

**LSTA Public Library Services Grant 2021
Applicant Information**

Library of Michigan Public Library Services Grant Program

! Please read the application instructions and grant documentation at www.michigan.gov/lsta before applying !

Grant Type

Small Grant

Request Type/Status

Initial Review (Contributions-Grants)

Applicant Library

Applicant Library Official Name

Portland District Library

Library System Name

If applicant library is a branch library, list the Library System Name.

Portland District Library

Street Address

334 Kent St

City

Portland

State

MI

ZIP Code

48875

County

Ionia

Library Cooperative Membership

Woodlands Library Cooperative

Phone

5176476981

Library Class Size

Class IV (Public Library)

Michigan House District Number

87

Michigan House Representative Name

Julie Calley

Michigan Senate District Number

19

Michigan Senator Name

John Bizon

Project Administration

Library of Michigan Public Library Services Grant Program

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Library Director

First Name

Cory

Last Name

G

Title

Library Director

E-mail

Office Phone

Grant Administrator

Click here if same as Library Director

First Name

Eileen

Last Name

P

Title

Youth Librarian

E-mail

Office Phone

Fiscal Agency Information

NOTE: A fiscal agency is an organization that handles funds for the applicant organization. For example, the city is typically the fiscal agent for a city library. A district library is typically its own fiscal agent. You must list your legal fiscal agent, not another group such as a Friends group.

Fiscal Agent DUNS Number

Fiscal Agent Federal Employer Identification Number (EIN)

Project Proposal

Library of Michigan Public Library Services Grant Program

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Project Proposal

Project Title

Storytime Sensory Bins

Grant Program Type

Select the program type that best fits your project.

Children & Teens: This area is for library related children's and teen programs.

Activities or Programs

Describe the program you will implement with library patrons and community members and how this funding is needed to accomplish this. Use no more than 200 words but be as complete as possible. Use full paragraphs.

Portland District Library made the transition to virtual story time in July of 2020 as a response to the current COVID-19 pandemic in order to try to provide safe, consistent, and enriching programming for families. Those that register pick up monthly sensory bags from the library with items to use while watching story time from home. We are preparing to make a transition back to in-person story time when MDHHS restrictions allow, hopefully by the later part of 2021. For our Busy Bee story time, recommended for ages 0-3, we read stories, sing songs, and play with sensory bins. We currently have 5 large sensory bins that were created in the fall of 2019. Due to the pandemic, we would like to create smaller, more individualized bins to allow for safe, sensory play when we return to in-person story time at the library. We are submitting this grant application in hopes that the funds will allow us to purchase smaller bins, more Learning Resources kits, and other items to create 25-30 individualized sensory bins. The number of bins is based on the current number of families/children that we have registered for our virtual Busy Bees story time program since the summer of 2020.

Target Population

Describe the population you are reaching out to with these programs or activities and why that population needs these services. Explain how you will tell the audience about the program. Use no more than 200 words but be as complete as possible. Use full paragraphs.

Our target population, for Busy Bees story time, are families with children under the age of 3. Our service area has a high volume of low-income families who benefit highly from our library programming. As of November 2019, Portland District Library has partnered with the Ionia County Great Start Collaborative to bring their "Talking is Teaching" program to families throughout Ionia County. This partnership has allowed us to increase the number of families participating and benefiting from our early literacy programming. The "Talking is Teaching" program has allowed us to not only provide improved quality story time programming, but also provides resources to parents and caregivers on how to extend learning beyond the hour-long story time program each week.

We use our website, Facebook, and local newspaper to promote our programming. As Youth Librarian, I have also created a partnership with the local Portland Public School District. The superintendent sends out a monthly newsletter to all staff, students, and parents that includes not only our programming for school-aged children up to age 18, but also our early literacy programming for families that may have younger children. I have continued to do virtual outreach story time at Oakwood Elementary with two preschool classrooms that include children ages 3-5. The teachers send home flyers with their students promoting our early literacy programming. Our partners at the Ionia County Great Start Collaborative also promote our programs for us and cross-post on social media to help us get the word out!

Evaluation

Explain how you will evaluate the impact of these programs, both during and after the grant period, such as SMART goals (Specific, Measurable, Attainable, Relevant, and Time-Bound). Project evaluation is a REQUIRED activity. NOTE: There are prescribed questions that MUST be included in the project evaluation. Refer to the LSTA Evaluation Questions document at www.michigan.gov/lsta. You will include your evaluation results in your final report. Use no more than 200 words but be as complete as possible. Your evaluation outcomes are the deliverables for your project. Use full paragraphs.

We will evaluate the impact of this program by keeping attendance of both children, caregivers, and families that are attending story time just as we are with our virtual program. We are always continuing to promote our story time program to get more and more families interested and benefiting from this wonderful experience.

Requesting feedback from families attending is also an important aspect of evaluating our library programming. We will do this by talking to families that attend the in-person story time and receiving immediate feedback from them on each program.

This will go hand-in-hand with our overall program evaluation process that staff are required to complete after each program or series of programs has concluded. The evaluation form includes a set of 6 questions that must be answered and given a rating between 1-5 on how well things were executed. Then time is taken to think about things that went well and things that didn't go so well that could be improved for next time.

We would also like to send out a digital survey to patrons before the return to in-person storytime to see what they would like to see during their experience at the library. This would then allow us the opportunity to include any appropriate suggestions from our patrons themselves in our storytime planning. We would also then like to send a follow-up survey a few months after the return to in-person story time to evaluate the current state of the program from the patron perspective.

What do you want to purchase?

Provide a detailed list of items to be purchased with estimated prices AND explain the purpose of the materials needed for your proposed program. Include enough detail that receipts used for reimbursement can be matched to this description. Use no more than 200 words. Book purchases that directly support specific program activities are allowed. Sample: 3 tablets Model X at \$300 each

Plastic Storage Bins - Quantity Needed: 30 - Estimated Cost: \$250.00

Sensory Items (To go in the bins) - Quantity Needed: enough for 30 bins - Estimated Cost: \$985.00

- "Learning Resources" sets (cost varies between \$18-\$28 per set) - 25 sets at \$25.00 per set: \$625.00

- Kinetic Sand (variety of colors): \$120.00

- Orbeez: \$80.00

- Play dough: \$120.00

- Play dough Molds: \$40.00

Labels - Quantity Needed: 30 - Estimated Cost: \$160.00

- "Talking is Teaching" theme labels for bins: \$100.00

- Sticker labels for bins (for marking age appropriateness of the sensory activity): \$60.00

Total Project Cost Estimate: \$1,395.00

Project Budget

Funding Amount Requested

Enter the amount of the estimated costs for the materials you requested in the project proposal. For example, the estimated cost of materials described in your proposal is \$1,243, then enter \$1,243 for your project budget. Round the amount to the nearest dollar. You may NOT receive more than the amount listed in this question, so please estimate as accurately as possible while requesting enough to reasonably complete your project. Your request must be between \$500 and \$2,500.

1395

Additional Information

Library of Michigan Public Library Services Grant Program

State Goal

Library of Michigan LSTA Goal

Please select the Library of Michigan LSTA Goal that most closely matches the purpose of your project.

Michigan residents will have access to current services and training support through their libraries.

Federal LSTA Intent

Federal LSTA Intent

What is the intent of your project? Select the one that most closely matches your project.

Human Services-Improve users' ability to apply information that furthers their parenting and family skills

Federal LSTA Subjects

What subjects most closely match your project?

Select up to two

Literacy-Early Literacy

Target Population

Is the project directed to a targeted group? If not, you may skip the Target Population questions.

If directed to a targeted population group, please select one or more of the following options.

If directed to a targeted ethnic or minority population group, please select one or more of the following options.

If directed to a targeted age group, select one or more of the following.

0-5 years

If directed to a targeted geographic population, which best describes the geographic community?

Rural

Attachments

Library of Michigan Public Library Services Grant Program

Attachments

Upload a SIGNED copy of the CIPA Internet Safety Certification and the Certifications & Assurances. These must be signed by all appropriate parties for the applicant to be considered "complete". Sign BOTH sections. All lines must be signed, even if one person holds multiple offices. Staff may not sign for the director or fiscal agent.

To Upload a document, do the following:

- **Click the Choose File button**
- **Locate the document on your computer**
- **Select the document and click OK**
- **You will return to this page**

- **CLICK UPLOAD**

Attachments cannot exceed 1 GB.

The CIPA Certification and Certifications and Assurances document can be found at www.michigan.gov/Ista in the Public Library Services grant section.

These certifications are the applicant's signatures for the grant contract if the grant is awarded.

CIPA Internet Safety Certification and Certifications & Assurances

Download, complete and sign the CIPA Statement and Certifications & Assurances. Submit as a single PDF with the file name Applicant Name- Certifications-Date.pdf.

Eileen Pock - Certifications - March 5 2021.pdf

Additional Documentation

You may submit additional documentation, such as pictures, order lists, etc. as a single PDF with the file name Applicant Name- Additional Documentation-Date.pdf