CALIFORNIA STATE LIBRARY
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA) FISCAL YEAR 2018/2019
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. Legal Business Name (must match name registered with Federal Employer Identification Number (FEIN))
   Pacific Library Partnership

4. Project Coordinator Name
   Carol Frost

5. Project Coordinator Title
   Chief Executive Officer

6. Email Address
   frost@plpinfo.org

7. Business Phone Number
   650-349-5528

8. Mailing Address
   2471 Flores Street
   City
   San Mateo
   State
   CA
   Zip
   94403

Project Information

9. Project Title
   Veterans Connect @ the Library

10. LSTA Funds Requested
    $300,000

11. Cash Match & In-Kind
    $895,668

12. Total Project Cost
    $1,195,668

13. California’s LSTA Goals [from FY 2018-2022 Five Year Plan] (Check one goal from the first five goals of the five-year plan that best describes the project)
   - Goal 1 [equitable access, trusted community space]
   - Goal 2 [literacy services and learning opportunities]
   - Goal 3 [innovation, creativity, connections and collaboration]
   - Goal 4 [technology to deliver information and services]
   - Goal 5 [economic development and workforce innovation]
   - Goal 6 [collecting, preserving, and sharing digital access]
   - Goal 7 [skilled and diverse workforce, continuing education and leadership development opportunities]

Please briefly list other FY 2018-2022 Five Year Plan goals to which your project relates, if applicable.
Goal 3: California libraries inspire, support and engage in innovation, creativity, connections ...

14. Primary Audience(s) for project (Select all that apply.)
   - Adults
   - Families
   - Immigrants/Refugees
   - Intergenerational Groups (Excluding Families)
   - Library Staff, Volunteers and/or Trustees
   - Low Income
   - Non/Limited English Speaking
   - 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
ELEMENT 2: PROJECT BACKGROUND AND SUMMARY

Describe how this project was identified as a need (include supporting data and statistical information), how it relates to your library’s strategic plan or other local planning documents, what will be accomplished if this project is implemented, and how you will know whether your project is successful. Your summary should relate to activities in the timeline (Element 4).

According to the California Department of Veterans Affairs (CalVet), California is home to nearly 1.8 million veterans, 18% of the total U.S. veteran population and the highest in the nation. California expects an additional 30,000 discharged members each year for the next several years – more than any other state. Historically, the largest demand for benefits and services for veterans occurs immediately after discharge and again as the veteran population ages and requires greater access to medical facilities and long-term care services. With the substantial number of veterans under the age of 30 leaving the military after deployments to the wars in Iraq and Afghanistan, plus Vietnam veterans now approaching a period in their lives where they will need greater access to medical and long-term care, California is preparing for a sustained spike in earned services and benefits. The need for service for older veterans is reinforced by the US Department of Veterans Affairs statistic that 881,000 veterans in California are age 65 and over. In addition, 8% of California veterans are women and growing; women are more likely to be the primary caregivers for spouses, children and parents, have gender-specific health care needs, have higher rates of military sexual trauma and, on the average are younger and more ethnically diverse than their male Veteran counterparts. Minority veterans are also underutilizing benefits. Despite this need Veteran Benefit utilization rate hovers around 20%. Benefits which accrue to veterans and/or family members increase their access to earned veteran benefits which results in services received, pensions, education, employment, improved health, housing and improved well-being.

This grant will allow Pacific Library Partnership to open Veteran Resource Centers in 5-10 new library locations as well as provide continued support to the 17/18 libraries and advice to the existing 57 sites and "pop-up" models. Each site provides a physical space, print and technology resources (local webpage and unlimited computer access) to connect veterans and benefits. New and continuing sites have or will have volunteers and/or Veteran Work Study students trained using CalVet techniques, and also often by their County Veteran Service Officer. The grant will provide general support for existing Veterans Connect Libraries, monitor trends in services to veterans and communicate to the field, work with CalVet and other organizations to identify training opportunities, explore the feasibility of expanding the current contract with Brainfuse for VetNow to a statewide contract, and promote expansion of times/days in Veterans Connect Libraries. In 17/18 using augmentation funds an outcome system was begun to utilize technology in four libraries to measure referrals and outcomes to other veteran service providers. Technology platform, support and training are provided by Unite Us. In FY18/19 we propose to add 4-6 sites to this community of care.

Initiatives to increase sustainability include: 1. Contract with a "Volunteer Coach" to develop best practices for recruiting and sustaining volunteer corps for VRCs. 2. Using or revising joint grant CalVet training model developed at 6 regional workshops completed in May 2018, work with CalVet to explore methods for sustainable regional formal and/or informal training to insure volunteers and staff are well qualified post grant to deliver benefits about training. 3. Continuing to explore other models of sustainability/transition of existing and new Veteran Resource Centers such as VRC Pop-ups, currently being piloted by two library jurisdictions.

New initiatives for 2018/19 include: 1. a partnership with the California Center for the Book. Pending approved funding for FY 2018/19, Veterans Connect libraries will have the opportunity to apply to CCFB for funds to support a book read under the CCFB Community Conversations Initiative. 2. Reviewing and implementing policy and administrative recommendations from the 2017 ROI Evaluation.

The Veterans Connect @ the Library project is supported in part by the Pacific Library Partnership that provides technical and administrative advisement, fiscal oversight, and contracts with two consultants who provide the direct project management. As a measure of project success, 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 CalVet and, in combination with comments provided by veterans served, provide a feedback system to gauge success & impact of this project. In FY 18/19 referrals and outcomes will be available from Unite Us for specific individual referrals in participating libraries.
### ELEMENT 3: PARTNERSHIPS

Please list all formal partners for your project here. Please attach (under Element 7) a copy of your signed agreement with each partner, which outlines the role the partner will play and the resources the partner will contribute. Attach a separate sheet if necessary.

<table>
<thead>
<tr>
<th>Partner Name</th>
<th>Organization Type</th>
<th>Legal Type</th>
<th>Role on Project</th>
<th>Resources That Partner Will Contribute</th>
</tr>
</thead>
<tbody>
<tr>
<td>California Department of Veterans Affairs (CalVet)</td>
<td>State Agency</td>
<td>State Agency</td>
<td>Formal support for 4 training workshops. Informal support for other efforts.</td>
<td>CalVet will provides in-kind staff at 4 workshop at $35/hr*8 hours = $3360. CalVet will actively support requests for outreach materials, engage in the training of staff and volunteers to ensure culturally competent care, as well as working directly with participating libraries to ensure strategic alignment with CalVet’s outreach objectives.</td>
</tr>
</tbody>
</table>

Please list informal partners here - organizations that support your project but with whom you have no formal project agreement in place. Describe how their contributions will help achieve the project’s outputs and outcomes. Attach letters of support under Element 7.

Library Veteran Resource Centers are engaged with their local veteran service agencies and coalition. Formal reporting is not required, but the bulk of the referrals from library VRCs are made to agencies such as County Veteran Service Officer, local Department of Veterans Affairs offices (health and benefits), 211’s, etc.
California Center for the Book - CCFB is a program of the California Library Association, supported in whole or in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian. Pending approved funding for FY 2018/19, Veterans Connect libraries will have the opportunity to apply to CCFB for funds to support a book read under the CCFB Community Conversations Initiative. California Center for the Book and Veterans Connect @ the Library will partner together to grow and expand each others programs, increasing support for California veterans and providing programs and opportunities to connect veterans to their communities.
ELEMENT 4: PLANNING AND EVALUATION

Please answer each area concisely and completely. For section A-F limit responses to four pages.

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

- Lifelong Learning: Improve users’ knowledge or abilities beyond basic access to information
  - Improve users’ formal education
  - Improve users’ general knowledge and skills

- Information Access: Improve access to information
  - Improve users’ ability to discover information resources
  - Improve users’ ability to obtain and/or use information resources

- Institutional Capacity: Add, improve or update a library function or operation to further its effectiveness
  - Improve the library workforce
  - Improve the library’s physical and technology infrastructure
  - Improve library operations

- Employment & Economic Development: Improve users’ ability to apply information that furthers the status of their jobs and/or businesses
  - Improve users’ ability to use resources and apply information for employment support
  - Improve users’ ability to use and apply business resources

- Human Services: Improve users’ ability to apply information that furthers their personal, family or household circumstances
  - 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

- Civic engagement
  - Improve users’ ability to participate in their community
  - Improve users’ ability to participate in community conversations 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 in California accessing their benefits, 2.) to reintegrate veterans into the California workforce and our communities with a special focus in 2018/2019 on the implementation of the CalTAP program (California Transition Assistance Program), and 3) to connect veterans and their families to the resources and programs available at their public libraries.

Project Goals include providing 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 and improving 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. Suicide prevention and information about burial benefits are other key information areas.

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

Project Managers will obtain annual counts from CalVet on number of MyCalVet enrollments indicating a library as location where veteran enrolled online.

Outputs will be collected from current and new libraries to capture: number of veteran interactions at the library; number of MyCalVet online submissions, number of project volunteers, number of volunteer hours worked; number of work-study students, number of work-study student hours, number of AmeriCorps positions, number of work-study student hours, attendance at library programs focused on services to veterans; number of veteran related events held (workshops, programs, trainings); 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 1 to at least 5.); number of staff or volunteers completing online training; My CalVet sign-ups from libraries; viewings of training webinars; website sessions, and page view.
D. Outcomes. Please select one or more of the outcomes provided by the State Library (see Instructions) that relate to the primary Five Year Plan goal that you selected in Element 1

80% of veterans and/or veteran family members who received services from a library Veteran Resource Center volunteer/Work Study student 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.

In FY 18/19 referrals and outcomes will be available from Unite Us for specific individual referrals in participating libraries. At the time of the writing of this application, it is too early to project outcomes.

E. Briefly describe how this project will be financially supported in the future, should it prove successful.

The 49 libraries who no longer receive LSTA funded support 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 the grant year and will be provided to all project libraries, as well as to any public library nationwide that wants to provide some level of outreach to the veteran community.

Local libraries will continue to maintain their established relationships with their County Veteran Service Officers, their California Department of Veterans Affairs Local Interagency Network Coordinator, and local coalitions serving veterans.

Funding for the Unite Us network from the participating providers (license, etc.) will be sought out this year.

On-going effort to identify partners to sustain project funding continues at the administrative level of the California State Library.

F. Activities. What activities will be used to accomplish your project and achieve your outcomes? Per IMLS, Activities are actions through which the Intent (Element 4A) of a project is accomplished and which account for at least 10% of the total amount of resources committed to the project. IMLS has identified 4 types of Activities and associated Modes (methods by which the Activity is carried out) Select all that apply to your project and provide descriptions for each.

1. 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.
   - Other

Description: Program: 3-4 regional training meetings will be held in key parts of the state for maximum participation. Regional meetings keep the travel cost down and provide greater participation by volunteers. Expected attendance by staff and volunteers is 150; presenters will include project managers and staff from CalVet.

Presentation: in the coming year, project managers and library sites will identify local and statewide veteran events to support and attend, e.g. Women Veterans Unconference (15 scholarships are included in this grant application), Memorial and Veterans Day events; Women in Military History Week, local Stand Downs. These events are ideal venues for library outreach to develop or enhance existing partnerships in the veteran service community. 18 programming templates for programs in libraries which reach veterans, family members of veterans, and the community-at-large are available to simplify the planning work of libraries.

CalVet will participate in 4 regional training opportunities and will provide 3 staff at each of the training events.

Consultation: CalVet will engage in the training of staff and volunteers to ensure culturally competent care, as well as working directly with participating libraries to ensure strategic alignment with CalVet’s outreach objectives.
County Veteran Service Officers in some locations make visits, hold office hours, and recruit and train Work Study students. LSTA funding within this grant is provided to newest library sites (FY 17/18 and 18/19) for staff backfill to allow for dedicated library staff to administer, to lead the development, to launch of the Veterans Connect project, and for library outreach to the veteran service community in each location.

Consultation Continued: Since the number of veterans and veteran families served is directly proportional to the number of volunteers and/or Work Study two consultation activities will be undertaken. 1. A consultant will be hired to determine the elements of success of strong volunteer programs in individual libraries, then design a consulting program to work with libraries who need to strengthen their volunteer programs. 2. Project managers will continue to expand on the number of Federal Veteran Administration approved Work Study worksites and to assist libraries to recruit VA Work Study students from veteran service centers and local colleges. Work Study students 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. The engagement of students increases the number of hours the Veteran Resource Centers can be open and provides a vehicle for further outreach to veterans who have just left the military—a group which is described in studies to be hard to reach but with high needs for services and benefit utilization.

Consultation Continued: In 17/18 using augmentation funds an outcome system was begun to utilize computer technology in four libraries to measure referrals and outcomes to other agencies serving veterans. Technology and training are provided by Unite Us. In FY18/19 we propose to add 4-6 sites.

2. 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.

   - Other

Description:

Acquisition: Library Materials: a materials budget is allocated to each new FY 18/19 project library to create a physical print and media collections targeting interests and needs of veterans and their families. Previous year grant libraries, i.e. FY 17/18 libraries, receive an additional small amount to fill in gaps in their collection of resources for veterans and their family members. Materials are purchased to include in the library’s circulating collection. CalVet supports requests for outreach materials.

Acquisition: Physical Format: an allocation is made for the purchase of one laptop and one printer for each CIPA compliant library. These are tools used by the volunteers and the veterans for extended uninterrupted research about benefits, job application, and other computer based research.
Creation: Website Development: the Project website: https://calibrariesforveterans.org is maintained and supported with new or updated services; research and tools are added as needed. Each project library is required to develop and maintain their own Veteran Resource site on their library web page to identify and link local veteran resources and services. CalVet has links to identify nearest service providers by zip code.

Creation: Website Development continued: the grant will continue and expand the current contract with Brainfuse for VetNow (now at 7 libraries) to add additional libraries. The cost to add a library is based on population so until the library is known the cost cannot be calculated and thus the number of sites determined. By December 2018 develop use metrics for continuation. VetNow provides Online tools, resources and technical support and live coaches trained and targeted to support and assist Veterans with employment and education via live career coaching and/or academic tutoring. VetNow also provides live coaches to assist with navigating VA website and other Veteran resources.

Lending: local libraries feature and lend their collections of library materials. The collections serve as a community resource and help promote the services of the Veteran Resource Center. Libraries are not required to report use statistics.

3. 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 including whether the format will be in-house or third-party)
   - 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:

4. Procurement – May only be used for projects with an Institutional Capacity Intent (see Element 4A). Includes acquiring or leasing facilities; purchasing equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure. (Provide a description)

Description:
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<tr>
<th>Activity</th>
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<td>5 library sites confirmed to establish New Veterans Resource Centers</td>
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<td>New sites visit County Veterans Service Officer and identify other community partners</td>
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<td>New sites select, order, and process print and media. Also purchase laptop and print</td>
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<td>New sites create community based web page of local veteran resources</td>
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<td>CIPA libraries purchase laptop &amp; printer. Non-CIPA compliant libraries provide</td>
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<td>Each site identifies and sets up their physical Veteran Resource Center</td>
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<td>Promotional and display materials are purchased for new sites</td>
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<td>Staff complete staff development webinars and CalVet training</td>
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<td>Volunteer recruitment is established and recruitment begins</td>
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<td>Volunteers train using CalVet training and use continuing education</td>
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<td>Opening events (formal and/or informal) are held</td>
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<td>Centers are promoted with social media, traditional media, and project based PSAs</td>
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<td>Statistics (outputs &amp; outcomes) are collect on a daily, monthly, &amp; semi-annual basis</td>
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<td>Ongoing coordination with CalVet LINCS and CVSO by sites &amp; project mgrs</td>
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<td>Project website updates and edits as needed</td>
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<td>With CalVet plan and execute the 4 regional workshops for Spring 2019</td>
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<td>Libraries plan and present programs for veterans</td>
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<td>VetNow new sites selected, trained, monitor. Monitor usage at new and existing</td>
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<td>Project mgt &amp; oversite by 2 contract consultants with support for Social Media/data</td>
<td>x</td>
<td>x</td>
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<td>x</td>
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<td>Oversight of existing and new UniteUs sites</td>
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<tr>
<td>If funded, work with California Center for the Book for Vet focused programs</td>
<td>x</td>
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<td>Hire consultant to meet w/libraries &amp; develop volunteer mgt best practices</td>
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</tbody>
</table>
The budget should clearly identify the amounts requested and from what sources.

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>LSTA</th>
<th>Cash Match &amp; In-Kind</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Salaries/Wages/Benefits</strong></td>
<td></td>
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<tr>
<td>Library Assistant Backfill 5 new sites</td>
<td>$15,600</td>
<td>$0</td>
<td>$15,600</td>
</tr>
<tr>
<td>Library Assistant Backfill 10 Year 2 sites</td>
<td>$15,600</td>
<td>$0</td>
<td>$15,600</td>
</tr>
<tr>
<td>Library Staff Support</td>
<td>$0</td>
<td>$371,200</td>
<td>$371,200</td>
</tr>
<tr>
<td>CalVet staff for formal training</td>
<td>$0</td>
<td>$3,360</td>
<td>$3,360</td>
</tr>
<tr>
<td>Volunteer in Veteran Resource Centers and at community sites</td>
<td>$0</td>
<td>$500,208</td>
<td>$500,208</td>
</tr>
</tbody>
</table>

**Subtotal** | $31,200  | $874,768             | $905,968  

**Description:**
LSTA: 5 new sites: Staff Support: Library Ass't Backfill - .1FTE (2hr/wk) @$30/hr=$3,120 x 5=$15,600. 10 Year 2 Sites: Staff Support: Library Ass't Backfill - .05FTE (1hr/wk) @$30/hr=$30*52wks=$1560x 10=$15,600
Library Staff In Kind: Based on 16/17 final report=$288,120/50=$5800/site*64sites=$371,200
CalVet will participate in the 4 training opportunities and will approve of $35/hr*8hrs for 3 staff at each training event totaling $3360
Volunteers--based on 16/17 data=13,342hrs/50=266.84/site*64sites=17,077 *29.09=$500,208: source https://independentsector.org/resource/vovt_details/

<table>
<thead>
<tr>
<th>Consultant Fees</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Volunteer mgt consultant- develop &amp; implement best practice models</td>
<td>$15,000</td>
<td>$0</td>
<td>$15,000</td>
</tr>
<tr>
<td>Project Mgrs, Social Media/Data Consultant, web master</td>
<td>$78,000</td>
<td>$0</td>
<td>$78,000</td>
</tr>
<tr>
<td>Travel for project Advisors and SocialMedia/Data Assistant</td>
<td>$7,700</td>
<td>$0</td>
<td>$7,700</td>
</tr>
<tr>
<td>Speakers, Authors, and other program consultants for 15 libraries</td>
<td>$1,500</td>
<td>$1,400</td>
<td>$2,900</td>
</tr>
</tbody>
</table>

**Subtotal** | $102,200  | $1,400               | $103,600 

**Description:**
Consultant w/volunteer mgt expertise will be contracted to identify best practices & coach libraries who struggle to sustain their VRC volunteers. 10 hours * 25 sites * 50/hour, plus $2500 travel. Total is $15,000
Two Project Managers -$73,000 (see detail attached); One Social Media/Data Consultant -$2,000; One web master $3,000 for web work
Travel for Project Mgrs, and Social Media/Data Consultant to attend regional workshops, visit new sites, attend grant openings, visit sites which have had turnover = $7,700
Speakers and Authors for 15 libraries @ $100=$1500
Programs and workshops donated by individual libraries based on data from FY 16/17
### Budget Category

<table>
<thead>
<tr>
<th>Description</th>
<th>LSTA</th>
<th>Cash Match &amp; In-Kind</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Travel</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Travel for 15 women to attend workshop for Women's Veterans</td>
<td>$5,000</td>
<td>$0</td>
<td>$5,000</td>
</tr>
<tr>
<td>Regional Training meetings for library staff leads &amp; volunteers</td>
<td>$10,000</td>
<td>$0</td>
<td>$10,000</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$15,000</td>
<td>$0</td>
<td>$15,000</td>
</tr>
</tbody>
</table>

### Description:

Travel & accommodations for 15 women veterans to attend Women Veterans Conference (15 * $333 = $5000)

Four regional training meetings will be held in key parts of the state for maximum participation. Regional meetings keep the travel cost down and provide greater participation by volunteers. Expected attendance by staff and volunteers is 150; one staff & 2 volunteers from each site to attend. Funds will cover participant travel, lodging, if needed (due to distance traveled) & meal at est $66 or $67/person *150= $10,000

### Supplies/Materials

<table>
<thead>
<tr>
<th>Description</th>
<th>LSTA</th>
<th>Cash Match &amp; In-Kind</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 laptop and 1 printer for 5 new libraries @ $1050/library</td>
<td>$5,250</td>
<td>$0</td>
<td>$5,250</td>
</tr>
<tr>
<td>PR Supplies</td>
<td>$6,950</td>
<td>$0</td>
<td>$6,950</td>
</tr>
<tr>
<td>Library Materials</td>
<td>$12,500</td>
<td>$12,500</td>
<td>$25,000</td>
</tr>
<tr>
<td>Social Media</td>
<td>$3,000</td>
<td>$0</td>
<td>$3,000</td>
</tr>
<tr>
<td>Shipping of supplies needed for grant sites</td>
<td>$5,000</td>
<td>$0</td>
<td>$5,000</td>
</tr>
<tr>
<td>Workshop Supplies</td>
<td>$250</td>
<td>$0</td>
<td>$250</td>
</tr>
<tr>
<td>Pop Up Supplies</td>
<td>$13,057</td>
<td>$0</td>
<td>$13,057</td>
</tr>
<tr>
<td>Library Purchases computers, printers, phones, office library equipm</td>
<td>$0</td>
<td>$7,000</td>
<td>$7,000</td>
</tr>
<tr>
<td>Women Veteran Conf supplies and printing</td>
<td>$1,000</td>
<td>$0</td>
<td>$1,000</td>
</tr>
<tr>
<td>Women Veteran Conf registrations : 15@100 per person</td>
<td>$1,500</td>
<td>$0</td>
<td>$1,500</td>
</tr>
<tr>
<td>Women Veteran Conference sponsorship</td>
<td>$600</td>
<td>$0</td>
<td>$600</td>
</tr>
<tr>
<td>Volunteer Badges for new sites</td>
<td>$100</td>
<td>$0</td>
<td>$100</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$49,207</td>
<td>$19,500</td>
<td>$68,707</td>
</tr>
</tbody>
</table>

### Description:

LSTA: Technology Support: Printer and laptop = $1050x5 = $5,250

PR Supplies: Event/Booth supplies $350x5=$1,750; Bus Cards = $100x5=$500, Windsocks, Flags, Cutouts -$215x5=$1075, Display Equip $125x5=$625; Misc. Supplies = $200/sitex15 (Year 1 and 2) = $3000 = $6950

Library Materials $1100x5 sites=$5500, $400 x 10 Year 2 =$4000, $200 for programming materials x 15 $3000 total=$12,500. In-Kinds: $7000 estimate based on 16/17 In-Kind from Friends, individuals, libraries of books, dvd, audio and ebook subscriptions.

Social Media = 200 x 15 sites= $3000. Shipping =$5000. $250 for workshop supplies: 150 Workshop packets, name tags Volunteer Badges for new sites $100; Women Veteran Conference: Supplies, Registrations & Sponsorship=$3,100

$12,600 for 10 additional Pop-ups for outreach into existing VRC communities. Specific supplies to be selected based on need in the library
## Budget Category

<table>
<thead>
<tr>
<th>Equipment ($5,000 or more per unit)</th>
<th>LSTA</th>
<th>Cash Match &amp; In-Kind</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>$0</td>
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<tr>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$0</strong></td>
<td><strong>$0</strong></td>
<td><strong>$0</strong></td>
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</tbody>
</table>

### Description:

<table>
<thead>
<tr>
<th>Services</th>
<th>LSTA</th>
<th>Cash Match &amp; In-Kind</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brainfuse VetNow</td>
<td>$35,000</td>
<td>$0</td>
<td>$35,000</td>
</tr>
<tr>
<td>DNS</td>
<td>$25</td>
<td>$0</td>
<td>$25</td>
</tr>
<tr>
<td>Drop Box Subscription</td>
<td>$99</td>
<td>$0</td>
<td>$99</td>
</tr>
<tr>
<td>Contract with Unite Us</td>
<td>$40,000</td>
<td>$0</td>
<td>$40,000</td>
</tr>
</tbody>
</table>

### Description:

Continue and expand the current contract with Brainfuse VetNow (now at 7 libraries) to add additional libraries. Cost for each site is determined by population, so until the site is selected, cost per site cannot be stated.

DNS renewal $25. Website hosting is paid for by the California State Library

$99 for Dropbox for document sharing

In 17/18 an outcome system was begun to utilize computer technology in four libraries to measure referrals and outcomes to other agencies serving veterans. Technology and training are provided by Unite Us. In FY18/19 we propose to add 4-6 sites. Total is $40,000

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### Project Total

<table>
<thead>
<tr>
<th></th>
<th>LSTA</th>
<th>Cash Match &amp; In-Kind</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project Total</strong></td>
<td><strong>$272,731</strong></td>
<td><strong>$895,668</strong></td>
<td><strong>$1,168,399</strong></td>
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</tbody>
</table>

### Indirect Cost Rate Applied

<table>
<thead>
<tr>
<th>Indirect Cost Rate Applied</th>
<th>Indirect Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.0 %</td>
<td>$27,269</td>
</tr>
</tbody>
</table>

Check one:

- [ ] 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.

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### Grand Total

<table>
<thead>
<tr>
<th></th>
<th>LSTA</th>
<th>Cash Match &amp; In-Kind</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>$300,000</strong></td>
<td><strong>$895,668</strong></td>
<td><strong>$1,195,668</strong></td>
</tr>
</tbody>
</table>
ELEMENT 7: ATTACHMENTS
If you have additional resources that support your grant, please attach after this page

ELEMENT 8: INTERNET CERTIFICATION
Check the Appropriate Library Type

- [ ] Public Library
- [ ] Academic
- [ ] K-12
- [ ] Multi-Type
- [ ] Special/Other

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.

LIBRARY DIRECTOR SIGNATURE

I have read and support this LSTA Grant Application.

Pacific Library Partnership
Library/Organization
Carol Frost
Library Director Name

Library Director Signature

Date

Veterans Connect @ the Library
Project Name
Chief Executive Officer
Title

GRANT MONITOR SIGNATURE

I have read and approve this LSTA Grant Application.

Carolyn Brooks
Grant Monitor Name

Grant Monitor Signature

Date
ELEMENT 7: ATTACHMENTS
If you have additional resources that support your grant, please attach after this page

ELEMENT 8: INTERNET CERTIFICATION
Check the Appropriate Library Type

☐ Public Library  ☐ Academic  ☐ K-12  ☐ Multi-Type  ☑ Special/Other

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)

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Pacific Library Partnership
Library/Organization
Carol Frost
Library Director Name

Veterans Connect @ the Library
Project Name
Chief Executive Officer
Title

Library Director Signature
Date

GRANT MONITOR SIGNATURE
I have read and approve this LSTA Grant Application.

Carolyn Brooks
Grant Monitor Name

Grant Monitor Signature
Date
Veterans Connect @ the Library – 2017/18 Project Management

Contract Fees and Travel Expense Budget

**Project Co-Manager, Karen Bosch-Cobb, at rate of $75/hour**

Est. 12 hrs/wk on Statewide Veterans grant x 52 wks = 624 hrs x $75/hr = $46,800

**Travel:**
- Mileage or Air - $200
- 1 night Lodging - $125
- Meals - $50/day
  - Site visit travel to Vets Connect grant libraries (12) x $375/site = $4,500

**Total Estimated Contract for Karen Bosch Cobb** = $51,300

**Project Co-Manager - Jacquie Brinkley, at rate of $75/hr**

Est 8 hrs/week Statewide Veteran Grant x 52 wks = 416 hrs x $75/hr = $31,200

**Travel**
- Mileage or Air - $200
- 1 night Lodging - $125
- Meals - $50/day
  - Site visit travel to Vets Connect grant libraries (8-10) x $375 = $3,750

**Total Estimated Contract for Jacquie Brinkley** = $34,950

Project Management Contract Fees Total = $78,000
Travel Expense Total = $8,250

**Total Project Management Budget** = $86,250
To Whom it May Concern:

The California Department of Veterans Affairs is excited to support the request by Pacific Library Partnership (PLP) to receive 18/19 grant funding for the Veterans Connect at the Library program. The California Department of Veterans Affairs, Veteran Services Division has continually collaborated with PLP through this program and views its structure as a key piece to enhancing the department’s mission of increasing access to benefits and services for our state’s service members, veterans and their families.

The Veterans Connect at the Library program has grown at a rapid pace under the management of PLP, and CalVet stands committed to continue working with the Veteran Resource Centers established through this program. CalVet will actively support requests for outreach materials, engage in the training of staff and volunteers to ensure culturally competent care, as well as working directly with participating libraries to ensure strategic alignment with CalVet’s outreach objectives.

The California Department of Veterans Affairs, Veteran Services Division supports the work of PLP within this program, and we recommend continued funding for their efforts in supporting California’s service members, veterans, and their families.

Sincerely,

Keith Boylan
Deputy Secretary
Veterans Services Division

HONORING CALIFORNIA’S VETERANS