AGREEMENT BETWEEN

NN/LM MIDCONTINENTAL REGION-
UNIVERSITY OF UTAH

AND

SPANISH PEAKS PUBLIC LIBRARY

Type of Contract: **Reimbursable/Fee for Service**

Principal Investigator: Monica Birrer
Spanish Peaks Public Library
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Project Title: **Spanish Peaks Library Health & Wellness Initiative**

Period of Performance: April 15, 2009 – October 15, 2010
Amount Funded: $13,169.00

Exhibit A
Spanish Peaks Library Health & Wellness Initiative

Statement of Work

The Spanish Peaks Library in conjunction with the Las Animas-Huerfano Counties District Health Department (LAHCDHD) will implement a health & wellness initiative program for the citizens of Huerfano County. This program will include a health station at the library, which will help citizens of Huerfano County, facilitate access to healthcare related issues. With this access, our community can become better educated about their own health and well being. The use of media will be implemented by including healthcare books, magazines, educational videos, and posters. These materials will be available for use, and a new topic will be displayed monthly. Through these materials being available for public use, the community of Huerfano County will be empowered to take charge of their health and to be more attentive at healthcare visits and ask questions. Most importantly, it will enable the population to have a better understanding of their individual disease processes and treatment, so they can live a longer, healthier life and contribute to this community.

Objectives:
1. To maintain a healthcare station that is updated monthly and changes to new healthcare topics to fit the needs of Huerfano County.

2. To make healthcare literature available for all citizens of Huerfano County.

3. To incorporate current technology, hands on learning models, and to increase community awareness of healthcare related issues

4. To educate and empower library patrons to use this knowledge to better understand their health and the health of their families.

Activities:

Spanish Peaks Library will:
– Purchase equipment and supplies as outlined in budget
– Establish a healthcare information media station in the Spanish Peaks Library
– Rotate healthcare display and media station on a monthly basis
– Track usage of the station with a sign-in sheet
– Promote the healthcare information displays and media station through their web site.
– Prepare and place ads in the Huerfano County newspapers
– Prepare public service announcements and submit to radio and televisions stations.

– Prepare posters and flyers to advertise the healthcare information media station.

LAHCDHD will:
– Assist in changing the topic displayed at the media station on a monthly basis.
– Provide one-on-one sessions with patrons on an "as needed" basis,
– Develop and disseminate monthly questionnaires
– Compile data from the questionnaires and adjust displays accordingly
– Promote the healthcare information displays and media station through their web site.

Evaluation:

Objective: To maintain a healthcare station that is updated monthly and change to new healthcare topics to fit the needs of Huerfano County.		
Measurable Indicator: Documentation of twelve new stations per year by Public Health Nurse-LAHCDHD Target: Every month a new topic displayed Timeframe: One change per month		
Data Source	Evaluation Method	Data Collection Timing
LAHCDHD Staff	Documentation by LAHCDHD Public Health Nurse via monthly log to describe new topic and date of change.	Will document Monthly.

* Table adapted from the Institute of Museum and Library Services and nnlm.gov.

Objective: To make healthcare literature available for all citizens of Huerfano County		
Measurable Indicator: % of citizens who report utilization of information by sign-in-sheet at station Target: 30% of total population Timeframe: 1 yr. after implementation of workstation		
Data Source	Evaluation Method	Data Collection Timing
Library participants	A sign-in-sheet to be available upon browsing of selection of books, videos, or access to models.	Will record uses monthly with change of healthcare topic to be calculated yearly.

Objective: To incorporate current technology, hands on learning models and to increase community awareness of healthcare related issues.		
Measurable Indicator: % of citizens who report utilization of information and models by sign-in-sheet at station Target: 30% of total population Timeframe: 1 yr. after implementation of workstation		
Data Source	Evaluation Method	Data Collection Timing
Library participants	A sign-in-sheet to be available upon browsing of selection of books, videos, or access to models.	Will record uses monthly with change of healthcare topic to be calculated yearly.

Objective: To educate and empower library patrons to use this knowledge to better understand their health and the health of their families		
Measurable Indicator: % of citizens who report feeling more confident with their personal healthcare and that of their families by survey and that report comfort in discussing issues with their physician Target: 50% of total patrons who report using the healthcare station during the year Timeframe: 1 yr. after implementation of workstation		
Data Source	Evaluation Method	Data Collection Timing
Library participants	An anonymous survey with questions about comfortability with healthcare discussions with physicians and family health. And monthly surveys to determine effectiveness of display	Will collect surveys at participants will, and calculate due to responses.

Deliverables

Deliverables are to be submitted to the NN/LM MidContinental Region in Salt Lake City, Utah

- Quarterly Reports are due 15 days after the close of the quarter.
- The NN/LM MidContinental Region will provide a template to use in completing the reports.
- Quarterly Reports will be due:
  August 1, 2009
  November 1, 2009
  February 1, 2009
  May 1, 2010
  August 1, 2010
  Last Quarter and Final Report due: November 15, 2010

- A final report including the final evaluation is due 30 days from the last day of the performance period. The NN/LM-MidContinental Region will provide you with the form to be completed. The final report must include a narrative summary of project accomplishments; sites where training was done and a description of training sites; description of target audience; list of exhibits, if applicable; approaches and interventions used; project evaluation results; observations on problems or barriers encountered; impact of the project; and recommendations for improvements, alternative methods, insights, etc. In addition, a graphical compilation of web site statistics, classes and demonstrations conducted of NLM databases, and meetings attended, must be provided.

- The final 10% of the award will be paid upon receipt of the final report of the project and an invoice for the final 10%.

- Any materials (promotional materials, training materials, articles etc) developed or produced for this project will be provided in electronic format (whether in ASCII, HTML, PDF, or other document formats). In accepting the award, the bidder gives permission for use of such materials by the NLM and NN/LM.

- The bidder may also be asked to provide information to the RML or to NLM, such as IP addresses, which will be used to track usage of MedlinePlus, PubMed or *ClinicalTrials.gov* by institutions participating in the project.

- Information on training materials developed under this contract should be submitted to the National Training Center and Clearinghouse (NTCC) (http://nnlm.gov/train/suggest.html).

- At the conclusion of the project, the bidder will submit one effective practice or lesson learned to the Effective Practices Collection. http://nationalserviceresources.org/effective-practice

EXHIBIT B
Spanish Peaks Library Health & Wellness Initiative

Budget

EXPENDITURE CATEGORY	AMOUNT
Personnel	
*Monica Birrer, Spanish Peaks Library Director	$1600.00
*Tiffany L. Landa, RN.BSN, Public Health Nurse (LAHCDHD)	$1600.00
Equipment	
*Television with wall mount	$1838.00
*Laptop	$1156.00
*Digital Video Player	$400.00
*Mobile Audiovisual Equipment Cart	$373.00
*Misc. (headphones, cables, laser pointer)	$202.00
Supplies	
*Anatomical Models	$2100.00
*Print and audiovisual materials	$1300.00
Communications	
*Advertising (Ads in Paper, Radio, Television)	$600.00
Other Costs	
*Written Pamphlets (different healthcare topics)	$2000.00
*Miscellaneous Security Hardware	$100.00
Total	**$13169.00**

EXHIBIT C
Spanish Peaks Library Health & Wellness Initiative

Publishing

All Publications should include the following acknowledgement:
"This project has been funded in whole or in part with Federal funds from the National Library of Medicine, National Institutes of Health, Department of Health and Human Services under Contract No. N01-LM-6-3504 with the University of Utah."

Recipients of NN/LM funding are strongly encouraged to consider publishing results from NN/LM funded projects in journals that make their contents freely available on the Web.

Publications Resulting from NN/LM funded Projects:
As of April 7, 2008, final peer-reviewed manuscripts arising from NIH funds must be submitted to PubMed Central upon acceptance for publication.

The NIH Public Access Policy at http://publicaccess.nih.gov/policy.htm ensures that the public has access to the published results of NIH funded research. It requires scientists to submit final peer-reviewed journal manuscripts that arise from NIH funds to the digital archive PubMed Central (http://www.pubmedcentral.nih.gov/) upon acceptance for publication. To help advance science and improve human health, the Policy requires that these papers (http://publicaccess.nih.gov/FAQ.htm#b1) are accessible to the public on PubMed Central no later than 12 months after publication.

The NIH Public Access site should be consulted for additional information: http://publicaccess.nih.gov/policy.htm.

Section 508 Compliance:
According to the Department of Health and Human Services synopsis of Section 508 accessibility requirements, Federal agencies are obligated to make all electronic and information technology (EIT) that they develop, maintain or use compliant with Section 508. EIT purchases made on or after June 25, 2001, are subject to Section 508.

It should be noted that other Federal regulations and guidelines (e.g., Section 501 and Section 504 of the Rehabilitation Act) require equal access for individuals with disabilities. Therefore, Federal agencies are required, upon request, to provide information and data to individuals with disabilities through an alternative means of access that can be used by the individuals.

Section 508 Compliance information is at http://www.section508.gov