

**CALIFORNIA STATE LIBRARY
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)
FISCAL YEAR 2017/2018
STATEWIDE GRANT APPLICATION**

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

Applicant Information

- | | | | |
|--|---|--------------------|---------------------|
| 1. Library/Organization
Califa Group | 2. Library's DUNS Number
135909930 | | |
| 3. Legal Business Name <i>(must match name registered with Federal Employer Identification Number (FEIN))</i>
Califa Group | | | |
| 4. Project Coordinator Name
Paula MacKinnon | 5. Project Coordinator Title
Interim Director | | |
| 6. Email Address
pmackinnon@califa.org | 7. Business Phone Number
650-356-2128 | | |
| 8. Mailing Address
2471 Flores Street | City
San Mateo | State
CA | Zip
94403 |

Project Information

- 9. Project Title** Expanding Reading Selections for Californians with Print Disabilities, Phase I
- 10. LSTA Funds Requested** \$22,550
- 11. Cash Match & In-Kind** \$84,000
- 12. Total Project Cost** \$106,550
- 13. California's LSTA Goals** *(Check one goal that best describes the project)*
- | | |
|--|---|
| <input type="checkbox"/> Literate California | <input type="checkbox"/> Bridging the Digital Divide |
| <input type="checkbox"/> 21 st Century Skills | <input type="checkbox"/> Information Connections |
| <input type="checkbox"/> 22 nd Century Tools | <input type="checkbox"/> Community Connections |
| <input type="checkbox"/> Content Creation/Preservation | <input checked="" type="checkbox"/> Ensuring Library Access for All |
- 14. Primary Audience for project** *(Select all that apply.)*
- | | |
|--|---|
| <input type="checkbox"/> Adults | <input type="checkbox"/> Pre-School Children |
| <input type="checkbox"/> Families | <input type="checkbox"/> Rural Populations |
| <input type="checkbox"/> Immigrants/Refugees | <input type="checkbox"/> School Age Children |
| <input type="checkbox"/> Intergenerational Groups (Excluding Families) | <input type="checkbox"/> Senior Citizens |
| <input type="checkbox"/> Library Staff , Volunteers and/or Trustees | <input type="checkbox"/> Statewide Public |
| <input type="checkbox"/> Low Income | <input type="checkbox"/> Suburban Populations |
| <input type="checkbox"/> Non/Limited English Speaking Persons | <input type="checkbox"/> Unemployed |
| <input checked="" type="checkbox"/> People with Disabilities | <input type="checkbox"/> Urban Populations |
| <input type="checkbox"/> People with Limited Functional Literacy | <input type="checkbox"/> Young Adults and Teens |

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 information to support the project.

Californians who are unable to read conventional print, i.e. who are blind or otherwise print disabled, have free access, like that of a public library, to an accessible collection of braille and audio books provided by NLSBPH (National Library Service for the Blind and Physically Handicapped) network libraries. This collection of roughly 100,000 titles produced over the course of 86 years comprises less than 5 percent of items published in the United States, a concept the World Blind Union has labeled "The Book Famine."

An additional source of nearly half a million published works for eligible readers with print disabilities (Bookshare.org) does exist, but is a fee-based subscription service. For years NLS network libraries in California have been besieged by readers wanting more available books in all genres. A 24-month, 325-500 seat pilot Bookshare subscription, split over two fiscal years and shared by these four California libraries for the blind, would fulfill the great need for access to more published works by this marginalized population.

A main component of California NLS network library strategic plans is to increase the range and breadth of accessible titles for users. If implemented, this project would allow California NLS network libraries time to research and pilot Bookshare and investigate a long-term extension of a statewide subscription to Bookshare. By examining usage statistics and anecdotal information from patrons filling licensed seats over the course of the project, a cost-benefit ratio could be calculated and its effectiveness could be demonstrated to the parent agencies.

For this first fiscal year, subscription to Bookshare will provide access to over 500,000 recreational fiction and scholarly nonfiction works in electronic braille and text-to-speech audio formats for 325 Californians with print disabilities.

To determine the project's success, all program participants will be surveyed to measure increase in confidence searching for books electronically, increase in participant skills managing electronic files, increase in educational knowledge as a result of access to reading material, increase in satisfaction with increased access to reading material, and improvement in quality of life as a result of more reading.

ELEMENT 3: PARTNERSHIPS

Please list all formal partners for your project here. Please attach (under Element 7) a copy of your signed agreement with each partner, which outlines the role the partner will play and the resources the partner will contribute.

Partner Name	Organization Type (see instructions for valid entries)	Legal Type (see instructions for valid entries)	Role on Project	Resources That Partner Will Contribute (materials/funds/staff)
California State Library, Braille and Talking Book Library	Library	State Government	Provision and technical support for Bookshare Service	Staff
Braille Institute of America Library	Library	Non-Profit	Provision and technical support for Bookshare Service	Staff
Fresno County Public Library, Talking Book Library for the Blind	Library	Local Government	Provision and technical support for Bookshare Service	Staff
San Francisco Public Library, Library for the Blind and Print Disabled	Library	Local Government	Provision and technical support for Bookshare Service	Staff

ELEMENT 4: PLANNING AND EVALUATION

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

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).

This project will provide access to over 500,000 recreational fiction and scholarly nonfiction works in electronic braille and text-to-speech audio formats for 325 Californians with print disabilities in order to increase access to information and knowledge through reading.

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

Measurable outputs will include the number of program participants, as well as a statistical analysis of reading patterns. This analysis will include the number of books downloaded and the most popular subjects, with a particular emphasis on Bookshare selections that are unavailable through the NLSBPH collection. We predict that the number of downloads will increase significantly throughout the grant period as participants become more comfortable with the service.

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)

All 325 program participants will be asked to complete a pre-program assessment designed to measure their reading habits and skill with adaptive reading technology. In addition to questions about their educational and intellectual knowledge, the self-assessment tool will also include questions about personal search strategies and electronic file management. At the completion of the grant year, participants will complete a post-program assessment designed to measure changes and improvements in these areas.

We predict that 80% of program participants will report increased confidence searching for books electronically, and 75% will respond that they are more skilled managing electronic files. We also predict that 80% of respondents will report improved educational knowledge as a result of increased access to reading material. Ninety percent of program participants will report high satisfaction with increased access to reading material. Ninety percent of program participants will report high satisfaction with increased access to content, and 75% will report an improved quality of life as a result of more reading.

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

Grants from educational foundations will provide future access to expanded reading materials and ideally increased number of licenses to allow for higher participation rates.

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: Consultation: Virtual instruction will include individual staff technical support and webinars hosted by Benetech, the Bookshare vendor.

Presentation: It is estimated that Benetech will provide 4 presentations (one webinar for libraries, one webinar for patrons, and two in-person training sessions).

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: Digital downloading via Bookshare.org

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:

4. ☐ **Procurement** – May only be used for projects with an Institutional Capacity Intent. Acquiring or leasing facilities; purchasing equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure. *(Provide a description)*

Description:

ELEMENT 5: 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	July	Aug
Publicity and Marketing	x	x	x	x	x	x	x	x	x	x	x	x		
Assignment of User Seats	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Technical Support	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Self-assessment Survey	x	x	x	x	x	x	x	x	x	x	x	x		
User satisfaction survey		x	x	x	x	x	x	x	x	x	x	x	x	

ELEMENT6: BUDGET

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

Budget Category	LSTA	Cash Match & In-Kind	Total
Salaries/Wages/Benefits			
Partner staff time	\$0	\$84,000	\$84,000
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$84,000	\$84,000
Description: Staff from each Braille organization (CSL, SFPL, FCL, Braille Institute) will contribute time to roll out and implement the project. Estimated 10 hours/week per library x 4 libraries x \$35/hr x 60 weeks = \$84,000			
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	LSTA	Cash Match & In-Kind	Total
Travel			
	\$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
Description:			
Supplies/Materials			
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
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	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0
Description:			

Budget Category	LSTA	Cash Match & In-Kind	Total
Equipment (\$5,000 or more per unit)			
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0
Description:			
Services			
Bookshare service (12 months) for 325 seats	\$13,000	\$0	\$13,000
Bookshare Training (in person)	\$5,000	\$0	\$5,000
Bookshare Training (webinars)	\$2,500	\$0	\$2,500
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$20,500	\$0	\$20,500
Description: Bookshare will provide 12 months access to its collection for 325 seats and an estimated 2 in-person training sessions and 2 training webinars (one for libraries and one for patrons).			

Project Total	\$20,500	\$84,000	\$104,500
Indirect Cost Rate Applied 10.0 % Indirect Cost	\$2,050	\$0	\$2,050
Check one: <input type="checkbox"/> No Indirect <input type="checkbox"/> Federally negotiated indirect cost rate * <input checked="" type="checkbox"/> Indirect proposed cost rate * * please attach supporting documentation if required			
Description: Indirect costs include cost for administrative and fiscal staff, workspace, utilities, internet, IT support, office supplies and use of equipment.			
Grand Total	\$22,550	\$84,000	\$106,550

ELEMENT 7: ATTACHMENTS

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

ELEMENT 8: INTERNET CERTIFICATION
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.

SIGNATURE

I have read and support this LSTA Grant Application.

<u>Califa Group</u> Library/Organization	<u>Expanding Reading Selections for Californians with Print Disabilities, Phase I</u> Project Name
<u>Paula Mackinnon</u> Library Director Name	<u>Interim Director</u> Title
<u>Library Director Signature</u>	<u>Date</u>

From: RWStrege@brailleinstitute.org [<mailto:RWStrege@brailleinstitute.org>]
Sent: Wednesday, May 31, 2017 5:54 PM
To: Marlin, Mike@CSL
Subject: 2017-18 California Bookshare LSTA Grant application process

We fully support the 2017-18 Califa Bookshare grant. As a named partner we will participate in it by launching the project in our geographic area, providing Bookshare service and technical support to designated patrons.

Reed Strege

From: Glasby, Jane (LIB) [<mailto:jane.glasby@sfpl.org>]
Sent: Tuesday, June 06, 2017 7:56 PM
To: Marlin, Mike@CSL
Cc: Goddard, Marti (LIB)
Subject: RE: Need Your Institution's Official Support/Confirmation for the 2017-18 California Bookshare LSTA Grant application process

At San Francisco Public Library – Library for the Blind and Print Disabled, we fully support the 2017-18 Califa Bookshare grant. As a named partner we will participate in it by launching the project in our geographic area, providing Bookshare service and technical support to designated patrons.

Jane Glasby
Manager
Library for the Blind and Print Disabled
San Francisco Public Library
100 Larkin Street
San Francisco, CA 94102

From: Hill, Susan (Penny) [<mailto:Penny.Hill@fresnolibrary.org>]
Sent: Wednesday, June 07, 2017 4:11 PM
To: Marlin, Mike@CSL; Landano, Kelley
Cc: Bennett, Ivy; Pendergrass, Barbara
Subject: RE: REMINDER: Need Your Institution's Official Support/Confirmation for the 2017-18 California Bookshare LSTA Grant ASAP
Importance: High

We fully support the 2017-18 Califa Bookshare grant. As a named partner we will participate in it by launching the project in our geographic area, providing Bookshare service and technical support to designated patrons.

Penny Hill
Supervising Librarian
Central Library
600-6243
Water Tower Cluster
Central, Doris Gates Children's Room, Heritage Center, Senior Resource Center, Talking Book Library, and West Fresno