**Final Project: Program Proposal**

INFO 649 – Library Programming

Genive Purchase

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**Abstract**

Teens Take the Wheel is a summer library program for 11th and 12th graders who live in North Central Philadelphia. Over the course of ten weeks (June-August), participants will develop bicycle repair skills and learn about bike safety, navigation, and history. Participants who successfully complete the program can apply to work as a program assistant or leader in subsequent deployments of the program. Participants in the 2025 pilot of this program will be recruited primarily from A. Philip Randolph Career and Technical High School, which is located within walking distance of Widener Library, the neighborhood branch of the Free Library of Philadelphia where the pilot program will take place. In partnership with youth-focused non-profit Neighborhood Bike Works, the Free Library of Philadelphia hopes to build Teens Take the Wheel into a robust annual program that can meaningfully contribute to addressing the epidemic of gun violence currently affecting so many of Philadelphia’s young people by offering them safe space and engaging programming during the months when gun violence in American cities is typically at its worst.

**Community**

The Free Library of Philadelphia (FLP) was established in 1891 by a charter granted to William Pepper, a physician, philanthropist, and provost of the University of Pennsylvania, who intended it to be "for the use of the People of Philadelphia, a general library which shall be free to all.” (Free Library, n.d.) The original central branch was located in City Hall and was officially opened to the public in 1894. By 1927 a much larger building located on Vine Street in the heart of the city’s Parkway Museums District had been constructed to serve as the library’s central branch. Since then the Free Library of Philadelphia has expanded beyond the Parkway Central Library to include “three large regional libraries, 49 neighborhood libraries, community Hot Spots, the Library for the Blind and Physically Handicapped, the Regional Research and Operations Center, and the Rosenbach.” (Free Library, n.d.) FLP operates as a non-mayoral agency reporting to the City of Philadelphia Office of Children and Families.

The FLP mission is “to advance literacy, guide learning, and inspire curiosity.” Its vision is “to build an enlightened community devoted to lifelong learning.” (Free Library, n.d.) The programs and services offered by or through FLP are diverse and wide-ranging in content, scope, and target audience, but are united by the common purpose of realizing one or several of the goals espoused by the abovementioned mission/vision statements.

The city of Philadelphia is home to 1,567,258 people. (U. S. Census Bureau, 2022) The demographics of this population are as follows: 39% Black or African American, 33% Non-Hispanic White, 16% Hispanic or Latino, 8% Asian, 5% other racial and/or ethnic groups. The four age cohorts of younger than 20, 20-34, 35-54, and 55 or older each account for roughly 25% of the population. (Pew, 2023) Philadelphia is frequently referred to by major news organizations as “the poorest large city in the country” (Griswold, 2023) in part because its unemployment rate is 22.8% (U. S. Census Bureau, 2022), which is double the national average. The related issues of gun violence and drug overdose deaths also contribute heavily both to Philadelphia’s negative reputation and to the lived experience of many of its residents. According to the Philadelphia Police Department, homicides and shooting victims have reached “historically high levels” (Pew, 2023), and the Philadelphia Department of Health officials estimate that drug overdose deaths in 2022 reached “the largest number on record”. (Pew, 2023) The introduction to Pew Charitable Trusts’ report titled *Philadelphia 2023: The State of the City* concludes that “concern about public safety dominated the public psyche, affecting the people directly involved in each deadly incident, their surrounding neighborhoods, and—increasingly—the city as a whole.” (Pew, 2023)

While the FLP mission statement does not explicitly address the issue of public safety, public libraries in cities and communities across the United States have long functioned as one of the last safe harbors available to individuals confronting poverty, violence or drug addiction. While on one level this may be just an inevitable result of being a free and public institution, on a deeper level it also acknowledges that a safe space in which to read, learn or interact is a basic precondition for the fulfilment of the library’s mission to “advance literacy, guide learning, and inspire curiosity”. (Free Library, n.d.)

**Target Audience**

The target audience for the summer pilot of the proposed program will be youth in 11th or 12th grade who are currently enrolled in CTE (Career and Technical Education) programs at their school, or who have expressed an interest in pursuing technical programs upon graduation. More specifically, the summer pilot program will take place at Widener Library, the FLP neighborhood branch serving North Central Philadelphia, in the hopes of attracting students from the A. Philip Randolph Career and Technical High School, which is located within walking distance of the branch. 80% of the students at A. Philip Randolph Career and Technical High School come from low-income families, and 84.95% are Black or African American. (Great Philly Schools, n.d.) The neighborhoods surrounding the high school from which these students hail are some of the poorest neighborhoods in Philadelphia. (Pew, 2023) A study recently published in *JAMA* (Journal of the American Medical Association) *Pediatrics* finds that “gun violence disproportionately impacts young people living in low-income counties”, with a youth living in a low-income community being four times as likely to suffer a gun-related death as their high-income counterpart. The study also finds that “Black youth had the highest rate of firearm-related deaths throughout the study period”. (Johnson, 2021) For these reasons, the students of A. Philip Randolph Career and Technical High School can be considered at-risk for violence, and in need of a program that aligns with their educational interests and provides a safe and constructive environment to spend time in when school is not in session. This is particularly important for the months when the pilot is scheduled (June-August) because, according to the Philadelphia Police Department, “both in Philadelphia and nationally, the number of homicides [and shooting victims] generally increase during the summer months and decline in the winter”. (Pew, 2023)

If the summer pilot is successful enough to warrant expanding the program to other FLP neighborhood branches, the target audience may change to reflect the demographics and specific needs of each neighborhood. While the emphasis will likely remain primarily on attracting youth to the program, there are other possible target audiences to be considered, such as individuals who rely on their bicycle as a primary means of transportation, individuals committed to sustainability and the environment, or individuals interested in recreational cycling.

**Statement of Need**

As discussed in the **Community** section of this proposal, public safety in Philadelphia, particularly as it relates to gun violence, is top of mind for “the people directly involved in each deadly incident, their surrounding neighborhoods, and—increasingly—the city as a whole.” (Pew, 2023) Concerns about public safety and gun violence as they relate to youth populations are particularly acute given the findings of studies such as the 2021 publication in *JAMA Pediatrics* discussed in the **Target Audience** section of this proposal. As non-profit Philly ASAP (After School Activities Partnerships) explains on their website, “dramatic increases in gun violence have highlighted the urgent need to provide safe, enriching opportunities for students outside of the school day where they can connect with like-minded peers under the supervision of caring adults.” (Philly ASAP, n.d.) They also offer the following statistics, as recorded by the Philadelphia Police Department:

* In 2022 there were 516 homicides and 2,263 shooting victims in the city.
* More than 200 of these shooting victims were under the age of 18.
* Police report that 3-6pm is the most dangerous time of day for young people. (Philly ASAP, n.d.)

The fact that both candidates in Philadelphia’s recent mayoral election made public and neighborhood safety top campaign issues provides further proof of the perceived need among Philadelphians for programs and services that address this issue and its causes. To address the safety needs of youth in particular, Mayor-Elect Cherelle Parker’s education plan includes a commitment to “violence prevention [through] allowing kids to stay in school with enriching programs before and after classes and through the summer”. (People for Parker, n.d.) It seems reasonable to assume youth programs offered through neighborhood libraries would fall under this category, and therefore receive the support of the incoming administration. In addition to addressing what is in many cases a life-or-death need among Philadelphia youth, WHYY reports that “in Pennsylvania, a 2021 Joint State Government Commission report found that for each dollar invested in after school programs, the return on investment is approximately $6.69, which is based on potential benefits of reducing high school dropout rates, teen pregnancy rates, substance use disorder, and crime and delinquency.” (Sharber, 2022)

Neighborhood Bike Works, FLP’s partner organization for the proposed program, has identified among its youth program participants—the majority of whom live in low-income neighborhoods—a need not only for a safe space in which to gather and learn after school or during the summer, but also for “increased freedom of mobility”, which NBW offers its youth by showing them “how to *safely* navigate around the city, explore different neighborhoods, and discover new places and people”. (Neighborhood Bike Works, n.d.) NBW believes enabling safe exploration helps youth to “expand their viewpoint and understanding of their place in the world”. (Neighborhood Bike Works, n.d.) In April of 2022 Philadelphia’s District Attorney Larry Krasner chose the NBW shop as the backdrop for an important public address in response to a particularly violent Easter weekend in the city (nine homicides and 28 non-fatal shootings) in which he reiterated his belief in and commitment to funding youth programs such as NBW that are able to “provide mentorship and “constructive activities,” that help with gun violence prevention”. (MacDonald, 2022)

The creation of safe spaces that provide educational, recreational and employment opportunities for youth in Philadelphia as a means of breaking cycles of poverty and gun violence is something that FLP is well situated to promote and facilitate, given its proximity to the City of Philadelphia’s Office of Children and Families, which runs the Out-of-School Time (OST) Program, a service dedicated to “connecting families with after school, weekend, and summer programs for Philadelphia children and youth [grades pre-K through 12]” (Office of Children and Families, n.d.) Furthermore, the proposed program in partnership with Neighborhood Bike Works aligns with the mission of FLP to “advance literacy, guide learning, and inspire curiosity” (Free Library, n.d.) both in its specific goals/desired outcomes and more broadly with its focus on providing a safe space for potentially at-risk youth, which, as discussed above, can be understood as a non-negotiable baseline for the realization of any goals derived from the FLP mission statement. Using the IMLS program outcome categories of Skill, Knowledge, Attitude, Behavior, and Condition (IMLS, n.d.) as a guide, the following desired outcomes for the proposed program have been determined to be in alignment with the FLP mission statement. Note: it will likely not be feasible to cover all outcomes listed below in the official evaluation process for the pilot program. If the summer pilot turns into an annual or year-round program with stable funding and staff available to conduct evaluations, this list can be revisited.

*Outcome 1 – Skill*

Participants develop at least 4 testable skills related to basic bicycle maintenance. Developing these skills will require participants to learn to “read” a bicycle—the look and function of its parts as well as the look and function of the tools used in maintenance or repair. This outcome aligns with the FLP mission to “advance literacy” by introducing participants to the language and logic of mechanical engineering. This outcome aligns with the FLP mission to “guide learning” by providing an intimate workshop environment in which participants receive one-on-one instruction and guidance in developing the 4 skills.

*Outcome 2 – Knowledge*

Participants gain testable knowledge of bike safety rules and best practices, Philadelphia bike routes, and the history of the bicycle. This outcome aligns with the FLP mission to “guide learning” by connecting participants with information and experts in adjacent topics that will serve to enhance their growing bicycle maintenance skill set. This outcome aligns with the FLP mission to “advance literacy” by introducing participants to the symbols and logic of maps and navigation.

*Outcome 3 – Attitude*

Participants will view the library where proposed program takes place as viable space for learning and/or socializing after the program ends. While not explicitly mentioned in the FLP mission statement, increasing awareness of, visits to, and positive attitudes toward the library is arguably baked into the mission of any library system.

*Outcome 4 – Attitude*

Participants will be excited to learn about and explore their city. This outcome aligns with the FLP mission to “inspire curiosity” by using bike rides to introduce participants to new neighborhoods, attractions, experiences, etc. and cultivate the habit of learning through travel.

*Outcome 5 – Behavior*

Participants who graduate from the summer pilot will transition to assisting or leading the program in other neighborhood libraries. This outcome aligns with the FLP vision to “build an enlightened community devoted to lifelong learning” (Free Library, n.d.) by giving participants the opportunity to build relationships based around the pursuit of new skills and knowledge.

*Outcome 6 – Behavior*

Participants will regularly visit/make use of the library for purposes other than program attendance. This outcome aligns with the FLP mission for the same reason cited in *Outcome 3.*

**Intended Results**

Specific and immediately measurable benefits to participants of the proposed program include the following:

* Development of at least 4 bicycle maintenance skills
* Increased knowledge of bike safety rules (theoretical and practical)
* Increased knowledge of bike routes in Philadelphia (theoretical)
* Development of map reading/navigation skills (practical)
* Increased knowledge of history of bicycle (theoretical)
* Money earned assisting or leading the program at another FLP neighborhood branch (contingent on success of pilot)
* Volunteer or community service hours (if needed for graduation)

More difficult to track but arguably more urgent in terms of community needs are the following benefits:

* A decrease in exposure to or involvement in gun violence as a result of using the program and the library as a safe space to socialize when school is not in session
* A decrease in gun-related youth deaths/shootings, as recorded by Philadelphia Police Department
* Increased post-graduation employment or educational opportunities for participants as a result of specific or general skills/knowledge gained through participation in the program

**Program Design & Evaluation Plan**

**1. Partner Organizations**

*Neighborhood Bike Works*

The mission of Neighborhood Bike Works is to “inspire youth and strengthen Philadelphia communities by providing equitable access to bicycling and bike repair through education, recreation, leadership, and career-building opportunities”. (Neighborhood Bike Works, n.d.) To this end, they offer a range of programs including Earn-A-Bike, Ride Club, and Bicycle Coalition Youth Cycling Team. Located on Lancaster Avenue near North 40th Street, NBW currently primarily serves youth living in the neighborhoods of Mantua, West Powelton, Belmont and Mill Creek, but aims to “franchise our program to other agencies in Pennsylvania and beyond” through initiatives such as “new summer programming in partnership with camps run by rec centers and other community partners”. (Neighborhood Bike Works, n.d.) NBW staff will collaborate FLP teen librarians to adapt existing NBW programming for the summer pilot of the proposed joint program. One NBW staffer and one recent graduate of their program will lead most of the summer pilot sessions. The NBW recent graduate will join the FLP project lead as an official spokesperson during school presentation/recruitment events.

*A. Philip Randolph Career and Technical High School*

As discussed in the **Target Audience** section, A. Philip Randolph Career and Technical High School is located in North Central Philadelphia, and serves a student body that is disproportionately at risk to experience gun violence. As its name suggests, the school offers CTE (Career and Technical Education) programs including Construction Technology, Automotive Technology, Auto Collision Repair Technology, Welding Technology, Health Related Technology, EMT/Fire Academy, Culinary Arts, and Advanced Electronics. (Randolph Technical, 2023) In consultation with Randolph Tech teachers and administrators, it has been determined that the proposed program, with its hands-on approach to mechanical engineering skills, will be of interest to their students. Randolph Tech will play the role of host for FLP/NBW presentations, collaborate in pilot program recruitment efforts, and assist in select post-program assessment activities that contribute to evaluating the success of the proposed program relative to its desired outcomes.

**2. Program Goals & Objectives**

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| **Goal/Outcome** | **Objectives** | **Activities that Foster Goal/Outcome** | **Resources/Inputs** |
| 1. Increase engagement of at-risk youth in summer library programming as part of city wide gun violence prevention strategy | At least 4 school visits to promote summer pilot will take place between January and May of 2025. | * Establish contact within Randolph Tech administration. * Schedule visits to Randolph Tech classrooms and assemblies. * Work with NBW youth program graduate to create/rehearse 15 minute school presentation. | * FLP librarian time * NBW youth program graduate time * Laptop to create slide show to accompany presentation |
|  | 10 high school students/youth who reside in North Central Philadelphia will register for the program by May 15, 2025. | * Presentations at Randolph Tech and other high schools in North Central Philadelphia. * Distribution of promotional flyer (see Appendix A) in physical and virtual formats. * Coordination of registration process with/through Randolph Tech administration contact. * Meet with and/or provide information packets for PTAs in North Central Philadelphia. | * FLP librarian time * Paper flyer * Social media posts by official FLP, NBW, Randolph Tech accounts * Paper information packets for PTAs (4-5 maximum) * Email to PTAs with information packet attachment |
|  | At least 6 participants will attend 4/4 program sessions per week for at least 5/10 weeks. | * Snacks are provided during break time of each session. * Free lunch is provided on one “mystery” day each week. * Participants are invited to make use of teen space in library to play video games, read manga, etc. during break times. * Participants receive $5-$10 gift card to local shop for every week of perfect attendance. | * FLP librarian time * NBW staff member time * Snack donations from local grocery stores * Free lunch donations from restaurants in North Central Philadelphia * Gift card donations from shops in North Central Philadelphia * Teen space in Widener Library |
|  | At least 4 participants will attend 4/4 program sessions per week for 10/10 weeks. | * Same as above, and add the following: * Participants who attend 4/4 sessions per week for 10/10 weeks are eligible to receive a free bicycle through NBW donation program. * Participants who attend 4/4 sessions per week for 10/10 weeks are eligible to receive certification to assist or lead future programs for compensation. | * FLP teen librarian time * NBW staff member time * NBW youth program graduate time * 10 bicycles from NBW donation program * Funds through City of Philadelphia Office of Children and Families, Free Library of Philadelphia Foundation or youth-focused non-profit organization to cover compensation of participant who assists in leading program in summer of 2026 |
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| 2. Develop bike related skills and knowledge that can positively impact participants’ future education, employment, or recreational goals. | At least 4 participants will receive certification of mastery of 4 basic bicycle maintenance skills by end of program. | * Regular attendance incentivized by activities listed above will increase time spent developing skills. * Small “class” size will ensure each participant receives regular one-on-one time with NBW instructor. * NBW instructor will pair off participants to complete “mini-challenges” at end of each week as preparation for final certification tests. | * NBW staff member time * NBW youth program graduate time * Practice bikes and maintenance tools provided by NBW |
|  | At least 4 participants will receive certification of mastery of bike safety, bike routes, bike history knowledge by end of program. | * Same as above, but with FLP teen librarian as instructor. | * FLP teen librarian time * Laptop to create slideshows to accompany presentations * Teaching materials/guest presentations provided by Safe Routes Philly, Bicycle Coalition of Greater Philadelphia, PennDOT |
|  | At least 1 participant will apply to assist in leading program if/when/where it is offered in 2026. | * Participants are contacted directly if/when 2026 application opens up. * NBW youth program graduate acts as assistant during summer pilot, provides model. | * FLP teen librarian time * NBW youth graduate time |
|  | At least 2 participants will report usefulness of summer pilot experience in application or interview context within 1 year of end of summer pilot. | * Establish contact with Randolph Tech guidance counselor. * Guidance counselor schedules debrief meetings for summer pilot participants 6 months and 1 year after end of program. | * FLP teen librarian time * Randolph Tech guidance counselor time |
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| 3. Pilot program will grow library’s reputation among teens as desirable place to work, learn, and/or socialize. | At least 4 participants will make use of library’s teen space at least 1 time during non-program hours before summer pilot ends. | * Participants become comfortable making use of teen space during break times. * Participants develop relationship with FLP teen librarian through bike safety/routes/history sessions. * FLP teen librarian solicits participants’ recommendations re: teen space/teen programming. | * Widener Library teen space * FLP teen librarian time |
|  | At least 2 participants will make use of library’s teen space at least 4 times in 4 months after end of summer pilot. | * Same as above. | * Same as above. |
|  | If program is repeated in 2026, at least 2 applicants will sign up based on peer recommendation. | * Provide participants with commemorative item upon completion of summer pilot (e.g. tee shirt, water bottle, bicycle helmet, button) that can spark conversation with peers. * Participants vote on design of image/text used on commemorative item. * Participants invited to be co-presenters during 2026 school visits. | * FLP teen librarian time * Donation of commemorative item by sports/outdoor store * Summer pilot graduates time |

**3. Project Activities**

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| **Activity No.** | **Activity Type** | **Activity Description** |
| 1 | Preliminary meeting | Meeting of FLP librarian and NBW staff member to establish contact, discuss proposal, pencil in dates |
| 2 | Preliminary meeting | Meeting of FLP librarian and Randolph Tech administrator to establish contact, discuss proposal, pencil in dates |
| 3 | Donation solicitation | Secure donation of teaching materials for history, safety, navigation classes from Safe Routes Philly, Bicycle Coalition of Greater Philadelphia, PennDOT |
| 4 | Lesson planning | Create document outlining activities, materials for classes dedicated to bicycle maintenance skills |
| 5 | Lesson planning | Create document outlining activities, materials for classes dedicated to bike history, safety, navigation |
| 6 | Presentation planning | Write script, compile media for school presentation, rehearse |
| 7 | Scheduling | Confirm school presentation dates |
| 8 | Publicity—design | Design social media post, flyer and information packet for program |
| 9 | Publicity—printing | Have publicity materials approved, arrange print job |
| 10 | Registration prep | Create page on FLP site with program description, link to online registration form |
| 11 | Donation solicitation | Secure snack, meal, gift card donations |
| 12 | Donation solicitation | Secure commemorative item donation |
| 13 | Registration prep | Request program page and registration form on FLP site go live same day as first school presentation |
| 14 | Outreach, recruitment | Give presentation prepared in Activity No. 6 at A. Philip Randolph Career and Technical High School, etc. |
| 15 | Outreach | Attend and/or provide information packets for PTA meetings at Randolph Tech, etc. |
| 16 | Scheduling | Confirm program dates, space bookings with Widener Library staff |
| 17 | Donation solicitation | Confirm donations solicited in Activity Nos. 11 and 12 are still secure. |
| 18 | Program deployment | Run proposed program, see **Scheduling & Resources** section for more details |
| 19 | Program evaluation | Distribute and collect surveys, facilitate informal youth led focus group at end of Week 4, Week 8, Week 10 |
| 20 | Program evaluation | Follow up with A. Philip Randolph guidance counselor re: 6 months and 1 year later reports from participants, see **Program Goals & Objectives** for more details |

**4. Scheduling & Resources**

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| **Duration** | **Start Date** | | **End Date** | | **Activity No. & Description** | **Personnel** | | **Resources** |
| 2 hours | 1/16/24 | | 1/16/24 | | 1. Meeting to establish contact, discuss proposal, pencil in dates | FLP librarian, NBW staff member | | Personnel |
| 1 hour | 1/23/24 | | 1/23/24 | | 2. Meeting to establish contact, discuss proposal, pencil in dates | FLP librarian, Randolph Tech administrator | | Personnel |
| 2 months | 2/01/24 | | 3/31/24 | | 3. Secure donation of teaching materials for history, safety, navigation classes from Safe Routes Philly, Bicycle Coalition of Greater Philadelphia, PennDOT | FLP librarian | | Personnel |
| 2 months | 4/01/24 | | 5/31/24 | | 4. Create document outlining activities, materials for classes dedicated to bicycle maintenance skills | NBW staff member | | Personnel, computer |
| 2 months | 4/01/24 | | 5/31/24 | | 5. Create document outlining activities, materials for classes dedicated to bike history, safety, navigation | FLP librarian | | Personnel, computer, donated literature/teaching materials (see Activity No. 3) |
| 1 month | 6/01/24 | | 6/30/24 | | 6. Write script, compile media for school presentations, select survey questions for in-program use | FLP librarian, NBW youth ambassador | | Personnel, laptop, Canva or similar software |
| 1 hour | 7/15/24 | | 7/15/24 | | 7. Confirm school presentation dates (Jan-May 2025), discuss presentation logistics | FLP librarian, Randolph Tech administrator | | Personnel |
| 2 months | 7/1/24 | | 8/31/24 | | 8. Secure snack, meal, gift card donations | FLP librarian | | Personnel |
| 1 month | 8/1/24 | | 8/31/24 | | 9. Design social media post, flyer, information packet, | FLP librarian | | Personnel, computer, Canva or similar software |
| 1 month | 8/1/24 | | 8/31/24 | | 10. Have publicity materials approved, schedule print job | FLP librarian | | Personnel, funds budgeted for publicity |
| September 2024-November 2024 buffer period for surprise issues | | | | | | | | |
| 1 week | | 12/2/24 | | 12/6/24 | 11. Create program page and registration form for FLP website, schedule page to go live 1/1/25. | | FLP librarian | Personnel |
| 1 month | | 12/1/24 | | 12/31/24 | 12. Secure commemorative item donation | | FLP librarian or NBW staff member | Personnel |
| 4.5 months | | 1/1/25 | | 5/15/25 | 13. Give presentation prepared in Activity 6 at A. Philip Randolph Career and Technical High School, etc. | | FLP librarian, NBW youth ambassador | Personnel, laptop, flyers from Activity No. 10 |
| 4.5 months | | 1/1/25 | | 5/15/25 | 14. Attend and/or provide information packets for PTA meetings | | FLP librarian | Personnel, flyers, information packets from Activity No. 10 |
| 8 months | | 1/1/25 | | 8/31/25 | 15. Social media campaign, first blast coordinated across participating organizations | | FLP librarian, NBW staff member, Randolph Tech administrator, etc. | Personnel, official social media accounts |
| 1 hour | | 5/5/25 | | 5/5/25 | 16. Scheduling meeting with Widener Library staff to confirm program dates, bookings, logistics, etc. | | FLP librarian, NBW staff member | Personnel |
| 2 weeks | | 5/1/25 | | 5/15/25 | 17. Confirm all donations solicited are still secure. | | FLP librarian, NBW staff member | Personnel |
| 10 weeks | | 6/2/25 | | 8/7/25 | 18. Run proposed program.   * Mon-Thurs 3-6pm at FLP’s Widener Library * 3-4:15 class, 4:15-5 break, 5-6 class | | FLP librarian, NBW staff member, NBW youth ambassador | Personnel; lesson plans; NBW donation program bicycles, tools; laptop; paper; pencils; donated food, gift cards |
| 7 weeks | | 6/26/25 | | 8/7/25 | 19. Distribute and collect surveys, facilitate youth led focus group at end of Week 4, Week 8, Week 10 | | FLP librarian, NBW youth ambassador | Personnel, paper, pencils |
| 2 hours | | 8/7/25 | | 8/7/26 | 20. Follow up with A. Philip Randolph guidance counselor re: 6 months and 1 year later reports from participants, see **Program Goals & Objectives** for more details | | FLP librarian | Personnel |

**5. Method of Evaluation**

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| **Goals/Outcomes** | **Inputs** | **Activities** | **Outputs** | **Outcome Targets** | **Outcome Indicators** |
| 1. Increase engagement of at risk youth in summer library programming as part of city wide gun violence prevention strategy | Widener Library teen space, FLP librarian, NBW staff member, NBW youth ambassador, laptop, information resources (web page, flyers, packets), recruitment/registration tools (presentation, registration form) | Registration for program, regular attendance (4/4 sessions per week) of youth during some or all of 10 week program | Number of youth who register, number of youth who attend program regularly | Full registration by program start date  Regular attendance by 60% of participants for at least 5 weeks  Regular attendance by 40% of participants for 10 weeks | 10/10 participant slots filled by May 15  6/10 participants attend 4/4 sessions per week for 5/10 weeks  4/10 participants attend 4/4 sessions per week for 10/10 weeks |
|  |  |  |  |  |  |
| 2. Develop bike related skills and knowledge that can positively impact participants’ future education, employment, or recreational goals | Widener Library teen space, FLP librarian, NBW staff member, NBW youth ambassador, laptop, lesson plans, teaching materials (including bikes and bike tools) | Run workshop style classes that center hands-on learning, review and test basic skills/knowledge frequently through partner-based mini projects and challenges | Number of participants assessed as proficient in each skill/knowledge area tested  Number of participants who receive certification at end of program  Number of applicants for assistant position(s) available for 2026 run of program  Number of participant reports that attribute positive education/employment application results to program participation | 60% of participants will be assessed as fully proficient in skills/knowledge areas tested at end of Week 5  40% of participants will be assessed as fully proficient in skills/knowledge areas tested at end of Week 10  40% of participants will receive certification at end of program  10% of participants will express interest in teaching new skills to others  20% of participants will attribute education/employment application success to program participation | 6/10 participants will receive “full marks” in Week 5 testing  4/10 participants will receive “full marks” in Week 10 testing  4/10 participants will receive certification at end of program 1/10 participants completes application for 2026 program assistant position  At least 1/10 participants in each of 2 Randolph Tech post-program focus groups reports success in education/employment application attributes it to program participation |
|  |  |  |  |  |  |
| 3. Pilot program will grow library’s reputation among teens as desirable place to work, learn, and/or socialize. | Widener Library teen space, FLP librarian, NBW staff member, NBW youth ambassador, laptop, lesson plans, teaching materials, donated food and gift cards, donated commemorative item, financial assistance for 2026 program assistant position | Class size and style that encourages personal/role model relationships between teens and program instructors  Solicitation of teen suggestions re: summer pilot, other programming, etc.  Regular use of teen space during break times to develop comfort/sense of belonging at library  Receipt of commemorative items (e.g., helmet, tee shirt, water bottle) | Number of participants who make use of Widener Library teen space during non-program hours  Number of 2026 program registrations that are based on peer recommendation | 40% of participants will make use of teen space during non-program hours while program is running  20% of participants will make use of library’s teen space after program ends  10% of 2026 registration forms will indicate peer recommendation as reason for applying | 4/10 participants make use of library teen space at least 1 time during non-program hours between June 2 and August 7, 2025  2/10 participants make use of library teen space at least 4 times between August 8 and December 31, 2025  2/20 2026 program applications indicate peer recommendation as reason for applying |

**6. Budget**

Note: budget below is for the summer pilot only.

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| **Category** | **Item** | **Description** | **Cost** |
| Staff | FLP librarian | Salaried employee of FLP Widener Library | $0.00 |
|  | NBW staff member | Salaried employee of NBW | $0.00 |
|  | NBW youth ambassador | Summer intern for NBW, compensated through NBW grant | $0.00 |
|  |  |  |  |
| Materials | Snacks | Cost listed will purchase whatever cannot be donated by Giant or similar grocery chain | $300.00 |
|  | Meals | Free meal (serves 10) offered once per week, donated by neighborhood restaurants or chains | $0.00 |
|  | Teaching materials | Paper/digital documents, guides, maps, etc., donated by Safe Routes Philly, Bicycle Coalition of Greater Philadelphia, PennDOT | $0.00 |
|  | Swag | Commemorative item(s) such as helmets, tee shirts, water bottles, donated by REI or similar store | $0.00 |
|  |  |  |  |
| Equipment | Bike maintenance tools | Provided by NBW shop |  |
|  | 10 bicycles | Available through NBW donation program, reserved for program graduates | $0.00 |
|  | Laptop | For presentations, provided by FLP | $0.00 |
|  |  |  |  |
| Publicity | Flyer, information packet | To be posted and distributed to schools and other organizations identified as community hubs in North Central Philadelphia | $200.00 |
|  | Social media campaign | Designed and coordinated by FLP librarian and NBW staff member | $0.00 |
|  |  |  | **Total: $500.00** |

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**Appendix A – Mock Program Flyer**

The Free Library of Philadelphia & Neighborhood Bike Works present…

**TEENS TAKE THE WHEEL**

**A cartoon of a hand holding a handlebar

Description automatically generated**

**UP YOUR RIDE AND YOUR RESUME**

**Learn bike repair skills; Get paid to teach others**

QR Code

**(Image source:** [**https://www.dreamstime.com/illustration/hand-holding-handlebar.html**](https://www.dreamstime.com/illustration/hand-holding-handlebar.html)**)**