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	**2. Library's DUNS Number**
Serra Cooperative Library System	05-679-0140

3. Legal Business Name *(must match name registered with Federal Employer Identification Number (FEIN))*

4. Project Coordinator Name	**5. Project Coordinator Title**
Diane Satchwell	SCLC Coordinator
6. Email Address	**7. Business Phone Number**
dsatchwell@socallibraries.org	626-359-6111

8. Mailing Address	**City**	**State**	**Zip**
248 E. Foothill Blvd, Suite 101	Monrovia	CA	91016-5525

Project Information

9.   Project Title   Seguimos Creando Enlaces Presents: An Immigration Summit

10.   LSTA Funds Requested $15,158

11.   Cash Match & In-Kind $51,576

12.   Total Project Cost $66,734

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

☐ **Literate California**	☐ **Bridging the Digital Divide**
☐ **21st Century Skills**	☐ **Information Connections**
☐ **22nd Century Tools**	☐ **Community Connections**
☐ **Content Creation/Preservation**	☒ **Ensuring Library Access for All**

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

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

Equitable service and access for all library users is a founding concept of library ethics. A finer point of this concept could be described as a mission of inclusion for diverse communities. For the U.S. libraries in the cities and counties that anchor the border "dividing line" between California and Baja California, the consistently growing Latino and Spanish-speaking populations have long inspired a commitment to inclusion. The Creando Enlaces binational conferences were initiated six years ago to open dialogue among library staff to learn from each other with the goal of promoting development and growth within our shared region. The networking and partnerships that have grown from these conference sessions continue to inspire and inform attendees, bringing valuable ideas and services to customers for a maximum collective impact.

The mission of the library as an information hub and connection point for resources outside its physical walls has been a developing concept for years now. In the more recent future, our border libraries have focused this idea on the need for immigrant integration which is the process of building economic stability and social inclusion for newcomers and their families.

Statistics support the focus on Hispanic library customers with the Census.gov data reporting California's Hispanic population is projected to more than double (to 21 million people) by the year 2025 which is less than a decade away. The border counties of San Diego and Imperial would find a lion's share of these Spanish-speaking customers with a 33% increase for San Diego and a whopping 82% increase for Imperial county. The San Diego Union Tribune newspaper has also reported that San Diego County has statistically more refugees and immigrants than any other California region for the past seven years.

The Creando Enlaces committee sees an opportunity to assist in the effort of the California State Library with their Immigration Integration Initiative. Our committee turned attention to immigration in the Latino and Spanish-speaking community as one element of our previous conference, but would like to focus in depth on the examples of our border libraries as a hub, connection point or "enlace" (link) to necessary information sources. By focusing on libraries as a welcome center hub, the committee would strive to create a template for resources that could be applied to all immigrant communities beyond just the Spanish-speaking. Attendees of the conference will have this template outline to customize to their neighborhood as a tool to enhance their reach to all immigrant communities they might serve. Area libraries in the Southern California counties have a wide range of program examples to share in their long history of serving Spanish-speaking customers.

In this conference, entitled "Seguimos Creando Enlaces Presents: An Immigration Summit," attendees will find examples of best practices in programs and nonprofit as well as government-supported services available to facilitate life goals such as educational success on all levels, health care, workforce skills development, and issues surrounding the American legal system. The conference will also feature several booth displays to provide collection development and program resources for library collection building.

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)
La Asociación de Bibliotecarios de Baja California (ABIBAC)	Baja California Librarian Association	N/A	Communication to Mexican library staff and planning	Staff time and 1-2 committee member(s)
Centro de Enseñanza Técnica y Superior (CETYS) Universidad, Campus Tijuana	Private University in Tijuana	Private Sector	Hosting Conference for 1 day	Provides facility, supplies, coordination of resources & schedule with staff time, printing of banners
San Diego State University (SDSU)	Public University	State Government	Planning	1 committee member, printing banners and signs

ELEMENT 4: PLANNING AND EVALUATION

Please answer each area concisely and completely. <u>For section A-F limit responses 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).**

The committee will bring together library staff from both sides of the U.S./Mexico border during a two-day conference to identify examples and partners that make libraries a welcome center and "enlace" (link) to information that newcomers, in particular immigrants from Spanish-speaking locations, would find helpful in their relocation process. Ultimately, the resources and programs identified could be used as a basic template for any community whose library serves a large number of immigrants beyond the Spanish-speaking focus of this region.

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

1 two-day conference with one day in San Diego and one day in Tijuana. Day in Mexico is entirely hosted by Mexican partners CETYS Universidad and ABIBAC meaning all facilities costs, supplies and speakers are financed by those affiliates.

150 total conference attendees

25% of attendees on the U.S. side from Mexico and 25% of attendees on Mexico side from U.S.

4-5 resource tables at the U.S. conference location

1 Professional conference presentation by committee member(s) on Creando Enlaces theme in the United States

1 Professional conference presentation by committee member(s) on Creando Enlaces theme at ABIBAC conference in Mexico

1 Professional conference presentation by committee member(s) on Creando Enlaces theme at the Tijuana Public Libraries conference in Mexico

Resources from conference will be made public on creandoenlaces.org

1 template for resources of import to immigrant populations that can be adapted by any library

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 participants evaluating the conference as good to outstanding

80% of participants responding with new knowledge of an organization or resource that they could share with customers at their library

80% of participants evaluating the resource tables on the U.S. conference day as useful

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

With additional support from more Serra Cooperative and partner libraries, a larger base for monetary support for foundational elements of the conference is available. International partners will continue to provide financial support as hosts of one day of the conference on the Mexico side of the border. Also, workshop attendees could cover some of their own expenses with a nominal fee for supplies.

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: In person presentations with passive user engagement in addition to breakout sessions and networking time for active user engagement.

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:

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
Book conference Spaces	x													
Have 1st Committee Meeting		x												
Create and assign internal task timeline document		x												
Strategize marketing with website manager		x	x											
Attend and present at ABIBAC Conference in Mexico				x										
Attend FIL Guadalajara Book Fair and network with AMBAC					x	x								
Flyer and promotional material distributed				x	x									
Translator booked					x									
Call for Presentations at Conference				x	x									
Creandoenlaces.org website updated for event guidelines & reg				x	x	x	x	x						
Attend ALA Midwinter and present at Reforma meetings							x							
Select and secure speakers for main conference presentations					x									
Create draft agenda to post on website					x									
Identify and book sponsoring businesses and groups							x	x						
Transportation analyzed and booked							x							
Finalize agenda information						x								
Finalize contracts for hotel, translator, transportation							x	x						
2-Day Conference Event (1 day Mexico Host/1 day U.S. host)									x					
Anaylze and send out follow-up assessment survey questions									x	x				
Update creandoenlaces.org website with event photos and docs									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			
Staff of committee	$0	$35,160	$35,160
Volunteers	$0	$1,701	$1,701
Audio/Visual staff from Special Events at San Diego Public Library	$0	$315	$315
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
Subtotal	$0	$37,176	$37,176

Description: San Diego Public Library: 1 Librarian 4 (Chair of Committee): $10,321 $ - 100 hours; 1 Librarian 2 (Co-Chair): $6,456 - 80 hours; 3 Library Clerks: $1631 - 10 hours each;

National City: 1 Principal Librarian: $2,118 - 60 hours; Carlsbad City Library: 1 Librarian: $1,440 - 60 hours;

San Diego County Library: 1 Librarian (Co-Chair): $4,565 - 80 hours; 1 Librarian 2: $1316 - 40 hours; 1 Bilingual Specialist Program Services Coordinator: $1,800 - 60 hours

San Diego State University: Chicano Studies/Spanish Librarian: $2,306 - 60 hours

City of San Diego Human Resources: 1 Youth Development Program Coordinator - $2496 - 60 hours

2 Baja California Libarians: $1,711 - 60 hours each

Volunteers: SDSU Emeritus Business Librarian - $1,141 - 40 hours; 1 Intern/Mentee from City of San Diego Work Mentorship Program - $560 - 4 hours

Special Events Audio Visual set-up and conference day support: $315 - 15 hours

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			
Professional Conference Presentations (ALA, CLA, PLA, etc.)	$3,000	$0	$3,000
Conference Day Speakers	$3,000	$0	$3,000
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
Subtotal	$6,000	$0	$6,000

Description: Applications to be submitted for ALA and CLA panel presentations given by committee members. 2018 conferences to be held in New Orleans, LA and a Northern California city. Travel costs and one night hotel fee covered for 3-4 people for two conferences. Distance for conference location affects travel cost available.

Conference Day Speakers - one night hotel accomodation paid for speakers traveling from outside San Diego County. Covers between 20-25 speakers in a combination of double and single rooms.

Budget Category	LSTA	Cash Match & In-Kind	Total
Supplies/Materials			
Workshop Expenses	$2,500	$1,200	$3,700
Meeting Room Space	$0	$11,600	$11,600
	$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	$2,500	$12,800	$15,300

Description: Workshop Expenses is directed to 1 day of the conference only (the U.S. hosted day). This includes supplies, workshop materials, working meal and some promotional material. CETYS, Baja, CA sponsors all promotional banners, refreshments, supplies, facilities and speaker costs on the conference day hosted in Mexico. Grant funds are only directed to securing coordinated transportation to the border for U.S. participants.

Costs for printing agenda and supplying folders in-kind from San Diego County Library; costs for printing nametags & presenter certificates from San Diego Public Library. Costs for printing banners and promotional materials from San Diego State University.

Meeting Room Space in-kind - San Diego Public Central Library: Shiley Special Events Suite 12 Hour rate = $5,400 and Auditorium 12 hour rate = $4,200

CETYS, Baja, CA: Auditorium 12 hour rate = $2,000

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:

Budget Category	LSTA	Cash Match & In-Kind	Total
Services			
Translator Services	$2,500	$1,600	$4,100
Transportation	$1,300	$0	$1,300
Videoconferencing Service	$400	$0	$400
Website Manager	$1,080	$0	$1,080
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
	$0	$0	$0
Subtotal	$5,280	$1,600	$6,880

Description: Simultaneous translation (English/Spanish) for presentations during conference event. In-kind of $700 for headset and receiver equipment provided for use during both days of the conference by United States Consulate in Tijuana. Cash match of $900 provided by Serra member library, San Diego County Library towards translation services cost.

Bus transportation to and from San Diego to Tijuana for day hosted by Mexican partners.

GoToMeeting videoconferencing service for monthly committee meetings and day of videoconferencing.

Website manager updates and maintains creandoenlaces.org website including security updates, revisions to site, design issues, and registration functionality. $18/hour x 60 = $1080.

	LSTA	Cash Match & In-Kind	Total
Project Total	$13,780	$51,576	$65,356
Indirect Cost Rate Applied 10.0 % **Indirect Cost**	$1,378	$0	$1,378

Check one:

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

* please attach supporting documentation if required

Description: SCLC provides financial support to pay invoices online, by check or through SCLC credit card.

	LSTA	Cash Match & In-Kind	Total
Grand Total	**$15,158**	**$51,576**	**$66,734**

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.

	Seguimos Creando Enlaces Presents: An Immigration Summit
Serra Cooperative Library System	
Library/Organization	**Project Name**

Diane Satchwell	SCLC Coordinator
Library Director Name	**Title**

Library Director Signature	**Date**

SAN DIEGO STATE
UNIVERSITY

To whom it may concern,

Librarians from the San Diego State University Library have participated in the planning of the Creando Enlaces conference since its inception in 2012. As a librarian and a member of the planning committee, I look forward to my continued participation in the planning and implementation of the conference.

Librarians at San Diego State have faculty status and they are expected to engage in professional growth activities, such as serving on professional committees, giving presentations and publishing research. To this end, being on the planning committee for the Creando Enlaces conference serves as an important part of being an academic librarian.

The SDSU library will continue to support Creando Enlaces with staff time and in-kind support. In the past, this has meant staff time to attend planning meetings and to work on projects, and in-kind support, such as printing handouts and posters.

The SDSU Library is proud to part of a project that builds transnational connections and helps improve library services in the region.

Sincerely,

Zoe Jarocki
Sr. Assistant Librarian
San Diego State University

Tijuana 17 de abril 2017

A quien corresponda.

Por medio de la presente hacemos constar que CETYS Universidad a través de su Sistema de Bibliotecas ha participado en el evento Seguimos Creando Enlaces desde que el primer encuentro se realice hace ya seis años.

Participamos activamente y siempre con entusiasmo ya que creemos y estamos seguros que la unión del gremio bibliotecario, aun entre nuestras fronteras, nos permite mostrar y exponer nuestras mejores prácticas y con ello ser mejores profesionales, brindar más y mejore servicios, de tal manera que siempre el beneficiario final sean nuestros usuarios y nuestra comunidad.

CETYS Universidad en este 2017 tuvo la oportunidad y privilegio de ser cede *in sito*, por lo que el pasado día 9 de marzo ofrecimos nuestras instalaciones del Campus Tijuana para recibir a los bibliotecarios del Sur de California y de Baja California, además algunos invitados de todo México. CETYS colaboro apoyando con el pago de los siguientes rubros.

- Servicio de café, frutas y agua durante todo el evento
- Préstamo del Auditorio "Corporación del Fuerte"
- Gestión del servicio de traducción simultanea
- Gestionar con Consulado Americano el préstamo de radios para traducción simultánea
- Comida tipo lonch para todos los asistentes
- Elaboración de lonas y carteles de propaganda
- Bolsas de recuerdo para todos los asistentes
- Apoyo logístico del personal de biblioteca y voluntarios para la realización

CETYS Universidad se complace en apoyar a los organizadores de Creando Enlaces para la realización del evento 2018, esperando que el éxito del evento continúe y nos permita continuar tener mejores bibliotecas.

CETYS

17 ABR 2017

CENTRO DE INFORMACION
LUIS FIMBRES MORENO

ATENTAMENTE

MBI. Ruben F. Martinez Rocha

Coordinador del Sistema Bibliotecario

CETYS UNIVERSIDAD

Única en México con Acreditación Internacional WASC

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A QUIEN CORRESPONDA:

La Asociación de Bibliotecarios de Baja California (ABIBAC), cuenta con más de 10 años de experiencia representando los intereses de las bibliotecas y los bibliotecarios de Baja California. En los cuales ha contribuido en la formación profesional de Bibliotecarios de Baja California y de otros estados de la república mexicana y del extranjero; desarrollando para ello una serie de actividades: cursos y talleres de actualización, Jornadas Bibliotecológicas, Diplomados, entre otros.

En este periodo ABIBAC, ha establecido convenios entre instituciones del Estado de California, en los Estados Unidos. Uno de esos convenios, es el establecido con **Seguimos Creando Enlaces**, evento que reúne a bibliotecarios de los Estados Unidos y de México con la finalidad de ampliar los conocimientos profesionales, compartir experiencias e intercambiar ideas de los bibliotecarios de ambos lados de la frontera.

ABIBAC contribuye en Creando Enlaces con personal designado para coordinar la comunicación con los bibliotecarios de Baja California y México en general. Colabora de manera estrecha con el comité organizador de Creando Enlaces en la logística del evento.

Nos es grato mencionar que para el 2018 ABIBAC, ya se encuentra realizando las gestiones necesarias para continuar formando parte de tan importante acontecimiento: Creando Enlaces.

Se extiende la presente para los fines que al interesado convengan.

ATENTAMENTE
Tijuana, B.C. abril 10 de 2017

LIC. JUAN ALEJANDRO MEDINA ALANIS
Presidente
Teléfono de Oficina: (664) 6151290
Email: juan.medina@tijuana.ibero.mx

Asociación Civil que no persigue fines de lucro

Guadalupe y Cuarta s/n, Col. Obrera, C.P. 22840, Ensenada, B.C.