



COVER SHEET

INFORMATION ACCESS FOR PUBLIC HEALTH PROFESSIONALS

HOUSTON ACADEMY OF MEDICINE- TEXAS MEDICAL CENTER LIBRARY

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STATEMENT OF WORK

The Public Health Information Access Project based at the Houston Academy of Medicine-Texas Medical Center Library is a two-year collaborative project with the Houston Department of Health and Human Services, Houston Public Library, and the Harris County Public Library totaling \$48,814. The work during the two-year project period will:

- **Develop an Outreach publicity campaign to promote the products and services of the National Library of Medicine and the National Network of Libraries of Medicine, the Centers for Disease Control and Prevention, and other informational sources for public health workers in the Greater Houston Metropolitan Area.**
- **Conduct an Outreach training program on public health information, including PubMed and IGM, for public health workers.**
- **Design a special Public Health Homepage which includes links to the National Library of Medicine and the Centers for Disease Control and prevention; local, state and regional sites; and locally developed informational pages on public health concerns for the area.**

I. IDENTIFICATION AND DESCRIPTION OF TARGET POPULATION AND GEOGRAPHIC AREA

According to the latest documented data from the Texas Department of Health, the population of Harris County in 1995 was 3,069,359, making it the most populous county in the State. Of this number 51.9% are Anglo, 25.2% are Hispanic, 18.7% are Black, and 4.2% are Other (primarily Asian). The 1990 census indicated that 12.5% of the population live under the poverty level, 23% earned under \$15,000 annually and 18% earned less than \$25,000. The unemployment rate for Harris County is 6%, which is the same percentage as the rest of the state. On average, there are 142,115 monthly recipients of Aid to Families With Dependent Children, which is 19% of the state average. The total 1995 Medicaid expenditure for the county was \$987,241,724, which was 15% of the statewide total.

Many factors affect the public health of the area. Some of the most prevalent communicable diseases in Harris County in 1995 were: tuberculosis (786 cases); sexually transmitted diseases (15,367 cases); and AIDS (91,182 cases). There were a total of 4,161 low birth weight babies born, with 10,403 mothers receiving late or no prenatal care. Of the 18,590 deaths in the county 7,087 were due to cardiovascular disease, 4,348 due to all types of cancer, and 695 due to chronic obstructive pulmonary disease. Many of these conditions could be caused in part by the environmental hazards of the region. Because of its geographic location, Harris County is prone

to many different climatic hazards including hurricanes, tornadoes, floods, mosquito infestation, etc. All these hazards create health problems of their own.

The prevalence of the petrochemical industry also makes an impact on the health of Harris County. In July 1998, the U.S. Public Interest Research Group ranked Harris County first in the country for a potential chemical accident disaster. This research group considered the volume of dangerous chemicals, the nearby population, and the type of chemicals among other factors.

II. PROJECT GOAL AND OBJECTIVES

The Houston Academy of Medicine-Texas Medical Center (HAM-TMC) Library, in collaboration with the Houston Department of Health and Human Services (HDHHS), Houston Public Library (HPL) and Harris County Public Library (HCPL) plan to coordinate and develop a Public Health Information Access Service to support the information needs of public health workers and citizens in the Greater Houston Metropolitan Area, including Harris County.

The Project Goal is to improve health information services through an active Outreach Program to public health workers and consumers. We will work to increase awareness of national and state health information resources of the National Library of Medicine (NLM), the Centers for Disease Control and Prevention (CDC), the Texas Health Department (TDH), Texas Schools of Public Health, the National Network of Libraries of Medicine (NN/LM), and the Resource Libraries. The aims are to inform and assist public health workers to acquire computers, LAN and Internet connections, to help in providing Internet access, train staff at health agencies to use technology to access information resources and services, and to assess the quality of information. The Outreach Program will include a kick-off forum and conference, Web site access to health information sources, publicity about the services, and training in information access skills.

To accomplish the project goals there are four objectives:

Objective 1: Develop an aggressive Outreach Public Relations campaign to inform public health workers, staff of health agencies, and related consumers of the available health information products and services. In order for the project to be successful, a logical and feasible technical approach will be implemented to reach the target population using a variety of promotional and training approaches. Publicity on Outreach Program services and mechanisms for gathering baseline data to meet the needs of users will be conducted.

Tasks:

- A. The HAM-TMC Library will host an introductory forum, inviting public health employees from various City departments at the Library. This forum of approximately 150 attendees will be used to gather basic information on their needs. The Baseline Survey will be distributed to forum participants.

- B. We will invite the administration and Public Information Officers at each department employing public health professionals to a meeting at the HAM-TMC Library to promote the services of the Public Health Project, the products and services of the HAM-TMC Library, National Network of Libraries of Medicine, South Central Region (NN/LM SCR), and the NLM.
- C. They will be asked to provide baseline data on their information and Internet connectivity status and training needs.
- D. To kick-off the project we will provide them with information about the goals of the project, distribute the outreach training schedule and registration forms, provide grant information and assistance in applying for NLM and future Texas Infrastructure Fund (TIF) programs for Internet connectivity. (The TIF funds are over committed for 1998-99 because over 640 applications were received.)
- E. We will work with the health editors at the local television stations and the *Houston Chronicle* to produce public service announcements (PSAs) and informational segments/articles on the project and public health concerns.
- F. We will conduct the HAM-TMC Library's annual *Computers in Healthcare Conference* in 1999 on Public Health and Consumer Health Information topics. The annual conference is popular and approximately 350 attendees are anticipated in 1999.

Objective 2: Provide an Outreach Training Program to reach the targeted community of practicing public health workers such as firemen, police, lab technicians, public health nurses, teachers, social workers, counselors, etc. through the Departments of Health and Human Services, Fire Departments, schools, and other municipal entities. Because the HAM-TMC Library and the participating libraries are so popular and well known in the community, we already have a list of agencies and lead contact personnel to begin the program (Appendix A). The Directors or Assistant Directors of the HDHHS, HPL, and HCPL have agreed to help facilitate the training programs. We will conduct a needs assessment and baseline data to assist us in the task of identifying informational needs. (See section III).

Tasks:

- A. Reinforce existing contacts and make new contacts at City departments and agencies employing public health professionals. Use these contacts to identify other public health professionals working independently or in less recognizable settings.
- B. Arrange informational meetings and classes to teach PubMed/IGM and Internet with specific topics containing public health examples for public health professionals, staff, consumers and health professionals in related fields, i.e. including medicine, nursing, allied health, schools of public health, and community colleges. Three classes will be taught each quarter, for a total of twenty-four classes.
- C. Market and teach classes to public health professionals.
- D. Extend classes to consumers, patients, and their families whenever possible.

- E. Visit local public health facilities and libraries to reinforce information taught in the classes and to distribute public health educational documents.
- F. Provide on-going training programs for continuity after the project period.

Objective 3: Provide health information resources to public health professionals by coordinating and developing a Public Health Web page with links to major national and local health information sites including the NLM's Consumer Health Information page, the CDC's Health Information page, the Department of Health and Human Services *healthfinder*TM, and the National Council for Health Statistics and other information resources.

Tasks:

- A. Organize and assign tasks to the Project Team of collaborative partners to develop the Web site and organize the training program.
- B. Identify local, state, regional and national Web sites and make links in hierarchical order.
- C. Work with local health professionals to create online pamphlets for the most recurring regional health problems. Create integrating links from these pamphlets to the Web sites.
- D. Help public health departments create their own homepages and/or add the new health information links to their existing Web sites.
- E. Identify and develop a Resource Sharing Program among the collaborating libraries to coordinate acquisitions and sharing of print and non-print information. This includes working closely with HPL and HCPL on collection development of public health materials and sharing materials through the pre-existing Houston Area Research Library Consortium (HARLiC) agreement. Acquire brochures from the PHS and other health associations.
- F. Encourage new public services sites to become NN/LM Network Members.
- G. Organize and arrange Loansome Doc agreements for unaffiliated public health professionals to acquire library materials. Provide start-up assistance for interlibrary loans.
- H. Work with CDC and the Public Health Corp to assure availability of current materials and documents for distribution.

Objective 4: Evaluation - Develop data gathering and record management mechanisms for evaluating the program. It will include continual review the homepage, update information resources, gather user data through computer logs, access and sessions, maintain records on numbers of class attendees, distribute and analyze user and class questionnaires. (See Evaluation Section IX for details.)

III. ESTABLISHMENT OF A BASELINE DATA AND NEEDS ASSESSMENT

We anticipate that the target population is over 2,500-5,000 workers, an overwhelming number. The portion we expect to reach in two years is approximately 50% initially. Continued training programs will allow us to reach an additional 20% in the follow-up year. The HAM-TMC Library will conduct a Baseline Data Survey using the generic questionnaire made available from the NN/LM SCR office (Appendix B). Surveys will be distributed to employees of the HDHHS, the Fire Department, Police Department, and specific sections of the Solid Waste and Public Works Departments through the Administrative Offices. The completed surveys will be used to determine specific subject areas in which public health workers need the most information and the geographic areas of the city with the greatest needs.

Three focus groups will be held in various public buildings (libraries and health clinics) to get input from local residents on their public health needs. The Librarians will organize the sessions and gather the data for implementation of the program.

All the information gathered from the Baseline Data Surveys and the focus groups will help determine specific groups and geographic areas most needing training. Efforts will be concentrated in these areas.

IV. PUBLICITY

The publicity for this project will be on two levels, the first being directly with employees of departments offering public health services, and the second being a campaign with local media to alert consumers to the information services available, especially the products and services of the NLM. A broad publicity campaign is essential for the success of this program.

1) Staff from the Knowledge Network Services Division will work directly with the HDHHS, Police, Fire, Solid Waste and Public Works Departments who employ the majority of public health workers to promote the project, schedule classes, and establish back-up support for their informational needs. A relationship already exists with the HDHHS, since they are a member of the HAM-TMC Library's Supporting Institutions. Many of the HDHHS employees use the HAM-TMC Library as their primary information source, since it is accessible and available for public users 100 hours a week. The nearest School of Public Health Library at the University of Texas has restricted access and is not accessible during evenings, Sundays, and holidays. In addition, the HAM-TMC Library has begun working with the HDHHS on a consumer health information project, and these two projects complement each other. The HDHHS will assist us in distributing promotional materials to the City agencies.

2) The Associate Director for Public Affairs Services of the HAM-TMC Library will be responsible for the extended media publicity campaign in the city. This media campaign will be two fold: one for printed press coverage, the other for local television coverage. The videos and the PSA by Dr. Michael DeBakey will be used. (See Methodology IV for details).

V. FACILITIES/INSTITUTIONAL SUPPORT

The HAM-TMC Library was established in 1949, when the Houston Academy of Medicine and the Baylor College of Medicine combined their collections to better serve the physicians in Harris County and the teaching and research programs at Baylor. In 1970, the University of Texas Medical School was established in Houston, and the unique joint governance structure was created, making the Library the primary library for both medical schools and for the institutions of the Texas Medical Center. Recently, the HAM-TMC Library has emerged as a Knowledge Network Management Center that offers a variety of services and resources that help manage medical information. Information technology is used to support Knowledge Network databases, a Health Informatics Education Center, consumer health information service, and full-text electronic services in support of education, patient care and research.

The HAM-TMC Library currently holds approximately 270,000 book and journal volumes and numerous audio-visuals and a growing collection of educational software programs. There are approximately 335,000 visitors a year and over 50 million remote network access per year. The staff of 70 includes 17 librarians, 4 informaticians, 20 technical assistants, and 30 support personnel. Access to the Library has increased significantly with the advent of the Internet and the Library's Knowledge Network homepage, which includes access to MEDLINE through PubMed, IGM, and OCLC's FirstSearch; CINAHL; Health Reference Center; the Library's Online Public Access Catalog; numerous full-text journals; plus other databases. The homepage also has links to other local, national, and international Web sites which offer valuable information and links. Currently, the homepage receives over 15,000 hits a day. The Library is upgrading the current backbone network infrastructure to a more robust ATM system to support increased use, volume, and image transmission and to comply with Internet II systems.

VI. METHODOLOGY AND APPROACH

Public Relations Campaign

In order to reach more citizens and health consumers the Associate Director for Public Relations will publicize the project broadly in numerous media settings. 1) **The Library will work closely with health reporters** of the local television stations and the *Houston Chronicle*. The Texas Medical Center, including Baylor College of Medicine, the University of Texas, and the major hospital are given broad coverage by the local media. The Texas Medical Center News and Baylor College of Medicine's newsletters are distributed publicly at markets and the program will be featured in these publications. 2) **The PSA of Dr. Michael E. DeBakey** produced by NLM will be a popular promotional piece for local showing. 3) **We will produce at least two video PSA programs** with public health staff and local medical and nursing faculty, on pertinent health topics, including some of the most prevalent public health concerns for this area, such as sexually transmitted diseases, effects of natural disasters, or the petrochemical industry. 4) **A *Computers in Healthcare Conference*** will be conducted in June 1999 on consumer and public health information services. There were nearly 250 attendees at the 1998 conference and we anticipate 350 in 1999 due to the popularity of subject and new contacts made through this project.

Outreach and Training

The HAM-TMC Librarians in the Knowledge Network Services Division and the Health Information Education Center have a long history of teaching PubMed and IGM to health professionals. Since 1991 they have also participated in nearly 35 exhibits of NLM products and services reaching over 6,325 health professionals, as part of their Resource Library Outreach Program. Since 1994 Library staff has taught 898 classes with over 11,000 attendees. Currently, since its inception in 1997, they have been teaching PubMed classes to campus users and local hospital staff.

The Library recently began two relevant projects on a volunteer basis, a consumer health information project *TEXAS HealthInfo* and under the auspices of the NLM a Public Library project. These projects include training public librarians to search PubMed and IGM and provide document delivery. All these projects provide the Library with the experience to extend these services to public health workers.

Outreach and training will be conducted as follows:

1. During the project the HAM-TMC Library and public libraries will begin offering special PubMed/IGM and Internet classes to employees of the HDHHS, Fire Department, Sanitation Department, and Public Works Department in one of the Library's two state-of-the-art computer classrooms. The classrooms are located in the newly established Health Informatics Education Center. They are equipped with an instructor's station with a projection panel, and forty-six individual workstations so class participants can have hands-on experience. We plan to conduct twenty-four classes in the two years.
2. Following classes at the Library, staff will travel to the workplaces of those attending classes, to conduct follow-up classes and to illustrate remote access.
3. If these locations do not have Internet access, Library staff will examine ways to get them connected. We have targeted two underserved sites for Internet connectivity, the West End Health Center and the Sunnyside Clinic. The first is in a Hispanic area and the second in an African American area.
4. Library staff will also help public health departments design their own homepages, if they do not already have them, with direct links to the Public Health Homepage.
5. The Library's new two-way video conference center will be used for remote education resources with sites that have access to this technology.
6. The Library's exhibits will be enhanced to include public health materials on display. The program will be extended to include local public health meetings. We plan to schedule them with the direction of the HDHHS.

The Library will create a special Public Health Homepage consisting of the following multiple resources:

- Links to important state- and nation-wide services such as the NLM, NLM's new Consumer Health Information page, the CDC's Health Information page, Department of

Health and Human Services *healthfinder*TM, Texas Department of Health, Texas Department of Mental Health, and the American Cancer Society.

- Links to NLM's PubMed and IGM; related Medlars databases; Health Reference Center; GenRX drug information system; and PDQ, so health workers and consumers can do their own literature searches. The Health Reference Center provides users with current, full-text information for health care questions. Currently the library has a subscription for only two simultaneous users accessible from Library computers, which often is not sufficient.
- Links to local services and associations such as public health centers, Meals on Wheels, hospitals, clinics, the United Way, etc. which will become an easy-to-use reference center or directory for the area. These links will be used by public health workers to refer clients to specialize services, and also by consumers through direct access from home, office, or a public library.
- Informational pages or pamphlets on specific diseases, syndromes, symptoms, etc. that affect public health will be included. This information will be compiled through consultation with health care workers, and will include links to the agencies described above. For example, a pamphlet on gonorrhea will have a direct link to the HDHHS department that deals with sexually transmitted diseases.

The HAM-TMC Library is a DOCLINE library and provides Loansome Doc services to anyone who requests interlibrary loans. The Library has already designed an Online Search Request Form and a Document Delivery Request Form, that are currently being tested for release. These forms will be available through the Public Health Homepage, along with the Library's Loansome Doc agreement form. The Library has a reputation for providing excellent photocopy and interlibrary loan services throughout the Texas Medical Center, regionally and nationally. It is a logical step to extend these services to unaffiliated public health professionals and consumers. In addition, the Library has recently begun providing document delivery services to unaffiliated international health professionals.

Timeline

September 1998--Contract Award

September to December 1998 (1st Quarter)--Project Team meets to plan the Forum on the Outreach Program (for December-January) and to begin designing the training and the Public Health Homepage activities. Library staff develop special PubMed/IGM and Internet curriculum with emphasis on public health. Exhibit at Forum.

January to April 1999 (2nd Quarter)--Focus groups with consumers held at public libraries and public health facilities to determine how the project could be tailored to fit their needs.

Focus groups will be announced through local media, the Public Health Homepage, bulletin boards, and through the public health workers participating in the project.

April to December 1999 (3rd Quarter - 4th Quarter and ongoing)--Public Health Homepage debuts, with quarterly updates and revisions. Library staff present classes in the Library classroom and visit public health facilities to reinforce training. Public health facilities without Internet access are linked with local Internet providers. Project Team holds quarterly meetings to assess evaluation instruments (see below) to make necessary changes to project. Participate in local exhibits

June to July 1999 (3rd Quarter)--Annual *Computers in Healthcare Conference* on consumer and public health information services. Exhibit at the conference.

August to December 1999 (4th Quarter)--Library staff conduct PubMed/IGM and Internet classes for consumers. Funding sources for continuation of the project identified. Proposals written using examples and evaluations from the current project.

January to July 2000 (5th to 6th Quarter)--Classes for public health workers and consumers continue. Library staff continue to make updates and improvements to the homepage. Participate in exhibits, continue publicity.

July to September 2000 (7th to 8th Quarter)--Classes and meetings continue. Final program evaluation, submit final reports to NN/LM SCR and NLM.

VII. PERSONNEL

Project Team (See Appendix C for Vitae)

Deborah Halsted, MLS, MA--Assistant Director of Knowledge Network Services will be the Project Director. Ms. Halsted plans, develops, coordinates and supervises information services for the Knowledge Network Services Division of the Library. She is responsible for conducting user services including outreach, library reference services, consumer health, and orientation and database training. She has experience in managing prior projects for the NLM including the Lower Mississippi Delta Outreach Project and the Texas Border Health Information Project. She will be responsible for the overall management of this project, assuring its success, submission of reports, evaluation, and budget management.

Damon Camille, MLS--Associate Director for Public Affairs of the HAM-TMC Library. Mr. Camille is responsible for public relations and marketing of library services. His duties will include publicizing the project in the Library's bi-monthly newsletter, the bi-weekly *TMC News*, local television stations, and the *Houston Chronicle*. He will also work with a video producer on creating local PSAs to advertise the program. He will work with the Public Information Officers in each affiliated department to market the program to public health professionals.

Elizabeth Williams, MLS--Reference and Consumer Health Librarian. Ms. Williams has worked as a medical and a public librarian for six years. She has expertise in the selection of specialized library materials, especially in consumer health. She is also an experienced PubMed/IGM trainer. She will be responsible for teaching specialized courses for the public health professionals, outreach to public health workers, and identification of Web sites to be included on the Public Health Information homepage.

Beatriz Varman, MLS--Assistant Director for Education and Outreach. Ms. Varman has fourteen years of experience in medical libraries, especially in developing and presenting training courses for health professionals. She is an experienced online searcher, with experience in PubMed, IGM, Medline, Dialog, STN, DataStar, and others. She will be responsible for developing the specialized public health courses.

Donald Barclay, MLS--Assistant Director of the Health Informatics Education Center. Mr. Barclay serves as Webmaster for the HAM-TMC Library and manages the computer classroom and laboratory. He also participated in the Library's educational programs by teaching classes in Basic and Advanced Internet, How to Create a Homepage, and Power Point. He will be responsible for the design of the Public Health Information homepage, with the input of other project personnel. He will also teach specialized classes.

Technical staff working on the Project Team include Clarence Witson, Suzanne Gross, Gerald Mayweather, and Elizabeth Hickman.

Advisory Committee (See Appendix D for Vitae) We are fortunate to gather a group of recognized leaders in the community as advisors.

Naomi C. Broering, MLS, MA is Executive Director of the HAM-TMC Library and the Director of the NN/LM SCR. She was 1997 MLA President, AMIA Officer and Board member, NLM Biomedical Library Review Committee member, and is faculty of Texas Women's University School of Library and Information Science. She developed the Georgetown University LIS, miniMedline and Georgetown MedInfo, a consumer health service. She will chair the Advisory Committee comprised of the Directors of the HDHHS, HPL, and HCPL.

M. Des-Vignes Kendrick, MD, MPH Director of the Houston Department of Health and Human Services has agreed to serve on the Advisory Committee and also serve as our health care professional on the project.

Barbara A.B. Gubbin, MLS Director of the Houston Public Library has agreed to serve on the Advisory Committee. She also chairs the HARLiC Consortium, President of the Board of the Texas Council for the Humanities, and has served as President of the Texas Library Association.

Catherine S. Ensign, MLS County Librarian for the Harris County Public Library has agreed to serve on the Advisory Committee. Ms. Ensign is active in the Texas Library Association, Public

Library Association, American Library Association, Houston READ Commission, Greater Houston Freenet Board, and the Library Systems Act Advisory Board.

VIII. CONTINUATION OF ACTIVITIES AFTER PROJECT COMPLETION

Since the HDHHS is a Supporting Institution for the HAM-TMC Library there is no doubt the project will continue as both institutions are committed to the program. HDHHS employees are primary clientele, so the extended services will become part of the Library's mission. HPL and HCPL are City and County supported institutions whose services to public health workers, fire departments, police, and other public health workers are standard. Public health workers from non-city or non-county departments will be encouraged to continue to use the HAM-TMC Library, the Public Health homepage, and Loansome Doc through periodic visits to their workplaces. Staff from the Knowledge Network Services Division will each have specific public health project participants to contact on a periodic basis to make sure the services still meet their needs. Staff will continue to identify other unaffiliated public health professionals needing services.

During the project the Library will examine other funding sources, especially local foundations and corporations. The success of the project to this point, as well as evaluation forms completed by participants, will be used to promote the project to local funders. Because public health and consumer health programs are highly visible and prominent, we anticipate using this start-up project to leverage the services to the community. This will help us attract other funding sources.

Some of the services provided by the libraries will generate income in the future. For example, we will subsidize start-up interlibrary loans, but will impose a fee to continue the service. Also, access to Health Reference Center may have a subscriber's fee in the future.

IX. EVALUATION PLAN

The project will have multiple evaluation mechanisms.

- **A well-developed evaluation form designed by the Librarians will be given out at every training session, including those attended by public health workers and consumers.** The forms will include questions on PubMed/IGM and the Public Health homepage, since attendees will be exposed to both during the class. The responses on these forms will be examined by the Project Team on a quarterly basis, and necessary changes made to the classes and the homepage. Comments made about PubMed/IGM will be sent to NN/LM SCR and NLM through quarterly reports.
- **An evaluation and comment form will be included on the homepage assessing the usefulness of the information and the links found on it.** This evaluation will also ask for suggestions on other possible Internet links.

- **Library staff will conduct periodic interviews** by making visits to project sites to assess the usefulness of the project. By having individual staff members as contacts with specific agencies, public health workers will form a bond with their contacts and will be encouraged to call or email with both concerns and successes.
- **Follow-up questionnaires will be distributed at focus groups** with consumers and sent to them six months after the focus group to determine if project developments have been beneficial.

The data will be gathered and analyzed for quarterly/annual reports to record our progress and to implement modifications in the project as needed. A final report and paper will be presented to the NN/LM SCR and NLM. We also plan to prepare a manuscript for publication about the project's impact and outcomes.

X. OTHER NLM OR NN/LM SOUTH CENTRAL REGION SUPPORT

In 1991, the HAM-TMC Library was awarded the contract by the NLM to serve as the Regional Medical Library for the South Central Region. Since then the library has received \$5,824,082 in funds. This figure includes \$64,000 for serving as a Resource Library for the NN/LM SCR since 1991.

XI. INSTITUTIONAL COMMITMENT LETTERS

The following letters of institutional commitment are included in the Appendix E:

1. Chairman of the Board of Directors of the Library
2. Executive Director of the Library
3. Directors of Collaborating Institutions

INFORMATION ACCESS FOR PUBLIC HEALTH PROFESSIONALS

Submitted by: Houston Academy of Medicine-Texas Medical Center Library

Date Submitted: August 1, 1998

Period Covered: September 1, 1998 - August 31, 2000

Expenditure Category	Funding Requested	Funding Contributed
Personnel (5 Librarians; 3 Lib. Dirs., 1 M.D. Director, fringe benefits)		59,978
Equipment	8,604	
Supplies	1,650	
Interlibrary Loans (250 @ \$8.00 each)	2,000	
Communications (2 Internet access sites; 2 Health Ref. Ctr. licenses)	19,860	
Travel (training and meetings)	1,200	
Production (brochures, production of 2 videos)	10,500	
Other Costs (2 major meetings - 1 forum and 1 Tech. Computer Conf.)	5,000	
Subtotal	48,814	59,978
Indirect Costs @ 60% of Personnel		35,987
TOTAL	48,814	95,965
GRAND TOTAL		144,779

DETAILED BUDGET

A. CONTRIBUTED COSTS--\$59,978

PERSONNEL

Because the HAM-TMC Library is dedicated to the success of this program it has agreed to donate salary and wages and indirect costs to the project. This contribution includes personnel costs for five librarians @ 10% effort totaling \$47,508 in salary for two years. This figure is based on 416 hours of professional library staff per person totaling 2080 hours. Fringe benefits are 26.5% totaling \$12,470 for two years. Contributed salaries and wages total \$59,978.

INDIRECT COSTS

The Library's federal IDC rate is 60% of salaries and wages which total \$35,987 for the project.

B. BUDGET REQUEST FROM NN/LM SCR--\$48,814

The \$48,818 requested for two years includes the following:

EQUIPMENT--Total Requested \$8,604

Two portable, laptop computers and a projection panel are needed for off-site demonstrations and exhibits. At least two modems will be necessary for sites that do not have direct Internet connections. These sites include health clinics and exhibit halls. The portable LCD panels are needed to conduct remote demonstrations and classes to larger groups of people. Whenever possible, classes will be taught at meetings of health professionals in conjunction with an exhibit. For this reason, we will need two sets of equipment. A VCR is needed because we plan to develop at least two video presentations and will also show other relevant PSA and videos at training sessions.

Quantity	Equipment	Price
2	IBM Thinkpad, 380 #D Pentium 166 MMX, 3 GB, 16 MB 12.1 TFT, Windows 95 @ \$1,899 each	\$3,798.00
2	56 K PCMCIA Modem @ \$179	\$358.00
2	EZPro Portable LCD Projector @ \$2,049	\$4,098.00
1	VCR for Video Presentations @ \$350	\$350.00
	Total	\$8,604.00

SUPPLIES--Total Requested \$1,650

Supplies include:

- \$500 for paper, binders, desk top publishing, printer ink cartridges
- \$250 for educational supplies including poster board and fliers
- \$400 for training manuals
- \$500 for health pamphlets from PHS and other health associations

INTERLIBRARY LOANS--Total Requested \$2,000

The project will provide 250 interlibrary loan @ \$8 each for public health workers.

COMMUNICATIONS (INTERNET ACCESS)--Total Requested \$19,860

The Library will connect two HDHHS sites (West End Health Center and Sunnyside Health Center) to the Internet at a cost of \$7,500 each totaling \$15,000. The West End Health Center is located in a primarily Hispanic area, and the Sunnyside Center is located in a primarily African American neighborhood.

MAC
Funds are requested for the Library to add two more simultaneous users for access to the *Health Reference Center* @ \$4,860. This will help accommodate the additional users for the project.

TRAVEL COSTS--TOTAL REQUESTED \$1,200

Funds are needed to cover travel expenses to provide training, demonstrations and exhibits.

PRODUCTION--Total Requested \$10,500

Funds are requested (\$10,000) to produce two public health promotional PSAs for the project. Copies (\$200) of the PSA will be given to local television stations, including the Spanish-speaking stations. The PSA will advertise the project, promote NLM & CDC products and services, and make consumers aware of public health professionals participating in the project. Promotional brochures (\$300) will be printed.

OTHER COSTS--Total Requested \$5,000

These funds will include rooms, equipment, mailings, printing, and speaker costs @ \$1,500 for the initial forum to be held (December 1998 or January 1999) at the beginning of the project. Printed materials will include promotional fliers, agenda, information on NLM and CDC products and services, and nametags. The other \$3,500 will be used to partially support similar costs as the forum for the *Computers in Healthcare Conference* planned for June 1999 which will focus on Public Health and Consumer Health topics in conjunction with this project.

