



“Six Skills Tubs” Deposit Collection Program

Application for 2012-2013 Mini-Grant

*Sponsored by the Idaho Commission for
Libraries’ Read to Me program*

Application deadline: June 5, 2012, 5:00 PM

Overview:

- Public librarians will strengthen relationships with local daycares, preschools, or Head Start sites by making monthly storytime visits and depositing a collection of tubs containing quality children’s books that support the Six Early Literacy Skills.
- Each tub will also contain materials and resources that support the Six Early Literacy Skills, which providers can use with their children and send home with parents.
- Evaluation will be conducted at the end of the program to determine if the outcomes below were achieved.
- Timeframe: September 2012 through April 2013

Outcomes:

- Daycare, preschool, or Head Start staff will become knowledgeable about the six early literacy skills.
 - Librarians will strengthen staff knowledge of the six early literacy skills by modeling skills through group storytimes and providing additional resources/information.
- Daycare, preschool, or Head Start staff will incorporate the six early literacy skills into daily curriculum.
 - Daycares, preschools, or Head Start sites will use the materials and resources provided in the collections to strengthen children’s early literacy skills.
- Daycare, preschool, or Head Start staff will educate parents about the six early literacy skills and how parents can support those skills at home.
- Children in daycares, preschools, or Head Start sites will have increased access to quality children’s literature and literacy materials.

Logistics:

- Public libraries may apply for up to \$5,000 for the creation of Six Skills Tubs* (one set includes six tubs, one for each of the Six Early Literacy Skills). Collection contents should include:

Books: Books should include hardcover and board books, targeted to children ages birth - five. In addition, libraries are encouraged to provide professional resource books in each tub (adult books to further providers’ understanding of early literacy or idea books to help them incorporate early literacy concepts).

Materials: Literacy Station cards, Take-Home Sheets for parents, Read to Me support materials, music CDs, other props/resources, and resource notebook to

support the skill (master copies will be provided, libraries can choose what to include as well as add their own resources).

****Six Early Literacy Skills:*** Print Motivation, Print Awareness, Phonological Awareness, Vocabulary, Narrative Skills, and Letter Knowledge.

- Libraries may partner with up to six daycares, preschools, or Head Start sites per set of Six Skills Tubs. Libraries will deliver and rotate the boxes so that each partner receives every box for at least one month.
- Librarians will conduct a monthly storytime(s) at each site in which the featured Early Literacy Skill is modeled. Child care providers will fill out a survey at the end of the program to determine effectiveness and to provide feedback.
- Libraries will attend a one-hour online information meeting in August (date TBA) and a one-hour online check-in meeting in October (date TBA).
- Libraries will fill out an interim and end-of-program report to summarize findings and provide feedback.

Eligibility:

Applications will be considered from **publicly-funded public libraries** that

1) Currently/plan to visit local childcare providers at least one time per month to conduct storytimes (see Criteria/Requirements for Childcare Providers below).

2) Currently incorporate the Six Early Literacy Skills through library programming or outreach (storytimes/ ECRTTR Family Workshops/ My First Books/ Child Care Reads/ Summer Reading/ other).

3) Agree to the following requirements:

- Ensure childcare partners receive every early literacy skill box for at least one month each.
- Model the featured early literacy skill through a storytime. Either adult asides or a debriefing before/afterward with staff is required to ensure delivery of key points.
- Provide copies of each Take-Home Sheet for parents.
- Provide RTM support materials.
- Collect and submit Provider Surveys.
- Complete and submit an Interim Report, due **January 15, 2013** and a Final Report, due **April 19, 2013**.
- Commit to implementing and completing program during the timeframe specified (September 2012 – April 2013).

Criteria/Requirements for Childcare Providers:

1) Eligible childcare providers: daycares, preschools, or Head Start sites in Idaho.

2) Staff at partner sites must agree to monthly storytime visits from the public library during the timeline specified.

3) Staff at partner sites must agree to remain with children during storytimes.

- 4) Staff at partner sites must agree to send Take-Home sheets and other materials home with parents each month.
- 5) Staff at partner sites must agree to complete and submit the survey/feedback forms at the conclusion of the program.
- 6) Partner sites must commit to participating in the project from start to finish, receiving all six Early Literacy Skills boxes.

Grant Cycle Timeline:

June 5, 2012, 5:00 PM MST: Application is due

On or before June 29: Applicants notified, Grant Agreements sent to awardees.

July 15: Signed Grant Agreements are due

August 1: Grant funds dispersed, Resource packet sent to awardees. Libraries begin ordering materials and assembling tubs.

August TBA: Libraries attend online information meeting

September: Awardees complete tubs and begin rotations

October TBA: Attend online check-in meeting

January 15, 2013: Interim Report due

March 15: All grant funds must be spent

March: Distribute end-of-program surveys to providers

April 19: Final Report and Provider Surveys due

Considerations:

This Mini-grant program evolved from a 2011-2012 pilot program in which ICfL purchased books and materials, and developed resources for the Six Skills Tubs, which were then distributed to several libraries. The 2012-2013 Mini-grant Grant awardees will receive requested funds in one disbursement by August 1, and will develop, purchase, and assemble their own tubs.

To determine the amount of your library's request, consider the following cost estimates (based on Pilot Program costs and bulk discounts):

- 15 – 20 books per tub (hardcover and board books): \$1,500 – 2,000
- Sturdy tubs: \$60 - \$100 for 6
- Materials for tubs (puzzles, play doh, puppets, craft materials, letter magnets, music CDs, etc.): \$75 – 100 per tub
- Binders and plastic sleeves for resource notebooks (one in each tub): \$40 – 50
- Professional resources: \$100 – 150
- Printing (handouts for resource binders, Parent Take-Home Sheets, etc.): \$50 – 100

Funding requests must be made in \$1,000 increments up to \$5,000. If you are starting from scratch we recommend you request at least \$2,000 per set of Six Skills Tubs.

Submit application to:
Staci Shaw
Idaho Commission for Libraries
325 W. State Street
Boise, Idaho 83702
Email: staci.shaw@libraries.idaho.gov
Fax: 208-334-4016

Application to Participate in Six Skills Tubs Mini-Grant Program 2012-2013

Applicant library: _____

Address: _____ City _____ Zip _____

Library Contact /Title: _____

Telephone: _____ E-mail: _____

1) Does your library currently (or plan to) visit local childcare providers at least one time per month to conduct storytimes? No Yes

If yes, briefly describe:

2) Does your library currently provide deposit collections to childcare providers?
No Yes

3) How are you currently incorporating the Six Early Literacy Skills through library programming or outreach? *Circle all that apply:*

Storytimes ECRTTR Family Workshops Child Care Reads
Read to Me First Book Summer Reading Other (describe below)

4) Applications will be ranked by the number of students eligible for free and reduced lunches and IRI scores in the library’s school district.

Need Statement:

Percentage students eligible for free/reduced lunch: _____%

(Go to <http://www.sde.idaho.gov/site/cnp/statisticsFinance/>; click on current year “Free and Reduced Lunch by District;” click on “F and R by District” tab at bottom, use number in “% Low Income” column)

IRI scores by building (found at <https://www.sde.idaho.gov/ipd/iri/IriAnalysis.asp>)
School’s Idaho Reading Indicator (IRI) Scores for Fall 2011

KINDERGARTEN:	# Students	%	FIRST GRADE:	# Students	%
Benchmark	_____	_____	Benchmark	_____	_____
Strategic	_____	_____	Strategic	_____	_____
Intensive	_____	_____	Intensive	_____	_____

5) The amount we are requesting is

_____ \$1000 _____ \$2000 _____ \$3000 _____ \$4000 _____ \$5000

6) *I agree to the following requirements of the pilot program:*

- Attend online orientation and check-in meetings (or review archives if cannot attend)
- Ensure childcare partners receive every early literacy skill box for at least one month each.
- Model the featured early literacy skill through a storytime. Either adult asides or a debriefing before/afterward with staff is required to ensure delivery of key points.
- Provide copies of each Take-Home Sheet for parents.
- Provide RTM support materials.
- Collect and submit Provider Surveys.
- Complete and submit a Final Report.
- Commit to implementing and completing program during the timeframe specified (September 2012 – April 2013).

Signature of applicant

Date

Signature of library director or board chair

Date

Please collect a signed Childcare Provider Information sheet from each site you plan to visit for this program. The signed sheets should help ensure the provider is willing to meet the requirements of the program. You should collect these before you submit your application, but you **do not** need to submit them to ICfL with your application. Keep them for your records.

Please list the participating childcare providers: (you may partner with up to six)

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____

Childcare Provider Information
Six Skills Tubs Mini-Grant Program

Each participating childcare provider must fill out an information sheet, to be submitted to the applicant library.

Applicant Library: _____

Childcare Provider: _____

Organization Contact and Title: _____

Phone: _____ Email: _____

Type of organization:

- Head Start/Even Start School-District Preschool
 Private Daycare Private Preschool
 High School (Teen Parent Program) Other _____

Months of operation (circle one): Year-round Sept. – May or June Other: _____

Age range of children: _____

Criteria/Requirements for Childcare Providers:

- 1) Eligible childcare providers: daycares, preschools, or Head Start sites in Idaho.
- 2) Staff at partner sites must agree to monthly storytime visits from the public library during the timeline specified.
- 3) Staff at partner sites must agree to remain with children during storytimes.
- 4) Staff at partner sites must agree to send Take-Home sheets and other materials home with parents each month.
- 5) Staff at partner sites must agree to complete and submit the survey/feedback forms at the conclusion of the program.
- 6) Partner sites must commit to participating in the project from start to finish, receiving all six Early Literacy Skills boxes.

I certify that my facility is eligible to participate in this program, and agree to the Criteria/Requirements for Childcare Providers listed above.

Signature of director/owner of childcare facility
(or principal if provider is a school-district preschool)

Date

Please return to applicant library by: _____

Address: _____