

GRANT ANALYSIS FORM OPERATING & CAPITAL GRANT PROJECTS/PROGRAMS

Department/Division: Library BoardContact Person & Phone No: Dawn Lauber, 286-3009

Category of Request

 New Grant Grant Continuation Change in Previously Approved Grant

Previous Council File No. _____

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Project/Program Title: "Library a la Carte" – Homebound Service for SeniorsGrantor Agency: State of Wisconsin Department of Public InstructionGrant Application Date: September 2005Anticipated Award Date: January 2006

1. Description of Grant Project/Program (Include Target Locations and Populations):

As a pilot project, Milwaukee Public Library will partner with Goodwill Industries, which administers the Meals on Wheels program, to provide Milwaukee's homebound senior citizens with access to the Library's resources. Meals on Wheels drivers will distribute invitations, applications, reading interest surveys, and library card applications to approximately 150 homebound seniors along with their regular meal. Library staff will maintain reading interest records, gather materials, check them out to the patrons, package them for homebound delivery, and take them to the Meals on Wheels distribution site. Meals on Wheels drivers will pick up the library materials when they pick the meals; will deliver them to the homebound seniors; and will assist in the return of library items from prior visits.

2. Relationship to City-Wide Strategic Goals and Departmental Objectives:

City-Wide:

- Strengthen the quality and enhance the value of neighborhoods.
- Foster lifelong learning that enhances human capital.
- Improve the health of residents and the physical and social environment.

Library:

- To improve customer service and to increase access to library resources, services and programs.
- Increase number of library card holders and card users in targeted groups.
- Preserve, enhance and transform the Milwaukee Public Library collections and services to effectively respond to changing communities and emerging technologies.
- Improve the Milwaukee Public Library's presence in the community through partnerships, collaboration and outreach efforts and programs.

3. Need for Grant Funds and Impact on Other Departmental Operations (Applies only to Programs):

Grant funding will provide the financial support for start-up supplies, additional library materials, printed materials, and staff training. Supplies include large print books, CD's, DVD's, audiobooks, videocassettes, adult photo essay books, and canvas bags to carry the materials to and from the meal distribution site.

4. Results Measurement/Progress Report (Applies only to Programs):

Results will be measured in the following areas:

- Collaboration with other agencies – by documenting meetings, attendance, and minutes.
- Contact with and participation by homebound seniors – statistics on materials distributed, registration, surveys returned, and materials used.
- Training provided to staff – number of training sessions and participants.
- Materials added to the collection – acquisitions statistics
- Success of the project – by evaluation of project goals and achievement of objectives.

5. Grant Period, Timetable and Program Phase-Out Plan:

Grant period: January – December 2006

January – March 2006

- Planning and development meetings with partners, purchase of supplies
- Training of staff
- Distribution of informational packets and commencement of service

April – August 2006

- Review service and adjust as needed.
- Purchase additional materials.
- Continue training.

September – December 2006

- Continue to provide service.
- Review the pilot project and make recommendations for 2007.
- Complete year-end reports.

6/15/04

6. Provide a list of Subgrantees:

7 If Possible, complete Grant Budget Form and attach to back.