

**FIRST AMENDMENT TO THE GRANT AGREEMENT BETWEEN
THE HUMBOLDT COUNTY CHILDREN AND FAMILIES COMMISSION
(FIRST 5 HUMBOLDT)
AND COUNTY OF HUMBOLDT
FOR THE
FIRST 5 HUMBOLDT LIBRARY PARTNERSHIP**

This Amendment, entered into this 1st day of July, 2021, by and between the Humboldt County Children and Families Commission (aka First 5 Humboldt), a political subdivision of the State of California, hereinafter referred to as “F5H,” and the County of Humboldt, a governmental entity hereinafter referred to as “GRANTEE”, is made upon the following considerations:

WHEREAS, on July 1, 2020, the parties entered into an Agreement whereby F5H agreed to provide grant funding to support the First 5 Humboldt Library Partnership offered by GRANTEE, and GRANTEE agreed to utilize those grant funds in accordance with the Scope of Work and all other aspects of that Agreement; and

WHEREAS, F5H has approved additional grant funds to support this work in Fiscal Year 2021-2022; and

WHEREAS, both parties now desire to amend this Agreement in order to continue the program through Fiscal Year 2021-2022,

NOW THEREFORE, the parties hereto mutually agree that the Agreement shall be amended to modify the Description of Services, Term, Grant Funds, and Reports as set forth below. Changes from the original contract are underlined. In all other items the original Agreement shall remain unchanged and in full effect.

1. Section 1, DESCRIPTION OF SERVICES, shall be amended to read:

GRANTEE agrees to utilize these grant funds to implement the First 5 Humboldt-Library Partnership, which supports the Humboldt County Library’s services to young children and families throughout Humboldt County, with a focus on serving families in poverty, isolated rural communities, Latino, and Native American populations. The objectives, activities, and timeline for this Grant are described in Exhibit A – Scope of Work FY 20/21 and Exhibit A1 – FY 21/22 Scope of Work, and in Exhibit B – Evaluation Plan FY 20/21 and Exhibit B1 – FY 21/22 Evaluation Plan, which are attached hereto and incorporated herein by reference as if set forth in full. In providing such services, GRANTEE agrees to fully cooperate with the F5H Executive Director, or a designee thereof, hereinafter referred to as “F5H ED.”

2. Section 2, TERM shall be amended to read:

This Agreement shall begin on July 1, 2020 and shall remain in full force and effect until June 30th 2022, unless sooner terminated as provided herein. The term of this agreement may be extended by the written agreement of both parties.

3. Section 4, 'GRANT FUNDS' shall be amended to read:

- A. Grant Amount. FIRST 5 agrees to pay GRANTEE a sum not to exceed sixty-seven thousand and five hundred dollars (\$67,500) towards GRANTEE'S costs in carrying out the F5H-Library Partnership during both the 2020-21 and 2021-2022 fiscal years. Costs for labor and materials shall be as set forth in the Project Budget attached hereto as Exhibit C – Budget for July 2020 – June 2021 and Exhibit C1 – Budget for July 2021 – June 2022 and incorporated by reference. Deviations exceeding 10% of any single category proposed in the line item budget must receive written approval of the F5H ED.
- B. Schedule of Rates. The specific rates and costs applicable to this Agreement are set forth in Exhibits C and C1, which are attached hereto and incorporated herein by reference as if set forth in full.
- C. Additional Services. Any additional services not otherwise provided for herein shall not be provided by GRANTEE, or compensated by F5H, without written authorization by F5H. Any and all unauthorized costs and expenses incurred above the maximum payable amount set forth herein shall be the responsibility of GRANTEE. GRANTEE shall notify F5H, in writing, at least six (6) weeks prior to the date upon which GRANTEE estimates that the maximum payable amount will be reached.

4. Section 9, 'REPORTS' shall be amended to read:

GRANTEE shall submit an Interim Progress Report, describing the work accomplished in the six-month period from July 1 2021 to December 31st 2021, to F5H no later than January 30th, 2022. GRANTEE shall submit a Final Progress Report, describing the work accomplished during the entire period of the Agreement, to F5H no later than the 30th day of the month following the Agreement's termination date.

GRANTEE agrees to provide F5H with any and all reports that may be required by any local, state and/or federal agencies for compliance with this Agreement. GRANTEE shall submit one (1) hard copy and one (1) electronic copy of any and all reports required hereunder in a format that complies with the Americans with Disabilities Act and any other applicable accessibility laws, regulations and standards. Any and all reports required hereunder shall be submitted in accordance with any and all applicable timeframes using the format required by the State of California as appropriate.

In all other items the original Agreement shall remain unchanged and in full effect.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Agreement on the date and year first herein above written.

ATTEST:

FIRST 5 HUMBOLDT

By  _____
Mary Ann Hansen
Executive Director

Date: 10/26/21

RISK MANAGEMENT FOR FIRST 5 HUMBOLDT:

By  _____

Date: 10/22/2021

**GRANTEE :
COUNTY OF HUMBOLDT**

By _____

Date: _____

Name: _____

Title: _____

Exhibits A1, B1 and C1 are attached hereto and incorporated herein.

All other Exhibits remain unchanged from the original Agreement.

First 5 Humboldt Library Partnership
EXHIBIT A - Scope of Work
For July 2020 - June 2021

COVID-19 Pandemic Impact and this Scope of Work

The ongoing COVID-19 pandemic and associated public health restrictions will require flexibility in implementing the Scope of Work for the F5H-Library Partnership. This Scope of Work includes the normal Activities that the Partnership will undertake when public health guidance allows, as well as a brief description of how these activities may be affected by the pandemic - primarily through offering programs online, outside, or in other formats that meet current public health guidelines.

The F5H-Library Partnership Team will work cooperatively to evaluate the effectiveness of programming and consider adaptive changes to the Scope of Work as the public health situation changes.

COVID-19 driven changes to the Scope of Work are underlined

Library Partnership Goal: The library will strengthen its existing systems and build its capacity for serving 0-5 children and their families, with a focus on isolated rural residents, families living in poverty, Latino and Native American populations.

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>1. Incorporating appropriate Family Place concepts; promote Humboldt County Library as a Family Friendly Place and continue to make the 'Family Spaces' in all county library facilities more appealing and welcoming to at-risk, multilingual and ethnic families</i></p>	<p>1a). Continue to identify websites of partner agencies for possible linkages to library website or to provide them content about library programs for children and parents.</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian Outreach Coordinator</p>	<p>List of websites</p>	<p><u>1a - Increased activity focused on website and social media with First 5 and other partners to connect online families with educational resources.</u></p>
	<p>1 b). Continue to make collection materials more accessible through library displays and booklists.</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian</p>	<p>Copies of booklists</p>	<p><u>1b-1f - Less focus on physical materials generally, but a potential opportunity to update materials and displays while closed</u></p>

First 5 Humboldt Library Partnership
EXHIBIT A - Scope of Work
For July 2020 - June 2021

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>1. Incorporating appropriate Family Place concepts; promote Humboldt County Library as a Family Friendly Place and continue to make the 'Family Spaces' in all county library facilities more appealing and welcoming to at-risk, multilingual and ethnic families</i></p> <p><i>2. Enhance the collections of family support resources, multi-lingual materials, audiovisual,</i></p>	<p>1 c). Continue to contact agencies serving families and children for brochures and newsletters to be made available in Parenting Corner.</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian Outreach Coordinator</p>	<p>List of organizations contacted</p>	<p><u>1b-1f - Less focus on physical materials generally, but a potential opportunity to update materials and displays while closed</u></p>
	<p>1 d). Continue to promote and maintain Parenting Corners in the Main Library and branches</p>	<p>July 2020- June 2021</p>	<p>Outreach Coordinator Children's Librarian</p>	<p>Photographs of Parenting Corners</p>	
	<p>1 e). Continue to identify specific items for Main Library and Branches that will make the 'Family Spaces' more appealing and accessible to the target audience, based on the Focus Group reports, patron input and Family Place concepts.</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian Branch Library Staff Outreach Coordinator</p>	<p>Photographs of children's/family spaces in all library facilities</p>	
	<p>1 f). Purchase the educational toys, puzzles, rugs, furniture, and other items to meet this objective.</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian, Executive Secretary</p>	<p>Invoices of purchased items</p>	
	<p>2 a). Evaluate existing collection, noting replacement needs and</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian Outreach Coordinator,</p>	<p>Analysis of feedback</p>	

First 5 Humboldt Library Partnership
EXHIBIT A - Scope of Work
For July 2020 - June 2021

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>and other core collections for the young child</i></p> <p>2. <i>Continue to enhance the collections of family support resources, multi-lingual materials, audiovisual, and other core collections for the young child</i></p> <p>3. <i>Continue programming for families and conduct quarterly workshops for parents and childcare providers</i></p>	soliciting input from Branch Library staff.	July 2020- June 2021	Children's Librarian	Invoices of purchased materials	<p><u>2a-e Less focus on physical collection materials.</u></p> <p><u>3a-h The Library will work with the listed partners to move these services and programs online where feasible until they can be held safely in person, and to identify alternative programming to accomplish the underlying goals of this grant</u></p>
	2 b). Review, select and purchase 500-800 new items for the children's collection and 25-40 items for the Parenting Corner.	July 2020- June 2021	Cataloging Librarian Office Assistant	Computer catalog listing of items and their locations on file at the library	
	2 c). Catalog and process materials for circulation.	July 2020- June 2021	Shipping Department	Distribution list	
	2 d). Distribute to Branch Library locations.	July 2020- June 2021	Children's Librarian Eureka Library Facebook team	Copies of newspaper articles, FB posts, press releases	
	2 e). Publicize availability of collections.	July 2020- June 2021	Children's Librarian Outreach Coordinator Branch Staff	Attendance statistics; Copies of publicity	
	3 a). Continue Storytime and Outreach programs in main library and branch libraries, including Hoopa	July 2020- June 2021	Children's Librarian Outreach Coordinator	Attendance statistics; Invoices for performers	
	3 b). Continue Family Literacy Night in Eureka in partnership with Humboldt Literacy Project.	July 2020- June 2021			

First 5 Humboldt Library Partnership
EXHIBIT A - Scope of Work
For July 2020 - June 2021

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>3. Continue programming for families and conduct quarterly workshops for parents and childcare providers</i></p>	<p>3c). Partner with FAAN, HCOE, and other groups to provide quarterly workshops such as decoding the English Language and Every Child Ready to Read (in English and Spanish) for parents and childcare providers.</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian Outreach Coordinator</p>	<p>Attendance statistics; Copies of publicity</p>	<p><u>3a-h (continued) The Library will work with the listed partners to move these services and programs online where feasible until they can be held safely in person, and to identify alternative programming to accomplish the underlying goals of this grant</u></p>
	<p>3d). Continue programming for families with young children, including Baby Read & Grow Time and Baby Sign Workshops.</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian Outreach Coordinator</p>	<p>Attendance statistics; Invoices for workshops; Flyers and publicity</p>	
	<p>3e). Work with Paso a Paso and other groups to explore ways to offer Baby Signs to Spanish speaking families</p>	<p>July 2020- June 2021</p>	<p>Outreach Coordinator Children's Librarian</p>	<p>Results of activities documented in reports</p>	
	<p>3 f). Purchase Storytelling Aids (puppets, flannel board and other items) that make books come alive for very young children.</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian working with volunteers and workshop providers</p>	<p>Invoices for purchased items</p>	
	<p>3 g). Update and maintain list of performers, community helpers and organizations willing to present programs. Share list with appropriate partners.</p>	<p>July 2020- June 2021</p>		<p>Copy of list</p>	
	<p>3h). Continue outreach to First 5 PFS Programs and</p>			<p>Children's Librarian,</p>	

First 5 Humboldt Library Partnership
EXHIBIT A - Scope of Work
For July 2020 - June 2021

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p>5. <i>Continue outreach to Latino Community</i></p>	<p>about school readiness and starting school.</p> <p>5 a). Continue to promote availability of Library card applications and policy information in Spanish. Work with Latino Net, Network of FRCs, and others on ways to best reach Spanish-speaking families in this political climate</p> <p>5 b). Continue to attend Latino Net, Latino Childcare Providers and other Latino meetings to promote the Library and to key into community concerns.</p> <p>5 c). Provide Storytimes and literacy promotion to Spanish speaking groups such as Paso a Paso, churches, playgroups, and other identified groups.</p> <p>5 d). Purchase additional Spanish and Bilingual materials for the Leap into Literacy program.</p> <p>5 e). Purchase additional Spanish and Bilingual materials for the Main</p>	<p>July 2020- June 2021</p> <p>July 2020- June 2021</p> <p>July 2020- June 2021</p> <p>July 2020- June 2021</p> <p>July 2020- June 2021</p>	<p>Acquisitions and</p> <p>Technical Services Staff Outreach Coordinator Children’s Librarian</p> <p>Outreach Coordinator</p> <p>Outreach Coordinator</p> <p>Children’s Librarian Acquisitions and Technical Services Staff</p> <p>Children’s Librarian Office Assistant</p>	<p>List of activities; Copies of publicity</p> <p>Reports</p> <p>List of activities; Attendance Statistics; Copies of Publicity</p> <p>Invoices of purchased collection materials</p> <p>Invoices of purchased materials; computer catalog</p>	<p><u>partners to improve outreach and resources to Spanish speaking community members.</u></p> <p>5. <u>The Library will ensure online resources are available in Spanish, and will maintain relationships with partners to improve outreach and resources to Spanish speaking community members.</u></p>

First 5 Humboldt Library Partnership
EXHIBIT A - Scope of Work
For July 2020 - June 2021

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p>6. Continue to work with the Native American community to improve services</p>	<p>Library and the Branches; catalog and process for circulation (see Objective 2).</p> <p>6 a). Continue to participate in Chalk It Up to Books in Hoopa and other Native American events/activities as appropriate</p> <p>6 b). Continue providing storytimes, outreach, and other activities as appropriate at Hoopa Library (see objective 3).</p> <p>6 c). Work with Northcoast Storytellers and others to provide programming with Native American Storytellers.</p> <p>6 d). Coordinate and collaborate with other community agencies serving the Native American population, including current sites for Leap into Literacy in Hoopa, Orleans, Willow Creek, and the Bear</p>	<p>July 2020- June 2021</p> <p>July 2020- June 2021</p> <p>July 2020- June 2021</p> <p>July 2020- June 2021</p>	<p>Cataloging Librarian</p> <p>Outreach Coordinator Children's Librarian Branch staff</p> <p>Children's Librarian Outreach Coordinator</p> <p>Children's Librarian Outreach Coordinator Branch Staff</p> <p>Children's Librarian Outreach Coordinator</p>	<p>listing of items and locations</p> <p>List of events/activities; Attendance statistics; Copies of publicity</p> <p>Invoice for performers; Attendance statistics; Copies of publicity</p> <p>List of activities Attendance statistics; invoices for performers</p> <p>Outreach Coordinator Monthly Report</p>	<p><u>6. The Library will maintain relationships with Native American partners to improve outreach and resources in these communities throughout the pandemic</u></p>

First 5 Humboldt Library Partnership
EXHIBIT A - Scope of Work
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Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>7. Maintain Leap into Literacy Program with deliveries of deposit collections and theme-based kits to select preschools and agencies serving the target audience</i></p>	<p>River Rancheria and other tribes/groups as appropriate to promote library services and build on our working relationships.</p>	<p>July 2020- June 2021</p>		<p>Invoices of purchased materials; computer catalog listing of items and locations</p>	
	<p>6 e). Continue to purchase Native American books and AV produced for use with young children (see Objective 2).</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian Office Assistant</p>	<p>Invoice for vehicle lease</p>	<p><u>7. Coordinate with F5H and other partners on distribution opportunities to get materials into the hands of families during this pandemic.</u></p>
	<p>7 a). Continue to lease delivery van to facilitate increased volume of materials taken to sites in outlying areas.</p>	<p>July 2020- June 2021</p>	<p>Library Director</p>	<p>Invoices of purchased collection materials</p>	
	<p>7 b). Purchase additional materials for deposit collections and theme-based kits to replace lost or damaged items and to keep the collections fresh.</p>	<p>July 2020- June 2021</p>	<p>Children's Librarian Office Assistant</p>	<p>Evaluation Forms</p>	
	<p>7 c). Continue to collect evaluation forms and to be responsive to suggestions for improving the service.</p>	<p>July 2020- June 2021</p>	<p>Outreach Coordinator</p>	<p>List of activities Copy of Agreement</p>	
<p>7e) Explore ways to explore requirements for participating in Leap Into Literacy to make it more</p>					

First 5 Humboldt Library Partnership
EXHIBIT A - Scope of Work
For July 2020 - June 2021

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>8. Cultivate a network of partner agencies and organizations serving the target audience</i></p>	<p>feasible, including using branch libraries as distribution sites, having “Bay Area” sites pick up materials directly from the library, developing terms for agreements with sites (including looking at ways to increase parental involvement, library visits/use by providers and families, etc)</p> <p>8 a). Write and distribute regular communications, informational and promotional items to partner networks; attend meetings when appropriate.</p> <p>8 b). Actively seek out new partnerships in the community and work with other agencies to fulfill our mutual goals.</p> <p>8c). Explore partnerships with community groups and agencies to use Humboldt County Library system and programs</p> <p>8 d). Continue to work with established print and</p>	<p>July 2020- June 2021</p> <p>July 2020- June 2021</p> <p>July 2020- June 2021</p> <p>July 2020- June 2021</p>	<p>Outreach Coordinator Children’s Librarian</p> <p>Children’s Librarian Outreach Coordinator</p> <p>Children’s Librarian Outreach Coordinator</p> <p>Children’s Librarian Outreach Coordinator</p>	<p>Outreach Coordinator Monthly Report</p> <p>Outreach Coordinator Monthly Report</p> <p>List of partners; List of activities; Publicity from events; Attendance statistics</p> <p>Outreach Coordinator Monthly Report; copies of</p>	

First 5 Humboldt Library Partnership
EXHIBIT A - Scope of Work
For July 2020 - June 2021

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>9. Provide ongoing training for staff</i></p> <p><i>10. Focus on both long and short project outcomes</i></p>	<p>electronic newsletters, radio, social media and other methods to publicize the Humboldt County Library and its services.</p> <p>9 a). Attend relevant workshops and training sessions</p> <p>10 a). Long-Term Outcomes: i. Children and families are adequately supported in their communities and neighborhoods; ii. Children are developmentally ready to enter kindergarten; iii. Children and families have an improved quality of life; iv. Children and families are participants in lifelong learning opportunities;</p> <p>10 c) Agreed-Upon Short Term Outcomes:</p>	<p>July 2020- June 2021</p> <p>July 2020- June 2021 for all</p>	<p>Library Director Children's Librarian Outreach Coordinator</p> <p>Library Director Children's Librarian Outreach Coordinator</p> <p>Library Director Children's Librarian Outreach Coordinator</p>	<p>newsletter articles</p> <p>Handouts/Agendas from workshops</p> <p>Cumulative of efforts above - Survey results -</p> <p>List of agencies</p>	

First 5 Humboldt Library Partnership
EXHIBIT A - Scope of Work
For July 2020 - June 2021

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
	<p>11b. Continue work on developing safety strategies to increase comfort level for parents visiting Humboldt County libraries with young children</p> <p>11c. Review SOW activities, short and long-term outcomes with First 5 in August 2020 and revise as appropriate.</p> <p>11d. Explore options for sustainable funding in light of First 5 Humboldt's revenue decline</p>	<p>July 2020- June 2021</p>	<p>Library Director</p> <p>Children's Librarian and First 5 Humboldt staff/evaluators</p> <p>Children's Librarian and First 5</p>	<p>Interim report</p> <p>Reports; List of possible funding sources</p>	

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

COVID-19 Pandemic Impact and this Scope of Work

The ongoing COVID-19 pandemic and associated public health restrictions will require flexibility in implementing the Scope of Work for the F5H-Library Partnership. This Scope of Work includes the normal Activities that the Partnership will undertake when public health guidance allows, as well as a brief description of how these activities may be affected by the pandemic - primarily through offering programs online, outside, or in other formats that meet current public health guidelines.

The F5H-Library Partnership Team will work cooperatively to evaluate the effectiveness of programming and consider adaptive changes to the Scope of Work as the public health situation changes.

COVID-19 driven changes to the Scope of Work are underlined

Library Partnership Goal: The library will strengthen its existing systems and build its capacity for serving 0-5 children and their families, with a focus on isolated rural residents, families living in poverty, Latino and Native American populations.

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<i>1. Incorporating appropriate Family Place concepts; promote Humboldt County Library as a Family Friendly Place and continue to make the 'Family Spaces' in all county library facilities more appealing and welcoming to at-risk, multilingual and ethnic families</i>	1a). Continue to identify websites of partner agencies for possible linkages to library website or to provide them content about library programs for children and parents.	July 2021- June 2022	Youth Services Librarian, Outreach Coordinator	List of websites	<u>1a - Increased activity focused on website and social media with First 5 and other partners to connect online families with educational resources.</u>
	1 b). Continue to make collection materials more accessible through library displays and booklists.	July 2021- June 2022	Youth Services Librarian, Outreach Coordinator	Copies of booklists	

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>1. Incorporating appropriate Family Place concepts; promote Humboldt County Library as a Family Friendly Place and continue to make the 'Family Spaces' in all county library facilities more appealing and welcoming to at-risk, multilingual and ethnic families</i></p> <p><i>2. Enhance the collections of family support resources, multi-lingual materials, audiovisual, and other core collections for the young child</i></p>	<p>1 c). Continue to contact agencies serving families and children for brochures and newsletters to be made available in Parenting Corner.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>List of organizations contacted</p>	
	<p>1 d). Continue to promote and maintain Parenting Corners in the Main Library and branches</p>	<p>July 2021- June 2022</p>	<p>Outreach Coordinator, Youth Services Librarian</p>	<p>Photographs of Parenting Corners</p>	
	<p>1 e). Continue to identify specific items for Main Library and Branches that will make the 'Family Spaces' more appealing and accessible to the target audience, based on the Focus Group reports, patron input and Family Place concepts.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Branch Library Staff, Outreach Coordinator</p>	<p>Photographs of children's/family spaces in all library facilities</p>	
	<p>1 f). Purchase the educational toys, puzzles, rugs, furniture, and other items to meet this objective.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Executive Secretary</p>	<p>Invoices of purchased items</p>	
	<p>2 a). Evaluate existing collection, noting replacement needs and soliciting input from Branch Library staff.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>Analysis of feedback</p>	

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>2. Continue to enhance the collections of family support resources, multi-lingual materials, audiovisual, and other core collections for the young child</i></p>	<p>2 b). Review, select and purchase 500-800 new items for the children’s collection and 25-40 items for the Parenting Corner.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian</p>	<p>Invoices of purchased materials</p>	
	<p>2 c). Catalog and process materials for circulation.</p>	<p>July 2021- June 2022</p>	<p>Cataloging Librarian, Library Assistant</p>	<p>Computer catalog listing of items and their locations on file at the library</p>	
	<p>2 d). Distribute to Branch Library locations.</p>	<p>July 2021- June 2022</p>	<p>Shipping Department</p>	<p>Distribution list</p>	
	<p>2 e). Publicize availability of collections.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Library Social Media Team</p>	<p>Copies of newspaper articles, FB posts, press releases</p>	
<p><i>3. Continue programming for families and conduct quarterly workshops for parents and childcare providers</i></p>	<p>3 a). Continue Storytime and Outreach programs in main library and branch libraries, including Hoopa</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator, Branch Staff</p>	<p>Attendance statistics; copies of publicity</p>	<p><u>3a-h The Library will work with the listed partners to move these services and programs online where feasible until they can be held safely in person, and to identify alternative programming to accomplish the underlying goals of this grant</u></p>
	<p>3 b). Continue Family Literacy Night in Eureka in partnership with Humboldt Literacy Project.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>Attendance statistics; Invoices for performers</p>	
	<p>3c). Partner with FAAN, HCOE, and other groups to provide quarterly workshops</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian,</p>	<p>Attendance statistics; copies of publicity</p>	

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>3. Continue programming for families and conduct quarterly workshops for parents and childcare providers</i></p>	<p>such as decoding the English Language and Every Child Ready to Read (in English and Spanish) for parents and childcare providers.</p>		<p>Outreach Coordinator</p>		
	<p>3d). Continue programming for families with young children, including Baby Read & Grow Time and Baby Sign Workshops.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>Attendance statistics; Invoices for workshops; Flyers and publicity</p>	<p><u>3a-h (continued) The Library will work with the listed partners to move these services and programs online where feasible until they can be held safely in person, and to identify alternative programming to accomplish the underlying goals of this grant</u></p>
	<p>3e). Work with Paso a Paso and other groups to explore ways to offer Baby Signs to Spanish speaking families</p>	<p>July 2021- June 2022</p>	<p>Outreach Coordinator, Youth Services Librarian</p>	<p>Results of activities documented in reports</p>	
	<p>3 f). Purchase Storytelling Aids (puppets, flannel board and other items) that make books come alive for very young children.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian</p>	<p>Invoices for purchased items</p>	
	<p>3 g). Update and maintain list of performers, community helpers and organizations willing to present programs. Share list with appropriate partners.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>Copy of list</p>	
<p>3h). Continue outreach to First 5 PFS Programs and playgroups; conduct targeted outreach based on survey results and</p>	<p>July 2021- June 2022</p>	<p>Outreach Coordinator, Youth Services Librarian</p>	<p>List of activities</p>		

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>4. Support Kindergarten Transition Activities and School Readiness</i></p>	<p>comments. Work with F5 Humboldt in August 2021 to revisit the list of targeted sites and possible activities. Focus should continue to be on serving playgroups and other groups with younger children attending as well as groups with higher rates of Spanish language and American Indian/Native American attendees. Consider strategies to disseminate information about library activities such as articles and through social media (e.g. First 5 Humboldt's Facebook page) if/when possible as well as Storytime and literacy development support</p>				
	<p>4 a). Explore ways to work with CPIN and other groups to collaborate on activities to support children and parents being ready for school</p> <p>4 b). Continue to identify and purchase materials about school readiness and starting school.</p>	<p>July 2021- June 2022</p> <p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p> <p>Youth Services Librarian, Acquisitions and Technical Services Staff</p>	<p>List of activities</p> <p>Invoices of purchased materials</p>	<p><u>4. The Library will work with CPIN and others to provide educational resources and school readiness support online.</u></p>

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p>5. <i>Continue outreach to Latino Community</i></p>	<p>5 a). Continue to promote availability of Library card applications and policy information in Spanish. Work with Latino Net, Network of FRCs, and others on ways to best reach Spanish-speaking families in this political climate</p>	<p>July 2021- June 2022</p>	<p>Outreach Coordinator, Youth Services Librarian</p>	<p>List of activities; Copies of publicity</p>	<p><u>5. The Library will ensure online resources are available in Spanish, and will maintain relationships with partners to improve outreach and resources to Spanish speaking community members.</u></p>
	<p>5 b). Continue to attend Latino Net, Latino Childcare Providers and other Latino meetings to promote the Library and to key into community concerns.</p>	<p>July 2021- June 2022</p>	<p>Outreach Coordinator</p>	<p>Reports</p>	
	<p>5 c). Provide story times and literacy promotion to Spanish speaking groups such as Paso a Paso, churches, playgroups, and other identified groups.</p>	<p>July 2021- June 2022</p>	<p>Outreach Coordinator</p>	<p>List of activities; Attendance Statistics; Copies of Publicity</p>	
	<p>5 d). Purchase additional Spanish and Bilingual materials for the Leap into Literacy program.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian Acquisitions & Technical Services Staff</p>	<p>Invoices of purchased collection materials</p>	
	<p>5 e). Purchase additional Spanish and Bilingual materials; catalog and process for circulation (see Objective 2).</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Library Assistant, Cataloging Librarian</p>	<p>Invoices of purchased materials</p>	

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p>6. <i>Continue to work with the Native American community to improve services</i></p>	<p>6 a). Continue to participate in Chalk It Up to Books in Hoopa and other Native American events/activities as appropriate</p>	<p>July 2021- June 2022</p>	<p>Outreach Coordinator, Youth Services Librarian, Branch staff</p>	<p>List of events/activities; Attendance statistics; Copies of publicity</p>	<p><u>6. The Library will maintain relationships with Native American partners to improve outreach and resources in these communities throughout the pandemic</u></p>
	<p>6 b). Continue providing story times, outreach, and other activities as appropriate at Hoopa Library (see objective 3).</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>Invoice for performers; Attendance statistics; Copies of publicity</p>	
	<p>6 c). Work with Northcoast Storytellers and others to provide programming with Native American Storytellers.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator Branch Staff</p>	<p>List of activities Attendance statistics; invoices for performers</p>	
	<p>6 d). Coordinate and collaborate with other community agencies serving the Native American population, including current sites for Leap into Literacy in Hoopa, Orleans, Willow Creek, and the Bear River Rancheria and other tribes/groups as appropriate to promote library services and build on our working relationships.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>Outreach Coordinator Monthly Report</p>	
	<p>6 e). Continue to purchase Native American books and AV produced for use with</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian,</p>	<p>Invoices of purchased materials;</p>	

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>7. Maintain Leap into Literacy Program with deliveries of deposit collections and theme-based kits to select preschools and agencies serving the target audience</i></p>	<p>young children (see Objective 2).</p> <p>7 a). Continue to lease delivery van to facilitate increased volume of materials taken to sites in outlying areas.</p> <p>7 b). Purchase additional materials for deposit collections and theme-based kits to replace lost or damaged items and to keep the collections fresh.</p> <p>7 c). Continue to collect evaluation forms and to be responsive to suggestions for improving the service.</p> <p>7e) Explore ways to explore requirements for participating in Leap Into Literacy to make it more feasible, including using branch libraries as distribution sites, having “Bay Area” sites pick up materials directly from the library, developing terms for agreements with sites (including looking at ways to increase parental involvement, library</p>	<p>July 2021- June 2022</p> <p>July 2021- June 2022</p> <p>July 2021- June 2022</p> <p>July 2021- June 2022</p>	<p>Library Assistant</p> <p>Library Director</p> <p>Youth Services Librarian, Office Assistant</p> <p>Outreach Coordinator</p> <p>Outreach Coordinator, Youth Services Librarian</p>	<p>Invoice for vehicle lease</p> <p>Invoices of purchased collection materials</p> <p>Evaluation Forms</p> <p>List of activities Copy of Agreement</p>	<p><u>7. Coordinate with F5H and other partners on distribution opportunities to get materials into the hands of families during this pandemic.</u></p>

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>8. Cultivate a network of partner agencies and organizations serving the target audience</i></p>	<p>visits/use by providers and families, etc)</p> <p>8 a). Write and distribute regular communications, informational and promotional items to partner networks; attend meetings when appropriate.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>Outreach Coordinator Monthly Report</p>	
	<p>8 b). Actively seek out new partnerships in the community and work with other agencies to fulfill our mutual goals.</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>Outreach Coordinator Monthly Report</p>	
	<p>8c). Explore partnerships with community groups and agencies to use Humboldt County Library system and programs</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>List of partners; List of activities; Publicity from events; Attendance statistics</p>	
	<p>8 d). Continue to work with established print and electronic newsletters, radio, social media and other methods to publicize the Humboldt County Library and its services.</p>	<p>July 2021- June 2022</p>	<p>Library Director, Youth Services Librarian, Outreach Coordinator</p>	<p>Outreach Coordinator Monthly Report; copies of newsletter articles</p>	
<p><i>9. Provide ongoing training for staff</i></p>	<p>9 a). Attend relevant workshops and training sessions</p>	<p>July 2021- June 2022</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>Handouts/Agendas from workshops</p>	

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
<p><i>10. Focus on both long and short project outcomes</i></p>	<p>10 a). Long-Term Outcomes: i. Children and families are adequately supported in their communities and neighborhoods; ii. Children are developmentally ready to enter kindergarten; iii. Children and families have an improved quality of life; iv. Children and families are participants in lifelong learning opportunities;</p> <p>10 c) Agreed-Upon Short Term Outcomes: To be determined and reviewed quarterly in collaboration with F5H</p>	<p>July 2021- June 2022 for all</p>	<p>Library Director, Youth Services Librarian, Outreach Coordinator</p> <p>Youth Services Librarian Outreach Coordinator</p>	<p>Cumulative of efforts above - Survey results -</p>	
<p>11. Work Collaboratively with First 5 Humboldt and other partners</p>	<p>11a. Participate in technical assistance/other activities provided by First 5 and/or First 5 designees that will encourage/support: * Increasing skills to provide appropriate outreach and a welcoming environment to diverse families and caregivers including, but not limited to those who reflect diversity of race, ethnicity, gender, age, sexual</p>	<p>July 2021- June 2022 for all</p>	<p>Youth Services Librarian, Outreach Coordinator</p>	<p>Participant surveys (from other F5H funded programs); Informal patron comments</p>	

First 5 Humboldt Library Partnership
EXHIBIT A1 - Scope of Work
For July 2021 - June 2022

Measurable Objectives	Major Activities	Timeline	Responsible Person/Position	Documentation of Work Performed	<u>COVID-19 Impact (by Activity)</u>
	<p>orientation, income or ability</p> <ul style="list-style-type: none"> * Ensure that outreach, inclusion and program activities are culturally proficient * Explore and report on strategies to increase comfort level for parents visiting the library with young children * Update social media such as Facebook regarding children's services at the library as needed <p>11b. Continue work on developing safety strategies to increase comfort level for parents visiting Humboldt County libraries with young children</p> <p>11c. Review SOW activities, short and long-term outcomes with First 5 in August 2020 and revise as appropriate.</p> <p>11d. Explore options for sustainable funding in light of First 5 Humboldt's revenue decline</p>		<p>Youth Services Librarian, Branch staff, Outreach Coordinator, Library Director</p> <p>Youth Services Librarian, First 5 Humboldt staff/evaluators</p> <p>Youth Services Librarian and First 5</p>	<p>List of activities in reports as appropriate</p> <p>List of activities in reports</p> <p>Participant surveys (from other F5H funded programs); Informal patron comments</p> <p>Interim report</p> <p>Reports; List of possible funding sources</p>	

**First 5 Humboldt Library Partnership
EXHIBIT B - Evaluation Plan
For July 2020 - June 2021**

**F5 Humboldt Library Partnership Agreement
Evaluation Plan
2020-2021**

COVID-19’s impacts will require adaptive evaluation efforts by First 5 and the Library, as the programming itself continues to evolve to best serve the community while meeting current Public Health guidelines. The F5H-Library Partnership will meet at least quarterly to review current programs and set appropriate evaluation metrics.

The Benchmarks and Evaluation Plan below are the ‘non-pandemic’ template that will be used where possible, and will serve as a starting place to evaluate new programming.

Benchmarks for FY 20-21:

- At least 80% of ECE providers participating in Leap into Literacy report increased reading to children in their care as a result of the program
- The library will add a minimum of 10 new children’s materials by/about American Indians/Native Americans
- The library will add a minimum of 30 new children’s Spanish language materials to its collection
- At least 75% of parents/caregivers will report on Participant Surveys/Library patron surveys feeling that the library is family friendly
- Library Patron surveys will be conducted from November-February at the main library and all branch libraries
- Reports will be submitted on time
- Agreed upon short-term outcomes will be met

Information/data to be gathered	How data will be gathered	When	Who will do tasks or provide data
Benchmark 1. Parent satisfaction and perceptions of library as family friendly place	<ul style="list-style-type: none"> • Participant surveys (from other funded projects) • Library patron survey at all branches 	Annually Last conducted November 2019-February 2020	Surveys developed and analysis done by First 5 Humboldt Evaluators; Surveys distributed and collected by funded projects and library staff

First 5 Humboldt Library Partnership
EXHIBIT B - Evaluation Plan
For July 2020 - June 2021

Benchmark 2. Outreach efforts to target audiences	<ul style="list-style-type: none"> • Photographs of Parenting Corners in Eureka library and branches • List of linkage websites • Copies of booklists • # brochures/newsletters in Parenting Corner 	With reports	Library staff
3. Participant numbers collected for every service (First 5 funded or staff time First 5 funded) provided, including workshops, events, Family Literacy Nights, Storytimes, etc.	Attendance statistics	Provide information with reports	Library staff
4. Number of new items for children’s collection and for Parenting corners	Invoices	Provide information with reports	Library staff
5. Number of new Spanish language and Native American library acquisitions	Invoices	With reports	Library staff
6. Publicity about new collection materials	Copies of newspaper articles/press releases	With reports	Library staff
7. Number of Storytime events and locations, numbers of children and numbers of adults attending	Listing of events and numbers attending	List with reports	Library staff
8. Number of workshops for parents and childcare providers	Listing of events, locations, numbers served	List with reports	Library staff
9. Number of Baby Read and Grow Time and Baby Sign Workshops	Listing of events and numbers served	With reports	Library staff
10. List of performers and others that present programs	Listing of events, locations, numbers attending	With reports	Library staff

First 5 Humboldt Library Partnership
EXHIBIT B - Evaluation Plan
For July 2020 - June 2021

Benchmark 11. Maintenance/tailoring of Leap Into Literacy Program	Listing of activities and numbers served, Leap into Literacy evaluation forms (once/year in April/May/June)	With reports	Library staff
12. Annual Chalk It Up to Books in Hoopa and other events/activities focusing on Native American held	Listing of activities, locations, and numbers served	With reports	Library staff
13. Maintenance/expansion of partnerships	Listing of contacts with Partners	With reports	Library staff
14. Provide programming with Native American Storytellers	Listing of activities and numbers served	With reports	Library staff
15. Develop ties with agencies serving Native American families	List of agencies and activities	With reports	Library staff
16. Work with Paso a Paso and other groups serving Spanish speakers	List of agencies and activities	With reports	Library staff
17. Continued staff training and development	Listing of trainings and workshops attended	With reports	Library staff
18. Participate in other evaluation activities in conjunction with First 5 Humboldt Evaluators, which may include staff interviews, parent interviews/focus groups, site visits, and other evaluation activities as requested	To be determined	As appropriate/to be determined	Library staff; First 5 Evaluators
19. Interim and final reports	Interim and final reports	January and July 2020	Library staff
20. Agreed upon short-term outcomes and metrics determined in quarterly Partnership meetings	In interim and final reports, and Quarterly meeting summaries. Additional information will vary depending on the outcomes and metrics determined	January and July 2020 for reports Quarterly summaries	First 5 Evaluators and staff for survey data and quarterly meetings; Library staff for all other data

**First 5 Humboldt Library Partnership
EXHIBIT B1 - Evaluation Plan
For July 2021 - June 2022**

**F5 Humboldt Library Partnership Agreement
Evaluation Plan
2021-2022**

COVID-19's impacts will require adaptive evaluation efforts by First 5 and the Library, as the programming itself continues to evolve to best serve the community while meeting current Public Health guidelines. The F5H-Library Partnership will meet at least quarterly to review current programs and set appropriate evaluation metrics.

The Benchmarks and Evaluation Plan below are the 'non-pandemic' template that will be used where possible and will serve as a starting place to evaluate new programming.

Benchmarks for FY 21-22:

- At least 80% of ECE providers participating in Leap into Literacy report increased reading to children in their care as a result of the program
- The library will add a minimum of 10 new children's materials by/about American Indians/Native Americans
- The library will add a minimum of 30 new children's Spanish language materials to its collection
- At least 75% of parents/caregivers will report on Participant Surveys/Library patron surveys feeling that the library is family friendly
- Library Patron surveys will be conducted from November-February at the main library and all branch libraries
- Reports will be submitted on time
- Agreed upon short-term outcomes will be met

First 5 Humboldt Library Partnership
EXHIBIT B1 - Evaluation Plan
For July 2021 - June 2022

Information/data to be gathered	How data will be gathered	When	Who will do tasks or provide data
Benchmark 1. Parent satisfaction and perceptions of library as family friendly place	<ul style="list-style-type: none"> • Participant surveys (from other funded projects) • Library patron survey at all branches 	Annually Last conducted November 2020-February 2021	Surveys developed and analysis done by First 5 Humboldt Evaluators; Surveys distributed and collected by funded projects and library staff
2. Outreach efforts to target audiences	<ul style="list-style-type: none"> • Photographs of Parenting Corners in Eureka library and branches • List of linkage websites • Copies of booklists • # brochures/newsletters in Parenting Corner 	With reports	Library staff
3. Participant numbers collected for every service provided to families with children ages 0-5, including workshops, events, Family Literacy Nights, story times, etc.	Attendance statistics	With reports	Library staff
4. Number of new items for children’s collection and for Parenting corners	Invoices	With quarterly invoice reports	Library staff
5. Number of new Spanish language and Native American library acquisitions	Invoices	With quarterly invoice reports	Library staff
6. Publicity about new collection materials	Copies of newspaper articles/press releases	In library files; available upon request	Library staff

First 5 Humboldt Library Partnership
EXHIBIT B1 - Evaluation Plan
For July 2021 - June 2022

7. Number of story time events and locations; numbers of participants	Listing of events and numbers attending	List with reports; Excel file to evaluators	Library staff
8. Number of workshops for parents and childcare providers; numbers of participants	Listing of events, locations, numbers served	List with reports; Excel file to evaluators	Library staff
9. Number of Baby Read and Grow Time and Baby Sign Workshops	Listing of events and numbers served	List with reports; Excel file to evaluators	Library staff
10. List of performers and others that present programs	Listing of events, locations, numbers attending	List with reports; Excel file to evaluators	Library staff
11. Maintenance/tailoring of Leap into Literacy Program	Listing of activities and numbers served, Leap into Literacy evaluation forms (once/year in April/May/June)	With reports	Library staff
12. Annual Chalk It Up to Books in Hoopa and other events/activities focusing on Native American held	Listing of activities, locations, and numbers served	List with reports; Excel file to evaluators	Library staff
13. Maintenance/expansion of partnerships	Listing of contacts with Partners	With reports	Library staff
14. Provide programming with Native American Storytellers	Listing of activities and numbers served	List with reports; Excel file to evaluators	Library staff
15. Develop ties with agencies serving Native American families	List of agencies and activities	With reports	Library staff
16. Work with Paso a Paso and other groups serving Spanish speakers	List of agencies and activities	With reports	Library staff
17. Continued staff training and development	Listing of trainings and workshops attended	List with reports; agendas in library files, available upon request	Library staff

First 5 Humboldt Library Partnership
EXHIBIT B1 - Evaluation Plan
For July 2021 - June 2022

18. Participate in other evaluation activities in conjunction with First 5 Humboldt Evaluators, which may include staff interviews, parent interviews/focus groups, site visits, and other evaluation activities as requested	To be determined	As appropriate/to be determined	Library staff; First 5 Evaluators
19. Interim and final reports	Interim and final reports	January and July 2022	Library staff
20. Agreed upon short-term outcomes and metrics determined in quarterly Partnership meetings	In interim and final reports, and Quarterly meeting summaries. Additional information will vary depending on the outcomes and metrics determined	January and July 2022 for reports Quarterly summaries	First 5 Evaluators and staff for survey data and quarterly meetings; Library staff for all other data

**First 5 Humboldt Library Partnership
EXHIBIT C - Budget
For July 2020 - June 2021**

First 5 Humboldt Library Partnership

Budget for July 2020 - June 2021

	July - Dec 2020	Jan -June 2021	Budgeted Amount
Personnel			
Outreach Coordinator	\$ 25,600.00	\$ 26,100.00	\$ 51,700.00
Office Assistant (10 hrs./wk)	\$ 2,805.00	\$ 3,025.00	\$ 5,830.00
Total	\$ 28,405.00	\$ 29,125.00	\$ 57,530.00
Materials			
Children's collection	\$ 3,000.00	\$ 3,595.00	\$ 6,595.00
Parenting collection	\$ 200.00	\$ 200.00	\$ 400.00
Leap into Literacy books	\$ -	\$ -	\$ -
Materials for programs and spaces	\$ 200.00	\$ 200.00	\$ 400.00
Total	\$ 3,400.00	\$ 3,995.00	\$ 7,395.00
Operating expenses			
Travel	\$ 140.00	\$ 710.00	\$ 850.00
Special Events	\$ -	\$ 1,000.00	\$ 1,000.00
Promotions	\$ 125.00	\$ -	\$ 125.00
Supplies for programs and spaces	\$ 150.00	\$ 150.00	\$ 300.00
Supplies for processing books	\$ -	\$ 300.00	\$ 300.00
Total	\$ 415.00	\$ 2,160.00	\$ 2,575.00
Grand Total	\$ 32,220.00	\$ 35,280.00	\$ 67,500.00

**First 5 Humboldt Library Partnership
EXHIBIT C1 - Budget
For July 2021 - June 2022**

**Partnership Proposal
First 5 Humboldt -- Humboldt County Library
July 2021 - June 2022
Proposed Budget**

	July - Dec 2021	Jan -June 2022	Budgeted Amount
Personnel			
Outreach Coordinator	\$ 21,000.00	\$ 24,000.00	\$ 45,000.00
Office Assistant (10 hrs./wk)	\$ 3,150.00	\$ 2,900.00	\$ 6,050.00
Total	\$ 24,150.00	\$ 26,900.00	\$ 51,050.00
Materials			
Children's collection	\$ 6,000.00	\$ 6,000.00	\$ 12,000.00
Parenting collection	\$ 300.00	\$ 300.00	\$ 600.00
Leap into Literacy books	\$ -	\$ -	\$ -
Materials for programs and spaces	\$ 350.00	\$ 350.00	\$ 700.00
Total	\$ 6,650.00	\$ 6,650.00	\$ 13,300.00
Operating expenses			
Travel	\$ 400.00	\$ 600.00	\$ 1,000.00
Special Events	\$ 300.00	\$ 700.00	\$ 1,000.00
Promotions	\$ 125.00	\$ -	\$ 125.00
Supplies for programs and spaces	\$ 350.00	\$ 375.00	\$ 725.00
Supplies for processing books	\$ -	\$ 300.00	\$ 300.00
Total	\$ 1,175.00	\$ 1,975.00	\$ 3,150.00
 Grand Total	 \$ 31,975.00	 \$ 35,525.00	 \$ 67,500.00