

## 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> September 6th, 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>August Program Schedule:</b>		
<b><u>Partner Site</u></b>	<b><u>Program</u></b>	<b><u>Days/Times</u></b>
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 Conversation Essentials	Thursdays 5:30-7:00 p.m. Wednesdays 1-2:30 p.m.
Emmitt Reed Community Center 1093 W 6 <sup>th</sup> St. [32209]	GED Classes	Monday/Wednesdays 9-10:30 a.m.; 11 a.m.-12:30 p.m.; 1-2:30 p.m.
First Haitian American Christian 3450 Commonwealth Ave. [32254]	Conversation Essentials	Mondays/Wednesdays 5:30-7:00 p.m.
New Town Success Zone (EWC) 1658 Kings Road [32209]	GED Classes	Mondays/Wednesdays 6-9:00 p.m.

Operation New Hope                      Computer Classes                      Thursdays 1:30-3:00 p.m.  
1830 Main St N. [32206]

Shiloh Outreach Center Inc              GED Classes                              Wednesdays/Thursdays 8:30-11:30 a.m.;  
10 a.m. -12:00 p.m.

**August Outreach Storytime to Child Care Centers/Deposit Collections:**

Academy of Learning – Deposit collection refreshed monthly  
5267 Buick Ave. [32209]

All About Kids – 8/24  
4563 Pearl St. [32209]

Azalea Project - Wednesdays 10:30 a.m.  
555 Stockton St. [32204]

Diane Brown Family Day Care Home – July 6,13,20  
221 E. 17<sup>th</sup> St. [32206]  
Tuesdays 8/30

Kiawanna Dennis Family Childcare – Deposit collection refreshed monthly  
5752 Iris Blvd. [32209]

Kidz Korner Learning Center – Deposit collection refreshed monthly  
25 E. 65<sup>th</sup> St. [32208]

Look at Me Grow – Deposit collection refreshed monthly  
1303 N. Edgewood Ave. [32254]

Magnolia Project – Deposit collection refreshed monthly  
5300 N. Pearl [32208]

Mitchell Family Day Care – Deposit collection refreshed monthly; 8/30  
28 E. 34<sup>th</sup> St. [32206]

Salvation Army Child Development Center – August 4 & 18  
318 N Ocean St. [32202]

UF Health-Little Miracles Center – Deposit collection refreshed monthly  
655 W. 8<sup>th</sup> St . [32209]

UF Health-OB/GYN waiting areas – Deposit collection refreshed monthly  
655 W. 8<sup>th</sup> St. [32209]

<b>Program Objectives:</b>		
<b>Quantify the Results: How Much?</b>	<b>FY 2015-16 Proposed</b>	<b>FY 2015-16 YTD (8/31/16)</b>
Number of participants completing at least 7 of 9 sessions of an Early Childhood Literacy course (unduplicated)	77	33*
Number of participants completing a 9-week Adult Literacy course (unduplicated)	48	68
Total attendance at Conversation Essentials groups (duplicated)	576	239**
Number of participants attending at least one Digital Literacy program (duplicated)	1,210	1,516
Number of children participating in an outreach story time offered at a child care center	1,200	4,325
Number of child-care providers receiving instruction in the development of early literacy skills in young children	18	50
Number of <b>Project LEAP</b> Ride to Read bus passes used	30	75

**Notes:**

\* 253 parents/caregivers have attended the Early Childhood Literacy courses, but we have found the requirement of attending at least 7 of 9 weeks extremely difficult for parents/caregivers to achieve.

\*\* Conversation Essentials will be offered as an enhancement to the Adult Literacy Courses; this goal will be difficult to achieve fully.

<b>Quality and Level of Effort Count: How well services were provided?</b>	<b>FY 2015-16 Proposed</b>	<b>FY 2015-16 YTD 8/31/16)</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%	98%
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%	67%
Adult Literacy classes will maintain a 1:10 instructor-student ratio	1:10	1:4.3
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	1:14.4
Digital Literacy classes will maintain a 1:8 instructor-student ratio.	1:8	1:7.3

<b>Community Benefit: Is anyone any better off?</b>	<b>FY 2015-16 Proposed</b>	<b>FY 2015-16 YTD (8/31/16)</b>
20% of Adult Literacy students who complete a 9-week course will obtain a high school equivalency diploma (estimated 13 students)	20%	4%*
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%	95%
85% of digital literacy training participants will feel more confident about using digital resources	85%	92%
80% of parents and caregivers demonstrate proficiency in the featured weekly literacy activity	80%	72%
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%	67%

**Notes:**

\* Several of the students who completed the GED sessions are registered to take portions of the 4 part GED test.

\*\*One of the boys coming to the story time program at S. P. Livingston said he couldn't read and wasn't very excited about the books. By the second week he wanted to see the books as soon as the staff member walked in the door. His father said that he has noticed a difference when they read together at home, and is so proud that his son thinks of himself as being able to read.

**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.

Project LEAP Budget (Acct: PLJX019LEAP) Month Ending 8/31/16						
Account Description	Sub Object	Total Budget	Total Balance Month Beginning	Monthly Activity	Total Balance Month End*	% of Budget Spent
<b>Expenditures</b>						
Permanent Salaries	01201	209,457	81,656	(11,174)	70,482	56.61%
Salaries Part Time	01306	21,320	11,177	(1,401)	9,776	54.15%
Salaries Overtime	01401	0	(115)	0	(115)	-100%
Medicare Tax	02102	301	(972)	(180)	(1,152)	482.72%
Pension Contribution	02201	1	1	0	1	100%
Disability Trust Fund	02207	0	(242)	(34)	(276)	-100%
GEPP Defined Cont.	02213	0	(6,222)	(860)	(7,082)	-100%
Group Dental Plan	02301	0	(280)	(55)	(335)	-100%
Group Life Insurance	02303	0	(104)	(21)	(125)	-100%
Group Hospitalization	02304	1	(9,122)	(1,801)	(10,924)	-100%
Local Mileage	04021	0	(812)	(108)	(920)	-100%
Hardware/Software	04662	3,500	0	0	0	100%
Office Supplies	05101	360	3,019	(3,001)	18	99.46%
Other Heavy Equipment	06402	11,270	3,939	(1,895)	2,044	93.46%
Library Books	06601	20,000	0	0	0	100%
<b>Totals</b>		<b>266,210</b>	<b>81,923*</b>	<b>(20,530)</b>	<b>61,392</b>	<b>76.94%</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 will hire an additional part time e-Specialist for computer class instruction and use remaining surplus salaries to provide more collections for outreach childcare centers. In light of the above and per JPL's request, the Mayor's Budget Review Committee (MBRC) approved a budget transfer of \$47,000 from 01201 to the following accounts in June: 05101 (\$3,000); 06402 (\$20,000); 06601 (\$24,000).