

**Full Grant Proposal
Library Services and Technology Act FFY 2015**

This form is available for download in Microsoft Word on our web site via:
<http://www.oregon.gov/osl/LD/Pages/LSTAcomp.aspx>. Proposals not meeting the following conditions will be returned. Use 12 point Times New Roman with one inch margins. Hard copy must be **single-sided**. Do not change the words on this form. The deadline for receipt of the full proposal is **5:00 pm on Friday August 15, 2014**.

Part I: General Information

1. Project title: Expanding Opportunities Program (EOP)
2. Applicant: Josephine Community Libraries, Inc. (JCLI)
3. Mailing Address: 200 NW C Street, Grants Pass, OR 97526-2038
4. Contact person: Teresa Stover, grants coordinator Phone: 541-471-2931
Email: tstover@josephinelibrary.org
5. Fiscal agent (if different than applicant): NA
6. Project URL (if any): <http://www.josephinelibrary.org/services/ExpandingOppsPgm/>
7. U.S. Congressional District: 2nd
8. DUNS number: 964144617
9. List geographic target area to be served by the project: Josephine County
10. Estimated number of persons benefiting from the project: 5,587

In Year 1, 2,328 people were served by the Expanding Opportunities Program. This number is expected to double in Year 2 (to 4,656) and increase by another 20% in Year 3 to 5,587 people. This represents more than 20% of the 26,800 library cardholders.

11. Description of persons benefiting from the project:

The Expanding Opportunities Program will benefit residents of Josephine County wanting to improve their lives — whether they're students or young adults trying to further their education, or adults of any age wanting to find or keep a job, build a career, or start or grow a business. For library patrons as well as the staff and clients/students of partnering and participating organizations, this program will provide information literacy training, train-the-trainer opportunities, referrals with partnering organizations, and other resources in the areas of education, employment, and entrepreneurship.

12. List partnering organizations. All partnering organizations must also sign section IV.1. See instructions for guidance on partners versus participants.

Department of Human Services, District 8, (Doug Mares, District Manager)

13. Project abstract (one paragraph):

Josephine County has fewer high school and college graduates and higher unemployment rates than the rest of Oregon. Local businesses can use more support to succeed, grow, and hire more employees. The Expanding Opportunities Program seeks to meet the needs of citizens looking to improve their lives in the areas of education, employability, and entrepreneurship; specifically by partnering with service providers and delivering information literacy workshops on resources available through the libraries. Year 1 of the program emphasized program setup and needs assessment. Year 2 is expanding offerings to meet the information literacy needs of the target audience. Year 3 will be about refining and replicating the program, and will include assessment of Year 3 partner needs, further development of the Library Ambassadors, development and delivery of four new presentations, exploration of new ideas for extending the reach of the library and mitigating the digital divide, and packaging of the program for replication.

14. Provide the text of the single most relevant goal from the *Five-Year State Plan 2013-2017* that will be addressed by the grant project.

Goal 4: Develop information literacy skills.

15. Briefly describe how the LSTA project will continue after the grant ends, especially noting local support.

Early in 2014, the community launched a library district campaign, and the petition drive exceeded the 7,500 signatures needed by bringing in 11,000 signatures to put the measure on the ballot. As a result, Measure 17-62 to form the Josephine Community Library District will be on the November 4, 2014 ballot in Josephine County. When the district passes, starting November 2015 there will be permanent funding to support adequate library operations, including limited aspects of the Expanding Opportunities Program.

Independent of the library district effort, however, is the fact that the Expanding Opportunities Program is of keen interest to organizations in our community, largely because the program addresses root causes of poverty and disadvantage and because it works to improve the quality of life for local residents. To selected program partners and participants, Josephine Community Libraries staff will propose the opportunity to sponsor the program, citing the value they've gained from the program in its first three years.

To supplement the library district budget and sponsors for the Expanding Opportunities Program, Josephine Community Libraries will continue to seek and secure grants from local and statewide funders who are also committed to economic development. With secured LSTA funding for Years 1 and 2, for example, JCLI was awarded grants from the Josephine County/Business Oregon and the Four Way Community Foundation for technology infrastructure, from the Oregon Cultural Trust and Oregon Community Foundation for outreach efforts, and from the Meyer Memorial Trust and Carpenter Foundation for collection development.

Therefore, continuance of the Expanding Opportunities Program will come from a variety of sources to ensure the libraries in Josephine County can meet the significant need for direct services and digital literacy training in and out of the libraries related to education, workforce development, and business development well into future years.

16. List letters of support for the project (name, affiliation) that are attached to this application. Do not include letters from project partners listed in #11.

Ron Fox, Executive Director
 Southern Oregon Regional Economic Development, Inc. (SORED)
 Robert Felthousen, MLIS, Library Department Chair
 Rogue Community College

PLEASE FILL IN THE FOLLOWING INFORMATION ABOUT THE ANTICIPATED LENGTH OF YOUR GRANT PROJECT:

(Check applicable boxes)

THIS IS THE 1st YEAR OF A ONE YEAR GRANT PROJECT
 2nd YEAR TWO YEAR
 3rd YEAR THREE YEAR

For projects that are multi-year be sure to include an estimate of the funds anticipated to be needed for the future years in the budget discussion.

THIS IS PRIORITY N/A OF THIS ORGANIZATION'S PROPOSALS

Part II: Project Budget

Proposed project budget (use this format only – do not alter):

(Double click on the table to enter data. Before closing the table, be sure to scroll to the top of it)

Item	Local Cash	Local In-Kind	LSTA	TOTAL
Personnel			\$56,238	\$56,238
Benefits			\$6,489	\$6,489
Travel			\$1,165	\$1,165
Equipment	\$27,000			\$27,000
Supplies		\$1,000	\$2,000	\$3,000
Contractual		\$20,000	\$5,000	\$25,000
Library Materials	\$32,000			\$32,000
Total Direct Charges	\$59,000	\$21,000	\$70,892	\$150,892
<i>Indirect Charges**</i>				\$0
Total Budget	\$59,000	\$21,000	\$70,892	\$150,892

*** If requesting indirect charges, you MUST attach the relevant portion of a current federally-approved indirect cost plan.*

Proposed second year LSTA amount: _____ Proposed third year LSTA amount: \$70,892

Part III: Project Narrative

(Attach additional pages. See the criteria for grant proposal evaluation in the Grant Guidelines as well as the Grant Application Instructions for more information on this section.)

A. Background of Applicant (describe the agency's ability to undertake this project)

Josephine Community Libraries, Inc. (JCLI) was born out of a dire community need which demonstrated the will of a broad base of county residents to ensure its citizens have the resources for literacy, education, and opportunities to live and thrive.

In May 2007, county government closed the entire library system due to lack of funding. By September that year, when it was clear that no government solution was forthcoming, a group of concerned citizens formed Josephine Community Libraries, Inc. as a nongovernmental nonprofit organization.

The new organization raised funds on the premise that while contributing donors would finance library operations, all residents would have free access to all library services.

Josephine Community Libraries entered into a contractual agreement with Josephine County to operate the library system, and this agreement included the use of the existing library buildings and collection. Josephine County also made a \$300,000 challenge grant, matching the individual and business donations the group raised.

As a result, in 2009, Josephine Community Libraries reopened all four branches one by one, and it has operated them ever since. By necessity rather than choice, this library system operates on a shoestring budget unsupported by any regular tax funding. The majority of funding comes from voluntary donations from individuals and families in the community. Additional funding comes from business sponsorships and grants. All library services are free to all county residents, regardless of donor status.

Citizen involvement in the form of a 360-strong volunteer force — equivalent to 14 FTEs — is essential, because the current budget, including grants, only allows for about nine FTEs of staff across the four branches. Community partnerships are also indispensable for many of the programs and services provided, to help with sponsorships, raising awareness, in-kind services, and special expertise.

Although our libraries have limited funding, staffing, and hours, the demand from the community continues to increase, as is seen in libraries throughout Oregon. About 26,800 Josephine County residents – more than 32 percent of the population of 83,306 – are current library cardholders. This number is growing. Each month, about 2,400 patrons check out about 24,000 items and about 350 people sign up for new library cards.

The Josephine County library system, as managed by Josephine Community Libraries, has risen from the ashes of a catastrophic library closure. Through this unique solution of providing library services which serves as a bridge to public funding, Josephine Community Libraries has transformed adversity into advantage to provide the vital library services that result in transforming lives in Josephine County.

Because of the credibility it has earned on the dedication to deliver library services and its ability to forge and maintain vital community partnerships, Josephine Community Libraries is well positioned to continue the Expanding Opportunities Program. Josephine Community Libraries is recognized as a frugal and smart organization dedicated to building this community and meeting community needs.

Thanks to existing LSTA funding for this project, the Expanding Opportunities Program has just completed its first year. So far, more than 123 programs, events, and meetings have connected with 50 community organizations, including outreach into local school districts; and 2,328 people, including students from middle school through community college-age have benefitted from program offerings. There is a tremendous demand for information literacy learning among different populations. Through the digital skills workshops conducted by the Outreach Education Librarian, the reaction is consistently “I had no idea!” The efforts of the Outreach Education Librarian are now being multiplied by the “Library Ambassadors” program, in which trained library volunteers conduct the digital skills outreach presentation, titled “Your Library: What’s In It For You?” throughout the community.

The Outreach Education Librarian has conducted multiple train-the-trainer sessions with partnering and participating organizations to great effect. Regular workshops, including the Digital Skills Workshop, Computer Basics, Info Desk Training, Student Success: DataBASE CAMP, Online Search Skills, Do-It-Yourself Market Research, and Learning Express Library are being offered. Library open houses have been held for families with middle school students, the business community, and Spanish-speaking patrons.

In Year 3, JCLI hopes to expand to an underserved audience with larger needs for information literacy that leads to improved employability: people receiving services from the Department of Human Services (DHS). DHS staff are enthusiastic about the Expanding Opportunities Program, knowing that they and their clients can realize great benefits from building their information literacy skills. These individuals can realize an outcome in which they are transforming their lives through education, employment, and/or entrepreneurship opportunities.

B. Detailed statement of problem

Josephine County has an alarmingly high rate of poverty, hunger, illiteracy, and unemployment. Josephine County has been federally designated as “economically depressed.” According to the U.S. Census Bureau, 20 percent of the Josephine County population are below the poverty line, compared with 15.5 percent for all of Oregon.

Although the employment picture is recovering from past years, it still lags significantly behind the state and the nation. According to the Oregon Employment Department, as of June 2014, the Josephine County unemployment rate was 9.7 percent, compared with the Oregon rate of 6.8 percent and a national rate of 6.1 percent.

Education levels can also be greatly improved. According to the U.S. Census Bureau, 12.6 percent of Josephine County residents do not have a high school diploma. Only 16.8

percent of Josephine County residents have a bachelor's degree or higher, compared with 29 percent statewide.

Many organizations in the community are working to solve these problems:

- Area school districts, Rogue Community College (RCC), and other educational organizations provide classes, training, and other opportunities for learning.
- The Job Council and other employment services provide resources for job seekers.
- RCC and the local computer user groups provide computer skills training.
- The RCC Small Business Development Center provides online resources and classes related to entrepreneurship and business development.
- The Department of Human Services (DHS) provides services to help community members — especially those particularly vulnerable or going through difficult times — achieve well-being and independence.
- Southern Oregon Regional Economic Development, Inc. (SOREDI) provides access to business counselors, information and referral services, and assistance with business startup and expansion projects.

However, the staff of many of these organizations are not aware of the library resources they can use to help their constituents, nor can they afford to subscribe to those resources on their own. These staff are very busy professionals with plenty of challenges and stresses. They need a facilitator to distill and package the essentials of the relevant resources available through the library. With such a facilitator to guide them, these community leaders can be propelled into power users of the authoritative information, resources, and opportunities available. These leaders would then be able to more effectively assist their clients in achieving their goals and expanding their opportunities. The staff of community organizations would come to see that the library not only has valuable and relevant information and resources, but also the expertise and programs to help them improve their work with their clients.

In addition to using other community resources, Josephine County residents seeking to expand their educational, employment, or business opportunities can greatly benefit from an awareness of the valuable resources available at their libraries. They need training to develop proficiency in using these resources to develop prospects in their lives, especially the wealth of digital programs and databases. These individuals need open access to Internet computers and a variety of digital and print resources to help them achieve their goals. In addition, while using the resources at the library, people need a point of contact with partnering community organizations so they can access even more resources.

In spite of limited hours and a bare-bones budget, the four branches of Josephine Community Libraries have robust digital library resources (Gale and Learning Express) provided by LSTA funding through the Oregon State Library, some additional digital library subscriptions, and nearly 50 online public access computers. The two larger branches have hours that extend to 6 or 7 pm to accommodate library users who work during the day. All four branches have Saturday hours. All four branches also have free high-speed wireless Internet. This means that, even with limited branch hours, users with their own computers can sit outside a closed library and still access the Internet. Users

with a computer and wireless Internet can access the library catalog and the digital database library 24 hours a day, seven days a week. These resources benefit those users who know how to use the technology resources and see their value in their lives.

All computers at the four branches are nearly always in use, with a 30-minute limit to allow for those waiting for a computer. The main branch has two “research computers,” which patrons can reserve and use for up to two hours for longer projects. However, many patrons are either unaware of or don’t know how to use the digital or print resources at the library that can help them in their efforts to advance their education, find better jobs, or develop business opportunities. This is evidenced by community and cardholder surveys conducted in 2011 and 2012. In the past year, Gale databases usage sessions have increased anywhere from 26 to 900 percent, due to the success of Year 1 of the Expanding Opportunities Program. The use of Learning Express has also increased dramatically in the past year. However, more work needs to be done. When patrons ask for help, library staff and volunteers do their best to respond to these requests, but specialized training on the digital resources and one-on-one direct coaching are required to meet patron needs in this area.

- C. *Describe the proposed solution that the project will implement. Indicate the project goal, and the quantified objectives that will be used to measure whether the goal is accomplished. Describe the activities that will be undertaken to meet each objective. (include timeline)*

The solution to this problem is to continue to transform Josephine Community Libraries into “opportunity central,” the place where anyone looking to improve their educational, employment, or business prospects can learn about relevant programs in the community, access information and educational resources through the Internet or through the library’s digital services, find print resources, and learn how to most effectively use these resources to help them achieve their goals.

To implement this solution, JCLI must continue the Expanding Opportunities Program into a third year. The goal of this program is to reach out and provide relevant information literacy training for library patrons and partnering community organizations on print, digital, and other library resources that can meet the needs of Josephine County citizens looking to develop their prospects and improve their lives in the areas of education, employability, and entrepreneurship.

The Expanding Opportunities program is coordinated by Kate Dwyer, a professional with deep knowledge of library resources, educational techniques, and community partnerships. Ms. Dwyer reaches out and collaborates with the partnering organizations, connects with members of the target audiences to determine their specific information access and training needs, develops and delivers the training, evaluates outcomes, and refines the program for continuous growth and innovation.

This solution ensures that existing community resources are not duplicated, but rather promoted for each provider. In an environment of scarcity, with effective partnerships and informed referrals we can make the most of every organization’s available programs, services, information, and staffing. Complementing other community services, our

libraries would have much to offer, with open access to Internet computers, a wealth of digital library resources always available to anyone with a library card, direct access to the Outreach Education Librarian, open enrollment in workshops, and train-the-trainer opportunities for partnering organizations.

By teaching library patrons and partnering organizations about the print and digital resources in the library, and providing relevant handouts and tip sheets, this program can make it easy for busy patrons and overwhelmed community organizations to understand the availability, value, and ease of access to the information they need to enhance their education, employability, and business prospects. Through this project, people throughout the county see the library not as a book warehouse, but as a vital information center they can use to concretely improve their lives in a variety of ways.

Benefitting from this project are professional service providers who need more efficient ways to use online resources and information at their fingertips so they can more effectively help their clients.

Also benefitting from this project are individuals wanting to enhance their education, for example, by completing their General Educational Development (GED), researching scholarships, applying for college, preparing for the Graduate Record Examination (GRE), or achieving professional certification. In addition, through library outreach into the two local school districts and Rogue Community College, students from middle school on up can become adept at using the digital databases, online tutorials, and advanced online search skills to help them perform at a higher level in their studies.

This project assists those seeking a job and career advancement. Job-seekers can search for job openings and apply online, update their resumes, and augment job skills including computer proficiency.

Entrepreneurs are able to research markets and feasibility regarding new business ideas, see examples of effective business plans, find loans and other funding for their ventures, research regulations regarding business expansion, and obtain information about local talent for open positions.

The scope of Year 1 of the Expanding Opportunities Program, which ended July 31, 2014, emphasized program setup, needs assessment, and pilot presentations and workshops to gauge the needs of the target audiences and the partnering organizations of Grants Pass School District 7, The Job Council, and Rogue Community College Small Business Development Center. In Year 1, the Outreach Education Librarian (Kate Dwyer) was hired to coordinate the program and make connections in the community. A special accomplishment was to form the Library Ambassadors program, in which trained volunteers go out to community organizations and make targeted presentations about digital literacy and the information resources available through the library. The focus of Year 1 has been program startup.

The scope of Year 2 of the Expanding Opportunities Program, which runs August 1, 2014 to July 31, 2015, is to focus, refine, and grow the program offerings to meet the information literacy needs of the target audience so they can improve their lives through

better education, employment, or entrepreneurship. Relationships with Year 1 partners will continue to strengthen, and the new partnerships with Three Rivers School District and Southern Oregon Education Service District, which were Year 1 program participants, will be implemented. The Library Ambassadors program will be refined and its reach extended. The focus of Year 2 will be program growth.

Judging from the overwhelming positive response and the needs identified in Year 1 of the program, it's clear that continued funding into Year 3 is needed to realize the full program vision. The work of making ever more connections in the community, assessing needs of partnering and participating organizations, and offering relevant presentations and workshops through the work of the Outreach Education Librarian and the Library Ambassadors will continue to be paramount. Relationships with Year 1 and Year 2 partners will continue in force, with the addition of the new Year 3 partner of the Department of Human Services. This is the year when the program and process will become codified with an eye toward modeling the program for replication in other library systems. The focus of Year 3 will be program maintenance and replication.

Objectives and activities are as follows:

Objective 1. Evaluate the results of Year 2 and refine the program offerings to meet the information needs of the target audiences at new partner and participating organizations. By September 30, 2015.

Activity: Collect and analyze Year 2 presentation and workshop evaluation results.

Activity: Meet with the leaders and staff of the Year 3 partnering organization (DHS) to establish expectations and to assess library information and training needs and wants for staff and clients.

Activity: Conduct surveys and interviews of the target audience among the staff and clients of the Year 3 partnering organization (DHS) to identify and assess their information resource requirements.

Activity: Develop a report that summarizes Year 2 evaluation results and Year 3 program refinements based on those evaluation results and the desired outcomes of the Year 3 partnering organization's staff and clients.

Activity: Refine the Year 3 plan to include adjustments and new offerings.

Objective 2. Continue to develop the Library Ambassadors program to ensure more trained volunteers are available to give presentations throughout the community at a variety of participating organizations. By October 31, 2015.

Activity: Recruit more volunteers for the Library Ambassadors program, with a goal of having at least 10 active volunteers available each quarter.

Activity: Conduct Library Ambassadors volunteer training at least once each quarter.

Activity: Mentor Library Ambassadors in community presentations and equipment usage.

Activity: Meet with all Library Ambassadors at least once each quarter to assess and refine program effectiveness.

Objective 3. Develop at least four new presentations or workshops on information literacy related to the needs of the target audience and partnering organizations in the areas of education, employability, and entrepreneurship. By December 31, 2015.

Activity: Develop or acquire curriculum for four different presentations or workshops.

Activity: Develop train-the-trainer curriculum for the four new presentations or workshops appropriate for library staff, library volunteers (including Library Ambassadors), and staff at partnering and participating organizations in the community.

Activity: Assess and refresh materials acquisitions related to the program focus areas of education, employment, and entrepreneurship.

Objective 4. Offer the four new Year 3 presentations or workshops to at least 30 participants in addition to the workshops developed in Years 1 and 2. Start by January 31, 2016 and continue until year-end on July 31, 2016.

Activity: Develop, distribute, and advertise the workshop schedule and other program offerings.

Activity: Conduct at least three presentations or workshops per month to the target audience, both within the libraries and onsite at partnering and participating organizations.

Activity: Implement the availability for one-on-one direct coaching with library patrons.

Activity: Conduct train-the-trainer sessions for library staff, library volunteers, and staff members of program partners and participants.

Objective 5. Explore new ideas for continuing to mitigate the digital divide and extending the reach of the library beyond its hours and walls so community members have alternatives for accessing needed information related to education, employability, and entrepreneurship. By February 28, 2016.

Activity: Conduct brainstorming sessions with staff at partnering and participating organizations, library staff and volunteers, target audience, and other stakeholders to generate ideas for making program information and instruction more accessible throughout the community.

Activity: Conduct a survey among stakeholders, including workshop participants and other library users to drill down to the ideas that would have the most positive impact on the community.

Activity: Evaluate and choose the three ideas most feasible and advantageous for further development. Ideas might include a web portal for the program, podcasts and self-paced online presentations and workshops, improved interfaces to facilitate the use of the Gale databases and other digital resources, lending of computer devices and wireless routers, and an Expanding Opportunities Program business incubator space in the library or community.

Objective 6. Document program processes, workshops, contact types, challenges, and opportunities so that the program is packaged for replication. By July 31, 2016.

Activity: Identify the processes, curriculum materials, and other aspects of the program that should be documented for replication, possibly in the form of an Expanding Opportunities Program handbook.

Activity: Plan and implement the documentation.

Activity: Complete the documentation and determine methods of sharing with other library systems and other community organizations.

Activity: Consider sharing program experiences through at least one activity such as a presentation at a professional conference, publication of an article/paper, or posting blog articles about the program or specific aspects of the program.

Through the Expanding Opportunities Program, the library becomes a natural partner in the community's economic development. The library teams with other organizations to promote traditional literacy as well as critical digital literacy skills necessary in today's world. The program supports patrons' access to information that builds the foundation necessary for growth in education, employment, and business.

D. Budget narrative

LSTA Personnel and Benefits costs are for the Expanding Opportunities Program Coordinator (Outreach Education Librarian) and substitute librarian who support the program. These costs represent a 3 percent increase over those for Year 2.

The LSTA Travel costs represent an average of 40 driving miles per week for one year at the 2014 IRS mileage rate of 56 cents per mile. This is a reduction from the amount budgeted for Years 1 and 2 because we now have actual Year 1 driving data.

Note that the Personnel, Benefits, and Travel costs are less than what was proposed in the Brief Grant Proposal submitted in April.

Equipment costs are paid for by local supporting organizations including the Four Way Community Foundation and Josephine County/Business Oregon. Such equipment includes computers, projectors, mobile devices, and other equipment needed for training, outreach, and the Expanding Opportunities Program lab.

LSTA supply costs cover printing, paper, copies, student flash drives, and other supplies needed for the workshops.

LSTA contractual costs are for graphic design, video, and curriculum development and delivery that supplements the efforts of the Outreach Education Librarian. Local in-kind includes printing, Web communications, and other contractual services offered pro bono.

Library materials are paid for by local supporting organizations such as the Grants Pass Friends of the Library and the Josephine County Library Foundation, as well as by the JCLI operating budget. These materials are for additions to the collection to support the program focus areas.

Josephine Community Libraries expects to obtain sustaining support from program partners, local government, and local foundations that have an interest in alleviating the problems this proposal addresses. When Josephine County passes the library district measure (election for Measure 17-62 on November 4, 2014), financial support for limited elements of this program will be provided from the library district budget.

E. Evaluation method

The goal of the Expanding Opportunities Program is to increase information literacy skills for library patrons and for partnering organizations and their clients, so that people can develop their prospects in the areas of education, employability, and entrepreneurship.

Outcomes that meet this goal are:

- 70 percent of 100 people who take the digital literacy self-assessment matrix show a 50 percent improvement between the pre- and post-assessment.
- Usage of the Gale databases, especially those having to do with education, employment, and business, increases 50 percent from August 1, 2015 to July 31, 2016.
- Usage of the Learning Express Library increases 50 percent from August 1, 2015 to July 31, 2016.
- 70 percent of 100 people — who take workshops in which they are seeking specific information to help them achieve their education, employment, or entrepreneurship goals — find significantly useful information to move them forward in their action plan.

To effectively evaluate that these outcomes are being met, the Expanding Opportunities Program coordinator and other JCLI staff and volunteers will use the Program Evaluation Logic Model as the roadmap for specifying resources, detailing activities, identifying outputs, and measuring outcomes to achieve the program goal. The following data will be collected and analyzed as indicators for program success criteria.:

- The number and types of library skills training opportunities taken in the community, and the result in the form of individualized evaluation forms and user retention.
- The number and types of community collaborations established as part of this project, and the result, including the number of training sessions and the number of staff and clients trained.
- The number and types of one-on-one training and direct services provided by this program.
- The number and types of group training programs offered on materials, technology resources, and other topics focused on education, employability, and entrepreneurship.
- The number of people who attend the group training programs, their pre- and post-self-assessments, and their evaluations.

- Followup surveys and interviews with participants who attended workshops or received related direct services.
- The number of new and repeat independent users generated as a result of workshops in the community or at the library.

The program coordinator (Outreach Education Librarian) and other library staff and volunteers will also collect anecdotal evidence of positive impact when library patrons offer their stories about how they used elements of this program to further their opportunities.

The offerings of the Expanding Opportunities Program will be publicized as follows:

- Press releases and event notices to local media, the major outlets being The Daily Courier, KAJO AM radio, KDRV Channel 12, KOBI Channel 5, KTVL Channel 10, and KSOR Jefferson Public Radio.
- Workshop and other event notices in online community calendars such as those managed by the Grants Pass/Josephine County Chamber of Commerce, The Daily Courier, local radio and television stations.
- A web area dedicated to the Expanding Opportunities Program on the JCLI website (<http://www.josephinelibrary.org/services/ExpandingOppsPgm>) as well as news and calendar items updated at least once monthly.
- News and program offering announcements in the monthly JCLI e-newsletter, children's e-newsletter, and volunteer e-newsletter.
- Fliers and bookmarks about the program in all library branches, at partnering and participating organizations, and other strategically chosen locations in the community.
- Brief announcements at community meetings such as Chamber Greeters and Rotary.
- Special program presentations to community groups, including civic organizations, about the Expanding Opportunities Program and its offerings.
- Program “commercials” at all JCLI events that are attended by members of the target audience, including children's events where parents are present, events at the Readapalooza celebration of books, conversation projects, author and book talks, Cow Scrabble tournament, Summer Reading Program special events, and more.
- Program “talking points” used by library staff and volunteers who work the Circulation Desk and Information Desk and interact with patrons.
- Complete program information included in the Communication Logs at all branches and desks where staff and volunteers interact with patrons and need quick access.

The program will also be publicized through the communications channels of each of the partnering organizations.

Part IV: Certification of Application

1. Documentation of project support. Partners listed in Part I, number 12 must sign. The grant applicant signs IV.3.d. If the fiscal agent is different than the applicant, they sign IV.3.e.

I HAVE READ THE PROPOSAL PRESENTED ON THE PRECEDING PAGES. I AM AWARE OF THE OBLIGATIONS THAT PARTNERSHIP IN THE PROPOSED PROJECT WOULD ENTAIL. BY MY SIGNATURE I CERTIFY MY ORGANIZATION'S COMMITMENT TO SUPPORT THE PROPOSED PROJECT AS DESCRIBED IN THE PRECEDING PAGES.

Name	Library/Organization	Signature	Date
Doug Mares	DHS		8/13/14

2. Certification for Children’s Internet Protection Act

Public and public school library applicants, and consortia with public or school members **must** check one of the options below (a, b, or c).

a.	The applicant public or public school library has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. Every computer connecting to the Internet, public and staff, is filtered. The filter can be disabled upon request of adults.
b.	<i>(for consortia only)</i> Prior to using any LSTA funds to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or a public school library, the applicant consortium or group will collect and retain a duly completed Internet Safety Certification from every constituent public library or public school library in accordance with requirements of Section 9134(f) of the Library Services and Technology Act. Every computer connecting to the Internet, public and staff, is filtered. The filter can be disabled upon request of adults.
c.	The requirements of Section 9134(f) of the Library Services and Technology Act do not apply to the applicant library because no funds made available under the LSTA program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or public school library that does not receive discounted E-Rate services under the Communications Act of 1934, as amended.

- e. Signature of fiscal agent (if different than applicant or if applicant is not a 501(c)3 or legally established entity or if applicant does not have contract authority for the ORGANIZATION)

Name of official authorized to enter into contractual agreements for the ORGANIZATION

Title

Signature

Date

Email

Phone number

This form must be received at the State Library no later than 5:00 p.m. on Friday, August 15, 2014.

Email a Word or PDF of your proposal to ann.reed@state.or.us. It is fine if you are not able to include letters of recommendation or appendices in the electronic copy. The electronic copy does not substitute for the hard copy original. Hard copy must be **single-sided**. The hard copy original of this form with signature must be received at the State Library no later than **5:00 pm on Friday, August 15, 2014. Faxed copies will not be accepted.** There are no exceptions. If requesting indirect costs, attach appropriate sections of a federally- approved indirect cost plan.

Mail or deliver **one copy** of your application to:

Library Development Services
Oregon State Library
250 Winter St., NE
Salem, OR 97301-3950



100 E. Main Street, Ste A • Medford, OR 97501

FOUNDING UNDERWRITERS

City of Grants Pass
City of Medford
Jackson County
Josephine County

July 2014

EXECUTIVE UNDERWRITERS

AmericanWest Bank
Asante Health System
Avista Utilities
Bank of the Cascades
CDS Publications
City of Ashland
City of Central Point
Coquille Indian Tribe - CEDCO
Cow Creek Band of Umpqua
Tribe of Indians
Harry & David Operations
Hunter Communications
Lithia Motors, Inc.
Mid Rogue IPA/Care Source
Moss Adams, LLP
PacifiCorp
Pro Care Software
Regence BlueCross BlueShield
Rogue Credit Union
The Boardroom
Umpqua Bank
US Bank

UNDERWRITERS

Adroit Construction Co., Inc.
Amy's Kitchen
Ausland Group
Batzler Construction Services
Boise Cascade, LLC
Cascade Wood Products
Charter Business
City of Eagle Point
Evergreen Federal Bank
Fire Mountain Gems & Beads
Jackson County Fire District #3
Key Bank
Knife River Materials
KOGAP Enterprises, Inc.
Mail Tribune
Medford Fabrication
Met One Instruments
Murphy Company
Ogden Roemer Wilkerson
Providence Medford Medical Center
R.A. Murphy Construction
Rogue Community College
Rogue Valley Sewer Service
Rogue Disposal & Recycling
S & B James Construction
Schwabe Williamson & Wyatt, P.C.
Southern Oregon Sanitation
Southern Oregon University
Tekmanagement
The Job Council

August 4, 2014

Kate Lasky
Executive Director
Josephine Community Libraries
Grants Pass, Oregon 97526

Dear Kate,

On behalf of SOREDI we are excited to offer our support for your proposal to seek funding through the Library Services and Technology Act (LSTA) for a three-year grant to provide relevant technology resources, outreach and training to meet the needs of Josephine County citizens looking to develop their prospects and improve their lives in areas such as education, employability and entrepreneurship.

Closing the gap that exists within Southern Oregon between the job opportunities available via our region's leading business employers and our region's unemployed or under-employed workers is a top priority for SOREDI as we pursue our mission to enhance the overall economic strength of the region. The special services to be offered with the LSTA grant would directly address many of the essential needs of our region's unemployed or under-employed workforce by assisting them to become familiar with new aspects of technology, to access essential information and to explore the potentials of entrepreneurship. The LSTA grant could easily be a "demonstration model" for directly enhancing the technology and information retrieval skills for our region's workers as these skills are clearly required or expected by our area's employers. Josephine Community Libraries are well suited as the resource location for providing access to both technology and information skills.

We strongly support your application for the three-year LSTA grant and hope your success will render significant improvements in the overall skill and career readiness of our area.

Sincerely,

Ron Fox
Executive Director



Rogue Community College

Library Services

3345 Redwood Highway
Grants Pass, OR 97527
Phone: (541) 956-7147

August 6, 2014

LSTA Grant Review Committee
Oregon State Library
250 Winter Street NE
Salem, Oregon 97301-3950

Dear Committee Members:

I'm writing to give my support and endorsement for the Expanding Opportunities Program of Josephine Community Libraries.

This program provides critical instruction in digital literacy, and clearly models what public libraries need to be doing in the 21st century. By focusing on education, career development, and business growth, the Expanding Opportunities Program is developing solutions that can make a real improvement in people's lives and a lasting positive change in Josephine County.

I serve my community as both workforce-training instructor and Library Department Chair at Rogue Community College (RCC). It's a community I know well: I was born and raised in Grants Pass, and I'm an RCC graduate as well. I know firsthand how important digital literacy and basic research skills are to our college students and the community at large. The Expanding Opportunities Program will serve both constituencies well.

I believe that this is one of the best things a public library can do for its community – to help people learn and use digital literacy skills so that they can quickly and easily access the wealth of information available to help them achieve their goals, whatever they might be.

I recommend your support of the project proposal. Feel free to call me if you'd to discuss this further.

Regards,

Robert Felthousen, MLIS
Library Department Chair
Rogue Community College