



Billing Code 7036-01-P

## **THE NATIONAL FOUNDATION FOR THE ARTS AND THE HUMANITIES**

### **Institute of Museum and Library Services**

#### **Notice of Proposed Information Collection Request: Guidelines for Grants to States**

#### **Program Five-Year Evaluations**

**AGENCY:** Institute of Museum and Library Services, National Foundation for the Arts and the Humanities

**ACTION:** Notice, request for comments, collection of information.

**SUMMARY:** The Institute of Museum and Library Service (“IMLS”) as part of its continuing effort to reduce paperwork and respondent burden, conducts a pre-clearance consultation program to provide the general public and federal agencies with an opportunity to comment on proposed and/or continuing collections of information in accordance with the Paperwork Reduction Act (44 U.S.C. 3501 et seq.). This pre-clearance consultation program helps to ensure that requested data can be provided in the desired format, reporting burden (time and financial resources) is minimized, collection instruments are clearly understood, and the impact of collection requirements on respondents can be properly assessed. The purpose of this Notice is to solicit comments concerning the guidelines for the agency’s Grants to States program’s five-year evaluations.

A copy of the proposed information collection request can be obtained by contacting the individual listed below in the **ADDRESSES** section of this notice.

**DATES:** Written comments must be submitted to the office listed in the **ADDRESSES** section below on or before March 15, 2016.

IMLS is particularly interested in comments that help the agency to:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
- Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information including the validity of the methodology and assumptions used;
- Enhance the quality, utility and clarity of the information to be collected; and
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g. permitting electronic submissions of responses.

**ADDRESSES:** For a copy of the documents contact: Kim A. Miller, Management Analyst, Office of Planning, Research, and Evaluation, Institute of Museum and Library Services, 1800 M Street NW, 9<sup>th</sup> Floor, Washington DC 20036. Ms. Miller can be reached by *Telephone:* 202-653-4762, *Fax:* 202-653-4762, or by e-mail at *kmiller@imls.gov*.

**SUPPLEMENTARY INFORMATION:**

**I. Background**

The Institute of Museum and Library Services (IMLS) is an independent Federal grant-making agency and is the primary source of federal support for the Nation's 123,000 libraries and 17,500 museums. IMLS provides a variety of grant programs to assist the Nation's museums and libraries in improving their operations and enhancing their services to the public. The IMLS Grants to States program is the largest source of federal funding support for library services in

the United States. Using a population-based formula, more than \$150 million is distributed among the State Library Administrative Agencies.

## **II. Current Actions**

The Library Services and Technology Act requires each State Library Administrative Agency to submit a plan that details library services goals for a five-year period. Pursuant to 20 U.S.C. § 9134, each State Library Administrative Agency that receives an IMLS grant under the Grants to States Program is required to evaluate and report to the agency, prior to the end of their five-year plan, regarding the activities assisted under the LSTA. These five-year plans and evaluations are the foundation for improving practice and informing policy. The purpose of the proposed information collection is to promulgate guidelines to establish a consistent framework for the evaluations required under 20 U.S.C. § 9134, so as to ensure that each State Library Administrative Agency develops and submits to IMLS an effective evaluation of their five-year plan.

*Agency:* Institute of Museum and Library Services

*Title:* Guidelines for Grants to States Program Five-Year Evaluations

*OMB Number:* To be determined.

*Agency Number:* 3137

*Affected Public:* State Library Administrative Agencies

*Number of Respondents:* 55

*Note:* 55 is the number of State Library Administrative Agencies that are responsible for the collection of this information and for reporting it to IMLS.

*Frequency:* Once every five years.

*Burden hours per respondent:* To be determined.

*Total burden hours:* To be determined.

*Total Annualized capital/startup costs:* To be determined.

*Total Annual Costs:* To be determined.

CONTACT: Kim A. Miller, Management Analyst, Office of Planning, Research, and Evaluation, Institute of Museum and Library Services, 1800 M Street NW, 9<sup>th</sup> Floor, Washington DC 20036. Ms. Miller can be reached by *Telephone:* 202-653-4762, *Fax:* 202-653-4762, or by e-mail at *kmiller@imls.gov* or by teletype (TTY/TDD at 202-653-4614. Office hours are from 8:30 a.m. to 5 p.m., E.T., Monday through Friday, except Federal holidays.

**Kim A. Miller**

Management Analyst, Office of Planning, Research, and Evaluation

Date: January 12, 2016

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