

Official Grant Award Notification

Idaho Commission for Libraries

Your grant application has been reviewed by the Idaho Commission for Libraries (ICfL). If approved and signed below by the ICfL authorizing official, this award notification along with your attached application serves as the grant agreement/contract between the ICfL and the organization named herein for this grant program.

Grant Award Number: BFB 23-07

Award Recipient: Kimberly Elementary School
Kimberly School District #414

Award Amount: \$3,000

Grant Program: Bucks for Books

Grant Period: November 8, 2022 - March 31, 2023

Final Report Due: April 28, 2023

This grant application has been reviewed by the ICfL and is:

☒ Approved for Funding

ICfL Authorizing Official Signature:

Stephanie Bailey-White, State Librarian

Bucks for Books Grant Agreement/Application 2022-2023 School Year

Libraries must be compliant with the Idaho Commission for Libraries' eligibility requirements – IDAPA 30.01.01 - as they relate to the acceptance and use of funds for this project. Eligibility requirements: <https://adminrules.idaho.gov/rules/current/30/300101.pdf>

Please Note: If approved for funding, this grant application will also serve as the contract/grant agreement for each grantee. (See Section III b. below for details.)

Part A. Grant Overview

I. Overview

The Idaho Commission for Libraries and the Idaho Lottery Commission have partnered to support Idaho's elementary school libraries. Most elementary school libraries in Idaho have insufficient funds to provide high-quality, age-appropriate books for their students to read at school or take home. With many Idaho school children qualifying for free or reduced lunch, many students are unlikely to have their own collection of books at home. Consequently, many Idaho children do not have access to enough age-appropriate reading material to become proficient readers, the basis for all other academic learning. Further, for many students, their school library is their only library, making a large variety of books to check out at the school library even more crucial.

Thanks to the generosity of the Idaho Lottery and its VIP members, \$50,000 in funding has been made available to Idaho's elementary school libraries to purchase age-appropriate books for students to check out from the school library and take home to read. School libraries may apply for funding in amounts of \$1,000 to \$3,000 in \$1,000 increments.

If your school is a 2022-2023 Elementary School Library Access to Books Mini-Grant recipient, please wait for the 2023-2024 school year to apply for the Idaho Lottery "Bucks for Books" Program.

The goals of this program are:

- 1) Improve and grow elementary school library collections to increase access to age-appropriate, high-quality, nonfiction and fiction titles for students;
- 2) Increase the amount of reading done in the homes of elementary school children; and
- 3) Increase the number of children reading on grade level.

II. Grant Eligibility

Applying schools must meet the following eligibility requirements:

- The school is a publicly funded elementary school in the State of Idaho;

- The school has a physical space that functions as a school library;
- The day-to-day oversight and operation of the school library is carried out by a paid, contracted staff person;
- The school has not received a Bucks for Books award in the past;
- The school is not implementing a School Library Access Mini-Grant from ICfL in the 2022-2023 school year (a school cannot implement both grants in one year); and
- The school administration agrees to all the program requirements (listed below).

After program eligibility has been met, applications will be ranked by the applicants' responses to the application questions and include: Title 1 status of the school, the number of students eligible for free and reduced lunch, and, most heavily weighted, the quality and content of a narrative statement. The ranking committee will also take into consideration the geographical distribution of fund recipients across the state.

III. a) Grant Requirements

If your school is awarded Bucks for Books program funds, the following requirements must be met by your school during the program period (November 8, 2022 - March 31, 2023).

- All students, including all developmental preschool students and kindergarten students who attend the school, will be allowed to check out and take home more than one book per week during the program period. Schools are strongly encouraged to continue this circulation policy beyond the duration of the Idaho Lottery Bucks for Books Program.
- Students in all grades will be allowed to check out nonfiction books.
- All program funds will be spent on age-appropriate fiction or nonfiction books for all grade levels served by the school.
- Age-appropriate titles for these grade levels must consider the interest level for students, and include primarily good quality, read-aloud titles for family members of developing readers and/or appealing titles for independent readers. Reading levels as assigned by leveling programs such as Lexile, ATOS, Accelerated Reader, et. al. should be given secondary consideration, if any at all.
- Accelerated Reader tests, library software, library shelving, signage, and subscription services are not allowable purchases with these funds.
- Up to 5% of the program award can be spent on book processing supplies (i.e., MARC records, labels, barcodes, processing fees with vendors).
- A maximum of 50% of program funds may be spent with any single publisher (defined here as a supplier that sells primarily its own product).
- The Bucks for Books Program funds are intended to supplement any existing funds the school or school district may allocate to the school library. **The school or school district may not use these funds to supplant existing funding.**
- A school library representative and/or a representative of school administration are required to view a webinar explaining the requirements of this program, deadlines, and procedures associated with the award. Viewing must be completed before funds will be disbursed.
- Awardee will complete a final report (due April 28, 2023).
- Awardee will be well-prepared for the report by working with their school district fiscal personnel and tracking relevant information throughout the program period. A list of questions to expect on

the final report is available on the [Bucks for Books page at the ICfL website](#). The final report will require a list of fiction and nonfiction titles, a fiscal report itemizing program expenditures produced by the school or school district's accounting/fiscal system or receipts of purchases made with program funds, circulation statistics by grade level, and feedback on changes in circulation practices. The report will also ask for details about purchases of e-books and e-audiobooks for those who purchased them with grant funds.

III. b) Grant Requirements

In an effort to streamline the process for grants, this grant application will also serve as a contract/grant agreement for the selected libraries. You will receive an official award letter if selected.

This program is brought to you by the Idaho Commission for Libraries and was made possible by funds from the Idaho Lottery Commission.

Please review the following agreements and select all to which you can comply. Note: if you cannot agree to all of these statements, please be aware that your library will therefore not be eligible to receive these award funds. If you have questions about these statements or need additional information, please contact Talela Florko, Grants and Contracts Officer or Jeannie Standal, School Library Consultant at ICfL.

Check the boxes that apply below:

☒ By applying to this grant, the Library agrees to meet the program requirements outlined above.

☒ By applying to this grant, the applicants' legal entity agrees to expend funds received for the purposes outlined in the application.

☒ By applying to this grant, the Library agrees it is compliant with the Idaho Commission for Libraries' Grant eligibility requirements – IDAPA 30.01.01 (<https://adminrules.idaho.gov/rules/current/30/300101.pdf>)- as they relate to the acceptance and use of funds for this project.

☒ I certify that I have the authority to submit this application on behalf of the Library.

☒ I certify that the statements herein are true, complete and accurate to the best of my knowledge.

☒ I certify that my Library will maintain grant records and receipts for three years after the end of the award period. The award period will end on March 31, 2023. Records must be available upon request for up to three years after the end of the program implementation period (March 31, 2026).

IV. Program Timeline

- Applications must be received no later than October 8, 2022 at 11:59pm MT (10:59 PT) to be considered.
- Applicants will be notified about their status via email by October 25, 2022.
- Awardees will view a webinar by November 8, 2022. Webinar will be available for viewing starting October 19, 2022.
- Award presentations may take place during late October and into November, 2022.
- Program funds will be distributed to the school district starting November 8, 2022, and upon viewing of the required webinar.

- Bucks for Books Program is implemented November 8, 2022 – March 31, 2023.
- Final report is due April 28, 2023.

Part B: Program Application

Instructions & Checklist

Use the following checklist to ensure you submit all required documentation:

- Please review the Program Summary & Requirements sections above for important information before proceeding to the Program Application.
- The application contains some weighted questions for a total of 60 possible points. Research and collect data for these questions before completing the application.
- Application must be signed and submitted with electronic signatures.
- Application must be submitted on or before 11:59pm MDT/10:59pm PDT October 8, 2022.

If you have questions about the program application or the application process, please contact either of the following staff members at the Idaho Commission for Libraries:

Jeannie Standal, School Library Consultant, at jeannie.standal@libraries.idaho.gov or at (208) 639-4139.

Talela Florko, Grants/Contracts Officer, at talela.florko@libraries.idaho.gov or at (208) 639-4164.

2022-2023 Idaho Lottery Bucks for Books Program Application

I. Applicant Information

Name of Applying Elementary School: Kimberly Elementary School

Address of Applying Elementary School: 311 Main Street South
Kimberly, ID, 83341

Elementary School Phone Number: (208) 423-4170

School District Name and # (ex. Coeur d'Alene School District #271): Kimberly School District #414

***Primary Contact:** Kelly Stover

Primary Contact Email (at School): kstover@kimberly.edu

Primary Contact Phone Number (at School): (208) 423-4170 ext. 3039

***Secondary Contact:** Megan Garner

Secondary Contact Email (at School): mgarner@kimberly.edu

Secondary Contact Phone Number (at School): (208) 423-4170

*Either the primary or secondary contact must be the paid staff member tasked with the day-to-day operation of the library and/or the lead on the implementation of the Bucks for Books program.

Name of School Librarian: Kelly Stover
***Principal Email address** mgarner@kimberly.edu

*To assist effective communication, the applicant school's principal will receive a copy of this completed application.

II. Narrative Section

1. Grades served by the applying school (example: K-5):

K-5
2. Number of students enrolled:

443
3. (Up to 10 pts.) Is the school a Title I School for the 2022-2023 school year?

Yes

4. (Up to 10 pts.) This program uses free and reduced lunch eligibility statistics to determine the proportion of low-income students attending school. Stats by school name can be found at the following web address: <http://apps.sde.idaho.gov/CnpEligibility/Report>. Select the "Lunch Eligibility Data by District" on the top/left bar, then scroll down to your school name. If your school participates in the Community Eligibility Provision, write "CEP" in the blank below: % of low-income students in the most recent year's statistics available at the url above).

Note: If data for your school is unavailable at this site, for example, if it is a new school or has recently had new boundaries drawn, you may use data provided by the school administrators.

% of low-income students in the most recent year's statistics available at the above URL: 37.22%

5. According to your library's policies and practices, how many books per week is each grade you serve allowed to check out from the library to take home during the current school year? Please provide data for each grade your school serves. If you don't serve a grade listed, please use "000."

	Fall 2022	Spring 2023
Klndergarten	2	2
Grade 1	2	2
Grade 2	2	2
Grade 3	2	2

	Fall 2022	Spring 2023
Grade 4	2	2
Grade 5	2	2
Grade 6	2	2

6. Please explain the reasoning behind your circulation policies as they pertain to the answers provided above.

All students have a scheduled time to visit the library each week. First through fifth graders begin checking out two books the first time they have their library class. Kindergarten has two weeks of learning about the library and book care before they also begin checking out two books weekly.

Two seems like the perfect number of books to get students through the week. We also have Open Library scheduled every Monday-Thursday for students who may need to exchange books prior to their weekly scheduled class. Additionally, the week prior to extended school holidays, I let the students take three books, so they have plenty to read over the break.

7. (Up to 10 pts.) How many hours per week does a paid library staff member spend in the school library?

1 full time librarian and 1 half time paraprofessional

8. How many days per week does your school hold classes? 5

III. School Budget Information

9. (Up to 10 pts.) Excluding book fairs, donations, box tops, and other donations and fundraising efforts, what was the dollar amount your library received to buy books from your school or school district for the current school year?

\$3769

10. What funds from other sources (i.e., book fairs, donations, box tops, fundraisers, etc.) did you receive to purchase books during the 2021-2022 school year? Please include source and amount of funds in the table below. If there are no other funding sources, please indicate with "000" (zero) in Row #1 amount:

	Funding Source	Amount
1.	Fall Book Fair	\$3317.88 in books
2.	Spring Book Fair	\$1804.44 in cash
3.		
4.		

**11. Award Amount Requested:
(select the amount best suited to
meet your school's needs and that you
have will have the time to implement):**

\$3,000

12. (20pts) In 300 words or less, please describe your students' obstacles that interfere with reading and how funds from this program will help your students (with your support) overcome those obstacles.

Kimberly Elementary School (KES) faces obstacles that interfere with reading. These obstacles combined with the fact the library plays a crucial role in education, compel me to apply for this grant. I strive to make our library useful to all, regardless of abilities.

Data indicates obstacles exist at KES. September 2022 I-Station Indicator of Progress Early Reading Results reveal that the majority of students are beginning the year with scores in Tier 2 and Tier 3, meaning more than half of our students are performing below grade level.

Grade	Percentage scoring in Tier 2 / Tier 3
Kindergarten	55%
1st grade	56%
2nd grade	58%
3rd grade	41%
4th grade	44%
5th grade	54%

Additionally, we have 52 of our 443 students in our English Language Learner program; equaling 12% of our population that struggles with English.

KES does have a healthy budget; however we are also in a unique situation. Five years ago, we opened a second elementary school. It forced us to divide our collection in half, so each school had library books. Meanwhile, the previous librarian of 30 years stopped weeding books when talk of a new school began. Her thought was that old books were better than no books. Over the last five years, I have spent numerous hours weeding. (We had books that hadn't been checked out in 20 years!) Each year my budget is spent on replacing outdated books, adding to series we currently own and replacing series that went to the new school.

These obstacles prompt me to seek more funding for our library. It is imperative that I can offer a variety of books at all levels to fit the students' needs. Additional funding will allow me to purchase more books to inspire a love of reading directly resulting in more learning.

13. Alternate Plan: If the school librarian or the member of staff implementing the Bucks for Books program is unable to complete the program, what is your school's plan to successfully complete the program? Please be specific.

If the school librarian is unable to successfully implement the Bucks for Books program, the library paraprofessional would complete the task. The paraprofessional working in the library has been in this position for two years and has volunteered and been a substitute teacher in the library for five years prior to that. Not only does she have a wealth of experience in the library, but she is also aware of the

grant and the specifications for implementing it.

14. COVID Contingencies: When thinking about the coming school year, we know we can no longer make assumptions about the when and where of attendance. In the unlikely event that classes are held remotely again, what is your school's plan to get reading material (either purchased with these grant funds and otherwise) into the hands of students?

Unfortunately, we've all experienced this scenario making it easier to formulate a plan. When school shut down last time, we allowed all students to take 4 books rather than 2. If this were to happen again, I would do the same. Then I would go a step further and allow students/families to enter the library individually to check out books using an online program, such as Sign Up Genius. This would allow families the opportunity to utilize the library while limiting the number of people in the library at one time. After the previous shutdown, we sanitized all books and held them for 24 hours before reshelving them. I would continue this practice.

15. If your school is awarded Bucks for Books funds, there may be an opportunity to provide books along with the cash award. Please provide a wish list of the top ten titles your students would like to find among those bonus books.

	Title of book	Author
Title 1	The Smart Cookie	Jory John
Title 2	The Creepy Crayon	Aaron Reynolds
Title 3	The Boy with Wings	Sir Lenny Henry
Title 4	Pretty Perfect Kitty Corn	Shannon Hale
Title 5	Once Upon a Tim	Stuart Gibb
Title 6	The Ogress and the Orphans	Kelly Barnhill
Title 7	Good Dog (any of them)	Cam Higgins
Title 8	Knight Owl	Christopher Denise
Title 9	The First Cat in Space Ate Pizza	Mac Barnett
Title 10	Skandar and the Unicorn Thief	A. F. Steadman

IV. Application Certification/Signature

By typing your name in the box below, you are electronically signing this document and certifying that all the information provided on this application is true and accurate to the best of your knowledge. After signing, click the Submit Button and a copy of this application will be emailed to you, the secondary contact, and the principal.

If you have any questions about this program or your application, please contact Jeannie Standal at the Idaho Commission for Libraries, (208) 639-4139 or at jeannie.standal@libraries.idaho.gov.

Electronic Signature (type your name in the box below)

Kelly Stover

Friday, September 30, 2022