SonomaFi Grant Lesson Plan Template   
*(Note:* ***Save As*** *and name new document using* [*naming conventions below*](#_Documenting_Events_for)*)*

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| **Community Need:** | During the COVID-19 pandemic, libraries closed countywide, removing this free local access point for computers, internet, library programs, and services online from the communities most in need-- those experiencing food, housing and financial insecurities, as well as those facing isolation, language barriers, and lacking digital information on-ramps and skills. In a region that has been devastated by wildfires for the past several years, COVID-19 has exacerbated the need for community resources online ([10.5% of households don’t have broadband access in Sonoma County](https://www.imls.gov/sites/default/files/users_guide_imls_nofo_metrics.pdf) from 2015-2019), and the need for accurate medical and emergency preparedness information. |
| **Project/ Solution:** | Sonoma County Library’s (SCL) ***SonomaFi: your internet popup*** program will establish and implement digital community outreach programs on the go, including programs in English and Spanish focused on digital literacy and Internet conductivity to the most vulnerable in Sonoma County. Our goal is to provide Internet availability to locations lacking access. ***SonomaFi: your internet popup*** aims to address digital literacy: Internet connectivity, access to Internet-ready devices, training on the effective and responsible use of devices and the Internet. |

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| **Event/Program Title:** | **Senior Expo 2022** |
| **Date & Location:** | **07/9/2022** |
| **Audience:** | **Adults, Seniors** |
| **Description of Program:**  *General overview of the program, location, setup, partner, and purpose.* | Description taken from event website: *“Santa Rosa Recreation and Parks invites local senior service professionals to be part of the Senior Expo. This event will showcase how businesses, organizations and activities in Santa Rosa make our community a great place to live. Join us for this exciting event and connect with potential clients, spread awareness of your products and services and take away some great contacts.*  *We can include demonstrations, health screenings and activities providing information on health, nutrition, safety, veterans, housing, insurance, finances, social security, retirement, volunteer opportunities, hobbies and leisure activities.”*  Opportunity for library staff to connect with local seniors and their families and demonstrate some of the resources, events, and products that the library offers.   Most Santa Rosa City buildings offer public wifi, but using SonomaFi: your internet popup will ensure consistent and continuous wifi access, as well as an opportunity to demonstrate resources and troubleshoot if guests have issues.   As the description implies, the partner is the Santa Rosa Parks and Recreation.  Set up will include SonomaFi: your internet pop-up, SCL tablecloth, (assuming table and chairs provided- but if not, let’s include those as well), tablet or laptop, select fliers for upcoming events or resources (including Summer Reading booklets). |
| **Resources Needed to execute this event:** *Check the boxes that apply to your program. Request support from HQ if needed.* | * # of Staff: **3-4 librarians, associates, or specialists** * SonomaFi portable hotspot **YES** * Pop-up * Table **MAYBE (dependent on what SRP&R offers)** * Chair(s) **see above** * Tablecloth **YES** * Outreach materials  **YES** * Signage **YES** * Prize Wheel & Outreach Incentives **YES (bags, pencils, pens)** * Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **How and why will the SonomaFi device be used? How will the SonomaFi kit enhance the program or service?** | *The device will certainly provide an Internet connection, but specifically: How will that Internet connection be used? How or why is it important in this context? What is preventing participants from connecting otherwise? What more is being accomplished with the connection than without?*   * The internet connection provided by SonomaFi: your internet popup ensures a stable and continuous internet connection that allows staff and guests a seamless exploration of library services, while also demonstrating library technology. * It’s important in this context to be able to demonstrate library resources in real time and/or the path for how to access. * Without the connect, staff could generally discuss upcoming events, but with the stable connection, would be able to sign people up for events, as an example. |
| **Partnership Organization:** | * Santa Rosa Parks & Recreation |
| **Intended Outcomes: (check boxes?)** *Describe desired participant outcome using the future tense. Identify changes in behavior, knowledge, etc.* | [Project Goal 1](#_Project_Goal_1.):   * Attendees will feel more comfortable using technology? **YES** * Attendees will Access Internet resources more easily? **YES** * Attendees will Better navigate social services websites? * Attendees will Identify accurate medical information and news * Attendees will Increase their understanding of e-resources and services provided by Sonoma County Library? **YES**   [Project Goal 2](#_Project_Goal_2.):   * Participants increase their access to and understanding of local and online resources? **YES** * Sonoma County Library increases its knowledge of the information needs of county residents? **YES** |
| **Explain how this program fits Project Goal 1 and/or 2** | *Explain how the program meets the grant outcomes (above) in the context of the* [*Grant Goals and Outcomes*](#_Grant_Goals_and) *if and where they apply (see page 4).*  Attending the Senior Expo with a SonomaFi device will allow staff to demonstrate connectivity to a community group that is often the most unexposed to new technology (i.e. how to connect their mobile devices to wifi). Additionally, with SonomaFi connectivity, staff can demonstrate how to navigate to and access different library resources that seniors may be interested in, which will increase their understanding of services provided by SCL.  By attending this event hosted by Santa Rosa Parks & Recreation, we are strengthening our community ties. Participants at the event- both event organizers and attendees will recognize the library as a valuable part of their community. And by embedding ourselves in a community event, the library has an opportunity to talk with their community to learn how we can better serve them- what their learning needs are, entertainment needs are, etc. |
| **Intended Outputs/**  **Program Objectives:** *If possible, try to quantify number of people, tasks accomplished, or anything else measureable. Describe the scope as part of the larger goal/purpose.* | Fill out sheet to capture measurable #s at each event:   * # of attendees? * # of questions answered re: technology/internet * # of questions answered re: social services websites * # of questions answered re: medical information * # of questions answered re: library e-resources local community services/websites * Other (or notes on specific sites/resources/interactions \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Which of the 10 Library Reimagining Plan Key Concepts apply to this program? Explain:**  *Check the boxes that apply to your program.* | * Further community resiliency **YES** * Foster racial equity, social justice and inclusion for everyone **YES** * Build community connections through outreach **YES** * Strengthen community partnerships for collaborative services **YES** * Expand technology, connectivity and information access **YES** * Provide opportunities to learn, contribute, interact and participate **YES** * Empower youth development and lifelong learning * Embody a culture of creativity for quality of life **YES** * Offer bilingual and culturally competent services and resources **YES** * Advance climate action |
| Explain how your program fulfills these concepts. | By attending an expo for local seniors, library staff can connect with attendees and their families and share about resources and opportunities that can further our community’s resiliency; since this is an outreach opportunity, staff are meeting people outside of the library and sharing technology- so the digital divide can be slowly bridged; by attending the expo hosted by Parks & Rec, the library signifies that it is a community partner willing to be responsive and participate in community events; attendance also provides a wider swath of the population opportunities to learn and interact with services that the library provides. If a bilingual staff member is able to attend- excellent, but if not, an emphasis will be placed on showcasing the excellent programs and services that the library offers in languages other than English. |
| **What additional settings, populations, or programs might benefit from or use this lesson plan?** | *Can this program be replicated at other locations or with other partners? If so, please describe which locations and partners and how it might best be applied.*  This same formula could be used at a host of other expo/festival type events. Partners could include: farmers’ markets, music festivals, expos showcasing safety, etc. |

# Documenting Events for the Grant:

**When you are finished with your lesson, please follow these steps to documents:**

1. Go to this folder on the Everyone Drive: Z:\IMLS Grant - SonomaFi\Program Documents
2. Create a new folder using the following naming conventions: ProgramName.BranchName.Date02-22-2022
3. Place the following documents in the folder (if applicable):

* Completed lesson plan
* Event photos
* Marketing materials (fliers, signs, screen shots of calendars/website announcements, social media postings, etc.)
* Program notes (if any)
* Patron evaluations
* Staff evaluations

1. When adding events to the Library Calendar, or requesting/creating marketing materials, please use the subheading “SonomaFi Internet Popup” after your event title (i.e. *Ask a Librarian in the Park: SonomaFi Internet Popup*)

# Grant Goals and Outcomes

## Project Goal 1*.*

*Implement* ***digital literacy*** *and* ***community outreach programs*** *by providing* ***Internet access*** *and instruction to Sonoma County residents in months two-twelve of the grant year.*

***(Outcomes) How will participants:***

* + *Feel more comfortable using technology?*
  + *Access Internet resources more easily?*
  + *Better navigate social services websites?*
  + *Identify accurate medical information and news*
  + *Increase their understanding of e-resources and services provided by Sonoma County Library?*

## Project Goal 2*.*

*In addition to teaching residents about Sonoma County Library’s relevant resources, we will work with partners such as the* [*Redwood Empire Food Bank*](https://refb.org/) *and the local* [*Workforce Investment Board*](https://sonomacounty.ca.gov/Workforce-Investment-Board/) *to bring experts to provide information on relevant topics such as job searching and signing up for food assistance ([CalFresh](https://www.getcalfresh.org/)) at community sites in months two-twelve of the grant year.*

***(Outcomes) By working with partners, how will:***

* + *Participants increase their access to and understanding of local and online resources?*
  + *Sonoma County Library offer a big picture assessment of the true needs of county residents?*