

Access Plus Report Form FY08

Reporting Library _____
Contact Person _____
E-mail Address _____ Phone _____

This report is due August 31, 2008.

Total ILL items loaned to eligible Iowa Libraries _____

Instructions for Counting Items Loaned

1. Count items loaned during the previous year (July 1, 2007-June 30, 2008). Include all types of loans (including SILO and OCLC) on the ATotal ILL items loaned to eligible Iowa libraries@ line above.

2. No verification is required for items loaned on OCLC or SILO. Include verification (e.g., copy of ALA ILL form, Access Plus transaction log) for each item loaned in any other way. Do not list OCLC or SILO loans on the transaction log. Do not count bulk loans.

SILO transactions _____

OCLC transactions _____

Other transactions _____ (verify with Transaction Log)

3. A photocopy of an article is counted as 1 item regardless of the number of pages in the article.

4. Loans made to Special libraries are not included. Institution libraries (listed in the Iowa Library Directory) are included.

Assurance and Evaluation

The purpose of this program is to promote equal access to Iowa=s library resources for Iowa citizens. For the items included in the above totals, our library followed the guidelines established in the Access Plus program Terms of Agreement.

Signed _____

Date _____

Describe any experiences, positive or negative, you=ve had with the program.

Access Plus Program Additional Information

To receive Access Plus reimbursement, a participating library must submit an AAccess Plus Annual Report FY08@ with the total number of items loaned to eligible libraries. The enclosed AAccess Plus Transaction Log@ may be used to provide verification for ILL items that were loaned other than through OCLC or SILO.

The Access Plus program will pay an interlibrary loan (ILL) subsidy of approximately \$1.70 per loan, depending upon the availability of funding, to each participating library. Key points about the Access Plus program are:

- Borrowing libraries have the option to charge end users up to \$1.25 per item to offset postage costs.
- Lenders are not obligated to fill requests for new materials or items costing less than \$10.00. Borrowing libraries are strongly encouraged to review requests for these types of materials before requesting a loan.
- Reimbursement for FY09 will be based upon the number of transactions reported on the Access Plus Report FY08 form.

Please review carefully the following administrative requirements:

- It is the responsibility of the participant to file annual reports and provide verification. Master forms are included. It is not necessary to provide verification for items loaned through OCLC or SILO.
- School or academic libraries that close for the summer should submit reports before the end of the school year. Late reports may not be approved for payment by the State of Iowa.
- All eligible ILL transactions are reimbursable, and all participants who share resources through ILL will receive payment, including those that loan one or two items per year.
- Transactions generated by Asubject@ and Areference@ requests will be covered by the Access Plus program.

Please return to: Access Plus, State Library of Iowa, 1112 E. Grand, Des Moines, IA, 50319. (515-281-5790 or 1-800-248-4483).

Information about Access Plus is on the State Library Web site:
<http://www.statelibraryofiowa.org/ld>