September 6, 2001

Dear Participating MiLE Library **or Consortium** Director:

The MiLE Steering Committee is seeking commitments from those libraries that are willing to participate in the initial implementation of the MiLE resource sharing project. The start-up funding for this project is being provided primarily from a 2001 LSTA sub-grant through the Library of Michigan. This funding covers the URSA software, start-up hardware, and implementation and training services from *epixtech* for the first year—from October 2001 through September 2002. It also funds some additional stops for TLN's delivery van service to include participating MiLE libraries.

MiLE implementation plans call for the first group of libraries to be operational by the end of December, with the other libraries added between January and April 2002. If your library is willing to participate in this initial implementation, we need your commitment to:

1. participate in URSA profiling, testing and staff training;
2. promote the new service to your users;
3. participate in data gathering and evaluation of the service;
4. ensure that your local integrated library system is SIP or SIP2 compliant (also known as 3M SIP) to interface with URSA. **Consortia operating shared systems will be responsible for SIP compliance for their participating libraries;**
5. follow the interlibrary loan and circulation policies recommended by the MiLE ILL/Circulation Team (see MiLE's Website www.umd.umich.edu/mile for details).

The three consortia that are collaborating on the MiLE Project--DALNET, OWLS, and SLC--plan to contribute to the ongoing costs of the project for at least two years, i.e., October 2002 through September 2004. Each consortium will determine the best way to share those ongoing costs among its members.

MiLE, through OWLS, has submitted a grant proposal for 2002 LSTA funds to expand the project in year two. The new funds would not only cover the hardware and software costs to add more libraries, but would also help individual libraries pay for SIP compliance for their local systems. If your library is unable to participate now because funding is needed for SIP, there may be another opportunity if this grant is funded.

Please sign and return this letter indicating your library's commitment to MiLE participation to Eileen Palmer, Deputy Director, The Library Network, 13331 Reeck Road, Southgate, MI 48195 **by September 26, 2001.** Thank you very much.

Sincerely,
Louise Bugg, Chair
MiLE Steering Committee

MiLE Participating Library Commitment

☐ My library is willing to participate in the MiLE implementation now and will make the commitments described in this letter.

Please indicate your library's preference:

Phase 1, December 2001	**1st choice**	**2nd choice**	**3rd choice**
Phase 2, February 2002	**1st choice**	**2nd choice**	**3rd choice**
Phase 3, April 2002	**1st choice**	**2nd choice**	**3rd choice**

My library expects to be SIP compliant by ___12/31/2001___ **(date).**

☐ My library is not able to participate in MiLE at this time.

☐ Please keep my library on the list for future MiLE participation opportunities.

Library name _____

Library address _____

Member of (circle all that apply):   DALNET   OWLS   SLC   TLN

Director's name _____

Director's signature _____

Date _____

Library contact for the MiLE Project

Name _____

Telephone _____

E-mail _____

Please return by September 26, 2001 to:
Eileen Palmer, Deputy Director
The Library Network
13331 Reeck Road
Southgate, MI 48195