

PLP Innovation and Technology Opportunity Grant Program Application

Library Name: South San Francisco Public Library

Project Title: Activity Kits for Adults and their Caregivers

Select category you are applying under:

- Category A: Innovation and Technology Opportunity Grant
- Category B: Grant Replication Program

If Category B is selected, enter the name of the grant you are replicating:

1. Please provide a one paragraph project summary.

Over the past year we continued to offer services to our patrons at home during the Shelter-in-Place order with curbside pick-up, mail delivery, book bundles, STEM Activity Kits and Memory Activity Kits. One patron group we may have missed, who regularly visited the library when we were open to engage with the community, were adults with special needs and developmental disabilities. Adult groups were unable to visit the library while our buildings were closed. Even while we are now open daily, we continue to limit access to technology on-site as we adapt services in response to COVID-19. To address this need and aid caregivers and families with engaging learners at home, we will develop kits with activities that reinforce learning of daily life skills. Each kit will touch on a skill that they would use in daily life such as keeping time, problem solving, communication, healthy eating, and other topics. The kits will include activities to help with fine motor skills, stress relief, counting, sorting, and writing. These kits will be designed to keep adults active at home with the coaching of a caregiver.

2. Explain how this project fits with the library's strategic directions.

South San Francisco Public Library's Five-Year Strategic Plan was created with input from nearly 1,000 members of our community. The strategic goals established include expanding our community presence by delivering services that promote personal growth and learning beyond the walls of the building. By offering kits to engage learners at home with activities to reinforce learning of daily living skills, we will assist in preparing adults of all abilities for volunteer or employment opportunities.

Before the Shelter-in-Place order we had worked with Ability Path, an adult day program, providing volunteer positions for their members within our library. Since reopening the library, we have begun to re-engage with this group, inviting them into the library to participate in learning activities like a scavenger hunt to learn about library resources. We have been approached by other organizations and families to offer similar programs to a larger audience. We plan to increase our presence in the community by partnering and collaborating with existing and new organizations as we build and promote the kits. This project will allow us to build new partnerships with community day programs and families and caregivers of adults with developmental disabilities.

3. Please provide a detailed description of the proposed project including the population served and the demographics of that population.

While our library buildings were closed to the public, it was exciting to see how quickly patrons transitioned to the digital world for virtual programs. However, there were some patron groups that were not active virtually with the library and could not access the resources the library provided. Visiting the library offered social interaction and skills training, and we will support lifelong learning by providing tools that can be used from home or in a group setting outside of the library. In addition to providing tool kits, we plan to meet with community members to develop on-site library programs to reinforce skills that are learned with the kits and develop possible volunteer opportunities.

We plan to circulate activity kits for adults with disabilities and their caregivers to keep this underserved population engaged while at home. The purpose of each kit is to reinforce the importance of daily living skills to help this population prepare for a potential job outside of the home. We will create ten activity kits that include tools to teach keeping time, managing money, problem solving, healthy eating, building by following a plan, writing, letters and language, and three sensory kits devoted to stress relief and relaxation. Within each kit there will be talking points and instructions for caregivers to lead an activity with the tools in the kit. Print books and audiobooks will accompany the kits. Each kit will have tools to further learn about a single concept. Working with families and community day groups we hope to arrange programs to promote the kits and share what resources the library offers.

South San Francisco is a diverse community of 66,000 residents. 40% of the population are Asian; 34% are White and 33% are Hispanic or Latino. Within San Mateo County 140,000 residents have a disability and in South San Francisco 9% of the population are limited in any activities due to physical, mental or emotional conditions. We will regularly promote these kits

within the city but will primarily reach out to the many community day programs that visit the library weekly.

4. What are the goals and objectives of the project?

Goal 1: Create Kits

- Objective 1a: Consult and partner with local community groups regarding the best learning tools to include in the kits.
- Objective 1b: Identify, acquire, and process materials for the kit collection.
- Objective 1c: Evaluate the collection by reviewing circulation statistics, surveys, and speaking to leaders of the local community partners.

Goal 2: Engage our community

- Objective 2a: Collaborate with local organizations to develop kits that meet the needs of our all-abilities community.
- Objective 2b: Create programs and volunteer opportunities for adults with special needs and developmental disabilities to participate at the library.
- Objective 2c: Engage caregivers to work with their family members to keep them learning at home.

5. Please include your project timeline (include detail of activities).

Task	Timeline
Meet with community groups to identify needs and expectations of the activity kits	October 2021-November 2021
Identify contents of kits.	December 2021-January 2022
Order kit materials, create activity materials and draft survey questions.	February 2022
Assemble and catalog kits.	March 2022
Create promotional materials for kits and promote in community.	March 2022
Schedule programs to share the kits.	April 2022
Circulate kits and collect evaluation information.	April 2022-Ongoing

6. Please indicate how you will evaluate success of your project.

Project goals will be evaluated through usage statistics, surveys, and community discussion groups. Qualitative feedback will be used to assess the effectiveness of the kits, possible changes to make and best practices for ongoing improvements to the kits. The effectiveness of the project will also be based on new adult programs administered at the library, new volunteer opportunities created, and community perception (qualitative feedback) of the library’s progress in serving this adult patron group.

7. Please detail your project budget. (Note: Indirect costs are not allowed).

Item(s)	Cost	PLP Cost
Carrying case for each kit	10 bags @ \$15 each + Tax and Shipping	\$330
Select developmentally appropriate tools per kit	10 kits @ \$200 each + Tax and Shipping	\$2,430
Printed flyers, cataloging supplies, activity guides	\$300 + Tax and Shipping	\$330
Display and storage cart	1 @ \$700 + Tax and Shipping	\$910
Books to accompany kits	\$1,000	\$1,000
Home Delivery		\$200
Total		\$5,200

8. Please indicate how the project will be sustained after the grant term is over.

We will review the statistical data we collected through our evaluations and assess how we can add this cost sustainably to our budget, especially if we will replace lost/damaged items or if we plan to add to the collection. The kit tools can be used for many years to come.