 - 1.3.2 Include Wisconsin Library Association and Government Information Roundtable in marketing strategy

Initiatives – All Libraries

Initiative 2: The federal depository libraries in the state of Wisconsin will develop outreach programs for all interested libraries in the state to become knowledgeable about government resources.

Action/Plans: To accomplish this

- 2.1 Wisconsin's regional librarians will offer one-day conferences on government resources for depository and nondepository libraries in different regions of the state – "take the show on the road."
- 2.2 Wisconsin's depository librarians will present programs at different conferences within the state such as Council of University of Wisconsin Librarians, Wisconsin Library Association, Lake Superior Conference, Wisconsin Association of Public Libraries.

Initiatives – All Libraries

Initiative 3: All Federal depository libraries in the state of Wisconsin will work collaboratively to explore changing the Wisconsin disposal process of government documents to a model that is more systematic and efficient.

Action/Plans: To accomplish this depository libraries will:

- 3.1 Research the models that other states/regions use to dispose of their government documents.
- 3.2 Create a web-accessible list for weeding.
- 3.3 Ask State Regionals for a needs list so that when the Selectives weed, they can send those documents to the Regional.

We certify that the above State Focused Action Plan represents a group effort and is based on the responses to the FDLP Library and State Forecasts from FDLP members in this state or Federal depository region. Individuals with primary responsibility for FDLP collections within our state(s) have met, discussed our state and individual FDLP Forecast questionnaire answers, and collaborated to document the goals and actions or plans for this State Focused Action Plan.

The following individuals participated in the completion of this questionnaire for the state of Wisconsin (state) or the Federal depository region which encompasses the following states: _____.

1. Beth Harper (name), University of Wisconsin - Madison (institution)
2. Constance Behrens-Huffstetter (name), Milwaukee Public Library (institution)
3. Michele McKnelly (name), UW-River Falls (institution)

4. _Barb Bren_____ (name), UW-Whitewater _____ (institution)
5. _Robin Miller_____ (name), UW-Eau Claire _____ (institution)
6. _Joan Robb_____ (name), UW-Green Bay _____ (institution)
7. _Linda Kopecky_____ (name), UW-Milwaukee _____ (institution)
8. _Michael Watkins _____ (name), UW-Oshkosh _____ (institution)
9. _Peter Boll_____ (name), State Law Library of Wisconsin (institution)
10. Michael Current _____ (name), UW-LaCrosse _____ (institution)
11. Ella Cross (name), UW-Superior (institution)
12. Sarah Thorngate (name), Ripon College (institution)
13. Kathy Kabat (name), LaCrosse Public Library (institution)
14. John Berg (name), UW-Platteville (institution)
15. William Ebbott (name), UW-Madison Law Library (institution)
16. Nancy Mulhern (name), Wisconsin Historical Society Library (institution)
17. Leah Liebergen (name), UW-Green Bay (institution)
18. Scott Piepenburg (name), UW-Stevens Point (institution)
19. Ed Van Gemert (name), UW-Madison (institution)
20. Paula Kiely (name), Milwaukee Public Library (institution)