

**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
Pacific Library Partnership | 2. Library's DUNS Number
830926072 | | |
| 3. Legal Business Name <i>(must match name registered with Federal Employer Identification Number (FEIN))</i>
Pacific Library Partnership | | | |
| 4. Project Coordinator Name
Carol Frost | 5. Project Coordinator Title
Chief Executive Officer | | |
| 6. Email Address
frost@plpinfo.org | 7. Business Phone Number
650-349-5538 | | |
| 8. Mailing Address
2471 Flores Street | City
San Mateo | State
CA | Zip
944403 |

Project Information

- 9. Project Title** Veterans Connect @ the Library
- 10. LSTA Funds Requested** \$328,706
- 11. Cash Match & In-Kind** \$743,398
- 12. Total Project Cost** \$1,072,104
- 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 checked="" type="checkbox"/> Community Connections |
| <input type="checkbox"/> Content Creation/Preservation | <input type="checkbox"/> Ensuring Library Access for All |
- 14. Primary Audience for project** *(Select all that apply.)*
- | | |
|--|--|
| <input checked="" type="checkbox"/> Adults | <input type="checkbox"/> Pre-School Children |
| <input type="checkbox"/> Families | <input checked="" 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 checked="" type="checkbox"/> Statewide Public |
| <input type="checkbox"/> Low Income | <input checked="" type="checkbox"/> Suburban Populations |
| <input type="checkbox"/> Non/Limited English Speaking Persons | <input checked="" type="checkbox"/> Unemployed |
| <input type="checkbox"/> People with Disabilities | <input checked="" 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.

The Need: According to the California Department of Veterans Affairs (CalVet), California is home to 1.8 million veterans, 18 % of the total U.S. veteran population and the highest in the nation. California expects an additional 30,000 discharged members each year for the next several years – more than any other state. Historically, the largest demand for benefits and services for veterans occurs immediately after discharge and again as the veteran population ages and requires greater access to medical facilities and long-term care services. With the substantial number of veterans under the age of 30 leaving the military after deployments to the wars in Iraq and Afghanistan, plus Vietnam veterans now approaching a period in their lives where they will need greater access to medical and long-term care, California is preparing for a sustained spike in earned services and benefits. The need for service for older veterans is reinforced by the US Department of Veterans Affairs statistic that 881,000 veterans in California are age 65 and over. 10% of California veterans are women and growing; women are more likely to be the primary caregivers for spouses, children and parents, have gender-specific health care needs, have higher rates of military sexual trauma and, and on the average are younger and more ethnically diverse than their male Veteran counterparts. Minority veterans are also underutilizing their benefits, and they will also be a target service population in FY 17/18. In 2017 CalVet is beginning the implementation of the CalTap Program -- California Transition Assistance Program which will cover all stages of a veteran's life including 1. Service/Separation, 2. Post Military Life, and 3. Retirement and Aging. This program recognizes that veterans' needs change at different stage of their lives and shifts the training for veterans recently separated from the military to CalVet. The goal remains to connect veterans and with their federal and state benefits. Online pathways are being developed and are to be operational by 2018. In order to promote their Veterans Resource Centers FY 16/17 and FY 17/18 libraries will provide at least two programs for veterans. Project libraries will also have the opportunity to utilize any of the twenty-five new programming templates created in FY16/17 that are designed to attract and engage veterans, as well as educate non-veterans. Project managers and library sites will identify local and statewide veteran events to support and attend e.g. Women Veterans Conferences; Memorial and Veterans Day events; Women in Military History Week, local Stand Downs, etc. These events are ideal venues for library outreach and to develop or enhance existing partnerships in the veteran service community. Libraries in the Veterans Connect @ the Library program are strongly encouraged to join a local veteran service provider network in which library staff participate as an active member. These partnerships have resulted in higher veteran activity and targeted programming in libraries.

The Veterans Connect @ the Library project is supported in part by the Pacific Library Partnership that provides technical and administrative advisement, fiscal oversight, and contracts with two consultants who provide the direct project management.

As a measure of project success, outputs & outcomes are reviewed & discussed regularly with project partners to determine effectiveness and impact to the veteran community. Statistics are collected from all library sites and from CalVet and, in combination with comments provided by veterans served, provide a feedback system to gauge success & impact of this project. In addition, expansion of library-based Veteran Resource Centers in high need geographic service areas of the state will generate even greater awareness among the veteran community. Results from an outside evaluation conducted in FY16/17 will also provide guidance in implementing project improvement strategies to positively impact veterans & to identify additional outcome measures that show impact on targeted population of veterans and their families.

What will be accomplished: This grant will allow Pacific Library Partnership to open veteran Resource Centers in 5-10 library locations as well as provide continued support and advice to the existing 50 sites. Each site provides a physical space, print and technology resources (local webpage and unlimited computer access) to connect veterans and benefits. New and continuing sites have or will have volunteers and/or Veteran Work Study students trained by CalVet and/also often by their County Veteran Service Officer. The volunteers and Work Study students provide in-depth assistance to veterans and their family members to help them prepare for meeting with the VA or County Veteran Service representative who are the local link to getting their benefits authorized. Grant project managers will continue to expand on the number of Federal Veteran Administration approved library Work Study worksites and to recruit VA Work Study students from veteran service centers and local community colleges and universities to work at libraries. Volunteers and Work Study Students will staff Veteran Resource Centers during library hours and will work with other volunteers and library staff to identify, plan and host library programming targeting veterans and their families, as well as supporting other community veteran events.

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 Department of Veterans Affairs (CalVet)	State Agency	State Agency	Coordinate to provide services to 50 current and 10 new sites.	\$ 48,447 1. Advice and coordination to grant managers. 2. Support from CalVet Field Officers with visits, training and attendance at workshops 3. Promotion of activities of Veterans Connect Libraries in CalVet PR works. 4. If requested coordination with the State Librarian and/or grant managers to explore use of State interagency funds directed at veterans. 5. Provision of printed materials to the 60 sites. (includes California Veterans Resource Book, brochures and flyers). \$

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).

The purpose of this grant is to 1) increase the number of veterans in California accessing their benefits, 2.) to reintegrate veterans into the California workforce and our communities with a special focus in 2017/2018 on the implementation of the CalTap program (California Transition Assistance Program), and 3) to connect veterans and their families to the resources and programs available at their public libraries.

Project Goals include providing veteran benefits and local service information to veterans and family members and links to other organizations serving veterans, especially local County Veteran Service Offices, CalVet and the Federal VA and improving the quality of life for veterans and their family members through more informed and greater access to benefits and services for which they may be eligible. The primary focus of the library-based service to veterans is built on four critical elements: housing, employment, health and education.

Women, minority and underrepresented, and younger veterans will be targeted in FY17/18.

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

Project Managers will obtain annual counts from CalVet on number of MyCalVet enrollments indicating a library as location where veteran enrolled online.

Outputs will be collected from current and new libraries to capture: number of veteran interactions at the library; number of reintegration forms completed, number of project volunteers, number of volunteer hours worked; number of workstudy student hours, number of workstudy student hours, number of AmeriCorps positions, number AmeriCorps service hours, attendance at library programs focused on services to veterans; number of veteran related events held (workshops, programs, trainings); number of and increase in partnerships with organizations serving veterans (Current libraries will report number working with and increases during the year. New libraries will increase from 0 to at least 5.); number of staff or volunteers completing online training module created (My CalVet orientation); viewings of training webinars; website sessions and page view.

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)

80% of veterans and/or veteran family members who received services from the Veteran Resource Center volunteer/Work Study student or library staff will report that they learned something new at the library about veteran resources and/or benefits for which they may be eligible. A written survey tool is administered by volunteer and/or library staff member via written response in a comment card format to this question and 4 other questions regarding their library visit.

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

The 37 libraries who no longer receive LSTA funded support have demonstrated their commitment to continue providing service to veterans with use of local resources. In addition, online resources continue to be expanded within this grant year and will be provided to all project libraries, as well as to any public library nationwide that wants to provide some level of outreach to the veteran community.

IMLS completed and published their findings in Community Salute Resources, a year long nationwide study of services to Veterans in libraries and museums with a convening a November 2016. A presentation will be made to the National Museum and Library Service Board on May 24.

Local libraries will continue to maintain their established relationships with their County Veteran Service Officers, their California Department of Veterans Affairs Local Interagency Network Coordinator, and local coalitions serving veterans.

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:

Program: 5 regional training meetings will be held in key parts of the state for maximum participation. Regional meetings keep the travel cost down and provide greater participation by volunteers. Expected attendance by staff and volunteers is 180; presenters from CalVet and County Veteran Service officers will cover trends in veteran services. There will be emphasis on services to women and minority and underrepresented veterans and the CalTap Program and updates from the project coordinators. A special focus will be the new CalVet CalTap Program -- California Transition Assistance Program which will cover all stages of a veteran's life including 1. Service/Separation, 2. Post Military Life, and 3. Retirement and Aging. This program recognizes that veterans' needs change at different stage of their lives and shifts the training for veterans recently separated from the military to CalVet. The goal remains to connect veterans and with their federal and state benefits. Online pathways are being developed and are to be operational by 2018. At the April 2017 CalVet Leadership Summit, the CalTap program was introduced as having three components: Contact, Connect, Communicate. Libraries role in the Contact and Connect phases was stressed at the Summit.

Program continued: Active user engagement continues through the work of trained volunteers and work study students. Project managers will continue to expand on the number of Federal Veteran Administration approved Work Study worksites and to assist libraries to recruit VA Work Study students from veteran service centers and local colleges. Work study students work with other volunteers and library staff to identify, plan and host library programming targeting veterans and their families, as well as supporting other community veteran events. The engagement of students increases the number of hours the Veteran Resource Centers can be open and provides a vehicle for further outreach to veterans who have just left the military--a group which is described in studies to be hard to reach but with high needs for services and benefit utilization.

Presentation: In the coming year, project managers and library sites will identify local and statewide veteran events to support and attend, e.g. Women Veteran's Unconference (30 scholarships are included in this grant application), Memorial and Veterans Day events; Women in Military History Week, local Stand Downs. These events are ideal venues for library outreach and to develop or enhance existing partnerships in the veteran service community. 25 programming templates will be launched in 17/18 to make local library programming targeted to the right groups and easier to implement.

Consultation: CalVet field Coordinators (LINC's) make visits to and train staff and volunteers at their sites. Some hold office hours in the library. County Veteran Service Officers in some locations also make visits, hold office hours, and recruit and train Work Study students. From their Sacramento office CalVet helps interpret trends in need and services to veterans, provides advice, supports local library PR efforts when possible at the State level, provides 100s of copies of the California Resources book and other brochures, and will participate in training at the five regional training workshops.

Consultation Continued: LSTA funding within this grant is provided to newest library sites (FY 16/17 and 17/18) for staff backfill to allow for dedicated library staff to administer and lead the development and launch of the Veterans Connect project and for library outreach to the veteran service community in each location.

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:

Acquisition: Library Materials: A materials budget is allocated to each new project library to create a physical print and media collections targeting interests and needs of veterans and their families. FY 16/17 libraries receive an additional small amount to fill in gaps in their collection of resources for veterans and their family members. Materials are purchased to include in the library's circulation collection. CalVet provides copies of their publications, book and brochures.

Acquisition: Physical Format: an allocation is made for the purchase on one laptop and one printer for each CIPA compliant library. These are tools used by the volunteers and the veterans for extended uninterrupted research about

benefits, job application, etc.

Creation: Website Development: the Project website: <https://calibrariesforveterans.org> is maintained and supported with new or updated services; research and tools are added as needed Each project library is required to develop and maintain their own Veteran Resource site on their library web page to identify and link local veteran resources and services. CalVet has stated that 35 counties in California have 211 phone services and that number is expected to increase to 100% of California counties; grant monitors will promote increased use of 211 in California.

BrainFuse, a longtime and respected vendor in public libraries will provide VetNow! Online tools, resources and technical support for 1-3 Vets Connect libraries to pilot online resources and live coaches trained and targeted to support and assist Veterans with employment and education via live career coaching and/or academic tutoring. VetNow also provides live coaches to assist with navigating VA website and other Veteran resources.

Lending: local libraries feature and lend their collections of library materials. The collections serve as a community resource and help promote the services of the Veteran Resource Center

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:

Retrospective: As a measure of project success, the project outputs and outcomes are reviewed and discussed regularly with project partners to determine effectiveness and impact to the veteran community. Statistics are collected from all the library sites and from partner CalVet and, in combination with comments provided by veterans served, provide a good feedback system to gauge success and impact of this project

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
10 library sites confirmed to establish Veterans Resource Centers	x	x	x											
New sites visit County Veteran Service Officer & identify other community partners	x	x	x											
New sites select, order and process print and media	x	x	x	x	x									
CIPA libraries purchase laptop and printer. Non-CIPA compliant provide their own	x	x	x	x	x									
New sites create community based webpage of local veteran resources		x	x	x	x									
Each site identifies and sets up their physical Veterans Resource Center		x	x	x	x	x								
Promotional and display materials are purchased for new sites	x	x	x											
Staff complete staff development webinars and CalVet online modules			x	x	x									
Volunteer recruitment procedures are established in each library, recruitment begins		x	x	x	x	x	x	x	x	x	x	x	x	x
Volunteers trained using CalVet online modules		x	x	x	x	x	x	x	x	x	x	x	x	x
Opening events (formal, informal, both) are held					x	x								
Centers are promoted with social media, traditional media, and project based PSAs					x	x	x	x	x	x	x	x	x	x
Statistics are collected on a monthly and semi-annual basis				x	x	x	x	x	x	x	x	x	x	x
Ongoing coordination with CalVet field coordinators at sites	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Project website updates and edits as needed	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Plan the execute the 5 regional workshops					x	x	x	x	x					
Libraries identify and present programs for veterans							x	x	x	x	x	x	x	x
Brainfuse at xsites	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Project mgt and oversee by 2 contract consultants	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Ongoing coordination with CalVet via grant proj. managers	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Brainfuse VetNow!- identify libraries, training, launch, support, monitor usage	x	x	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			
Library Assistant Backfill 10 New Sites	\$58,000	\$0	\$58,000
Library Assistant Backfill 13 Year 2 sites	\$38,000	\$0	\$38,000
Library staff support	\$0	\$296,829	\$296,829
CalVet staff at headquarters and in the field	\$0	\$27,547	\$27,547
Volunteers in Veterans Resource Centers	\$0	\$366,122	\$366,122
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$96,000	\$690,498	\$786,498
Description: LSTA: 10 New Sites: Staff Support: Library Ass't Backfill - .1FTE (4hrs/wk) @ \$28/hr=\$112x52 wks = \$5,824 x 10 = est \$58,000. 13 Year 2 Sites: Staff Support: Library Ass't Backfill - .5FTE (2hrs/wk) @ \$28/hr=\$56 x 52 = \$2912 wks x 13= est \$38,000 Library Staff In-Kind: Based on 15/16 data \$4947*60 sites= \$296,829 CalVet John Kraft, Manager Field Operations 100 hours *55=\$5500, 7 CalVet Field Coordinators 1 visit per site \$39/hr * 60 sites= \$16,380; David Peterson Staff Asst \$35/hr * 15=\$525; Keith Boylan, Deputy Secretary \$82.50/h *12 hours=\$990; Communications staff 24hrs*\$63/h=\$1512; Work Study: 36 hours\$10.50=\$378; Lindsey Sin, Deputy Secretary Women Veteran Affairs 18 hours *\$79=\$1422; Graphics \$45*12 hours = \$540; Staff Assistant \$25*12=\$300 Volunteers - based on first 1/2 year data for 16/17 =259 hrs per site* 60 sites @ \$23.56/hr = \$366,122 https://www.independentsector.org/volunteer_time			
Consultant Fees			
Speakers, Authors, Other Veteran Program Consultants	\$9,200	\$0	\$9,200
Data Assistant/Social Media	\$6,000	\$0	\$6,000
Program and workshops donated by individuals and libraries	\$0	\$3,000	\$3,000
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$15,200	\$3,000	\$18,200
Description: Speakers, Authors, other library programming speakers - \$9,200 for Year 1 and Year 2 libraries (\$400/site x 23) Melissa Washington - Contract Consultant provides support in data compilation & reporting from project sites; website review & updates for all sites; Social Media support for project & sites. Est 20 hrs/mo @ \$25/hr x 12 mos=\$6,000 InKind support from individuals for programs est based on 15/16 final report.			

Budget Category	LSTA	Cash Match & In-Kind	Total
Travel			
Regional Training Meetings for Project Coords & volunteers	\$18,500	\$0	\$18,500
Travel for Project Managers	\$8,250	\$0	\$8,250
Travel Scholarships for 30 women veterans for 2 Unconferences	\$6,000	\$0	\$6,000
Travel CalVet site visits one per year	\$0	\$10,400	\$10,400
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$32,750	\$10,400	\$43,150

Description:

5 regional training meetings held in key parts of the state for maximum participation. Regional meetings keep the travel cost down and provide greater participation by volunteers. Expected attendance by staff and volunteers is 180; one project coord & 2 volunteers from each site to attend. 9 Presenters per site include CalVet & County Veteran Service officers plus panel guests. Funds will cover participant travel, lodging, if needed (due to distance traveled) & meal at est \$81/person *(180+48 attendees)= \$18,500. Meeting agenda to include CalVet -trends in veteran services; program promotion; community collaborations, emphasis on service for women, minority & underrepresented veterans. Project Managers to meet with new & other identified project libraries to review start-up procedures & where staff changes or sites have been relocated. 2 Proj Mgrs/24 total site visits each @ \$375/trip = \$8,250

30 scholarships for women Veterans (volunteers, staff or partners) to attend the 2017/2018 Women Veterans Alliance Unconference in No & So Calif. 30x\$200

Supplies/Materials			
Library Meeting Space for Regional Meetings (5)	\$0	\$7,500	\$7,500
Per library 1 laptop, 1 printer	\$10,500	\$0	\$10,500
PR Supplies	\$12,500	\$0	\$12,500
	\$0	\$0	\$0
Library Materials	\$25,400	\$24,500	\$49,900
Social Media	\$4,600	\$0	\$4,600
Shipping and 250 workshop packets at \$ 2 each	\$2,500	\$0	\$2,500
Volunteer Badges	\$75	\$0	\$75
Bookmarks \$100 x 10 sites	\$1,000	\$0	\$1,000
Dropbox subscription to share files	\$99	\$0	\$99
Library purchases of computers, printers, office and library equipmen	\$0	\$7,500	\$7,500
100 Postcard printing for unconference	\$1,000	\$0	\$1,000
30 unconference registration @ 100 per person	\$3,000	\$0	\$3,000
Unconference sponsorships 2 @ \$600	\$1,200	\$0	\$1,200
Subtotal	\$61,874	\$39,500	\$101,374

Description:

InKind: Library Meeting Space for Regional Meetings: \$1500x5 meetings = \$7500

LSTA: Techonology Support< Printer and laptop = \$1050x10 = \$10,500

PR Supplies: Event/Booth supplies \$350x10=\$3500; Bus Cards = \$100x10=\$1000, Windsocks, Flags, Cutouts - \$215x10=\$2150, Display Equip \$125x10=1250; Misc. Supplies = \$200/site x 23 (Year 1 and 2) = \$4600 = \$12,500

Library Materials \$1100x10 sites =\$11,000, \$400 x 13 Year 2 =\$5200, \$400 for programming materials x 23 = \$9200=\$25,400; \$14,000 contributions from Friends, individuals, libraries of books, dvd, audio and ebook subscriptions, \$10,500 pamphlets, books from CalVet

Social Media = 200 x 23 sites= \$4,600

Shipping \$2000. \$500 for work shop supplies: 250 Workshop packets, flip charts, pens, name tags

Volunteer Badges for new sites \$75

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			
Brain Fuse - VetNow@ Subscription for 1-3 libraries	\$15,000	\$0	\$15,000
Project Management Fees-schedule attached	\$78,000	\$0	\$78,000
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$93,000	\$0	\$93,000
Description:			
<p>BrainFuse, a respected vendor of online resources in public libraries, will continue to develop the VetNow! online tools, resources & technical support for 1-3 Vets Connect libraries & continue to pilot online resources & live coaches trained & targeted to support & assist Veterans with employment & education via live career coaching and/or academic tutoring. VetNow! will also provide links and live navigators to VA & other Veteran resources.</p> <p>Project Management--see attachment</p>			

Project Total	\$298,824	\$743,398	\$1,042,222
Indirect Cost Rate Applied 10.0 % Indirect Cost	\$29,882	\$0	\$29,882
<p>Check one:</p> <p> <input type="checkbox"/> No Indirect <input type="checkbox"/> Federally negotiated indirect cost rate * <input checked="" type="checkbox"/> Indirect proposed cost rate * </p> <p>* please attach supporting documentation if required</p>			
<p>Description: Indirect costs include cost for administrative and fiscal staff, workspace, utilities, internet, IT support, office supplies and use of equipment.</p>			

Grand Total	\$328,706	\$743,398	\$1,072,104
--------------------	------------------	------------------	--------------------

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.

Pacific Library Partnership

Library/Organization

Veterans Connect @ the Library

Project Name

Carol Frost

Library Director Name

Chief Executive Officer

Title

Library Director Signature

Date

file:mcp/lsta/announceapps&instr/1718

Veterans Connect @ the Library – 2017/18 Project Management Contract Fees and Travel Expense Budget

Project Co-Manager, Karen Bosch-Cobb, at rate of \$75/hour

Est. 12 hrs/wk on Statewide Veterans grant x 52 wks = 624 hrs x \$75/hr = \$46,800

Travel:

Mileage or Air - \$200

1 night Lodging - \$125

Meals - \$50/day

Site visit travel to Vets Connect grant libraries (12) x \$375/site = \$4,500

Total Estimated Contract for Karen Bosch Cobb = \$51,300

Project Co-Manager - Jacquie Brinkley, at rate of \$75/hr

Est 8 hrs/week Statewide Veteran Grant x 52 wks = 416 hrs x \$75/hr = \$31,200

Travel

Mileage or Air - \$200

1 night Lodging - \$125

Meals - \$50/day

Site visit travel to Vets Connect grant libraries (8-10) x \$375 = \$3,750

Total Estimated Contract for Jacquie Brinkley \$34,950

Project Management Contract Fees Total = \$78,000

Travel Expense Total = \$8,250

Total Project Management Budget = \$86,250

Keith Boylan
Deputy Secretary Veterans Services
California Department of Veteran Affairs
P.O. Box 942895
Sacramento, CA 94295

April 12, 2017

Subject: Veterans Connect @ the Library Grant Application for FY 17/18

Dear Mr. Boylan,

As you are aware, the Pacific Library Partnership (PLP) has received grant funding for the Veterans Connect @ the Library for several years, and has always appreciated working with the California Department of Veteran Affairs in bringing services to California Veterans. PLP is preparing a grant application to continue the Veterans Connect @ the Library project in FY 2017/2018. I am the CEO of the Pacific Library Partnership, which is the fiscal agent for the current project and will serve as the fiscal agent for next year.

The grant application will be submitted to the California State Library, which administers funds from the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act. The State Library has requested that an application be prepared.

For the first time this year project applicants are requested to include in the grant application a signed agreement with each partner. The agreement is to outline the role the partner will play and the resources the partner will contribute. In order to expedite this process, this letter can serve the purpose of the signed agreement.

Role of the Partner on the Project

1. California Department of Veterans Affairs (CalVet) will coordinate with the grant applicant to provide services to 50 current and 10 new Veterans Connect @ the Library sites.

Coordination will include

- a. Advice and coordination with grant managers, Jacquie Brinkley
- b. Support from Local Interagency Field Coordinators (LINCS) to the Veterans Connect @ the Library sites via regular visits, individual training, and attendance at the five 2017/2018 regional workshops for staff and volunteers.
- c. Public Relations efforts from CalVet (graphics, inclusion in relevant CalVet publications, emails)
- d. If requested, coordination with the State Librarian and/or grant managers to explore use of State interagency funds directed at veterans and resources which would benefit veterans and their families and could be implemented in local libraries. Examples would include work force development, citizenship for veterans, etc.

2. CalVet will provide printed materials in response to requests from the 60 sites.

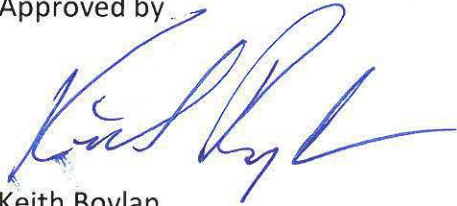
If you find these deliverables and contract aggregable, please sign and date this agreement. Please email me a scanned copy of the letter as soon as possible so that a copy may be included in the grant application, and mail a hard copy to my attention at the Pacific Library Partnership, 2471 Flores Street, San Mateo, CA 94403.

Sincerely yours,



Carol Frost
CEO, Pacific Library Partnership

Approved by



Keith Boylan
Deputy Secretary Veterans Services
California Department of Veteran Affairs

Date

