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 Connect*** 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 Connect*** 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:** | **Internet Backup in Branch** |
| **Date & Location:** | **Wednesday Oct 16, Sebastopol Regional Library** |
| **Audience:** | **All Library patrons, adults**  |
| **Description of Program:***General overview of the program, location, setup, partner, and purpose.* | In the event of a system outage across the entire library system, the SonomaFi portable hotspot was an essential tool to keep the library functional and running. Patrons and staff got to learn how to use this resource and were able to continue with utilizing the library despite limited internet resources. Staff set up the SonomFi hotspot as soon as possible during the internet outage and were able to offer patrons with their own devices the opportunity to connect. Staff were able to connect their laptops to the SonomaFi to continue providing reference services to patrons.  |
| **Resources Needed to execute this event:***Check the boxes that apply to your program. Request support from HQ if needed.* | [x] # of Staff: \_\_\_\_\_\_\_1[x] SonomaFi portable hotspot[ ] Pop-up[ ] Table[ ] Chair(s)[ ] Tablecloth[ ] Outreach materials[x] Signage[ ] Prize Wheel & Outreach Incentives[x] Other: \_\_Easily Accessible Surface  |
| **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 Sonomfi Hotspot was used to support continued library services like reference questions, readers advisory and general searching. Staff and patrons had the opportunity to recognize the essential nature of internet access to library function.
* Staff had the ability to check emails and fulfill work requirements with minimal interruption
 |
| **Partnership Organization:** | * N/A
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| **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?[x] Attendees will Access Internet resources more easily?[ ] Attendees will Better navigate social services websites?[ ] Attendees will Identify accurate medical information and news[x] Attendees will Increase their understanding of e-resources and services provided by Sonoma County Library?[Project Goal 2](#_Project_Goal_2.):[x] Participants increase their access to and understanding of local and online resources?[x] Sonoma County Library increases its knowledge of the information needs of county residents? |
| **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).* With the sudden outage of our centralized information network, Sonomafi Connect was able to be quickly utilized to provide internet connectivity to patrons already in the library using their own devices as well as to reference staff who had access to wifi capable laptops to complete their work duties and help patrons connect to the Sonomafi Connect. Patrons were offered information about the program, and were able to recognize it’s community value, and to be able to recognize the library as a potential resource in emergencies where power and internet connectivity are limited. |
| **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:[x] # of attendees? 8[x] # of questions answered re: technology/internet 8[ ] # of questions answered re: social services websites[ ] # of questions answered re: medical information[ ] # of questions answered re: library e-resources local community services/websites[x] Other (or notes on specific sites/resources/interactions\_\_\_Staff were able to get information about the outage and potential updates in real time.  |
| **Which of the 10 Library Reimagining Plan Key Concepts apply to this program? Explain:***Check the boxes that apply to your program.*  | [x] Further community resiliency[ ] Foster racial equity, social justice and inclusion for everyone[ ] Build community connections through outreach[ ] Strengthen community partnerships for collaborative services[x] Expand technology, connectivity and information access[x] Provide opportunities to learn, contribute, interact and participate[ ] Empower youth development and lifelong learning[x] Embody a culture of creativity for quality of life[ ] Offer bilingual and culturally competent services and resources[ ] Advance climate action |
| Explain how your program fulfills these concepts. | Our instant internet pop-up was an important way to illustrate the wat Sonomafi Connect will function in emergencies to support a resilient information community, to maintain dependable connectivity in a disrupted situation and to provide our patrons with a continuity of learning and cultural opportunities.  |
| **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 was a test of just how easily accessible Sonomafi Connect is for unexpected disruption due to power outage, network outage, and natural disasters.  |

# 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

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

# 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?*