



LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)
**Project Team Self-Assessment: Establishing a Baseline
Report Questions and Instructions
Goal Two Projects**

INSTRUCTIONS

Your project aligns with Goal 2 of the State Library's Five-Year Plan for Grantmaking, which is to expand the capacity of California library workers to create and implement services that impact communities equitably. Your project team will use the following self-assessment tool throughout the grant period to measure your progress.

At your first community of practice session, you will have the opportunity to ask questions about and receive guidance in completing this self-assessment. The project support team assigned to your project is available to provide support to you throughout the grant period. You will complete this self-assessment three times: (1) after your first community of practice meeting, (2) as part of your mid-year report, and (3) as part of your final reporting. It is designed to help you and the State Library measure your progress.

This document is provided for reference purposes only. All reports must be completed and submitted in the State Library's online grants management system, Zengine. Once you have completed your report in Zengine, please click the blue "mark complete" button. Once you have completed the accompanying financial report, click the green "submit" button.

Further Assistance

Consult your project support team while you complete your reports.

If you need additional assistance completing this self-assessment or for questions regarding Zengine, please contact your Grant Monitor.

If you are not sure who your Grant Monitor is, please refer to your project's award letter included in your award packet or contact LSTAGrants@library.ca.gov.



Project Abstract

Briefly describe your project. What will you do, with whom, and what will be the result? (90-160 words)

Reflect on Your Progress

On a scale of 1 to 7, how would you rate your current state in meeting the standard of each indicator? A lower rating is not assessed negatively. With that in mind, an honest response allows you and the State Library to truly understand your challenges and successes and most accurately chart your progress. If you have previous experience and/or knowledge relating to the current project and progress toward meeting the standard of each indicator, this should be reflected in your self-assessment.

<p>Indicator A: Library workers at all levels, including paraprofessional library workers, participate in and gain skills through mentoring activities—including micro-mentoring and full mentoring opportunities—with stakeholders and community members.</p>
<p>Skills areas include: cross departmental and staff level mentoring (micro and full), leadership, and equity-centered creation and implementation of services.</p>
<p>1 We have not started work on these areas</p>
<p>2 We have started planning on these areas</p>
<p>3 Library workers have taken first steps in building skills</p>
<p>4 Library workers are continuing to build skills</p>
<p>5 Library workers are beginning to demonstrate skills and behaviors</p>
<p>6 Library workers consistently demonstrate skills and behaviors across multiple areas of the project</p>
<p>7 Library workers' skills and behaviors are expanding beyond the project to other projects and other parts of the library</p>
<p>Please reflect on your rating. While reflecting, consider the following:</p> <ul style="list-style-type: none"> • What do you see as barriers? • What do you see as successes? • What would you like to do differently?



<ul style="list-style-type: none"> • What do you want to learn? • What help do you need? • Other comments
<p>Indicator B: Library workers across library departments, roles, and responsibilities participate in leadership training and implement that learning in their work.</p>
<p>Skills areas include: cross departmental and staff level mentoring (micro and full), leadership, and equity-centered creation and implementation of services.</p>
<p>1 We have not started offering professional development in these areas</p>
<p>2 We have started planning professional development in these areas</p>
<p>3 Library workers have started professional development in these areas</p>
<p>4 Library workers are continuing professional development in these areas</p>
<p>5 Library workers are beginning to demonstrate skills and behaviors learned in professional development in these areas</p>
<p>6 Library workers consistently demonstrate skills and behaviors learned in professional development across multiple areas of the project</p>
<p>7 Library workers' skills and behaviors learned are expanding beyond the project to other projects and other parts of the library</p>
<p>Please reflect on your rating. While reflecting, consider the following:</p> <ul style="list-style-type: none"> • What do you see as barriers? • What do you see as successes? • What would you like to do differently? • What do you want to learn? • What help do you need? • Other comments
<p>Indicator C: Library workers at all levels, including paraprofessional library workers, participate in professional development opportunities.</p>
<p>Skills areas include: cross departmental and staff level mentoring (micro and full), leadership, and equity-centered creation and implementation of services.</p>
<p>1 We have not started work on these areas</p>



2 We have started planning on these areas
3 Library workers have taken first steps in building skills
4 Library workers are continuing to build skills
5 Library workers are beginning to demonstrate skills and behaviors
6 Library workers consistently demonstrate skills and behaviors across multiple areas of the project
7 Library workers' skills and behaviors are expanding beyond the project to other projects and other parts of the library
<p>Please reflect on your rating. While reflecting, consider the following:</p> <ul style="list-style-type: none"> • What do you see as barriers? • What do you see as successes? • What would you like to do differently? • What do you want to learn? • What help do you need? • Other comments
Indicator D: Libraries that have not submitted applications in the previous five year period apply for funds.
Skills areas include: cross departmental and staff level mentoring (micro and full) and leadership.
1 We have not started work on these areas
2 We have started planning on these areas
3 Library workers have taken first steps in building skills
4 Library workers are continuing to build skills
5 Library workers are beginning to demonstrate skills and behaviors
6 Library workers consistently demonstrate skills and behaviors across multiple areas of the project



7 Library workers' skills and behaviors are expanding beyond the project to other projects and other parts of the library

Please reflect on your rating. While reflecting, consider the following:

- What do you see as barriers?
- What do you see as successes?
- What would you like to do differently?
- What do you want to learn?
- What help do you need?
- Other comments