Finance and Fund Raising for Libraries in India

Syeda Sarwat Farheen*

* **Librarian**
J.S.P.M's Mahila Kala Mahavidyalaya, Aurangabad, Maharashtra
India.

QR Code

Abstract: - *Finance plays an important role in the progressive activities of any organisation. Different types of libraries do not earn revenue for the services rendered by them. Therefore, they need constant financial support both from the Government and non-Government agencies to provide the services smoothly and effectively. Regular source of finance also strengthens the library system to perform in an efficient manner. The paper deals with the process of Fund raising, financial management, source of finance achieved by the Academic Libraries, Public Libraries and Special Libraries.*

Keywords: Fund raising, financial management, Academic Libraries, Public Libraries Special Libraries.

INTRODUCTION

1. Fund Raising

Fundraising is the process of gathering voluntary contributions of money or other resources, by requesting donations from individuals, businesses, charitable foundations, or governmental agencies. Although fundraising typically refers to efforts to gather money for non-profit organizations, it is sometimes used to refer to the identification and solicitation of investors or other sources of capital for non-profit enterprises. Fundraising is more challenging today than ever before. The library needs the support so the library is more competitive. To do this there is a need to think "outside the box". Some of the tried and true fundraising strategies of the past no longer work as well or may not even work at all anymore. The process of determining which strategies will work the best for the library there is a need for planning.

Steps for Effective Library Fundraising in the 21st Century

Step 1. Determine the Needs of the library

There are many ways to determine what you need. Just make sure you include everything like

- Facility or Program Assessment
- Strategic Planning
- Community Needs Assessment

- Funding Feasibility Study
- Prioritization

Step 2. "Who do you ask?"

Who is likely to support your Library financially?

- Patrons - Individuals give 75.6% of all charitable contributions
- Friends
- Residents
- Service Clubs
- Local corporations
- Local Municipalities
- State
- Foundations
- Former Residents

Step 3. Why are you Asking :

You need to be able to clearly explain to a prospect why they should support your library.

- Explain why your patrons/clients can't pay for the services they need.
- Tell their story.
- Utilize publicity and social media whenever possible versus advertising.
- Be an Advocate.
- Then ASK!!!

Step 4. "Who Should Be Asking?"

Planning who is the BEST person to ask, or request for the gift

A. Trustees

B. Volunteers

C. Staff

Step 5. ASK – "How do you ask?"

There are many ways of asking prospects for support, the most effective of which is person - person, face - to – face. But in today's scenario the latest techniques are as follows

- *Direct Mail*
- *Phone*
- *Person to Person*
- Special
  - Events
  - Speakers
  - Dinners
  - Luncheons
- Foundation Grant Application
- Corporate Grant Application
- Social Media/Internet
- Library website
- Face book

2. Libraries in India :

Libraries in India have been categorized as follows:

- ❖ Academic Libraries:
  University, College and School libraries
- ❖ Special &Govt. Libraries:
  R &D specialized libraries of IIT, IIM, Agriculture & Medical Sciences
- ❖ Public Libraries: Comprising National Library, State Central Library, District Central libraries, Sub-Division and Town Libraries and Rural and Primary Unit Centre

2.1. Academic Libraries :

A library forming part of or attached to a university, college or any educational institution is known as academic library and it differs from public library and special library and functions as an auxiliary to the parent institution in carrying out the objectives, mainly the education and an important intellectual resource of learning community.

For proper functioning of the library it needs adequate Fund/Finance.

2.1.1. Sources of Finance for University library:

University libraries in India receive funds in various proportions from the following sources:

- Grants allocated from the university budget
- Grants from the University Grants Commission
- Grants from Central and State government
- Endowments and gifts
- Library Fee (such as development fee, security, etc)
- Fines and miscellaneous sources.

The university libraries, in addition to regular grants, also receive ad hoc grants from time to time from various sources such as UGC, and such other institutions as Asia Foundation, Ford Foundation, Rockefeller Foundation, etc.

2.1.1.1 Grants allocated out of University Budget:

An important part of university library budget is funds from university budget There are two types of grants:

➢ **Recurring**

The recurring grants are given generally for the purpose of purchase of books and periodicals, salaries of staff, maintenance of regular services and for anticipated contingent expenditure.

➢ **Non-recurring**

The non-recurring grants are for specific purposes such as construction of library building, purchase of furniture, equipment, computers, other paraphernalia, and at times for the development of special collections in university libraries. These are also known as ad-hoc grants.

2.1.1.2. Grants from the U G C:

The university also gets special grants from the UGC which are passed on to the library for various purposes such as buildings, furniture, equipment, purchase of books etc. State governments also provide matching grants sometimes as per requirement of the UGC. It comes under university budget.

2.1.1.3. Grants from Central and State government:

It is very clear that Central government funds mainly central universities and state universities are funded by the State government.

2.1.1.4. Endowments and gifts:

In India endowments and gifts are a rare phenomenon. In the early sixties, the Indian universities were benefited by the endowment

grants given by Ford Foundation, PL 480 funds and the Rockefeller Foundation and many individuals who donated money for building libraries.

2.1.1.5. Library Fee

This does not constitute library income in the real sense as the library fee is very nominal and security is refundable.

2.1.1.6. Fines and miscellaneous sources:

Overdue fines comprise a meagre income of the university library, as in many university libraries in India there is no fine for faculty and as such no uniformity for overdue charges.

2.1.1.7. Role of committee

Various Education Commissions, Committees and agencies have suggested various norms of library expenditure to the total university expenditure, varying from 6.25% to 20 %.

Ranganathan Committee (1957)

The most comprehensive and significant document on the university and college libraries is the Report of the UGC library committee, chaired by Dr. S.R. Ranganathan. The Report was published by the University Grants Commission in 1959 entitled 'University and College Libraries. The committee made recommendations to the UGC on the standards of libraries, building, pay scales, and library training. Some of the recommendations of the Committee included the provision that the UGC and the State Government should help the college and the university libraries in the collection development of both books and periodicals. The formula suggested by the committee was that funds be given "at the rate of

Rs. 15 per enrolled student and Rs. 200 per teacher and research fellow. There should also be special initial library grants in the case of a new university and of a new department in an existing university; a similar scale should be followed for the college libraries.

Sr. No.	Name of the Commission	Year	Budget recommendation
1.	University Education Commission	1948-49	• 6.25% of total university budget • Rs.40 per student as the normal expenditure
2.	UGC Library Committee	1957-65	• Rs 15 per student, • Rs 200 per teacher & research fellow.
3.	The Kothari Commission	1964-66	• Rs 25 per student • Rs 300 per teacher
	Committee on National Policy on Library and Information System		• 6-10% from total budget
4.	Karnataka State Universities Review Committee	1979-80	• 20% of university budget
5.	National Knowledge Commission	2005-2008	• Easy access to knowledge, creation and preservation • Dissemination of knowledge

Committees for College Libraries

➤ When India attained Independence many of the 533 affiliated colleges did not have their own libraries, but at present, every college in the country has a library. Several commissions and

committees, like the Radhakrishnan Commission of 1948, did not stress the importance of the college libraries in their reports.

➢ The UGC has played a significant role in the growth and development of college libraries since 1953 by giving grants for books, equipment, staff and library buildings and has done a remarkable job in salary improvement of the college librarians. The UGC's contribution to the college libraries is at the rate of Rs. 15 per student with a maximum of Rs. 10,000 with some additional and special grants for text - books, when a new subject is introduced in the Curriculum. The total Expenditure on the college libraries according to the recommendation of the Education Commission should be 6.25 per cent of the total budgets of the colleges, but in most cases it has remained between 1.5 %and 2.3.

➢ Information Communication Technologies (ICTs) have come in a big way. It has directly put pressure on the already limited resources of libraries as first infrastructure is required to equip academic libraries with computers, internet connection and trained staff. University libraries are buying access to e-journals and various databases, which again means more money needed.

➢ The traditional formula of Dr. S.R. Ranganathan where he had recommended
  • Staff- 50%
  • Books and other reading material- 40%
  • Miscellaneous items- 10%

• Salaries and wages 50%

• Books 20%

• Periodicals 13%

• Binding 7%

• Lighting, heating,

• cooling, etc. 3%

• Library supplies etc. 7%

•

2.2. Public Libraries in India :

Public library is largely regarded as the People's University. It has tremendous developments in India from the early period to till date at various stages. Most of the Indian states now have free public library services to develop the people of India at different levels. Following are the five libraries were regarded as national importance public libraries

Sr. No.	Name of the Library	By whom established	Year	Place
1.	National Library		1836	Kolkata
2.	Khuda Bakhsh Oriental Public Library	Maulvi Khuda Bakhsh	1891	Patna
3.	Rampur Raza Library	Nawab Faizullah Khan	1774	
4.	Thanjavur Maharaja Serfoji's Sarasvati Mahal Library	Nayak Kings of Thanjavur	1535 - 1675	Thanjavur
5.	Harekrushna Mahtab State Library		1959	Bhubaneswar

2.2.1. Public Library Finance:

Public libraries being spending organisations do not earn revenue for the services rendered by them. Therefore, they need constant financial support both from the Government and non-Government agencies to provide the services smoothly and effectively. A regular source of finance also strengthens the public library system to perform in an efficient manner.

In view of the Public Library Finance, various sources are as follows:

Government Sources

These include funds from central Government, State Government and local bodies. In India public libraries are partially supported by funds provided by the State Governments or the local authorities.

Library cess

Some Indian States that have library legislation, have the provision of raising library cess along with various taxes charged from people of the State. This library cess too contributes towards the funding of public libraries.

Subscription

It is considered as the main source of income by most of the public libraries. In India the practice of for receiving the subscription from users is there and thus this remains as the main source of funding.

Income generated by the Library

Public libraries may raise funds by other means like:

- Overdue charges from users
- Compensation collected from users towards loss of books
- Income generated by selling old newspapers and other waste materials
- Interest received from investments, etc.
- Rents on vacant spaces
- Fund raised from special events

Endowments

Some private benefactors and charitable institutions have provision of bestowing funds to public libraries. Although such grants are not permanent are usually quite helpful at times to build up a specific facility or collection in a public library.

2.3. Special Libraries in India :

Special libraries offer unique opportunities to work in a specialized environment of interest, such as corporations, hospitals, the military, museums, private businesses, and the government. Special libraries can serve particular populations, such as the blind and physically handicapped, while others are dedicated to special collections, such as the Library of Congress or a presidential library.

Special libraries and libraries under Science and Technology institutions are in a much better developmental stage as compared to the other four sectors.

Libraries and information centres of research institutions such as those under Council of Scientific and Industrial Research (CSIR) ,

Defence Research and Development Organisation (DRDO), Indian Council of Agricultural Research (ICAR), Indian Council of Medical Research (ICMR), Department of Atomic Energy (DAE), Indian Space and Research Organisation (ISRO), Department of Science & Technology (DST) and Institutes of higher learning like the Indian Institutes of Technology (IITs), Indian Institute of Science (IIS), Indian National Science Academy (INSA), Indian Institutes of Management (IIMs), are modernized and have been given the necessary resources for development.

Special libraries are meant for special need of group of individuals and it concern with the R&D activities.

Sources are generally grouped into two separate categories

➢ Government sources

➢ Non-government (including private) sources.

➢ Government fund

1. RRRLF is set up by the Ministry of culture Government of India. The Grants Committee is responsible for approving grants under the scheme of assistance to voluntary organisations rendering public and special library services,

2. NBHM operates a scheme to extend financial support to the libraries of various Universities and Institutions. In India, universities & institutions at postgraduate level may apply for financial support for their libraries

3. These special Libraries are expected to cater to the needs of the users in which they are located and are open to users of the region for consultation and inter-university borrowing. Photocopying facilities are available at these libraries at nominal costs. The special libraries, are given an annual library grant of Rs 43,00,000/- (Rs. Forty three lakh only) by NBHM.

➢ Non-Government Resources are as follows

The Bill & Melinda Gates Foundation http://www.gatesfoundation.org

• Kids in Need Foundation http://www.kinf.org/

• The Foundation Centre http://foundationcenter.org/

• Scholastic.com
http://www.scholastic.com/librarians/programs/grants.htm

http://teacher.scholastic.com/professional/grants/scholgrantseminar.htm

• AWE Learning Funding Solutions https://awelearning.com/funding-resources/

• GrantWatch.com (enables you to search for all types of grants across all funding sources)
https://www.grantwatch.com/grant-search.php?

Conclusion :

The present paper concludes that the situation in academic libraries has not been very bright. As a result of careless approach to the university libraries, there has not only been a

situation of financial stagnation but also of decline in their funding. University budget has undergone many changes because of the changes that have taken place in the academic environment of universities, colleges and their libraries. Pay scales have been revised many times and staff salaries are eating away the major chunk of the university library budget.

Beside these it has been seen that the Public libraries rely heavily on local Government and the municipality funding. There is sufficient, but latent support for increased library funding among the general population. Thus, the public libraries, long supported by various Government entities, have seen a decline in monetary support for several decades. It is also critical for maintaining a strong and successful public library to receive adequate funding.

In case of the special libraries are differ from the academic and public libraries it plays a vital role in the growth and development of research.

The special libraries are made as the centres of excellence in terms of disseminating information and become the facilitator of knowledge in special fields of research and development (R&D). As a result, these libraries get the funds from international organizations so they are more established than the other libraries in India.

Bibliography :

1. American Library Association. (2014). Library Fund Raising: A Selected Annotated Bibliography. Retrieved from http://www.ala.org/tools/libfactsheets/alalibraryfactsheet24

2. Dossett, J.C. (2004). Budgets and Financial Management in Special libraries. Retrieved from http://faculty.libsci.sc.edu/bob/class/clis724/SpecialLibrariesHandbook/Budgets%20and%20Financial%20Management.htm

3. Grants and Funding sources of Libraries. (n.d.). Retrieved from https://help.ebsco.com/interfaces/EBSCO_Guides/Resources_for_Librarians/Grants_Funding_Sources_for_Libraries (Accessed December 25, 2017)

4. *Shaista, P. M. (2014). Special libraries in India: an overview .An International Peer Reviewed Bilingual E-Journal Of Library And Information Science.* Retrieved from http://www.klibjlis.com/1.11.pdf

Website used

5. http;//www.sarasvatimahallibrary.tn.nic.in/library/library.html

6. http://164.100.133.129:81/eCONTENT/Uploads/Library_&_Society.pdf

7. http://epgp.inflibnet.ac.in/epgpdata/uploads/epgp_content/library_and_information_science/public_libraries/12.financial_resources_of_public__libraries/et/2120_et_12.pdf

8. http://epgp.inflibnet.ac.in/epgpdata/uploads/epgp_content/library_and_information_science/academic_libraries/05._financial_management_of__academic_libraries-_1_/et/2004_et_5.pdf Remove background

9. http://publications.drdo.gov.in/ojs/index.php/
    djlit/article/viewFile/3412/1843

10. http://shodhganga.inflibnet.ac.in/bitstream/10
    603/56122/1/thesis.pdf

11. http://shodhganga.inflibnet.ac.in/bitstream/10
    603/69687/8/08_chapter%203.pdf

12. http://www.ala.org/tools/libfactsheets/alalibra
    ryfactsheet24#libadvocacy

13. http://www.nbhm.dae.gov.in/libraries.html

14. http://www.webpages.uidaho.edu/~mbolin/m
    ahajan5.htm

15. https://en.wikipedia.org/wiki/Fundraising

16. https://www.nyla.org/max/4DCGI/cms/revie
    w.html?Action=CMS_Document&DocID=56
    3&MenuKey=eBulletin