

AGENCY NAME:	South Carolina State Library		
AGENCY CODE:	H870	SECTION:	27

**Fiscal Year 2019–2020
Accountability Report**

SUBMISSION FORM

AGENCY MISSION	We serve the people of South Carolina by supporting state government and libraries to provide opportunities for learning in a changing environment.
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AGENCY VISION	The South Carolina State Library develops, supports, and sustains a thriving statewide community of learners committed to making South Carolina stronger.
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Does the agency have any major or minor recommendations (internal or external) that would allow the agency to operate more effectively and efficiently?

	Yes	No
RESTRUCTURING RECOMMENDATIONS:	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Is the agency in compliance with S.C. Code Ann. § 2-1-230, which requires submission of certain reports to the Legislative Services Agency for publication online and to the State Library? See also S.C. Code Ann. § 60-2-30.

	Yes	No
REPORT SUBMISSION COMPLIANCE:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Is the agency in compliance with various requirements to transfer its records, including electronic ones, to the Department of Archives and History? See the Public Records Act (S.C. Code Ann. § 30-1-10 through 30-1-180) and the South Carolina Uniform Electronic Transactions Act (S.C. Code Ann. § 26-6-10 through 26-10-210).

RECORDS MANAGEMENT COMPLIANCE:	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Is the agency in compliance with S.C. Code Ann. § 1-23-120(J), which requires an agency to conduct a formal review of its regulations every five years?

REGULATION REVIEW:	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Please identify your agency's preferred contacts for this year's accountability report.

	<u><i>Name</i></u>	<u><i>Phone</i></u>	<u><i>Email</i></u>
PRIMARY CONTACT:	Leesa Aiken, Director	803-734-8668	laiken@statelibrary.sc.gov
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I have reviewed and approved the enclosed FY 2019–2020 Accountability Report, which is complete and accurate to the extent of my knowledge.

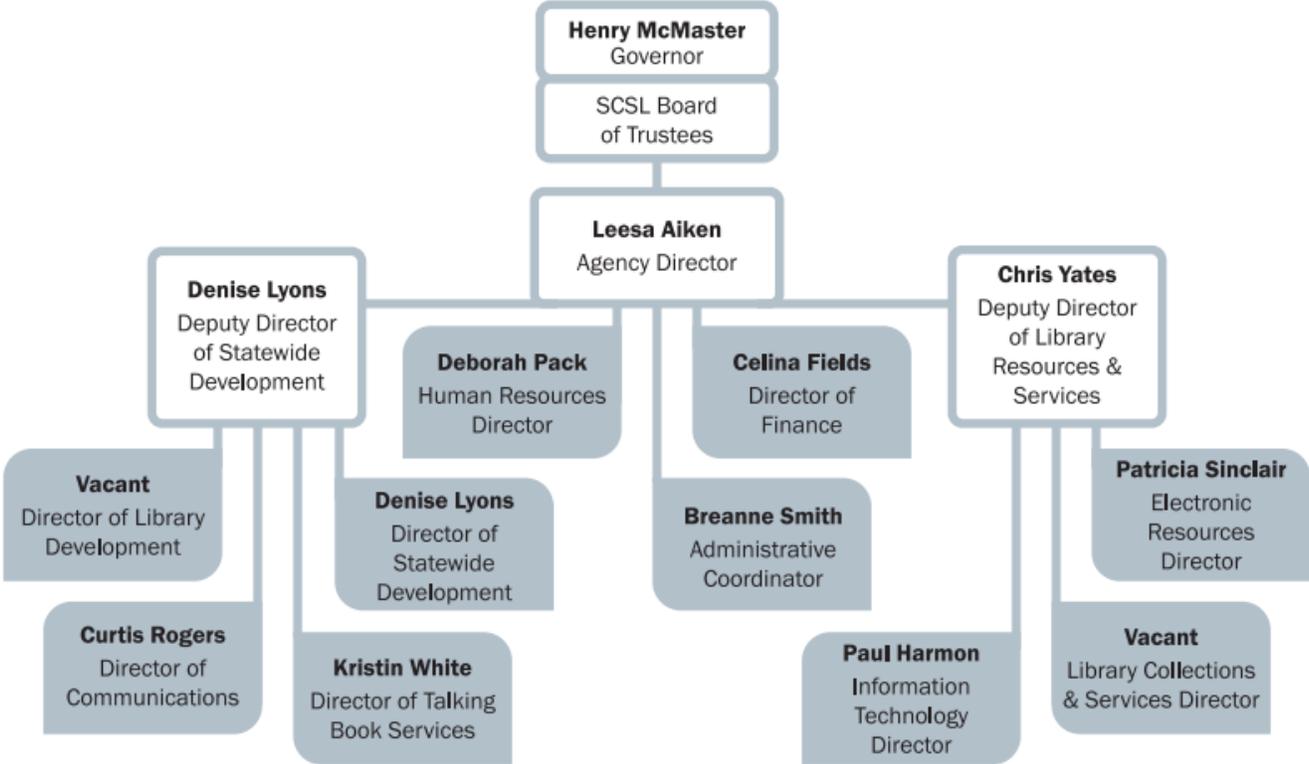
AGENCY DIRECTOR (SIGN AND DATE):	Signature on file
(TYPE/PRINT NAME):	Leesa M. Aiken

BOARD/CMSN CHAIR (SIGN AND DATE):	Signature on file
(TYPE/PRINT NAME):	Martha Murtiashaw

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AGENCY’S DISCUSSION AND ANALYSIS

The South Carolina State Library’s mission is to develop, support, and sustain a thriving statewide community of learners who are committed to making South Carolina stronger. We serve the people of South Carolina by supporting state government and libraries to provide opportunities for learning in a changing environment. Our operating principles are innovation, collaboration, participation, and preservation.



ADMINISTRATION, FINANCE, AND HUMAN RESOURCES - South Carolina citizens of all ages, backgrounds, and abilities turn to their libraries to support creative, academic, personal, and professional interests. Libraries respond with information, collections, productivity tools, and learning experiences, thoughtfully planned and professionally delivered. The State Library meets the essential needs of each distinct library audience in addressing local service demands. Our persistent goal is to strategically plan, collaboratively approach, and cost-effectively implement state government solutions that result in outstanding library services for every South Carolinian.

The **Finance Department** oversees the day-to-day operations for the State Library. The department manages the agency’s funds and property. Staff members continuously review the agency’s fiscal processes and procedures to ensure that the State Library acts in the most responsible way possible to leverage all funds. Staff members assist various departments through special projects, state aid tracking, lottery documentation tracking, librarian certification, events/training assistance, and other items as needed.

The **Human Resources Department** continues to find innovative ways to recruit and hire a highly qualified, diverse staff. We value providing continuing education and career development opportunities to our staff to foster expertise that meets the needs of our target audiences. We supported three staff members pursuing higher education degrees with tuition assistance and supported all staff members with multiple opportunities to

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attend meaningful conferences and continuing education. A key factor to our success is the culture of the State Library, which encourages cross-department work to maximize our resources and grow our staff.

STATEWIDE DEVELOPMENT - This division is responsible for library consulting and a multitude of statewide projects. It includes Library Development, Statewide Development, Communications, and Talking Book Services.

The **Library Development Department** offers assistance to librarians, trustees, and other interested persons regarding all aspects of library development, library programming, federal grants management, and library operations. In addition to possessing knowledge of general areas of library service, consultants have expertise in services to children and young adults, library management and planning, advocacy, public relations and marketing, equity, diversity, inclusion, and outreach services. The State Library helps local libraries become better equipped to encourage family literacy engagement and to combat low literacy with face-to-face services and sophisticated technology tools designed to meet developmental needs at every level.

Through outreach efforts, the department provides information sources to local library directors and personnel and recommends best practices to ensure that public libraries operate effectively and that the public receives courteous and skilled service. Consultants design and administer library standards and statistical reports, train, and support library trustees, and offer on-call assistance for library administrators. The State Library oversees the certification of professional librarians, which ensures the selection of competent personnel and the provision of high-quality library service.

Professional consultants develop and present workshops and webinars on a variety of topics designed to build skills and inform library staff, resulting in better service to the public. The State Library offers circulating STEM programming kits on robotics and virtual reality to facilitate the growth of 21st-century skills. The South Carolina Read Eat Grow project takes cooking demonstrations to public libraries and provides the *Charlie Cart* mobile kitchen to facilitate public programs that teach nutritional literacy. This initiative is designed to instruct and inform the public about the importance of nutrition, food choice, and food preparation. The State Library worked with 20 libraries during the fiscal year and was awarded two grants through the National Network of the Libraries of Medicine (NNLM) to offer this educational project to rural areas of the state. Project partners included the South Carolina Department of Health and Environmental Control and local farmers.

In many communities, the local public library is the only place early learning opportunities are offered to children before kindergarten. The State Library made funds available for developing play/learning spaces for children aged 0-5 and their caregivers. The State Library also provides *READsquared*, an online tracking program for libraries to use to monitor local summer reading program participation and encourage stronger partnerships with school districts.

The **Statewide Development Department** focuses on statewide programming that support the literary arts and literacy projects. The Statewide Initiatives Coordinator hosts South Carolina author talks, identify sites for literary landmark recognition, circulate themed kits for book clubs, and coordinate thousands of children each year at the State House for the Read-In. Program Coordinators focus on supporting literacy initiatives to expand services to the underserved such as low-literate adults, families with young children, and the incarcerated, and work with the outreach grants for the *Read Eat Grow* project. The Homework Help Center Pilot Program, now *AccessSC*, supports educational efforts for families and adult learners across the state. There are 37 counties participating in *AccessSC*, providing 715 MiFi hot spot devices to connect learners to the internet as well as other technology to support online education and learning efforts outside traditional classroom settings.

The State Library's **Inclusive Services Center** features a variety of assistive technology and accessibility tools, as well as a circulating collection of materials related to equity, diversity, and inclusion in library services. During the

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year, the center added an assistive listening system and braille embosser. The Library’s Accessibility Team assesses accessibility and suggests improvements such as captioning and program accommodations. The Center’s *Books for Spanish Speaking Families* brochure was updated to include new recommended titles. A bilingual podcast (BibliObservatory) was produced to highlight diverse childhood stories of South Carolinians.

Projects included:

- 117 items are available for circulation
- 30 people visited the center
- Captioning was provided for 38 videos and 23 podcast episodes
- The Able Access Project provided ADA assessments of 4 library systems (The State Library and three county systems) with a total of 7 buildings assessed and 4 personalized training sessions
- 6 podcast episodes were recorded in English and 1 in Spanish

This department includes federal and state **Grants Management**. Programs are primarily funded in public libraries through subgrants and State Library administration of Federal Library Services and Technology Act (LSTA) funds, made available through the Institute of Museum and Library Services (IMLS). An annual cycle offers grant programs, such as *Impact Grants* of up to \$50,000 for targeted projects in individual counties. Of the 114 subgrants in FY20, funded projects included a STEAM center partnership with Dorchester County Library designed to promote learning, creating, collaborating, and innovating by Summerville Elementary Students; and a project to increase access to technology in the community at Union County Library; and an Empowering and Expanding ESL and Adult Education in Georgetown County, thru *Virtual and Real Approaches to Improved Knowledge*. Additional grants were awarded for strategic planning projects, bookmobiles, and for public library staff to attend accredited Library and Information Science degree programs.

Additional projects included:

- Summer Reading program subgrants 42 libraries
- Circulating kits 265
- Day by Day Literacy Calendars 3,115 English and 1,644 Spanish
- Training opportunities 143 (5,758 public library staff participants)
- Certifications 53
- Consultations 1,151 (to library directors, staff, and trustees)

The **Communications Department** consists of the Communications Director, Public Information Coordinator, User Experience Designer, and Graphic Designer. Staff members in this department manage editing documents and reports for the agency, coordinate social media (including Facebook, Twitter, Instagram, YouTube, and LinkedIn), and assist with advertising and marketing. Staff members also produce the library’s podcast (LibraryVoicesSC), provide signage audits to public and academic libraries statewide, write press releases, provide weekly and monthly email marketing, manage nine statewide websites and an intranet, provide graphic design for all departments, and support reading literacy programs through the Tail Waggin’ Tutors project.

Program highlights:

- Podcast episode downloads to date 9,500
- Facebook followers to date 3,765
- Twitter followers to date 6,874 (Tweets to date: 1,075)
- Instagram followers to date 1,420 (Instagram posts to date: 968)
- YouTube channel views during FY20 16,800 (YouTube watch time during FY20: 3.1K hours)
- LinkedIn followers to date 540

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The **Talking Book Services Department** strives to fulfill the mandate set forth on state and local levels by the National Library Service (NLS) for the Blind and Print Disabled: *That all may read*. The primary goal of this department is the fostering of a lifelong love of reading through audiobooks that can be delivered on a cartridge and played on specialized digital talking book machines or downloaded to personal devices via the web-based BARD system. Braille and large print books are also offered. The NLS mandate further specifies that qualified patrons of the service be blind or otherwise print disabled. As such, a physician may also certify those possessing cognitive disabilities such as dyslexia, ADD/ADHD, and other disorders stemming from permanent organic means or temporary impairment. Reader advisors are available during normal operation hours and all equipment is mailed free of charge through the U.S. Postal Service to participating patrons. During COVID-19, the department maintained seamless customer service with patrons.

Project highlights:

- Active TBS patrons 5,830 (and 235 institutional accounts)
- Patron contacts 13,499
- Circulation (digital books, large print, and DVDs)* 150,582
- Digital book machines checked out* 843
- BARD patrons 736
- Donations (received and/or credited in SFY20, not carry over) \$26,220
- Hours of volunteer service (approximately) ** 2,050

*Circulation and machine checkout were suspended from March 17 to June 1, 2020

**Volunteer Service was discontinued for the remainder of the fiscal year on March 17, 2020

LIBRARY RESOURCES AND SERVICES - This division is responsible for providing resources, materials, and research assistance in both print and digital formats. It includes SCLENDS, Information & Technology, Library Collections & Services, and Electronic Resources.

The **Library Services Department** is responsible for reference, research, programming, training, outreach, accessing print and electronic collections, and circulation. This department directly serves state employees, elected officials, public libraries, and all South Carolina citizens. Staff members provide the public with free training opportunities both on-site and virtual. Our most successful ongoing workshops are *Grants Research: Finding a Funder for Your Nonprofit Organization* and *Proposal Writing Basics*. During the year, staff provided 6 grant workshops to 170 attendees. Due to COVID-19 and closing the physical location to the public, some numbers have shown a decrease:

- The number of State Library visitors decreased by 31%; from 15,042 (FY19) to 10,351
- The number of new cardholders decreased by 12%; from 863 (FY19) to 732
- Number of items circulated 2,802
- Number of individual grants training sessions 19

Additional project highlights:

- 274 students from grades 3-12 participated in the 4th annual *Young Minds Dreaming* (YMD) poetry contest. Due to the COVID-19 pandemic, we did not host an awards ceremony.
- We are in the third year of sponsoring our first traveling exhibit *Unforgettable: Celebrating a Time of Life, Hope, and Bravery*. This exhibit has been on loan to 7 SC public libraries since the premiere and is made possible by Orangeburg’s legendary civil rights photographer, Cecil Williams. It shares the important stories and events of South Carolina’s Civil Rights Movement with over 40 framed photographs. The traveling exhibit is free for SC public libraries to host. Two SC public libraries hosted the exhibit during the year.

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- A celebration ceremony was held in recognition of the South Carolina State Library’s 50th Anniversary in our current location, 1500 Senate Street on October 3, 2019, 125 attended.
- On January 24, 2020, and in partnership with SCDNR and the *South Carolina Wildlife Magazine*, the department hosted an author talk with Tom Poland. 55 attended.
- A multimedia exhibition, *A War on Two Fronts: Fighting for Victory at Home and Abroad*, was exhibited from December 2019 to March 2020. The exhibit shows the segregated world of the black infantry of World War II. The exhibit was on loan from the Athenaeum Press at Coastal Carolina University.

The **SCLENDS (South Carolina Library Evergreen Network Delivery System)** consortium is a collaboration of 20 county libraries and the State Library. Consortium members enjoy a shared catalog of books, audio, and video materials, and membership remains open to interested libraries: SCLENDS currently serves almost one-half of the state’s population. Any South Carolina resident in a SCLENDS member county may obtain a card for access to 2,632,485 items. The State Library maintains the integrity of the catalog and provides technical support for member libraries. Due to COVID-19, the SCLENDS member libraries did not share materials from mid-March to mid-May. Some member libraries began with limited curbside service in early May. The SCLENDS online catalog is available 24/7 for searching and requesting books, audio materials, and DVDs, using any browser, from any electronic device. Innovative features in the catalog allow SCLENDS members to customize their searching and borrowing process. Member libraries save the costs of purchasing and processing shared library materials. Approximately 73% of the residents in member counties have a SCLENDS library card.

SCLENDS features active member-driven workgroups that operate with the oversight of an executive board. Member input directly guides development and improvements and thus reflects the specific wishes of staff and patrons who use SCLENDS. Staff at SCLENDS libraries are able and encouraged to contact fellow member libraries across the state for support, advice, and brainstorm.

Project highlights:

- Items borrowed 2,840,454
- Residents served 1.5 million
- Active cardholders 755,131

In addition to managing the agency’s IT needs, the **Information & Technology Department** provides technical assistance to public libraries in South Carolina. During the fiscal year, assistance ranged from technology infrastructure assessments to onsite implementation. A major point of focus was assisting public libraries with implementing network infrastructure projects funded through the Federal E-Rate Program, in an effort to increase the broadband connection. During the year, the department provided hands-on assistance to Allendale-Hampton-Jasper, Cherokee, Chesterfield, Colleton, Darlington, Dillon, Georgetown, Greenwood, Marion, Newberry, Orangeburg, Saluda, Spartanburg, Sumter, and Williamsburg library systems with the implementation of network infrastructure projects totaling over \$1,000,000, funded by FY2019/20 Category 2 Federal E-Rate funds.

In the last two years, we have successfully assisted 30 county public libraries by physically rewiring, reconstructing, and creating in many instances, infrastructure to support broadband; projects for the last two years totaled over \$2,000,000. We invested resources into this effort because we believe equal access creates opportunity. Without internet access, children cannot access reliable resources to do research, homework, or classwork.

Additionally, the department collaborated with the South Carolina E-Rate Consortium with upgrading the minimum bandwidth at 87 public library branch locations statewide. We met our goal to have every library functioning at 100Mbps for broadband internet speed. We partnered with the Department of Administration,

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local economic development offices, Segra, and AT&T to achieve this ambitious goal. Libraries are community hubs, where people can apply for jobs, do homework, research items of interest, and engage in their community. Many libraries are also hubs for the South Carolina Department of Employment and Workforce. South Carolina is a model for broadband infrastructure in libraries. We take pride in knowing that we have been so heavily involved in connecting the communities in South Carolina.

Department staff acted as the technical lead for the Allendale-Hampton-Jasper Regional Library System with technical issues that were hindering the library system efforts to serve their communities. Staff members also provided hands-on technical assistance to the Union County Library System with installing needed network infrastructure at new branch locations in Carlisle, Jonesville, and Lockhart.

Staff also worked closely with Orangeburg County Government on the technology infrastructure needs for the new branch location planned for Bowman and provided hands-on technical assistance to Fairfield County Library System with upgrading all their public computers (PCs) operating systems. The department also made Security Awareness training available to all South Carolina public library systems.

The **Library Collections Department** coordinates the selection, purchasing, cataloging, and access to the print and electronic collections of the State Library. The collection includes library science, leadership and management, governance, technology, and South Carolina-related titles. The State Library serves as a state and federal document depository for state agencies and public access. This year, training with state agencies was increased to get better compliance for our State Documents Depository Program. The department also provides online access to historic documents, books, and images as well as cultivates partnerships to make historic and cultural materials easily available online. Several digitization projects were completed during the year that included: civil rights publications from the library’s collection, State Parks Service publications (partnership with Clemson), all SC Legislative Manuals, and 280 documents of the Gussie Johnson Papers 1940-2000 and the Colin J. McRae Papers, Huse Audit Series that are now posted in the South Carolina Digital Library (partnership with the SC Confederate Relic Room and Military Museum).

Project highlights:

- State document items available 31,174 (with 229,014 page views)
- State documents shipped to depository libraries 1,116
- Available Safari EBooks 5,474 business/technology titles available
- Available Safari videos 2,133
 - Safari items accessed 11,045
- Available EBook Central academic titles 204,041
 - EBook Central titles accessed 524
- Items added to the State Library’s print collection 1,540
- Electronic federal documents added to SCLENDS 3,236

Additional projects in process:

- Pre-2001 copies of *An Inventory of Academic Degree Programs in South Carolina and Degrees Conferred by Postsecondary Institutions in South Carolina* (partnership with Commission for Higher Education)
- Expansion of the *Digitization in a Box* project which allows public libraries and cultural institutions in South Carolina to borrow scanning devices and receive hands-on training from State Library staff
- Collaboration with the Sherman Grinberg Film Library in California to obtain and post a collection of fifteen films from their pre-television Paramount News and Pathé film reel archive.

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The **Electronic Resources Department** administers Discus – South Carolina’s Virtual Library as well as select online resources for State Library cardholders. The Discus collection of more than 50 subscription databases support K-12 schools, public libraries, and academic institutions. All K-12 schools, including charter, virtual, public, home, and private schools use Discus extensively for research, learning, and programming. Discus saw a 6% increase in usage from the previous year, despite SC schools shutting down in mid-March due to COVID-19. EZproxy software, a central authentication solution that provides access without obstacles, ensured a seamless access rate of 97% during the fiscal year, ensuring South Carolinians using Discus are automatically granted access, reducing the need for a username and password.

World Almanac for Kids Elementary, *World Almanac for Kids Intermediate*, and *Writer’s Reference Center*, cloud-based research databases, were added to Discus during the fiscal year. The *World Almanac for Kids* suite, for grades 2-9, provides easy navigation and interesting content that help young learners develop research and writing skills. *Writer’s Reference Center*, for middle school students through adults provides tools on grammar, style, and research. The South Carolina Book Award nominees were added to StudySC, with a description, cover image, and vetted links to author biographies, book reviews, *NovelList*, and other appropriate educational content.

The State Library conferred with each vendor partner to determine the cost for each K-12 school district, academic institution, and public library if each were required to purchase access separately to the Discus subscriptions. This conservative estimation of over \$32 million assumes library systems and school districts have the technical infrastructure such as hardware, software, and digital bandwidth for videos, animated books, and download features. Staff also assisted with the Year 2 eLearning Pilot program through onsite training, virtual online training, and recorded videos providing Discus overviews, integrated educator tools, and multimedia components.

Educators had access to 52 online Discus training sessions and recordings and 58 live presentations, with 2,301 participants. Also, exhibit booths at nine local and statewide conferences further extended the Discus message to 2,272 booth visitors.

Program highlights:

- Item retrievals (includes online books, academic journals, primary sources, videos) 14,863,952
- Learn360 multimedia database item retrievals (86% usage increase) 678,296
- The Magic School Bus episode views (97% usage increase) 183,836
- StudySC website sessions (4% increase) 41,301
- NewsBank: America’s Newspapers (items accessed by State Library cardholders) 80,778
- ProQuest Historical Black Newspaper Collection items accessed 5,754

RISK ASSESSMENT AND MITIGATION STRATEGIES - The South Carolina State Library’s mission, vision, strategic directions, and goals are in alignment with our financial budget structure, planned projects, and agency objectives. We were unable to meet all our established goals and objectives for the review period due to COVID-19. Those objectives include in-person consultation with public libraries, in-person training, several celebratory events to include the Read-In, Talking Book Services Art Gallery, cultural events, and a Literary Landmark designation. The State Library created its mitigation strategies to respond to the needs of our state during this extremely difficult and unprecedented time. To meet the needs of our state, we quickly responded by creating more online training opportunities. This took considerable effort on our part and we saw an increase in training usage immediately. We continued our consultation practices with public libraries by using online meeting resources, telephone, and email. We responded by increasing online information about reading and the available online reading resources. We moved forward with the Talking Book Services Art Gallery celebration by mailing the winners trophies and promoting the winners on social media. Additionally, when schools closed, we increased

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our online offerings by contracting with Tutor.com to bring one-to-one tutoring services to children. We will continue to rise to the challenges that are presented to us; however, our most pressing concerns related to the uncertainty of the Coronavirus pandemic.

1. The Coronavirus pandemic is and has been a shock to our Nation. It is difficult to plan for the coming year with so many unknowns. The staff members of the State Library are our biggest resource. Their creativity, passion, and ingenuity fuel our agency. They are the reason that we can accomplish so much on an extremely lean budget. Approximately 35% of our staff are considered to be in the at-risk population group, according to the CDC. If measures are not taken to slow the spread of the Coronavirus, I fear for my staff's safety at work.
 - a. Potential most negative impact: loss of life, loss of productivity, and increased costs due to the necessity of extensive building cleaning, staff quarantines, and possibly moving staff offsite again to work because of a positive case.
 - b. Outside help to mitigate the impact: Do not require state employees to return to work, if they are successfully working off-site. Continue to leave this decision up to the agency director.
2. Diverse Candidates for Jobs: We believe in diversity and equity. We strive to hire staff from a variety of backgrounds, with relevant experience, to fully represent South Carolina. We have found it increasingly difficult to compete and retain qualified staff, due in large part to the increasing costs associated with employee benefits and retirement contribution and the lack of funding available for increases to salary. Statistically, there is a lack of diverse candidates in the library field, our inability to pay a higher salary, puts us at a disadvantage to hiring in general, but even more so to hire diverse candidates who may be sought after on a national scale.
 - a. Potential most negative impact: an inability to hire and retain qualified personnel, resulting in an inability to provide quality programs and resources, which represent all South Carolinians.
 - b. Outside help to mitigate the impact: the ability to compensate staff at a higher rate will allow the State to recruit and retain the most qualified employees across the board. An increase in appropriation for salaries will help offset these associated costs. A cap on the costs related to employee benefits and retirement contributions will attract potential applicants to the State.
3. Statewide Consortia Purchases: The State Library is fiscally responsible. We diligently negotiate multi-year purchases that provide the largest statewide impact. While Discus is the primary learning tool for students statewide, we regularly identify additional resources that could be of value to teachers and the K-12 community; however, funding limitations prevent us from procuring and sustaining the necessary resources.
 - a. Potential most negative impact: disparate resources in the state will continue to leave the most vulnerable and in-need South Carolinians without the essential resources to be successful in school and the work environment.
 - b. Outside help to mitigate the impact: partnerships with other state agencies with similar missions could reduce the cost burden of electronic resources through the negotiation of consortia purchases. By pooling our resources, we could provide equal access to additional shared resources for the entire state, not just certain areas of the state that are well funded.

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Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-2020			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
Education, Training, and Human Development	G	1			Innovation: Providing guidance for excellence in library services							
	S		1.1		Support training for delivery of excellence in 21st century library service							
	M		1.1.1		Number of individuals reached with email marketing updates to promote programs and training opportunities	227,244	230,000	254,477	July 1, 2019-June 30, 2020	Communications Department	Total of departmental and general weekly and monthly emails sent out through Constant Contact email marketing system	To determine marketing reach and if we are targeting the right audiences.
	M		1.1.2		Number of Discus training screencasts provided	0	10	10	July 1, 2019-June 30, 2020	Electronic Resources Department	Statistical count	To determine marketing reach and if we are targeting the right audiences.
	M		1.1.3		Number of views of Discus training screencasts	0	200	352	July 1, 2019-June 30, 2020	Electronic Resources Department	Statistical count	To determine marketing reach and if we are targeting the right audiences.
	S		1.2		Address disparities in the library profession							
	M		1.2.1		Number of outreach activities and training sessions conducted	249	275	276	July 1, 2019-June 30, 2020	Library Development Department	Total number of training sessions offered by the library including exchanges, webinars, etc.	To determine marketing reach and if we are targeting the right audiences.
	M		1.2.2		Number of library certifications provided to public library staff	100	125	53	July 1, 2019-June 30, 2020	Library Development Department	Statistical count	To understand if certifications are increasing or decreasing in the time period.
	M		1.2.3		Number of consultations provided to public library staff	520	550	1,151	July 1, 2019-June 30, 2020	Library Development Department	Statistical count	To understand consultant staffing and public library needs.
	S		1.3		Identify new projects to address needs of underserved							
	M		1.3.1		Number of items circulated from the Inclusive Services Collection	7	50	31	July 1, 2019-June 30, 2020	Library Development Department	Statistical count	To determine marketing reach and if we are targeting the right audiences.
	M		1.3.2		Number of Accessibility Audits of public libraries	0	5	7	July 1, 2019-June 30, 2020	Library Development Department	Statistical count	To determine accessibility needs of public libraries and related organizations.
	M		1.3.3		Number of public library Read to Succeed Summer Camp Book Projects	10	13	14	July 1, 2019-June 30, 2020	Library Development Department	Statistical count	Providing assistance to public libraries in the facilitation of learning for students.
Education, Training, and Human Development	G	2			Collaboration: Sustaining and enhancing relationships with partners							
	S		2.1		Strengthen relationships and communication among libraries							
	M		2.1.1		Number of locations receiving promotional project kits	1478	1500	2253	July 1, 2019-June 30, 2020	Library Development Department	Total number of public schools, libraries, individuals, and partners that receive promotional kits (to include Discus (SC's Virtual Library), SCLENDS (Online Multi-County Catalog , Talking Book Services)	To determine marketing reach and if we are targeting the right audiences.
	M		2.1.2		Number of library programming kit circulations	296	315	265	July 1, 2019-June 30, 2020	Library Development Department	Statistical count	To determine marketing reach and which libraries to specifically target.
	S		2.2		Demonstrate how libraries are essential							

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Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-2020			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			2.2.1	Number of training sessions provided to trustees and friends groups	20	28	7	July 1, 2019-June 30, 2020	Library Development Department	Statistical count	To determine marketing reach and which libraries to specifically target.
	S			2.3	Facilitate informed governance and civic responsibility							
				2.3.1	Number of Document Depository training sessions provided	2	4	0	July 1, 2019-June 30, 2020	Collection Management & Digitization Department	Statistical count	To determine marketing reach and which state agencies to specifically target.
	M			2.3.2	Number of attendees/views of Document Depository training	95	150	0	July 1, 2019-June 30, 2020	Collection Management & Digitization Department	Statistical count	To determine marketing reach and which state agencies to specifically target.
	M			2.3.3	Number of training sessions on Equity, Diversity, and Inclusion provided	27	32	30	July 1, 2019-June 30, 2020	Library Development Department, Talking Book Services	Statistical count	To determine marketing reach and which libraries and organizations to specifically target.
Government and Citizens	G	3			Participation: Providing equitable access to information							
	S			3.1	Monitor electronic resource offerings							
	M			3.1.1	Usage of Discus online resources retrieved	13,972,252	14,500,000	14,863,952	July 1, 2019-June 30, 2020	Electronic Resources Department	Statistical count	Shows academic usage of Discus databases for homework and informational purposes by citizens
	M			3.1.2	Number of LibGuides provided online	34	37	44	July 1, 2019-June 30, 2020	Communications Department	Statistical count	To determine marketing reach and which audiences to specifically target.
	M			3.1.3	Number of online visits to LibGuides	206,388	210,000	254,476	July 1, 2019-June 30, 2020	Communications Department	Statistical count of pageviews via analytics	To determine marketing reach and which audiences to specifically target.
	S			3.2	Review and negotiate collaborative statewide access purchases							
	M			3.2.1	Number of items in electronic materials collection	188,242	190,000	209,515	July 1, 2019-June 30, 2020	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining information and resources in electronic formats.
	M			3.2.2	Number of electronic materials retrieved	14,831	15,000	21,616	July 1, 2019-June 30, 2020	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining information and resources in electronic formats.
				3.2.3	Number of items retrieved from Historical Black Newspaper Collection	0	780	5,754	July 1, 2019-June 30, 2020	Statewide Services Department	Statistical count	Response to interest of patrons in obtaining information and resources in electronic formats. This is a new resource.
Government and Citizens	G	4			Preservation: Protecting and promoting cultural heritage							
	S			4.1	Showcase programs and resources							
	M			4.1.1	Number of cultural awareness programs offered	7	9	9	July 1, 2019-June 30, 2020	Statewide Services Department	Total number of programs offered in-house and at other venues	Response to interest of patrons in attending this type of programming.
	M			4.1.2	Number of attendees at cultural awareness programs	250	275	626	July 1, 2019-June 30, 2020	Statewide Services Department	Statistical count	Response to interest of patrons in attending this type of programming.
	S			4.2	Lead statewide digitization initiative							

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Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-2020			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			4.2.1	Number of items in the State Documents Digital Depository	27,742	31,000	31,174	July 1, 2019-June 30, 2020	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.
	M			4.2.2	Number of visits to the State Documents Digital Depository	284,111	360,000	229,014	July 1, 2019-June 30, 2020	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.
	S			4.3	Curate a South Carolina-related published collection							
	M			4.3.1	Number of SCSL and partner items added to the South Carolina Digital Library	169	200	922	July 1, 2019-June 30, 2020	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.
	M			4.3.2	Number of visits of SCSL items via the South Carolina Digital Library	6,515	6,841	18,731	July 1, 2019-June 30, 2020	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.
	M			4.3.3	Number of Podcasts provided	41	44	39	July 1, 2019-June 30, 2020	Communications Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.
	M			4.3.4	Number of Podcast downloads	3,200	3,300	2,592	July 1, 2019-June 30, 2020	Communications Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.

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Statewide Enterprise Strategic Objective	Type	Item #			Description	2020-2021			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
Education, Training, and Human Development	G	1			Innovation: Providing guidance for excellence in library services							
	S		1.1		Support training for delivery of excellence in 21st century library service							
	M			1.1.1	Number of individuals reached with email marketing updates to promote programs and training opportunities	254,477	255,000		July 1, 2020-June 30, 2021	Communications Department	Total of departmental and general weekly and monthly emails sent out through Constant Contact email marketing system	To determine marketing reach and if we are targeting the right audiences.
	M			1.1.2	Number of Discus training screencasts provided	10	12		July 1, 2020-June 30, 2021	Electronic Resources Department	Statistical count	To determine marketing reach and if we are targeting the right audiences.
	M			1.1.3	Number of views of Discus training screencasts	352	375		July 1, 2020-June 30, 2021	Electronic Resources Department	Statistical count	To determine marketing reach and if we are targeting the right audiences.
	S		1.2		Address disparities in the library profession							
	M			1.2.1	Number of outreach activities and training sessions conducted	276	300		July 1, 2020-June 30, 2021	Library Development Department	Total number of training sessions offered by the library including exchanges, webinars, etc.	To determine marketing reach and if we are targeting the right audiences.
	M			1.2.2	Number of library certifications provided to public library staff	53	53		July 1, 2020-June 30, 2021	Library Development Department	Statistical count	To understand if certifications are increasing or decreasing in the time period.
	M			1.2.3	Number of consultations provided to public library staff	1,151	1200		July 1, 2020-June 30, 2021	Library Development Department	Statistical count	To understand consultant staffing and public library needs.
	S		1.3		Identify new projects to address needs of underserved							
	M			1.3.1	Number of items circulated from the Inclusive Services Collection	31	25		July 1, 2020-June 30, 2021	Library Development Department	Statistical count	To determine marketing reach and if we are targeting the right audiences.
	M			1.3.2	Number of Accessibility Audits of public libraries	7	5		July 1, 2020-June 30, 2021	Library Development Department	Statistical count	To determine accessibility needs of public libraries and related organizations.
	M			1.3.3	Number of public library Read to Succeed Summer Camp Book Projects	14	10		July 1, 2020-June 30, 2021	Library Development Department	Statistical count	Providing assistance to public libraries in the facilitation of learning for students.
Education, Training, and Human Development	G	2			Collaboration: Sustaining and enhancing relationships with partners							
	S		2.1		Strengthen relationships and communication among libraries							
	M			2.1.1	Number of locations receiving promotional project kits	2253	2300		July 1, 2020-June 30, 2021	Library Development Department	Total number of public schools, libraries, individuals, and partners that receive promotional kits (to include Discus (SC's Virtual Library), SCLENDS (Online Multi-County Catalog , Talking Book Services)	To determine marketing reach and if we are targeting the right audiences.
	M			2.1.2	Number of library programming kit circulations	265	200		July 1, 2020-June 30, 2021	Library Development Department	Statistical count	To determine marketing reach and which libraries to specifically target.
	S		2.2		Demonstrate how libraries are essential							

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Statewide Enterprise Strategic Objective	Type	Item #			Description	2020-2021			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			2.2.1	Number of training sessions provided to trustees and friends groups	7	7		July 1, 2020-June 30, 2021	Library Development Department	Statistical count	To determine marketing reach and which libraries to specifically target.
	S			2.3	Facilitate informed governance and civic responsibility							
				2.3.1	Number of Document Depository training sessions provided	0	2		July 1, 2020-June 30, 2021	Collection Management & Digitization Department	Statistical count	To determine marketing reach and which state agencies to specifically target.
	M			2.3.2	Number of attendees/views of Document Depository training	0	100		July 1, 2020-June 30, 2021	Collection Management & Digitization Department	Statistical count	To determine marketing reach and which state agencies to specifically target.
	M			2.3.3	Number of training sessions on Equity, Diversity, and Inclusion provided	30	30		July 1, 2020-June 30, 2021	Library Development Department, Talking Book Services	Statistical count	To determine marketing reach and which libraries and organizations to specifically target.
Government and Citizens	G			3	Participation: Providing equitable access to information							
	S			3.1	Monitor electronic resource offerings							
	M			3.1.1	Usage of Discus online resources retrieved	14,863,952	15,500,000		July 1, 2020-June 30, 2021	Electronic Resources Department	Statistical count	Shows academic usage of Discus databases for homework and informational purposes by citizens
	M			3.1.2	Number of LibGuides provided online	44	45		July 1, 2020-June 30, 2021	Communications Department	Statistical count	To determine marketing reach and which audiences to specifically target.
	M			3.1.3	Number of online visits to LibGuides	254,476	260,000		July 1, 2020-June 30, 2021	Communications Department	Statistical count of pageviews via analytics	To determine marketing reach and which audiences to specifically target.
	S			3.2	Review and negotiate collaborative statewide access purchases							
	M			3.2.1	Number of items in electronic materials collection	209,515	224,515		July 1, 2020-June 30, 2021	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining information and resources in electronic formats.
	M			3.2.2	Number of electronic materials retrieved	21,616	26,616		July 1, 2020-June 30, 2021	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining information and resources in electronic formats.
				3.2.3	Number of items retrieved from Historical Black Newspaper Collection	5,754	7500		July 1, 2019-June 30, 2020	Statewide Services Department	Statistical count	Response to interest of patrons in obtaining information and resources in electronic formats. This is a new resource.
Government and Citizens	G			4	Preservation: Protecting and promoting cultural heritage							
	S			4.1	Showcase programs and resources							
	M			4.1.1	Number of cultural awareness programs offered	9	10		July 1, 2020-June 30, 2021	Statewide Services Department	Total number of programs offered in-house and at other venues	Response to interest of patrons in attending this type of programming.
	M			4.1.2	Number of attendees at cultural awareness programs	626	500		July 1, 2020-June 30, 2021	Statewide Services Department	Statistical count	Response to interest of patrons in attending this type of programming.
	S			4.2	Lead statewide digitization initiative							

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Statewide Enterprise Strategic Objective	Type	Item #			Description	2020-2021			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			4.2.1	Number of items in the State Documents Digital Depository	31,174	36,000		July 1, 2020-June 30, 2021	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.
	M			4.2.2	Number of visits to the State Documents Digital Depository	229,014	250,000		July 1, 2020-June 30, 2021	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.
	S			4.3	Curate a South Carolina-related published collection							
	M			4.3.1	Number of SCSL and partner items added to the South Carolina Digital Library	922	1000		July 1, 2020-June 30, 2021	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.
	M			4.3.2	Number of visits of SCSL items via the South Carolina Digital Library	18,731	20,000		July 1, 2020-June 30, 2021	Collection Management & Digitization Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.
	M			4.3.3	Number of Podcasts provided	39	42		July 1, 2020-June 30, 2021	Communications Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.
	M			4.3.4	Number of Podcast downloads	2,592	2,600		July 1, 2020-June 30, 2021	Communications Department	Statistical count	Response to interest of patrons in obtaining state-produced information and resources in electronic formats.

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Program Template

Program/Title	Purpose	FY 2019-20 Expenditures (Actual)				FY 2020-21 Expenditures (Projected)				Associated Measure(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. Administration	Personal services and operating expenses; services to government	\$937,161.96	\$0.00	\$0.00	\$937,161.96	\$1,089,672.40	\$75.00	\$0.00	\$1,089,747.40	1.1.1-1.4.2
II. Talking Book Services	100% of needed funding for TBS personnel and operations; services to low-vision citizens	\$353,763.08	\$0.00	\$144,271.74	\$498,034.82	\$421,864.00	\$0.00	\$152,333.24	\$574,197.24	2.1.1-2.2.3
III. Library Resources & Services	Provision of electronic services to citizens (Discus, SCLENDS)	\$2,943,382.69	\$260,374.50	\$1,106,211.15	\$4,309,968.34	\$3,422,703.05	\$388,381.36	\$1,832,037.78	\$5,643,122.19	1.1.1-1.2.3, 3.2.1-3.3.2, 4.3.1
IV. Statewide Development	Support and services to public libraries including State Aid and federal subgrants	\$10,516,607.81	\$155,431.81	\$1,604,110.21	\$12,276,149.83	\$10,597,643.00	\$0.00	\$1,940,540.79	\$12,538,183.79	1.3.1-1.4.2, 3.1.1-3.1.2, 4.1.1
V. Employer Contribution	Fringe benefits	\$518,212.86	\$0.00	\$0.00	\$518,212.86	\$463,075.15	\$0.00	\$342,794.91	\$805,870.06	All measures

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Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	If yes, what type of service or product?	If other service or product, please specify what service or product.
1	60-1-10	State	Statute	Establishment of South Carolina State Library; State Library Board; appointment and terms of office of board members; vacancies.	No	No - Does not relate directly to any agency deliverables		
2	60-1-20	State	Statute	Chairman and vice-chairman of board; other officers; board meetings; compensation of board members.	No	No - Does not relate directly to any agency deliverables		
3	60-1-30	State	Statute	Director of State Library; qualifications; evaluation and term of office.	No	No - Does not relate directly to any agency deliverables		
4	60-1-40	State	Statute	Duties and authority of board.	Yes	Yes	Other service or product our agency must/may provide	Library and information services to state government, South Carolina libraries, and the citizens of the State
5	60-1-50	State	Statute	Duties of director.	Yes	Yes	Other service or product our agency must/may provide	Provide advice and technical assistance to public and other libraries, agencies of the State, political subdivisions, and planning groups concerning library services and operations
6	60-1-60	State	Statute	Duties of State Library in executing library policy.	Yes	Yes	Other service or product our agency must/may provide	Development and extension of library services throughout the State
7	60-1-70	State	Statute	State Library to provide research services to General Assembly and others.	Yes	Yes	Other service or product our agency must/may provide	Provide library and library research services to the General Assembly, state officers and agencies, and state government employees
8	60-1-80	State	Statute	State Library to provide assistance to public libraries and county governments.	Yes	Yes	Other service or product our agency must/may provide	Provide advice and assistance to public libraries, library boards, and county governments in matters concerning the establishment, support, operation, improvement, and coordination of library services
9	60-1-90	State	Statute	Administration of state and federal grants to public libraries; eligibility for grants.	Yes	Yes	Distribute funding to another entity	
10	60-1-100	State	Statute	Services of libraries open to public; fees for certain services; provision for penalties.	Yes	No - Does not relate directly to any agency deliverables		
11	60-1-110	State	Statute	State Library to assist libraries of state institutions.	Yes	No - Does not relate directly to any agency deliverables		State insitutional libraries request assistance on an as needed basis.
12	60-1-120	State	Statute	Library services to be rendered to blind and physically handicapped readers.	Yes	Yes	Other service or product our agency must/may provide	Provide library service to the blind and physically handicapped readers in cooperation with the United States Library of Congress
13	60-1-130	State	Statute	State Library to promote cooperation among governmental bodies and libraries for the sharing of resources.	Yes	No - Does not relate directly to any agency deliverables		
14	60-1-140	State	Statute	State Library to establish statewide library network.	Yes	Yes	Other service or product our agency must/may provide	Operate a statewide library network to facilitate the sharing of resources and information among South Carolina libraries

15	60-1-150	State	Statute	Authority of public libraries to participate in statewide library network; authority of director to allow participation.	Yes	No - But relates to manner in which one or more agency deliverables is provided		
16	60-1-160	State	Statute	State Library to receive statistical reports from libraries.	Yes	No - But relates to manner in which one or more agency deliverables is provided		
17	60-1-170	State	Statute	Authority of director to cooperate with United States Department of Education and other agencies in the administration of funds.	Yes	No - Does not relate directly to any agency deliverables		
18	75-1	State	Regulation	State Aid to Public Libraries: Regulations	Yes	Yes	Distribute funding to another entity	
19	75-2	State	Regulation	Certification of Public Librarians: Regulations	Yes	Yes	Other service or product our agency must/may provide	Four types of public library certificates for professional and pre-professional staff

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Customer Template

Service/Product Provided to Customers	Customer Segments	Specify only for the following Segments: (1) Industry Name; (2) Professional Organization Name; (3) Public Demographics.	Divisions or Major Programs	Description
Discus - South Carolina's Virtual Library	School Districts	Public: statewide access to schools, libraries, and the general population	Electronic Resources	Provides electronic resources for the public and the K-12 community. Ensures delivery of online databases and other electronic resources providing information for the public, especially students in South Carolina schools
Public library consulting services	Local Govts.	South Carolina public libraries	Library Development	Consults and provides training and other services to county public libraries statewide. Support, strengthen and develop public library operations and staff
Audio books and related services for the blind, visually impaired, or physically handicapped.	General Public	Public: statewide access to the general population	Talking Books Services	Provides services and books in formats for the blind, low vision, physically handicapped. Statewide delivery of audio and print materials for customers with disabilities
Research services	Legislative Branch	State government	Statewide Services	Provides research for state government employees and elected officials as it relates to their position in state government.
Research services	Executive Branch/State Agencies	State government	Statewide Services	Provides research for state government employees and elected officials as it relates to their position in state government.
Research services	Judicial Branch	State government	Statewide Services	Provides research for state government employees and elected officials as it relates to their position in state government.
Research services, cultural awareness programs, author talks	General Public	General Public, South Carolina residents	Statewide Services, Statewide Development	Provides research, educational events to the general public.
Access to State Government documents (digitized and physical)	Executive Branch/State Agencies	State government, general public	Collection Management & Digitization	Provides online and physical access to documents and materials for research.
SCLENDS - multi-county consortium shared online catalog of materials	General Public	Public: statewide access to the general population	SCLENDS	Provides access to a consortium of 20 county libraries and the State Library . SCLENDS libraries share a single catalog, which means that patrons can search for items at any of the libraries as easily as they search for items at their home library.
Day by Day SC - family literacy calendar and website	General Public	Public: statewide access to the general population and targeted to family literacy groups	Statewide Development	The South Carolina Day by Day Family Literacy Calendar is designed to be a tool that families, caregivers, educators, and librarians can use at home and in the classroom to further develop early literacy skills that help young children become prepared for, and to do better in, school.
Literacy 2030	General Public	Public: statewide access to the general population and targeted to literacy groups	Statewide Development	Literacy 2030 addresses South Carolina's literacy efforts through improved community collaboration. The South Carolina State Library leads the Literacy 2030 initiative with many allies who develop community partnerships, align services, advocate for increased literacy, and build capacity to move the literacy rate in South Carolina towards 100 percent. This partnership is designed to support libraries in becoming a convening voice in the state around literacy, uniting stakeholders under an admittedly challenging, yet important goal.
AccessSC	Local Govts.	South Carolina public libraries	Statewide Development	Access SC encompasses a few projects across the state including the Homework Help Center (HHC) Project that began in 2018 as well as the Homework Help Center and Broadband Expansion Project (HHC BEP) that just began in 2020. Each of these projects focuses on helping increase broadband access across the state targeting students and job seekers especially those in rural communities.
SC Read Eat Grow	General Public	South Carolina public libraries and targeted groups	Statewide Development	SC Read Eat Grow is an initiative started by the South Carolina State Library in an effort to increase information regarding and access to healthy food.
StudySC	School Districts	Public: statewide access to schools, libraries, and the general population	Electronic Resources, Collections & Digitization	Provides web resources for K-12 homework help, projects, and more. It also provides teachers with lesson plans and other content to support classroom activities.

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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
Assistive Technology Advisory Committee (ATAC)	State Government	Serve on advisory committee and cross promotes assistive technology to special populations	2, 3
Access South Carolina IT (ASCIT)	State Government	Partnering in offering virtual Accessibility conference	2, 3
Association of Public Library Administrators	Professional Association	Works with library development and statewide services to host workshops and other educational opportunities to the state's public library administrators; Cross promotes events and programs	1
Carolina Center for Family Engagement (CFEC)	Non-Governmental Organization	Participation in interagency working group, collaboration on family engagement kits	1, 3
Center for the Book - Library of Congress	Federal Government	Partner in cross-promoting SC/other state authors, annual Route 1 Reads program	4
Clemons University's Youth Learning Institute	Higher Education Institute	Partner for statewide food literacy initiative	2,3
Department of Health and Environmental Control - Supplemental Nutrition Education Program (DHEC SNAP-Ed)	State Government	Partner for statewide food literacy initiative	2,3
Federal Depository Library Program (FDLP)	Federal Government	A government program created to make U.S. Federal government publications available to the public at no cost.	3
Federal Trade Commission	Federal Government	Partnership to provide webinars related to consumer safety and fraud	3
Georgia Public Library Service	State Government	Partnership to host online conference	1
Institute of Museum and Library Services	Federal Government	Receive grant funds and promote national library-related programs and projects. The mission of IMLS is to advance, support, and empower America's museums, libraries, and related organizations through grantmaking, research, and policy development.	1,3,4
K-12 Technology Committee	K-12 Education Institute	Attend meetings, make decisions related to technology/connectivity and statewide access in libraries and schools	4
Lexington 1 Parenting Center	K-12 Education Institute	Partner in educational initiatives and Spanish language assistance	1
Library of Congress Name Authority Cooperative Program (NACO)	Federal Government	Participants contribute authority records for personal, corporate, and jurisdictional names, uniform titles, and series to the Library of Congress/NACO authority file.	3
Library of Virginia	State Government	Partnership to host online conference	1
Lowcountry Food Bank	Non-Governmental Organization	Partner for statewide food literacy initiative	2, 3
National Library Service for the Blind and Print Disabled	Federal Government	Partner for statewide Talking Book Services program to circulates books and magazines in braille or audio formats, delivered by postage-free mail or instantly downloadable.	2, 3
Network of the National Library of Medicine (NNLM)	Federal Government	Grant recipient for food literacy initiative. NNLM offers funding for projects that improve access to health information, increase engagement with research and data, expand professional knowledge, and support outreach that promotes awareness and use of NLM resources in local communities.	1,3
Palmetto Archives, Libraries, and Museums Council on Preservation (PALMCOP)	Non-Governmental Organization	Staff members serve on board and provide guidance and advice on issues related to preservation of materials	1
Partnership Among South Carolina Academic Libraries (PASCAL)	Professional Association	Involved in digitization projects which bring together the significant books, newspapers, images, manuscripts and media that contribute recognition and understanding to the history and culture of state of South Carolina. Digitization provides the availability of a statewide virtual collection of key documents of South Carolina history for K-12 students, college students and faculty, researchers and other citizens.	1
South Carolina Academy of Authors	Non-Governmental Organization	Partner in promoting South Carolina's literary heritage	4
South Carolina Arts Commission	State Government	Partner on statewide literary projects and promoting SC authors through novel prize	3

South Carolina Association of School Librarians	Professional Association	Staff members provide guidance and advice on issues related to school libraries. Partners to provide annual Read-In at the State House	1, 4
South Carolina Business One Stop	State Government	Partner on promoting workforce development information	3
South Carolina Center for Children's Books and Literacy & Cocky's Reading Express	Higher Education Institute	Work collaboratively on literacy initiatives for children and adults including the annual Read-In and annual Literacy Leaders awards	1, 3
South Carolina Coalition Against Domestic Violence and Sexual Assault	Non-Governmental Organization	Partner in educational initiatives and training	1
South Carolina Commission for the Blind	State Government	Cross promotion of services available via Talking Book Services and assistive technology	2
South Carolina Department of Archives & History	State Government	Partner on digitization projects (see PASCAL above)	1, 3
South Carolina Digital Library	Higher Education Institute	Provides free online access to historic materials, such as photographs, manuscripts, journals, book, oral histories, objects, etc. illustrating the history and culture of South Carolina from over 40 cultural heritage institutions across the state.	4
South Carolina ETV	State Government	Partner on statewide literary projects	1, 3
South Carolina Humanities	Non-Governmental Organization	Cross promotes literary events/programs such as LTAI (Let's Talk About) Book discussion program to libraries statewide, author talks	1
South Carolina Library Association	Professional Association	Staff members serve on board and provide guidance and advice on issues related to all types of libraries	1
South Carolina Library Evergreen Delivery System (SCLENDS)	Local Government	Serves as coordinating agency for 20 county consortium. SCLENDS libraries share a single catalog, which means that patrons can search for items at any of the libraries as easily as they search for items at their home library. Items are delivered to requesting partner library	1
South Carolina School for the Deaf and the Blind	K-12 Education Institute	Talking Book Services sponsors annual art contest for students and promotes reading/literary services	2, 4
State Library of North Carolina	State Government	Partnership to host online conference	1
University of South Carolina Irvin Department of Rare Books and Special Collections	Higher Education Institute	Partnership to provide training for library catalogers	1, 4
University of South Carolina School of Information Science	Higher Education Institute	Provide internship and volunteer opportunities for students from bachelor's to doctoral level; serve on advisory committees	1
University of South Carolina School of Medicine Library	Higher Education Institute	Partner in grants and educational initiatives	1
University of South Carolina's Research, Evaluation, and Measurement Center of the College of Education	Higher Education Institute	Partner in grants and educational initiatives	1

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						Accountability Report		
Agency Code:	H870	Section:	27	Report and External Review Template				
Item	Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
1	Report	South Carolina Annual Public Library Statistics Report	Institute of Museum and Library Services	Federal	Annually	March 1, 2020	Broad range of data submitted by public libraries about budget, personnel, collections, services, and other aspects of library services	Final reports posted on SCSL website: http://statelibrary.sc.libguides.com/c.php?g=11804&p=529530
2	Report	South Carolina State Library LSTA Report	Institute of Museum and Library Services	Federal	Annually	December 31, 2020	Financial report annually and narrative evaluation at five year intervals on the expenditure of Federal funds through the Library Services and Technology Act annual grant	Final reports and Five Year Evaluation reports available on IMLS website: https://www.ims.gov/grants/grants-state/five-year-evaluations
3	Report	Annual audit	State	State	Annually	December 31, 2020	Financial audit	Contact agency Finance Director Celina Fields, cfields@statelibrary.sc.gov