CALIFORNIA STATE LIBRARY  
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)

Final Program Narrative Report  
(LSTA Form 9)

Grant Information

<table>
<thead>
<tr>
<th>Library Jurisdiction</th>
<th>Palm Springs Public Library</th>
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<tbody>
<tr>
<td>Project Title</td>
<td>Palm Springs Public Library: Accessing the Past</td>
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<tr>
<td>Grant Award #</td>
<td>40-8304</td>
</tr>
<tr>
<td>Grant Period</td>
<td>July 1, 2013-June 30, 2014</td>
</tr>
<tr>
<td>Amount of Grant Award</td>
<td>$60,000</td>
</tr>
<tr>
<td>Amount of Grant Expended</td>
<td>$60,000</td>
</tr>
<tr>
<td>Local Match</td>
<td>$0</td>
</tr>
<tr>
<td>In-Kind</td>
<td>$16,000</td>
</tr>
<tr>
<td>Total Amount of Project</td>
<td>$76,000</td>
</tr>
<tr>
<td>(amount expended + match + in-kind)</td>
<td></td>
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<tr>
<td>Number of Persons Served</td>
<td>450</td>
</tr>
<tr>
<td>(should not include total population of service area or potential population to be reached)</td>
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Project Director

<table>
<thead>
<tr>
<th>Name</th>
<th>Jeannie Kays</th>
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</thead>
<tbody>
<tr>
<td>Title</td>
<td>Library Director</td>
</tr>
<tr>
<td>Library Address</td>
<td>300 S. Sunrise Way Palm Springs, CA 92262</td>
</tr>
<tr>
<td>Phone Number</td>
<td>760-322-8375</td>
</tr>
<tr>
<td>Fax Number</td>
<td>760-327-5744</td>
</tr>
<tr>
<td>E-mail Address</td>
<td><a href="mailto:jeannie.kays@palmspringsca.gov">jeannie.kays@palmspringsca.gov</a></td>
</tr>
</tbody>
</table>

This report is due on the date listed in the LSTA Grant Guide for this project. Follow this link to view the Grant Guide. [http://www.library.ca.gov/grants/lsta/manage.html](http://www.library.ca.gov/grants/lsta/manage.html)

Email this report in “word format” to lsta@library.ca.gov then mail ORIGINAL and 2 copies to:

California State Library  
P.O. Box 942837  
Sacramento, CA 94237-0001  
Attention: Fiscal Office - LSTA

SIGNATURE: ___________________________ DATE: ___________________________

(Please sign in blue ink)
Project Final Report
A final narrative report is required on the use of federal Library Services and Technology Act (LSTA) funds following the completion of a project during each project year. The information you report will be used to complete the California State Library report of how funds were expended. Excerpts from this report may be submitted to the Federal government in their evaluation, or may be published by the State Library or shared with other institutions. Please answer all of the questions thoroughly. Please attach any reproduction copies of photographs of project activities or media produced for the project.

<table>
<thead>
<tr>
<th>Project Purpose</th>
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<td>Include your program purpose statement here</td>
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“Palm Springs Public Library: Accessing the Past” brings together a Collaborative of partners who share the goal of providing free, online access to our combined digitized historical documents, photos, and microfilm anywhere, anytime. The public will be able to access these resources through our website, free of charge, without need of a library card or other access key. The Library will serve as the leader in the Community to bring these smaller groups together.

<table>
<thead>
<tr>
<th>Project Activities and Methods</th>
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<tbody>
<tr>
<td>How did you accomplish the project? What were the steps involved? How did you engage the target audience?</td>
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Research and Learning:

Since the project was inspired by the Pasadena Digital History Collaborative, we spoke with Martha Camacho at the Pasadena Public Library to learn about their experience.

We spoke with Robert Lippman from the Banning Public Library about their collection and possibly partnering or sharing resources.

Librarians researched different content management systems, as well as vendors who do digitization scanning and processing. The Library Director visited Dr. Patricia Smith-Hunt in the UC-Riverside Preservation Department and watched demonstrations of their book scanning equipment.

State Library staff visited the Palm Springs Public Library in October 2013 followed by a visit from State Librarian, Greg Lucas in June 2014. They received a comprehensive tour of our facilities and our Local History Archive.

The Library Director attended the “Future of Libraries 9.0” workshop in San Francisco, CA where Luis Herrera, San Francisco City Librarian and Board Member of Digital Public Library of America (DPLA) spoke about his project.

On June 4, 2014, Library Staff gathered for their 2nd Annual All-Staff Day. This year’s focus was on the importance of Local History. Staff watched a video of Brewster Kahle speaking about the Internet Archive. Staff learned more about our “Accessing the Past” project, and took a tour of Local History sites of interest in our City.

The Library Director attended an American Library Association session, “Librarians as Digital Leaders: Collaborating on the Development and Use of Digitized Collections” by Maura Marx, Deputy Director of Library Services, Institute of Museum and Library Services.
We successfully inventoried our collection, creating a detailed spreadsheet of what we own and how much content there is, specifying number of pages, current format and general condition. We met with our partners to get a general overview of their collections as well.

Staff and one volunteer spent 355 hours working on this project.

Strong Partners Identified:
The Library Director spoke with the Director of Agua Caliente Cultural Museum about their Archive and the possibility of a partnership. At this time, they are not interested in becoming a Collaborative Partner. We hope to reach out to them again once our Collaborative is more active.

We have made contact with Cuesta College and expressed an interest in library interns at the Palm Springs Public Library. They are willing and excited to send us any students they might have in our area.

The Library Director has discussed the project with the Palm Springs Fire Chief regarding City of Palm Springs Fire Department Archive and the possibility of a partnership. They are very interested in joining the Collaborative.

We met with the City of Palm Springs Planning Department and received a tour of the Planning and Building Department Archives. They have a need to digitize fragile microfiche and paper copies of historical information, especially information regarding the list of local Class 1 Historic Sites. The City of Palm Springs Planning Department signed a two-year agreement to join our Collaborative.

The Library Director met with officials from Palm Springs Historical Society and received a tour of their holdings. Additionally, Library staff visited them to learn more about their digitization methods. We received a draft copy of their California Preservation Assessment Project risk assessment report. The Palm Springs Historical Society signed a two-year agreement to join our Collaborative.

A Library Board of Trustees member shared the exciting news about our grant with a contact at the Palm Springs Air Museum Library and they expressed an interested in joining our project. They have a collection of over 300 World War II aircraft flight handbooks and maintenance manuals that are in dire need of digitization as well as a large number of documents dating to the late 1930’s. The Palm Springs Air Museum signed a three-year agreement to join our Collaborative.

The Center for Bibliographic Studies and Research (CBSR) has been identified as the source for master negatives of “The Desert Sun,” our local newspaper. After speaking with and emailing Brian Geiger at CBSR several times to learn about the process of digitization, methods, and potential vendors to do the work, we formed an agreement for them to digitize “The Desert Sun” from 1934-1976 during this grant cycle. With future funding, we can continue the project to digitize through 1999. CBSR, the Palm Springs Public Library and “The Desert Sun” finalized an agreement allowing CBSR to digitize the newspaper for years 1934-1999.

We developed a full roster of educational programs and outreach, in partnership with the Palm Springs Genealogical Society, Agua Caliente Cultural Museum, Palm Springs Historical Society, ONE National Gay & Lesbian Archive, and The Center Palm Springs: The LGBT Community Center of the Desert.

We promoted our affiliated programs through our quarterly brochures, Library website calendar of events, “City Beat,” our City’s newsletter, press releases for programs, Facebook and Twitter.

While our objectives were ambitious, we were able to accomplish many of our goals and expect to continue the process to promote our project.
**Project Outputs**

What was created for the project and how much? (For instance three promotional brochures were created and 75 copies distributed; or three training classes were designed; two sessions of each were held, and 80 people were trained)

1. Created logo and brand for project
   A logo and a brand were developed for our project. We obtained permission to use images from each owner of historic photos included in the logo (logo attached).

2. Website domain secured and website developed
   As part of our marketing and promotional plan, we obtained website domains for accessingthepast.org, accessingthepast.com, accessingthepast.net, and accessingthepast.info. We were fortunate to obtain a web address that could be used by a variety of partners without specifically limiting partnerships to only organizations in Palm Springs. This website links to Center for Bibliographic Studies and Research (CBSR) for “The Desert Sun” newspaper, and will curate partner collections as they come online as well as list resources available around the World. As this project continues we expect to add digitized content from our Local History Archive to this website using a Content Management System.

3. Created digital images from scanned microfilm
   In partnership with Center for Bibliographic Studies and Research (CBSR), one hundred and twenty (120) master negative microfilm reels of “The Desert Sun” from 1934-1976 were scanned.

4. Created metadata collection form
   A Librarian developed a metadata collection form, and a list of information fields needed when digitizing files (example attached).

5. Created an inventory of our Archive
   An inventory of our collection was completed by a Library Volunteer. The following collections have been inventoried using the above-mentioned metadata collection form and assembled on Excel spreadsheets:

   - Cross-Reference Directories
   - Desert Magazine
   - Desert Outlook
   - Desert Plant Life Magazine
   - Donnelley Directories
   - InSight: Palm Springs Art Museum Member Magazine
   - Journal of Richard Sheridan Ames
   - Limelight News
   - Luskey Telephone and Criss-Cross Directory
   - Miscellaneous Palm Springs Ephemera
   - Modernism Magazine
   - Next Magazine
   - Ovation Magazine of McCallum Theatre
   - Palm Springs High School Yearbooks
   - Palm Springs Library Annual Reports
   - Palm Springs Life
   - Palm Springs News
   - Palm Springs Personages
   - Palm Springs Star
   - Palm Springs Villager
6. Instructors developed and conducted 12 classes with 438 attendees

In partnership with Agua Caliente Cultural Museum, Palm Springs Historical Society, Palm Springs Genealogical Society, and ONE National Gay & Lesbian Archive, eleven (11) instructional workshops or presentations were conducted at the Library on the importance of Local History. We also reached out to “The Center Palm Springs: The LGBT Community Center of the Desert” and gave one (1) presentation there. Four hundred thirty eight (438) people attended these sessions in total. The following are lecture and presentation descriptions:

Saturday, September 7: “Genealogy, the Palm Springs Library, and YOU,” presented by the Palm Springs Genealogical Society with guest speaker Shelly Longoria.
Discover how you can further your research locally, at the Palm Springs Library. Reference Librarian Shelly Longoria will guide you through the Library’s resources, including books, online services, and more!
Attendance: 17

Tuesday, September 24: “A Pictorial Journey Into the Past: Historical Images of Palm Springs,” presented by Nicolette Wenzell, Associate Curator and Collections Manager for the Palm Springs Historical Society. See restored and rarely seen photographs selected from the Palm Springs Historical Society's extensive archives. The slideshow will showcase subjects from pioneers to celebrities, famous hotels and hot spots, local events and much more!
A Coachella Valley native, Nicolette Wenzell is Associate Curator and Collections Manager at the Palm Springs Historical Society. During her six years with the Society, Wenzell has presented multiple lectures and slideshows highlighting the multifaceted history of Palm Springs. Wenzell is also co-author of the weekly "Our History" column appearing in the "MyDesert" section of "The Desert Sun." The Palm Springs Historical Society operates two museums in downtown Palm Springs located in the two oldest remaining buildings in the city.
Attendance: 109

Everything is NOT on the Internet, contrary to some popular belief. Power down your machines and come to this lecture by Professional Genealogist, Gena Philibert-Ortega. You will learn what you can do on-site at different research locations, and what secrets they might hold about your family history.
Gena Philibert-Ortega holds a Master’s degree in Interdisciplinary Studies (Psychology and Women’s Studies) and a Master's degree in Religion. Presenting on various subjects involving genealogy, Gena has spoken to groups throughout California and in Utah as well as virtually to audiences in the United States and Europe. Gena is the author of over 100 articles published in genealogy newsletters and magazines. Her writings can also be found on her blogs, “Gena’s Genealogy” and “Food.Family.Ephemera.” She is also the author of the books, "Putting the Pieces Together" and the "Cemeteries of the Eastern Sierra" (Arcadia Publishing, 2007). Gena serves as Vice-President for the Southern California Chapter of the Association of Professional Genealogists.
Attendance: 19
Wednesday, Oct. 25 – Nov. 15 Exhibit: “Christopher Street West, The History of Pride in Los Angeles” photo panel displays provided by ONE National Gay & Lesbian Archives, with corresponding lecture presented on November 13, 2013 by Dr. Christopher Freeman, showing other items in the archive and talking about the history and evolution of this important event.
Attendance (lecture only): 29

Thursday, Oct. 31: Coordinated with “The Center Palm Springs: The LGBT Community Center of the Desert” to present a portion of their 3-part workshop on Genealogy researching, using library tools, materials and archives.
Attendance: 10

Saturday, November 16: “Using Facebook for Genealogy,” presented by the Palm Springs Genealogical Society with guest speaker Shelly Longoria.
Facebook can be a powerful tool for making connections which can add to your family history. Learn how to use Facebook to your advantage for reaching out to genealogy groups, historical societies, and possible relatives. In addition, you will be the first to see the new Facebook page for the Palm Springs Genealogical Society.
Attendance: 33

Tuesday, December 10: “Agua Caliente Cultural Museum Presents: Author David Treuer.” The speaker will discuss his book “Rez Life,” which tells about what Indian Reservations are, why they exist, where they are going, and what they mean for the First Americans, and perhaps even more importantly, what they mean for America in a time when the country is once again searching for its identity. This program was presented at the Palm Springs Public Library in partnership with the Agua Caliente Cultural Museum.
Attendance: 69

Saturday, January 4: “Using Dropbox in Genealogy,” a presentation by the Palm Springs Genealogical Society with a special guest speaker Denise Spurlock. Learn about Dropbox (an “in-the-cloud” file storage system), how to open a free account, use it to organize and backup genealogy files, and share with family and friends.
Attendance: 21

Saturday, February 1: “Shaking the Myth: Proving/Disproving Family Legends,” a presentation by the Palm Springs Genealogical Society with special guest speaker Jean Wilcox Hibben. Just because a story has been passed on for generations does not mean it is true; it may have elements of truth in it, or may be a figment of someone’s imagination. This lecture discusses ways to prove or disprove family folklore. Audience involvement is encouraged in using provable evidence to substantiate (or refute) claims of accuracy of intergenerational legends. This presentation is applicable to all levels of genealogical research.
Attendance: 41

Saturday, March 1: “Genealogy Smorgasbord: An overview of Research Resources, including Newspapers for Genealogy, Digitizing, and New York State Research,” a special presentation by the Palm Springs Genealogical Society with guest speaker Larry Naukam.
Attendance: 30

Saturday, April 5: “Improving Our Research Strategies Using the Genealogical Proof Standard,” a presentation by the Palm Springs Genealogical Society with guest speaker Gary Fredericksen. Learn how to prove your genealogical work and how to use the standards for this to better plan and conduct your research. As finding the facts on your ancestors becomes more difficult, there is a greater need for structure, planning and more complex tools.
Attendance: 26
Saturday, May 3: “New Adventures in German Genealogy,” a presentation by the Palm Springs Genealogical Society with guest speaker Paul Davis.
Attendance: 34

7. Partnership agreements obtained from three local organizations
Partnership agreements were signed by the City of Palm Springs Planning Department, Palm Springs Air Museum, and Palm Springs Historical Society.

<table>
<thead>
<tr>
<th>Project Outcomes (if applicable)</th>
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<tbody>
<tr>
<td>Please state the outcomes and the results of your evaluation.</td>
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</table>

This project is not defined as an outcome-based project.

<table>
<thead>
<tr>
<th>Additional Project Outcomes</th>
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<tbody>
<tr>
<td>Please state any additional intended or unintended outcomes and what data sources you used.</td>
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</table>

Not surprisingly, the staff of the Palm Springs Public Library is becoming more and more educated on digital archiving, preservation, and Local History. Library Director Jeannie Kays, Library Collection and Operations Manager Jeff Clayton, Librarian Scott Biegen, Librarian Sharon Ballard, Librarian Shelly Longoria, and Library Operations and Public Relations Manager Julie Warren know more about Local History, Digital Preservation, and Digital Collaborations than when they started this process. We watched webinars, spoke with other library systems, attended workshops, spoke with vendors, researched equipment, and brainstormed with each other. One hundred percent (100%) of us learned something related to Local History, Digital Preservation, and Collaboration during this process.

<table>
<thead>
<tr>
<th>Anecdotal Information</th>
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<tr>
<td>Tell us a story. Give two or more examples of how the project has helped an individual or group in your community.</td>
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</table>

In the past year, two historic landmarks in our city have burned (Atagi, C., & Descant, S. (2014, July 25). “Racquet Club fire reignites historic preservation debate.” The Desert Sun.) creating a sense of urgency to preserve our history. The Library, along with organizations such as the Palm Springs Historical Society and the Palm Springs Air Museum hold artifacts that are the last of their kind. Our Community strongly values preserving history so we are excited to be able to bring “Accessing the Past” to fruition.

Our partnership builds upon itself by word-of-mouth advertising. When I spoke about my project at a Library Board of Trustees meeting, one of the Trustees recommended that we contact the Palm Springs Air Museum. The Air Museum was eager to join our collaborative. They have over 300 flight manuals, many from World War II era planes. Many of these manuals are the actual ones that were “kicked around the floorboards of the planes.” It is also significant to report that many of these manuals are the last remaining copies and are in dire need of digitization and preservation. We are so excited to have our project help with significant collections that are of value to so many.
### Exemplary Project

If you feel your project was exemplary and others could learn from it and replicate it, please tell us why.

We feel that our project is an important example for others in the State. We were inspired to start our project by watching a presentation by the Pasadena Public Library. Their project, “Pasadena Digital History Collaborative,” helped us develop the idea for our project and create partnerships with other organizations in our area focused on teaching the importance of Local History. We feel with the continuation of our project, we will have a product that has a stronger foundation and which can be replicated.

Projects like this one and the one at Pasadena serve as trailblazers for other Libraries interested in developing a Digital History Collaborative. We are determining best practices as we go along and others can learn from the knowledge we gain.

### FEEDBACK FOR THE CALIFORNIA STATE LIBRARY ON THE GRANT PROCESS

We want to learn and improve our grant processes. Please let us know what worked and what we could do differently to make it a better experience. Thank you!

Year after year, grants from the California State Library seem to get easier. It could be the extra experience gained on our part, or it could be that the State Library has worked with Libraries to make the process easier. Our Grant Administrators are kind and always eager to provide suggestions and constructive feedback. We are extremely grateful for the opportunity to work with them.

Other Libraries and I would be interested in seeing examples of perfect grant applications and final narratives. Sometimes, as a grant writer, we think we have it right but if we saw the perfect application and/or final narrative, it might help make our grant applications and final narratives clearer and better organized.