

## Jacksonville Journey Oversight Committee Monthly Report

<b>Program Name:</b> Project LEAP (Library Enhanced Access Program)		
<b>Department Name:</b> Jacksonville Public Library		
<b>Date:</b> May 5, 2016		
<b>Prepared By:</b> Jennifer Giltrop, Deputy Director	<b>Contact Info:</b> 904-630-1636	
<b>Type Allocation:</b> Legislative Award		
<b>Program Strategy:</b> Family Literacy Success		
<p><b>Program Summary:</b> Provides literacy and educational programs for residents of Health Zone 1 (zip codes: 32202, 32204, 32206, 32208, 32209 and 32254). The project has three primary components:</p> <ol style="list-style-type: none"> <li>1. Story time programs for parents and children to attend together over a nine-week period, with a goal of habituating parents' practice of behaviors known to increase early literacy in children ages 0 – 5.</li> <li>2. Nine-week courses of pre-GED classes for adults (target age: 18 to 24), with a goal of preparing students to complete the GED test successfully.</li> <li>3. Nine-week cycles of technology classes for teens and adults (target age: 16 to 24), with a goal of increasing the digital literacy of these students in order to empower them to achieve educational and economic success.</li> </ol> <p>By increasing literacy levels in Health Zone 1, Project LEAP can be one of many contributors to an increase in graduation rates, jobs and income in families, and, most pertinent to the Jacksonville Journey, a reduction in crime.</p>		
<b>April Program Schedule:</b>		
<u><b>Partner Site</b></u>	<u><b>Program</b></u>	<u><b>Days/Times</b></u>
A Philip Randolph HS 1157 Golfair Blvd [32209]	Family Storytime	Twice weekly: 12:50-1:50 p.m.
City Rescue Mission 426 S. McDuff Ave. [32254]	Computer Classes	Tues/Thurs 10:45a.m. – noon Wed/Fri 1:00-2:30 p.m.
Community Connections 327 East Duval St. [32202]	Computer Classes GED Classes	Tues/Thurs 5:30-7:00 p.m. Thursdays 5:00-6:30 p.m. Saturdays 10-11:30 a.m.
Emmett Reed Community Ctr 1093 W 6 <sup>th</sup> St. [32209]	Computer Classes GED Classes	Tues./Wed. 6-7:30 p.m. Mondays – 4 sessions: 9-10:30a.m.; 11-12:30p.m.; 1-2:30; 6-8:30p.m.

Hollybrook Homes Apt 104 King St. [32204]	GED Classes	Tues./Thurs. 9:30-11 a.m.
Hollybrook Homes Apt 104 King St. [32204]	Conversation Essentials	Thursdays 9:30-11 a.m.
Magnolia Project 5300 N. Pearl St. [32208]	Family Storytime	Tuesdays 4:30-5:30 p.m.
Robert F. Kennedy Community Ctf. 1133 Ionia St. [32206]	Computer Classes GED Classes	Tues./Thurs. 3-4:30 p.m. Tuesdays – 3 sessions: 9-10:30a.m.; 11-12:30p.m.; 1-2:30 p.m.

**April Outreach Storytime to Child Care Centers:**

Magnolia Project - Wednesdays  
5300 N. Pearl St. [32208]

A. Philip Randolph High School - Tuesdays/Thursdays  
1157 Golfair Blvd. [32209]

8<sup>th</sup> Street Headstart - April 6th  
20 W. 8<sup>th</sup> St.[32206]

Diane Brown Family Day Care Home – Wednesdays  
221 E. 17<sup>th</sup> St.[32206]

Episcopal Children’s Services Early Learning Center – April 20th  
1070 W. 18<sup>th</sup> St. [32209]

Fairway Oaks Headstart – April 27th  
5717 Golfbrook Dr. [32208]

George Washington Carver Elementary Headstart - April 13th  
2854 W. 45<sup>th</sup> St. [32209]

Joshua Christian Headstart – April 20th  
924 St Clair St [32254]

Mitchell Family Day Care – April 5<sup>th</sup> & 12th  
28 E. 34<sup>th</sup> St. [32206]

Kennedy Center - April 27th  
1133 Ionia St. [32206]

Knox Academy - April 26th 1334 Franklin St. [32206]		
Northshore Elementary Headstart - Tuesdays/Wednesday/Thursdays 5702 Silver Plaza [32208]		
Pearson Center - April 21st 1314 Union St W. [32209]		
S.P. Livingston Elementary Headstart - April 13th 1128 Barber St. [32206]		
<b>Program Objectives:</b>		
<b>Quantify the Results: How Much?</b>	<b>FY 2015-16 Proposed</b>	<b>FY 2015-16 YTD (4/30/16)</b>
Number of participants completing at least 7 of 9 sessions of an Early Childhood Literacy course (unduplicated)	77	13*
Number of participants completing a 9-week Adult Literacy course (unduplicated)	48	18*
Total attendance at Conversation Essentials groups (duplicated)	576	46**
Number of participants attending at least one Digital Literacy program (duplicated)	1,210	755
Number of children participating in an outreach story time offered at a child care center	1,200	1,583
Number of child-care providers receiving instruction in the development of early literacy skills in young children	18	5***
Number of <b>Project LEAP</b> Ride to Read bus passes used	30	48

**Notes:**

\* Several of the 2<sup>nd</sup> 9-week series are underway and therefore the YTD numbers only reflect the 1<sup>st</sup> 9-week series results though we are in the middle of the 2<sup>nd</sup> 9-week series.

\*\* Conversation Essentials will be offered as an enhancement to the Adult Literacy Courses in May.

\*\*\*Several childcare provider trainings are scheduled for May.

<b>Quality and Level of Effort Count: How well services were provided?</b>	<b>FY 2015-16 Proposed</b>	<b>FY 2015-16 YTD (4/30/16)</b>
100% of child-care provider training will be delivered by instructors with Masters degrees and will be eligible for CEU credit.	100%	100%
100% of pre-school programs will reflect 11 of 12 program quality standards derived from the national Afterschool Program Assessment System (APAS <sup>®</sup> ) program standards. <sup>1</sup>	100%	97%
5 of the 6 pre-literacy skills are incorporated into every ECL program.	100%	100%

70% of <b>Project LEAP</b> families will have a library card.	70%	64%
Adult Literacy classes will maintain a 1:10 instructor-student ratio	1:10	1:4.5
100% of Conversation Essentials groups will include a grammar point from Keith Folse's book <i>Keys to Teaching Grammar to English Language Learners</i> .	100%	100%
Early Childhood Literacy classes will maintain a 1:24 instructor-student ratio (includes children <i>and</i> parents).	1:24	1:15.6
Digital Literacy classes will maintain a 1:8 instructor-student ratio.	1:8	1:5.9
<b>Community Benefit: Is anyone any better off?</b>	<b>FY 2015-16 Proposed</b>	<b>FY 2015-16 YTD (4/30/16)</b>
20% of Adult Literacy students who complete a 9-week course will obtain a high school equivalency diploma (estimated 13 students)	20%	0%*
80% of <i>Conversation Essentials</i> participants surveyed will state that they feel more confident engaging in conversations with native English speakers.	80%	100%
60% of digital literacy program participants will score 60% higher on post-program digital literacy assessment test than on the pre-program test.	60%	94%
85% of digital literacy training participants will feel more confident about using digital resources	85%	94%
80% of parents and caregivers demonstrate proficiency in the featured weekly literacy activity	80%	65%
70% of parents who participate in the <i>Project LEAP</i> story time programs will report spending more time interacting with their children (reading, storytelling, writing, playing, etc.)	70%	42%**

**Notes:**

\* Several of the students who completed the 1<sup>st</sup> 9-week session are registered to take portions of the 4 part GED test in May.

\*\*This number is only reported at the end of each 9-week series (so only 1 session included to date).

**Unit of Service:** One (1) unit of service is defined as: one (1) session of **Project LEAP** programming for one (1) participant (adult, teen or child). For example, a family of three (parent and two children) participating in an early literacy class would equal three (3) units of service. If they attend all sessions of an eight-week story time program, 24 units of service were delivered (3 x 8).

**Projected Program Capacity at 100%:** The maximum number of participants per Project LEAP nine-week course is 20 Adult Literacy, 16 to 20 Early Childhood Literacy (depending on capacity of the room), and 8 or 12 Digital Literacy (depending on the capacity of room being used).

**Percentage (%) of Low-income Participants: Project LEAP** uses the federal poverty/HUD guidelines. Title 1 Duval County Public Schools offering Free and Reduced Lunch are located in each of the targeted zip codes. Income status will be determined during the registration process.

<b>Project LEAP Budget (Acct: PLJX019LEAP)</b>						
<b>Month Ending 4/30/16</b>						
<b>Account Description</b>	<b>Sub Object</b>	<b>Total Budget</b>	<b>Total Balance Month Beginning</b>	<b>Monthly Activity</b>	<b>Total Balance Month End*</b>	<b>% of Budget</b>
<b>Expenditures</b>						
Permanent Salaries	01201	209,457	177,992	(10,882)	167,109	20.22%
Salaries Part Time	01306	21,320	18,827	(2,073)	16,753	21.42%
Medicare Tax	02102	301	(174)	(176)	(349)	215.95%
Pension Contribution	02201	1	1	0	1	0.00%
Disability Trust Fund	02207	0	(94)	(33)	(127)	-100%
GEPP Defined Cont.	02213	0	(2,423)	(838)	(3,261)	-100%
Group Dental Plan	02301	0	(60)	(55)	(115)	-100%
Group Life Insurance	02303	0	(20)	(21)	(41)	-100%
Group Hospitalization	02304	1	(1,917)	(1,801)	(3,718)	-100%
Local Mileage	04021	0	(53)	(200)	(253)	-100%
Hardware/Software	04662	3,500	0	0	0	100%
Office Supplies	05101	360	19	0	19	94.72%
Other Heavy Equipment	06402	11,270	177	0	177	98.43%
Library Books	06601	20,000	15,131	(8,222)	6,909	65.46%
<b>Totals</b>		<b>266,210</b>	<b>207,406</b>	<b>(24,301)</b>	<b>183,104*</b>	<b>31.22%</b>

\*The Budget awarded for Project LEAP assumed 12 month costs for salary and benefits for 4.5 FTEs. Due to the actual timing of the grant award and recruitment process, as well as benefit costs being lower than projected, JPL anticipates that it will not expend all available Jax Journey grant funds in FY16. In addition, JPL will soon submit a budget transfer to the City Council to allocate funds from salaries to cover benefit costs due to the original budget not being loaded into all of the specific accounts required [02102-04021above].