Utah State Library
Division
A DIVISION OF THE UTAH
DEPARTMENT OF HERITAGE & ARTS

COMMUNITY LIBRARY ENHANCEMENT FUND
EXPENDITURE REPORT 2018

IDENTIFICATION

This section identifies the library that received CLEF, the total amount received, and the categories of library activities where CLEF was used.

101 FSCS ID	PREFILLED
102 Name of Library	PREFILLED
103 Population of Legal Service Area	PREFILLED
104 Total CLEF funds received	PREFILLED
105 Did you use CLEF funds for collection development?	Yes☐ No☐
106 Did you use CLEF funds for technology that directly benefits the public?	Yes☐ No☐
107 Did you use CLEF funds for programming?	Yes☐ No☐

COLLECTION DEVELOPMENT

This section describes the expenditures of CLEF in Collection Development projects.

201 CLEF amount spent on collection development	$0.00
202 Amount of local funds spent on collection development	$0.00
203 Types of materials purchased	
204 Examples of benefits	

TECHNOLOGY

This section describes the expenditures of CLEF in Technology projects that directly benefits the public.

301 CLEF amount spent on technology that directly benefits the public	$0.00
302 Amount of local funds spent on technology that directly benefits the public	$0.00
303 Types of equipment purchased	
304 Examples of benefits	

PROGRAMMING

This section describes the expenditures of CLEF in Library Programs.

401 CLEF amount spent on library programs	$0.00
402 Amount of local funds spent on library programs	$0.00
403 What programs did you provide?	
404 Examples of benefits	

EVALUATION CERTIFICATION

By typing your name and email address in the boxes below, you are certifying that the information in this CLEF Expenditure Report is complete and accurate to the best of your knowledge:

501 Name of the person certifying this evaluation	
502 Email address of the person certifying this evaluation	
503 Total CLEF funds accounted for in this report	AUTOMATICALLY CALCULATED
504 Total LOCAL funds accounted for in this report	AUTOMATICALLY CALCULATED

❧ END OF EXPENDITURE REPORT ❧

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INSTRUCTIONS

IDENTIFICATION

This section identifies the library that received CLEF, the total amount received, and the categories of library activities where CLEF was used.

101 FSCS ID	This is the identification code assigned by the Institute of Museum and Library Services to the reporting library.
102 Name of Library	This is the legal name of the reporting library.
103 Population of Legal Service Area	The number of people in the geographical area for which a public library has been established to offer services and from which (or on behalf of which) the library derives revenue, plus any areas served under contract for which the library is the primary service provider. This figure is determined by the Utah State Library Division based on the most recent U.S. Census Bureau population estimates available. During the current reporting period, if the library contracted with another city or county to serve as the primary library for their population, post a Federal Note in this field, listing the city/county with which you have contracted. Report the revenue received from the contract under Other Operating Revenue or Other Capital Revenue.
104 Total CLEF funds received	This is the total amount of the CLEF grant the library received this year.
105 Did you use CLEF funds for collection development?	If you used any CLEF funds for library materials that the public can check out, select YES. Otherwise, select NO.
106 Did you use CLEF funds for technology that directly benefits the public?	If you used any CLEF funds for technology that directly benefits the public, select YES. Otherwise, select NO.
107 Did you use CLEF funds for programming?	If you used any CLEF funds for library programs, select YES. Otherwise, select NO.

COLLECTION DEVELOPMENT

This section describes the expenditures of CLEF in Collection Development projects.

201 CLEF amount spent on collection development	This is the total amount of CLEF money spent on library materials (physical and digital) that can be checked out by the public.
202 Amount of local funds spent on collection development	This is the total amount of local funds spent on library materials (physical and digital) that can be checked out by the public. DO NOT report your whole library collections budget, just the amount spent from local funds on the same project.
203 Types of materials purchased	Please list the types of materials you acquired for the library collection that can be checked out by the public. For example: children's materials, AV materials, online resources, materials in another language, special new collections, or enhanced current collections. (Maximum 1,000 characters = About 250 words)
204 Examples of benefits	Please provide some examples of how these expenditures provided benefits to your patrons. How did the expenditures affect the behavior, attitude, skills, or knowledge of your library users? What difference did the materials purchased made in the lives of your library users? (Maximum 1,000 characters = About 250 words)

TECHNOLOGY

This section describes the expenditures of CLEF in Technology projects that directly benefits the public.

301 CLEF amount spent on technology that directly benefits the public	This is the total amount of CLEF money spent on technology that directly benefits the public.

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302 Amount of local funds spent on technology that directly benefits the public	This is the total amount of local funds spent on technology that directly benefits the public. DO NOT report your whole library technology budget, just the amount spent from local funds on the same project.
303 Types of equipment purchased	Please list the types of equipment and materials purchased that directly benefits the public. (Maximum 1,000 characters = About 250 words)
304 Examples of benefits	Please provide some examples of how these expenditures provided benefits to your patrons. How did the expenditures affect the behavior, attitude, skills, or knowledge of your library users? What difference did the materials purchased made in the lives of your library users? (Maximum 1,000 characters = About 250 words)

PROGRAMMING

This section describes the expenditures of CLEF in Library Programs.

401 CLEF amount spent on library programs	This is the total amount of CLEF money spent on library programs (such as community outreach programs, classes, story time, any program hosted by the library held on- or off-site).
402 Amount of local funds spent on library programs	This is the total amount of local funds spent on the same library programs. DO NOT report your whole budget for programming, just the amount spent from local funds on the same programs paid or enhanced by CLEF.
403 What programs did you provide?	Please include titles of the programs and the approximate dates of activities. (Maximum 1,000 characters = About 250 words)
404 Examples of benefits	Please provide some examples of how these expenditures provided benefits to your patrons. How did the expenditures affect the behavior, attitude, skills, or knowledge of your library users? What difference did the programs you provided make in the lives of your library users? (Maximum 1,000 characters = About 250 words)

EVALUATION CERTIFICATION

By typing your name and email address in the boxes below, you are certifying that the information in this CLEF Expenditure Report is complete and accurate to the best of your knowledge:

501 Name of the person certifying this evaluation	This is the name of the person certifying the CLEF expenditure report.
502 Email address of the person certifying this evaluation	This is the email address of the person certifying this evaluation
503 Total CLEF funds accounted for in this report	This entry is automatically calculated from CLEF amounts entered above for collection development, technology, and community outreach. The sum of those amounts must be the same as the total CLEF funds received.
504 Total LOCAL funds accounted for in this report	This entry is automatically calculated from LOCAL FUNDS amounts entered above for collection development, technology, and community outreach.

❧ END OF INSTRUCTIONS ❧