

**MAIL TO: Building Consultant Grant  
East Central Library Services  
222 3<sup>rd</sup> ST. SE, Suite402  
Cedar Rapids, IA 52401**

**This completed report will be forwarded to the State Library of Iowa.**

**FINAL NARRATIVE REPORT FFY \_\_\_\_\_  
LIBRARY SERVICES AND TECHNOLOGY ACT FUNDS**

FOR THE PERIOD July 1, 200\_\_ to June 30, 200 \_\_\_\_

PURPOSE: The State Library of Iowa will use this report to prepare the Iowa LSTA Annual Performance Report, as required by the Institute of Museum and Library Services.

**INSTRUCTIONS:** Please provide the information requested for each of the following questions. Attach additional sheets as necessary.

\_\_\_\_\_  
**NAME OF LIBRARY ADMINISTERING PROJECT**

\_\_\_\_\_  
**NAME OF PROJECT DIRECTOR**

\_\_\_\_\_  
**TELEPHONE NUMBER**

\_\_\_\_\_  
**FAX NUMBER**

\_\_\_\_\_  
**E-MAIL**

Building Consulting  
\_\_\_\_\_  
**PROJECT TITLE**

\_\_\_\_\_  
**PROJECT NUMBER**

**LSTA Spent:**

**Total Local  
Funding Spent:**

**Total Project  
Amount Spent:**

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**I. PROJECT DESCRIPTION:**

**A. HOW MANY PEOPLE WERE SERVED BY THE PROJECT? What is your population?**

**B. DESCRIBE THE PROJECT: The description should contain a summary of the purpose of the grant. What did the consultant do?**

**II. EVALUATION:**

**A. DESCRIBE EVALUATION METHOD: Describe evaluation tools used, data collection method, benchmarks used to determine success.**

**B. RESULTS OR OUTPUTS:**

**1. What were the major results of the project?**

**2. Any unsuccessful or unexpected results?**

**3. What would you recommend to another library considering a building project?**

**C. OUTCOMES:**

**1. What was achieved; what difference did this project make?**

**2. How was customer service improved?**

**3. Who benefited from the project?**

**4. Relate impact stories, testimonials**

**D. CONSULTANT SATISFACTION:**

**1. Relate positive experiences**

**2. Relate any negative experiences**

**3. Did this person do a satisfactory job; would you hire this person again?**