

# Special Short-Term Santa Barbara AEBG Consortium Request for Proposal for Noncredit Adult Education Funds

The Santa Barbara AEBG Consortium is pleased to announce \$30,000.00 recaptured funds from the 2017-2018 Year-3 grant cycle.

All funds must be expended no later than September 1, 2019.

A comprehensive and competitive Request for Proposal submission will align with the Adult Education Block Grant and the Consortium's Goals and Objectives set forth below.

The overarching AEBG 3-year plan goals of the Consortium are (1) to provide excellent programming for adults in a variety of program areas based on proven community needs; (2) to develop student support services specifically focused on the needs of adult learners, to assist in transfer acceleration and career success; (3) to support innovative professional development for staff and faculty; and (4) to set meaningful outcomes captured by various measurements and tools and shared with her stakeholders.

The Santa Barbara AEBG Consortium's primary goals for upcoming 2018-2019 year are the following:

- 1) Continue to support our noncredit faculty in building bridges to credit for existing and new AEBG programs.
- 2) Continue to fill gaps in Career Education in Industrial Technologies (or other areas supported by the study currently underway to be completed by 2018).
- 3) Support new activity resulting from AB705 implementation (focused on mathematics, English, and ESL).
- 4) Implement and support the new the Adults with Disabilities Career Planning and Training Program
- 5) Continue to partner with local Santa Barbara One-Stop operator and other agencies for career training initiatives.
- 6) Continue to cross-pollinate AEBG initiatives with WIOA and Strong Workforce initiatives.
- 7) Continue its commitment to the collection of accurate data and analytics for all AEBG programs and services
- 8) Continue to support our Student Support Services to help transition students from noncredit to credit or jobs/careers.
- 9) Continue to support our existing SBCC programs that are aligned with the AEBG goals and initiatives.
- 10) Support job placement assistance efforts where feasible and allowable

The statewide AEBG targets programs in areas with a focus on economic mobility and include:

- Programs in elementary and secondary basic skills, including programs leading to a high school diploma or high school equivalency certificate.
- Programs for immigrants eligible for educational services in citizenship, English as a second language, and workforce preparation.
- Programs for adults, including but not limited to older adults that are primarily related to entry or reentry into the workforce.
- Programs for adults with disabilities.
- Programs in career technical education that are short term in nature and have high employment potential.
- Programs offering pre-apprenticeship training activities conducted in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards for the occupation and geographic area.

AEBG Fiscal Regulation for all Independent Contractors and External Partners:

- (I) Indirect, for Profit, or Fringe Benefits are not allowable expenses and cannot be reimbursed.
- (II) All Independent Contractors and External Partners must submit invoices to the AEBG Coordinator for reimbursement

THIS APPLICATION IS DUE NO LATER THAN MIDNIGHT, WEDNESDAY, OCTOBER 10, 2018.

Are you an existing 2015/16, 2016/17, 2017/18 AEBG funding awardee? \*

Yes

No

Program Name \*

Santa Barbara Public Library's Pre-English as a Second Language (ESL) Program Pilot

Primary Contact Name \*

Devon Cahill

Primary Contact Email \*

dcahill@santabarbaraca.gov

Primary Contact Phone \*

805-564-5635

Applicable Noncredit Program Area \*

Adult Education (ABE, ASE, Basic Skills)

English as a Second Language/Literacy

Adults in the Workforce

Adults with Disabilities

## 1. Executive Summary \*

Please provide an executive summary of your proposed plan (to include overarching goals and outcomes) to create new programs or expand existing programs in one of the areas identified above.

Native language literacy is an important foundation on which immigrants build literacy in a new language and, therefore, an important first step towards integration into the Santa Barbara community. With support from the Adult Education Block Grant (AEBG), Santa Barbara Public Library (SBPL) Adult Literacy Program will conduct a Spanish literacy needs assessment among ESL learners and launch a pilot pre-ESL program in 2018-2019. The pilot program will allow us to assess how to best use SBPL's Adult Literacy Program's existing volunteer tutor model as a means to enable learners to build a necessary Spanish literacy foundation for ESL learning through small classes, one-to-one-tutoring, and online literacy training. AEBG funding will further enable us to hire a certified ESL instructor and a specialist in Spanish language adult education from La Plaza Comunitaria to train a small group of current bilingual volunteers in effective pre-ESL teaching strategies. Through the pilot project, SBPL will determine the scope of Spanish literacy needs in our service area, create Spanish literacy/pre-ESL training modules for tutors, and develop evaluation criteria to measure learner progress.

Many of our learners who would benefit from pre-ESL tutoring and training come to us because they are seeking greater access to education and employment opportunities. As such, pre-ESL is an essential first step to integrate into and thrive in SBPL's Adult Literacy Program and SBPL Works! workforce development program, and also in non-credit and credit GED, ESL, and vocational courses at the School of Extended Learning and Santa Barbara City College (SBCC).

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## 2. Integration \*

Please explain how your proposed program creates a transition to credit/transfer educational programs or creates a transition to the workforce (including, but not limited to, internships, jobs, pre-apprenticeships, self-employment).

This project helps adult learners build the basic native language literacy skills necessary to excel in ESL learning and thereby increase achievement of a variety of goals including citizenship, improved employment options, and workforce reentry. Most of our Spanish speaking ESL learners are working and raising families so the time they can dedicate to building their language skills is limited and inconsistent. The varied formats of small class training, one-to-one tutoring, and online instruction will give the program the flexibility required to meet the specific needs of each learner and accommodate different learning styles and schedules. By building a foundation in literacy in Spanish reading, learners can more easily transition to ESL learning and English fluency, becoming fuller selves in their families and work and as members of the Santa Barbara community.

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### 3. Justification \*

Please justify the need of your proposed program and include research, labor market information, employer feedback, student surveys, or other relevant information and describe how funding will further your objectives. For programs that received 2015/16 or 2016/17 or 2017/2018 AEBG funding, please justify the need and provide a status report on your existing awards and remaining balances.

Our primary objective is to meet the current demand for pre-ESL training with the long-term goal of permanently incorporating it into our Adult Literacy Program. We currently have a backlog of learners who require Spanish-speaking tutors to transition them into ESL learning. Because of our current program does not explicitly recruit and train bilingual tutors in pre-ESL strategies, committed learners languish on our waiting list and often lose interest before a successful tutor match is made. Developing a program that specifically addresses the struggles of learners in their native language first will help us more effectively move learners into our established ESL literacy program.

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### 4. Outreach & Marketing \*

Please describe your plans to conduct outreach and marketing to reach your target population and increase enrollments.

The target population for the pilot is Spanish speaking adults in Santa Barbara and surrounding communities who have struggled with ESL learning as a result of limited literacy in their native language. Spanish language and bilingual marketing efforts will include hanging flyers in local businesses, posting Spanish language videos on social media, ads in local Spanish language newspapers and radio stations, and in-person canvassing by bilingual staff in target neighborhoods. Additionally, we will coordinate and promote our program with the SBCC School of Extended Learning.

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## 5. Alignment \*

Please describe how your program is in alignment and furthers the Consortium's goals and objectives as stated above.

SBPL's pre-ESL pilot addresses the proven needs of the Spanish speaking adult immigrant population in our community and fulfills the California state initiative focusing on immigrant integration. The program also addresses AEBG's stated goals by (1) providing excellent programming by building on SBPL's successful English adult literacy model to address the needs of native Spanish speakers, (2) developing student support services specifically focused on adult learners to assist in transfer acceleration and career success by readying learners for the language acquisition necessary to succeed, (3) supporting innovative professional development for staff and faculty by providing training to address current pre-ESL needs of our community, and (4) determining meaningful outcomes by working with learners to set and achieve clear personal and professional goals. SBPL Adult Literacy Program's pre-ESL program will also build bridges to existing and new AEBG programs both within the Library and in the greater Santa Barbara community by filling in the gaps between services currently offered by SBPL, SBCC credit division, the School of Extended Learning, and other agencies.

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## 6. Activity Chart \*

Please use Activity Chart provided in the link under the instructions and email to [sbaebg@gmail.com](mailto:sbaebg@gmail.com). The Activity Chart should outline your program's specific objectives and activities, along with a timeline for completion, the person/agency responsible, outcomes and data capture methods. Please attach additional pages if necessary. \*

I certify that the Activity Chart has been completed and emailed to [sbaebg@gmail.com](mailto:sbaebg@gmail.com)

## Total Budget Requested \*

\$9,163

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## 1000 (Instructional Salaries) \*

Total dollars requesting for INSTRUCTIONAL PERSONNEL (include 25% for BENEFITS in 3000 section below)

\$150

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**1000 Detail \***

Please provide a detailed budget for this category.

Instructor for 5 hour tutor training at \$30/hr

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**2000 (Noninstructional Salaries) \***

Total dollars requesting for PERSONNEL (include 25% for BENEFITS in 3000 section below)

\$6450

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**2000 Detail \***

Please provide a detailed budget for this category.

Adult Education Librarian course prep for 10 hours at \$50/hr (including benefits).

Adult Education Librarian course management 4 hours/wk at \$50/hr (including benefits)

SB Library Staff training 4 hours at \$25/hr (including benefits)

SB Library Staff program dedicated hours 5 hours at \$25/hr (including benefits)

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**3000 (Benefits from 1000 and 2000 categories) \***

Total dollars requesting for BENEFITS . The average benefit rate is 25%.

\$143

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**4000 \***

Total dollars requesting for INSTRUCTIONAL SUPPLIES and NON-INSTRUCTIONAL SUPPLIES and Computer Software (not Hardware).

\$525

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**4000 Detail \***

Please provide a detailed budget for this category.

5 Leamos online ESL training subscriptions at \$55 each  
Print Materials (Training manuals, Worksheets) \$250  
Books \$225

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**5000 \***

Total dollars requesting for CONSULTANTS, MEETINGS, PROFESSIONAL DEVELOPMENT

\$420

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**5000 Detail \***

Please provide a detailed budget for this category.

10 Course prep with consultant \$300  
2-hour bi-monthly meetings with consultant \$120

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**6000 \***

Total dollars requesting for CAPITAL OUTLAY (Computer Hardware)

\$1250

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**6000 Detail \***

Please provide a detailed budget for this category.

5 Headphones w/ microphones \$250  
1 Touchscreen standalone computer \$1000

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**Total Number of Adults Students Served \***

5

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**Target Number of New Adult Students Served for 2018-19. \***

50

Do you currently receive other NON-AEBG funding that supports the proposed activity? If yes, please describe how additional funding expands or supports that activity. \*

Yes. While SBPL does not receive additional funds specifically for pre-ESL programs, the Adult Literacy Program receives additional funding from the California State Library, Family Services Agency, and the City of Santa Barbara.

What is your sustainability plan for this activity when funding is no longer available? \*

The project relies on a successful model of adult literacy volunteer tutoring that has operated for 30 years, by providing increased support for training, this pre-ESL project increases capacity for both volunteers and staff. The AEBG funds provided initial training and staff to enable the program to improve instruction, serve additional adult learners, and replicate the new pre-ESL tutor training in years to come.

I have reviewed the 2018-2019 AEBG 1-Year Plan and attest that this proposal is in alignment with AEBG current goals and objectives. \*

Yes

This form was created inside of Santa Barbara City College.

Google Forms