CALIFORNIA STATE LIBRARY  
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)  

Final Program Narrative Report  
(LSTA Form 9)  

Grant Information  

<table>
<thead>
<tr>
<th>Library Jurisdiction</th>
<th>Kern County Library</th>
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<tbody>
<tr>
<td>Project Title</td>
<td>Delano Workforce Tutoring Pilot Program</td>
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<tr>
<td>Grant Award #</td>
<td>40-8319</td>
</tr>
<tr>
<td>Grant Period</td>
<td>FY 13/14</td>
</tr>
<tr>
<td>Amount of Grant Award</td>
<td>$6,000.00</td>
</tr>
<tr>
<td>Amount of Grant Expended</td>
<td>$6,000.00</td>
</tr>
<tr>
<td>Local Match</td>
<td>$0</td>
</tr>
<tr>
<td>In-Kind</td>
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</tr>
<tr>
<td>Total Amount of Project</td>
<td>$10,290</td>
</tr>
<tr>
<td>(amount expended + match + in-kind)</td>
<td></td>
</tr>
<tr>
<td>Number of Persons Served</td>
<td>1</td>
</tr>
<tr>
<td>(should not include total population of service area or potential population to be reached)</td>
<td></td>
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Project Director  

<table>
<thead>
<tr>
<th>Name</th>
<th>Andie Apple</th>
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<tbody>
<tr>
<td>Title</td>
<td>Assistant Director, Public Services</td>
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<td>701 Truxtun Ave, Bakersfield CA 93301</td>
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</tr>
</tbody>
</table>

This report is due on the date listed in the LSTA Grant Guide for this project. Follow this link to view the Grant Guide. [http://www.library.ca.gov/grants/lsta/manage.html](http://www.library.ca.gov/grants/lsta/manage.html)

Email this report in “word format” to lsta@library.ca.gov then mail ORIGINAL and 2 copies to:

California State Library  
P.O. Box 942837  
Sacramento, CA  94237-0001  
Attention: Fiscal Office - LSTA  

SIGNATURE: ___________________________________________ DATE: ________________________________  
(Please sign in blue ink)
Project Final Report
A final narrative report is required on the use of federal Library Services and Technology Act (LSTA) funds following the completion of a project during each project year. The information you report will be used to complete the California State Library report of how funds were expended. Excerpts from this report may be submitted to the Federal government in their evaluation, or may be published by the State Library or shared with other institutions. Please answer all of the questions thoroughly. Please attach any reproduction copies of photographs of project activities or media produced for the project.

Project Purpose
Include your program purpose statement here

The Delano Workforce Tutoring Pilot Program was to provide basic literacy and soft skills training to adult learners at the Delano Branch Library. Adult learners were to be referred to the Library from the Kern County Department of Human Services Department (DHS) with trained tutors referred to the Library from the Bakersfield College - Delano Campus. The Kern County Library - Delano Branch was to provide literacy and related community materials purchased with grant funds and to be the location for tutoring. The adult learners were to participate in pre- and post-assessment testing via DHS to observe and track their progress, and to increase their workforce readiness.

Project Activities and Methods
How did you accomplish the project? What were the steps involved? How did you engage the target audience?

Despite tremendous effort on the part of library staff, the Delano Workforce Pilot Project was extremely slow to get off the ground. In fall 2013, staff from the Library, Bakersfield College and the Department of Human Services met on several occasions to iron out the specifics of moving forward with the grant. Though Bakersfield College committed their literacy tutors to be used in carrying out this pilot project, they found out that their federally funded student tutors were only allowed to work 19.5 hours a week and that those 19.5 hours had to be allocated to work on campus in the learning center. At that point Library staff had to re-group and think of an alternate way of obtaining tutors for the DHS adult learners and how best to move forward in carrying out the grant.

Late fall 2013, Library staff had a meeting with the Kern Adult Literacy Council to see if it would be willing to work on this pilot project. We asked if the Literacy Council would be willing to train tutors for the Delano area (an area of Kern County where the Literacy Council had not previously worked in, but were very interested in pursuing) and be paid via a contract with DHS. The Literacy Council answered in the affirmative; the Literacy Council staff would be very willing to help with carrying out this pilot project in the Delano area.

The next step was for DHS and the Literacy Council to work out the details of a contract and to obtain all of the appropriate County approvals. This process took longer than expected, about 3 - 4 months. The Literacy Council staff was frustrated with the length of time it took to receive the approved contract. After the contract was approved, the Literacy Council staff went to work to advertise for tutors and adults wishing to be tutors in the Delano area. They had responses for tutors, but very little response (8 people) from interested Delano adults wishing to be tutored. DHS filtered a minimal number of adults to the Literacy Council, and once referred, there was no requirement by DHS that the clients enroll. Out of the 8 adults, 1 showed up to for the Literacy Council’s orientation in May. Disappointed Library and Literacy Council staff met again to see what could be done to salvage the project. After this meeting, staff realized that the one stumbling block was DHS’s method of referring their adult learners to the Literacy Council. DHS staff did not make the tutor sessions mandatory for the referred adult learners. Therefore, during the official grant period, the number of people served was extremely low, but there was significant progress in building the relationship between DHS, the Library, and the Literacy Council. Another positive outcome was the library's purchase of an updated collection of relevant materials and resources for the community.

Moving forward after the grant period, not only will the Library continue to provide the space and materials for adult learners, but both the Literacy Council and DHS have committed to continue the partnership and to improve the availability of tutoring services in the Delano area. As of August 2014, under a new agreement with the Literacy Council, DHS has agreed to provide tutoring to clients in the Cal Learn program, as well as other clients who have a social worker and are deemed to need the service. This program will run through the end of 2014 as a pilot and will be assessed at that time to see if the partnership is working and successful.
If successful, services will be expanded by DHS and Kern Literacy in Arvin and Taft, two rural communities in Kern County.

The difference between the two agreements was re-working the referral form to make attendance mandatory for those receiving Cal Learn benefits and requiring that clients sign an agreement that they will attend tutoring sessions. The sessions will continue until the client is no longer in the Cal Learn program or when the Literacy Council deems that the client has progressed enough and no longer needs the service. Referred clients will now be required to report to Literacy Council within two days of being referred. As of the end of August 2014, there are 19 adults (clients) in the Delano area enrolled in Cal Learn that will be required to have two hours per week of tutoring beginning in early September. There are also 10 non-clients, Delano adult residents in other DHS programs, that will be funneled into the mandatory tutor sessions with the Literacy Council.

Even though the grant was slow to get off the ground and there were many frustrating moments, it did lay the groundwork for communication between three organizations with roughly the same goal in mind: to provide workforce development and literacy tutoring sessions to people in a rural community with limited resources. Hopefully, a foundation has been laid to expand this type of service to additional rural Kern County communities.

**Project Outputs**
What was created for the project and how much? (For instance three promotional brochures were created and 75 copies distributed; or three training classes were designed; two sessions of each were held, and 80 people were trained)

- Kern County Library purchased 280 new titles for the Delano Branch.
- One person was officially tutored during the grant funding period.
- The one adult learner did apply for a library card.
- Overall, from FY 12/13 to FY 13/14, there was a 2% increase in Library Card applications at the Delano Branch (34 more people in the Delano area applied for a new library card).
- 0% of the adult learners was pre-assessed.
- 0% of the adult learners was post-assessed.

**Project Outcomes (if applicable)**
Please state the outcomes and the results of your evaluation.

The one adult learner was not given a survey, and therefore there were no survey results to report.
- The one adult learning used library resources, however it was not measured by a survey; this outcome was a verbal confirmation from the Literacy Council staff member.
- The one adult learner was able to identify 3-5 Library resources related to workforce development & basic literacy skills; this outcome was a verbal confirmation from a Literacy Council staff member. Therefore 100% of participating adult learners did identify 3-5 related Library resources or services.
- 0% adult learners were post-assessed.

**Additional Project Outcomes**
Please state any additional intended or unintended outcomes and what data sources you used.

**Anecdotal Information**
Tell us a story. Give two or more examples of how the project has helped an individual or group in your
As stated in the project narrative above, even though we are disappointed in the number of people actually served during the official grant period, we are convinced that without this grant opportunity, we wouldn't have been able to lay the groundwork for future endeavors. The Literacy Council has repeatedly shared with Library staff how happy they were that we put "the ball in motion" for opening doors to DHS, the Delano community, and with the Library.

### Exemplary Project

If you feel your project was exemplary and others could learn from it and replicate it, please tell us why.

### FEEDBACK FOR THE CALIFORNIA STATE LIBRARY ON THE GRANT PROCESS

We want to learn and improve our grant processes. Please let us know what worked and what we could do differently to make it a better experience. Thank you!