

# Arizona State Library Resource Access and Attainment Policy

July 1, 2014

The Arizona State Library, Archives and Public Records is committed to working with public, academic, school and special libraries to help all Arizonans find information they need and want, and to attain material needed for that information.

The State Library does this through:

- 1) Funding Unlimited ILL for Arizona public libraries to facilitate the sharing of resources among libraries.
- 2) Support, with county library districts, of statewide databases on a broad range of topics available to all Arizonans at no cost. Materials include both full-text and bibliographic sources.
- 4) Support of pilot projects allowing libraries to test new technologies to meet patrons' needs, such as e-readers, and alternative means, such as purchase-on-demand.
- 5) Training for library staff members on reference services, including helping patrons find materials through virtual services.

## **Arizona Resource Access and Attainment Policy (AzRAP) for Public Libraries Agreement:**

Receive:

- Worldcat Resource Sharing Subscription (public libraries).

Agree To:

- Work with patrons, at no charge, to locate materials.
- Provide specific information on attaining material. Patrons may be offered several options to attain material including: patron purchase of low-cost materials; library purchase of materials; database and web sources; and inter-library loan (ILL).
- When materials can only be attained through ILL, offer to secure the loan for the patron. With prior notice to patrons, postage costs for materials sent to any and from any library will be capped at \$6 per item, and fees charged by non-Arizona public, regent or community college libraries, may be passed on to the patron; no other fees or charges may be passed on to the patron. Libraries may limit ILL requests to six per patron at any one time and may limit requests to print materials published more than one year ago; not currently on a nationally recognized best-seller list; or not needed by the library's own patrons. The sharing of circulating non-print materials is encouraged, but not required.
- Write and publish a detailed Resource Access and Attainment Policy, and provide an electronic copy to the Arizona State Library each time the policy is updated.

## **SGIA and LSTA**

All county and municipal library systems receiving regular SGIA allotments must be AzRAP compliant. All public libraries applying for LSTA must be AzRAP compliant. To be eligible for LSTA competitive grants, any type of library must be AzRAP compliant.