

Three-Year Technology Plan for

Library

Approved (date): _____ (state library use only)

Librarian: _____

Library Name: _____

Street Address: _____

City, Zip: _____

Telephone: _____

Fax: _____

Person writing this plan: _____

Telephone, if different from above: _____

Year 1: _____

Goal 1 improves:

- hardware _____
- software _____
- internet accounts _____
- phone lines or bills _____
- staff training _____
- other _____

Goal statement:

(Be specific! See <http://www.skyways.org/KSL/libtech/erate/techplantips.html>)

List steps (i.e., strategies) required to implement goal 1:

Budget required to implement and maintain goal 1 \$ _____

Amount budgeted to implement and maintain goal 1 \$ _____

How will you **evaluate implementation** of goal 1? (include brief description below)

- Survey (describe) _____
- Interview (describe) _____
- Other (describe) _____

Year 1: _____

Goal 2 improves:

- hardware _____
- software _____
- internet accounts _____
- phone lines or bills _____
- staff training _____
- other _____

Goal statement:

List steps required to implement goal 2:

Budget required to implement and maintain goal 2 \$ _____

Amount budgeted to implement and maintain goal 2 \$ _____

How will you evaluate implementation of goal 2? (include brief description below)

- Survey (describe) _____
- Interview (describe) _____
- Other (describe) _____

Year 2: _____

Goal 1 improves:

- hardware _____
- software _____
- internet accounts _____
- phone lines or bills _____
- staff training _____
- other _____

Goal statement:

List steps required to implement goal 1:

Budget required to implement and maintain goal 1 \$ _____

Amount budgeted to implement and maintain goal 1 \$ _____

How will you evaluate implementation of goal 1? (include brief description below)

Survey (describe) _____

Interview (describe) _____

Other (describe:) _____

Year 2: _____

Goal 2 improves:

- hardware _____
- software _____
- internet accounts _____
- phone lines or bills _____
- staff training _____
- other _____

Goal statement:

List steps required to implement goal 2:

Budget required to implement and maintain goal 2 \$ _____

Amount budgeted to implement and maintain goal 2 \$ _____

How will you evaluate implementation of goal 2? (include brief description below)

Survey (describe) _____

Interview (describe) _____

Other (describe) _____

Year 3: _____

Goal 1 improves:

- hardware _____
- software _____
- internet accounts _____
- phone lines or bills _____
- staff training _____
- other _____

Goal statement:

List steps required to implement goal 1:

Budget required to implement and maintain goal 1 \$ _____

Amount budgeted to implement and maintain goal 1 \$ _____

How will you **evaluate implementation** of goal 1? (include brief description below)

Survey (describe) _____

Interview (describe) _____

Other (describe) _____

Year 3: _____

Goal 2 improves:

- hardware _____
- software _____
- internet accounts _____
- phone lines or bills _____
- staff training _____
- other _____

Goal statement:

List steps required to implement goal 2:

Budget required to implement and maintain goal 2 \$ _____

Amount budgeted to implement and maintain goal 2 \$ _____

How will you evaluate implementation of goal 2? (include brief description below)

Survey (describe) _____

Interview (describe) _____

Other (describe) _____

Send your completed plan to:

Jeff Hixon
 Kansas State Library
 300 SW Tenth Avenue, Room 343-N
 Topeka KS 66612-1593
 1-800-432-3919

Additional Goals

Year __: _____

Goal __ improves:

- hardware _____
- software _____
- internet accounts _____
- phone lines or bills _____
- staff training _____
- other _____

Goal statement:

List steps required to implement goal __:

Budget required to implement and maintain goal __ \$ _____

Amount budgeted to implement and maintain goal __ \$ _____

How will you evaluate implementation of goal __? (include brief description below)

Survey (describe) _____

Interview (describe) _____

Other (describe) _____