

FY2018 ALASKA INTERLIBRARY COOPERATION GRANT APPLICATION

DUE: April 1, 2017

1. Project Name: Children's Garden Renovation Project
2. Library Name: Thorne Bay Public Library
3. Address: 120 Freeman Drive, Thorne Bay, Alaska 99919
4. Contact Person: Mark Lisowski 5. Phone No: _____
6. Fax No: _____ 7. E-mail: Lisowskim15@gmail.com
8. Check Mailing Address: PO Box 19110, Thorne Bay, Alaska 99919

9. In the section below, check any priorities that apply and double-check the most important one.

- Expand services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages
- Develop library services that provide people access to information through local, state, regional, national and international electronic networks
- Provide electronic and other linkages among and between all types of libraries
- Develop public and private partnerships with other agencies and community based organizations
- Target library services to people of diverse geographic, cultural, and socioeconomic backgrounds, to people with disabilities, and to people with limited functional literacy or information skills
- Target library and info. services to people who have difficulty using a library and to underserved urban and rural communities, including children up to age 18 from families with incomes below the poverty line
- Other. Please explain: _____

10. Budget Summary for this Project:

	Local Funds For Grant Project	Grant Funds Needed for Project	Total Project Budget
a. Personnel			
1. Salaries and Wages	\$0	\$1,000	\$1,000
2. Benefits	\$0	\$0	\$0
b. Collection (Library Materials)			
1. Books	\$200	\$300	\$500
2. Subscriptions	\$0	\$0	\$0
3. Audiovisuals	\$0	\$500	\$500
4. Electronic Materials	\$0	\$0	\$0
5. Other Materials	\$0	\$0	\$0
c. Other Expenditures			
1. Building Operations	\$0	\$0	\$0
2. Furniture & Equipment	\$0	\$0	\$0
3. Travel	\$0	\$0	\$0
4. Supplies	\$1,000	\$500	\$1,500
5. Services	\$0	\$0	\$0
6. All Other Unreported Expenditures	\$0	\$0	\$0
d. In – Kind Donations (Pg. 5 of Handy Guide)	\$0	Not applicable	\$0
e. Indirect Costs at _____% rate (Pg. 5 of Guide)	Not applicable	\$0	\$0
f. Total	\$1,200	\$2,300	\$3,500

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11. In FY2016, what was the total amount your agency expended for library services? \$ 6,575

12. Did your library receive a Universal Service Discount (E-Rate) for FY2016? Yes No In Process

Has your library applied for the Universal Service Discount (E-Rate) for FY2017? Yes No In Process

Does your library have a current approved E-Rate Technology Plan in place? Yes No In Process

Does your library have a CIPA-compliant Internet Safety Policy in place? Yes No In Process

13. Grant Proposal: On individual pages attached to this grant application, write your grant proposal. This section MUST include the following elements:

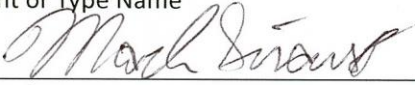

- ❖ **Statement of need:** What problems experienced by your library patrons or staff will be addressed by this grant project?
- ❖ **Goal(s) of the grant project:** Describe the objectives of this grant project.
- ❖ **Intended outcomes:** Describe how the grant project will result in changes in skills, knowledge, attitude, behavior, or quality of life for the target audience(s).
- ❖ **Target audience(s) of the grant project:** Who will be served by the grant project?
- ❖ **Activities and timeline to be undertaken:** Describe the activities that need to be performed to complete this grant project. Organize these activities into a timeline or schedule and indicate dates for each activity.
- ❖ **Justification of all budget line items:** Read pages 4-5 of the attached *Handy Guide*. Provide details about each section of the budget summary (personnel, collections/library materials, other expenditures, in-kind donations, and indirect costs). Be sure to describe the types and value of cash (local or other funders) and in-kind donations to be made to this grant project. Clarify whether local funding is secured or unsecured. If it is unsecured, please state when you will know whether the local funding will be available for the project. Describe the type of indirect cost rate you are using for this grant budget and state your indirect cost rate, per pages 5-6 of the *Handy Guide*. Be specific and complete. Check your math!
- ❖ **Purchases of Single Items of More Than \$5,000:** Are you planning to use grant funds to buy any single item at more than \$5,000 in cost? If yes, please include narrative about the item that you are planning to buy with \$5,000 or more in grant funds.
- ❖ **An evaluation plan:** Read the evaluation section on page 2 of the *Handy Guide*. Describe how you will:
 1. Count the number of participants, programs, products, or activities included in this project
 2. Find out what impact the grant project made in the lives of participants, if appropriate
 3. Collect anecdotes or comments from patrons or staff impacted by the project
- ❖ **Activities This Grant Supports in *Library Services and Technology Act Alaska State Plan 2013 – 2017*:** Review the *State Plan* at: http://library.alaska.gov/pdf/2012_Alaska_State_Plan.pdf. What activities listed in the *State Plan* will be supported if this grant is funded? For example: Grant project supports Activity 1.6 Encourage and support author visits and cultural programming...
- ❖ **Past Grant Accomplishments:** If this grant has been funded annually, provide a few sentences on the number(s) of people served and the impact of the grant project over time.

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- ❖ **Duns Number:** Please supply the Duns Number for your agency. As of 2011, this is a legal requirement for grants funded with federal Library Services and Technology Act funds.
- ❖ **Eligibility of library to receive ILC grant as per criteria outlined in Part III of attached ILC cover memo.** Does your library meet these eligibility criteria? Special libraries and school libraries should be sure to address these questions.
- ❖ **School library applicants:** To what address should the grant packet, including the award letter and grant agreement, be mailed during the summer?
- ❖ **Continuation plan:** If this will be an ongoing project, describe how the project will be supported after the grant period is over.
- ❖ **Dissemination plan:** If this project is innovative (a pilot project) or will generate information useful to other librarians, state how you plan to publicize the results of this project.
- ❖ **Letters of Support from Cooperating Libraries and Partners:** If other libraries or partners will be involved in this project, who are they and how will they be involved? Attach letters of support from these organizations.

Note: This grant application is a legal document committing your library to a specific course of action. This application MUST have two signatures from two different people.

For the Library:	For the Legal Entity:
<u>Mark Lisowski</u>	<u>Wayne Benner</u>
Print or Type Name	Print or Type Name
<u></u>	<u></u>
Signature	Signature
<u>meriCorps VISTA 3/31/17</u>	<u>City Administrator 3/31/17</u>
Title Date	Title Date

Questions?

Contact Patience Frederiksen 465-2911 or patience.frederiksen@alaska.gov

Scan complete application and attachments by or on April 1, 2017 or mail application with postmark date by April 1, 2017 to:

**Grants Administrator
Alaska State Library
395 Whittier Street
Juneau, AK 99801**

The Alaska State Library uses either federal Library Services and Technology Act funds (CFDA 45.310) or State of Alaska grant funds for interlibrary cooperation grants. The source of funding for successful grant applications will be indicated on the grant agreement form for each project.

Statement of need

Thorne Bay Public Library is proposing ILC funding for the renovation of its garden space, which is currently unused. The garden consists of two raised beds that are unprotected and exposed to the elements, including deer and other animals that tend to prevent produce from growing in the beds. Our ambition is to renovate the garden space for it to be used by children in our community as part of summer reading programming for this year and for years to come.

The need for this project is inherent in the current lack of the garden's use. We believe that the renovation of the garden space poses immense opportunities for the library and the community members who are served by the library, should appropriate time and care be devoted to its renovation and maintenance. Such opportunities include:

- Creating an updated garden space to be used over time by the children of our community
- Enhancing the sustainability of programming at our library
- Contributing whole and healthy foods to be consumed as nourishment or for education at our library
- Reducing the expenditures for programs; grown foods will take the place of store-bought foods
- Beautifying the space outside the library
- Reviving the use of the garden space
- Encouraging further institutional capacity and lifelong learning skills in garden participants

We also believe that renovating the garden will help encourage food security in Thorne Bay, which is one of many communities in Southeast Alaska that faces food insecurity due to our remote location, inadequate access to amenities and conveniences found elsewhere, and our reliance on goods shipped from the Southern United States. There are many families in Thorne Bay that attempt to eat healthy and model good diets for their children; those who have space and sufficient funds make their own gardens and greenhouses and/or choose healthier food options at the market. However, this is not the case for much of our community.

Thorne Bay Public Library seeks ILC funding to help renovate its garden space in the hopes of addressing community needs that are both educational and nutritional in scope.

Goals of the grant project

The goals of Thorne Bay Public Library's Garden Renovation Project are to:

- Expand and protect our garden to spur its use
- Offer a sustainable supply of healthy foods for our library programs from our updated garden space
- Enable children to take part in gardening as a learning experience through our programs
- Expand our collections to include more children's literature on the subject of gardening
- Increase library patronage and recruit more library volunteers
- Partner with the Thorne Bay School to assist in engaging children in our library programming

We propose grant funds to help cover the labor and some materials needed to enclose our existing garden plot, as well as purchase books and other media supplementary to children's gardening.

Intended outcomes

As mentioned previously, we believe that the renovation of the garden space will be met with beneficial outcomes, including:

- Having an updated garden space to be used over time by the children of our community
- Enhanced programming and sustainability at our library

- Whole and healthy foods to be consumed as nourishment or for education at our library
- Reduced program expenditures
- A beautified space outside the library
- Revived garden use
- Further institutional capacity and greater lifelong learning opportunities among garden participants

We foresee that implementing the objectives of this grant proposal will positively affect the skill and knowledge growth of children/participants involved; renovating our garden space will give children the opportunity to have a hands-on experience supplementary to our reading programs, encouraging learning through different modes. Furthermore, we anticipate an increased quality of life among garden users, as they will be engaged in learning about gardening, plant growth, and will also reap the benefits of produce grown by their own efforts and care.

Target audiences of the grant project

The target audiences of this grant project are the children of our community (primarily), as well as their parents, caregivers, and other invested community members interested in cultivating the garden and encouraging its use as a space for learning and growing consumable produce.

Activities and timeline to be undertaken

The primary activity for this grant project is the renovation of the garden space. We estimate the renovation will take 1-2 days to complete, given an 8 hour/day working shift between about 7 laborers. Continuing activities with this grant are assumed in our library's summer reading programs, during which children will participate in cultivating the renovated garden space.

June 2017: ILC award decisions, purchase of supplies and materials, assembling laborers to renovate the garden, cataloging purchased media, integrating garden use into ongoing summer reading programming

July 2017: Continuation of garden use in conjunction with summer reading programs

August 2017: summer reading programming ends, determination of garden maintenance schedule for remainder of the growing season

Justification of all budget line items

Our proposed budget for the grant is as follows (figures are approximations, based on drafted building plans, quotes received from merchants, and labor costs for a day's work [8 hours] at Alaska's minimum wage among 7 laborers):

Personnel:

-\$1000 labor costs (grant funding)

The City of Thorne Bay has recommended to the public library that if labor costs were to be covered through grant funding, the city would support the purchase of supplies for the project. To-date, these funds are not secured, though we expect they will be secured prior to the start of summer programming (June 2017) via approval of our city council.

Collections (Library Materials):

-\$500 books (\$200 local, \$300 grant funding)

-\$500 audiovisual (grant funding)

Friends of the Thorne Bay Library have pledged \$200 for the purchase of children's books to be used in garden programming; this amount is secured. Our public library seeks additional grant funding to increase spending capacity for other relevant children's media.

Other Expenditures:

-\$600 lumber, shipping (local funding)

-\$150 rain barrels/spigot hookup (local funding)

-\$150 fencing (grant funding)

-\$112 hinges, screws, gate latch, fencing staples (grant funding)

-\$30 soil test (grant funding)

-\$208 garden tools, seeds, misc. shipping costs, other expenses (grant funding)

-\$250 gravel (local funding)

Please see above explanation of budget items under *Personnel*.

Total expenses:

-\$3,500

Purchases of single items of more than \$5,000

There will be no purchases of single items totaling over \$5,000 for this project.

An evaluation plan

We will evaluate the success of our garden program by:

-The renovation's ability to protect the garden from wildlife

-Its ability to supply library events with fresh produce

-The increase of community involvement in library garden programming

-Feedback we receive from garden program participants

Our library assessed 2016 summer reading programs using Project Outcome surveys, and plan to administer these surveys in conjunction with the opening and use of our renovated garden space to determine garden program effectiveness and reception, particularly assessing knowledge gained, confidence, new skills/application and awareness of resources among our participants. Additionally, these surveys will collect data on the number of participants involved, programs, and activities for the duration of programming, the impact of programming, and anecdotal evidences of the garden's impact.

Activities this grant supports in *Library Services and Technology Act Alaska State Plan 2013-2017*

Thorne Bay Public Library has identified the following activities as compliant with our grant proposal:

Activity 1.4: Support reading motivation programs, including the statewide summer reading program, for children, teens, and adults in public and school libraries. Measuring Success focal area: Lifelong Learning.

Activity 1.8: Partner with schools, home school organizations, universities, literacy projects, Head Starts, Best Beginnings, museums, and other libraries and agencies to provide educational opportunities in various delivery modes to the public. Measuring Success focal area: Lifelong Learning.

Activity 3.11: Foster partnerships with community, regional and statewide organizations to meet community needs and improve library services. Measuring Success focal area: Institutional Capacity.

Past grant accomplishments

Thorne Bay Public Library has not applied for or received an ILC grant in recent years. However, Thorne Bay Public Library was a recent recipient of a \$5,000 grant in partnership with Thorne Bay Volunteer EMS to assist in certifying new or former emergency medical volunteers for service in our community. To-date, this grant has successfully allowed 5 people to gain certification, and we anticipate more volunteers to gain initial or renewed levels of certification in the coming months.

DUNS number

173278094

Eligibility of library to receive ILC grant as per criteria outlined in Part III of ILC cover memo

Thorne Bay Public Library meets the following criteria, which constitute ILC grant eligibility:

- Is a library with a regular schedule of library services
- Has a dedicated facility for library purposes
- Has an established history of providing library services and programs
- Has an annual budget with funds allocated for library materials and services
- A public library must be eligible for or receiving a Public Library Assistance Grant to receive an Interlibrary Cooperation grant

Continuation plan

Our library has limited funding in our budget available for library programs; between \$50 and \$150 annually may be used from our budget to supplement costs of maintaining the garden.

The Friends of the Thorne Bay Library have a gaming account with funds they obtain from certain fundraisers like wine tastings and raffles; they are not permitted to save funds obtained via their gaming license. These funds are applied quarterly at the board's discretion, usually to library needs or short-term library developments. Funding between \$250 and \$500 may be contributed annually toward the garden project, depending on the board's approval of allocating such funds and the funding available in their gaming account.

The library is interested in planning fundraisers for the explicit purpose of maintaining the garden space over time. An example includes hosting a charity potluck at the end of seasonal programs, or utilizing funds from farmer's markets the library would host.

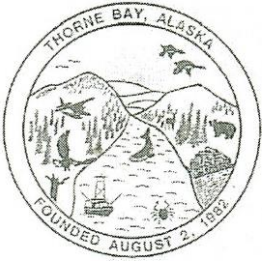
Our organization has applied for other garden-related grants in the past year. This is an option we will continue to pursue over time, in the effort to maintain our garden space and update it as necessary.

Dissemination plan

Considering results from our Project Outcome assessments of garden programming, Thorne Bay Public Library will create a narrative summary of garden program outcomes and suggestions for enhancing future program effectiveness based on those results. This can be made available to the wider Alaska Public Library community by request.

Letters of support from cooperating libraries and partners

Please see attached letter of support.



CITY OF THORNE BAY

P.O. BOX 19110
THORNE BAY, ALASKA 99919
(907) 828-3380
FAX (907) 828-3374
www.thornebay-ak.gov

March 31, 2016

RE: Letter of Support Endorsement

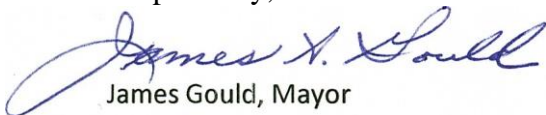
To Whom it May Concern,

The City of Thorne Bay is a small community of approximately 510 residents that once was North America's largest logging camp. Today it still retains some of that heritage along with seasonal salt and fresh water fishing, Thorne Bay Ranger District, shipping port for Prince of Wales Island, Southeast Island School District, Forest Service, a few small saw mills and basic infrastructure to service a small community, including a small community library housed in an old trailer.

Several years back the City of Thorne Bay Library started a small community garden adjacent to the Library. The project was started by the librarian with help from volunteers. Since that time and the departure of that librarian, not much has transpired with the garden. The raised beds are still in good shape and the deer have kept anything that ventured to grow eaten down.

The City is in full support of seeking grant funding to help rejuvenate the garden, have it fenced in for protection from the many pet deer in the community, and to help educate and train community members on gardening. The Thorne Bay School will be an excellent partner, as they have a greenhouse; this garden will complement their school program and help and encourage more youth involvement in growing food.

Respectfully,


James Gould, Mayor