



District Grant Final Report 2019-2020

This report must be completed and uploaded on matchinggrants.org within 30 days after completion of the project but no later than 2 years after the date of approval of the project.

District Grant # P-2559

Rotary Club: Scottsbluff/Gering
Project Title: Literacy Grant: Little Free Libraries

Project Description:

1. Briefly describe the project. What was done and where did the project activities take place? Explain how the beneficiaries and other community members were involved?
A need was identified for individuals who could not get to the library or who did not have time to go to the library, to have access to books and reading materials. This project put Little Free Libraries in parks in Scottsbluff and Gering that were closed to areas that lacked east access to the library. Project funds were used for the purchase of materials to make the little free library structures and some books to help start the collections. Our local high school shop class built the little free libraries. Club members were involved with working with the libraries to organize this project and select appropriate locations for the libraries. The club worked with the newspapers and news channels to publicize information about the Little Free Libraries but also about Rotary's mission and goals. We held a noon program to help educate our members about the all the programs, possibilities, and offerings of our local libraries in both Scottsbluff and Gering and then followed the noon meeting up with a dedication ceremony of the Little Free Libraries, attended by many Rotarians (Dedication Ceremony Script attached). The libraries will be maintained by the respective Friends of the Library Foundations for each city. We will assist with maintenance of the structures as requested.
2. How many Rotarians participated in this project?
3 Rotarians have assisted in the administration of this project, an additional 2 have assisted with publications related to the project (see one article attached under documents). Our whole club was involved in a program related to the libraries and about 20 of our members attended the dedication ceremony.
3. What did they do? Please give at least two examples.
See description above.

4. How many non-Rotarians benefited from this project?

A total of 23,193 people could potentially benefit from this project. The population of Scottsbluff is 14,874 and the population of Gering is 8,319, with the regional draw of the area being much higher. We have installed counters into the libraries to hopefully track which libraries are used most frequently and see how frequently they are used as a collective. We have received many emails and texts of pictures of people using the library and have heard verbally of people seeing people using the libraries (see under pictures). The libraries have been filled beyond what was initially put into the libraries by the Rotarians and the city libraries.

Emails such as,

"I drove past the Little Free Library across the street from Rosita's today, and it would have done your heart proud, as two ladies and a child were reviewing and taking a couple books from the library.

Rotary in Action..

Good job"

5. Who are the beneficiaries and what is the expected long-term community impact of this project?

The beneficiaries of this project could be anyone in our community, even people just passing through, but the intended beneficiaries are individuals who would not otherwise go to the library. We intend for these libraries to provide access to books for many generations to come and with the partnerships with the Friends of the Library, the project is more sustainable than if we were doing this project on our own.

6. If a cooperating organization was involved, what was their role?

As mentioned, we partnered with many organizations including:

The Scottsbluff High school

who built all the little free libraries as part of their shop class. This served multiple purposes this gave the students an opportunity to learn by building something that served their community, it made it possible to build additional libraries compared to if we purchased building kits directly from the LFL site, and it helped the students have more pride in the community. The high school also set the posts and libraries in the city of Scottsbluff and attached the libraries to the posts that were set in the ground by the city of Gering.

The local city governments: Scottsbluff and Gering

The cities' libraries and staff helped us determine proper locations based on city owned property and ease of access for users. The city of Gering also set their library posts.

The Libraries

Helped us purchase the books to start the libraries at the rate that they can purchase books for. They helped identify the ideal books for the locations of the libraries, based on the population we believed we would be serving.

The Friends of the Libraries

Have committed to sustaining the Little Free Libraries; keeping them stocked, if necessary and in good maintenance.

7. Income:

Income Source	Amount
Our Club	\$500.00
District Match	\$1,000.00
Total Project Income	\$1,500.00

8. Expenditures: (number receipts starting with 1 and indicate a receipt # (s) for each expenditure) (Do not include travel expenses)

If international project convert amounts to US dollars	Receipt # (s)	Budgeted Amount	Actual Amount
MATERIALS		\$929.95	\$886.08
Menards: Materials	67064 07 5239		\$842.21
Russell Hampton Company: Rotary Stickers	23476392		\$18.14
Walmart: Counters	3781950-038443		\$19.77
REGISTRATIONS		\$240.00	\$252.02
Little Free Libraries: Registrations	33009		\$252.02
Books		\$330.05	\$361.90
Scholastic Literacy Partnerships: Scottsbluff Book Purchases	Contract # LP29057		\$180.12
Ingram Library Services: Gering Book Purchases	41002246		\$30.03
Ingram Library Services: Gering Book Purchases	40962017		\$155.43
Total project expenditures		\$1,500.00	1,497.72

9. Please explain any variance of more than 5% between the budgeted amount and the actual amount including the reason for the variance and why the alternative was chosen. Please see attached spreadsheet for further information, where individual items were broken down as budgeted verse actual and explanations for difference between budgeted and actual. Red items are overages and Black are items that were below budget.

10. Project score (5=strongly, 4=agree, 3= neutral, 2=disagree, 1=strongly disagree)

	Project Score	Comments
The overall project was successful	5	We will continue to see if it is used or if the newness of it wares off but, we believe the libraries are a success and will continue to be.
The grant process worked well	5	
My interaction with partner clubs was good	5	We made many partnerships but none with other Rotary Clubs.
We achieved the results we expected	5	

11. Did you upload photos in your project on matchinggrants.org under the Photos tab? (If not, please do so)

Yes.

12. What worked well on this project and why?

The partnerships we had worked well that helped us achieve more with our resources. The use of the media to cover the projects and also put our club in the publics eye was a great benefit of this project. This project has also stemmed more interest in additional groups taking on additional Little Free Libraries.

13. What did not work well and how would you suggest improving it?

The partnerships with the cities were also difficult because finding locations involved dealing with not only finding areas that needed access but areas that the city could install the libraries because we had to install them on city owned property but had to deal with road setbacks and other code compliance issues. We believe getting the city's staff, beyond the library staff, to buy-in to the project sooner would have been beneficial. As with any well run project

communication is key; the more “key player” people you can inform and keep involved and bought in the better.

14. How was this project publicized?
News Papers and TV news stories, as mentioned above.

Project Inventory

Please list all items provided in this grant that are over \$500 in value and are not expendable.

All items are listed on the Grant Budget vs Actual Expenses document

Item Purchased	Date of Purchase	Cost	Destination/ Location	Comments

By signing this report, I confirm that to the best of my knowledge these District Grant funds were spent only for eligible items in accordance with Trustee-approved guidelines, and that all the information contained herein is true and accurate. Receipts for all grant-funded expenditures are attached. I also understand that all photographs submitted in connection with this report will become the property of RI and will not be returned. I warrant that I own all rights to the photographs, including copyright, and hereby grant the District, RI and TRF a royalty free irrevocable license to use the photographs now or in the future, through the District and the world in any manner it so chooses and in any medium now known or developed. This includes the right to modify the photographs as necessary in the District’s and RI’s sole discretion. This also includes, without limitation, use on or in the web sites, magazines, brochures, pamphlets, exhibitions and any other promotional materials of the District, RI, and TRF.

Please attach all receipts or an invoice and a copy of the check used to pay the invoice. Funds over \$100 not used must be returned to the district grants treasurer.

Certifying signature of primary contact Megan Hayward Date: 8/13/19

Print name: Megan Hayward

Upload this report on matchinggrants.org in .pdf format only