

**CALIFORNIA STATE LIBRARY
FISCAL YEAR 2015-2016
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)
PITCH AN IDEA GRANT APPLICATION**

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

Applicant Information

- | | |
|--|--|
| <p>1. Library/Organization Huntington Beach Public Library</p> <p>3. Internet Web Site Address http://www.hbpl.org</p> <p>4. Project Coordinator Name & Title Melissa Ronning/Children's Librarian</p> <p>6. Business Phone Number 714-374-5330</p> <p>8. Mailing Address PO Box or Street Address 7111 Talbert Ave. City Huntington Beach State CA Zip 92648</p> <p>9. Check the Appropriate Library Type <input checked="" type="checkbox"/> Public Library <input type="checkbox"/> Academic <input type="checkbox"/> K-12 <input type="checkbox"/> Multi-Type <input type="checkbox"/> Special/Other</p> | <p>2. Library's DUNS Number 1935-1102</p> <p>5. Email Address melissa.ronning@surfcity-hb.org</p> <p>7. Fax Number 714-375-5146</p> |
|--|--|

Project Information

- 10. Project Title** Family App Time
- 11. LSTA Funds Requested** \$21,000
- 12. Cash Contributions** \$0
- 13. In-Kind** \$15,180
- 14. Total Project Cost** \$36,180
- 15. California's LSTA Goals (Check one goal that best describes the project)**
- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Literate California | <input type="checkbox"/> Content Creation/Preservation | <input type="checkbox"/> Community Connections |
| <input type="checkbox"/> 21st Century Skills | <input type="checkbox"/> Bridging the Digital Divide | <input type="checkbox"/> Ensuring Library Access for All |
| <input type="checkbox"/> 22nd Century Tools | <input type="checkbox"/> Information Connections | |
- 16. Number of persons served (The number of persons who use or will benefit directly from this project)** 960
- 17. Primary Audience for project (Select all that apply.)**
- | | |
|---|--|
| <input checked="" type="checkbox"/> Adults | <input checked="" type="checkbox"/> Pre-School Children |
| <input checked="" type="checkbox"/> Families | <input type="checkbox"/> Rural Populations |
| <input type="checkbox"/> Immigrants/Refugees | <input checked="" type="checkbox"/> School Age Children |
| <input type="checkbox"/> Intergenerational Groups (Excluding Families) | <input type="checkbox"/> Senior Citizens |
| <input type="checkbox"/> Library Staff , Volunteers and/or Trustees | <input type="checkbox"/> Statewide Public |
| <input type="checkbox"/> Low Income | <input type="checkbox"/> Suburban Populations |
| <input type="checkbox"/> Non/Limited English Speaking Persons | <input type="checkbox"/> Unemployed |
| <input type="checkbox"/> People with Disabilities | <input type="checkbox"/> Urban Populations |
| <input type="checkbox"/> People with Limited Functional Literacy | <input type="checkbox"/> Young Adults and Teens |
- 18. This signature certifies that I have read and support this LSTA Grant Application.**

Library Director Name: Stephanie Beverage **Title:** Director of Library Services

Mailing Address
(if different from above) _____ **City** _____ **Zip** _____

Library Director Signature: _____ **Date:** _____

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

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

We live in a society where children as young as Kindergarten are expected to use technology tools to gather, organize, and present data and information (Common Core Standards.) In order to best serve our community we see the library as a place that parents and caregivers go to guide their children through the world of digital content . We see our role as mentors to help them provide guidelines for the healthy use of technology and recommendations of high quality and age appropriate digital media that reinforces early literacy goals and objectives. We want to build confidence in our parents as they prepare their children to be digital citizens, and successful students. The mission of the HBPL is to welcome, empower and enrich our community by providing innovative and traditional library services that inspire and encourage transformation and growth. Our strategic plan includes:

- Connection to the Online World.
- Create Young Readers
- Help our children to Succeed in School

The library is more than just a place to find a good book. It is a collaborative space where families come to share experiences, read, experiment and grow (HBPL vision.) Evidence of this can be found in the data gathered that reflects our community. Technology use is high at the Huntington Beach Public Library. Last year we had over 90,000 computer lab sessions, 408,000 library website visits, and 145,790 wifi sessions. In order to accommodate the needs of our community we have 87 public use computers, 25 chrome books available for check out, 4 Early Literacy Stations and over 3,000 ebooks in our collection resulting in 23,000 ebook checkouts. In addition to making use of our digital content, and electronic resources our patrons checked out over 900,000 items last year. Children's programming and Storytime is another high area of interest at our library with over 1,000 programs offered last year. Our regular weekly scheduled storytimes average nearly 1,000 attendees per week. Using established Early Literacy Development principles, story times help very young children develop crucial pre-literacy skills.

It is our goal in the Children's department to provide services to our library users that are in line with the "Competencies for Librarians Serving Children in Public Libraries." as listed by the ALSC in 2009. "To create an environment that is both enjoyable and offers convenient access to and use of library resources; listen to children and families to ascertain their needs, and continually develop skills pertaining to technology and related tools." Through the survey that we presented to our parents and caregivers May 1-15, 2015 following story time we found that 75% of the children who attended one of our storytimes used a digital device, and 50% of these children used them on a daily basis. Only 15% used the device independently, so most of the time the time a child spent accessing digital content was with an adult or caregiver. Respondents were nearly evenly split on whether they liked the idea of using a digital device during Storytime. Over 50% were interested in attending a parent workshop on using age appropriate, quality apps with their children, and even more were interested in the idea of an evening storytime using digital devices. Almost 90% of our respondents were interested in having a list of library recommended apps made available to them.

We understand that our users are already letting their children use digital devices. Based on the model of the Casa Grande (Arizona) Public Library, we see our program "Family App Time" as an opportunity to integrate elements of a traditional story time with digital content. If a child is going to be playing with an e-reader or other device, we would like the parent to have knowledge of the available content that will help to stimulate language development, literacy skills, cognitive skills, memory development and a love of reading. These are skills that are going to need to be successful students when they enter school. The first step in our Family App Time program is to train our staff. Staff training sessions will be lead by our "Family App Time" program creators. We have 6 staff members that provide regular story times at our Central library and 4 branches. We do not expect all of the story times to include digital content as that would not always be practical, but we do see the benefit of all of our story tellers having knowledge of the variety of digital resources that they can share with our parents when asked. After we have received our iPads, and have had staff training the next step is to provide our parent/caregivers with "best practices" workshops on using iPads and other devices with their children. These workshops will be lead by our "Family App Time" staff. In these workshops we will have our iPads available, but we will also encourage parents to bring their own device if they have one. We will offer daytime and evening workshops in order to reach our parents when it is convenient for them. Because electronic media is always being updated we would make the parent/caregivers workshops an ongoing program, providing monthly workshops. In addition we have the capability to make all of our storytime resources available online through our website, and we would share our resources with our library community using our social media accounts. After we have provided staff training and parent workshops we will begin incorporating "Family App Time" storytime into our weekly schedule. These storytimes will provide opportunities for exploring apps that encourage interaction, play, problem solving, stepping into a story, movement and singing. Traditional elements such as flannel boards, fingerplays and puppets will also be part of this new program with the primary focus on developing early literacy skills, and age appropriate digital literacy skills.

ELEMENT 3: PLANNING AND EVALUATION (please see application instructions for additional information)

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

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

Institutional Capacity

- Improve the library workforce
- Improve the library's physical and technology infrastructure
- Improve library's operations

Information Access

- Improve users' ability to discover information
- Improve users' ability to obtain information resources

Lifelong Learning

- Improve users' formal education
- Improve users' general knowledge and skills

Human Services

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

Employment & Economic Development

- Improve users' ability to use resources and apply information for employment support
- Improve users' ability to use and apply business resources

Civic engagement

- Improve users' ability to participate in their community
- Improve users' ability to participate in community conversation around topics of concern

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

Our Storytime program will expand to provide in person parent workshops and storytimes that blend technology with traditional storytelling techniques to mentor and model use of technology tools for parents with preschool aged children creating confident and knowledgeable users of digital devices with their children.

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

3 staff training sessions will be held. Sign in sheets will count as attendance.

6 parent workshops will be held. Count of attendance will be taken.

16 storytimes will be held. Count of attendance will be taken.

Provide digital resource tips and information to encourage purposeful media diet through library website and blogs. Count taken of website hits/visits.

We will create and administer a pre-workshop survey for staff. Survey results will be compared with post workshop survey.

We will create and administer a post-workshop survey for staff. Survey results will be compared with pre workshop survey.

We will create and administer a pre-workshop survey for parents/caregivers. Survey results will be compared with post workshop survey.

We will create and administer a post-workshop survey for parents/caregivers. Survey results will be compared with pre-workshop survey.

Tips, Apps, and other resources will be available as paper handouts after each Storytime event. Count of handouts given out will be taken.

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

- We project that 100% of staff trained will be able to recommend at least 2 apps to parents to use with their child on an iPad or other device. Measurement will be provided through a post workshop evaluation.
- We project that 75% of parents attending workshops and storytimes will be confident using 1 or more story time apps. Measurement will be provided through a pre-workshop survey and a post workshop survey.
- We project that parents who attend a parenting workshop will attend at least one digital storytime. Measurement will be provided through a post workshop sign up sheet for digital storytime.

E. Briefly describe how this project will be financially supported in the future.

The administration of Huntington Beach Public Library supports services to children and early literacy programs. The library budget provides money for staff salaries, storytimes and children’s programs. In addition the Friends of the Children’s Library will provide continued support as they have demonstrated through their history of helping the library develop better and innovative services and programs for our Children’s Library.

F. Activity Information. Activities are action(s) through which the intent or objective of a project are accomplished. Four activity types have been identified, each with select methods to help you describe how you will carry out this project. Indicate activity types that require a significant commitment of resources to the project (representing 10% or more of total project resources).

- I. **Instruction** - Involves an interaction for knowledge or skill transfer and how learning is delivered or experienced. *(Check all that apply and provide a description including whether the format will be in-person, virtual, or both)*
- Program - Formal interaction and active user engagement (e.g., a class on computer skills).
 - Presentation - Formal interaction and passive user engagement (e.g., an author’s talk),
 - Consultation - Informal interaction with an individual or group of individuals (library staff or other professional) who provide expert advice or reference services to individuals, units, or organizations.

Description: Through our Parent workshops we will be providing instruction in person on how to use an iPad to access digital content that will be used in our digital storytimes. We will also be providing digital storytime programs in person that involve the active engagement of children, parents/caregivers and our storyteller and the iPads. We will be providing training to our staff so that they can also provide reference services to our patrons who are interested in our “Family App Time” and the apps that we recommend as part of our program. The mentorship approach was chosen so that as we work with the children we are teaching adults also. Storytime learning (in this case, early literacy learning) is occurring through reading, song and active movement. We will selectively choose “app-tivities” (use of an app or storyapps to reinforce a concept, idea, or literacy skill.)

Technology apps during Storytime expose parents/caregivers to age appropriate and practical application of technology, as we demonstrate uses developing literacy skills and literary practices, reiterating talking, singing, reading, scribbling and writing practices through the Storytime itself. The children will have a measured hands-on amount of time on the device to explore, and talk about the app with the adult/caregiver. Storytime staff is available for questions and continues to engage and talk with child/adult, or lead a small group app-tivity. When mixing in technology during Storytime and by limiting participant size, the goal will be to encourage talking, singing, and reading among and between peers and include the adults as active participants. We will select an app-tivities that promote open play, reinforces language development, literacy skills, cognitive skills etc.the app-tivity will seek to provide a variety of social experiences, intimate time, small group collaboration and group participation and individual creative expression.

- II. **Content** - Involves the acquisition, development, or transfer of information and how information is made accessible. *(Check all that apply and provide a description including whether the format will be physical, digital, or both)*
- Acquisition - Selecting, ordering, and receiving materials for library or archival collections by purchase, exchange, or gift, which may include budgeting and negotiating with outside agencies (i.e. publishers, vendors) to obtain resources. May also include procuring software or hardware for the purposes of storing and/or retrieving information or enabling the act of experiencing, manipulating, or otherwise interacting with an information resource.
 - Creation - Design or production of an information tool or resource (e.g., digital objects, curricula, manuals). Includes digitization or the process of converting data to digital format for processing by a computer.
 - Description - Apply standardized descriptive information and/or apply such information in a standardized format to items or groups of items in a collection for purposes of intellectual control, organization, and retrieval.

- Lending - Provision of a library's resources and collections through the circulation of materials (general circulation, reserves). May also refer to the physical or electronic delivery of documents from a library collection to the residence or place of business of a library user, upon request.
- Preservation - Effort that extends the life or use life of a living or non-living collection, the individual items or entities included in a collection, or a structure, building or site by reducing the likelihood or speed of deterioration.

Description: Physical: ipad, ipad case, ipad charging station, apple t.v., mobile t.v. stand, mac book, ipod. Flannel stories, puppets, books.

Digital: Apps purchased through itune account, music on cd's, and purchased using itune account, Library Wi Fi connection provides access to online resources.

- III. **Planning & Evaluation** - Involves design, development, or assessment of operations, services, or resources and when information is collected, analyzed, and/or disseminated. *(Check all that apply and provide a description)*
- Retrospective - Research effort that involves historical assessments of the condition of a project, program, service, operation, resource and/or user group.
 - Prospective - Research effort that projects or forecasts a future condition of a project, program, service, operation, resource, and/or user group.

Description:

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

Description:

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

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

| Activity | 2015/2016 | | | | | | | | | | | |
|---|-----------|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|------|
| | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
| Purchase and receive equipment (iPads, Apple t.v., power sync station, hdtv, | x | x | x | x | | | | | | | | |
| mobile t.v. stand, Mac book, floor chairs, flannel boards, books, ebooks, puppets | x | x | x | x | | | | | | | | |
| Research and purchase apps for iPads | x | x | x | x | | | | | | | | |
| Create Pre and Post Surveys | | | x | x | | | | | | | | |
| Install Materials/supplies | | | x | x | x | x | | | | | | |
| Research, Create & Present Staff Training | | | x | x | x | x | | | | | | |
| Implement Pre & Post Staff Training Survey | | | | x | x | x | | | | | | |
| Catalog & Process Items Added to the Collection | | | | | x | x | x | x | x | x | x | x |
| Create Parent/Caregiver Training Workshops. | | | | | x | x | x | | | | | |
| Publicize & Promote Parent/Caregiver Workshops | | | | | x | x | x | x | x | x | x | x |
| Present Parent/Caregiver Training Workshops | | | | | | | x | x | x | x | x | x |
| Implement Pre & Post Parent/Caregiver Training Survey | | | | | | | x | x | x | x | x | x |
| Publicize & Promote Family App Time Program | | | | | | | | x | x | x | x | x |
| Present Weekly Family App Time Program for Children and Parents/Caregivers | | | | | | | | | x | x | x | x |
| Implement Pre & Post Family App Time Survey | | | | | | | | | x | x | x | x |
| Evaluation of Monthly Parent/Caregiver Program | | | | | | | | | | | x | x |
| Evaluation of Weekly Family App time Program | | | | | | | | | | | x | x |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |

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

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

| Budget Category | LSTA | Cash Contributions | In-Kind | Total |
|--------------------------------|------|--------------------|----------|----------|
| Salaries/Wages/Benefits | | | | |
| 1 childrens librarian | \$0 | \$0 | \$9,055 | \$9,055 |
| 1 library clerk. | \$0 | \$0 | \$4,480 | \$4,480 |
| 1 tech. services clerk | \$0 | \$0 | \$495 | \$495 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| Subtotal | \$0 | \$0 | \$14,030 | \$14,030 |

Description: Children's Librarian = \$29.00 per hour x 6 hrs. per week x 52 wks. The Children's Librarian will create survey's, research staff development opportunities, present staff training, create parent/caregiver workshops, create guidelines for Family App time program, compile survey data, evaluate programs, oversee purchase and reception of equipment and supplies.

Library Clerk = 14.36 per hour x 6 hrs. per week x 52 weeks. Will help the Children's librarian with staff training, parent workshops, will create Family App time programs,

Tech. Services Clerk = 15 per hour x 33 hours. Will process materials added to catalog and help with installation of supplies.

| Equipment (\$5,000 or more per unit) | | | | |
|---|-----|-----|-----|-----|
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| Subtotal | \$0 | \$0 | \$0 | \$0 |

Description:

| Operating Expenses: Library Materials | | | | |
|--|-------|-----|-------|-------|
| | | \$0 | \$0 | \$0 |
| Flannel stories, puppets, books, ebooks | \$122 | \$0 | \$500 | \$622 |
| | \$0 | \$0 | \$0 | \$0 |
| Subtotal | \$122 | \$0 | \$500 | \$622 |

Description: The itunes account will be used to purchase Apps and music for our program. Additional \$122.00 will be used to add ebooks/flannel stories/puppets/books. HBPL Children's Dept. has an extensive puppet, flannel board and music library that will also be available for this program. Many of these items will be created in house using library materials.

| Operating Expenses: Consultant Fees | | | | |
|--|-----|-----|-------|-------|
| Infopeople training workshops | \$0 | \$0 | \$150 | \$150 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| Subtotal | \$0 | \$0 | \$150 | \$150 |

Description: Infopeople has excellent training opportunities through their programs and webinars. An example of a program that we would be interested in being a part of is Cen Campbell's program titled "Early Literacy Programming in a Digital Age." We hope it will be offered again in the fall. We would like to provide training to 2 staff members who will then be responsible for training additional staff.

| Budget Category | LSTA | Cash Contributions | In-Kind | Total (B+C+D = E) |
|-----------------------------------|------|--------------------|---------|-------------------|
| Operating Expenses: Travel | | | | |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| Subtotal | \$0 | \$0 | \$0 | \$0 |

Description:

| Operating Expenses: Supplies/Other | LSTA | Cash Contributions | In-Kind | Total |
|--|----------|--------------------|---------|----------|
| 21 64 GB ipad airs @ 599 per unit+21 protective covers | \$13,579 | \$0 | \$0 | \$13,579 |
| Promotional expenses | 0 | \$0 | \$500 | \$500 |
| Power Sync Station for 20 ipads | \$2,000 | \$0 | \$0 | \$2,000 |
| 1 HD 55" t.v. | \$2,000 | \$0 | \$0 | \$2,000 |
| mobile t.v. stand/Apple t.v./floor mats,cables | \$1,800 | \$0 | \$0 | \$1,800 |
| 13" Mac book pro | \$999 | \$0 | \$0 | \$999 |
| Subtotal | \$20,378 | \$0 | \$500 | \$20,878 |

Description: We will use the protective covers (\$1,000.00) & the ipad airs and Apple t.v. to provide staff training, parent/caregiver workshops, and digital storytime "Family App Time" with our pre-school aged children and parent/caregiver. The power sync station will be used to load/sync/charge the ipads. The 55" HD TV/mobile TV stand will be used as a monitor during the programs. The cables will connect the tv and Macbook pro to our existing sound/video system. Floor mats will be used for program seating. The Macbook pro will be used for research and loading apps and other digital resources onto the ipads. Promotional expenses will cover supplies needed for printing costs and creation of flyers, posters, bookmarks and app lists.

| Operating Expenses: Contracted Services | LSTA | Cash Contributions | In-Kind | Total |
|---|-------|--------------------|---------|-------|
| itunes acct. | \$500 | \$0 | \$0 | \$500 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| | \$0 | \$0 | \$0 | \$0 |
| Subtotal | \$500 | \$0 | \$0 | \$500 |

Description:

| | | | | |
|--|----------|-----|----------|----------|
| Project Total | \$21,000 | \$0 | \$15,180 | \$36,180 |
| Indirect Cost Rate Applied 0 % Indirect Cost | \$0 | \$0 | \$0 | \$0 |

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

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

* please attach supporting documentation if required

Description:

| | | | | |
|--------------------|----------|-----|----------|----------|
| Grand Total | \$21,000 | \$0 | \$15,180 | \$36,180 |
|--------------------|----------|-----|----------|----------|

ELEMENT 6: ATTACHMENTS (please see application instructions for additional information)

If you have additional resources that support your grant, please attach after this page

ELEMENT 7: INTERNET CERTIFICATION FOR APPLICANT PUBLIC LIBRARIES FY 2015/16

(please see application instructions for additional information)

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

A. An individual applicant that is CIPA compliant.

The applicant library, as a public library, a public elementary school library or public secondary school library, has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act.

B. Representing a group of applicants. Those applicants that are subject to CIPA requirements have certified they are CIPA compliant.

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

C. Not Subject to CIPA Requirements.

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

Huntington Beach Public Library
Library/Organization

Family App Time
Project Name

Stephanie Beverage
Library Director Name

Director of Library Services
Title

Library Director Signature

Date