1. **Library/Organization**: University Enterprises, Inc. (on behalf of Ctr for CA Studies)
2. **Library’s DUNS Number**: 02-903-1796
3. **Internet Web Site Address**: [http://www.csus.edu/calst/](http://www.csus.edu/calst/)
4. **Project Coordinator Name & Title**: Steve Boilard, Executive Director, Ctr for CA Studies
5. **Email Address**: steve.boilard@csus.edu
6. **Project Coordinator Name & Title**:  
7. **Fax Number**: 916-278-6906
8. **Mailing Address**:  
   - **PO Box or Street Address**:  
   - **City**: Sacramento  
   - **State**: CA  
   - **Zip**: 95819-6081
9. **Check the Appropriate Library Type**:  
   - [ ] Public Library  
   - [ ] Academic  
   - [X] K-12  
   - [ ] Multi-Type  
   - [X] Special/Other
10. **Project Title**: Preserving the Political Record: California Legislator Histories
11. **LSTA Funds Requested**: $89,298
12. **Cash Contributions**: $0
13. **In-Kind**: $22,425
14. **Total Project Cost**: $111,723
15. **California’s LSTA Goals** (Check one goal that best describes the project):  
   - [ ] Literate California  
   - [X] Content Creation/Preservation  
   - [ ] 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): **Statewide**  
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**: David Earwicker  
   - **Title**: Associate Vice President, Research Affairs  
   - **Mailing Address** (if different from above): 6000 J Street  
   - **City**: Sacramento  
   - **Zip**: 95819-6111  
   - **Library Director Signature**:  
   - **Date**:  

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CALIFORNIA STATE LIBRARY  
FISCAL YEAR 2015-2016  
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)  
COMPETITIVE GRANT APPLICATION
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.

Oral histories and other recorded personal interviews of former public figures help fill in gaps and inconsistencies in the written record, by providing researchers with an inside look into the people, places and events of history. These types of resources are especially important to having a more complete historical record for the California legislature, as official documentation is limited. In 1985 the State Legislature established the State Government Oral History Program (Chapter 965, Statutes of 1985) "to provide through the use of oral history a continuing documentation of state policy development as reflected in California's legislative and executive history."

Although hundreds of oral histories were created in the first decades of the program, the program has been unfunded in recent years as a result of state budget constraints, and the backlog of individuals to be interviewed is enormous. The California State Archives website reports that only about 400 oral histories in total have been completed (http://www.sos.ca.gov/archives/admin-programs/oral-history/). The number of legislators and other state officials interviewed represents only a small portion of those who have served. Some groups, such as women legislators, are underrepresented and deserve special attention. There is concern that time is running out, to capture important historical information from "high priority" figures, e.g., former legislators who are older or in frail health.

In partnership with the California State Library, the Center for California Studies seeks to remediate this situation through the following activities:

1) Videorecorded histories of California women legislators. Working with the organization, Women in California Politics, and the Sacramento State University History Department, we intend to conduct background research on, and videorecord interviews with, 6 "high priority" former women legislators. Copies of this video collection will be stored at the California State Library and the State Archives, and will also be added to the California Light and Sound online repository in the Internet Archive.

2) Oral histories. The Center for California Studies will conduct two complete oral histories for "high priority" California officials. These oral histories are intended for the State Government Oral History Program. Working with the Sacramento State University History Department, we will conduct background research, identify key questions and areas of interest, conduct the interviews, and prepare accurate interview transcriptions that are reviewed and approved by the subject. The digital recordings and finished transcripts will be submitted to the State Archives. Subject to acceptance by the State Archivist, they will be made part of the State Government Oral History Program, and will be open to research by the public. Transcripts will also be given to the State Library, and the recordings will be added to the California Light and Sound online collection.

This project relates to the California State Library's current LSTA 5-year plan as follows: Goal IV: Content Creation / Preservation, Program I: Create and support new digital content in a manner that allows statewide compatibility while ensuring universal access and preservation; Program III: Create content using new technologies and mediums as they evolve.
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.

A. Project Intent (Check only one that best describes 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 Center for California Studies will conduct the following activities:
   1) Videorecorded histories of California women legislators. Working with the organization, Women in California Politics, and the Sacramento State University History Department, we intend to conduct background research on, and videorecord interviews with, 6 "high priority" former women legislators. Copies of this video collection will be stored at the California State Library and State Archives, and also in a digital repository (Internet Archive).
   2) Oral histories. The Center for California Studies will conduct two complete oral histories for "high priority" California officials. These oral histories are intended for the State Government Oral History Program. Working with the Sacramento State University History Department, we will conduct background research, identify key questions and areas of interest, conduct the interviews, and prepare accurate interview transcriptions that are reviewed and approved by the subject. The digital recordings and finished transcripts will be submitted to the State Archives. Subject to acceptance by the State Archivist, the oral histories will be made part of the State Government Oral History Program, and will be open to research by the public. Transcripts will also be given to the State Library, and the recordings will be added to the California Light and Sound online collection.
   This project has special benefit for researchers interested in California political history and even for legislative intent research, but it potentially benefits all Californians. The information provided through this project can potentially be used for the development of policy, for the evaluation of government, for education, and for the allocation of public resources. Creating these materials and making them available to the public serves the democratic process by making government decisionmaking more transparent, and by giving citizens a better sense of the individuals who represent them.

C. Anticipated Project Outputs – Measures of services and/or products to be created/provided.
   6 videorecorded interviews with former California women legislators, preserved at the California State Library and State Archives and also in a digital repository (Internet Archive)
   2 complete oral histories with former state officials, including transcriptions. Sound recordings and transcriptions will be preserved at the State Archives; transcriptions will be given to the California State Library; sound recordings will be preserved in a digital repository (Internet Archive).

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)
   This is not an outcomes-based project.
E. **Briefly describe how this project will be financially supported in the future.**

The products of this project will remain publicly available in perpetuity, through the California State Library and California State Archives, and the Internet Archive. A second year of funding may be sought to complete more oral histories and possibly to develop a documentary and/or curate an online/physical exhibit based on the women legislators content that will be developed.

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. Indicate activity types that require a significant commitment of resources to the project (representing 10% or more of total project resources).

I. **Instruction** - Involves an interaction for knowledge or skill transfer and how learning is delivered or experienced. (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:

II. **Content** - Involves the acquisition, development, or transfer of information and how information is made accessible. (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:

1) Videorecorded histories of California women legislators. Working with the organization, Women in California Politics, and the Sacramento State University History Department, we intend to conduct background research on, and videorecord interviews with, 6 "high priority" former women legislators.

Copies of this video collection will be stored at the California State Library and the State Archives, and will also be added to the California Light and Sound online repository in the Internet Archive.

2) Oral histories. The Center for California Studies will conduct two complete oral histories for "high priority" California officials. These oral histories are intended for the California State Government Oral History Program. Working with the Sacramento State University History Department, we will coinduct background research, identify key questions and areas of interest, conduct the interviews, and prepare accurate interview transcriptions that are reviewed and approved by the subject. The recordings and finished transcripts will be submitted to the State Archives. Subject to acceptance by the State Archivist, they will be made part of the State Government Oral History Program, and will be open to research by the public. Transcripts will also be given to the State Library, and the recordings will be added to the California Light and Sound online collection.

Formats will be both physical and digital.
III. Planning & Evaluation - Involves design, development, or assessment of operations, services, or resources and when information is collected, analyzed, and/or disseminated. (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:

IV. Procurement - Acquiring or leasing facilities; purchasing equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure. (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>2015/2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Women legislator videorecorded interviews (6)</td>
<td>X X X X X X X</td>
</tr>
<tr>
<td>Legislator oral histories (2)</td>
<td>X X X X X X X</td>
</tr>
</tbody>
</table>


**ELEMENT 5: BUDGET** (please see application instructions for additional information)

The budget should clearly identify the amounts requested and from what sources. *(please do not unlock the application form, if additional space is needed contact Mickie Potter at mickie.potter@library.ca.gov)*

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>LSTA</th>
<th>Cash Contributions</th>
<th>In-Kind</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Women in California Politics (Sunny Mojonnier)</td>
<td>$9,000</td>
<td>$0</td>
<td>$0</td>
<td>$9,000</td>
</tr>
<tr>
<td>Center for California Studies (various staff)</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<td></td>
<td>$0</td>
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<td>$0</td>
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<td>$0</td>
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<tr>
<td>Subtotal</td>
<td>$9,000</td>
<td>$0</td>
<td>$19,500</td>
<td>$28,500</td>
</tr>
</tbody>
</table>

**Description:** Sunny Mojonnier will volunteer her time. In-kind amount based on $50/ hour, 390 hours contributed over 6 months. Center for California Studies staff will devote time to the development and management of this project--executive director, office manager, administrative coordinators, etc., will perform up to 180 hours of work. Specific breakdown of $9,000 budgeted is yet to be determined. Budgeted amount will be based on actual faculty/salary rate of pay and include fringe benefits.

<table>
<thead>
<tr>
<th>Equipment ($5,000 or more per unit)</th>
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<td>Subtotal</td>
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**Description:**

<table>
<thead>
<tr>
<th>Operating Expenses: Library Materials</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>$0</td>
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<tr>
<td>Subtotal</td>
<td>$0</td>
<td>$0</td>
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</tbody>
</table>

**Description:**

<table>
<thead>
<tr>
<th>Operating Expenses: Consultant Fees</th>
<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td>$0</td>
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<tr>
<td>Subtotal</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Description:**
<table>
<thead>
<tr>
<th>Budget Category</th>
<th>LSTA</th>
<th>Cash Contributions</th>
<th>In-Kind</th>
<th>Total (B+C+D = E)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Expenses: Travel</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Travel (women legislators interviews) (2 people)</td>
<td>$6,000</td>
<td>$0</td>
<td>$0</td>
<td>$6,000</td>
</tr>
<tr>
<td>Travel (oral histories)</td>
<td>$2,500</td>
<td>$0</td>
<td>$0</td>
<td>$2,500</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$8,500</td>
<td>$0</td>
<td>$0</td>
<td>$8,500</td>
</tr>
<tr>
<td><strong>Description:</strong> Travel for S. Mojonnier and a historian for women legislator interviews - Travel to VA: airfare ($1,000 x 2); per diem (3 days x 2 people x $62/day); parking/rental car ($242); mileage ($86); lodging ($200/night x 2 nights x 2 people). L.A.: airfare ($400 x 2); per diem ($62/day x 2 days x 2); parking/rental car ($209); mileage ($43); lodging ($200/night x 1 night x 2 people). Napa: per diem ($62/day x 2 people x 2 trips) and mileage ($240). Los Altos: per diem ($62 x 2); mileage ($188). 2 oral histories (3 interviews each; travel to San Diego and San Jose): airfare to San Diego (3 x $200); rental car ($265); lodging ($200 x 2 nights); per diem ($62/day x 5 days). Travel to San Jose (2 trips): mileage (513 miles x $0.54/mile); per diem ($62/day x 4); lodging ($200 x 2).</td>
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<tr>
<td><strong>Operating Expenses: Supplies/Other</strong></td>
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<td></td>
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</tr>
<tr>
<td>Field recorders (2)</td>
<td>$650</td>
<td>$0</td>
<td>$0</td>
<td>$650</td>
</tr>
<tr>
<td>Transcription software (2)</td>
<td>$700</td>
<td>$0</td>
<td>$0</td>
<td>$700</td>
</tr>
<tr>
<td>Printing costs (2 transcripts)</td>
<td>$1,500</td>
<td>$0</td>
<td>$0</td>
<td>$1,500</td>
</tr>
<tr>
<td>Publicity</td>
<td>$500</td>
<td>$0</td>
<td>$0</td>
<td>$500</td>
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<tr>
<td>Subtotal</td>
<td>$3,350</td>
<td>$0</td>
<td>$0</td>
<td>$3,350</td>
</tr>
<tr>
<td><strong>Description:</strong> 2 Zoom H5 field recorders $300 each (including shipping/handling); Dragon NaturallySpeaking 13 speech recognition software (2 copies); $350 (includes shipping/handling); Printing/binding costs for transcripts $750 each. Publicity: press releases, social media campaign.</td>
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<tr>
<td><strong>Operating Expenses: Contracted Services</strong></td>
<td></td>
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</tr>
<tr>
<td>Historians (Sacramento State History Department)</td>
<td>$14,000</td>
<td>$0</td>
<td>$0</td>
<td>$14,000</td>
</tr>
<tr>
<td>Proofreader (2 oral history transcripts)</td>
<td>$2,000</td>
<td>$0</td>
<td>$0</td>
<td>$2,000</td>
</tr>
<tr>
<td>Videographer (6 video interviews)</td>
<td>$18,000</td>
<td>$0</td>
<td>$0</td>
<td>$18,000</td>
</tr>
<tr>
<td>Transcription/auditing of audiorecording (oral histories)</td>
<td>$2,800</td>
<td>$0</td>
<td>$0</td>
<td>$2,800</td>
</tr>
<tr>
<td>Video editing (10 women legislator videos)</td>
<td>$20,000</td>
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<td>$20,000</td>
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<tr>
<td>Subtotal</td>
<td>$56,800</td>
<td>$0</td>
<td>$0</td>
<td>$56,800</td>
</tr>
<tr>
<td><strong>Description:</strong> Budgeted amounts (cost of research per interview/oral history) x 8, includes travel time to interviews. Proofreader: $1000 per transcript; Videographer: $3000 per interview (includes post-production editing and travel costs) $14,000 allocated for Historians includes 1-2 faculty (TBD) and graduate assistants. Faculty pay TBD based on actual salary. Grad assistant pay will be $15/hour. Budgeted amount of $14,000 will include salary + fringe benefits.</td>
<td></td>
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</tr>
<tr>
<td><strong>Project Total</strong></td>
<td>$77,650</td>
<td>$0</td>
<td>$19,500</td>
<td>$97,150</td>
</tr>
</tbody>
</table>

- **Indirect Cost Rate Applied:** 15%
- **Indirect Cost** $11,648

Check one: (please see application instructions for additional information)

- [ ] No Indirect
- [ ] Federally negotiated indirect cost rate *
- [x] Indirect proposed cost rate *

* please attach supporting documentation if required

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

**Grand Total** $89,298 $0 $22,425 $111,723
ELEMENT 6: ATTACHMENTS (please see application instructions for additional information)
If you have additional resources that support your grant, please attach after this page

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.

University Enterprises, Inc. (on behalf of Center for California Studies at California State University, Sacramento)                  Preserving the Political Record: California Legislative Histories
Library/Organization                                                                                                       Project Name

David Earwicker                                                                                                            Associate Vice President, Research Affairs
Library Director Name                                                                                                       Title

Library Director Signature                                                                                                 Date

file:mcp/lsta/announceapps&instr/1516