

<b>REQUEST FOR COUNCIL ACTION</b> CITY OF SAN DIEGO	CERTIFICATE NUMBER (FOR COMPTROLLER'S USE ONLY) N/A
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TO: CITY COUNCIL	FROM (ORIGINATING DEPARTMENT): Library	DATE: 12/06/2010
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SUBJECT: Institute of Museum and Library Services grant for the Skyline Hills Branch Library

PRIMARY CONTACT (NAME, PHONE): Sheila Burnett, (619) 236-6072	SECONDARY CONTACT (NAME, PHONE): Stephanie Gilbert, (619) 236-5889
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**COMPLETE FOR ACCOUNTING PURPOSES**

FUND					
DEPT / FUNCTIONAL AREA					
ORG / COST CENTER					
OBJECT / GENERAL LEDGER ACCT					
JOB / WBS OR INTERNAL ORDER	N/A				
C.I.P./CAPITAL PROJECT No.	N/A				
AMOUNT	\$0.00	0.00	0.00	0.00	0.00

FUND					
DEPT / FUNCTIONAL AREA					
ORG / COST CENTER					
OBJECT / GENERAL LEDGER ACCT					
JOB / WBS OR INTERNAL ORDER					
C.I.P./CAPITAL PROJECT No.					
AMOUNT	0.00	0.00	0.00	0.00	0.00

**COST SUMMARY (IF APPLICABLE):** The Institute of Museum and Library Services (IMLS) total award amount for the Skyline Hills Branch Library is \$25,000. The award period is from July 1, 2010 to June 30, 2013. The original award amount of \$25,000 will be distributed in three payments:

FY 2011 - \$12,000  
 FY 2012 - \$6,500  
 FY 2013 - \$6,500

**ROUTING AND APPROVALS**

CONTRIBUTORS/REVIEWERS:	APPROVING AUTHORITY	APPROVAL SIGNATURE	DATE SIGNED
Liaison Office	ORIG DEPT.	Barrow, Deborah	12/20/2010
Grants Administration	CFO		
Financial Management	DEPUTY CHIEF		
Comptroller	COO	Goldstone, Jay	1/6/2011
	CITY ATTORNEY	Lipsky, Rachel	2/9/2011
	COUNCIL PRESIDENTS OFFICE		

PREPARATION OF:	<input checked="" type="checkbox"/> RESOLUTIONS	<input type="checkbox"/> ORDINANCE(S)	<input type="checkbox"/> AGREEMENT(S)	<input type="checkbox"/> DEED(S)
<p>1. Authorizing the Mayor or his representative to make application for the Institute of Museum and Library Services (IMLS) grant for the Skyline Hills Branch Library, and to take all necessary actions to secure funding for a total amount of \$25,000 to be distributed during the award period of July 1, 2010 through June 30, 2013.</p> <p>2. Authorizing the Chief Financial Officer to accept, appropriate and expend Fiscal Year 2011 IMLS grant funds for the Skyline Hills Branch Library in the amount of \$12,000; Fiscal Year 2012 IMLS grant funds in the amount of \$6,500; and Fiscal Year 2013 IMLS grant funds in the amount of \$6,500.</p> <p>3. Authorizing the Chief Financial Officer to establish a special interest-bearing account for Fiscal Year 2011 IMLS grant funds for the Skyline Hills Branch Library in the amount of \$12,000; Fiscal Year 2012 IMLS grant funds in the amount of \$6,500; and Fiscal Year 2013 IMLS grant funds in the amount of \$6,500.</p>				
STAFF RECOMMENDATIONS:				
Approve the requested Action.				
SPECIAL CONDITIONS (REFER TO A.R. 3.20 FOR INFORMATION ON COMPLETING THIS SECTION)				
COUNCIL DISTRICT(S):	4			
COMMUNITY AREA(S):	Skyline Hills			
ENVIRONMENTAL IMPACT:	None			
CITY CLERK INSTRUCTIONS:	None			

**COUNCIL ACTION  
EXECUTIVE SUMMARY SHEET  
CITY OF SAN DIEGO**

DATE: 12/06/2010

ORIGINATING DEPARTMENT: Library

SUBJECT: Institute of Museum and Library Services grant for the Skyline Hills Branch Library

COUNCIL DISTRICT(S): 4

CONTACT/PHONE NUMBER: Sheila Burnett/(619) 236-6072

**DESCRIPTIVE SUMMARY OF ITEM:**

The Institute of Museum and Library Services has received its final funding bill signed by the President. The legislation has designated \$25,000 in federal funds to the City of San Diego for books, technology, education and outreach programs for the Skyline Hills Branch Library. The proposed grant program is titled, "Skyline Hills Community Enrichment Project". The program period will be from June 1, 2010 through June 30, 2013. The requested Council action is to authorize application for, acceptance, appropriation and expenditure of the grant funds.

**STAFF RECOMMENDATION:**

Approve the requested Action.

**EXECUTIVE SUMMARY OF ITEM BACKGROUND:** The Skyline Hills service area is a predominately single-family residential community. The income level is generally characterized as lower middle class and blue-collar.

There is a significantly higher school age population (ages 5 to 19) which accounts for 35 percent of the residents.

The Skyline Hills area is one of the most diverse communities in the region; 84 percent of the population is non-white with a racial makeup of 26 percent Hispanic, 23 percent African American, 36 percent Asian/other and 16 percent White. A majority of the Filipino-American population use the branch heavily.

The Skyline Hills Community Enrichment Project will support the Skyline Hills Branch Library in providing needed resources and services to enhance learning, sustain knowledge, develop cultural awareness; help children achieve academic success and support professional development in the community.

Based on the results of the Community Needs Assessment Activities Study involving 800 participants, four high priority service areas that most critically responded to community needs were identified:

- Formal Learning Support
- Youth Development Support
- Basic Literacy Support
- Cultural Awareness

Based on these four high priority needs, the following were identified:

- A comprehensive collection of information resources that will make the Skyline Hills Branch Library a primary repository of information for its neighborhood.
- Homework Center and Computer Center. A place for tutoring was also important to the community.

- Information sources and services to support student learning, particularly at times beyond hours of normal school operation.
- Information sources and programming to support teachers.
- Resources and programs for parent education so that parents might be more effectively involved in the learning of their children.
- A safe venue for public discussion, educational and cultural programs.

The Project will enable the branch library to carry on its goals and services for student learning and resources for teachers as well. It will empower the youth in the area and assist the library in serving as a creator and provider of opportunities for youth leadership. The project will provide educational programs for children at an early age. It will promote cultural awareness in the community through multicultural programs, expanding the existing foreign language collections and the African-American collection. The project will include programs that provide access to technology systems.

FISCAL CONSIDERATIONS: Original grant award of \$25,000 to be distributed within the award period of July 1, 2010 - June 30, 2013. Fiscal Year 2011 \$12,000, Fiscal Year 2012, \$6,500, Fiscal Year 2013, \$6,500. The City is not required to provide any matching funds under the terms of the grant.

EQUAL OPPORTUNITY CONTRACTING INFORMATION (IF APPLICABLE): N/A

PREVIOUS COUNCIL and/or COMMITTEE ACTION (describe any changes made to the item from what was presented at committee): This Item has not been previously heard at Committee.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS: The Project Activities and Goals will include:

1. Expanded/updated library collections:
2. Outreach to Schools
3. Creation of a Youth Empowerment for Success (YES) Program: an advocacy project that inspires youth creativity through art classes; strengthens youth leadership by way of a library Teen Council and supports self determination to secure a successful future in a safe, educational and enjoyable place.
4. Provide Programs to Preschoolers, including programs using technology. Continue the regular Preschool storytime and provide a new Early Literacy computer for children 0-5 years of age.
5. Showcase multicultural and educational programs to the community.
6. Continue and expand participating in annual cultural activities, like, Annual Filipino-American and Black Heritage Day Festivals, sponsored by the 4th Council District during the months of October and February.

As the project is implemented, evaluation questionnaires will be provided to participants and groups to gather feedback and identify corrections. Staff will also gather and evaluate quantitative and qualitative participation data at the beginning of the grant period and then annually to measure effectiveness in: materials collection; circulation statistics; the number of programs offered; outreach and computer usage.

All schools in the service area will be involved in the Project activities. The area service schools are Morse High School, 2 Middle schools: Keiller and Bell Middle Schools, and 5 elementary schools: Audubon, Bethune, Boone, Freese, and Fulton Elementary Schools. It will also include the PreSchool/Parent Participation Program.

**KEY STAKEHOLDERS AND PROJECTED IMPACTS:** The Skyline Hills Community Enrichment Project will enable the Skyline Hills Branch to expand its services to the community. With updated resources in several areas of the library collection, the Branch Library would be able to carry out its goal in providing information sources needed to raise information literacy to its constituents. The activities that the project provides will enhance student learning and assist parents in getting actively involved with their children's education. The multicultural programs will increase cultural awareness in this diverse community, thus, promoting understanding and appreciation of the different cultures amongst community members. The educational programs for children and young adults, and for those youth at risk, will provide a venue for worthwhile activities and help them grow as responsible citizens. Getting more of the community involved in the library through this project has the potential to help decrease gang activities and violence in the community. Project activities that provide the use of technology will help the community enhance their computer skills for career and professional development.

A written report will be made at the end of the project. An annual assessment of the program will be completed. By the end of the project in the 3 year span, it is expected that the library will realize an increase in information literacy and cultural awareness by 50%. An improvement in cultural awareness by 30% is also targeted. The community is also expected to increase their use of information technology by 30%. The Skyline Hills Branch Library is positioned to become the educational, informational and cultural hub of the community.

Barrow, Deborah  
Originating Department

Goldstone, Jay  
Deputy Chief/Chief Operating Officer

RESOLUTION NUMBER R-\_\_\_\_\_

DATE OF FINAL PASSAGE \_\_\_\_\_

A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN DIEGO  
AUTHORIZING THE MAYOR OR HIS DESIGNEE TO APPLY FOR,  
ACCEPT, APPROPRIATE, AND EXPEND GRANT FUNDS FROM THE  
INSTITUTE OF MUSEUM AND LIBRARY SERVICES.

WHEREAS, the Institute of Museum and Library Services has awarded a grant (Grant) to the City of San Diego (City) in the amount of \$25,000; and

WHEREAS, the City is not required to provide any matching funds under the terms of the Grant; and

WHEREAS, the Grant will be used for books, technology, and education and outreach programs for the Skyline Hills Branch Library for the award period from July 1, 2010, through June 30, 2013; and

WHEREAS, the Grant funds will be distributed to the City in three separate payments over three Fiscal Years as follows: \$12,000 in Fiscal Year 2011, \$6,500 in Fiscal Year 2012, and \$6,500 in Fiscal Year 2013; and

WHEREAS, the Grant program, "Skyline Hills Community Enrichment Project," will support the Skyline Hills Branch Library in providing needed resources and services to enhance learning, sustain knowledge, develop cultural awareness, help children achieve academic success and support professional development in the community; NOW, THEREFORE,

BE IT RESOLVED, by the Council of the City of San Diego, that the Mayor, or his designee, is hereby authorized to apply for and take all necessary actions to secure Institute of Museum and Library Services (IMLS) grant funds in an amount not to exceed \$25,000, for the

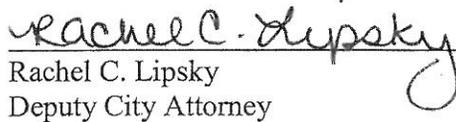
purpose of supporting the Skyline Hills Branch Library, for a three-year period from July 1, 2010, through June 30, 2013.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to accept, appropriate, and expend IMLS grant funds for the Skyline Hills Branch Library in an amount not to exceed \$12,000 in Fiscal Year 2011, an amount not to exceed \$6,500 in Fiscal Year 2012, and an amount not to exceed \$6,500 in Fiscal Year 2013.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to establish a special interest-bearing fund for the IMLS grant funds for the Skyline Hills Branch Library in an amount not to exceed \$12,000 in Fiscal Year 2011, an amount not to exceed \$6,500 in Fiscal Year 2012, and an amount not to exceed \$6,500 in Fiscal Year 2013.

APPROVED: JAN I. GOLDSMITH, City Attorney

By

  
Rachel C. Lipsky  
Deputy City Attorney

RCL:sc

2/7/11

Or.Dept:Library

PL # 2011-05145

I hereby certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of \_\_\_\_\_.

ELIZABETH S. MALAND  
City Clerk

By \_\_\_\_\_  
Deputy City Clerk

Approved: \_\_\_\_\_  
(date)

\_\_\_\_\_  
JERRY SANDERS, Mayor

Vetoed: \_\_\_\_\_  
(date)

\_\_\_\_\_  
JERRY SANDERS, Mayor

Opportunity Title:	Congressionally Directed
Offering Agency:	Institute of Museum and Library Services
CFDA Number:	45.312
CFDA Description:	National Leadership Grants
Opportunity Number:	CD-FY10
Competition ID:	CD-FY10
Opportunity Open Date:	01/26/2010
Opportunity Close Date:	04/01/2010
Agency Contact:	For Museums: Steve Schwartzman Senior Program Officer Phone: 202/653-4641 E-mail: sshwartzman@imls.gov

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

\* Application Filing Name: San Diego Public Library Skyline Hills

#### Mandatory Documents

Move Form to Complete

Move Form to Delete

#### Mandatory Documents for Submission

Application for Federal Domestic Assistance-Sho  
Project Abstract  
Attachments

#### Optional Documents

Other Attachments Form

Move Form to Submission List

Move Form to Delete

#### Optional Documents for Submission

### Instructions

- 1** Enter a name for the application in the Application Filing Name field.

  - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
  - You can save your application at any time by clicking the "Save" button at the top of your screen.
  - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2** Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.

  - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
  - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
  - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
  - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3** Click the "Save & Submit" button to submit your application to Grants.gov.

  - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
  - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
  - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
  - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

APPLICATION FOR FEDERAL DOMESTIC ASSISTANCE - Short Organizational

\* 1. NAME OF FEDERAL AGENCY:  
 Institute of Museum and Library Services

2. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:  
 45.312  
 CFDA TITLE:  
 National Leadership Grants

\* 3. DATE RECEIVED: 04/12/2010 SYSTEM USE ONLY

\* 4. FUNDING OPPORTUNITY NUMBER:  
 CD-FY10  
 \* TITLE:  
 Congressionally Directed

5. APPLICANT INFORMATION

\* a. Legal Name:  
 San Diego, City of DBA Public Library-Admin

b. Address:  
 \* Street1: 820 E Street Street2:  
 \* City: San Diego County: San Diego  
 \* State: CA: California Province:  
 \* Country: USA: UNITED STATES \* Zip/Postal Code: 92101-6416

c. Web Address:  
 http:// www.sandiegoc.gov/public-library

\* d. Type of Applicant: Select Applicant Type Code(s):  
 C: City or Township Government  
 Type of Applicant:  
 Type of Applicant:  
 \* Other (specify):  
 \* e. Employer/Taxpayer Identification Number (EIN/TIN): 956009776  
 \* f. Organizational DUNS: 120291257  
 \* g. Congressional District of Applicant: CA-051

6. PROJECT INFORMATION

\* a. Project Title:  
 Skyline Hills Community Enrichment Project (Skyline Hills Branch Library)

\* b. Project Description:  
 The Skyline Hills Community Enrichment Project will support the Skyline Hills Branch Library in providing the needed resources and services to enhance learning, sustain knowledge, develop cultural awareness; help children achieve academic success and support professional development in the community. The Project will include programs that give access to books and technology resources.

c. Proposed Project: \* Start Date: 07/01/2010 \* End Date: 06/30/2013

APPLICATION FOR FEDERAL DOMESTIC ASSISTANCE - Short Organizational Version 01

**7. PROJECT DIRECTOR**

Social Security Number (SSN) - Optional:  
 000-00-

Disclosure of SSN is voluntary. Please see the application package instructions for the agency's authority and routine uses of the data.

Prefix: <input type="text" value="Ms."/>	* First Name: <input type="text" value="Ma Corazon"/>	Middle Name: <input type="text" value="S."/>
* Last Name: <input type="text" value="Dempor"/>		Suffix: <input type="text"/>
* Title: <input type="text" value="Branch Manager"/>		* Email: <input type="text" value="mdempor@sandiego.gov"/>
* Telephone Number: <input type="text" value="(619) 527-3484"/>		Fax Number: <input type="text" value="(619) 527-3484"/>
* Street1: <input type="text" value="480 S. Meadowbrook Dr."/>		Street2: <input type="text"/>
* City: <input type="text" value="San Diego"/>		County: <input type="text" value="San Diego"/>
* State: <input type="text" value="CA: California"/>		Province: <input type="text"/>
* Country: <input type="text" value="USA: UNITED STATES"/>		* Zip/Postal Code: <input type="text" value="92114-7701"/>

**8. PRIMARY CONTACT/GRANTS ADMINISTRATOR**

Same as Project Director (skip to item 9):

Social Security Number (SSN) - Optional:  
 000-00-

Disclosure of SSN is voluntary. Please see the application package instructions for the agency's authority and routine uses of the data.

Prefix: <input type="text" value="Ms."/>	* First Name: <input type="text" value="Stephanie"/>	Middle Name: <input type="text"/>
* Last Name: <input type="text" value="Gilbert"/>		Suffix: <input type="text"/>
* Title: <input type="text" value="Senior Management Analyst"/>		* Email: <input type="text" value="sgilbert@sandiego.gov"/>
* Telephone Number: <input type="text" value="(619) 236-5889"/>		Fax Number: <input type="text" value="(619) 238 6539"/>
* Street1: <input type="text" value="820 E Street"/>		Street2: <input type="text"/>
* City: <input type="text" value="San Diego"/>		County: <input type="text" value="San Diego"/>
* State: <input type="text" value="CA: California"/>		Province: <input type="text"/>
* Country: <input type="text" value="USA: UNITED STATES"/>		* Zip/Postal Code: <input type="text" value="92101-6416"/>

APPLICATION FOR FEDERAL DOMESTIC ASSISTANCE - Short Organizational Version 01

9. \* By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties (U.S. Code, Title 218, Section 1001)

\*\* I Agree

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

AUTHORIZED REPRESENTATIVE		
Prefix: Ms.	* First Name: Deborah	Middle Name: L.
* Last Name: Barrow	Suffix:	
* Title: Library Director	* Email: dbarrow@sandiego.gov	
* Telephone Number: (619) 236-5870	Fax Number: (619) 236-5878	
* Signature of Authorized Representative: Stephanie Gilbert	* Date Signed: 04/12/2010	

## ATTACHMENTS FORM

**Instructions:** On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

**Important:** Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	ProgramInfo.pdf	File Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	Narrative.pdf	File Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	DetailedBudgetyear1.pdf	File Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	DetailedBudgetyear2.pdf	File Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	DetailedBudgetyear3.pdf	File Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	SummaryBudget.pdf	File Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	Budgetjustification.pdf	File Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8	Scheduleofcompletion.pdf	File Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9	Projectstaff.pdf	File Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10	StatementofPurpose.pdf	File Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11	Supportingdocument1.pdf	File Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12	Supportingdocument2.pdf	File Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13	Supportingdocument3.pdf	File Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14	Supportingdocument4.pdf	File Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15	Supportingdocument5.pdf	File Attachment	Delete Attachment	View Attachment

## Project Abstract

The Project Abstract must not exceed one page and must contain a summary of the proposed activity suitable for dissemination to the public. It should be a self-contained description of the project and should contain a statement of objectives and methods to be employed. It should be informative to other persons working in the same or related fields and insofar as possible understandable to a technically literate lay reader. This Abstract must not include any proprietary/confidential information.

\* Please click the add attachment button to complete this entry.

## PROGRAM INFORMATION SHEET - PAGE ONE

### 1. Applicant Information

- a. Legal Name (5a from Face Sheet): San Diego, City of DBA Public Library-Admin
- b. Organizational Unit (if different from Legal Name): San Diego Public Library
- c. Organizational Unit Address
- Street1: 820 E Street Street2: \_\_\_\_\_
- City: San Diego County: San Diego
- State: California Zip+4/Postal Code: 92101-6416
- d. Web Address: http://www.sandiegolibrary.org

### e. Type of Institution (check one):

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Academic Library                                   | <input type="checkbox"/> Library Association                                | <input type="checkbox"/> School Library, or School District applying on behalf of a School Library or Libraries |
| <input type="checkbox"/> Aquarium   | <input type="checkbox"/> Library Consortium                                 | <input type="checkbox"/> Science/Technology Museum  |
| <input type="checkbox"/> Arboretum/Botanical garden                         | <input type="checkbox"/> Museum Library                                     | <input type="checkbox"/> Special Library  |
| <input type="checkbox"/> Art Museum   | <input type="checkbox"/> Museum Services Organization/ Association          | <input type="checkbox"/> Specialized Museum**   |
| <input type="checkbox"/> Children's/Youth Museum                            | <input type="checkbox"/> Native American Tribe/Native Hawaiian Organization | <input type="checkbox"/> State Library  |
| <input type="checkbox"/> Community College                                  | <input type="checkbox"/> Natural History /Anthropology Museum               | <input type="checkbox"/> State Museum Agency  |
| <input type="checkbox"/> Four-year College                                  | <input type="checkbox"/> Nature Center                                      | <input type="checkbox"/> State Museum Library   |
| <input type="checkbox"/> General Museum*                                    | <input type="checkbox"/> Planetarium  | <input type="checkbox"/> Zoo  |
| <input type="checkbox"/> Graduate School of Library and Information Science | <input checked="" type="checkbox"/> Public Library                          | <input type="checkbox"/> Institution of higher education other than listed above                                |
| <input type="checkbox"/> Historic House/Site                                | <input type="checkbox"/> Research Library/Archives                          | <input type="checkbox"/> Other, please specify: _____   |
| <input type="checkbox"/> Historically Black College or University           |   |   |
| <input type="checkbox"/> History Museum                                     |   |   |

\*A museum with collections representing two or more disciplines equally (e.g., art and history)

\*\*A museum with collections limited to one narrowly defined discipline (e.g., textiles, stamps, maritime, ethnic group)

### 2. Grant Program or Grant Program Category

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> <b>a. 21st Century Museum Professionals</b>           | <input type="checkbox"/> <b>f. Laura Bush 21st Century Librarian Program</b>              | <input type="checkbox"/> <b>i. National Leadership Grants</b>                       |
| <input type="checkbox"/> <b>b. American Heritage Preservation Grants</b>       | <input type="checkbox"/> Master's-level Programs  | Select Museum or Library:   |
| <input type="checkbox"/> <b>c. Connecting to Collections: Statewide Grants</b> | <input type="checkbox"/> Doctoral-level Programs  | <input type="checkbox"/> Museum   |
| <input type="checkbox"/> Planning  | <input type="checkbox"/> Pre-professional Programs  | <input type="checkbox"/> Library  |
| <input type="checkbox"/> Implementation  | <input type="checkbox"/> Research (early career development)                              | Select Funding Category:  |
| <input checked="" type="checkbox"/> <b>d. Congressionally Directed Grants</b>  | <input type="checkbox"/> Research (other than early career development)                   | <input type="checkbox"/> Project Grant  |
| <input type="checkbox"/> <b>e. Conservation Project Support</b>                | <input type="checkbox"/> Continuing Education   | <input type="checkbox"/> Collaborative Planning Grant                               |
| <input type="checkbox"/> General Conservation Survey                           | <input type="checkbox"/> Programs to Build Institutional Capacity                         | Select Project Category:  |
| <input type="checkbox"/> Detailed Conservation Survey                          | <input type="checkbox"/> <b>g. Museum Grants for African American History and Culture</b> | <input type="checkbox"/> Advancing Digital Resources                                |
| <input type="checkbox"/> Environmental Survey                                  | <input type="checkbox"/> <b>h. Museums for America</b>                                    | <input type="checkbox"/> Demonstration  |
| <input type="checkbox"/> Environmental Improvements                            | <input type="checkbox"/> Engaging Communities   | <input type="checkbox"/> Library Museum Collaboration                               |
| <input type="checkbox"/> Treatment   | <input type="checkbox"/> Building Institutional Capacity                                  | <input type="checkbox"/> Research   |
| <input type="checkbox"/> Training  | <input type="checkbox"/> Collections Stewardship  | <input type="checkbox"/> <b>j. Native American/Native Hawaiian Library Services</b> |
|  |   | <input type="checkbox"/> Basic Grant only   |
|  |   | <input type="checkbox"/> Basic Grant with Education/ Assessment Option              |
|  |   | <input type="checkbox"/> Enhancement Grant  |
|  |   | <input type="checkbox"/> Native Hawaiian Library Services                           |
|  |   | <input type="checkbox"/> <b>k. Native American/Native Hawaiian Museum Services</b>  |
|  |   | <input type="checkbox"/> Programming  |
|  |   | <input type="checkbox"/> Professional Development                                   |
|  |   | <input type="checkbox"/> Enhancement of Museum Services                             |

## PROGRAM INFORMATION SHEET - PAGE TWO

### 3. Request Information

a. IMLS funds requested: \$25,000 b. Cost share amount: \_\_\_\_\_

### 4. Museum Profile (Museum Applicants only)

a. Is the institution either a unit of state or local government or a private not-for-profit organization that has tax-exempt status under the Internal Revenue Code and that is organized on a permanent basis for essentially educational or aesthetic purposes?  Yes  No

b. Does the institution own or use tangible objects, whether animate or inanimate?  Yes  No

c. Does the institution care for tangible objects, whether animate or inanimate?  Yes  No

d. Are these objects exhibited by the institution to the general public on a regular basis through facilities the institution owns or operates?  Yes  No

e. Is the institution open and exhibiting tangible objects to the general public at least 120 days a year through facilities the institution owns or operates?  Yes  No

Institution's attendance for the 12-month period prior to the application: Onsite: \_\_\_\_\_ Offsite: \_\_\_\_\_

Year the institution was first open and exhibiting to the public: \_\_\_\_\_

Total number of days the institution was open to the public for the 12-month period prior to application: \_\_\_\_\_

f. Does the institution employ at least one professional staff member, or the full-time equivalent, whether paid or unpaid, who is primarily engaged in the acquisition, care, or exhibition to the public of tangible objects owned or used by the institution?  Yes  No

Number of full-time paid institution staff: \_\_\_\_\_ Number of full-time unpaid institution staff: \_\_\_\_\_

Number of part-time paid institution staff: \_\_\_\_\_ Number of part-time unpaid institution staff: \_\_\_\_\_

g.

Fiscal year	Revenue/ Support income	Expenses/ Outlays	Budget deficit (if applicable)*	Budget surplus (if applicable)*
Most recently completed FY _____				
Second most recently completed FY _____				

\*If Institution has a budget deficit or surplus for either of the two most recently completed fiscal years, please explain the circumstances of this deficit or surplus in the Text Responses section of the application.

### 5. Project Partners

In the space below, please list the names of any organizations that are official partners in the project. All official partners must include a completed Partnership Statement Form in this application package.

### 6. Native Hawaiian Organization Eligibility (Native American/Native Hawaiian Programs only)

Is the institution an eligible not-for-profit organization that primarily serves and represents Native Hawaiians (as defined in Title 20 U.S.C. Section 7517; if yes, see Proof of Eligibility requirements)?  Yes  No

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## PROGRAM INFORMATION SHEET - PAGE THREE

### 7. Institutional Profile (Native American Library Services Grants only)

- a. Number of hours per week the library collection is accessible to patrons: \_\_\_\_\_
- b. Number of staff dedicated full-time to library operations: \_\_\_\_\_
- c. Number of staff with part-time library duties: \_\_\_\_\_
- d. Number of items in the collection (books, journals, media): \_\_\_\_\_
- e. Number of items checked out per year: \_\_\_\_\_
- f. Does library staff have access to the Internet?  Yes  No
- g. Does the library provide public access to the Internet?  Yes  No
- h. Amount of operating budget for library services in most recently completed fiscal year: \$ \_\_\_\_\_
- i. Identify which of the following activities will be supported by grant funds (check all that apply):
- Expand services for learning and access to information and educational resources.
  - Develop library services that provide all users with access to information.
  - Provide electronic and other linkages between and among all types of libraries.
  - Develop public and private partnerships with other agencies and community-based organizations.
  - Target library services to help increase the access and the ability to use information resources for individuals of diverse backgrounds, with disabilities, or with limited functional literacy or information skills.
  - Target library and information services to help increase the access and the ability to use information resources for persons having difficulty using a library, and for underserved urban and rural communities.
- j. Maintenance of Effort (check the appropriate response):
- FY 2010 expenditures will equal or exceed previous 12 month grant period. Maintenance of effort is assured.
  - FY 2010 expenditures will not equal or exceed previous 12 month expenditure. Maintenance of effort is not assured.
  - Maintenance of effort does not apply.

### 8. Collection and Material Information (Conservation Project Support Grants only)

a. Type of Collection

- Nonliving  Natural History/Anthropology
- Animals, living  Plants, living

b. Types of Materials. Use a scale from 1 (primarily affected) to 4 (minimally affected) to show which collection types are primarily affected by the project:

- |  |  |   |
|--|--|---|
| ___ aeronautics, space/airplanes         | ___ horological (clocks)                     | ___ photography, negatives              |
| ___ animals, live                        | ___ landscape features, constructed          | ___ photography, prints                 |
| ___ animals, preserved                   | ___ machinery                                | ___ physical science projects           |
| ___ anthropologic, ethnographic          | ___ maritime, historic ships                 | ___ plants, live                        |
| ___ archaeological                       | ___ medals                                   | ___ plants, preserved                   |
| ___ books                                | ___ medical, dental, health, pharmacological | ___ sculpture, indoor                   |
| ___ ceramics, glass, metals, plastics    | ___ military, including weapons              | ___ sculpture, outdoor                  |
| ___ documents, manuscripts               | ___ motion picture, audiovisual              | ___ textiles and costumes               |
| ___ furniture/wooden objects             | ___ musical instruments                      | ___ tools                               |
| ___ geological, mineral, paleontological | ___ numismatics (money)                      | ___ toys and dolls                      |
| ___ historic buildings                   | ___ paintings                                | ___ transportation, excluding airplanes |
| ___ historic sites                       | ___ philatelic (stamps)                      | ___ works of art on paper               |



**BUDGET FORM - PAGE TWO**

**4. Travel**

From/To	No. of persons	No. of days	\$ Subsistence Costs	\$ Transportation Costs	\$ Grant Funds	\$ Cost Sharing	\$ Total
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
SUBTOTALS					0.00	0.00	0.00

**5. Supplies and Materials**

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
Books		5,000.00		5,000.00
1 Early Literacy Computer		2,500.00		2,500.00
1 Story time Carpet		270.00		270.00
1 Laptop Computer		700.00		700.00
1 Multimedia Projector		800.00		800.00
1 Portable Screen		280.00		280.00
Program Software and Hardware		904.00		904.00
Supplies		246.00		246.00
				0.00
				0.00
SUBTOTALS		10,700.00	0.00	10,700.00

**6. Services**

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
Educational Programs		1,300.00		1,300.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
SUBTOTALS		1,300.00	0.00	1,300.00

**BUDGET FORM - PAGE THREE**

**7. Student Support (Laura Bush 21st Century Librarians Program only)**

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
				0.00
				0.00
				0.00
SUBTOTALS		0.00	0.00	0.00

**8. Other Costs**

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
SUBTOTALS		0.00	0.00	0.00

**9. Total Direct Costs**

	\$ Grant Funds	\$ Cost Sharing	\$ Total
TOTALS (Add subtotals of items 1 to 8)	12,000.00	0.00	12,000.00

**10. Indirect Costs**

Read the instructions about Indirect Costs before completing this section. Check the appropriate box below and provide the information requested.

- Current indirect cost rate(s) have been negotiated with a federal agency (for item A, indicate the name of the agency and date of agreement expiration; complete item B).
- Indirect cost proposal has been submitted to a federal agency but not yet negotiated (for item A, indicate the name of the agency and date of proposal; complete item B).
- Applicant chooses a rate not to exceed 15% of direct costs (complete item B).

**Item A:** Name of federal agency: \_\_\_\_\_  
 Expiration Date: \_\_\_\_\_ Proposal Date: \_\_\_\_\_

**Item B:**

Rate		\$ Base	\$ Grant Funds	\$ Cost Sharing	\$ Total
	% of				
	% of				
	% of				
SUBTOTALS			0.00	0.00	0.00

**11. Total Project Costs**

	\$ Grant Funds	\$ Cost Sharing	\$ Total
PROJECT COST TOTALS (Direct and Indirect for Budget Period)	12,000.00	0.00	12,000.00
PROJECT COST TOTALS (Excluding Student Support)	12,000.00	0.00	12,000.00

**BUDGET FORM - PAGE ONE**

a. Legal Name (5a from Face Sheet): San Diego, City of DBA Public Library-Admin  
 b. Requested Grant Period From: July 1, 2010 Requested Grant Period Through: June 30, 2013  
 c. If this is a revised budget, indicate application/grant number: \_\_\_\_\_

**Section A: Detailed Budget**

a. Year: 1  2  3  4  b. Budget Detail for the Period From: July 1, 2011 c. Through: June 30, 2012

**1. Salaries and Wages**

Name/Title of Position	No.	Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
SUBTOTALS			0.00	0.00	0.00

**2. Fringe Benefits**

Rate		\$ Salary Base	\$ Grant Funds	\$ Cost Sharing	\$ Total
<input type="text"/>	% of	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	% of	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	% of	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
SUBTOTALS			0.00	0.00	0.00

**3. Consultant Fees**

Name or Type of Consultant	No. of days	Daily Rate of Compensation	\$ Grant Funds	\$ Cost Sharing	\$ Total
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
SUBTOTALS			0.00	0.00	0.00

## BUDGET FORM - PAGE TWO

### 4. Travel

From/To	No. of persons	No. of days	\$ Subsistence Costs	\$ Transportation Costs	\$ Grant Funds	\$ Cost Sharing	\$ Total
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
SUBTOTALS					0.00	0.00	0.00

### 5. Supplies and Materials

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
Books		5,000.00		5,000.00
Supplies		200.00		200.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
SUBTOTALS		5,200.00	0.00	5,200.00

### 6. Services

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
Educational Programs		1,300.00		1,300.00
				0.00
				0.00
				0.00
				0.00
				0.00
SUBTOTALS		1,300.00	0.00	1,300.00

**BUDGET FORM - PAGE THREE**

**7. Student Support (Laura Bush 21st Century Librarians Program only)**

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
				0.00
				0.00
				0.00
SUBTOTALS		0.00	0.00	0.00

**8. Other Costs**

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
SUBTOTALS		0.00	0.00	0.00

**9. Total Direct Costs**

	\$ Grant Funds	\$ Cost Sharing	\$ Total
TOTALS (Add subtotals of items 1 to 8)	6,500.00	0.00	6,500.00

**10. Indirect Costs**

Read the instructions about Indirect Costs before completing this section. Check the appropriate box below and provide the information requested.

- Current indirect cost rate(s) have been negotiated with a federal agency (for item A, indicate the name of the agency and date of agreement expiration; complete item B).
- Indirect cost proposal has been submitted to a federal agency but not yet negotiated (for item A, indicate the name of the agency and date of proposal; complete item B).
- Applicant chooses a rate not to exceed 15% of direct costs (complete item B).

Item A: Name of federal agency: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Proposal Date: \_\_\_\_\_

**Item B:**

Rate		\$ Base	\$ Grant Funds	\$ Cost Sharing	\$ Total
	% of				
	% of				
	% of				
SUBTOTALS		0.00	0.00	0.00	0.00

**11. Total Project Costs**

	\$ Grant Funds	\$ Cost Sharing	\$ Total
PROJECT COST TOTALS (Direct and Indirect for Budget Period)	6,500.00	0.00	6,500.00
PROJECT COST TOTALS (Excluding Student Support)	6,500.00	0.00	6,500.00



## BUDGET FORM - PAGE TWO

### 4. Travel

From/To	No. of persons	No. of days	\$ Subsistence Costs	\$ Transportation Costs	\$ Grant Funds	\$ Cost Sharing	\$ Total
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
SUBTOTALS					0.00	0.00	0.00

### 5. Supplies and Materials

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
Books		5,000.00		5,000.00
Supplies		200.00		200.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
SUBTOTALS		5,200.00	0.00	5,200.00

### 6. Services

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
Educational Programs		1,300.00		1,300.00
				0.00
				0.00
				0.00
				0.00
				0.00
SUBTOTALS		1,300.00	0.00	1,300.00

**BUDGET FORM - PAGE THREE**

**7. Student Support (Laura Bush 21st Century Librarians Program only)**

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
				0.00
				0.00
				0.00
SUBTOTALS		0.00	0.00	0.00

**8. Other Costs**

Item	Basis/Method of Cost Computation	\$ Grant Funds	\$ Cost Sharing	\$ Total
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
SUBTOTALS		0.00	0.00	0.00

**9. Total Direct Costs**

	\$ Grant Funds	\$ Cost Sharing	\$ Total
TOTALS (Add subtotals of items 1 to 8)	6,500.00	0.00	6,500.00

**10. Indirect Costs**

Read the instructions about Indirect Costs before completing this section. Check the appropriate box below and provide the information requested.

- Current indirect cost rate(s) have been negotiated with a federal agency (for item A, indicate the name of the agency and date of agreement expiration; complete item B).
- Indirect cost proposal has been submitted to a federal agency but not yet negotiated (for item A, indicate the name of the agency and date of proposal; complete item B).
- Applicant chooses a rate not to exceed 15% of direct costs (complete item B).

**Item A:** Name of federal agency: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Proposal Date: \_\_\_\_\_

**Item B:**

Rate	% of	\$ Base	\$ Grant Funds	\$ Cost Sharing	\$ Total
	% of				
	% of				
	% of				
SUBTOTALS			0.00	0.00	0.00

**11. Total Project Costs**

	\$ Grant Funds	\$ Cost Sharing	\$ Total
PROJECT COST TOTALS (Direct and Indirect for Budget Period)	6,500.00	0.00	6,500.00
PROJECT COST TOTALS (Excluding Student Support)	6,500.00	0.00	6,500.00

**BUDGET FORM - PAGE FOUR**

Section B: Summary Budget

	\$ IMLS	\$ Cost Share	\$ TOTAL COSTS
1. Salaries and Wages			0.00
2. Fringe Benefits			0.00
3. Consultant Fees			0.00
4. Travel			0.00
5. Supplies and Materials	21,100.00		21,100.00
6. Services	3,900.00		3,900.00
7. Student Support			0.00
8. Other Costs			0.00
<b>TOTAL DIRECT COSTS (1-8)</b>	<b>25,000.00</b>	<b>0.00</b>	<b>25,000.00</b>
9. Indirect Costs			0.00
<b>TOTAL COSTS (Direct and Indirect)</b>	<b>25,000.00</b>	<b>0.00</b>	<b>25,000.00</b>

**Project Funding for the Entire Grant Period**

1. Grant Funds Requested from IMLS	25,000.00
2. Cost Sharing:	
a. Cash Contribution	
b. In-Kind Contribution	
c. Other Federal Agencies*	
d. TOTAL COST SHARING	0.00
3. TOTAL PROJECT FUNDING (1+2d)	25,000.00
% of Total Costs Requested from IMLS	100.00%

\* If funding has been requested from another federal agency, indicate the agency's name:

**San Diego Public Library - Skyline Hills Branch  
Skyline Hills Community Enrichment Project**

**Introduction**

The Skyline Hills Branch Library opened to the public in July 29, 1969. The 4,100 square foot building is the 21<sup>st</sup> branch of the 35 branches in the San Diego Public Library system. The Skyline Hills service area is a predominately single-family residential community. The income level is generally characterized as lower middle class and blue-collar.

There is a significantly higher school age population (ages 5 to 19) which accounts for 35 percent of the residents. Approximately 20 percent of the population has no education beyond ninth grade and 12 percent have been to high school but did not receive a diploma. People living in the general service area who have a high school diploma or have some college but no degree generally exceed comparable demographics. Residents living in the area have achieved on average fewer college degrees than in the city, county and state; and have significantly lower graduate degrees.

The Skyline Hills area is one of the most diverse communities in the region; 84 percent of the population is non-white with a racial makeup of 26 percent Hispanic, 23 percent African American, 36 percent Asian/other and 16 percent White. A majority of the Filipino-American population use the branch heavily.

The Skyline Hills Branch Library must respond to the many different voices in the community all needing and entitled to library services.

**1. Statement of Need**

The Skyline Hills Community Enrichment Project will support the Skyline Hills Branch Library in providing the needed resources and services to enhance learning, sustain knowledge, develop cultural awareness; help children achieve academic success and support professional development in the community.

Based on the results of the *Community Needs Assessment Activities Study* involving 800 participants, four high priority service areas that most critically responded to community needs were identified:

- Formal Learning Support
- Youth Development Support
- Basic Literacy Support
- Cultural Awareness

Based on these four high priority needs, the following were identified:

- A comprehensive collection of information resources that will make the Skyline Hills Branch Library a primary repository of information for its neighborhood
- Homework Center and Computer Center. A place for tutoring was also important to the community.

San Diego Public Library – Skyline Hills Branch

- Information sources and services to support student learning, particularly at times beyond hours of normal school operation
- Information sources and programming to support teachers
- Resources and programs for parent education so that parents might be more effectively involved in the learning of their children
- A safe venue for public discussion, educational and cultural programs

The Project will benefit the community's largely diverse population of Asian, as well as Hispanic, Black and Caucasian populations and its primary audience of children and young adults. It will enable the branch library to carry on its goals and services for student learning and resources for teachers as well. It will empower the youth in the area and assist the library in serving as a creator and provider of opportunities for youth leadership. The project will provide educational programs for children at an early age. It will promote cultural awareness in the community of Skyline Hills through multicultural programs, expanding the existing foreign language collections, e.g., Spanish collection, Filipiniana collection (Filipino history and culture) and the African-American collection. The project will include programs that provide access to technology systems, resources and the skills needed to use those technologies, such as an early literacy computer station, online career and job search resources and professional development tools.

The Skyline Hills Community Enrichment Project will assist the library in becoming a center for information and cultural awareness and serve as a gateway for lifelong learning.

## 2. Project Design

The Project Activities and Goals will include:

1. Expanded/updated library collections

- Homework Center Materials
- Children's Books
- College Prep Resources
- Urban Fiction
- Jobs/Career Collection

2. Foreign language/Cultural collections

- Spanish Collection
- Filipiniana Collection (Filipino history and culture)
- African-American and African Diaspora Collection

3. Outreach to Schools

Continue existing partnership with area schools: Boone and Freese Elementary schools, and Bell Middle School; expand partnership with other schools in the service area.

Promote online homework help to all area service schools with the use of technology.

San Diego Public Library – Skyline Hills Branch

1 High School, 3 Middle Schools, 5 Elementary Schools

4. Creation of a Youth Empowerment for Success (YES) Program: An advocacy project that inspires youth creativity through art classes; strengthens youth leadership by way of a library Teen Council and supports self determination to secure a successful future in a safe, educational and enjoyable place.
5. Provide Programs to Preschoolers, including programs using technology; continuing the regular Preschool story time and provide a new Early Literacy Computer for children 0-5 years of age
6. Showcase multicultural and educational programs to the community
7. Continue and expand participation in annual cultural activities, like, Annual Filipino American and Black Heritage Day Festivals, sponsored by the 4<sup>th</sup> Council District during the months of October and February

As the project is implemented, evaluation questionnaires will be provided to participants and groups involved in each activity to gather feedback and identify corrections needed for improvement. Staff will also gather and evaluate quantitative and qualitative participation data at the beginning of the grant period and then annually to measure effectiveness in the following areas: materials collection; circulation statistics; the number of programs offered; outreach and computer usage.

All schools in the service area, which belong to the San Diego Unified School District and other community agencies, will be involved in the implementation of the Project activities. The area service schools are Morse High School, 2 Middle schools: Keiller and Bell Middle Schools, and 5 elementary schools: Audubon, Bethune, Boone, Freese, and Fulton Elementary Schools. It will also include the PreSchool/Parent Participation Program whose classes are located in the neighboring Meadowbrook Apartment complex. Activities will be coordinated with some community agencies identified: Skyline-Paradise Hills Planning Group, Union of Pacific Asian communities (UPAC), Council on Philippine American Organization (COPAO).

### **3. Project Resources: Time, Personnel, Budget**

The Project will be implemented in a span of three years, starting on July 1, 2010 and ending on June 30, 2013. The activities will be carried out by library staff and integrated into their normal working time through written and verbal schedule coordination. The Skyline Hills Branch Library recently gained a Half-time Youth Services Librarian. The library programs will be scheduled during regular library hours, additional children's programs will also be offered after school hours. Outreach activities will be in coordination with the area schools and agencies involved.

## San Diego Public Library – Skyline Hills Branch

The core staff involved in the project will be:

**Cora Dompur**, Branch Manager of the Skyline Hills Branch Library who has been with the San Diego Public Library for over 20 years, comes with a myriad of job experience as a professional librarian. She has a strong background in providing services for diverse communities and overseeing collection development projects in public and academic libraries. She has also worked abroad as a librarian in the Philippines. Cora will be the onsite Project Coordinator.

**Kim Schmidt**, Youth Services Librarian for the Skyline Hills Branch Library, has supervised Children and Teens services for many years in diverse communities. He is an accomplished librarian who has implemented innovative programming that has served as models for other libraries.

**Stephanie Gilbert**, Senior Management Analyst, has worked for the City of San Diego for over 23 years and has broad experience in fiscal management, marketing and business relations. She brings a wealth of experience to the project and will be in charge of tracking funding and grant expenditures. Stephanie will be the Grant Administrator.

**Sheila Burnett**, Supervising Librarian, will give guidance and serve as a liaison to the Grant Administrator and the onsite Project Coordinator. She has been a professional librarian for over 10 years working both as a Youth Services Librarian and Branch Manager. She currently oversees 12 branches located in some of the most diverse communities in the City.

**Airrion Carter**, Library Clerk for the Skyline Hills Branch Library, will serve as support staff to handle scheduling coordination and other administrative duties. Airrion is a native San Diegan who previously lived in the Skyline Hills area and attended school there also. He brings youthful enthusiasm and firsthand knowledge of the community's history.

### Budget

The IMLS grant of \$25,000 will be allocated to different items needed to support the project activities. The allocation includes: Books, materials, supplies, equipment, computers, computer software, and educational programs. The detailed budget allocations by year are in the Attachments.

## 4. Impact

The Skyline Hills Community Enrichment Project will enable the Skyline Hills Branch to expand its services to the community. With updated resources in several areas of the library collection, the Branch Library will be able to carry out its goal in providing information sources needed to raise information literacy to its constituents. The activities that the project provides will enhance student learning and assist parents in getting actively involved with their children's education. The multicultural programs will increase cultural awareness in this diverse community, thus, promoting understanding and appreciation of the different cultures amongst community members. The educational programs for children and young adults, and for those

San Diego Public Library – Skyline Hills Branch

youth at risk, will provide a venue for worthwhile activities and help them grow as responsible citizens. Getting more of the community involved in the library through this project has the potential to help decrease gang activities and violence in the community. Project activities that provide the use of technology will help the community enhance their computer skills for career and professional development.

A written report will be made at the end of the project. An annual assessment of the program will be completed. By the end of the project in the 3 year span, it is expected that the library will realize an increase in literacy activities and cultural awareness by 35%. The community is expected to increase their use of information technology by 30%. The Skyline Hills Branch Library is positioned to become the educational, informational and cultural hub of the community.

**Institute of Museum and Library Services Grant  
San Diego Public Library – Skyline Hills Branch**

**Budget Justification (3 Year Span)**

**I. Supplies and Materials –\$21,100**

The proposed items are included in the budget as necessary to the implementation of the different project activities.

**A. Books – \$15,000**

The Skyline Hills Branch Library currently has one of the smallest collections in the San Diego Public Library System. The library houses 46,120 items, some of which are outdated and worn. Less than 4 percent of the materials owned are in either Tagalog or Spanish which does not meet the demands of this diverse community. Children cannot find adequate information to complete homework assignments, and reference materials are sparse. New books to expand the collection for youth in both fiction and non-fiction will be purchased along with career, test books (to complement existing online resources), Spanish and Filipiniana language books. The African-American and African Diaspora collection will also be expanded.

**B. Promotional Materials – \$646**

Funding is requested for materials and supplies for the project to be successfully implemented and to assist in the branch's outreach endeavors. Costs for flyers and other expenses associated with the promotion of the programs are included.

**C. Technology – \$5,454**

Studies have shown that computer interaction at an early age can teach young children about the use of symbol systems and communicative tools. A child-friendly computer software program can also enhance early literacy skills. Several larger branches in the San Diego Public Library System offer a computer for children ages 0-5 which have become a very popular educational tool. One **Early Literacy Computer** will be acquired. (\$2,500)

The Skyline Hills Branch Library's carpet is in need of replacement which is scheduled for the near future. However, a **story time carpet** will be purchased. (\$270)

One of the proposed outreach activities is the promotion of the library's electronic homework help to all schools in the service area. To carry out these efforts, a laptop, projector and portable screen are needed. This will assist with community presentations where no wall or screen is available. The equipment will also be used for basic computer workshops. (\$1,780)

**Computer Software** – Ongoing research shows that students learn more quickly and easily with instruction across multiple modalities or through a variety of media. Teachers are eager for new tools, especially ones that are a hit with students. Gaming consoles

San Diego Public Library - Skyline Hills Branch Library

such as Nintendo Wii have given students an opportunity to practice data recording, charting and real world math. This will provide exciting activities not only for children and young adults but also for adults and seniors as well. (\$904)

II. Services -- \$3,900

**Educational and Multicultural Programs** – The branch will host approximately five programs each year which are either educational or cultural in nature. This is in addition to the programs that are already in place. The educational programs will have an emphasis on science and art which will engage participants through hands-on activities. The multicultural events will tie-in to the community festivals that are held. The presenters chosen to participate in the programs will have been thoroughly vetted and determined to meet library standards for genuine expertise, professionalism, age-appropriateness and intellectual rigor of programming.









**San Diego Unified**  
SCHOOL DISTRICT

Samuel F.B. Morse High School  
Joyce Orona,  
Community Assistant II  
P- 619.262.0763  
F- 619.262.6805

March 22, 2010

To Whom It May Concern:

This letter confirms a long standing partnership between Morse High School and the Skyline Hills Branch Library. The Morse students and families' use of the resources and services help with the on going support of educational programs here at Morse High School. Through the efforts of the library services, we are creating a community in which students, parents, and teachers can collaborate to transform each student's educational environment at home. Based on our past experience and future collaboration with Skyline Hills Library, all students can achieve their greatest academic potential. Morse High School strongly supports the Skyline Hills Community Enrichment Project and their efforts to provide students and families with the tools to improve their education. Hence we ask at this organization such as yours to support the Skyline Hills Library as they continue their important work in our schools and community.

For Our Students and Community,

Joyce Orona

## Skyline Paradise Hills Planning Group

6610 Potomac Street

San Diego, CA 92139

March 19, 2010

To Whom It May Concern:

The Skyline Paradise Hills Planning Group is a community organization working with the City of San Diego Planning Department to provide recommendations from community associations on Projects consisting of redevelopment and improvements for the community. The Planning Group wholeheartedly supports the Skyline Hills Branch Library community enrichment project in providing the educational needs of the community. We believe that this project would help students improve their school achievement and support teachers. Programs and services for parents are also needed in the community to enable them to become more active participants in their children's education.

We appreciate the Skyline Hills Branch Library in providing resources and services that promote cultural awareness in this community. The resources on the foreign language collections help the community preserve the cultural heritage. Programs that utilize technology and development of the skills needed to use it would greatly benefit the community.

The Planning group hopes to be of assistance in promoting the project, library programs and resources in the community through the different local community associations. It is our privilege to support the Skyline Hills Branch Library in this undertaking.

Sincerely,



William S. Penick

Chair, Skyline Paradise Hills Planning Group



## COPAO - San Diego

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Chair, Board of Advisers

#### Contact Information

COPAO - San Diego  
832 E Avenue  
National City, CA 91950

Tel: (619) 477-4090  
Fax: (619) 477-8052

Email: [copao\\_sandiego@yahoo.com](mailto:copao_sandiego@yahoo.com)  
Website: [www.copao-sandiego.org](http://www.copao-sandiego.org)

*COPAO is a nonprofit 501(c)(3)  
collaborative of organizations  
united by a common concern for  
the economic, social and political  
empowerment of its members through  
developmental programs and projects.*

Your generous sponsorship or  
donation is tax deductible  
Tax ID # 65-280-1795

## COUNCIL OF PHILIPPINE AMERICAN ORGANIZATIONS OF SAN DIEGO COUNTY

March 19, 2010

To Whom It May Concern:

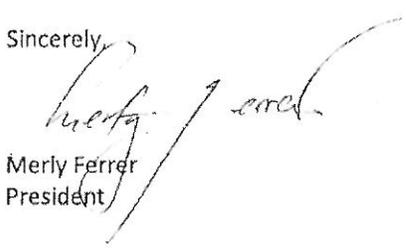
The Council of Philippine American Organizations of San Diego County, Inc. (COPAO) is a collaborative of organizations united by a common concern for the economic, social and political empowerment of its members through developmental programs and projects. I am please to write this letter in support of the Skyline Hills Branch Library Community Enrichment Project.

For the past 39 years, COPAO has dedicated itself to promoting mutual respect and harmony and mobilizing the Filipino-American community to work together for their collective benefit and preservation of their cultural heritage through education, advocacy and service, so as to provide positive contributions to the greater community.

In this connection, COPAO strongly supports the San Diego Public Library Skyline Hills branch in its efforts to provide library resources and services to the community. The Library has participated in the annual Philippine Faire celebrating Filipino-American history and culture and the anniversary of Philippine Independence. The educational support the Library is providing to students, parents, and teachers, and in promoting cultural awareness to the community through its programs has been a great service to its constituents. We support the Library in its efforts to develop its foreign language collection, particularly the Filipiniana collection, consisting of Filipino historical and cultural resources. We are glad to hear that the project will expand the foreign language collections to sustain the cultural heritage.

COPAO will collaborate with this Library project which would enhance the resources, services and programs that the Skyline Hills Branch Library is providing to the community. I look forward to working with the Skyline Hills Branch Library in this partnership which will provide the necessary tools for the enrichment of the community it serves.

Sincerely,

  
Merly Ferrer  
President



**San Diego Unified**  
SCHOOL DISTRICT

**Joel Sachs, Principal**  
**Boone Elementary School**  
P- 619.479.3111  
F- 619.470.6529

To Whom It May Concern:

I wholeheartedly offer my support of the Skyline Hills Branch Library. Our students use the Skyline Hills Branch Library on a regular basis. Having access to a local library enables our students to have books in their homes so that they can continue to improve their literacy skills. 86% of the students at Boone Elementary School qualify for free and reduced lunch. Due to their lack of financial resources the overwhelming majority of our students are not able to purchase books in a bookstore. Being able to check-out books, at no charge, is a tremendous support for both students and parents in the Boone community.

Additionally, many of our students use the Skyline Hills Branch Library as a refuge where they can focus on academics and not be interrupted. Since there are a lot of gangs in our neighborhood, having a place where there is nothing but academia is a welcome respite for our young scholarly minds.

Parents also use the Skyline Hills Branch Library to acquire much needed language and informational skills. In addition to acquiring new information, they are able to accompany their children to the library thus creating a bond through literacy, reading books exploring and discovering new information.

Feel free to contact me at any time if you have any questions about the value that the Skyline Hills Branch Library offers to our community.

Sincerely,

Joel Sachs  
Principal

**Institute of Museum and Library Services Grant  
San Diego Public Library – Skyline Hills Branch**

**Budget Justification (3 Year Span)**

**I. Supplies and Materials –\$21,100**

The proposed items are included in the budget as necessary to the implementation of the different project activities.

**A. Books – \$15,000**

The Skyline Hills Branch Library currently has one of the smallest collections in the San Diego Public Library System. The library houses 46,120 items, some of which are outdated and worn. Less than 4 percent of the materials owned are in either Tagalog or Spanish which does not meet the demands of this diverse community. Children cannot find adequate information to complete homework assignments, and reference materials are sparse. New books to expand the collection for youth in both fiction and non-fiction will be purchased along with career, test books (to complement existing online resources), Spanish and Filipiniana language books. The African-American and African Diaspora collection will also be expanded.

**B. Promotional Materials – \$646**

Funding is requested for materials and supplies for the project to be successfully implemented and to assist in the branch's outreach endeavors. Costs for flyers and other expenses associated with the promotion of the programs are included.

**C. Technology – \$5,454**

Studies have shown that computer interaction at an early age can teach young children about the use of symbol systems and communicative tools. A child-friendly computer software program can also enhance early literacy skills. Several larger branches in the San Diego Public Library System offer a computer for children ages 0-5 which have become a very popular educational tool. One **Early Literacy Computer** will be acquired. (\$2,500)

The Skyline Hills Branch Library's carpet is in need of replacement which is scheduled for the near future. However, a **story time carpet** will be purchased. (\$270)

One of the proposed outreach activities is the promotion of the library's electronic homework help to all schools in the service area. To carry out these efforts, a laptop, projector and portable screen are needed. This will assist with community presentations where no wall or screen is available. The equipment will also be used for basic computer workshops. (\$1,780)

**Computer Software** – Ongoing research shows that students learn more quickly and easily with instruction across multiple modalities or through a variety of media. Teachers are eager for new tools, especially ones that are a hit with students. Gaming consoles

San Diego Public Library - Skyline Hills Branch Library

such as Nintendo Wii have given students an opportunity to practice data recording, charting and real world math. This will provide exciting activities not only for children and young adults but also for adults and seniors as well. **(\$904)**

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INSTITUTE of  
**Museum and Library**  
SERVICES

*Empowering People to Learn, Create, and Thrive*

DB  
CCSG

May 13, 2010

Ms. Deborah Barrow  
Library Director  
City of San Diego  
Park and Recreation Department  
Developed Regional Parks Division  
2125 Park Boulevard  
San Diego, CA 92101

Application Log Number: CL-00-10-0014-10

Dear Ms. Barrow,

I am pleased to provide the award information for your Congressionally Directed Grant. This package contains the information you will need to manage your award:

1. Grant Award Notification
2. Award Reporting Schedule

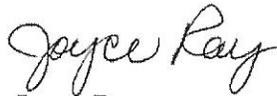
You will also need to consult the link below for several other documents to help you administer your award: <http://www.imls.gov/recipients/administration.shtm>

1. SF 3881, Automated Clearing House (ACH) Enrollment Form, to be completed and returned immediately; in order to set up your disbursement with IMLS
2. SF 270, Request for Advance or Reimbursement, to be submitted each time you request a payment;
3. SF 425, Federal Financial Report, to be submitted annually;
4. IMLS forms for Interim and Final Narrative Reports, to be submitted according to the Award reporting Schedule;
5. "General Terms and Conditions for Discretionary Grants" document

The Grant Award Notification and "General Terms and Conditions for Discretionary Grants" document contains important information about complying with the terms of the award. Please read all of this information carefully. If you wish to have someone other than the individual identified as your project director at time of application have responsibility for the overall administration of the project, please notify us immediately. The amount of your award, the dates of the award period and the grant award number we have assigned are provided in the Grant Award Notification. In all correspondence with

After reviewing all of the information pertaining to your award, if you have any questions, please contact Karmen Bisher, the Program Specialist for these grants at [kbisher@imls.gov](mailto:kbisher@imls.gov) 202/653-4664.

Sincerely,

A handwritten signature in cursive script that reads "Joyce Ray".

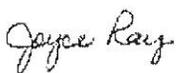
Joyce Ray  
Associate Deputy Director for Library Services  
Enclosures

cc: Ma Corazon Dompur



**Official Award Notification for Grants and  
Cooperative Agreements**

Date of Award May 11, 2010

<b>Awardee Name and Address</b> City of San Diego Org. Unit: Skyline Hills Branch Library Park and Recreation Department Developed Regional Parks Division 2125 Park Boulevard San Diego, CA 92101	<b>Cong. Setasides, Libraries</b>
	Congressional Library
	<b>Award Number</b> CL-00-10-0014-10
<b>Awardee Official</b> Deborah Barrow 820 E Street San Diego, CA 92101	<b>Award Period</b>  From July 01, 2010 To June 30, 2013
<b>Project Director</b> Ma Corazon Dompok 480 South Meadowbrook Drive San Diego, CA 92114	<b>Total Award Amount</b> \$ 25,000.00  05/11/2010 \$25,000.00 Original Award
<b>Basic Award Information</b>  1. The Institute of Museum and Library Services (IMLS) provides this grant support pursuant to 20 USC § 9101 et seq.  2. The award is made in support of the purposes set forth in the original application or, if noted in the special terms and conditions of the award, in a revised plan of work that has been approved by IMLS program staff.  3. The administration of this grant and the expenditure of grant funds are subject to the special terms and conditions of this award, which appear on the second page of the award notification, and the General Terms and Conditions for IMLS Discretionary Awards. The latter document incorporates by reference the audit requirements of OMB Circular A-133 and the applicable uniform administrative requirements and cost principles promulgated by the Office of Management and Budget. (For further details on the uniform administrative requirements and cost principles, see Articles 3 and 4 of the General Terms and Conditions for IMLS Discretionary Awards.)  4. The first request for payment will indicate the grantee's acceptance of the award.  5. The schedule of due dates for financial and performance reports is attached as the final page of the award notification.	
<b>IMLS Authorizing Official</b>  Signature 	<b>Name and Title</b>  Joyce Ray Associate Deputy Director for Library Services
<b>Accounting code:</b>  CFDA Number: 45.312	<b>TIN No. - 956000776</b> <b>DUNS No. - 120291257</b>

AWARDEE: City of San Diego, Skyline Hills Branch Library  
AWARD NUMBER: CL-00-10-0014-10

IMLS CONTACTS

Questions related to changes in project activities, personnel, and budgets or the extension of the grant period should be addressed to Karmen Bisher, Program Specialist, Office of Library Services, 202-653-4664 or kbisher@imls.gov.

Questions related to the processing of payments, notices of overdue reports, interest earned on grant funds, and audit requirements should be addressed to the Grants Administration 202-653-4737 or grantsadmin@imls.gov.

SPECIAL TERMS AND CONDITIONS OF THE AWARD

The budget submitted with the application is approved. Changes in this budget will be subject to the limitations set forth in Article 8 of the *General Terms and Conditions for IMLS Discretionary Awards*.

The indirect costs rate(s) or the administrative fee used in the approved budget to calculate overhead costs may be applied against direct project costs to determine total project costs.

The grantee is required to cost share project expenses at no less than the level indicated in the approved budget.



Institute of Museum and Library Services  
Reporting Schedule

2010 Cong. Setasides, Libraries

**Award Number** CL-00-10-0014-10  
**Institution Name** City of San Diego  
**Project Director** Ms. Ma Corazon Dompot

<b>Date Due</b>	07/31/2011	<b>Report Type</b>	Interim Financial
<b>Date Due</b>	07/31/2011	<b>Report Type</b>	Interim Narrative
<b>Date Due</b>	07/31/2012	<b>Report Type</b>	Interim Narrative
<b>Date Due</b>	07/31/2012	<b>Report Type</b>	Interim Financial
<b>Date Due</b>	09/28/2013	<b>Report Type</b>	Final Narrative
<b>Date Due</b>	09/28/2013	<b>Report Type</b>	Final Financial