

Gates GRANT

South Dakota Library Eligibility Table

Rapid City Public Library

LF103101-05

The following Eligibility Table details what each building in your library is eligible to receive. Please use this table when completing your grant application, Part C: Grant Equipment Information. The grant application, Part C, contains details of what is available as a part of each computer grant package. For details of the methodology used to determine these figures, please refer to the Grants and Eligibility Guidelines.

Rapid City Public Library	Rapid City	CE	1	16,860	17.93%	Four-Computer Grant
<i>610 Quincy St Rapid City 57701-3655</i>						

*Libraries that are eligible for the One-Computer Grant package are also eligible to receive a second computer in Spanish. You can request this second, Spanish-language, computer in Part C, Question 6 of the grant application.

**Libraries that have participated as a grantee in the Urban or Opportunity Grant program may apply for a Partial Library Building grant, but are not eligible for an Eligible Library Building grant.

PART A: GENERAL LIBRARY INFORMATION

Please provide the information in Part A for your entire library system. The information provided in this application might be released to your state library agency upon request or might be released for legitimate research or evaluation purposes as determined appropriate by Bill & Melinda Gates Foundation personnel. The information will be released only upon written request from the appropriate state library official or other recognized officials and will not include any personal identification information.

1. LIBRARY INFORMATION

Library Name: Rapid City Public Library
 Check Entity (the name of the organization to whom the check should be written): Rapid City Public Library
 Is the check entity a public charity? (circle one) Y N
 Address (street/city/state/zip): 610 Quincy St. Rapid City SD 57701-3655
 Phone: (605) 394-4171 Fax: (605) 394-6626
 Web site URL (if any): www.rapidcitylibrary.org
 Library Director: (Ms.) Mr. Dr. Greta Chapman Phone: (605) 394-6139 ext. 2
 Fax: (605) 394-4064 E-mail: gchapman@sdlm.net

2. LIBRARY CONTACT INFORMATION

Primary Contact Name: (Ms.) Mr. Dr. Terri Davis
 (This should be the name of the person whom the Foundation can contact with questions about this application.)
 Title: Public Services Manager Phone: (605) 394-6139, ext. 223
 Fax: (605) 394-6626 E-mail: davis@sdlm.net
 Secondary Contact Name: (Ms.) Mr. Dr. Susan B. Hotalling
 Title: Publications Phone: (605) 394-6139, ext. 229
 Fax: (605) 394-6626 E-mail: hotalling@sdlm.net
 Technical Contact Name: Ms. (Mr.) Dr. Bill Paez
 Title: Microsoft Certified Systems Engineer Phone: (605) 394-6139, ext. 232
 Fax: (605) 394-6626 E-mail: bpaez@sdlm.net
 Training Contact Name: (Ms.) Mr. Dr. Terri Davis
 Title: Public Services Manager Phone: davis@sdlm.net
 Fax: (605) 394-6626 E-mail: davis@

3. ONLINE PUBLIC ACCESS CATALOG (OPAC)

Does your library have an OPAC? (circle one) Y N If yes, please answer the following questions.

Does the OPAC have a Web interface? (circle one) Y N

Vendor Name: Microsoft

System: Windows 2000 / IIS Release Version: IIS 5

Operating System (check one or specify other) Unix Windows NT Other: Windows 2000

Do all of the branches use the OPAC? (circle one) Y N (N/A) (no branches)

Does the OPAC use TCP/IP to communicate across the wide-area network (WAN)? (circle one) Y N

4. PROGRAM PRINCIPLES/NARRATIVES

The Bill & Melinda Gates Foundation ("the Foundation") State Partnership Program is based upon the four principles described below. Please review these principles and provide specific responses to the questions that follow. Provide one set of responses for your entire library system—not for individual buildings—and limit your response to each question to one page. Your set of responses should total four pages. Attach your responses to the back of this page.

1. Principle: NEED

Funding will be targeted at those libraries serving low-income communities where the need is the greatest and the fewest people have computers and Internet access at home.

QUESTION:

How will the grant help your library enhance existing services and develop new services particularly for those in need in your community?

2. Principle: PARTNERSHIPS

Funding should help build partnerships between the Foundation and grant recipients, between grant recipients and their communities, and within the library community.

QUESTION:

What are your plans to use the opportunity provided by the grant to strengthen existing partnerships and build new ones?

3. Principle: LEVERAGING

Funding should serve as a catalyst for others—government, businesses, foundations, and individuals—to support the public library as an institution and to make a priority of providing broad public access to information technologies.

QUESTION:

How do you plan to seek additional funding or in-kind support from both your traditional and new funding sources in support of the grant?

4. Principle: SUSTAINABILITY

All of the Foundation's activities, including grant making, technical assistance, training, and partnership building, will encourage long-term, local, technological and financial sustainability.

QUESTION:

What are your plans for maintaining the grant equipment and for sustaining the computing and Internet access capabilities that the grant provides?

I. Need

Rapid City Public Library (RCPL) is a government entity funded by the City of Rapid City, South Dakota. The primary focus and role of RCPL is to provide library services to the residents of Rapid City. However, as the only metropolitan area within a radius of over 300 miles, RCPL also serves as a regional information center for several surrounding counties and the tri-state area of western South Dakota, eastern Wyoming, and northwestern Nebraska. The Rapid City area is known for its large German, Slavic and Scandinavian influences combined with western, agricultural, and Native American themes. Statistically, minority groups make up 15% of the city's population. Members of the Lakota Sioux and other Native American tribes predominate in this 15%. Although Rapid City has enjoyed economic growth during the last decade, the average income of area residents significantly lags other similar cities in the nation.

Use of the RCPL has rapidly grown during the last decade, with the total circulation of materials nearly doubling from 1990 to 2000. The RCPL has over 34,000 registered library cardholders, 27,500 of whom are residents of Rapid City. Over 8,600 cardholders are youth aged 5 to 17. The library's current 28,000 sq. ft. facility is significantly smaller than the 33,017 sq. ft. recommended for the city's population of 56,000 according to the National Public Libraries per capita and Library Services Standards. The City of Rapid City has responded by approving and funding the expansion of the facility by adding 19,000 square feet. Construction has begun, the projected finish being early fall of 2002.

Prior to the current expansion project, the RCPL has introduced many new programs/services that involve technology. During the 1990's, the RCPL received grants and committed budget monies to establish a network of staff and public access computers and associated accessory equipment. As we expand, the RCPL aspires to expand its children's computer resources, enhance computer resources for young adults and older students, and continue to meet the demands of our adult patrons. The newest service offered by the RCPL is basic courses using computer technology. We have been overwhelmed by the public response to these courses, and those scheduled are filled for the next two months plus have waiting lists. To hold these courses, trainers must commandeer 3 to 4 of the public use computers at one of two library catalog stations, disrupting the use by others. A second need identified is to provide resources for advanced research purposes. RCPL public Internet access computers are available on a first come, first serve basis, limit of 60 minutes use per day per patron. Upon the increasing availability of "eBooks" and other electronic documentation that readily requires students and others to spend more time reading and reviewing items for research purposes, the RCPL desires to provide access with expanded time use in a study environment. The award of the Gates Library Computers would provide a set of fully equipped computer stations that would be used to establish a "research and training area" providing an appropriate setting for computer classes, allow addition of more classes without disruption and inconvenience to other patrons, and provide for advanced research and study when classes are not in session.

II. Partnerships

The Rapid City Public Library (RCPL) has longstanding relationships with the Rapid City Chamber of Commerce, the Rapid City Area Schools, the Rapid City Regional Hospital Library, Rapid City Arts Council, Youth and Family Services, and many area service organizations. With these entities, the library consistently coordinates and co-hosts special programs throughout the year, such as outreach reading and story time programs, and adult topic programs. Another source of partnership for the RCPL is our Friends of the Library group, who have been instrumental in many aspects of the library including fundraising efforts associated with the current expansion project. The RCPL makes meeting space available for many of these groups. Further, the RCPL has a long history of recruiting and using volunteers of all ages, and currently uses the talents of twenty-nine individuals for tasks from mending and shelving to teaching basic computer courses and teenagers assisting peers in Youth Services programs.

In the near future, the RCPL desires to expand and build upon the Internet based classes we have begun, which will require formalizing relationships with other entities or recruitment of specialized volunteers to be able to offer and deliver more topics. Examples include courses in researching and using financial information on the Internet, genealogy resources found on the Internet, and finding health information in the area and on the Internet. An identified goal of the RCPL action plan is to provide career, postsecondary education and scholarship and grant information for students of all ages, which will require working with area educational professionals.

III. Leveraging

The Rapid City Public Library (RCPL) is currently involved in a building expansion project. Funding for a 19,000 square foot addition to the current building has been approved and released by the Rapid City Council upon the condition that the RCPL raise \$500,000 toward the project. In response, the Rapid City Library Foundation conducted an intensive fundraising campaign during 2001. The RCPL has actively applied for governmental and private grants toward the outfitting of the new building space. The RCPL enjoys solid support by the community, and the results of all efforts to date have provided new equipment, furnishings and over \$650,000 of total contributions. In effect, we have been and continue to be actively engaged in leveraging in a variety of ways throughout the entire process.

The Rapid City Public Library (RCPL) already pursues ways to be a catalyst in the community, and is committed to being the informational hub of our community. The award of the Gates Library Computers would positively impact all library users, as the addition of these units will increase the ability of the library to expand and deliver services such as classes on Internet use. The demand for classes concerning computer and Internet use have been clear, and are particularly valuable for those less able to afford privately offered courses. The RCPL also provides informational services and leadership to our sister departments in the City of Rapid City through liaisons and involvement in the City's eGovernment committee, and offer similar courses for city staff.

IV. Sustainability

The Rapid City Public Library (RCPL), its Board of Directors, and the City of Rapid City have a proven commitment to providing information technology to the community. As a government institution, long-range plans, including projected operational costs, are required of RCPL by the City Council. The library expansion project has been planned over several years, and as the City has moved toward funding the project, thorough discussion of operational needs has occurred. The building expansion project currently in progress has been designed to ensure the infrastructure to support computing and Internet access for our patrons well into the future. The city government has approved several recent budget increases, have formally shown support for the library building project, and have planned for budget increases to cover increased operational costs including maintenance, repair and upgrading of technology components

5. GRANT APPLICANT CERTIFICATION

PURPOSE: The purpose of the State Partnership Program is to expand the availability of public access computing and to provide access to the Internet and to digital information through the public library.

ELIGIBILITY STANDARD: To be eligible for a State Partnership Program grant from the Bill & Melinda Gates Foundation, a library must be recognized by the state library agency as a public library, act as a public library and be open for public use (not as an administrative facility), serve an area of greater than 10 percent poverty, and not have previously received a Bill & Melinda Gates Foundation grant.

In making this application, we certify that:

1. We understand the purpose of the State Partnership Program, and this library meets the eligibility standard.
2. The information provided in this application is complete and accurate to the best of our knowledge and represents the needs of this community.
3. The grant funds will be an incremental increase to other current and anticipated library funding and will not replace previously budgeted items.
4. We understand that there may be costs associated with receiving a grant that are not covered by the grant. These expenses might include, but are not limited to, staff, construction/renovation, furniture, materials, supplies, ongoing telecommunication costs, and nongranted hardware and software.
5. Good faith efforts will be made to sustain the public access computing capability established by this grant. Such efforts will be aimed at ensuring that all computers and peripheral equipment are kept fully operational and appropriately supplied. Also, good faith efforts will be made to ensure adequate public funding for the proper maintenance and eventual replacement of the equipment provided by this grant.
6. We understand that grants will be made only to public libraries that provide direct access to computers for public use, and we will operate and administer the computers and Internet access without charges or fees to library patrons.
7. We understand the grant requirements as stated in the *Grants and Eligibility Guidelines* publication.

SIGNATURES*

Library Director

Signature: _____

Name (please print): _____

Date: _____

Chair of the Library Board

Signature: _____

Name (please print): _____

Date: _____

Appropriate Local Funding Authority(ies)

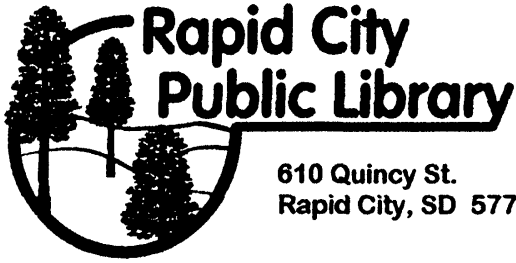
Signature: _____

Name (please print): _____

Date: _____

Title: _____

* Please give an explanation for any missing signatures. For example, under "Appropriate Local Funding Authority," identify if you are an organization which is tax base-funded.



610 Quincy St.
Rapid City, SD 57701-3655

(605) 394-4171
www.rapidcitylibrary.org

State Partnership Program
U.S. Library Program
Bill and Melinda Gates
Seattle, WA 98102

To whom it may concern:

The Rapid City Public Library has completed the attached application for the Gates Foundation Library Computers with the exception of an authorizing signature from the City of Rapid City Finance Department. Approval of grant applications must be placed on the City Council agenda during regular Council meetings for formal discussion and approval. Because of the relatively short time frame between the informational conference calls and due date of this grant, the earliest possible date for placing this business item on the agenda of the Rapid City Council is November 5, 2001. The item has been placed on the agenda, and an authorizing signature from the City of Rapid City will be forthcoming shortly after this date.

Thank you for understanding the constraints of busy city agendas.

Sincerely,

A handwritten signature in black ink, appearing to read "Terri Davis", is written over a horizontal line.

Terri Davis
Public Services Manager
(605) 394-6139, ext. 223

PART B: LIBRARY BUILDING INFORMATION

The questions in Part B apply to each library building for which you are applying for a grant. Your completed application must include a Part B for each building. Please photocopy this form (pages 4-8) as needed. Note that each library building for which you provide information must correspond to a library building listed in the Library Eligibility Table.

1. LIBRARY BUILDING INFORMATION

Library Building Name: Rapid City Public Library
 Address (street and P.O. box if any): 610 Quincy St.
 (city/county/state/zip): Rapid City, South Dakota 57701-3655
 Is this the same building name and/or address as on the Library Eligibility Table? (circle one) N
 Phone: (605) 394-4171 Fax: (605) 394-6626
 Shipping Address (street/city/state/zip): 610 Quincy St. Rapid City, SD 57701-3655
 Is this library building a . . . ? (check one)
 Central/Main Library Branch Library

2. BUILDING CONTACT INFORMATION

Building Manager Name: Ms. Mr. Dr. Karling Abernathy
 (This should be a person from the building or the library system whom the Foundation can contact with questions about this building.)
 Phone: (605) 394-6139, ext. Fax: (605) 394-6266
 E-mail: kabernathy@adln.net
 Building Technical Contact Name: Ms. Mr. Dr. Bill Paetz
 Phone: (605) 394-6139, ext. 232 Fax: (605) 394-6626
 E-mail: bpaetz@adln.net
 Building Training Contact Name: Ms. Mr. Dr. Terri Davis
 Phone: (605) 394-6139, ext. 223 Fax: (605) 394-6626
 E-mail: davis@adln.net

3. HOURS/MEETING ROOMS

Hours of Operation:

Monday: 9 AM/PM to 9 AM/PM Friday: 9 AM/PM to 5:30 AM/PM
 Tuesday: 9 AM/PM to 9 AM/PM Saturday: 9 AM/PM to 5:30 AM/PM
 Wednesday: 9 AM/PM to 9 AM/PM Sunday: 1 AM/PM to 5 AM/PM
 Thursday: 9 AM/PM to 9 AM/PM

Does the building have any meeting rooms? (circle one) Y N If yes, how many meeting rooms? 2

Size(s) and capacity of meeting rooms:

Room 1: Maximum number of people 85
900 Square feet
 Room 2: Maximum number of people 12
240 Square feet

Room 3: Maximum number of people _____
 _____ Square feet
 Room 4: Maximum number of people _____
 _____ Square feet

The following questions apply to the library building's computer networking capabilities. If the technical contact for this building has networking or Internet questions, they may call the Foundation's Network Deployment Department at 1-888-289-8989.
 NOTE: If you are a Partial Building Grant applicant, do not complete Part B, Sections 4 through 12, unless you are appealing your eligibility.

4. LOCAL-AREA NETWORK

Are all of the public access computers connected to a local-area network (LAN)? (circle one) Y N

(If not, and if you want to connect any of your existing public access computers to the network that will be formed with the Gates Library Computers, you may request a network interface card (NIC) for each computer you want to connect. Your existing public access computers must be connected to your local-area network in order for the existing public access computers to share an Internet connection with your Gates Library Computers and for you to share reference or office software from your granted computers with your existing public access computers.)

Do you currently use wireless equipment in your LAN? (circle one) Y N

Do you want to request a network interface card (NIC)? (circle one) Y N If yes, how many? _____

(The computers you receive through the grant are equipped with NICs. Please do not request NICs for Gates Library Computers.)

Of the NICs requested, how many should be wireless? _____

5. INTERNET STATUS

What is the total number of existing computers in your library that are connected to the Internet? 76
 (Of that number, how many are staff computers? 36 Public access computers? 40)

What is the total number of computers you are requesting to be granted for this building? 4

Add the answers to the two questions above to determine the total number of computers that will be connected to the Internet. 80

Does the building meet the minimum Internet connectivity requirements as outlined in the Grants and Eligibility Guidelines publication for the total number of computers that will be connected to the Internet (see above)? (circle one) Y N

(If you have computers that are connected to the Internet, continue to Section 6. If you do not have any computers that are connected to the Internet, skip to Section 7.)

6. LIBRARIES WITH CURRENT INTERNET CONNECTIVITY

Please provide responses for the following only if the library building is currently connected to the Internet in any way. Your library may be eligible for some networking equipment. Please consult the Grants and Eligibility Guidelines publication or call the Foundation's Network Deployment Department at 1-888-289-8989 if you have questions about completing this section.

What type of Internet connection are you using? (check one) Dial-up (ISDN or analog) Dedicated

If ISDN, what speed is the connection? (check one) 64 Kbps 128 Kbps

If dedicated, what type of dedicated connection do you currently have? (check one) Frame Relay

Cable Wireless Dedicated Point-to-Point xDSL Other: _____

What connection speed are you currently using? (check one)

56/64 Kbps 128 Kbps 256 Kbps Greater than 256 Kbps

Is there any type of proxy server or filtering device in place? (circle one) Y N

If yes, list the manufacturer or software and version or model number: _____

If you use a router, what is the brand? Cisco What is the model? 2511

Do you own or lease the router? (check one) Own Lease

Do you plan to change or upgrade your Internet connection to meet the minimum Internet connectivity requirements? (circle one) Y N N/A (If yes, continue to Section 7. If no or N/A, skip to Section 8.)

7. LIBRARIES PLANNING TO IMPLEMENT, CHANGE, OR UPGRADE INTERNET CONNECTIVITY

Please provide responses to the following questions only if your library is not currently connected to the Internet in any way, or if you plan to change or upgrade your Internet connectivity in any way. *N/A*

What type of connection do you plan to use? (check one) Dial-up (ISDN or analog) Dedicated

If ISDN, what connection speed do you plan to use? (check one) 64 Kbps 128 Kbps

If dedicated, what type of connection do you plan to use? (check one)

Frame Relay Cable Wireless Dedicated Point-to-Point xDSL Other _____

What connection speed do you plan to use? (check one)

56/64 Kbps 128 Kbps 256 Kbps Greater than 256 Kbps

Do you plan to use any type of proxy server, cache server, or filtering device? (circle one) Y N

If yes, please list the manufacturer or software and model or version. _____

What is the one-time installation and setup fee for installing, changing, or upgrading your connection? \$ _____

(Include both the connection installation fee from the telephone company and the setup fee that the ISP might charge.)

If you plan to use a router, what will the brand be? _____ What will the model be? _____

Will you own or lease the router? (check one) Own Lease

Who will install the router? (check one)

Library staff State Network staff Internet service provider

Local technical/PC company Foundation staff Other _____

Will the same group that installs the router also support the router? (circle one) Y N

If no, who will support the router? _____

8. WIDE-AREA NETWORK

A wide-area network is one in which each branch is directly connected to the central library through dedicated leased lines, such as Frame Relay. *N/A*

Do you have an existing wide-area network? (circle one) Y N (If yes, skip to Section 9.)

Do you plan to build a wide-area network? (circle one) Y N (If no, skip to Section 9.)

Will this building be the central site? (circle one) Y N

Will all branches be connected to the wide-area network? (circle one) Y N

What type of connection do you plan to use for the wide-area network? (check one) Frame Relay

Dedicated Point-to-Point xDSL ISDN Cable modem Other: _____

What brand will the router be? _____ What model? _____

Who will install the router? (check one)

Library staff State Network staff Internet service provider

Local technical/PC company Foundation staff Other _____

Will the same group that installs the router also support the router? (circle one) Y N

If no, who will support the router? _____

PART C: GRANT EQUIPMENT REQUEST

GATES LIBRARY COMPUTER GRANT PACKAGES

These grant packages describe the standard products that libraries receive as part of a grant award. Because the Foundation supports granted products as complete packages, libraries will be awarded all products in the grant package that they are eligible to receive. Values are estimates only. The actual grant award is determined by current pricing at the time of the award and the minimum Internet connectivity in the building. *(Please refer to the Grants and Eligibility Guidelines publication for eligibility factors and connectivity requirement information.)*

ELIGIBLE LIBRARY BUILDING GRANTS — SPOV GREATER THAN 10%

One-Computer Grant

SPOP: 0 to 4,999 and SPOV >10%

Part	Value
1 Gates Library Computer	\$2,180
HP Laser Printer	1,500
Internal Building Wiring Allowance	250
Switch—24-Port 10/100	300
Network Accessory Kit	155
1 Spanish Keyboard	0
Total Value	\$4,385

Two-Computer Grant

SPOP: 5,000 to 9,999 and SPOV >10%

Part	Value
2 Gates Library Computers	\$4,360
HP Laser Printer	1,500
Internal Building Wiring Allowance	500
Switch—24-Port 10/100	300
Network Accessory Kit	155
1 Spanish Keyboard	0
Total Value	\$6,815

Four-Computer Grant

SPOP: 10,000 to 34,999 and SPOV >10%

Part	Value
4 Gates Library Computers	\$ 8,720
HP Laser Printer	1,500
Internal Building Wiring Allowance	750
Switch—24-Port 10/100	300
Network Accessory Kit	155
2 Spanish Keyboards	0
Total Value	\$11,425

Six-Computer Grant

SPOP > 35,000 and SPOV >10%

Part	Value
6 Gates Library Computers	\$13,080
HP Laser Printer	1,500
Internal Building Wiring Allowance	750
Switch—24-Port 10/100	300
Network Accessory Kit	155
2 Spanish Keyboards	0
Total Value	\$15,785

PARTIAL LIBRARY BUILDING GRANTS — SPOV LESS THAN 10%

Regardless of SPOP, any library building with an SPOV of less than 10 percent may purchase Gates Library Computers at the Foundation's current price. The computers are the same as those available to Eligible Library Building Grant recipients and come with the same preinstalled software. There is no limit on the number of computers that can be purchased. The software licenses will be donated.

Library buildings with an SPOV of less than 10 percent must complete the State Partnership Grant Application to apply for a Partial Library Building Grant. Applying for a Partial Library Building Grant does not commit the library to purchasing computers. For more information, see the *Grants and Eligibility Guidelines*.

GRANT REQUEST INFORMATION

Please use this section together with the Library Eligibility Table that you received with the application materials. You must submit one Grant Request Information form for each library building. Photocopy this form (pages 10–12) as needed.

PARTIAL LIBRARY BUILDING GRANT APPLICANTS: If you are eligible for a Partial Library Building Grant, check only option a, c, or e in Section 2. Note that completing this form does not commit your library building to purchasing any equipment. If you are planning to purchase equipment, you will receive ordering information at the Before Your Computer Arrives workshop.

1. LIBRARY BUILDING

Library Building Name Rapid City Public Library

Check this box if the above name differs from that on the Library Eligibility Table.

2. GRANT REQUEST

Refer to the Library Eligibility Table, and check **only one** of the following responses.

a. ACCEPTING THE GRANT

This library building is planning to purchase the Gates Library Computer. **We are requesting the exact computer grant that this library building is eligible to receive**, as listed on the Library Eligibility Table. (Skip to Section 6, unless you are applying for a Partial Library Building Grant, in which case you do not need to complete the remainder of Part C.)

b. MODIFYING THE GRANT

This library building is planning to purchase the Gates Library Computer. **However, we are requesting a modification to the computer grant that this library building is eligible to receive**, as listed on the Library Eligibility Table for this building and as described in the section "Gates Library Computer Grant Packages," on the preceding page. **This library building is requesting a change to the equipment listed and/or fewer computers than those for which it is eligible.** (Go to Section 3.)

c. APPEALING THE GRANT

This library building is planning to purchase the Gates Library Computer as an Eligible Library Building Grant library and we are appealing the library building's grant eligibility and requesting more computers than this library building is eligible to receive OR this library building is eligible to participate in the Partial Library Building Grant and we are appealing our poverty level. (Skip to Section 4.)

d. REQUESTING DIFFERENT COMPUTERS

This library building is **not** planning to purchase the Gates Library Computer. **We are requesting a grant to purchase computer equipment other than the Gates Library Computer.** (Skip to Section 5.)

e. REFUSING THE GRANT

This library building is **not** applying for a computer grant. (You do not need to complete the remainder of Part C.)

NOTE: If you wish to apply for a content server, you must complete Part D (see page 13).

PART D: CONTENT SERVER REQUEST

NOTE: If you are a Partial Library Building Grant applicant, do not complete this section unless you are appealing your eligibility and are requesting to be granted a content server.

GATES LIBRARY CONTENT SERVER

Library systems that have at least one eligible building can apply for a content server. For more details about the content server and its uses, and to help you complete this Content Server Request, refer to the "Grant Equipment and Software" chapter of the *Grants and Eligibility Guidelines* publication. To receive a content server, libraries must explain how they plan to use the content server to expand public access computing and demonstrate that they have the resources to maintain and sustain this computer.

Content server current value: \$4,450.

1. CONTENT SERVER NARRATIVE

The "Grant Equipment and Software" chapter of the *Grants and Eligibility Guidelines* publication describes four purposes of the content server: Web serving, application serving, file serving, and printer management. Your response should address—but does not need to be limited to—the following two questions. Please attach your response, at least one page in length, to the back of this request.

- A. For what purpose(s) do you intend to use the content server? How will the content server help you expand public access computing?
- B. Describe your plans for maintaining and sustaining the content server. Who will be responsible for the maintenance, management, and administration of the content server?

2. CONTENT SERVER LOCATION

In what building will the content server be located? main (only) building

Answer the following question only if you plan to use the content server for Web hosting.

Does the building in which you intend to house the content server meet the minimum Internet connectivity requirements of the content server as outlined in the *Grants and Eligibility Guidelines* publication? (circle one) Y N

If not, do you plan to upgrade your connectivity? (circle one) Y N

If you do plan to upgrade, please contact the Foundation's Network Deployment Department at 1-888-289-8989. If you do not plan to upgrade to meet the minimum Internet connectivity requirements, your system will not be able to use the content server for Web hosting.

3. CONTENT SERVER GRANT REQUEST **Accepting the Content Server Grant**

This library is planning to purchase the Gates Library content server with granted funds. This grant request is in addition to the grant that the library is eligible to receive, as listed on the Library Eligibility Table.

 Refusing the Content Server Grant

This library system is not applying for a content server grant.

Content Server

The RCPL has been moving toward a project involving the digitization of reference materials in print formats such as newspaper articles and materials of historical value. Like many mid-sized libraries, the RCPL houses and provides access to a considerable number of materials of these kinds, and realizes the value of preserving materials digitally as well as being able to more efficiently and effectively provide access to such materials. The RCPL has begun preliminary research and determination of the methods necessary to digitalize these materials, and has begun to project any necessary costs into the future budget planning. The award of a Gates content server would be used to house an internal database of these materials to centralize files and streamline access and distribution.

Because of the prior and ongoing commitment to be a leader in the delivery of informational services using state-of-the-art technology, the demands for staff time and system knowledge is well understood by administrators and governing entities. Installation, maintenance and sustainability of a content server is not an issue for the RCPL as we have a full time Microsoft Certified Systems Engineer on staff that maintains our current system. Foresight by the Library Board, staff and City Council has provided support and funding to establish and expand a solid LAN within the facility and the new building expansion project, and continue to project adequate funding for the maintenance, repair and upgrading of the system