CALIFORNIA STATE LIBRARY
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)

Final Program Narrative Report
(LSTA Form 9)

Grant Information

Library Jurisdiction	Dixon Public Library District
Project Title	Project DIA--Developing Information Autonomy
Grant Award #	40-8278
Grant Period	2013-14
Amount of Grant Award	$40,000
Amount of Grant Expended	$40,000
Local Match	
In-Kind	
Total Amount of Project (amount expended + match + in-kind)	$40,000
Number of Persons Served (should not include total population of service area or potential population to be reached)	12600

Project Director

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Title	Library Director
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This report is due on the date listed in the LSTA Grant Guide for this project. Follow this link to view the Grant Guide. http://www.library.ca.gov/grants/lsta/manage.html

Email this report in "word format" to lsta@library.ca.gov then mail ORIGINAL and 2 copies to:

California State Library
P.O. Box 942837
Sacramento, CA 94237-0001
Attention: Fiscal Office - LSTA

SIGNATURE: _____ **DATE:** _____
(Please sign in blue ink)

Project Final Report

A final narrative report is required on the use of federal Library Services and Technology Act (LSTA) funds following the completion of a project during each project year. The information you report will be used to complete the California State Library report of how funds were expended. Excerpts from this report may be submitted to the Federal government in their evaluation, or may be published by the State Library or shared with other institutions. Please answer all of the questions thoroughly. Please attach any reproduction copies of photographs of project activities or media produced for the project.

Project Purpose Include your program purpose statement here
Dixon Public Library's Project DIA is based on the notion that in order to improve your community, you have to first improve yourself. The library's technological infrastructure is outdated and inaccessible to staff due to the library contracting out all technology management services Project DIA will identify and implement solutions to return technologoical autonomy to the library with the end result of staff engagement in the process of using technology as a tool to enhance library service and community outreach. In turn, library staff willl be empowered to work with community organizations and the Dixon Unified School District in order to teach the process of attaining personal technologcal self-sufficiency. (Original statement of purpose, 2013)
Project Activities and Methods How did you accomplish the project? What were the steps involved? How did you engage the target audience?
The project was delayed due to high staff turnover--two directors came and went before a permanent director took over in April 2014. In November 2013, Galecia Group began providing consulting services for our technology. A team was devoted to analyzing the library's needs and began a process to upgrade its computer hardware and software. The library was able to switch IT providers in May and replace antiquated technology with new and to go public with a new, redesigned website(http://www.dixonlibrary.com). In addition to new equipment, the library embarked on a mission to train staff and the public. Surveys were taken to determine staff competencies and perceived technological weaknesses and a training date was set for 9/27/14 to help increase staff comfort levels with the new technology. A public open technology day took place on 9/21/14 and 25 patrons were informed of our computer upgrades, website changes, etc. at the Tech Open House. A Staff training day took place on 9/27/14 and educated the entire group on changes to our website, new and planned technological improvements, databases offered and an introduction to Microsoft Publisher..
Project Outputs What was created for the project and how much? (For instance three promotional brochures were created and 75 copies distributed; or three training classes were designed; two sessions of each were held, and 80 people were trained)
The library has devoted a day to staff training and an afternoon to help introduce the public to its new technologies. To help promote the public event, fliers were printed and inserted into items with patrons' receipts. Fliers to promote the new website were distributed at the library. Surveys appeared on the website itself asking patrons for their input and comments. A survey was created and distribtuted to each staff member to evaulate their competencies and perceived level of knowledge of various computer applications and technologies. Handouts and a survey accompanied the day-long staff training workshop. A total of twelve visits promoting the library and its databases were made to each of the local elementary schools, the high school, the Migrant Learning Center and Maine Prairie (the school for at-risk youth). A training day for twenty students from Maine Prairie in which all participants indicated that they learned something about the internet and computer use.. Handouts and posters were created for the Technology Open House and distributed to the 2 members of the community who attended.. The project also saw the library upgrade its technology by purchasing and installing new servers, routers and other components.
Project Outcomes (if applicable) Please state the outcomes and the results of your evaluation.

Besides updating antiquated technology, it dropped its old i.t. service and, with the help of a consultant, chose a new provider who was much more interested in working with staff to improve their knowledge and competencies. The library also unveiled a new website that was well received and began utitlizing its new equpiment to offer high-speed internet to staff and patrons alike. Filtering components are planned to allow different levels of internet safety for children, adults and staff. We have also scheduled two upcoming classes to help adults help their children achieve a higher level of digital literacy.

Additional Project Outcomes
Please state any additional intended or unintended outcomes and what data sources you used.

The instability of the library director position left the library with gaps in its leadership until a permanent director was hired in April 2014. This led to a series of delays in things getting accomplished. The staff has learned more about technology due to the grant and has applied that knowledge in different areas. The archivist has become more well versed in computer technology and is using it to further digitize items relating to local history. The staff was well prepared to register children for the Summer Reading Club using a new online system. The library added two iMacs and two PCs to the children's department which helped introduce staff to new operating systems and a range of Mac-only programs. Staff would not have been as able to accept and utilize these new computers and technologies prior to the grant. A survey following the staff training day showed that staff was more accepting of technology than in the past and that they felt more comfortable helping the public with the library's databases and new technologies.

Anecdotal Information
Tell us a story. Give two or more examples of how the project has helped an individual or group in your community.

While promoting the library's new technology at an elementary school's back-to-school night, one of the librarians was able to make contact with a person who leads a parents' group that seeks to help local children in school. The librarian was able to introduce the person to the new offerings at the library and is certain that the word will be spread throughout the parents' group.

The library was also able to promote itself at the opening of a new Migrant Learning Center that serves a rural, significantly immigrant community. Working with the outreach coordinator of the local high school, we are in the process of offering the center a small collection of books and to begin offering a Spanish-language storytime both there and at the main library.

Exemplary Project
If you feel your project was exemplary and others could learn from it and replicate it, please tell us why.

We would encourage other libraries to keep up with changes in technology as much as possible. In our library's case it took a change in administration to find people willing to instigate needed changes. Of course we would also advise other libraries to keep an eye out for grants that might possibly help with their technological issues. Our budget is not enough for us to have accomplished what we did without help from other sources.

FEEDBACK FOR THE CALIFORNIA STATE LIBRARY ON THE GRANT PROCESS
We want to learn and improve our grant processes. Please let us know what worked and what we could do differently to make it a better experience. Thank you!

The problems we encountered were more due to the instability of leadership within the library than anything to do with the grant process. Thank you for granting us an extension as we fell behind waiting for a permanent library director. Thank you so much for helping us to upgrade our technology and to find a much more helpful and knowledgable i. t. consultant.