

April 16, 2018

**TO: RAILS Consortia Committee**  
**FROM: Anne Slaughter, RAILS Director of Technology Services**  
**SUBJECT: FY2020 RAILS LLSAP Support Formula**

As recommended by the RAILS Consortial Model Working Group in 2017, we will introduce an annual grant process in FY2020 to determine and award financial and in-kind support to LLSAPs. Along with current LLSAPs (PrairieCat, RSA, and SWAN), independent consortia in the RAILS service area will be welcome to apply for this grant, thus becoming RAILS LLSAPs.

Work on the application and support formula has been completed, and an application packet will be provided to RAILS consortia at the end of this month. Applications will be due in August, with grant awards determined thereafter. The RAILS Board will approve the overall grant amount as part of the RAILS budget process in Spring 2019.

### Support Formula

The formula for distributing FY2020 LLSAP support grant funding is detailed below. The model for this formula is based on the one used in FY2016–2019 LLSAP contracts, while the specific key values and metrics used have evolved in keeping with RAILS priorities and the recommendations of the RAILS Consortial Model Working Group.

For LLSAPs that use RAILS in-kind services, cost-recovery expenses—calculated per-service based on actual RAILS budgeted expenses—will be incorporated as in-kind support into the total grant award. LLSAPs that receive in-kind services where budgeted expenses are higher than the amount of their grant award pay the balance in fees to RAILS. LLSAPs that do not receive in-kind services, or the budgeted expenses for their in-kind services do not exceed the amount of their award, receive quarterly payments from RAILS. RAILS does not place restrictions on how LLSAPs use financial support received from RAILS.

<i>Metrics</i>	<i>Allocation method and/or weighting</i>
<b>Key Value:</b> Support is distributed equitably, with an emphasis on feasible participation for libraries of all types, sizes, and funding levels	
Number of member libraries (agencies)	Flat amount. Three year average.
Number of public circulating libraries with LLSAP annual fee as 3% or greater of library's total annual operating budget	30% of total allocation, distributed according to total per LLSAP. If OCLC fees are not included in LLSAP membership, include them in the calculation for this item. Three year average.
Number of nonpublic circulating libraries with collection budgets under \$10,000	30% of total allocation, distributed according to total per LLSAP. Three year average.
<b>Key Value:</b> Resource sharing activities	
Total annual interlibrary loan and reciprocal borrowing transactions	30% of total allocation, distributed per LLSAP. Three year average.

<i>Metrics</i>	<i>Allocation method and/or weighting</i>
<b>Key Value: Bibliographic quality</b>	
Cataloging standards are documented and reviewed at least annually	2.5% of total allocation, divided by number of LLSAPs qualifying for the allocation. Per LLSAP: Y=funds allocated, N=funds not allocated.
Centralized cataloging services offered (staff FTE)	2.5% of total allocation, divided by total FTE across LLSAPs. Distributed according to cataloging staff FTE per LLSAP.
<b>Key Value: User-centered services are prioritized</b>	
Steps have been taken to analyze and/or improve the user experience of the web catalog, including usability studies, member workgroup devoted to UX, etc.	2.5% of total allocation, divided by number of LLSAPs qualifying for the allocation. Per LLSAP: Y=funds allocated, N=funds not allocated.
Steps have been taken toward reducing or simplifying, in general: <ul style="list-style-type: none"> <li>• Circulation policies</li> <li>• Holds policies</li> <li>• Item types</li> </ul>	2.5% of total allocation, divided by number of LLSAPs qualifying for the allocation. Per LLSAP: Y=funds allocated, N=funds not allocated.