

## SCOPE OF SERVICE

The consultants will be expected to:

- Evaluate the proposed formula factors to determine if they are consistent with the goals and standards adopted by the organization and if they have been fairly constructed to accomplish those goals.
- Recommend changes to the proposed formula, if necessary, and or whether other factors should be considered.
- Compare formula to methods used by State and other library federations.
- Recommend how to take into account wide disparity in libraries – small / large, wealthy / distressed communities, etc.
- Evaluate the merit of passing state funds through to libraries or as a supplement to the RAD grant.
- Recommend whether the formula approval process should require a higher approval threshold. Are there structural (i.e. bylaw) changes needed within ACLA to assist in arriving at a higher level of consensus on the formula recommendation?
- Recommend what changes should be made in the RAD/ACLA process to insure that sufficient time is available to negotiate and meet the budget requirements of both agencies and ACLA constituents.
- Consult with representatives from individual libraries, ACLA board and staff as well as RAD board and staff in preparing a final written report.