

# Memo

**To:** Montana State Library Commission

**From:** Tracy Cook and Cara Orban

**Date:** March 29, 2017

**Re:** Recommendation to accept the LSTA Five-Year Evaluation for IMLS

MSL recommends that the Commission accept the five-year evaluation for Montana's Library Services & Technology Act (LSTA) program as presented for submission to the Institute of Museum & Library Services (IMLS). Dr. Anthony Chow of Greensboro, North Carolina was selected through a limited solicitation process to complete this independent evaluation, and has prepared the accompanying evaluation report for IMLS, as well as the more extensive report for MSL, which is also included in the Commission materials for this meeting.

All State Library Administrative Agencies (SLAAs) are required, per IMLS' authorizing legislation, to facilitate an independent evaluation of LSTA-supported programs once every five years. IMLS provides guidelines for the evaluator to follow pertaining to format and evaluation methodology, as well as a set of retrospective questions to measure to what extent the goals of the SLAA's 2013-2017 five-year plan were addressed, and a set of process questions to address how data from the annual State Program Reports has been shared and utilized to guide activities included in the five-year plan.

The 2018 – 2022 five-year plan for Montana is due to IMLS on June 30, 2017. MSL staff have set a timeline to prepare the new plan:

- March 23: Review LSTA evaluation recommendations with Statewide Library Resources staff and solicit ideas for implementing these recommendations
- April 27: Lead planning session for LSTA five-year plan with Network Advisory Council

- May 12: Share draft with the public and the library community for their input
- Late May: Share draft of 2018 – 2022 five-year plan with Commission for review
- June 14: Ask Commission to discuss and vote on 2018 – 2022 five-year plan as presented for submission to IMLS
- Tentative: Follow up Commission meeting to approve the final 2018 – 2022 five-year plan;
- June 30: Submit approved 2018 – 2022 five-year plan to IMLS.