

November 3, 2006

TO: Iowa Public Library Directors

FROM: Mary Wegner, State Librarian; Sandy Dixon, Program Director for Library Development; and Gerry Rowland, Consultant, State Library of Iowa

RE: Application/Report Form for Accreditation and Standards - DUE January 31, 2007

The State Library is required by the Code of Iowa to document the condition of public library service in Iowa. In order to fulfill that requirement and to provide public libraries with a tool for identifying strengths and areas for improvement, the State Library requires that public libraries submit accreditation reports. Uses of the report are numerous, benefiting the local library as well as the library community. The application/report form:

- Is the mechanism for applying for accreditation;
- Benchmarks the status of local library service; and
- Determines eligibility and funding tier status for Enrich Iowa.

Use the enclosed accreditation Application/Report form to apply for accreditation or report your library's progress toward meeting accreditation requirements. Accredited libraries that have met additional standards may submit the form to update their status. Non-accredited libraries that have met additional measures should also submit the Application/Report form, especially if they are eligible for a higher Enrich Iowa Tier. One copy of the form and additional documentation should be mailed to the State Library and to your Library Service Area.

In 2004, your library received six copies of In Service to Iowa. Please contact the State Library if you need additional copies at a cost of \$5.00 per copy.

All Tier 1 and Tier 2 public libraries must have a current set of by-laws (Measure #7) and policies (Measure #8) on file at the State Library. A copy of the Library Ordinance will not meet Measure #7.

Accreditation certificates will be issued by the State Library no later than July 30, 2007. The period of accreditation will be from July 2007 through June 2010.

Enclosures:

- Introduction, Application/Report Form for Accreditation and Standards, FY07
- Application/Report Form for Accreditation and Standards, FY07
- Request for Supporting Documentation

Additional information at: www.statelibraryofiowa.org/ld/accr-and-standards/FY07 (State Library Web site)

- List of 31 public libraries required to file an Application/Report Form for Accreditation and Standards, FY07 by January 31, 2007
- List of 6 libraries accredited in 2004 due to renew accreditation
- List of 306 public libraries accredited until June of 2008 or 2009
- Counties that do not meet the funding requirements of Measure 19
- A link to explanations of the standards in Tier 1, Tier 2 and Tier 3 of Enrich Iowa

Questions should be addressed to Gerry Rowland, State Library of Iowa, 800-248-4483 or 515-281-7573, or e-mail Gerry.Rowland@lib.state.ia.us.