

**Regional Public Library Systems
Arts and Cultural Heritage Grant Program – Legacy Project
State Fiscal Year 2010
Legacy Project Final Report**

Regional public library system name and address:

Plum Creek Library System (PCLS)
PO Box 697
Worthington, MN 56187

Name, title, phone, fax, and e-mail of regional public library system administrator:

Mark Ranum, Director
507-376-5803 or 612-701-9989 (voice) 507-376-9244 (fax)
mranum@plumcreeklibrary.net

Legacy Project Administration

Category	Subcategory	Budget	Final Total Expenses	Partner Financial Support	
				Actual \$\$	In Kind
Administration (2.5% max)					
	Staff	2,772.00	2,772.00		
	Overhead				
Statewide Initiative Participation		11,090.00	11,090.00		
Multi-Regional Programs		43,666.00	27,188.00	40,000.00	
Region-wide Programs		53,369.00	25,568.00		
Local Programs					
Subgrant Program					
Regional Public Library System Total		\$110,897.00	\$66,618.00	\$40,000.00	\$0.00

Complete a full and detailed report for each activity*(program) supported by Arts and Cultural Heritage Grant – Legacy Project funding. The Activity Narrative and Summary Budget template is below. (Describe activity (program) and include partnerships, list of event dates and locations, outputs and outcomes.) Outcomes: Behavior, Attitude, Skills, Knowledge, Condition and/or Status.

Duplicate template until all individual activities (programs) are listed within your regional report.

*activity – this is a modification to align with Legislative Coordinating Committee guidelines where we would normally use program.

PLUM CREEK LIBRARY SYSTEM

Activity 1 – Regional Library Statewide Partnership

Activity Type: MN Historical Society statewide partnership

Description of program

Please refer to the Statewide Activity Report

Event Dates and Locations:

Please refer to the Statewide Activity Report

Partner Organization(s):

Please refer to the Statewide Activity Report

Partner Organization(s) Contribution/Role in the Program:

Please refer to the Statewide Activity Report

Program Outputs: Outputs are things you can count such as attendance, number of new participants, and the number of attendees who had never been at a similar event, and so on.

Please refer to the Statewide Activity Report

Measurable Outcomes: May be collected by survey, anecdotal responses, pre-test/post-test, observations; End user change in Behavior, Attitude, Skills, Knowledge, Condition and/or Status

Please refer to the Statewide Activity Report

PLUM CREEK LIBRARY SYSTEM

Activity <u>1</u>	Budget	Final Total Expenses	Partner Financial Support	
			Actual \$\$	In Kind
Personnel (coordination and development)				
Advertising/marketing of program				
Contracted Services (honorarium, travel, hotel)				
Technology/equipment				
Collection (10% max)				
Materials (consumables)				
Evaluation				
Other (break out costs)	11,090.00	11,090.00		
Activity 1 Subtotal	\$11,090.00	\$11,090.00	\$0.00	\$0.00

PLUM CREEK LIBRARY SYSTEM

Activity 2 – Connecting Minnesota Readers and Minnesota Writers

Activity Type: Education and Outreach

Description of program:

PCLS and PLS will cooperatively fund, plan, and execute programs, events, and activities connecting Minnesotans in our regions who are readers to other Minnesotans around the state who are writers. Our goals in this project are to insure a wide range of knowledge and personal connection between readers and writers around Minnesota, and to bring these groups together for their mutual benefit and appreciation through our author tours, Connecting MN Readers to MN Writers program activities and writing workshops.

PCLS/PLS will each make available up to 45% of the Legacy Funds received in each region to a common pool which will be used to provide the programs, events, and related activities required to achieve the outcomes of the Legacy Amendment.

This initial partnership project will run until June 30, 2010. Both Regional Library Boards will be updated on the success of the program in order to determine whether future partnerships would be useful.

Since Legacy Funds are to be used to bring arts, cultural, and historical partners into closer contact with libraries, and since these partners have possible funds to help support this project, SAMMIE will be part of the process to connect special libraries from these arts, cultural, and historical institutions to the public library programs.

Event Dates and Locations:

- See attached Author Program evaluation summary **Appendix A1**
- See attached Winter Reading Program summary of the number of participants and books read **Appendix B**
- The Writing Workshop was held on July 17, 2010 at the Marshall-Lyon County Library and conducted by John Minczeski

Partner Organization(s):

Member libraries and schools
Friends of the St. Paul Public Library
SAMMIE

PLUM CREEK LIBRARY SYSTEM

Partner Organization(s) Contribution/Role in the Program:

Coordination, planning and evaluation.

Program Outputs: Outputs are things you can count such as attendance, number of new participants, and the number of attendees who had never been at a similar event, and so on.

See: Author Tour Appendix A1

See: Winter Reading program activity Appendix B

Measurable Outcomes: May be collected by survey, anecdotal responses, post-test; End user change in Behavior, Attitude, Skills, Knowledge, Condition and/or Status

See Author Tour Appendix A2

Activity <u>2</u>	Budget	Final Total Expenses	Partner Financial Support	
			Actual \$\$	In Kind
Personnel (coordination and development)	7,000.00	11,202.00		
Advertising/marketing of program	8,000.00	386.00		
Contracted Services (honorarium, travel, hotel)	18,666.00	13,504.00		
Technology/equipment	2,000.00	930.00		
Collection (10% max)	2,000.00	-0-		
Materials (consumables)	5,000.00	916.00		
Evaluation	1,000.00	250.00		
Other (break out costs)				
Activity <u>2</u> Subtotal	\$43,666.00	\$27,188.00	\$0.00	\$0.00

PLUM CREEK LIBRARY SYSTEM

Activity 3 – PCLS Legacy Sponsorship grants

Activity Type: Education and Outreach

Description of program:

PCLS Member Library Legacy Sponsorship programs.

Event Dates and Locations:

See attached Legacy Program Summary **Appendix C**

Partner Organization(s):

Member libraries
Schools
Friends of the Library groups
Historical Societies
Museums
Chamber of Commerce
Art Gallery

Partner Organization(s) Contribution/Role in the Program:

Coordination, planning and evaluation.

Program Outputs: Outputs are things you can count such as attendance, number of new participants, and the number of attendees who had never been at a similar event, and so on.

See: Library Legacy Sponsorship Programs Summary **Appendix C**

Measurable Outcomes: May be collected by survey, anecdotal responses, post-test; End user change in Behavior, Attitude, Skills, Knowledge, Condition and/or Status

See : Library Legacy Sponsorship Programs Summary **Appendix C**

PLUM CREEK LIBRARY SYSTEM

Activity <u>3</u>	Budget	Final Total Expenses	Partner Financial Support	
			Actual \$\$	In Kind
Personnel (coordination and development)	8,000.00	9,123.00		
Advertising/marketing of program	5,000.00	2,077.00		
Contracted Services (honorarium, travel, hotel)	21,369.00	8,986.00		
Technology/equipment	4,000.00	92.00		
Collection (10% max)	9,000.00	849.00		
Materials (consumables)	2,000.00	3,441.00		
Evaluation	2,000.00	1,000.00		
Other (break out costs)				
Activity <u>3</u> Subtotal	\$53,369.00	\$25,568.00	\$0.00	\$0.00

ARTS AND CULTURAL HERITAGE GRANT PROGRAM

Instructions: The Regional Public Library System Board Chair and the Regional Director will initial agreement in the box to the left of each assurance.

The regional public library system assures that it complied with the following:

	1. Funds shall be used only for purposes for which granted as specified in the approved grant application or approved by the Director of State Library Services in an amendment to the original application submitted under provisions of <i>Minnesota Rules</i> , Chap. 3530. Approval by the Director of State Library Services was obtained for expenses in a category that reflected more than a 10% change from the proposed budget in the approved application.
	2. A narrative report indicating program or project results accomplished and a report of expenditures were filed with State Library Services on forms supplied by the State Library Agency quarterly with a final fy2010 report no later than 90 days after the end of the state fiscal year. (<i>Minnesota Rules</i> Chapter 3530.0200, Subp. 4(B)).
	3. If participation by a regional public library system or a member local governmental unit is discontinued, ownership of the discontinuing system's or unit's assets purchased with Arts and Cultural Heritage funds, including cash or the fair market value thereof of such assets cannot be transferred by the applicant and shall revert to the Minnesota Department of Education for reassignment for library services elsewhere. (<i>Minnesota Rules</i> Chapter 3530.0200, Subp. 4(C)).
	4. The provisions of Title VI of the Civil Rights Act of 1964, (42 USC Sec. 2000d <i>et seq.</i>), its regulations and all other applicable federal and state laws, rules and regulations. (<i>Minnesota Rules</i> Chapter 3530.0200, Subp. 4(D)).
	5. That the regional public library system and its branches/members are in compliance with <i>Minnesota Statutes</i> 2004, Chapter 134.50 (a) so that all public library computers with access to the Internet available for use by children under the age of 17 must be equipped to restrict, including by use of available software filtering technology or other effective methods, all access by children to material that is reasonably believed to be obscene or child pornography or material harmful to minors under federal or state law, and section (c) so that the library prohibits, including through the use of available software filtering technology or other effective methods, adult access to material that under federal or state law is reasonably believed to be obscene or child pornography.
	6. That the regional public library system and its branches/members are in compliance with <i>Minnesota Laws</i> 2000, Chapter 492, Article 1, Section 49, Subd. 5A, and has adopted a policy to prohibit library users from using the library's Internet access workstations to view, print, or distribute material that is obscene within the meaning of <i>Minnesota Statutes</i> 1998, Chapter 617, Article 241
	7. An independent auditor's report of the systems' general purpose financial statements in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in <i>Government Auditing Standards</i> , issued by the Comptroller General of the United States shall include audit of the Arts and Cultural Heritage funds as a unique categorical fund account. The audit shall be submitted no later than 180 days after the close of the system's fiscal year. (<i>Minnesota Rules</i> Chapter 3530.1200).

ARTS AND CULTURAL HERITAGE GRANT PROGRAM

AUTHORIZING SIGNATURES

We, the undersigned, certify that the data given in this application are true and correct to the best of our knowledge and belief.

Date

Chair, System Governing Board

Date

Regional Public Library System Director

State Fiscal Year 2010 Legacy Project Final Report (electronic copy and fully signed paper copy) are due to the State Library Agency 180 days after the end of the annual state funded program. Signed paper copy must be postmarked no later than Friday, October 1, 2010. Electronic copy submitted to jym.wroblewski@state.mn.us by 4:00 p.m. Friday, October 1, 2010.