

**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
Mono County Free Library</p> <p>3. Internet Web Site Address
www.monocolibraries.org</p> <p>4. Project Coordinator Name & Title
Ana Danielson, County Library Director</p> <p>6. Business Phone Number
760-934-8670 ext 2</p> <p>8. Mailing Address
PO Box or Street Address
PO Box 1120
City
Mammoth Lakes
State
CA
Zip
93546</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
619848831</p> <p>5. Email Address
adanielson@monocoe.org</p> <p>7. Fax Number
760-934-6268</p> |
|--|---|

Project Information

10. **Project Title** Intercambio-Spanish and English Language Exchange Program
11. **LSTA Funds Requested** \$15,000
12. **Cash Contributions** \$2,000
13. **In-Kind** \$18,000
14. **Total Project Cost** \$35,000
15. **California's LSTA Goals (Check one goal that best describes the project)**
 Literate California
 Content Creation/Preservation
 Community Connections
 21st Century Skills
 Bridging the Digital Divide
 Ensuring Library Access for All
 22nd Century Tools
 Information Connections
16. **Number of persons served (The number of persons who use or will benefit directly from this project)** _____ 100
17. **Primary Audience for project (Select all that apply.)**
 Adults
 Pre-School Children
 Families
 Rural Populations
 Immigrants/Refugees
 School Age Children
 Intergenerational Groups (Excluding Families)
 Senior Citizens
 Library Staff , Volunteers and/or Trustees
 Statewide Public
 Low Income
 Suburban Populations
 Non/Limited English Speaking Persons
 Unemployed
 People with Disabilities
 Urban Populations
 People with Limited Functional Literacy
 Young Adults and Teens
18. **This signature certifies that I have read and support this LSTA Grant Application.**

Library Director Name: Ana Danielson **Title:** County Library Director

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.

Mono County has a growing Hispanic population, currently about 30% of the total population, especially at K-12 schools where the population is as high as 70% in some schools. This increase in population has led to language barriers at school, in the work place and in the community. The intent of an Intercambio is to bring English and Spanish speakers together to increase each groups knowledge of the others' language, customs and cultures to strengthen community ties and provide formal language instruction. In Mono County the Libraries are run by the County Office of Education which is constantly trying to help school districts decrease language barriers amongst students, parents and staff. Many Spanish speaking parents have a difficult time helping their children with homework, finding full-time, year-round jobs and communicating with others because of the language barrier. English speaking parents also report difficulty helping their children with Spanish homework, especially students enrolled in the Kindergarten through fifth grade dual immersion program.

The mission of the Mono County Libraries is to enhance lives and strengthens our communities by providing free access to information, technology, life-long learning opportunities, social interactions, and cultural enrichment. The Intercambio Program fits this mission and the strategic plan of the library by providing educational opportunities to adult community members free of charge, creating a social environment where learners are excited to come together and learn about one another's language, customs and cultures. Mono County Libraries have offered programming for young children, tweens and teens for your years, but only recently have we begun to offer literacy and social programs for adults. This program will not only give adults new learning opportunities it will also provide their children with homework help opportunities and literacy skills as their will be simotaneous children's programs going on during the Intercambio. Childcare is often a barrier to evening programs for adults, having programs for students not only solves this problem it also makes the Intercambio Program a family affair.

Through the implementation of this program both English and Spanish speaking adults will gain language skills, both written and verbal, in the target language, cultural barriers that tend to segrate communities will be broken down and community members will gain insight into the customs and cultures of their neighbors, students will receive increased support on homework due to improved language skills of parents and native Spanish-speaking participants will increase their ability to find full-time work due to their increased English language skills and community connections made through the program. Pre and post language evaluations will be done for each participant to track language development and progress. The program will be successful if participants post evalautions indicate growth of their language skills, antecodotal responses of participants indicate increased confidence in speaking the target language and friendships that cross the cultural divide are formed.

In July of 2015 planning and curriculum design will begin. This first phase will include selecting materials to use in both the English and Spanish classes, bilingual materials for convening the classes and the development of a sylabus for each class. Each week the instructors will be responsible for teaching a lesson in the target language, desgining a bilingual program and wrap-up activity that involves all adult participants and their children. In August teachers will be hired and trained to implement the curriculum and begin planning classes. Promotion of the program will begin to take place in late August starting with presentations at back to school nights for parents, presentations at local service organizations and advertising in local media outlets. Classes will begin mid to late September once school is in session and family routines are set. The program will run weekly for 3-10 week sessions (September 22, 2015 to November 2, 2015; January 5, 2016 to March 8, 2016 and April 5, 2016 to June 7, 2016) during the K-12 school year.

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 intent 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).

We will provide English as a Second language and Spanish classes to native Spanish and English speakers to improve their communication, both written and verbal, skills to help bridge Hispanic and caucasian communities, help parents provide increased support to school-age children with homework and increase learning opportunities for adults in a small, rural community with limited educational opportunities for adults.

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

30 Intercambio sessions will be presented at the Mammoth Lakes Library for adult language learners.

30 story time, art classes and homework help sessions will be provided to students K-12 whose parents are participating in the Intercambio Program.

Approximatley 100 adults over the 3 sessions will participate in the Intercambio Program.

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)

50% or more of the participants will score better on their post-evaluation of language skills in the target language.

50% or more of participants will indicate more confidence in their ability to use the target language.

75% or more of participants will complete a full Intercambio session (1Participating in at least 7 of 10 weekly classes).

75% or more of the participants will indicate increased knowledge of the sustoms and cultures of other participants.

Pre and post language evaluations will be done with each participant to track language development and progress.

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

In the future this program will continue through community support if it proves to be a success. Local service clubs will be asked to make contributions, trained volunteers will lead classes instead of paid teachers, local business will see the benfit to their employees and offer incentives for employees to participate, Parent-Teacher organizations will support the program through small contributions for materials and the library will continue to offer meeting space for the Program free of charge.

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: Two instructors will be hired for each Intercambio session lasting ten weeks. Teachers will prepare a grammar and vocabulary lesson for each class and a bilingual activity for the entire group as well as a wrap-up activity that includes any family members present. Formal instruction will be used during the first 30 minutes of the class to teach second language acquisition skills. The program will be taught using an in-person format.

- 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: The library will purchase a variety of teaching materials in Spanish, English and bilingual. Materials will be physical items added to the library's collection and some materials will be given to participants to use outside of class.

- 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
Planning and Development of Curriculum (Selection of Material)	x	x										
Promotion of Program		x										
Training of Instructors		x	x									
Intercambio Classes & Storytime Sessions Begin, adult participants assessed			x									
Classes Continue -Following the Schedule Outlines in Element 2				x	x		x	x	x	x	x	x
Creation of Evaluation Materials for pre and post student evaluations	x	x										
Final Student Evaluations are administered for each session					x				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				
Library Staff- Director	\$0	\$0	\$15,000	\$15,000
Library Staff - Backfill	\$1,200	\$0	\$3,000	\$4,200
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$1,200	\$0	\$18,000	\$19,200

Description: The County Library director will be tasked with planning, curriculum development, promoting the program and hiring of teachers for the program. (\$75 per hour for 200 hours of work, totaling \$15,000). Library staff (special projects) to lead story time, provide homework help and create arts and craft activities for participants' children (\$30 per hour for 140 hours, totaling \$4,200)

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				
Materials	\$3,000	\$0	\$0	\$3,000
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$3,000	\$0	\$0	\$3,000

Description: Purchase bilingual books, bilingual dictionaries, 501 Verb Books (English & Spanish), craft materials, flip-charts

Operating Expenses: Consultant Fees				
	\$0	\$0	\$0	\$0
	\$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:

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				
Advertising and Promotions	\$0	\$2,000	\$0	\$2,000
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$0	\$2,000	\$0	\$2,000

Description: The Mammoth Lakes Friends of the Library will contribute funding to help with the promotion of the program, incentives for participants and advertising in local newspapers and radio stations.

Operating Expenses: Contracted Services				
Instructors for Intercambio & Children's programs	\$10,800	\$0	\$0	\$10,800
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
Subtotal	\$10,800	\$0	\$0	\$10,800

Description: Two language instructors will be hired to implement the program, teach classes weekly and create lesson plans for each week. (\$30 per hour for 180 hours each (120 hours of classes and 60 hours of preparation time), totaling \$10,800.

Project Total		\$15,000	\$2,000	\$18,000	\$35,000
Indirect Cost Rate Requested	0%	Indirect Cost	\$0	\$0	\$0

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

No Indirect Federally negotiated indirect cost rate * Indirect proposed cost rate for review (up to 10%) *

* please attach supporting documentation

Description:

Grand Total		\$15,000	\$2,000	\$18,000	\$35,000
--------------------	--	-----------------	----------------	-----------------	-----------------

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.

Mono County Free Library
Library/Organization

Intercambio-English and Spanish Language Exchange Program
Project Name

Ana Danielson
Library Director Name

County Library Director
Title

Library Director Signature

Date