CALIFORNIA STATE LIBRARY
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA) FISCAL YEAR 2018/2019
PITCH-AN-IDEA LOCAL GRANT APPLICATION

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

Applicant Information

1. Library/Organization
   Orange County Public Libraries
2. Library’s DUNS Number
   073507969
3. Legal Business Name (must match name registered with Federal Employer Identification Number (FEIN))
   Orange, County of
4. Project Coordinator Name
   Mary Pezzetti
5. Project Coordinator Title
   Branch Librarian
6. Email Address
   mary.pezzetti@occr.ocgov.com
7. Business Phone Number
   949-493-1752
8. Mailing Address
   31495 El Camino Real
   San Juan Capistrano
   CA
   92675

Project Information

9. Project Title
   Eat, Move, Grow: Healthy Living
10. LSTA Funds Requested
    $32,000
11. Cash Match & In-Kind
    $35,501
12. Total Project Cost
    $67,501
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]

Please briefly list other FY 2018-2022 Five Year Plan goals to which your project relates, if applicable.

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).

The City of San Juan Capistrano is home to about 40,000 residents. There are a wide variety of homes, including multi-million dollar mansions in gated communities, 18th century adobes, ranches in the foothills, and high-density complexes. The City was established near the historic Mission San Juan Capistrano, which is visited by about half a million people each year. In recent years, San Juan Capistrano has experienced a change in its community and many families are living in pockets of poverty. The 23rd Annual Report on the Conditions of Children in Orange County (2017) reports 22.1% of children under 18 years of age are living in poverty in the city. These children and their families face a number of negative physical and mental impacts, such as inadequate nutrition, food insecurity and lack of healthcare access. The long-term implications are even greater and can result in school dropout, academic underachievement, and poor physical health.

A goal of OC Public Libraries is to embrace diversity, respond effectively to community needs, and promote inclusivity. Because of the changing community and the increasing need for nutrition, the San Juan Capistrano Library will be participating in the Lunch at the Library program in 2018. The Lunch at the Library program offers healthy meals and reduces food insecurity in low-income communities by serving a quality lunch to children and teens during the summer months. This program will be offered for a duration of 6 weeks however this community needs assistance year-round.

Eat, Move, Grow: Healthy Living will offer children, adults and families healthier eating alternatives, access to learning and enrichment programs and a safe place to meet. The San Juan Capistrano Library will implement programs and workshops related to health services, physical activity, gardening basics and other necessities that will promote health and general well-being. The goal of this program is to reach out to the underserved community and connect them to knowledge, programming, and resources needed to thrive. Cost is often a cited barrier, therefore by providing these classes and workshops for free, the San Juan Capistrano community will have the opportunity to eat, move and grow in ways they could not achieve on their own.

As part of Eat, Move, Grow: Healthy Living, it is planned for fitness classes, nutrition and health services, gardening workshops and cooking demonstrations for adults and families to be scheduled from October 2018 to May 2019. Each month will feature a different fitness routine, from yoga to cardio and pilates to dance. Gardening workshops will be offered every other month, giving adult participants the knowledge and the resources they need to create their own herb or vegetable gardens at home. A special family pumpkin-carving program will be offered in October, and children will have the opportunity to participate in gardening activities, such as decorating pots and planting seeds, after gardening-themed Saturday storytimes. Nutrition and food safety programs will be offered on alternate months to adults. Participants will learn about healthy food swaps, reducing food waste, and creating nutritious meals for themselves and their families. Each month, a cooking demonstration will reinforce that healthy cooking is not difficult, can be delicious and can actually save money. Also as part of the program, toys and manipulatives, such as a play kitchen, will be made available for young participants to explore and learn on, both during Saturday storytimes and in the storyline room during open hours. A collection of materials, books and DVDs, will be highlighted to support nutrition, gardening, fitness and well-being. These items will be made available for checkout at every program.

The San Juan Capistrano community participants will experience positive changes in their knowledge, behavior and attitudes by learning to incorporate healthy habits into their daily routines, such as being more movement-focused, creating nutritious meals, growing their own food, and consciously improving their mental and physical well-being. For program participants, it is anticipated that they will report closer family ties due to cooking, playing, gardening and exercising together, and becoming more savvy grocery shoppers and cooks, thereby saving money and reducing food insecurity.

While patrons are participating in Eat, Move, Grow: Healthy Living, it is expected for other areas of their lives to be enriched as well. OC Public Libraries will issue free library cards at the various events using the newly acquired laptop. With a library card, participants can borrow books and materials, utilize online services to learn new skills and gain knowledge, and access information about free community resources, such as Serra’s Pantry and Help Me Grow. As part of program participation, the goal is for this community to not only become healthier, but also become lifelong library users.
**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 (see instructions for valid entries)</th>
<th>Legal Type (see instructions for valid entries)</th>
<th>Role on Project</th>
<th>Resources That Partner Will Contribute (materials/funds/staff)</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of San Juan Capistrano</td>
<td>City</td>
<td>Local government</td>
<td>Scheduling the Auditorium and Courtyard for programming; promoting the program in-house and in ebulletins</td>
<td>Staff time and building utilization</td>
</tr>
<tr>
<td>Friends of the San Juan Capistrano Library</td>
<td>Library support organization</td>
<td>Non-profit</td>
<td>Providing volunteer assistance and additional funds for programs, during the grant period and after for sustainability</td>
<td>Volunteer hours and program incidentals.</td>
</tr>
<tr>
<td>OC Health Care Agency</td>
<td>County</td>
<td>Local government</td>
<td>Provide nutrition education, posters, and literature</td>
<td>Staff time</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.

Help Me Grow - This organization promotes early childhood development through community education and ensures all children reach their full potential. Help Me Grow will help to share upcoming programs to community partners and individuals subscribed to their listserv.
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 mission of OC Public Libraries is to Empower and Enrich Our Communities. Eat, Move, Grow: Healthy Living will do this by providing tools and opportunities for this community to eat healthier, increase physical activity and improve overall well-being.

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

A total of 54 programs will be scheduled as part of Eat, Move, Grow: Healthy Living:

- 30 fitness classes (one class per week for 7.5 months), will be offered from October 2018 - May 2019. Each month includes 4 classes of a particular type of fitness: yoga, pilates, dance, self-defense, cardio taught by an instructor. 8 of these classes will follow our Tuesday storytime programs and be aimed at preschool children and their parents. 4 of these classes will be Ballet Folklorico classes for families. The remaining 18 classes will be focused on adults. 25 participants are expected to participate in each class.

- 4 health, nutrition, food safety presentations will be offered to adults, one every other month. Two instructors will lead each presentation and there will be a different theme for each presentation. This includes presentations by UCCE Master Preservers (food safety) and Mission4Health (active living). 20 adults are expected to participate in each class.

- 8 cooking demonstrations will be offered, from October - May. These demonstrations will be led by a chef, a culinary instructor or culinary students from Saddleback College. These programs are of most interest to adults, but children and teens are certainly welcome. 30 adults are expected to participate in each class.

- 4 gardening programs will be offered, including a special pumpkin-carving program for families in October
150 adult participants will receive program guidance and instruction and gardening supplies to start a mini herb and/or vegetable at home garden. Hands-on planting experiences for children will follow 3 of our Saturday storytimes. 45 children are expected to participate in these gardening programs and receive pots, seeds, dirt, and gardening gloves. 30 family members are expected to take part in our October pumpkin carving program.

8 movement- and healthy living-focused children's storytimes will be offered, one each month, skipping December for the holidays. These are our regularly scheduled Saturday storytimes, but we will add a focus on play and healthy topics, such as staying safe and eating fruits and vegetables. Toys and manipulatives such as balls, hoops, jump ropes, bubbles, toddler balance beams, a play kitchen, play food, gardening play sets, ribbons and a parachute will be rotated into the storytimes to encourage play and movement. 15 children are expected to attend each program.

OC Health Care Agency will host informational booths on nutrition and CalFresh at 2 of our programs. They will interact with 20 people at each program.

OC Read and Serra's Pantry will use their contacts to promote Eat, Move, Grow: Healthy Living to the clients they serve, including the food-insecure and non-English speaking community.

250 flyers will be printed and then distributed at Lunch at the Library, locals schools and businesses and within the local community.

A logo and posters promoting the program will be designed and 15 copies will be posted at local businesses and organizations, such as the Boys and Girls Club, the City, the City's Community Center, the train station, etc.

100 Library cards will be issued to participants attending the library for the Eat, Move, Grow: Healthy Living programs.

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**

   Goal 2: California libraries deliver essential literacy services and provide learning opportunities for their communities

   Outcome 2b: Californians discover and participate in learning opportunities at their libraries

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

   The San Juan Capistrano Library and its partners are committed to assisting the community of San Juan Capistrano. Some of the informational sessions presented by the OC Health Care Agency and Master Food Preservers will continue to be scheduled as part of the library programs calendar beyond the grant period. The Friends of the Library can also support some of the future cooking demonstrations and physical activity sessions. It is intended for the library to participate once more in the Lunch at the Library program in 2019. To sustain Eat, Move, Grow: Healthy Living, the Library will research sources to support and continue the program.

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).
      - 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: Thirty fitness classes, including dance, yoga, pilates, and cardio will be offered at the Library for the San Juan Capistrano community. Eight of these classes will be combined with our regularly scheduled Tuesday preschool storytimes, taught by an instructor from the local Grace & Zen children's yoga and dance studio. The remaining twenty two classes will be additions to the programming calendar. Each month will focus on a different type of fitness from a different local fitness practitioner/studio. The Library has contacts with SolFire Yoga, Anytime Fitness, Ballet Folklorico de San Juan Capistrano, Yoga Bungalow and Zen Dojo Krav Maga. As part of the grant, items such as yoga mats and resistance bands will be purchased. The items are intended for instructional use for the duration of Eat, Move, Grow: Healthy Living. A sound system with a cordless microphone will also be purchased, so that the instructors can be heard throughout the Courtyard and in the auditorium. The Library will make fitness DVDs and books for children, adults and Spanish speakers available for check out at each program and issue library cards and check out materials to participants with the mobile circ laptop. The Courtyard is connected to the Library and the auditorium is nearby, so the laptop will give staff the freedom of issuing cards and checking materials out on the spot.

Eight cooking demonstrations will present healthier alternatives and budget-friendly recipes. The chefs/instructors will demonstrate healthy food swaps and simple recipes from inexpensive, nonprocessed food items. Kim Allen, Jimmy's Luscious Catering, Trevor's at the Tracks, UCCE Master Food Preservers and Saddleback College students in the culinary program will each teach one month and three of these chefs/instructors will take an additional month for an encore demonstration. Using vegetables and greens in family-friendly ways will be emphasized. Chefs/instructors will provide all the materials and ingredients. Participants will receive recipes and nutrition tips printed by the Library. These presentations are most appealing to adults, but children and teens are also welcome and encouraged to attend. Cookbooks and healthful-living library books and DVDs will be made available for checkout at every demonstration and library cards will be issued to new participants.

Four instructor-led gardening classes include teaching best practices as well as the materials and resources to create small-space gardens. These programs will be offered every other month to adults, and include an informational component and a hands-on component, led by a Garden Club expert or UCCE Master Gardener. The Library will purchase supplies for participants to start their own herb or vegetable gardens at home. These supplies include small garden boxes, soil, plants, seeds, compost buckets and gloves. Also, children will decorate pots and plant seeds following 3 of our regularly scheduled Saturday storytimes. To celebrate the fruits of gardening and explore the growing process, the October gardening class will be a pumpkin-carving program for families. Pumpkins and safety knives will be provided and participants will learn about how seeds become plants. Gardening books and DVDs for children, adults and Spanish speakers will be available for checkout at each program.

Nutrition and health experts, including Mission4Health, culinary instructor Kim Allen, and the UCCE Master Preservers, will lead four informative and educational programs. These programs are ideal for adults, as the material covered will be nutrition and food safety, making healthy food swaps and giving children what they need to grow and flourish mentally and physically. There will be a consultation component at the end of each program, when participants can ask questions and get advice. OC Health Care Agency will host an information booth after 2 of these programs to speak with individuals and share information about CalFresh and healthful eating.

Eight regularly scheduled Saturday storytimes will incorporate stories and songs about healthy eating and gardening, and will end with a playtime component that focuses on active movement. Toys and manipulatives such as balls, blocks, jump ropes, hula hoops, toddler balance beams and bubbles will be utilized at storytimes to encourage movement and increase engagement. A play kitchen, play food, and play gardening supplies will be available in the storytime room for constructive playtime at all times.

Every program is an opportunity for Library staff to interact with participants to talk about Library resources and services. Library cards give participants access to materials, both physical and online, that can enhance their lives and improve their health, during the grant period and long after. The mobile circ laptop allows library cards to be issued and materials to be checked out at programs. Healthy living books and DVDs will be wheeled out on carts at each program and made available for checkout. Handouts about Library databases, including Lynda.com, Universal Class and Learning Express will be made available and staff will be on hand to help patrons access these valuable resources.
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: Using in-kind funds, branch selectors will order books and DVDs that support healthy living from bi-monthly lists generated by County Materials Evaluators. $3000 of the books and DVDs budgets will be earmarked for the purchase of circulating healthy cooking, gardening, nutrition and well-being materials ($1500 for adult, $1000 for children and teen, and $500 for Spanish). At roughly $25 per book or DVD, this will be about 120 items (60 adult, 40 children and teen and 20 Spanish) purchased to support Eat, Move, Grow: Healthy Living.

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:
<table>
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<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>
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<th>Apr</th>
<th>May</th>
<th>June</th>
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<tr>
<td>Recruit/interview/hire presenters and instructors</td>
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<td>Select classes and create schedule of presenters</td>
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<td>Create Saturday storytime themes</td>
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<td>Purchase supplies for children's storytimes, gardening workshops and fitness classes</td>
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<tr>
<td>Purchase laptop, sound system and 3 carts to display materials</td>
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<tr>
<td>Create promotional materials and monthly activity calendars</td>
<td>x</td>
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<td>Monthly fitness classes, including yoga, pilates, self defense, dance, cardio</td>
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<td>Gardening classes and demonstrations - one every other month</td>
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<td>Nutrition and well-being presentations and lectures - one every other month</td>
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<td>Cooking demonstrations - one per month</td>
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<td>Children's storytimes with movement and health focus</td>
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<tr>
<td>Purchase books and DVDs with health, fitness and gardening focus</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
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<tr>
<td>Use County guidelines to create invoices and contracts for presenters/instructors</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
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<td>x</td>
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<tr>
<td>Survey attendees after each program - enter data into Survey Monkey</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
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<tr>
<td>Wrap-up meeting with presenters, Friends and staff - plan for future</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>
<td></td>
<td></td>
</tr>
<tr>
<td>South County Regional Manager</td>
<td>$0</td>
<td>$1,254</td>
<td>$1,254</td>
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<tr>
<td>Programs Coordinator</td>
<td>$0</td>
<td>$2,350</td>
<td>$2,350</td>
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<tr>
<td>Communications/Outreach Library</td>
<td>$0</td>
<td>$442</td>
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<tr>
<td>Librarian II/Graphic Designer</td>
<td>$0</td>
<td>$202</td>
<td>$202</td>
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<tr>
<td>Branch Manager - San Juan Capistrano Library</td>
<td>$0</td>
<td>$16,101</td>
<td>$16,101</td>
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<tr>
<td>San Juan Capistrano Library Assistant</td>
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<td>$3,889</td>
<td>$3,889</td>
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<tr>
<td>San Juan Capistrano Library Clerk</td>
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<td>$875</td>
<td>$875</td>
</tr>
<tr>
<td>San Juan Capistrano Children's Librarian</td>
<td>$0</td>
<td>$1,657</td>
<td>$1,657</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$0</td>
<td>$26,770</td>
<td>$26,770</td>
</tr>
</tbody>
</table>

**Description:**
South County Regional Manager - 1% FTE - will lend support by attending programs periodically and assisting in communications with the City.

Programs Coordinator - 2.5% FTE - will assist with the invoicing process and the vetting and scheduling of instructors

Communications/Outreach Librarian - 1% FTE - will post programs on social media and send out press releases.

Librarian II/Graphic Designer - 1% FTE - will create a logo and a poster and design a template for program publicity.

San Juan Capistrano Branch Manager - 20% FTE - will be involved in all aspects, including finding and scheduling presenters, setting and cleaning up programs, creating invoices, ordering materials and completing grant documentation.

San Juan Capistrano Library Assistant - 10% FTE - will assist with setting up, cleaning up and moderating programs.

San Juan Capistrano Library Clerk - 2.5% FTE - will assist at programs, especially by communicating with Spanish speakers.

San Juan Capistrano Children's Librarian - 2.5% FTE - will plan, create and present monthly active storytimes and order materials.

<table>
<thead>
<tr>
<th>Consultant Fees</th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Fitness instructors / 1 per 30 classes / $300 per class</td>
<td>$9,000</td>
<td>$0</td>
<td>$9,000</td>
</tr>
<tr>
<td>Gardening Instructors / 2 per 4 classes / $300 per class</td>
<td>$1,200</td>
<td>$0</td>
<td>$1,200</td>
</tr>
<tr>
<td>Health presenters / 1 per 4 classes / $300 per class</td>
<td>$1,200</td>
<td>$0</td>
<td>$1,200</td>
</tr>
<tr>
<td>Chefs/Instructors / 2 per 8 classes / $450 per class</td>
<td>$3,600</td>
<td>$0</td>
<td>$3,600</td>
</tr>
<tr>
<td>OC Health Care Agency info booth / 2 staff / twice during grant</td>
<td>$0</td>
<td>$300</td>
<td>$300</td>
</tr>
<tr>
<td>Help Me Grow</td>
<td>$0</td>
<td>$100</td>
<td>$100</td>
</tr>
<tr>
<td>FOL and teen volunteers / 1 per 16 classes / estimated at $29.09/hr</td>
<td>$0</td>
<td>$465</td>
<td>$465</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$15,000</td>
<td>$865</td>
<td>$15,865</td>
</tr>
</tbody>
</table>

**Description:**
Fitness Instructors - cost includes set up, presentation and clean up: Grace & Zen; Anytime Fitness; Ballet Folklorico de San Juan Capistrano; Zen Dojo Krav Maga; SoLFire Yoga; Yoga Bungalow

Gardening Instructors - cost includes set up, presentation and clean up: San Juan Capistrano Garden Club; UCCE Master Gardeners

Cooking Demonstrations - cost includes set up, clean up, presentation and supplies: Kim Allen Culinary Instructor; UCCE Master Food Preservers; Jimmy's Luscious Catering; Saddleback College Culinary Students; Trevor's

Health Lectures - cost includes set up, presentations, materials and clean up: Mission4Health; UCCE Master Preservers

OC Health Care Agency - info booths about nutrition and CalFresh during 2 programs - cost includes staff time for set up, interaction, clean up and materials.

Help Me Grow will promote our programs to their clients on their listserv - cost includes staff time.

FOL and teen volunteers will assist at gardening and cooking classes - 2017 CA hourly wage rate $29.09
<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>Travel</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

Subtotal: $0

Description:

- **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>Children's manipulatives and toys</td>
<td>$3,000</td>
<td>$0</td>
<td>$3,000</td>
</tr>
<tr>
<td>Fitness supplies</td>
<td>$3,000</td>
<td>$0</td>
<td>$3,000</td>
</tr>
<tr>
<td>Gardening program supplies for gardening and ST programs</td>
<td>$7,500</td>
<td>$0</td>
<td>$7,500</td>
</tr>
<tr>
<td>Laptop with case for mobile circ to issue library cards at events</td>
<td>$1,500</td>
<td>$0</td>
<td>$1,500</td>
</tr>
<tr>
<td>Portable sound system for programming in the Courtyard</td>
<td>$1,100</td>
<td>$0</td>
<td>$1,100</td>
</tr>
<tr>
<td>Printing of publicity materials</td>
<td>$0</td>
<td>$1,500</td>
<td>$1,500</td>
</tr>
<tr>
<td>OC Public Libraries materials to support health and well-being</td>
<td>$3,000</td>
<td>$0</td>
<td>$3,000</td>
</tr>
<tr>
<td>3 wheeled carts for displaying healthy-living circulating materials</td>
<td>$750</td>
<td>$0</td>
<td>$750</td>
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<tr>
<td>Hygiene wipes and products for cleaning yoga mats, toys, etc.</td>
<td>$150</td>
<td>$0</td>
<td>$150</td>
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<td></td>
<td>$0</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>$17,000</td>
<td>$4,500</td>
<td>$21,500</td>
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</tbody>
</table>

Description: Children's manipulatives and toys = kitchen and garden play set, play food, blocks, balls, etc. Some will be used during storytime only. The larger play sets and play food will be available in the storytime room at all times.

Fitness supplies = yoga mats, resistance bands, cleaning supplies

Gardening supplies = plants, garden boxes, pots, soil, compost buckets, seeds, trowels, pumpkins, carving knives

Program Publicity = this is the cost of printing the posters, monthly activity calendars, and flyers (ink and paper)

OC Public Libraries materials = the materials orderers will set aside $3000 of their books and DVDs budgets for the purchase of circulating healthy cooking, gardening, nutrition and well-being materials ($1500 for adult, $1000 for children and teen, and $500 for Spanish).

Laptop for mobile circ and sound system with hands-free mic for presenters to be heard in Courtyard.
<table>
<thead>
<tr>
<th>Budget Category</th>
<th>LSTA</th>
<th>Cash Match &amp; In-Kind</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td><strong>Equipment ($5,000 or more per unit)</strong></td>
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</tr>
<tr>
<td>Subtotal</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</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>Usage of City’s auditorium and Courtyard for programs</td>
<td>$0</td>
<td>$3,366</td>
<td>$3,366</td>
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<tr>
<td>$0</td>
<td>$0</td>
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<td>$0</td>
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<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$0</td>
<td>$3,366</td>
<td>$3,366</td>
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</tbody>
</table>

**Description:** The City gives the Library usage of La Sala and the Courtyard, if they are not previously booked. Rental of La Sala auditorium is $67.25 per event. The Courtyard is also $67.25 per event. Together, they cost $121.05 per event. Usage of La Sala’s kitchen is an additional $34.14 per event. These charges are the cost of using the space and do not include set up and clean up.

30 fitness classes in the Courtyard = $2017
8 cooking demonstrations in La Sala + the kitchen = $811
4 gardening workshops and 4 nutrition classes in La Sala = $538

**Project Total**

<table>
<thead>
<tr>
<th>Project Total</th>
<th>$32,000</th>
<th>$35,501</th>
<th>$67,501</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indirect Cost Rate Applied</td>
<td>0 %</td>
<td>Indirect Cost</td>
<td>$0</td>
</tr>
</tbody>
</table>

Check one:

☐ No Indirect
☐ Federally negotiated indirect cost rate *
☐ Indirect proposed cost rate *

* please attach supporting documentation if required

**Description:**

Grand Total

| Grand Total | $32,000 | $35,501 | $67,501 |
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.

San Juan Capistrano Library / OC Public Libraries
Library/Organization

Eat, Move, Grow
Project Name

Helen Fried
Library Director Name

Library Director Signature

Library Director Signature Date

Libary Director Title

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

Grant Monitor Name

Grant Monitor Signature

Grant Monitor Signature Date

file:mcp/lsta/announceapps&instr/18-19
May 10, 2018

Mary Pezzetti
Branch Librarian
San Juan Capistrano Public Library
31495 El Camino Real
San Juan Capistrano, CA 92675

RE: California State Library Services and Technology ACT (LSTA) Grant Application

Dear Ms. Pezzetti:

This letter confirms the City's support of your "Eat, Move, Grow" grant application with the California State Library. We are excited to learn that you are seeking a grant that will provide the public with free fitness, cooking, gardening, and nutrition classes from August 2018 to June 2019. We understand this will build upon the connections you successfully made at the Lunch at the Library Program.

Per your request, the City will be happy to work with you to facilitate scheduling of the appropriate facility space for the program activities and we will be a partner in helping you market and advertise the community programs. Depending on the scope of your grant award, we may also be interested in taking the final partnership commitment to the City Council for their endorsement.

Again, thank you for considering the City as a partner in supporting your grant application and we wish you the best of luck in funding these important community programs.

Sincerely,

Jacob Green
Assistant City Manager
May 2, 2018

To Whom It May Concern:

The Board members of the San Juan Capistrano Friends of the Library (FOL) promise to support the staff of the San Juan Capistrano Library if they are awarded the Eat, Move, Grow grant initiative for 2018-2019. We will offer manpower for programs and events, extra funds as needed for same, and any support that the staff might request from us during and after the grant period.

The purpose of the FOL is to “support the San Juan Capistrano public library by promoting and supporting library programs, engaging with the public and raising awareness of the library, and assisting with and providing additional programs and services to the community.” To that end, we will assist the library staff as they offer free fitness, cooking, gardening and nutrition programs to the community while they teach the participants to Eat, Move, and Grow.

We are excited to have this opportunity to partner with the library in this educational program.

Sincerely,

Susie Wernet, Treasurer
San Juan Capistrano Friends of the Library
May 9, 2018

Ms. Mary Pezzetti, Branch Librarian
OC Public Libraries | San Juan Capistrano Library
31495 El Camino Real, San Juan Capistrano, CA 92675

To Whom It May Concern:

The Orange County Health Care Agency (HCA) Nutrition Education and Obesity Prevention (NEOP) Program is currently partnering with the San Juan Capistrano Library. As an organization interested in improving nutrition for local residents, HCA’s NEOP Program can provide the following no-cost services to patrons at the San Juan Capistrano Library:

1) **Nutrition Education Booths**
   Conduct nutrition education booths as part of the “Lunch at the Library” program to promote healthy eating and *Rethink Your Drink* messages that focus on lowering the consumption of sugary beverages.

2) **Nutrition Classes and Displays**
   Provide nutrition education classes to adults and youth. Poster displays promoting good nutrition can be placed in the library lobby or other high traffic areas. Information on how to access food assistance programs such as CalFresh will be offered through outreach resources and materials.

3) **National Nutrition Month Greeting Cards**
   Youth throughout Orange County have participated in this special project and efforts can be expanded to the library. Children receive nutrition education and then create greeting cards that are sent to local partners and leaders in an effort to promote good nutrition and physical activity.

NEOP has worked with other partners in San Juan Capistrano including Serra’s Food Pantry and Outreach Program, after-school programs at the Boys and Girls Club of San Juan Capistrano, Goin’ Native and various grocery stores throughout the city. The San Juan Capistrano Library has demonstrated interest and coordination in linking with the NEOP Program to expand services to their residents.

The Orange County Health Care Agency supports the San Juan Capistrano Library efforts to promote and provide nutrition education and deliver NEOP services to San Juan Capistrano.

Sincerely,

Jennifer Sarin, MSN, RN, PHN