CALIFORNIA STATE LIBRARY
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)
FISCAL YEAR 2016/2017 PITCH-AN-IDEA GRANT APPLICATION

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

Applicant Information

1. **Library/Organization**
   El Dorado County Library System

2. **Library's DUNS Number**
   001879035

3. **Project Coordinator Name & Title**
   Carolyn Brooks, Branch Manager

4. **Email Address**
   carolyn.brooks@edcgov.us

5. **Business Phone Number**
   (916) 358-3502

6. **Mailing Address**

PO Box or Street Address	City	State	Zip
345 Silva Valley Parkway	El Dorado Hills	CA	95762

Project Information

7. **Project Title** Digital Students (formerly Cards for Knowledge)

8. **LSTA Funds Requested** $26,206

9. **Cash Contributions** $6,720

10. **In-Kind** $7,000

11. **Total Project Cost** $39,926

12. **California's LSTA Goals** *(Check one goal that best describes the project)*

- [ ] Literate California
- [x] 21st Century Skills
- [ ] 22nd Century Tools
- [ ] Content Creation/Preservation
- [ ] Bridging the Digital Divide
- [ ] Information Connections
- [ ] Community Connections
- [ ] Ensuring Library Access for All

13. **Number of persons served** *(Number of persons who use or will benefit directly from this project)*   4,500

14. **Primary Audience for project** *(Select all that apply.)*

- [x] Adults
- [x] Families
- [x] Immigrants/Refugees
- [ ] Intergenerational Groups (Excluding Families)
- [ ] Library Staff, Volunteers and/or Trustees
- [x] Low Income
- [x] Non/Limited English Speaking Persons
- [x] People with Disabilities
- [ ] People with Limited Functional Literacy
- [ ] Pre-School Children
- [x] Rural Populations
- [x] School Age Children
- [ ] Senior Citizens
- [ ] Statewide Public
- [x] Suburban Populations
- [ ] Unemployed
- [ ] Urban Populations
- [x] Young Adults and Teens

15. **This signature certifies that I have read and support this LSTA Grant Application.**

Library Director Name: Jeanne Amos   **Title:** Library Director

Mailing Address *(if different from above)* 345 Fair Lane   **City** Placerville   **Zip** 95667

Library Director Signature: *[signature]*   **Date:** 6/17/2016

ELEMENT 2:PROJECT BACKGROUND AND SUMMARY

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.

The El Dorado County Office of Education (EDCOE) has adopted the motto "Excellence in Education for the 21st Century" and is working diligently towards integrating 21st technologies in the classrooms. Stanford's recent "Using Technology to Support At-Risk Students' Learning Report" is one of many recent studies that clearly show that technology can produce significant gains in student acheivement when properly used. The three key elements for success include "interactive learning, use of technology to explore and create rather than to 'drill and kill', and the right blend of teachers and technology." However, our teachers are struggling with budget deficits through the county school districts, especially in our many rural schools, and the ability to fully access best practice interactive technology instruction, databases and online resources is severely limited. Conversely, the El Dorado County Libraries find our investments in library databases and curriculum materials are underutilized. Inspired by the Howard, Maryland "Partners in Education" success, we are excited about creating a strategic collaboration between our system and our local schools. Thanks to the State Library's Broadband project, our libraries are going to have 1GB of bandwidth, assisting with a serious issue for our rural communities. Several of our local school districts have also just greatly increased their bandwidth and ready to engage their students in new methods of technology instruction and learning. A recent library technician training held by our library system for school library personnel in Buckeye and Rescue Union School Districts resulted in 100% attendance of all those invited. This was the first training in technology that most of the attendees had ever had, and was extremely well received. Both school districts involved in this pilot training are very interested in further training and collaboration. Libraries and schools share the same goal of preparing students for life, work and citizenship, and ensuring that all students enter their adult years prepared to the best of their potential. The ability to evaluate and analyze information and then apply it with innovative insights to solve real-world problems is vital.

Library staff members will initially contact key staff at six elementary schools that have been identified by First 5 El Dorado as being in neighborhoods needing additional support. These schools are low-performing with significant issues with poverty and higher ethnicity rates than the rest of the county. Collaborating with school staff at each site, and utilizing Harwood Innovation Lab techniques, we will create, develop and implement curriculum focused on specific common classroom assignments. Using the best practices model for digital instruction, the digital learning ecosystem will be evaluated at each site, taking into account the learners, the technology and resources available, and the context, which includes the learning community and learning activity. Project parameters will necessitate interactive participation with the instructional content and method of delivery, with emphasis on exploration and creation of information projects, rather than regurgitation of contents, as identified by the Stanford Center for Opportunity Policy in Education and the Alliance for Excellence in Education. Learning Activities will include: Content consumption, content creation, content sharing and interactive simulations/games. Learning Goals will include: Mastery of basic research skills, promote higher order thinking skills, remediation of skills (where appropriate), promote technological literacies, promote skill development, influence learner behavior, to make or build something, exploration of interests and pursuit of friendships/teambuilding.

Teaching sessions will initially occur at these six pilot sites, incorporating initial training of local schools staff, support follow up lessons, and onsite evaluation of program materials and curriculum. Schools will provide support for ELL and disabled students. Evaluation and data will also be collected at local library sites to record impact and interaction at the libraries and on the library digital resources. Curriculum and materials will be re-evaluated, critiqued and adapted based on this information in order to determine the most efficient best practices. Upon completion of the revised and enhanced curriculum, the curriculum will then be delivered to a high school, middle school and an additional elementary school within each library community. This will create a culture of learning and support within the 24 schools and their districts.

The key to the curriculum will be library cards issued to all students that enable them to have access to the library's databases and digital book/magazine collections. These cards will be issued directly to the students at the school site and will not require parent verification or information. We will also explore the use of school student id cards for online access to library resources, per the Student Success Cards recommendation to the California State Library Board.

Success will be revealed when students in 24 schools have online library cards and are using them to access online resources to adapt and use research to create their own innovative solutions to problems using 21st Century technology skills.

ELEMENT 3: PLANNING AND EVALUATION

Please answer each area concisely and completely. <u>For section A-F limit to four pages</u>.

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

Lifelong Learning
- ☐ Improve users' formal education
- ☐ Improve users' general knowledge and skills

Information Access
- ☒ Improve users' ability to discover information
- ☐ Improve users' ability to obtain information resources

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

Economic & Employment Development
- ☐ 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 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 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).**

Working with teachers and library technicians at identified low-performing schools with significant issues with poverty and higher ethnicity rates in each of our county population centers, we will target 4th, 6th and 9th grades. Developing best practices technology instruction and curriculum collaboratively with the staff and students using the Harwood Innovation Lab techniques, we will focus on interactive learning and the exploration and creation of original projects.

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

1. A minumum of 500 school personnel from 24 schools will receive technology resource and curriculum training.
2. All six high schools in El Dorado County will receive technology training for 9th graders.
3. At least six middle schools will receive technology training for 6th graders.
4. At least 12 elementary schools will receive technology training for 4th graders.
5. 24 Digital Curriculum Training manuals will be individually developed with local school staff for grades 4, 6 & 9.
6. 24 Digital and 24 physical copies of Digital Curriculum will be provided to all participating school sites.
7. Downloadable digital copies of the 4th grade, 6th grade and 9th grade Digitial Curriculum manuals will be shared with all California libraries on our library website.

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)**

1. At least 35% of students participating in the training will report learning at least one new method for creating an interactive digital technology solution for school assignments.
2. 80% of the school personnel participating in the training will self-report increased knowledge of library resources and/or databases.
3. At least 85% of participating school personnel will report an increased awareness and appreciation of the valuable resource their public library is as educational partner.
4. 50% of participating students will successfully download an ebook as directly observed during training.

5. An increase of at least 20% in the use of library databases by students will be measured.

Harwood Innovation Lab Community Conversations will be used pre and post instruction to gather feedback and measure perceived growth from the schools. Pre and Post surveys will be administered at schools sites. Interviews will be held throughout the collaborative process to determine growth, success and areas of need. Observations will be done during training sessions by Librarians and self-reporting will be collected at all sites. Quantitative analysis of library and database statistics will be used to evaluate effective strategies and procedures.

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

The curriculum collaboratively developed with the schools will be provided in digital and physical formats at each site, along with training for school personnel in the methods of instruction and use of resources. The training and curriculum will allow each school site to provide the Digital Students instruction to new students and other grade levels not addressed by this grant. The mileage of all school visits will be tracked in order to qualify for a collaborative grant with the El Dorado County Air Quality Management Department for electric cars. Removing the obstacle of mileage will ensure that library staff may continue to provide onsite support for further training as needed at each school site, and allow us to provide curriculum instruction to the remaining schools in the county who have not yet received training, while reducing our carbon footprint.

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).**

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).

   ☐   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.

   ☐   Other

Description: Library staff and school staff will collaboratively develop and teach students how to access and utilize databases , electronic collections (including Overdrive, Enki and Zinio) and access physical and digital library resources, including our 3D Printing Lab. Instruction will be in person, with training and materials included for the school personnel on presentation of curriculum, thus ensuring further dissemination of curriculum each year to students without requiring library staff to be present.

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: The curriculum will be created in collaboration with each participating school. Materials will be implemented, tested and further modified as needed. The Harwood Innovation Lab methods for involving input from the school community will be used for development and refinement. Library databases and electronic collections will be the primary source of material for students and teachers that will be made available. A curriculum manual, digital and physical, will be provided to every participating school, and the digital version will be made available for all California libraries through our website.

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: Implementing the techniques and training learned at our recent Harwood Innovation Lab training, we will conduct Community Conversations prior to developing curriculum in order to have a clear vision of the needs of each school community. Quantitive measures will be used to evaluate library and database statistics before and after implemention of curriculum. Interviews will be conducted, pre and post, with students and staff. All participants will complete surveys regarding prior knowledge, and knowledge upon completion, of curriculum.

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

Description:

5

ELEMENT 4: GRANT TIMELINE/ACTIVITIES

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	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Establish contracts with 6 school sites			x									
Host Harwood Community Conversations with school staff to determine needs			x	x								
Identify personnel at each school who will function as partners			x	x								
Collaborate with school partners to create and develop digitial curriculum			x	x	x							
Implement pilot curriculum at the 6 sites				x	x	x						
Perform onsite evaulation with school staff/students					x	x						
Re-evaluate curriculum and modify as recommended						x	x					
Identify 18 additional schools (high schools, middle schools & elementary)						x						
Establish contracts with these 18 schools sites						x	x					
Host Harwood Community Conversations with school staff to determine needs							x	x				
Identify personnel at each school who will functions as partners							x	x				
Collaborate with school partners to modify digital curriculum to their needs								x	x			
Implement modified curriculum at 18 sites									x	x	x	
Perform onsite evaluation with school staff/students										x	x	
Re-evaluate curriculum and modify as recommended											x	
Present assemblies to winning school sites											x	
Provide digital & physical copies of digitial curriculum to 24 schools											x	x
Perform statistical analysis of databases, library usage & student card use												x
Communicate findings to schools sites, EDCOE and local agencies/press												x
Upload curriculum to website and share with all California libraries												x
Apply to present findings & curriculum at CLA 2017								x				

Fiscal Year 2016/2017

ELEMENT 5: BUDGET

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

Budget Category	LSTA	Cash Contribution	In-Kind	Total
Salaries/Wages/Benefits				
Librarians- .12 FTE (10 hrs/site x 24 sites x $40/hr)	$7,800	$0	$1,800	$9,600
Supervising Librarian- .16 FTE (8hrs/wk x 41 wks x $40/hr)	$7,920	$0	$5,200	$13,120
	$0	$0	$0	$0
F5 ECLS- .07 FTE (12hrs/site x 6 sites x 2 staff x $30/hr)	$0	$4320	$0	$4,320
	$0	$0	$0	$0
	$0	$0	$0	$0
	$0	$0	$0	$0
	$0	$0	$0	$0
Subtotal	$15,720	$4,320	$7,000	$27,040

Description: The Supervising Librarian will facilitate curriculum design and instruction countywide, will broker school agreements, and function as a liaison for all partners to ensure continuity. Librarians will collaborate with school staff to present curriculum and instruction.

El Dorado County Library and First 5 El Dorado have a California State Impact grant for 2016-17 to work directly at key elementary schools to set up Early Literacy Outreach programs with local families. Early Childhood Literacy Specialists paid for by F5 will make the initial contact and introduction to school personnel and will set up protocols and agreements for that program. The Digital Students LSTA grant will leverage the work done for F5 that will already have provided an established relationship with the schools. Necessary agreements with school districts can be approved simultaneously.

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

Description:

Library Materials				
	$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 Contribution	In-Kind	Total (B+C+D = E)
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
	$0	$0	$0	$0
Subtotal	$0	$0	$0	$0

Description:

Budget Category	LSTA	Cash Contribution	In-Kind	Total (B+C+D = E)
Travel				
Mileage (.54/mile x 25 sites x 5 visits x 35.2 miles/site)	$2,376	$0	$0	$2,376
	$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	$2,376	$0	$0	$2,376

Description: Mileage to the schools for the Librarians and Library Coordinator will be tracked with the goal to work with the El Dorado County Air Quality Management Department in order to apply for a grant for electric car(s) for the following year. 24 schools sites and the El Dorado County Office of Education will be visited for Harwood Community Conversations, contract discussions, staff training, curriculum delivery and evaluation.

Budget Category	LSTA	Cash Contribution	In-Kind	Total (B+C+D = E)
Supplies/Other				
Library Cards (5,000 cards x .10/card)	$500	$0	$0	$500
Card Rings (4,000 rings x .025/ring)	$100	$0	$0	$100
Educational Materials/Curriculum Binders	$5,000	$0	$0	$5,000
Incentive Awards ($400 x 6)	$0	$2,400	$0	$2,400
Mircrosoft Office 2016/365 ($400 x 3)	$1,200	$0	$0	$1,200
Promotional Materials	$1,310	$0	$0	$1,310
	$0	$0	$0	$0
	$0	$0	$0	$0
Subtotal	$8,110	$2,400	$0	$10,510

Description: Library cards (with rings for attaching to backpacks to prevent loss) will be issued to staff and students at each site. Curriculum binders will be developed (digital and physical) for each school site, as well as online lessons and instructions. Brochures detailing the program will be given with each library card issued. Promotional materials to explain the program will be created and printed for distribution at school, district, and parent meetings. Incentive awards (assemby for the school) will be given to the first six schools with total participation across the designated grade level by all teachers. Microsoft Office will be used by library staff on library computers to create and cloudshare curriculum and allow real-time access from multiple sites.

Budget Category	LSTA	Cash Contribution	In-Kind	Total (B+C+D = E)
Contracted Services				
	$0	$0	$0	$0
	$0	$0	$0	$0
	$0	$0	$0	$0
	$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:

	LSTA	Cash Contribution	In-Kind	Total
Project Total	$26,206	$6,720	$7,000	$39,926
Indirect Cost Rate Applied 0 % **Indirect Cost**	$0	$0	$0	$0

Check one:

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

* please attach supporting documentation if required

Description:

	LSTA	Cash Contribution	In-Kind	Total
Grand Total	$26,206	$6,720	$7,000	$39,926

ELEMENT 6: ATTACHMENTS

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

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ELEMENT 7: INTERNET CERTIFICATION FOR APPLICANT PUBLIC LIBRARIES FY 2016/17

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.

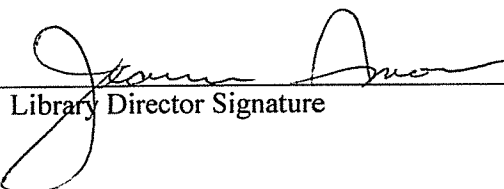C. ☒ **Not Subject to CIPA Requirements.**
   The CIPA requirements do not apply because no funds made available under this LSTA grant program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet.

El Dorado County Library System	Digital Students
Library/Organization	Project Name
Jeanne Amos	Library Director
Library Director Name	Title
Library Director Signature	6/17/2016
	Date