

Lake Worth Beach Public Library- English for Families Spring 2023

2022/08 - English for Families Spring 2023

Lake Worth Beach City Library

Mrs Cindy Ansell
15 N M Street
Lake Worth Beach, Florida 33460

lwlibrary@lakeowrthbeachfl.org
O: (561)-533-7354

Miss Olivia Shimkus

15 N M Street
Lake Worth Beach, Florida 33460

oshimkus@lakeworthbeachfl.gov
O: (561)-533-7354

Application Form

Project Title:

Project Name*

Please enter the title as "Your Library Name- English for Families Spring 2023"

Lake Worth Beach Public Library- English for Families Spring 2023

Sponsoring Organization:

Sponsoring Organization Information:

If approved, this is the name of the non-profit organization to which all grant funds would be made payable.

Sponsoring Organization Name:*

Lake Worth Beach Public Library

Sponsoring Organization Address Line One:*

15 N M Street

Sponsoring Organization Address Line Two:

Sponsoring Organization City:*

Lake Worth Beach

Sponsoring Organization State:*

Use two letter abbreviation.

FL

Sponsoring Organization Postal Code:*

33460

Sponsoring Organization County:*

Palm Beach

Sponsoring Organization Business Phone:*

5615337354

Sponsoring Organization Annual Budget:*

Share the sponsoring organization's annual budget from the most recently completed fiscal year.

\$483,045.00

Sponsoring Organization Federal ID Number:*

This number is issued by the IRS and is typically a 2-digit number followed by a dash and 7 more digits.

59-6000358

Sponsoring Organization Unique Entity ID (SAM) Number:*

As of April 2022, the federal government has replaced the DUNS number with a **Unique Entity ID (SAM)** as the authoritative identifier for all organizations doing business with the federal government. As such, all applicants are required to have a Unique Entity ID in order to receive funding from Florida Humanities. Please note that organizations may obtain a Unique Entity ID without having to complete a full entity registration in SAM.gov and Florida Humanities does **NOT** require a full registration to receive funding. Click [here](#) for more information about obtaining a Unique Entity ID.

GKQ1QGJPEVC7

Is the Sponsoring Organization in a RAO area?*

Please refer to <http://www.floridajobs.org/docs/default-source/community-planning-development-and-services/rural-community-programs/redi/raomap1.pdf?sfvrsn=2> **this website** to determine if your county or city is categorized as a Rural Area of Opportunity (RAO).

No, this organization is not a RAO area

Sponsoring Organization Website Address:

<https://lakeworthbeachfl.gov/lake-worth-beach-city-library/>

Project Director:

The Project Director is the library staff member who will be responsible for the overall management of grant funding, program logistics including family recruitment, and final reporting.

Project Director Salutation*

Miss

Project Director First Name:*

Olivia

Project Director Last Name:*

Shimkus

Project Director Business Title:*

Literacy Program Specialist

Project Director Organizational Affiliation:*

Lake Worth Beach Public Library

Project Director Address Line One:*

15 N M Street

Project Director Address Line Two:

Project Director City:*

Lake Worth Beach

Project Director State:*

Use two letter abbreviation.

FL

Project Director Postal Code:*

33460

Project Director Address Type:*

Is this a home or business address?

Business

Project Director Email:*

Florida Humanities communicates primarily through email. Please provide an email address the project director checks frequently.

oshimkus@lakeworthbeachfl.gov

Project Director Email Type:*

Is this a personal or business email address?

Business

Project Director Contact Number:*

5615337354

Project Director Contact Number Type:*

Is this a personal or business number?

Business

How did you hear about funding this opportunity from Florida Humanities?*

Florida Humanities Postal Mailing

If other, please specify:

Magazine

State and Federal Representatives:

State House District Number:*

88

State House District Representative Name:*

Jervonte "Tae" Edmonds

State Senate District Number:*

31

State Senate District Representative Name:*

Lori Berman

U.S. Congressional District Number:*

21

U.S. Congressional District Representative Name:*

Lois Frankel

Narrative:

Use the form fields below to answer each narrative question.

1. Program Need:*

What is the need for English for Families programming in your community? Describe the community's demographics and the library branch that will host the program.

The need for this project in the community of lake worth beach is huge. Though we are a small library, we are essential in our community for providing access to information, technology and support. This program would be very beneficial for our library patronage because we have a large population of English learners, mostly Spanish speakers who are learning English as a second language. We see these patrons have the desire to support their children and families and take a more active role in their children's education, but they may struggle or be fearful of advocating for their children because of the language barrier. This program could help address this divide, which would create happier parents and kids with strong family values. Parents who are comfortable expressing their ideas to the community would make our entire city stronger. The family aspect of this program is essential to our patrons. We have a large population of Guatemalans in our area as well as many Cuban, Mexican, And Haitian patrons. We witness with these South American and Caribbean cultures, how important the family unit is. We have a very popular Spanish Family Spanish collection that we keep updated to better serve them. We see families come to the library from grandma down to the baby, with aunts, uncles, and cousins, all together browsing for books, playing computer games, and reading together. This is not unusual, they have strong family bonds that color everything they do, especially the way they learn. Having families learning together and adding the so important literacy component is a great opportunity to maximize not only the success of the literal education but the sense of unity and collaboration within the family. Our little library is located right in our downtown, walking distance from many great schools, businesses, and nonprofits' who all come together to support each other and the families that call this community home. We are the perfect place to debut this type of program.

2. Current Literacy Programming:*

Describe current literacy programming offered by your library or library system. This may include youth, adult and/or family programming. Include how many people are served by existing programs and the methods utilized to assess program effectiveness such as surveys, observations, etc.

The City of Lake Worth beach has a Literacy crisis. According to the 2020 Census, Lake Worth Beach has the lowest literacy rate in Palm Beach County. Because of this, literacy programming is a priority to the Lake Worth Beach Library. We have partnered with the cities Leisure Services Department to ensure that every city event has a literacy component. We give out books, sign up for cards, and promote literacy initiatives at all city events and happenings. We have installed the Brainfuse learning platform on our city website offering free online tutoring and adult education opportunities from home, with just our library card and a device with internet. We support the " Little Free Library" project which maintains over 100 little Little Free Libraries in Lake Worth Beach. The library also has successful virtual storytimes which get over 250 views weekly, as well as in person storytime for preschoolers. The library also presents an annual literacy festival " Biblioarte" which brings authors & illustrators to thousands of children in our area through school visits and a city-wide festival to celebrate the intersection of art and literacy. The library distributes books at our cities annual "Day of the Dead" festival and supplies at our Back to school Bash. One of our most successful programs "Table Talk" was funded by the Humanities council in 2019. It brought families together to learn, read, bond, and share meals and stories at the dinner table. Over 30 families participated with great results and rave reviews. We are still asked, " when will table talk come back?" We believe the English for Families program will fill that gap that Table Talk left.

As far as assessing the effectiveness of our programs constantly growing and changing with the needs of our community is something we take pride in. Along with the typical data collecting like sign in sheets and headcounts, we also compile surveys where we ask for frank observations on the programs and how we can improve for next time. We carefully note the constructive feedback as well as what people enjoyed about our

program. We also want to collect what I call "stories of impact," or narratives of what a program did for someone beyond the statistics. We compile all these together into extensive reports on how the program went and what we should improve and keep the same.

3. Key Personnel:*

Identify your key program team members and their prior experience with administering and/or facilitating literacy programming. This must include a library program coordinator who will oversee program logistics and family recruitment and an instructor who will directly facilitate weekly programming. The instructor should be a certified English language instructor or have at least two years of professional teaching experience in literacy or a similar field. Describe additional staffing resources of the library or library system. If applicable, describe all community partners that will be committed to ensuring the program's success.

We are extremely fortunate to have a dedicated and experienced staff at our library. Though small, we are very mighty when it comes to our passion and expertise. I am the key personnel who will be acting in the role of Program Coordinator. As Literacy Programming Specialist, my entire position is centered around, finding, creating, promoting, preparing, and facilitating literacy programs, and I have the luxury of being able to devote all my working time to this. With a background in both Communication and Education, programming is at the intersection of my interests and experience. I will also be acting as instructor, As I am TEFL Certified, and have taught English as a second language in both a tutoring capacity and abroad in South Korea. I also served in this same community for 2 years with Literacy Americorps, a government agency that puts professionals in areas of need, which fostered my passion for literacy and showed me the need in this area. While I am new to the game, our Library Manager Cindy Ansell who would be supporting me in this initiative has an impressive resume of successful programs at our library. She was the facilitator of our wildly popular "Table Talk" series from above, and is no stranger to the logistics of planning and implementing a literacy program. I rely heavily on her expertise and she will act as a consultant on all aspects of this initiative, as she has years of experience with both small scale programs, such as story time, crafts, and community outreach, as well as with very large scale events like our signature, the "Biblioarte" book festival. Our Children's Librarian, Kay Ralston, will also be a valuable resource to me with this program as she is a pro at discovering the best of the best materials, games, and songs to make every lesson fun and exciting. The rest of our staff will be supportive with all the logistical parts of physically running this program. Our staff is both capable for and passionate about this program.

4. Program Publicity and Partnerships:*

Describe your plans for publicizing the program and recruiting families for participation. Libraries should host an average attendance of 10-15 families per session. Note any partnering community agencies and/or nonprofits that will assist with program publicity and family recruitment.

With my background in Communications, publicity is something I enjoy and have a lot of experience with. For publicizing our events, we use a variety of both traditional and non-traditional methods. We have a very active Facebook and Instagram that we use to promote our events, as well as a popular local newspaper we advertise in regularly. We have calendars of all our programs available for our patrons and keep our city website up to date. I also design all of our flyers and handouts which have been really successful in the past when we place them around our community. All of these are effective ways we publicize our events, however our most useful tool for getting participation is our community partners. We have a relationship with several local agencies within the demographic we would be looking to work with including our counties Healthy Mothers, Healthy Babies, the Farmworker Coordinating Council of Palm Beach County, Inc. and the Guatemalan-Mayan Center in our city. We communicate heavily with these non-profits and have done storytimes and parenting classes with them. We always keep them in the loop, and these are the same people we are trying to reach with the English for Families program. One of our most cherished partnerships is with our Local BRIDGES groups. BRIDGES are "gathering places that connect local families to community resources." We work with the two BRIDGES locations in our community regularly. We often go to their events and promote the library and our programs as well as provide programs for them at their facilities. We

treasure these partnerships because as their mission states, they "bridge" the gap between the community who needs help, and the resources out there available for them, like us. Between these methods, publicity for the event will be very effective at getting a lot of families for this program that will really benefit from what we have to offer.

5. Program Format:*

Please define your preferred program format (in-person or virtual) as well as the number of sessions to be held weekly (2 sessions weekly for 5 weeks or 1 session weekly for 10 weeks). If you plan to host programming virtually, please describe the technology available to host the program virtually and the support tools and staff available to ensure participants' technology needs are met.

We plan to have this program in person as, many of our desired demographic may not be able to participate via zoom. We have a newly renovated meeting room that will be the perfect location to hold our evening classes, and many of the organizations we want to partner with are nearby.

We Plan to have a 5 week session of 2 sessions for week.

Budget and Budget Detail:

Request may not exceed \$4,000 and Florida Humanities funds may only be used for allowable expenses incurred during the project period.

Program Instructor*

Recommended payment is \$1,000

\$1,000.00

Instructor Book Set*

The Orange County Library System will provide a list of approximately 30 books to be used by the program instructor. The estimated cost is \$600.

\$600.00

Family Books*

As an incentive for participation, it is recommended that all families who complete the program receive at least one gift book. Libraries are encouraged to use the *Oxford Picture Dictionary* (approx. \$33/each) or another appropriate book of their own choosing. Libraries should estimate the cost of purchasing at least 15 books (one per family). Estimated cost is \$500.

\$500.00

Other

Other allowable costs include but are not limited to program marketing, staff programmatic and technology support, and a digital platform for hosting the program virtually. Libraries may also request funding for additional literacy-focused books for families participating in the program and/or for general library circulation. Please include a narrative detail of all "Other" costs requested in the box below.

\$1,600.00

Other Budget Items Detail

600.000 for additional literacy-related materials
500.00 for printing Family guidebooks
500.00 for printing tote bags for the families

A total of 3,700\$

Cost Share

Organizations are required to provide **an estimated minimum 1:1 match**, or cost share. Cost share may include any eligible items not fully covered by Florida Humanities funding. Cost share can be accrued in cash or in-kind services. Cost share may include, but is not limited to:

- Additional library staffing support directly related to the implementation of programming
- Additional books provided to families participating in the program
- Marketing and publicity. Please note that templated publicity materials will be provided by the Orange County Library System. Marketing expenses may include print or digital outreach including social media.
- Venue rental
- Refreshments for attendees
- Supplemental activity supplies.

Total Estimated Cost-Share*

\$4,331.25

Cost Share Detail*

3,000 for meals (10.00 per person x 60 (participants) x5 sessions with food
1331.25 Staff Support:

3 people (4 hours a week X 5 = 20 hours @ 17.75\$ an hour) = 1065.00 for set-up monitor, and break down
266.65 1 person 15 hours @17.75 per hours for marketing support

Total 4,331.25

Supporting Documents:

Supporting documents:

All applicants are **required** to upload a resume and letter of commitment from the program instructor. Additional support documents are not required but may enhance your application. These may include letters of support/commitment from community partners and examples of current literacy programs. Applicants may upload

two additional support documents that may be multiple pages each.
Files may not exceed 1mb each.

REQUIRED: Support Document One - Program Instructor Letter of Commitment and Resume*

Shimkus 2022 Resume.docx.pdf

OPTIONAL: Support Document Two

Letter of Commitment.pdf

OPTIONAL: Support Document Three

TEFL.pdf

Signature:

IMPORTANT: Before signing and submitting your final application, click on the "Application Packet" button at the top of the page. The packet will include your entire application with all uploaded documents. Review thoroughly and make any changes before clicking the "Submit Form" button. Once submitted you will no longer be able to make any changes. The Application Packet should be saved and kept by you as your official copy of the final application.

Electronic Signature:*

By entering your name below, you certify that the information contained in the application is true to the best of your knowledge and that any funds awarded as a result of this request will only be used for the purposes set forth herein.

File Attachment Summary

Applicant File Uploads

- Shimkus 2022 Resume.docx.pdf
- Letter of Commitment.pdf
- TEFL.pdf