TEXTREASURES, SFY 2003
STATISTICAL TARGETS
EXPLANATION OF VARIANCE

(Due quarterly with Satistical Targets on: 12/6/02, 3/6/03, 6/6/03, and 9/5/03)

Library: _____

A written explanation, *including action to be taken to remedy the situation*, is required if actual performance on any target varies from projected performance by 5% or more.

Quarter Completed	Projected Performance	Provide explanation if % of Target Attained To Date Is
1st	25% of End-of-Year Target	≤ 20% or ≥ 30%
2nd	50% of End-of-Year Target	≤ 45% or ≥ 55%
3rd	75% of End-of-Year Target	≤ 70% or ≥ 80%
4th	100% of End-of-Year Target	≤ 95% or ≥ 105%

WORK PERFORMANCE CATEGORY	EXPLANATION OF VARIANCE

Use any of the following methods to submit your report:
email to: april.kral@tsl.state.tx.us --OR— beverly.shirley@tsl.state.tx.us
fax to: Grants Accountant, Grants Dept., Texas State Library and Archives Commission, (512) 475-0185 -OR-
mail to: Grants Accountant, Grants Dept., Texas State Library and Archives Commission, PO BOX 12516, Austin, TX 78711-12516