

**Libraries Illuminated**

**Application Form**

**June 2017**

Please use no smaller than a 12-point font to complete this form.

**Section A: Library Information**

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**Library Jurisdiction Name:**

Fresno County Public Library

**Person completing this application:**

Name: Nicole Settle

Job Title: Children's Programming Librarian

Email: Nicole.Settle@fresnolibrary.org

Telephone: 559-600-6223

**Section B: Project Information**

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**1. Project Overview [up to 300 words]**

Provide a brief statement outlining the following: (1) the technology you propose to purchase; (2) the programs you propose to offer with your new technology; (3) the benefit(s) you anticipate that this technology and these programs will provide to your community; (4) the outlet or outlets in your system that will benefit from this project; (5) how the technology you propose to purchase will help you leverage and fulfill the potential of your Internet connection.

**Statement:**

Fresno County Public Library (FCPL) proposes to purchase iPads, protective cases, surge protectors, projectors, screens, charging cables, VGA adapters, speakers, and educational apps. This equipment will be used to lead interactive iPad story time programs.

Today's children are born exposed to mobile devices, and they will need to use and create with technology for success in school and life. According to Common Sense Media (2013), 40 percent of families own a tablet device and 72 percent of children 8-years-old and under have used a mobile device. FCPL's goal is to mentor and share technology in an intentional and informed way with families. With a fleet of iPads, FCPL will create an opportunity for children and caregivers to access high-quality digital resources while library staff model digital and early literacy skills.

Children in Fresno County start life with a disadvantage. Only 34 percent of children in Fresno County are ready to enter kindergarten. Children who are not proficient in reading by third grade are more likely to drop out of high school, and only 31 percent of third graders in Fresno County meet the state standards for English Language Arts (Fresno Cradle to Career, 2015). In addition, 25 percent of Fresno County households live in poverty compared to California's rate of 15.3 percent (United States Census Bureau, 2016), which means many cannot afford tablet devices, and they do not have access to high-speed internet.

In keeping with FCPL's mission of "We Enrich Lives and Build Community," the iPads will rotate among FCPL's 37 branches, shrinking the digital divide in Fresno County's urban and rural communities and empowering families to grow their digital and early literacy skills, which will give them a better chance at success in school and life.

## **2. Further Information: Technology**

List and briefly describe the technology you propose to purchase with your grant funds.

FCPL will purchase 60 iPads and protective cases, 6 surge protectors, 6 projectors, 6 screens, 20 lightning charging cables, 20 wall chargers, 6 mobile folding carts, 6 lightning to VGA adapters, 6 Bluetooth speakers, and educational apps for each iPad.

FCPL has 6 branch clusters, which groups branches by region with an average of 6 branches in each cluster. Each cluster will receive 10 iPads with a set of accessory equipment (surge protector, projector, and screen) in order to provide a fleet of technology to be rotated and used among the branches in that cluster for children's story time programming.

## **3. Further Information: Programs**

List and briefly describe up to three programs you propose to provide for the community with your new technology through December 2018.

FCPL conducted a successful iPad story time pilot called "High Tech Tales," and this grant will expand this program from one branch to a countywide program. During the pilot, four iPads were shared among an average of eight preschool children with children using the iPads in pairs. Caregivers noted in the surveys that they desired more iPads and more apps. FCPL will expand coverage of iPad story times with the purchase of new tablet technology. This

technology will supplement and enhance traditional story time elements by using apps for books, flannel boards, music, and participatory activities. The story time provider will demonstrate early literacy apps by projecting the apps onto a screen. Through these educational apps, caregivers will learn how to support their child's engagement with media that encourages early learning practices of talk, read, sing, write, and play. Children and caregivers will have free time after story time to explore apps at their own pace. Caregivers will leave story time with a list of educational apps and digital media tips to use at home.

#### **4. Needs Statement [up to 500 words]**

Describe how the technology you will purchase and the programs you will provide were identified as needs. If possible, please describe how your planned purchases and programs align with your community's aspirations, your library's strategic plan, and any community asset or needs assessment you have conducted.

FCPL's strategic goals include supporting educational and life-long learning opportunities through expanding and strengthening its role in supporting early literacy education to promote school readiness. Another strategic goal is to expand and integrate technology through providing access and opportunities to explore new and evolving technology. The iPad story time program aligns with these two strategic goals as it provides access and opportunity to use tablet technology and also supports early literacy education in the community.

This access and knowledge of tablet technology is essential to our community as there is still a digital divide in home internet access and an "app gap," which Common Sense Media (2013) describes as the disparity in access to mobile devices and applications. When it comes to home internet access, 46 percent of lower-income families have access to the internet at home compared to 86 percent of higher-income families. With one in four residents in Fresno County living in poverty (United States Census Bureau, 2016), many households are not able to afford tablet devices or have access to high-speed internet.

While providing equitable access is important through purchasing tablets to be used for internet access, statistics show that this is not enough, and it is essential to provide content and guidance on how to use these devices. When it comes to mobile devices, 20 percent of lower-income families have one compared to 63 percent of higher-income families. However, even lower-income families that do own a mobile device are less likely than higher-income ones to download educational apps for their children with 57 percent of lower-income families doing so compared to 80 percent among higher-income families (Common Sense Media, 2013). Through iPad story times, FCPL can bridge this app gap.

#### **5. Preparations [up to 250 words]**

Describe the steps you have taken to assess your physical space, engage relevant staff in planning for this project (e.g. IT staff), and ensure you can maintain and continue to use your technology in the future (e.g. budgeting to maintain license agreements).

FCPL is committed to the success of this project and is already taking steps to achieve successful implementation of tablet technology in its branches. Branch staff was given a presentation on what it means to be media mentors for families and how to conduct iPad story times. If FCPL receives the grant, more training will be provided to increase staff confidence and expertise in using tablets during story times and to teach them about early literacy apps.

Meetings were also held with administration and IT staff on what the process will be for purchasing the tablet technology, how apps will be uploaded and installed, and a timeline for how the tablet technology will be implemented in the branches. FCPL also assessed the physical space for how the technology will be stored and concluded that the tablets will be stored in locked closets or supervisors' offices. The tablets will also be in mobile carts that will make it easy for them to travel from branch to branch.

#### **6. Role of IT staff [up to 160 words]**

Describe the role your IT staff and/or contractors will play in purchasing and/or implementing your new technology. If not applicable, please explain.

FCPL's ITSD Department will catalog and take inventory of the iPads and accessories in order to keep track of the items as they move throughout the branches. ITSD will also create an Apple App Store account to purchase apps for the iPads. They will install the apps and make sure the iPads are secure so in-app purchases and advertisements are blocked.

#### **7. Community Partners**

List the community partners you plan to work with to obtain your technology and/or provide programming. For each partner, describe the role they will play and the resources they will contribute to (a) purchasing the proposed technology, and/or (b) providing programs.

Fresno County Public Library plans to partner with two community organizations. The first is the Foundation for Fresno County Public Library, which was established as a non-profit charitable organization in 2012 and serves as the fundraising arm of the Library. Its purpose is to raise money to supplement public funding for the library. The Foundation will support this grant by providing matching funds to purchase early literacy apps for the iPads.

The second partner is Kings Canyon Unified School District's KC Kids program. The KC Kids program is an early childhood program providing services for young children 0-8 with special needs and their families. They provide comprehensive quality early intervention at no cost to families. KC Kids hold playgroups open to all children in many of FCPL's branches. Branch staff and KC Kids staff will partner to provide iPad story times for these playgroups.

#### **8. Outputs**

List your anticipated project outputs. These should include the number of programs you propose to provide and the anticipated number of people your proposed programs will impact during the project period.

FCPL's goal is to implement iPad story times in each of the 6 branch clusters. Each cluster will integrate iPads in 3 of their story times for a total of 18 programs. FCPL plans to reach 350 children and caregivers. FCPL will use surveys to assess families' response to the iPad story times and whether literacy activities have increased at home. Success will be measured by popularity of story times, survey responses, and assessing caregivers' in-person response to the programs.

**9. Project Continuation and Sustainability [up to 160 words]**

Describe how you will continue to utilize your new technology beyond the project period.

FCPL plans to sustain iPad story times beyond the project period. The program will become part of the library's regular programming for preschoolers. FCPL will expand tablet technology programs to other audiences. For school-age children and teens, library branches will provide coding clubs using the tablets. As of now, FCPL has a few coding clubs, but it is mostly restricted to branches that have computer labs. With tablets, FCPL will be able to provide coding clubs to more branches. FCPL also plans to work with Community Media Access Collaborative (CMAC) to provide classes on how to shoot and edit video with mobile devices.

**10. Project Timeline**

Provide a project timeline that includes your technology purchases and at least three programs for your community. The timeline should not extend beyond December 2018.

In December 2017 and January 2018, FCPL plans to purchase the iPads and accessories and have IT staff take inventory of equipment and install apps onto the iPads. From February to May, FCPL will distribute tablets to the branches where they will be integrated into traditional story times during the spring programming session. During this time, FCPL will continue to train staff and deal with any issues that may come up as branch staff start using tablets with the public. During June through August, FCPL will create marketing materials and then distribute and promote materials throughout the branches and their communities for iPad story times launching in the fall programming session. From September to November, FCPL will hold the iPad story times in the branches, monitor iPad usage, attendance to iPad story times, and provide pre and post surveys to analyze caregivers' comments about digital and early literacy.

**11. Budget Table** (Please add lines to the table as needed.)

Your budget should include the cost of the technology you propose to purchase, the grant funds you are requesting to support your purchase, and the match you are providing. The funds requested should not include the cost of the programs you plan to provide with your new

technology. However, the match may include contributions to those programs. We will ask you to estimate and report the cost of providing your programs, including contributions by project partners, at the end of the project period.

Item name	Item cost	Funds requested	Cash Match	In-Kind Contribution	Total
60 iPads with WiFi	21,544.20	21,544.20			21,544.20
60 Protective Cases	3,355.20	3,355.20			3,355.20
6 Surge Protectors	218.70	218.70			218.70
6 Projectors	2,652.48	2,652.48			2,652.48
6 Screens	1,109.94	1,109.94			1,109.94
20 Lightning Charging Cables	382.40	382.40			382.40
20 Wall Chargers	119.80	119.80			119.80
6 Mobile Folding Carts	90.00	90.00			90.00
6 Lightning to VGA Adapters	297.30	297.30			297.30
6 Bluetooth Speakers	119.94	119.94			119.94
Apps	710.04	110.04	600		710.04
Nicole Settle (Librarian II) – 120 hours				5,878	5,878
Krista Riggs (Supervising Librarian) – 60 hours				4,265	4,265
Susan Renfro (Development Officer) - 30 hours				1,963	1,963
Susan Mann (Principal Librarian) – 10 hours				771	771
Josh Bernal (Tech Support) – 120 hours				6,915	6,915
Claudia Melancon (Business Office) – 30 hours				1,420	1,420
Amy Johnson (Graphic Arts Technician II) – 30 hours				1,533	1,533
Anna Nascimento (Librarian II) – 60 hours				2,865	2,865
Allie Marquez (Librarian II) – 60 hours				2,932	2,932
Hannah Kim (Librarian I) – 60 hours				2,672	2,672
Jamie Kurumaji ( Librarian I) – 60 hours				2,636	2,636
Eric Dunncliff (Librarian Trainee) – 60 hours				2,399	2,399
Wanda Ordonez (Library Assistant II) – 60 hours				2,051	2,051
<b>Total</b>	<b>30,600</b>	<b>30,000</b>	<b>600</b>	<b>38,300</b>	<b>68,900</b>

## 12. Budget Narrative

Provide a brief narrative describing each item in your budget and include the sources of any matching funds and in-kind contributions.

### Supplies and Materials

Fresno County Public Library requests \$30,000 to purchase tablet technology for iPad story times:

- 60 Apple iPads with WiFi and 32GB:  $\$359.07 \times 60 = \$21,544.20$
- 60 protective cases for each iPad:  $\$55.92 \times 60 = \$3,355.20$
- 6 surge protectors (one for each branch cluster):  $\$36.45 \times 6 = \$218.70$
- 6 projectors:  $\$442.08 \times 6 = \$2,652.48$
- 6 portable projector screens:  $\$184.99 \times 6 = \$1,109.94$
- 20 lightning charging cables to cover possible lost iPad charging cables:  $\$19.12 \times 20 = \$382.40$
- 20 wall chargers to cover possible lost iPad wall chargers:  $\$5.99 \times 20 = \$119.80$
- 6 mobile folding carts for traveling tablet technology from branch to branch:  $\$15 \times 6 = \$90$
- 6 lightning to VGA adapters to project the iPad screen onto projector screen:  $\$49.55 \times 6 = \$297.30$
- 6 Bluetooth speakers to amplify sound from iPads:  $\$19.99 \times 6 = \$119.94$
- Educational apps for iPads: \$600 cash match from the Foundation of Fresno County Public Library and requested grant funds of \$110.04 for a total of \$710.04

### Personnel

Fresno County Public Library will provide in-kind contributions of \$38,300 from staff salaries:

- Nicole Settle is the Children's Programming Librarian and will be the project lead:  $\$48.98 \times 120 \text{ hours} = \$5,878$
- Krista Riggs is the Programming and Marketing Supervisor and oversees Nicole Settle and Amy Johnson:  $\$71.08 \times 60 \text{ hours} = \$4,265$
- Susan Renfro is the Development Officer and will provide support and supervision as grant coordinator:  $\$64.53 \times 30 \text{ hours} = \$1,963$
- Susan Mann is the Principal Librarian for ITSD and Cataloging and oversees Josh Bernal:  $\$77.1 \times 10 \text{ hours} = \$771$
- Josh Bernal is FCPL's Tech Support Staff that will take inventory of iPads and install purchased apps:  $\$57.62 \times 120 \text{ hours} = \$6,915$
- Claudia Melancon is FCPL's Business Office Staff that will purchase the tablet technology:  $\$47.33 \times 30 \text{ hours} = \$1,420$
- Amy Johnson is the Graphic Arts Technician and will create the flyers and posters to advertise the iPad story times:  $\$51.10 \times 30 \text{ hours} = \$1,533$
- Anna Nascimento is the Sierra Gateway Cluster Children's Librarian and will provide iPad story times:  $\$47.75 \times 60 \text{ hours} = \$2,865$
- Allie Marquez is the Blossom Trail Cluster Children's Librarian and will provide iPad story times:  $\$48.86 \times 60 \text{ hours} = \$2,932$
- Hannah Kim is the Cotton Fields Cluster Children's Librarian and will provide iPad story times:  $\$44.53 \times 60 \text{ hours} = \$2,672$

- Jamie Kurumaji is the Raisin Vines Cluster Children’s Librarian and will provide iPad story times: \$43.93 x 60 hours = \$2,636
- Eric Dunncliff is the Park View Cluster Library Trainee and will provide iPad story times: \$39.98 x 60 hours = \$2,399
- Wanda Ordonez is the Water Tower Cluster Library Assistant and will provide iPad story times: \$34.18 x 60 hours = \$2,051

**Section C: Additional Information and Agreements**

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**13. Is the community you will serve with your new technology and related projects urban, rural, or suburban? Please check all that apply.**

X Urban                      X Rural                      X Suburban

Comments (optional):

Fresno County is located in the heart of California’s San Joaquin Valley, and Fresno County Public Library has 37 branches spread across the County’s 6,000 square miles. Branch locations serve the County’s population of 979,915 (United States Census Bureau, 2016). FCPL provides services and programs to mountain, farming, and urban communities.

**14. Is the community you will serve with this project underserved? Please check:**

Yes                      No                      X Both

If “yes” or “both,” please briefly describe how you are defining underserved, and if “both” please also tell us approximately what percentage of the community is underserved.

52.8 percent of the residents are Hispanic or Latino, and a quarter of the County’s population lives in poverty (United States Census Bureau, 2016). Through providing tablet technology, FCPL hopes to bridge the digital divide between lower-income and higher-income families, and through purchasing apps also in Spanish, FCPL hopes to serve its large Hispanic and Latino community.

**15. Is your library connected to CalREN/CENIC? Please check:**

X Yes                      No                      In the process of connecting

a. If “yes” or “in the process of connecting,” how will the technology you purchase maximize benefits to patrons as you access high-speed Internet connections? [Up to 160 words]

Families and the story time provider will use the high-speed internet connection during the iPad story time. An example of this may include having attendees at a story time in one branch

skype with another branch's story time. Families will also be able to access the internet after the story time as they explore the tablet technology during free time.

b. If "no," does your library have plans to begin connecting to CalREN/CENIC in the next twelve months? Please check:

Yes                      No

#### **Section D: Agreements**

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1. My library is a CLSA library.

Check: X

2. Unexpended and unencumbered funds will be returned to the Southern California Library Cooperative by September 30, 2018.

Check: X

3. Funds will be returned to the Southern California Library Cooperative if my library is unable to contribute the required cash and in-kind match.

Check: X

4. My library will provide reports on project activities and expenditures in a timely manner and upon request by the project's fiscal agent, the Southern California Library Cooperative.

Check: X

5. My library will use the Project Outcome evaluation framework and tools to evaluate the impact of at least three programs using the library's new technology during the grant period.

Check: X

6. I am willing to provide a case study describing the technology I purchase and programs I create to help others implement similar projects in the future.

Check: X

7. IT staff and/or contractors have been involved in project planning. If not applicable, please explain why not.

Check: X

Not applicable:

8. Library director:

Name: Kelley Landano

Email: kelley.landano@fresnolibrary.org

Signature: Kelley Landano



California  
STATE LIBRARY  
FOUNDED 1850  
PRESERVING OUR HERITAGE. SHAPING OUR FUTURE

November 14, 2017

Kelley Landano, County Librarian  
Fresno County Public Library  
2420 Mariposa Street  
Fresno, CA 93721

Subject: Libraries Illuminated Grant Program, funded by the California Library Services Act

Dear Ms. Landano: 

It's my pleasure to approve the Libraries Illuminated grant application submitted to the California State Library from Fresno County Public Library for \$30,000. The grant is effective immediately and ends December 31, 2018. Congratulations on being among the public libraries in California to benefit from this program.

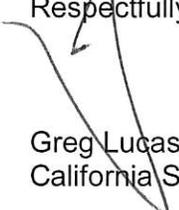
A key part of this program is to encourage partnerships that will enrich your library long after these Libraries Illuminated funds are spent. We encourage you to let your partners know about your project as soon as possible and begin developing strong, ongoing collaborations that benefit the communities you serve. We also encourage you to focus efforts on raising awareness of your project and engaging the community with your work.

As noted in the application materials, grantees must: implement and evaluate at least three programs by December 31, 2018; use Project Outcome survey tools to evaluate the impact of their programs; and complete periodic narrative and fiscal reports. Your reports should tell us how your funds were expended and provide a summary of the progress you have made in fulfilling grant requirements. Evaluation and reporting forms and information will follow shortly.

We know you're busy and ask for this information because it helps decision-makers maintain funding not only for this program but for others, too, that benefit you and the rest of the libraries in California. If we can't demonstrate the value of an investment, no-one is going to continue investing.

This funding is contingent upon your completion of a signed agreement with the Southern California Library Cooperative (SCLC), the administrative and fiscal agent for this project. Please work with Diane Satchwell, SCLC Executive Director. She may be contacted at 626-283-5949 or [dsatchwell@socallibraries.org](mailto:dsatchwell@socallibraries.org).

Respectfully yours,

  
Greg Lucas  
California State Librarian

Library – Courts Building  
P.O. Box 942837  
Sacramento, CA 94237-0001

916-323-9759  
[csl-adm@library.ca.gov](mailto:csl-adm@library.ca.gov)  
[www.library.ca.gov](http://www.library.ca.gov)



Libraries Illuminated Grant  
Request for Payment

This is an agreement for use of funds to participate in the Libraries Illuminated project.

Please initial each line. Complete the form below, sign by the Director (no exceptions), scan and email to Diane Satchwell.

KL Funds will be used as submitted in the application.

KL No administrative or fiscal fee will be used with the funds.

KL Evaluations will be submitted on time.

KL All invoices will be copied and emailed to SCLC.

KL Any request for change will be submitted to SCLC.

Amount requested (amount awarded): \$30,000

Library Name: Fresno County Public Library

Address to send:

2420 Mariposa Street  
Fresno CA 93721

Send check attention to: Daniel Rocha

Contact: Nicole Settle

Kelley Landano

Signature (Director)

12/4/17

Date

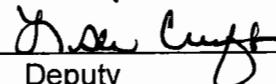
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IN WITNESS WHEREOF, the County of Fresno hereby ratifies the County Librarian's execution of the foregoing Libraries Illuminated Grant Request for Payment and accepts grant funds in the amount of \$30,000.

**COUNTY OF FRESNO**

  
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Sal Quintero, Chairman of the Board  
of Supervisors of the County of  
Fresno

**ATTEST:**  
Bernice E. Seidel  
Clerk to the Board of Supervisors  
County of Fresno, State of California

By:   
\_\_\_\_\_  
Deputy

**FOR ACCOUNTING USE ONLY:**

ORG No.: 75170287  
Account Nos.: 3575, 7385  
Requisition No.: N/A