

**THE SALINAS YOUTH INITIATIVE  
SUPPORTED BY THE DAVID AND LUCILE PACKARD FOUNDATION  
in partnership with the Community Foundation for Monterey County**

**PROGRAM AND TECHNICAL ASSISTANCE GRANT APPLICATION FORM  
2016-2017**

Program and Small Capital Grant Request- \$ 55,000

Technical Assistance Grant Request-\$ 6,000

**Total Request: \$61,000.00**

**I. ORGANIZATION AND PROGRAM/PROJECT INFORMATION**

1. Organization's Name: Salinas Public Library

2. Tax status:

☐ 501 (c) (3) nonprofit

☐ 501 (c) (\_\_\_\_) Specify: \_\_\_\_\_

☒ Other status (e.g., under the fiscal sponsorship of another organization or a department of a public agency): Government Agency

3. Tax ID # (EIN): 94-6000412

(Please include a copy of your IRS letter or the letter of your fiscal sponsor.)NA

4. Organization's address:

Salinas Public Library  
350 Lincoln Ave.  
Salinas, CA 93901

5. Telephone: 831-758-7311

6. Fax: 831-758-7336

7. Organization's website: [www.salinaspubliclibrary.org](http://www.salinaspubliclibrary.org)

8. Executive Director or principal leader (Name and Title):

Cary Ann Siegfried, Director of Library and Community Services

9. Email: [caryanns@ci.salinas.ca.us](mailto:caryanns@ci.salinas.ca.us)

10. Daytime telephone of the project's contact person: 831-758-7222

11. Summary of the organization's mission: To encourage reading, the appreciation of books, and to provide materials and services to help members of the community meet their personal, informational, educational and cultural needs.
12. Briefly describe your approach/philosophy to youth development and your overall goals towards engaging youth.
13. Total organizational budget (current year): \$7,127,500.
14. Brief summary of the project or program for which funding is requested. Include any small capital requests: (no more than 3 pages)

**A. Brief Program Description and how children and youth benefit from the program's work.**

The Salinas Public Library Learning Center provides daily after school homework assistance to approximately forty (40) students from Los Padres Elementary School. The students from Los Padres are 98% Latino of which, 68.67% are English Language Learners. In addition, 88% of the students live in homes where the primary language used is Spanish. The majority of the students served are school based referrals from the Student Success Team.

Bilingual tutoring and academic support is provided from local college students, retired teachers, and community educators all who live alongside our youth. Students not only complete daily homework assignments from their individual schools, but receive one on one reading and writing support. The Salinas Public Library recognizes many of these young students are hungry after school, so we provide a healthy snack or meal to give them the energy needed to keep a healthy mind and body so as to be able to concentrate on their afterschool learning.

Since early 2000 the Salinas Public Library has provided free after school tutoring support to local children and their families. Since the implementation of No Child Left Behind (NCLB) in 2001, the shift in public education to gauge student success on their performance on standardized testing, many English Language Learner (ELL) students have been left struggling to meet the mandated levels of state proficiency due to the fact state required testing is to be delivered in English. Since 2001 there has been a dramatic increase in both students and families relying on the Salinas Public Library to provide the additional literacy skills necessary for academic success. Library programming, staff and resources further support the families of the students. The Library recognizes that a student's success in life depends on strengths and skills that go beyond what is measured through homework assignments. The Library's programming works to feed and spur curiosity. It also works to nurture families and provide a safe place to have fun.

In 2008 the Salinas Public Library partnered with California State university Monterey Bay's Service Learning Department to provide bilingual college tutors for students in the program. These CSUMB students are enrolled in the education department with a particular interest in pursuing a career as an educator, and have an investment with the particular Salinas Public Library demographic because we strive to have the majority of our tutors come from, or live in the 93905 zip code and are the mentors, family, neighbors, and role models to these young students.

As the program began to reach over 50 students a day, the Salinas Public Library augmented its services delivered in collaboration with CSUMB through a grant provided by the California Endowment Building Healthy Communities (BHC) Initiative in 2011. With this funding the library hired an additional six part-time students who supported the after school program. Attendance averaged around 75 students per day. Due to the success of the after school program in 2011 the Salinas Public Library held a summer learning center day camp that allowed students to attend educational workshops from 12:00-4:30 PM Monday through Friday and receive a free meal. BHC funds allowed students to attend field trips, participate in community agency presentations from agencies such as Wolf Fitness Systems and Hijos del Sol, in attending to engaging in hands on educational work stations throughout the day to prevent summer learning loss.

The site at Los Padres Elementary School will continue to offer children and families in the Alisal community extended support and services outside library walls in the proposed grant for the 2016-2017 academic year. As we enter the second half of the 2015-2016 school year, we continue to see success. A letter of support from Principal Gabriel Ramirez reads, "In the classroom, teachers are seeing a difference in the students' academic performance", In addition "students attending the homework center feel successful" and also, "parents are seeing a difference in their child's attitude toward school" because of the time and investment that grant staff have offered to the students and their families. Due to the success of the program, there are a number of students on a waiting list. Library & Community Services staff are currently working with the Principal at Los Padres to determine if and how services may be expanded.

The after school learning center has hired community college and university students and recent graduates who received small group literacy training over the past two years. As mentioned previously, it is our intent to employ tutors who are from East Salinas and bilingual. Each tutor carries with them a set of tremendous skills and lived experiences. This not only provides the college youth a chance to mentor those students that are younger than themselves in their community, but also gives the elementary school students the chance to "look up to" and learn from those in college in their own community as they discover what it is they aspire to be.

## **B. Expected Results:**

- The program is designed to support approximately 25-45 youth in their educational endeavors with bilingual after school support from trained community students at the community college and university level on a daily basis.
- The program hopes to run the duration of the 2016-2017 school year on the campus of Los padres Elementary School and be open to students in surrounding neighborhoods from 2:40-5:30 PM Monday to Thursday with an enrichment day on Friday.
- Students are to receive healthy snacks in recognition that many will not have the time or resources to have the meal necessary to sustain their energy and nutrition levels following an 8-hour school day.
- The program hopes to employ one Learning Center Lead to supervise and serve as administrator to 6 bilingual tutors, who will report directly to Library and Community Services Staff members Kristan Lundquist and Eric Howard.

- This program aims to provide all stationary and resources needed for students to participate and engage in a quality learning environment.
- The program hopes to see increased confidence and communication from participating students.
- There should be an increase in parental satisfaction and confidence in the capabilities and understanding of their students' education and school environment.
- There will be deliberate outreach to local high schools within the community to encourage mentorship opportunities and the completion of community service hours for community teens and young adults.

### C. Key Goal(s):

- 1) Increased Literacy, Educational and Life Skills
- 2) Improved Communication and Relationship Building

Additional Goals may be added by expanding the number above and the tables below.

### Scope of Work

Goal 1	Activities	Timeframe	Funds Needed
Increased Literacy, Education and Life Skills	Recruit/secure tutors and mentors who are reflective of the community and are attending local high schools and colleges. <ul style="list-style-type: none"> <li>• Daily bilingual tutoring</li> <li>• Reading enrichment</li> <li>• Student assessment and progress tracking</li> <li>• Mentorship</li> <li>• Enrichment opportunities (physical fitness and arts programming)</li> </ul>	June 2016-July 2017	Tutor/mentor Wages=\$50,000  Homework Center Assistant 680 hours @ \$14.50  (4) Youth Assistants 680 hours @ \$11  OASDI/Medicare 7.65%

Goal 2	Activities	Timeframe	Funds Needed
Improved Communication and Relationship Building	Each participant interacts one on one with a tutor on a daily basis: <ol style="list-style-type: none"> <li>a) to increase reading and communication skills;</li> <li>b) to build relationships with young adult role models from their own community;</li> </ol>	June 2016-July 2017	

	c) to create a sense of community by connecting students and their families with other Library or Recreational services <ul style="list-style-type: none"> <li>• Small group tutoring</li> <li>• Healthy snacks and mealtime</li> <li>• Local tutor/mentor format</li> <li>• Family nights at the Library and/or Recreation Centers</li> </ul>		
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**How will you know that you are achieving your goals? How will you measure your success?**

All students participating in the Learning Center must complete their daily assigned Homework. Before leaving the center students review their work and discuss questions or areas of struggle.

Each participant reads one on one with a tutor to not only to increase reading and communication skills, but also build relationships with young adult role models from their own community.

We will monitor attendance to ensure interest and engagement remains constant, in addition to regularly communicating needs and concerns with parents.

Students, parents as well as tutors involved within the program will be surveyed to ensure their satisfaction with the program, and leave open a line of communication to ensure needs and wants for students and families are being met from an educational and social stance.

Staff will regularly assess student literacy rates after completing training on literacy assessment provided by Literacy staff.

Quarterly family nights will be offered at the Library or Recreation Centers in an effort to connect students and families to additional resources and learning opportunities.

We will work with Karina Lehrner, Capacity Consulting on program evaluation and strategic planning efforts with the intent of 1) identifying a long-term growth plan that encompasses a staffing model and sustainability; 2) identifying what makes the Library & Community Services Department unique when it comes to delivering tutoring and enrichment services; and 3) identifying measurable outcomes that can further support student success in the areas of reading and mathematics.

15. Detailed Program and Small Capital Budget:

<b>Funding/Revenue Sources:</b>	
• Packard Foundation Grant	\$ 50,000.00
• Other Sources:	
o School provides facilities and janitorial @ no cost	\$ 0
<b>Total Funding Available for Project/Program</b>	<b>\$ 55,000.00</b>
<b>Expenses:</b>	
Homework Center Staffing	\$ 50,000.00
Nutritional Food/Snacks	\$ 2,500.00
Stationary Materials/Craft Supplies/Equipment (balls, jump ropes, hula hoops, board games, etc.)	\$ 2,500.00
<b>Total Project Expenses</b>	<b>\$ 55,000.00</b>

**II. Technical Assistance Grant Application and Capacity Building Plan**  
**Period of: June 2016 – April 2017**

**Technical Assistance/Capacity Building Plan and Application Form 2015-2016**

**Organization:** Salinas Public Library

**Contact Person:** Kristan Lundquist [kristanl@ci.salinas.ca.us](mailto:kristanl@ci.salinas.ca.us) (831) 758-7222

**Attach a List of Board Members or members of your leadership team with this Plan and Application**

Kristan Lundquist, Recreation & Community Services Superintendent

Eric Howard, Deputy Librarian

Kris Amaral, Technology Services Manager

**Focus Area(s):** The last two years have been focused on program implementation and now we are ready to focus on program evaluation and strategic planning efforts with the intent of 1) identifying what makes the Library and Community Services Department unique when it comes to delivering tutoring and enrichment services and 2) identify measurable outcomes that can further support student success in the areas of reading and mathematics. Karina Lehrner of Capacity Consulting has agreed to assist us in developing an assessment tool to measure our success.

**Why is this a priority for your organization?**

One of the goals of the Salinas Public Library is that all youth and their families are engaged with schools to ensure academic achievement and positive youth development in a safe environment. The homework center can help connect and assist families with navigating the education system which in turn supports the City Council goals of Safe Livable Community, Economic Diversity and Prosperity, and Quality of Life.

If we are able to establish a long term plan that helps us to develop a staffing model as well as identify measurable outcomes, it is our hope that we not only sustain the homework center at Los Padres Elementary School, but then be in a position to replicate the program in more schools and recreation centers throughout Salinas.

### **CAPACITY BUILDING PLAN/SCOPE OF WORK 2016-2017**

**Goal 1:** Incorporate strategic learning and evaluation into organizational practice by:

- organizing vision, goals, and activities into a theory of change; and
- identifying methods of measurement for the outcomes based on the organization theory of change as a basis for an evaluation plan.

**Goal 2:** Develop methods of measurement to assess organizational/programmatic outcomes:

- including staff, leadership team and program participants to co-design, develop and test methodologies for measuring impact (may include training by Evaluator to program implementers and participants)

**Goal 3:** To utilize a conceptual framework (Theory of Change) as an organizational learning and assessment tool by:

- conducting periodic learning assessments of organization and program needs; and
- collecting, analyzing and responding to data

<b>Activities</b>	<b>Proposed Date for Completion</b>	<b>Responsible Party(ies) and Resources/Funding Needed -If using consultant(s) indicate name(s)</b>
Develop an organizational Theory of Change	September 2016	8 hours- meetings between consultant and key LCS staff
Identify and test out evaluation methodologies	November 2016	16 hours-develop data collection instruments 8 hours - trainings/meetings on data collection methodologies and modification of tools, if needed
Collect, analyze, and respond to data	May 2016	16 hours - trainings/review of data collected, compiling data, analyzing and learning through data

### **BUDGET**

Detailed Technical Assistance Budget:

<b>Funding/Revenue Sources:</b>	
• Packard Foundation Grant	\$ 6,000.00
• Other Sources:	
○	\$
○	\$
○	\$
<b>Total Funding Available for Project/Program</b>	<b>\$ 6,000.00</b>
<b>Expenses:</b>	
Capacity Consulting (48 hours @ \$125/hour)	\$ 6,000.00
	\$
	\$
	\$
	\$
	\$
<b>Total Project Expenses</b>	<b>\$ 6,000.00</b>

**SIGNATURE OF CONSULTANT(S) COMPLETING THE SCOPE OF WORK AND BUDGET:**



**Signature of consultant**

**ORGANIZATION AGREEMENT and SIGNATURE**

The organization hereby agrees that funds, if granted, will be used only for the purpose described above unless written approval from the David and Lucile Packard Foundation is received.

  
**Signature of authorized representative**

  
**Print Name and Title**

  
**Date Application Submitted**

**TO BE COMPLETED BY PACKARD FOUNDATION STAFF:**

1. Amount allocated for this grant: \$ \_\_\_\_\_
2. Period grant will cover: \_\_\_\_\_
3. Type of support to be funded by this grant:
  - \_\_\_ Program/project support
  - \_\_\_ Capital Project
  - \_\_\_ Organizational Development
4. Program/Project Title: \_\_\_\_\_