## CALIFORNIA STATE LIBRARY  
FISCAL YEAR 2015/2016  
LSTA STATEWIDE GRANT APPLICATION

### ELEMENT 1: BASIC INFORMATION (please see application instructions for additional information)

#### Applicant Information

1. **Library/Organization**  
   Pacific Library Partnership

2. **Library’s DUNS Number**  
   830926072

3. **Internet Web Site Address**  
   plpinfo.org

4. **Project Coordinator Name & Title**  
   Susan Hildreth, Chief Executive Officer

5. **Email Address**  
   hildreth@plsinfo.org

6. **Business Phone Number**  
   650-349-5538

7. **Fax Number**  
   650-349-5089

8. **Mailing Address**  
   
<table>
<thead>
<tr>
<th>PO Box or Street Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
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</thead>
<tbody>
<tr>
<td>2471 Flores Street</td>
<td>San Mateo</td>
<td>CA</td>
<td>94403</td>
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</tbody>
</table>

9. **Check the Appropriate Library Type**  
   - [ ] Public Library  
   - [ ] Academic  
   - [ ] K-12  
   - [ ] Multi-Type  
   - [x] Special/Other

#### Project Information

10. **Project Title**  
    Veterans Connect @ the Library

11. **LSTA Funds Requested**  
    $319,051

12. **Cash Contributions**  
    $18,206

13. **In-Kind**  
    $425,565

14. **Total Project Cost**  
    $762,822

15. **California’s LSTA Goals** *(Check one goal that best describe the project)*
   - [ ] Literate California  
   - [ ] Content Creation/Preservation  
   - [x] Community Connections  
   - [ ] 21st Century Skills  
   - [ ] Bridging the Digital Divide  
   - [ ] Ensuring Library Access for All  
   - [ ] 22nd Century Tools  
   - [ ] Information Connections

16. **Number of persons served** *(The number of persons who use or will benefit directly from this project)*  
    5,000

17. **Primary Audience for project** *(Select all that apply.)*
   - [x] Adults  
   - [ ] Families  
   - [ ] Immigrants/Refugees  
   - [ ] Intergenerational Groups (Excluding Families)  
   - [ ] Library Staff, Volunteers and/or Trustees  
   - [ ] Low Income  
   - [ ] Non/Limited English Speaking Persons  
   - [ ] People with Disabilities  
   - [ ] People with Limited Functional Literacy  
   - [ ] Pre-School Children  
   - [ ] Rural Populations  
   - [ ] School Age Children  
   - [ ] Senior Citizens  
   - [ ] Statewide Public  
   - [ ] Suburban Populations  
   - [ ] Unemployed  
   - [ ] Urban Populations  
   - [ ] Young Adults and Teens

18. **This signature certifies that I have read and support this LSTA Grant Application.**

   **Library Director Name:** Susan H. Hildreth  
   **Title:** Chief Executive Officer

Mailing Address
   
   **(if different from above)**   
   
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<tr>
<th>City</th>
<th>Zip</th>
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</table>

Library Director Signature:  

Date:  

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ELEMENT 2: PROJECT BACKGROUND AND SUMMARY (please see application instructions for additional information)

Describe how this project was identified as a need, how it relates to your library’s strategic plan, what will be accomplished if this project is implemented, and how you will know whether your project is successful. Summary should relate to activities in the timeline (Element 4) and include statistical info to support the project. Limit to one page and use 12 point font.

According to the California Department of Veterans Affairs (CalVet), California is home to nearly 1.8 million military veterans, the highest number in the nation. Yet just over 20% of veterans are collecting the benefits and services they earned protecting America. Many veterans are unaware that they qualify for benefits and many are in desperate need of help. In California, the most critical veteran benefit needs are: Housing, Education, Health (including Mental Health), and Employment.

While numerous organizations exist throughout the state to assist veterans in connecting to or learning about their benefits, California veterans use veteran services less than the national average. Women veterans and younger veterans in particular are less likely to contact the Veterans Administration upon their discharge, unless they leave the military for medical reasons. Benefits go untapped and unused for veterans who may qualify for any number of earned services that would improve their quality of life – now and in their future.

CA public libraries, in partnership with CalVet, embarked on a pilot project in 2012 to build volunteer support as well as print and technology resources in 3 public libraries to help connect veterans with benefits and services for which they may be eligible. Today, 24 public library sites now have Veteran Resource Centers/Stations staffed with trained volunteers, often veterans themselves, who are prepared to assist veterans and their family members to access services. Volunteers provide one-to-one and confidential guidance with the veteran to prepare them for meeting with their VA or County Veteran Service representative who will be the direct link to getting their benefits processed. As a trusted and safe community resource, the public library is the ideal setting for outreach and community building in the veteran community. In addition to providing service to veterans, each library has joined or developed a local veteran service provider network on which library staff may participate as advisor or active member. The creation of these supportive partnership has strengthened the library’s visibility and respect in the veteran community and has resulted in higher veteran activity and targeted programming in libraries. Response from veterans using the Veteran Resource Centers has been overwhelmingly positive with many commenting that previously unknown benefits were made known to them through the library connection.

This LSTA grant would allow Pacific Library Partnership to open new Veteran Resource Centers in additional library locations, as well as provide continued support and advisement to the existing 24 sites. New locations are selected on criteria developed in consultation with CalVet Division of Veterans Services including, but not limited to: number of veterans living in the area, veteran resources available and community locations with high veteran traffic patterns (i.e. central library locations in large urban areas).

Though exact data identifying unemployment among veterans is not available, every effort will be made to use factors such as unemployment, education, housing and healthcare as additional criteria. In addition, a Focus Group of current project libraries stressed the need for support from the library director and staff as essential elements for the success of this project. A signed Letter of Commitment is used to clearly communicate expectations of grant goals, activities and timelines to all libraries who express an interest in becoming a Veterans Connect @ the Library site.

In the coming year, project managers and library sites will identify local and statewide veteran events to support and attend e.g. Women Veterans Conference, Long Beach; Veterans Day events; Women in Military History Week (March 2016), Stand Downs - San Diego, etc. These events are ideal venues for library outreach and to develop or enhance existing partnerships in the veteran service community.

Project libraries will also have the opportunity to host the War Comes Home, The Legacy traveling panel exhibit that depicts veterans' reintegration into civilian life through personal letters and supported with an accompanying audio tour. Exhibit Envoy, creator and curator of this exhibit, will manage the shipping and technical support for this project. Hosting libraries will be encouraged to create programming to complement the exhibit during their hosting period.

Grant project managers will continue to expand on the number of Federal Veteran Administration approved library Work Study worksites and to recruit VA Work Study students from veteran service centers and local community colleges and universities to work at library Veteran Resource Centers. Work Study Students will staff Veteran Resource Centers during library hours and will work with other volunteers and library staff to identify, plan and host library programming targeting veterans and their families, as well as supporting other community veteran events.

As a measure of project success, the project outputs & outcomes are reviewed & discussed regularly with project partners to determine effectiveness and impact to the veteran community. Statistics are collected from all library sites and from partner CalVet and, in combination with comments provided by veterans served, provide a good feedback system to gauge success & impact of this project. In addition, expansion of library-based Veteran Resource Centers in high need geographic service areas of the state should generate even greater awareness among the veteran community.

The Veterans Connect @ the Library project is supported in part by Infopeople who contracts with two consultants who provide the project management. In addition, Infopeople provides project website design, hosting and maintenance, webinar production, training and hosting, and technical consultation and support to the project managers. Infopeople provides this assistance as part of their Partner Project support to state-level projects authorized by the California State Library.
ELEMENT 3: PLANNING AND EVALUATION (please see application instructions for additional information)

Please answer each area concisely and completely. For section A-F limit to four pages and use 12 point font.

A. Project Intent (Check only one intent that best describe the project)

Institutional Capacity
- Improve the library workforce
- Improve the library’s physical and technology infrastructure
- Improve library’s operations

Information Access
- Improve users’ ability to discover information
- Improve users’ ability to obtain information resources

Lifelong Learning
- Improve users’ formal education
- Improve users’ general knowledge and skills

Human Services
- Improve users’ ability to apply information that furthers their personal, family, or household finances
- Improve users’ ability to apply information that furthers their personal or family health & wellness
- Improve users’ ability to apply information that furthers their parenting and family skills

Employment & Economic Development
- Improve users’ ability to use resources and apply information for employment support
- Improve users’ ability to use and apply business resources

Civic engagement
- Improve users’ ability to participate in their community
- Improve users’ ability to participate in community conversation around topics of concern

B. Project Purpose – Short statement which answers the questions: we will do what, for whom, for what expected benefit(s).

The purpose of this grant is to 1) increase the number of veterans accessing their benefits, 2.) to reintegrate veterans into the California workforce and our communities, and 3) to connect veterans and their families to the resources and programs available at their public libraries.

Project Goals: To provide veteran benefits and local service information to veterans and family members and links to other organizations serving veterans, especially local County Veteran Service Offices, CalVet and the Federal VA. Also, to improve the quality of life for veterans and their family members through more informed and greater access to benefits and services for which they may be eligible. The primary focus of the library-based service to veterans is built on four critical elements: Housing, Employment, Health and Education.

C. Anticipated Project Outputs – Measures of services and/or products to be created/provided.

Grant Managers will obtain quarterly count from CalVet on # of MyCalVet enrollments indicating a library as location where veteran enrolled online. In addition, Outputs will be collected from current and new libraries to capture:

Number of veteran interactions at the library; Number of first time veteran or veteran family visitors; Number of reintegration forms completed; Number of MyCalVet online forms completed; Number of veteran family members served; Number of and increase in partnerships with organizations serving veterans (Current libraries will report number working with and increases during the year. New libraries will increase from 0 to at least 5.); Attendance at library programs focused on veteran or veteran-related issues; Number of staff or volunteers completing online training module created (My CalVet orientation); Number of Volunteers and volunteer hours worked; Number of veteran-specific events or programs held.

D. Anticipated Project Outcome(s) – What change is expected in the target audience’s skills, knowledge, behavior, attitude, and/or status/life condition? How will you measure these outcomes? (for examples see attachment B of the application instructions)

80% of veterans and/or veteran family members who received services from the Veteran Resource Center volunteer or library staff will report that they learned something new at the library about veteran resources and/or benefits for which they may be eligible. A written survey tool is administered by volunteer and/or library staff member via written response in a comment card format to this question and 4 other questions regarding their library visit.

Prior to taking Staff Diversity Training and after taking same training (via online webinar), library staff will rate their knowledge about veteran services and resources. Upon completion of the training, 80% of staff will report an increase in their knowledge about veteran service needs and resources available through the library and in the community. A rating scale will be used. Survey is administered via SurveyMonkey.

Prior to taking the training and after taking same training (via online modules), volunteers will rate their knowledge about veteran services and resources. Upon completion of the training, 80% of volunteers will report an increase in their knowledge about veteran service needs and resources available through the library and in the community. A rating scale will be used. Survey is administered via SurveyMonkey.
E. Briefly describe how this project will be financially supported in the future.

Year 3 libraries who do not receive LSTA funded support (Year 1 and Year 2 only receive LSTA $) have demonstrated their commitment to continue providing service to veterans with use of local resources. In addition, online resources will continue to be expanded within this grant year and will be provided to all project libraries, as well as to any public library that wants to provide some level of outreach to the veteran community. Additional outside resources will be identified to continue support to existing library projects, as well as to allow for expansion to additional library jurisdictions in future years. Grant managers will explore IMLS Leadership and/or Laura Bush grant funding in this grant year in order to prepare to rollout this project as a national model. Other state libraries will be contacted to determine level of interest and possible pilot partners for a national IMLS supported project.

F. Activity Information. Activities are action(s) through which the intent or objective of a project are accomplished. Four activity types have been identified, each with select methods to help you describe how you will carry out this project. Any activity type must account for at least 10% of the total amount of resources committed to the project.

I. ☑ Instruction - Involves an interaction for knowledge or skill transfer. (Check all that apply and provide a description including whether the format will be in-person, virtual, or both)

☐ Program - Formal interaction and active user engagement (e.g., a class on computer skills).
☐ Presentation - Formal interaction and passive user engagement (e.g., an author’s talk),
☑ Consultation - Informal interaction with an individual or group of individuals (library staff or other professional) who provide expert advice or reference services to individuals, units, or organizations.

Description: CLA Nov 2015 - In Person Format: One library staff person and one volunteer from each of the Veterans Connect project sites (estimating 36 library sites by Nov 2015) will attend a 3-hour evening meeting and one full day meeting to participate in training and workshop sessions by which each library will share their expertise and experience gained through the course of this project. Participants will also hear and dialog with 3 panels of guest presenters from libraries and the veteran service field. A panel of librarians will share their programming experience and be available for dialog with attendees. A third panel will present on strategies volunteers and staff are using to engage veterans and to outreach to the veteran community.

Training Webinars - Virtual Format: On-going training for volunteers and staff. 3-4 webinars will be held in 2015/16 and archived for online access.

Consultation - In Person Format: Allocation is provided to each library site (Year 1 and Year 2) for staff backfill to allow for dedicated library staff to administer and lead the development and launch of the Veterans Connect project and for library outreach to the veteran service community in each location.

II. ☑ Content - Involves the acquisition, development, or transfer of information. (Check all that apply and provide a description including whether the format will be physical, digital, or both)

☐ Acquisition - Selecting, ordering, and receiving materials for library or archival collections by purchase, exchange, or gift, which may include budgeting and negotiating with outside agencies (i.e. publishers, vendors) to obtain resources. May also include procuring software or hardware for the purposes of storing and/or retrieving information or enabling the act of experiencing, manipulating, or otherwise interacting with an information resource.

☐ Creation - Design or production of an information tool or resource (e.g., digital objects, curricula, manuals). Includes digitization or the process of converting data to digital format for processing by a computer.

☐ Description - Apply standardized descriptive information and/or apply such information in a standardized format to items or groups of items in a collection for purposes of intellectual control, organization, and retrieval.

☐ Lending - Provision of a library’s resources and collections through the circulation of materials (general circulation, reserves). May also refer to the physical or electronic delivery of documents from a library collection to the residence or place of business of a library user, upon request.

☐ Preservation - Effort that extends the life or use life of a living or non-living collection, the individual items or entities included in a collection, or a structure, building or site by reducing the likelihood or speed of deterioration.

Description: Collection Development - Physical Format: A materials budget is allocated to each project library to create a physical print and media collection targeting interests and needs of veterans and their families. Materials are purchased to include in the library's circulating collection. Technology Purchases - Physical Format: An allocation is made for the purchase of one laptop, one printer and one Chromebook for each CIPA compliant library.

Website Development - Virtual Format: Project Website is maintained and supported with new or updated services, research & tools added as identified. Also, each project library is required as part of the grant to develop their own Veteran Resource site from their library home page to identify and link local veteran resources and services.
III. ☒ Planning & Evaluation - Involves design, development, or assessment of operations, services, or resources. *(Check all that apply and provide a description)*

☒ Retrospective - Research effort that involves historical assessments of the condition of a project, program, service, operation, resource and/or user group.

☐ Prospective - Research effort that projects or forecasts a future condition of a project, program, service, operation, resource, and/or user group.

Description: Project Evaluation - In Person and Virtual (email) Format: PLP will contract with consultant and/or organization to draft and implement an outside evaluation of the Veterans Connect @ the Library project to determine effectiveness and impact to the veteran community and outcomes that have been generated by this project and how to most effectively move forward. The evaluation process will include interviews with CalVet as our partner and with stakeholders including the veterans served, county veteran service officers, community-based organizations with whom we have worked and other local partnerships created in communities where library-based Veteran Resource Centers are located. Library staff and volunteers will also be an important part of these interviews.

IV. ☐ Procurement - Acquiring or leasing facilities; purchasing equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure. *(Check all that apply and provide a description)*

Description:
### ELEMENT 4: GRANT TIMELINE/ACTIVITIES (please see application instructions for additional information)

Show each major project activity and when it will be started and/or completed throughout the project. The timeline should correspond to the activities described in Planning and Evaluation. Please put an X in each pertaining month.

<table>
<thead>
<tr>
<th>Activity</th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
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<tbody>
<tr>
<td>15 Library sites contacted and identified to expand Veteran Resource Centers</td>
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<td>Using approved list, new sites select, order &amp; process print &amp; media</td>
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<td>Purchase &amp; ship laptops, printers, Chromebooks to new sites (CIPA compliant)</td>
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<td>Staff attend diversity training at new sites (online training)</td>
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<tr>
<td>Volunteers recruited &amp; attend online training at new sites</td>
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<td>x</td>
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<td>New sites identify their community network of providers &amp; make contact</td>
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<td>Each funded library makes PR contact using PR toolkit; launch opening</td>
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<td>Each funded library hosts 2 programs using programming toolkit or other</td>
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<td>CLA Pre-Conf meeting- planning &amp; implementation</td>
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<td>Current libraries receive 10-20 new titles &amp; supply items as needed</td>
<td>x</td>
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<tr>
<td>Each site creates a local community-based page of veteran resources</td>
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<td>Promotional materials &amp; display equipment purchased for new sites</td>
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<td>Ongoing coordination with CalVet via grant coordinators</td>
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<td>x</td>
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<td>Social media PR promotion and/or campaign (Veteran's Day, etc)</td>
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<td>x</td>
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<tr>
<td>Project website updates and edits as needed</td>
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<td>x</td>
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<tr>
<td>Identify, contract and work with Evaluator to complete project evaluation</td>
<td>x</td>
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<td>x</td>
<td></td>
<td>x</td>
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<td>If accepted, prepare for PLA panel presentation - April 2016</td>
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<tr>
<td>Identify need, develop &amp; deliver 3-4 training webinars for staff &amp; volunteers</td>
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<tr>
<td>War Comes Home, The Legacy - Identify host libraries &amp; contract with EE</td>
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</table>
ELEMENT 5: BUDGET (please see application instructions for additional information)

The budget should clearly identify the amounts requested and from what sources.

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>LSTA</th>
<th>Cash Contributions</th>
<th>In-Kind</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>Library Assistant Backfill - 15 New Sites</td>
<td>$87,360</td>
<td>$0</td>
<td>$0</td>
<td>$87,360</td>
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<tr>
<td>Library Assistant Backfill - 13 Year 2 Sites</td>
<td>$37,856</td>
<td>$0</td>
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<tr>
<td>Library Administration</td>
<td>$0</td>
<td>$0</td>
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<td>$120,900</td>
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<tr>
<td>Cal Vet</td>
<td>$0</td>
<td>$0</td>
<td>$10,694</td>
<td>$10,694</td>
</tr>
<tr>
<td>Volunteers - staffing of Veteran Resource Centers &amp; Outreach</td>
<td>$0</td>
<td>$0</td>
<td>$276,658</td>
<td>$276,658</td>
</tr>
</tbody>
</table>

Subtotal $125,216                          $0                  $408,252 | $533,468 |

**Description:** LSTA: 15 New Sites: Staff Support Library Assistant Backfill - .1FTE (4hrs/wk) @ $28/hr = $5,824x15 = $87,360; 13 Year 2 Sites: Staff Support Library Assistant Backfill - .5FTE (2hrs/wk) @ $28/hr = $556x2 = $1,112; 120,900

In-Kind: Library Director: .025FTE (1hr/wk) @ $65/hr x 15 = $975; Library Manager: .05FTE (2hrs/wk) @ $45/hr x 52 = $2,294; Cal Vet: Public Information Officer II: 10 hrs x $40/hr = $400; David Peterson, Staff Assistant, Veterans Services Division: 10 hrs x $22/hr = $220; Greg Nannini, Office Tech, 1 hr @ $15/hr = $15; John Kraft, Staff Services Manager I, Avg 10 hrs/mo x $42/hr = $420/mo x 10 mos = $4,200; LINCS Officers (8) @ $27/hr x 2 hrs/mo x 12 mos = $3,312. Total CalVet=$ 10,694

Volunteers - est 10,500 hours (40 library sites) @ $26.34/hr = $276,658 (http://independentsector.org/volunteer_time)

<table>
<thead>
<tr>
<th>Equipment (Items over $5,000 per unit)</th>
<th>LSTA</th>
<th>Cash</th>
<th>In-Kind</th>
<th>Total</th>
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<tbody>
<tr>
<td></td>
<td>$0</td>
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Subtotal $0                          $0                  $0      | $0    |

**Description:**

**Operating Expenses: Library Materials**

- Print and other format materials for Veterans Collection: $21,700
- Print materials for 2 library programs for 15 new sites: $12,000
- $0

Subtotal $33,700                          $5,294            $2,333      | $41,327 |

**Description:** Purchase of print and other format materials to build veteran resources for circulation at 15 new project libraries: 55 items @ $200 = $11,000; Purchase of print and other format materials for circulation at Year 2 libraries - $400 x 13 sites = $5,200

Cash Match & InKind contributions estimated from current libraries reporting in 14/15 on same elements.

**Operating Expenses: Consultant Fees**

- Project Evaluator - Organization or Individual to be contracted: $20,000
- Data Assistant/Social Media: $5,300
- Veteran Career Counselor/Trainer: $1,300
- Speakers, Authors, other Veteran Program Consultants: $10,400
- $0

Subtotal $37,000                          $0                  $0      | $37,000 |

**Description:** Project Evaluator - Will identify and contract with qualified outside evaluator with veteran program evaluation experience to review project effectiveness based on identified outcomes and provide feedback for program improvement. Contract not to exceed $20,000;

Speakers, Authors, other library programming speakers - $10,400 for 28 - 35 library sites.

Amy Little- Data Assistant/Social Media - Assist with compilation & reporting of survey data submitted by project sites; website review of all sites; Social Media support for project & sites. Est 20 hrs/mo x $22/hr x 12 mos = $5,300

Monica Daniel- Veteran Career Counselor/Sac State - Create & deliver training via webinars for volunteers & library staff on trends in education & employment for veterans. Contract rate at $65/hr 15-20 hours = $1,300.
### Operating Expenses: Travel

<table>
<thead>
<tr>
<th>Description</th>
<th>Operating Expense</th>
<th>Contributions</th>
<th>(B+C+D = E)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLA 11/15 - Pre-Conf Meeting for Veterans Connect projects</td>
<td>$36,000</td>
<td>$6,912</td>
<td>$480</td>
</tr>
<tr>
<td>PLA 4/16 - Travel for CalVet Partner and library manager</td>
<td>$3,000</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
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<td>$0</td>
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<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$39,000</td>
<td>$6,912</td>
<td>$480</td>
</tr>
</tbody>
</table>

**Description:** CLA Nov 2015 - Pre-Conference meeting of all Veteran Connect sites - one staff and one volunteer/veteran to attend. Dinner meeting on 11/4, full-day meeting 11/5. Agenda to include 3 panel presentations - CalVet and Veteran Service Organization representative - trends in veteran services; Library Staff - Library programming for veterans; Staff/Volunteer - successful outreach strategies. Est. costs= 72 persons x $500/person = $36,000. Expenses covered include travel (airfare or mileage - lowest cost) - est $200/pp; Lodging: 1 night hotel-est $150/pp; Estimated Expenses: 11/4 Dinner meeting meal=$4620 +tax+tip (minchg of hotel); 11/5 Bkfst-72 x $25/pp=$1800; 11/5 Lunch-78 (including guests) x $45=$3,120.

### Operating Expenses: Supplies/Other

<table>
<thead>
<tr>
<th>Description</th>
<th>Operating Expense</th>
<th>Contributions</th>
<th>(B+C+D = E)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per library : 1 Chromebook, 1 laptop, 1 printer</td>
<td>$21,430</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>PR and other supplies</td>
<td>$17,450</td>
<td>$6,000</td>
<td>$14,500</td>
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<tr>
<td>Conference Packets (CLA and PLA)</td>
<td>$350</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>Social Media communications</td>
<td>$5,600</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Shipping/Postage</td>
<td>$2,000</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>CalVet Resource Books</td>
<td>$1,500</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$48,330</td>
<td>$6,000</td>
<td>$14,500</td>
</tr>
</tbody>
</table>

**Description:** Technology Support: Chromebooks = $379 ea x 15 libraries=$5,680; Printer & laptop = $1050 ea x 15 libraries=$15,750; PR Supplies: Event/booth supplies=$350x15=$5,250; Bus Cards=$100x15=$1500; Windsocks, Flags, Cutouts=$215x15=$3,225; Display Equip=$125x15=$1875; Misc Supplies=$200/site x 28 (Year 1 & 2)=$5600. Social Media Communications - $200x28 sites = $5600

### Operating Expenses: Contracted Services

<table>
<thead>
<tr>
<th>Description</th>
<th>Operating Expense</th>
<th>Contributions</th>
<th>(B+C+D = E)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exhibit Envoy- WCHTL - Touring fees and exhibit support</td>
<td>$6,800</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
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</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$6,800</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Description:** Touring fees paid to Exhibit Envoy for 1 copy of War Comes Home, The Legacy exhibit panels @ $600/library for 4-6 libraries. Includes one year insurance, & one year access to audio recordings via phoneline. Shipping est @ $300 per site. Lease of audio tour = $400/yr. Insurance = $100/yr. Each host library has exhibit for 6 weeks of display time. Exhibit Envoy, a non-profit and partner to CalHumanities, provides a ready-to-install product, scheduling and logistics management, full press materials, public program access, interpretive and gallery materials, and the commitment of the EE staff to assist in any way needed to ensure a successful booking and public experience.

### Indirect Cost Rate Applied

<table>
<thead>
<tr>
<th>Project Total</th>
<th>$290,046</th>
<th>$18,206</th>
<th>$425,565</th>
<th>$733,817</th>
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</thead>
<tbody>
<tr>
<td>Indirect Cost</td>
<td>$29,005</td>
<td>$0</td>
<td>$0</td>
<td>$29,005</td>
</tr>
</tbody>
</table>

**Description:** Indirect costs include cost for administrative and fiscal staff, workspace, utilities, internet, IT support, office supplies and use of equipment.

### Grand Total

| Project Total | $319,051 | $18,206 | $425,565 | $762,822 |
ELEMENT 7: INTERNET CERTIFICATION FOR APPLICANT PUBLIC LIBRARIES FY 2015/16
(please see application instructions for additional information)

As the duly authorized representative of the applicant public library, public elementary school library or public secondary school library applying for LSTA funding, I hereby certify that the library is (check only one of the following boxes)

A. ☐ An individual applicant that is CIPA compliant.
   The applicant library, as a public library, a public elementary school library or public secondary school library, has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act.

B. ☒ Representing a group of applicants. Those applicants that are subject to CIPA requirements have certified they are CIPA compliant.
   All public libraries, public elementary school libraries, and public secondary school libraries, participating in the application have complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. The library submitting this application has collected Internet Safety Certifications from all other applicants who are subject to CIPA requirements. The library will keep these certifications on file with other application materials, and if awarded funds, with other project records.

C. ☐ Not Subject to CIPA Requirements.
   The CIPA requirements do not apply because no funds made available under this LSTA grant program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet.

Pacific Library Partnership
Library/Organization
Veterans Connect @ the Library
Project Name

Susan H. Hildreth
Library Director Name
Chief Executive Officer
Title

Library Director Signature
Date

file:mcp/lsta/announceapps&instr/1516