

Project Title **Mobile Outreach** 04/07/2020
by **Katharine Miller** in **Shared Vision/Bringing the Library to You: Open Grant Application** id. 15756507
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Original application 04/07/2020

Section 1: Contact Information

Library/Organization Name **El Dorado County Library**
Library/Organization DUNS Number **001879035**
Project Coordinator Name **Katharine Miller**
Project Coordinator Title **Librarian Supervisor**
Project Coordinator E-mail Address **katharine.miller@edcgov.us**
Project Coordinator Phone Number **5305733311**
Project Coordinator Street Address/P.O. Box **1000 Rufus Allen Blvd**
Project Coordinator City **South Lake Tahoe**
Project Coordinator Zip Code **96150**
Library/Organization Director Name **Carolyn Brooks**
Library/Organization **Director of Library Services**

Library/Organization **Carolyn.Brooks@eldoradolibrary.org**
Director E-mail
Address

Library/Organization **530-621-5546**
Director Phone
Number

Section 2: Project
Overview

Please select the **Bringing the Library to You Mobile Library Grants**
grant opportunity:

Project Summary and **The South Lake Tahoe Library will develop and implement senior**
Purpose **resources/supports through an interactive senior mobile outreach**
program with aging services agencies to provide equal access,
promote healthy quality of life, support lifelong learning, and reduce
social isolation.

Grant Funds **\$107,510**
Requested

LIPC Level **EL DORADO COUNTY LIBRARY 1**

Matching Funds (in- **\$40,948**
kind and/or cash)

Total Project Funds **\$148,458**

Anticipated Project **8/2020-3/2022**
Start/End Dates

Anticipated Start **10/2021**
Date for Services

Primary Audience(s) **Low Income**
for Project (select all **People with Disabilities**
that apply) **Rural Populations**
Senior Citizens

Section 3: Project
Narrative

Statement of
Need/Problem/Aspiration

South Lake Tahoe is a geographically-isolated mountain community with limited transportation options. The library currently conducts very limited outreach to two low income senior affordable living complexes and the skilled nursing facility at our local hospital (Tahoe Senior Plaza, Kelly Ridge, and Barton Hospital Skilled Nursing Facility). These clients experience social isolation due to factors such as physical mobility issues, transportation issues, and difficulty going out when winter weather makes travel hazardous. A library staff member uses his personal vehicle to transport bins of books, DVDs, and hold materials to his clients which greatly limits our ability to provide services to this underserved and vulnerable population.

In order to provide equal access, promote healthy quality of life, support lifelong learning, and reduce social isolation in order to create meaningful connections with our isolated seniors we must meet them where they are with outreach services, especially in the aftermath of Covid19.

These core values are emphasized in the 2019 El Dorado County Strategic Plan Vision Statement: Information, education, and technology to help the community live, learn, and grow. Rural libraries like ours must overcome physical, economic, social, and geographic barriers to provide services for our communities. Seniors make up 10% of our South Lake Tahoe population and 25% of these seniors live on annual incomes under \$30,000/year (Census 2010 and Census.ACS). Community discussions, surveys and reviewing data from local aging services agencies during our 2019 strategic plan development clearly indicated a lack of services/supports for this vulnerable population.

Research studies have proven seniors that read have a higher quality of life resulting in benefits that span from increased cognitive skills to improved physical well-being. These include enhanced memory from engaging in mentally stimulating activities that slow down memory decline, improved fluid intelligence compared to their peers who do not read or challenge their brains, delayed onset of Alzheimer's and Dementia, reduced stress (physical changes within 6 minutes), and better sleep (<https://www.lifeline.philips.com/resources/blog/2015/03/5-proven-benefits-of-reading-for-seniors.html>). It has been clearly demonstrated that, in addition to improved physical quality of life, "... outreach services were found to positively impact the lives and general well-being of elder users by providing vital social and community connections and serving as a key link for elder users to an institution understood to be central to the life of the community in general." (https://trace.tennessee.edu/utk_gradthes/5069).

Project Design

Phase I: Strengthen Relationships, Build Mobile Collection, and Create Senior Advisory Committee
Our Community Hubs currently provide wraparound services for families with children. We plan to expand these services to an

aging services partners to provide resources and supports to seniors through mobile outreach directly to where our low-income and vulnerable seniors live.

Currently, our very limited senior outreach program occurs twice monthly. Building upon these established relationships, our staff member would work directly with outreach patrons and nursing facility staff to determine materials of interest that meet the expressed needs of our socially isolated and homebound senior patrons. These materials will be purchased to add to a specialized collection dedicated solely to this project and will include an investment in large print materials, new items by popular authors, and assorted films and TV series. By purchasing materials specifically for these patrons we create a collection that reflects their community and interests. Separating this collection from our general holdings offers these clients a more timely delivery of popular titles. Additionally, our community partners will provide materials and supports as appropriate.

Working with our community partners and senior outreach patrons, we will create a Senior Advisory Committee. This committee will review the collection and technology support needs of our target audience, as well as their social and physical needs. Utilizing this data, they will work with library staff and Fleet Services to design our Senior Mobile Outreach Vehicle and programming plan. Particular attention will be paid to the types of materials desired, technology needs, social support elements, and community resources that can be provided related to Covid19.

Evaluative tools/surveys will also be designed to capture data at the beginning of this project that can be effectively utilized to measure outcomes identified by the Advisory Committee, including the Keys to Engaging Older Adults @ your library from ALA. Outcomes are expected to include reduced social isolation, enhanced cognitive skills, and growth of technology skills.

Phase II: Design and Order Base Vehicle, Install Uplift Options, Design Wrap

Our Fleet Services personnel will create the optimal vehicle based on the Design Committee recommendations at the best price possible, place orders, and oversee construction of the vehicle, including uplift options.

As we plan to utilize this vehicle for a wide variety of audiences, including school and early learning outreach and community engagement events, library staff will work to create a vibrant wrap for the vehicle that will promote library services for all ages.

Phase III: Implementation of New Senior Mobile Outreach Services

We see this as an opportunity to grow an existing service and meet an expressed need of our community with full participation of our community members and service organizations. Ideally, the last six months of our grant period will be spent implementing and refining services, vehicle interior/exterior design, and working with our

plan for future services.

Experience and
Planning

The El Dorado County Library system functions as a convener in our County for multiple agencies and organizations with our Community Hubs. Our relationships and connections allow us to leverage our strengths in fostering and developing partnerships into viable and productive outcomes. During our 2019 Strategic Plan, we utilized our training in Harwood to conduct community conversations in Tahoe. The need for senior services, especially for our low-income seniors, has been clearly established and we already have working relationships with three of our low-income senior apartment complexes and skilled nursing facilities.

This project will allow us to focus on Community Hub expansion for the next logical age group that has demonstrated need--our seniors. We have over 10 years of mobile outreach experience in early learning that we can scaffold into mobile outreach services for community seniors that do not have transportation or access to our building. Established local partnerships with Care Facilities, Aging Services Agencies, HHSAs, and the Lake Tahoe Community Collaborative are already in place to support us as we expand from limited existing services to a fuller service model. Currently we visit our three sites to provide a basic book/DVD checkout using a staff member's car. Almost half of our staff time is allocated to loading and unloading the vehicle multiple times each month. With a dedicated specialized vehicle and additional staff time, our services could be expanded to include technical assistance for electronic devices, senior social engagement, and evaluation of services.

To further support the success of this project, we have the full experience and support of our County Fleet Services engaged. Their knowledge of designing, building, and outfitting service vehicles is unparalleled. They have already provided quotes, information, and facilitated discussions with vendors for us based on in depth analysis of our needs and the solutions best suited to meet them.

Collaboration **true**

Planning Matrix

mobilelibrariesmatrix.docx

Partnerships

sharedvisionpartnershipstemplate.docx

Timeline (required)

5010baba-9602-4771-b24e-b183b85480d7.xlsx

File upload

1920sharedvisiongrantstimeline.docx

Sustainability

We see this as an opportunity to grow an existing service and meet an expressed need of our community with full participation of our community members and service organizations. The acquisition of a mobile vehicle, establishment of a Senior Advisory Committee, and development of need-based, evaluated best-practices service model will allow this program to flourish. We currently have established funding for mileage costs for a personal vehicle to do senior and early learning outreach. These funds will be utilized to cover the mileage costs of our new mobile vehicle for a wide variety of community outreach events. The mileage costs will be paid to Fleet, and they will provide maintenance, repair, and vehicle replacement (at end of vehicle life).

Budget

1920SharedVisionGrantsBudgetTemplate1.docx

Supporting Documentation

0140_001.pdf

Certification and Signature

CertificationandSignature.pdf

FY 2019-20 SHARED VISION/BRINGING THE LIBRARY TO YOU GRANTS

Planning Matrix – Mobile Libraries Time Application

	Not ready yet (need to begin or complete research, including staffing)	Getting ready (planning programs, partners, staffing, funding)	Prepared (need established, programs selected, staff and other items secured)
Analysis of community need	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Partners	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Funding sources	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Project planning (staffing, services, programs, schedule)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vehicle research and specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Purchasing requirements (RPF, Fleet Services, process for approval and purchase, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sustainability plan (including maintenance, staffing)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

FY 2019-20 SHARED VISION/BRINGING THE LIBRARY TO YOU PARTNERSHIPS TEMPLATE

Please list all the formal partners that you believe you will have for your project here. A formal partner is a partner with whom you have a written agreement and that will contribute resources (cash or in-kind) to your project. While you do not have to have signed agreements at this point, we will require that documentation at the point of award. Attach any agreements that you do have in the "Supporting Documentation" field in your online application.

Partner Name	Role Partner Will Play/Resources That Partner Will Contribute (materials/funds/staff)
Tahoe Senior Plaza	1 staff member to coordinate site visits twice monthly and participate on Senior Advisory Committee
Kelly Ridge	1 staff member to coordinate site visits twice monthly and participate on Senior Advisory Committee
Barton Hospital Skilled Nursing Facility	1 staff member to coordinate site visits twice monthly and participate on Senior Advisory Committee

Please list informal partners here - organizations that support your project but with whom you will have no formal partnership agreement. Describe how their contributions will help achieve the project's outputs and outcomes. Attach any letters of support in the "Supporting Documentation" field in your online application.

- El Dorado County Older Adult Services
- Lake Tahoe Community Collaborative
- HHSA Community Hub Partners
- South Lake Tahoe Senior Center

Activity	Month Started	Month Ended

FY 2019-20 SHARED VISION/BRINGING THE LIBRARY TO YOU GRANTS BUDGET TEMPLATE

Library/Organization	El Dorado County
Project Title	Mobile Services

The budget should clearly identify the amounts requested and from what sources.

Budget Category	State Grant Funds	Cash Match & In-Kind	Total
Salaries/Wages/Benefits			
Library Assistants (2 staff x 2 visits/month x 6 months x 3 sites x \$30/hr x 6hrs=\$12,960)	6480	6480	\$0
Librarian Supervisor (1 staff x 8 hrs/month x 20 months x \$45/hr=\$7200)	\$0	7200	\$0
Library Director (1 staff x 5hrs/month x 21 months x \$80/hr=\$8,400)	\$0	8400	\$0
Fleet Manager (1 staff x 20 hours x \$150/hr=\$3,000)	\$0	3000	\$0
Senior Site Staff (3 staff x 6 hr/month x \$40/hr x 6 months=\$4,320)	\$0	4320	\$0
Library Fiscal Assistant (1 staff x 10 hrs/month x 18 months x \$35/hr=\$6,300)	3150	3150	\$0
Library Fiscal Analyst (1 staff x 5 hrs/month x 18 months x \$45/hr=\$4,050)	2025	2025	\$0
	\$0	\$0	\$0
Subtotal	11,655	34,575	\$0
Description: Library staff time will be split: 50% in-kind and 50% grant-funded. Fleet staff time will be entirely in-kind, as will the Senior Staff time at the Senior Care Facility Sites.			
Consultant Fees			
	\$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

Description:

Budget Category	State Grant Funds	Cash Match & In-Kind	Total
Travel			
Mileage (6 trips/month x 6 months x 10 miles x \$.50 /mile=\$180)	\$180	\$0	\$0
Fuel (360 miles / 20 mpg) x \$2.50=\$45)	\$45	\$0	\$0
Placerville	\$2000	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$2225	\$0	\$0
Description: Mileage costs include insurance, maintenance, and replacement fund, as our vehicle will be a fleet vehicle. Fuel has been estimated at the current rates.			
Supplies/Materials			
Large Print Books (80 books x \$35/book)	\$1,400	\$1,400	\$0
DVDs (100 DVDs X \$25/DVD)	\$1,250	\$1,250	\$0
Pop-up tent	\$100	\$0	\$0
Portable table with chairs	\$150	\$0	\$0
Ice chest	\$50	\$0	\$0
Laptop	\$1500	\$0	\$0
Placerville supplies	\$6000	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0

	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$10,450	\$2650	\$0
Description: Books and DVD costs will be split, with 50% from grant funds, and 50% from library funds.			
Budget Category	State Grant Funds	Cash Match & In-Kind	Total
Equipment (\$5,000 or more per unit)			
2020 Ford Transit All-Wheel Drive Van plus options	\$59897	\$0	\$0
Uplift Options	\$8,500	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$68,397	\$0	\$0
Description: We intend to purchase an EV 2022 All-Wheel Drive Ford Transit Van (due to weather/snow conditions in the Tahoe area) if that option is available within the next 9 months. However, with Covid19 delays, it is likely that will not be an option available within our timeframe, and so we have listed the gasoline model in our budget.			
<ul style="list-style-type: none"> • Vehicle cost plus options=\$59,897 (ADA-compliant high XL van with shuttle door, lift, work table, floor tracks) • Uplift Options=\$8500 (Cradlepoint mobile router for multiple users-\$3,800 + installation costs \$4,700) 			
Services			
Vehicle wrap	\$4,800	\$0	\$0
Data plan	\$300	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$5,100	\$0	\$0
Description: Vehicle Wrap=\$5,000 (Design, fabrication, prep and application). Data Plan for mobile router for multiple users (\$50 /month x 6 month=\$300)			

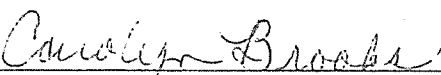

Project Total	\$97,827	\$37,225	\$0
Indirect Cost Rate Applied 0.0 % Indirect Cost	\$9,683	\$3,723	\$0
Check one: <input type="checkbox"/> No Indirect <input type="checkbox"/> State Negotiated Cost Rate* x <input type="checkbox"/> Indirect proposed cost rate 10% * please attach supporting documentation			
Description:			
Grand Total	\$107,510	\$40,948	\$0

FY 2019-20 SHARED VISION/BRINGING THE LIBRARY TO YOU GRANTS APPLICATION CERTIFICATION & SIGNATURE

Project Title:	Senior Mobile Outreach
Applicant Organization:	El Dorado County Library

SIGNATURES

The parties below attest to and certify that the information provided in this application is true, complete, and accurate. If this application is successful, the applicant agrees to execute the project based on the data provided in the application.

AUTHORIZED OFFICIAL OF THE APPLICANT ORGANIZATION (signature of person listed in the application as authorized to make application for the jurisdiction)			
Authorized Official Name:	Carolyn Brooks	Title:	Director of Library Services
Authorized Official Signature:		Date:	4/7/2020
PROJECT COORDINATOR			
Project Coordinator Name:	Katharine Miller	Title:	Librarian Supervisor
Project Coordinator Signature:		Date:	4/7/2020