

**GRANT ANALYSIS FORM  
OPERATING & CAPITAL GRANT PROJECTS/PROGRAMS**

**Department/Division:** Library Board

**Contact Person & Phone No:** Kelly Hughbanks, 286-3078

**Category of Request**

New Grant

**Grant Continuation**

**Previous Council File No.** 001296

Change in Previously Approved Grant

**Previous Council File No.**

**Project/Program Title:** Books on the Go 2002. Outreach to Milwaukee Preschoolers

**Grantor Agency:** State of Wisconsin Department of Public Instruction

**Grant Application Date:** September 1, 2001

**Anticipated Award Date:** November 16, 2001

**Please provide the following information:**

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

This is the final year of a three-year LSTA Grant. This grant, a continuation of the 2001 Books on the Go grant, will provide outreach services to preschoolers living in poverty and cared for in day care settings. The main goal of the 2002 grant is to phase in the services of this grant, providing library services to day cares, into the general library staff duties. These funds will be used to purchase materials, lease the Books2Go vehicle, and fund the position of the outreach coordinator. The outreach coordinator maintains the Books2Go database, contacts and visits day cares, delivers Books2Go backpacks, facilitates library card distribution, and schedules follow-up visits to neighborhood libraries. The target audience includes, but is not limited to, children living in the Forest Home and Capitol Library service areas.

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

**A. City-Wide:**

1.) Foster an environment that will focus on the educational needs of children. 2.) Improve the literacy rate. 3.) Expand support services to youth and single parent households. 4.) Support and build the capacity of programs that address the needs of youth and families.

**B. Library:**

1.) Provide materials, services, and facilities for all citizens of Milwaukee. 2.) Expand and diversify collections, particularly to target customer groups. 3.) Expand library services to children and groups of children presently unserved. 4.) Utilize effective public relations techniques and media to publicize library activities.

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

Materials and services are needed to expand services to families with young children who currently do not use the library. Studies show that exposure to reading, books, and libraries is critical for developing literacy skills in children age five and under. Attendance at library programs indicated that these families were underserved. The library will work with community agencies to identify and reach these children.

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

Results will be measured by the number of free "Books to Go" packs distributed during visits to daycare centers, the number of library cards issued to "Books to Go" participants, the number of follow-up visits at targeted libraries, and the number of preschool children attending standard library programs.

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

January 1, 2002 to December 31, 2002:

- January - December: Presentations of Books2Go Program at "Super Saturday's."
- August - December: Phase out and incorporate duties of outreach coordinator to staff.
- January - August: Outreach coordinator contacts day cares, arranges and makes initial contact, and facilitates library card distribution.
- December: Evaluation

**6. Provide a List of Subgrantees:**

N/A

**7. If Possible, Complete Grant Budget Form and Attach to Back.**