

**Book Group Kits for Adults**  
**at Tigard Public Library:**  
**Small Project Grant Proposal**

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**Info 520 with Professor Gregory Carter**  
**Grant Proposal**  
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## **EXECUTIVE SUMMARY**

The Tigard Public Library, located in Tigard, Oregon, is requesting the assistance of the Oregon Community Foundation in funding a small project with big potential. The library would like to create book group discussion kits that could be checked out by anyone in Washington County. Libraries across the country have started such programs with great success. Book clubs, or book groups as I will call them are rising in popularity, and Tigard Public Library would like to be a part of this trend. We want to create kits that would have ten paperback copies of a good book, information about the author, discussion questions, and feedback forms all in an easy to carry backpack or book bag. The Tigard Public library would manage the handling of the materials and promotion of the idea with our normal budget. The books would be chosen in accordance with a criteria described below, and we are open to suggestions. The Tigard Public Library seeks \$1,200 to get this project started with ten kits.

## **SETTING**

### ***The Tigard Public Library Community:***

The City of Tigard had a population of 45,500 residents in 2005 and is growing at a rate of 1.53 percent a year. It is in Washington County, which had a population of 489,785 residents in 2005. Newcomers to Tigard receive a welcoming packet from the city within two months of their arrival. The packet informs them about different aspects of the city, such as the library. The City of Tigard borders Portland, Oregon and is only 10 minutes

from the center of this lively and thriving metropolis. Many people are moving from Portland to Tigard in search of a safer, suburban home in which to raise their families. Tigard has an educated populace with 90.9% of people over 25 years of age having a high school level education or more. The city has many parks with wildlife including deer, foxes, nutria, hawks and great blue herons. The Tigard Public Library is next to Fanno Creek Park which offers wildlife viewing and multi-use trails. Tigard is one hour away from world class skiing and snowboarding on Mount Hood, and one hour from the Pacific Ocean.

Tigard has a large Hispanic community that represents 9% of the population, with the percentage of Spanish speakers at 7.7%. 83.3% speak English at home while Vietnamese, Chinese, and German account for 1% each for languages spoken in the home. The library sponsors cultural, information literacy, adult literacy and children's programs for its residents. Circulation statistics have increased every month since the new library was built two years ago, and show no sign of decreasing. The community appreciates and supports its library for the services it offers, for which the library staff and city are grateful.

**Library Mission and Programs:**

The official Tigard Public Library mission statement is as follows:

“The Tigard Public Library serves the Tigard Community by promoting reading and providing access to materials in all formats to meet residents’ informational, cultural, educational and recreational needs. The library fosters lifelong learning and provides an array of programs and services to encourage the development of well-rounded citizens.

**Values**

**Respect** a variety of viewpoints and opinions and make them available to the public in the interest of promoting a healthy democracy.

**Encourage** library users to become comfortable in using information in a wide variety of formats and to instruct them in using new technologies for information gathering.

**Assist** patrons in finding the information they want, and when they want it in a form that is most useful to them.

**Develop** partnership with the community to ensure that library services truly respond to the needs and desires of Tigard residents.”

The Tigard Public Library has many exciting community programs at its new location that was completed in 2004. The new facility has a Community Room that has a full sized movies screen for movies that are shown regularly. The room can also be reserved for large group presentations and meetings.

The library offers many programs for adults, teenagers, and young children. Adult programs include three book discussion groups, income tax help, computer skills classes, music performances, history lectures, and activities such as spring flower arranging. Teen programs include Anime movies, teen library council, a teen book discussion group, a “Teen Zine” workshop, and a game festival featuring games such as “Dance Dance Revolution” and “Twister”. Children’s Library programs include different variations of “story times” such as Book Babies, Pre-School story time, Toddler Time, Family Story Time, and Dogs and Tales, which features real pet therapy dogs. Children’s library programs also include movies, a “Spiderwick Chronicles” party, puppet making workshops, flower planting groups, and the “Hearing Voices Storytelling Festival”. These examples are just a sample of the programs the Tigard Public Library offers to the community.

### **Library Staff:**

The Tigard Public Library has a staff of 44 employees, 11 of which are professional librarians. Our Director is Margaret Barnes, you may contact her if you need information about the library. The Reference Librarians that are working on this project are Caryn Sipos and Ann-Marie Anderson. The idea for this project was introduced by David Pauli, Reference Librarian at Hillsboro Public Library, at a meeting of librarians that work in the Washington County Central Library System (WCCLS). The grant writer for this project is Charles Wood, a Library Circulation Aide at the Tigard Public Library and graduate student enrolled in Drexel University's online Master of Science in Library and Information Science Program.

### **Statement of Need**

This section is to provide background information for this project idea. Book groups have been around for a long time. Many believe they began as a way for women to educate themselves to keep up with men, at a time when society overlooked this need. They have also been a social way for people to get together. Books have been written on the stratified history of book groups, and for more information on this, you can check the references section of this paper. What is relevant to this project is that book groups are on the rise in recent years, and are growing in numbers exponentially. It is a conservative estimate that there are over 250,000 book groups active in the country today. Book groups are popular for many reasons. Some people go for the food, some go to meet new

people and have something to talk about, some go to continue their pursuit of being lifelong learners, and many go for all three reasons. The Tigard Public Library would like to participate in this growing trend.

The Tigard Public Library Strategic Plan for the years 2005-2010 is comprised of five service priorities. The fifth, but not least of these priorities is to raise cultural awareness in the local community. This project falls into this category. This project will be made available to the entire community, starting with adult readers. There are many ways to expand this project to serve other sections of the population. This project can be designed to serve outreach populations such as homebound patrons and Washington County inmates. A few kits could be designed to serve adult literacy needs, perhaps by including large-print format books. Teens, seniors and Spanish speaking patrons could have kits made available for them. This project will expand the library's range of services, and help towards our goal of increasing participation in cultural awareness programs. We are asking for assistance from you, the Oregon Community Fund, because our budget has been set until 2009. We hope you like the project description in the next section of this proposal.

### **Proposed Project**

The description of this project starts out simple enough. We want to create book kits with 10-12 books each. The books would be put in an affordable backpack or book bag for easy transport and storage. Each kit would have information about the author,

discussion questions, a list of tips and resources to run and organize book groups, and feedback questionnaires. Snacks and drinks will have to be brought by the group.

Books could be bought at a library discount. We believe it would be wise to choose titles that are already in paperback, because of the price and that is the format that most patrons enjoy the most. Paperback books with a library discount would be approximately \$10. If ten books were placed in ten kits, the cost would come to \$1000. Ten backpacks or book bags at \$10 each would come to one hundred dollars. I have asked for an additional \$100 dollars to cover any costs that rise above the estimate. If we come in under budget, we will return the money. The library will cover handling and cataloging costs with our current budget. The Technical Services and Circulation divisions of the Tigard Public library will be happy to participate in this project. The Oregon Community Fund logo could be stamped on all materials. A summary of the budget can be found later in the proposal.

Book titles would be chosen according to criteria guidelines that would include the following: local authors, current issues, “mid-list titles”, consideration for book group demographics and the classics. Local authors and current issues are designations that promote community and awareness of current events. “Mid-list titles” are books often overlooked by the best-seller lists, and are valued for their writing styles and stories that have characters who rise to challenges and resolve issues that might be shared by people reading the books. Book group demographics are important to consider as well. Book groups consist of 70-80% female participants, but the male percentage is increasing as

they catch on. Therefore it is important to have titles that appeal to both genders.

Classics are appreciated by lifelong learners who are looking to add culture to their lives.

There are other considerations for title choices. Many people do not want to read depressing books in the winter. Longer books are often enjoyed when people have time to read them, such as when they are on vacation in the summer. Non-fiction books are also appreciated and inspire lively discussions. There are many sources to choose a good title from, including the Ebsco Novel list, The New York Times Book Review, and National Book Award winners and nominees. A list of potential titles for this project can be found in the Appendix. We would enjoy any suggestions the Oregon Community Foundation would like to offer.

Each kit will have information about the author and discussion questions. These materials are often created and provided by publishing companies to help sell their books. Companion guides can often be requested free of charge from company websites. If there is a lack of materials available for such a title, the Tigard Public Library has many expert librarians that can produce quality discussion questions and relevant information packs.

Each kit will also have feedback questionnaires or surveys for the patrons to fill out, asking about their experience with the kit. Documentation of this project and circulation statistics will be tracked and compiled for an evaluation of the program's success. We will keep the Oregon Community Foundation updated on the progress and success of this

program, as we understand you will be interested in the results of your generous contribution.

There are three main types of book groups. They are “leader-ed” groups, “living room” groups, and library or book store groups. “Leader-ed” groups hire a professional leader, such as a College English professor, to lead a group for a fee. A typical fee would be \$100-200 dollars for the 2-hour session, divided among the participants. “Living room” groups would be less formal and take place in someone’s home. Library or bookstore groups would split the difference of the experience between the first two. Tigard library has three adult book groups and one teen book group. These groups are very popular and serve as an indicator how this project would be received in the community. We believe all three types of groups could benefit from this project, and will be the cause for expansion of the number of kits in the future.

Many libraries across the country have started programs like this one, and they have been very successful. Williamsburg Regional Library in Virginia has a similar program it calls the “Gab Bag” program. Their program now includes one hundred titles, most of which circulate regularly. We believe that this project could create a similar program at Tigard Public Library that would engage the local community, and the rest of the state through interlibrary loan, in an enjoyable and educational activity.

**Proposed Budget**

<u>Materials</u>	<u>Cost</u>
Books	\$ 1,000.00
Backpacks or book bags	\$ 100.00
Incidentals	\$ 100.00
	_____
Total	\$ 1,200.00

**Conclusion**

We at Tigard Public Library believe that this project will be successful in expanding cultural awareness in the community in a popular and enjoyable way. With your support the Adult Book Kit program can be established and be off to a good start. With success, we will find funds in the City of Tigard budget to expand the number of kits and types of populations served. Thank you for your consideration and we look forward to hearing from you.

## References

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### **Appendix: Possible Book Choices**

1. Trask, Don Berry (Local Author)
2. The River of Doubt: Theodore Roosevelt's Darkest Journey, Candace Millard
3. An Inconvenient Truth, Al Gore
4. Why Courage Matters: The Way to a Braver Life, John McCain
5. Undaunted Courage, Stephen E. Ambrose
6. Tuesdays with Morrie: An Old Man, A Young Man, and Life's Greatest Lesson, Mitch Albom
7. The Mysterious Incident of the Dog in the Night-Time, Mark Haddon
8. Paula, Isabel Allende
9. The Robber Bride, Margaret Atwood
10. The Mists of Avalon, Marion Zimmer Bradley
11. The Soloist, Mark Salzman
12. Magician's Assistant, Ann Patchett
13. Cloudsplitter, Russell Banks
14. Girl with a Pearl Earring, Tracy Chevalier
15. Bee Season, Myla Goldberg
16. Geek Love, Katherine Dunn (Local Author)
17. Confederacy of Dunces, John Kennedy Toole
18. Drown, Junot Diaz
19. Becoming Madame Mao, Anchee Min
20. White Teeth, Zadie Smith
21. Midnight at the Dragon Café, Judy Fong Bates
22. Kite Runner, Khaled Hosseini
23. Fire on the Mountain, Edward Abbey
24. Sometimes a Great Notion, Ken Kesey (Local Author)
25. Fast Food Nation, Eric Schlosser
26. Blink: the Power of Thinking Without Thinking, Malcolm Gladwell
27. The Dispossessed, Ursula LeGuin (Local Author)
28. Invisible Man: A Novel, Ralph Ellison
29. The Bluest Eye, Toni Morrison
30. Sweet Thursday, John Steinbeck

## Grant Ideas

Multnomah does not have these kits.

Download a variety of grant templates, including proposal, application, budget, and report templates. Get tips for creating an effective grant proposal. Smartsheet uses cookies and other tracking technologies to offer you a better browsing experience, analyze our website, and assist with our promotional and marketing efforts. If you continue browsing, you are agreeing to the use of cookies. To learn more about our cookie use, see our Cookie Notice for more details. Please choose your preference below: [#ooi\_personal\_information#]. Grant proposals are to be treated as a project with a defined deliverable or end result for the money sought. Projects must show tangible results or funding will not be granted. A successful grant proposal is one that is carefully prepared, planned, and packaged. So what is a grant proposal? If we are talking about how to write a grant proposal for a non-profit organization, this document should be only a small part of your fundraising plan. First, you need to define your fundraising goals, estimate the cost, develop the timeline of your project, and find prospective grants. Almost the same applies to the process of how to write a grant proposal for a small business. In the United States, the new business should register in a federal grant program before they can ask for a grant. Small Business Project Proposal. images.template.net. Details. Building Project Proposal Template This type of proposal focuses on proposed projects for construction of buildings or certain establishments. This template contains key points such as the project title, project location, short description of the project, and your signature. Consulting Project Proposal Template If you're trying to propose projects that deals with consulting matters or focuses on a consulting setting, then this template is ideal for you to use. School Health Project Grant Proposal. msu.edu. Details. Volunteer Group Project Proposal. bgcms.org. Details.