

Yavapai-Prescott Indian Tribe  
FY2022 IMLS Native American Enhancement Grant Program

**Yavapai-Prescott Indian Tribe**  
FY2022 Institute of Museum and Library Services (IMLS) Enhancement Grant  
Project Narrative

## **Project Justification**

The Yavapai-Prescott Indian Tribe (YPIT) is a federally recognized Indian Tribe and will be directly served by this proposed project. YPIT's Library provides full-service programs on the 2.2 square mile Reservation (1,395 acres) located in the center of the city of Prescott, Arizona. Complex services are required due to the main Reservation's geographical location centered in the City of Prescott and near other incorporated areas such as the City of Prescott Valley, City of Chino Valley and other outlying areas where Tribal members may be residing. YPIT has successfully implemented previous IMLS Basic Services grants for many years. Past IMLS grants have focused on staff development as the Library continues to grow and expand with the Tribal community. In 2010, YPIT opened the "Community Resource Building" which houses the Library along with the Tribe's Social Services, Education, After-School, and Police Departments. The YPIT Library is well positioned to offer programming for all ages, as well as partner and collaborate with the other Tribal departments.

Current YPIT government statistics include 177 enrolled Tribal members with ages ranging from 1 to 91 years old. Forty-one (41) are under the age of 18 years and 136 individuals are 18 years or older. There are approximately 120 Community members living on the Reservation, as well. Community member statistics include 65 individuals who are under 18 years of age and 55 individuals who are adults, age 18 years or older. The total immediate serviced Tribal community includes 303 individuals (YPIT, February 2022). This is a small, centralized tribe that must provide the same infrastructure and targeted services similar to larger tribes, yet without the number of staff and economies of scale typically associated with a higher number of users.

**Statement of Need:** The long-range need of the Yavapai-Prescott Indian Tribe's (YPIT) Library is the continued support of services and efforts to improve literacy skills and life-long learning within the Tribal Community. The proposed FY2022 Yavapai-Prescott Tribal Library Services Program is an ongoing effort to provide up-to-date and relative information and assistance to the Tribal Community. Other needs to be addressed are reading and comprehension, writing, math and technology related skills via proposed programming under this award. The YPIT Library has not received an "IMLS Enhancement Grant" in the past.

**Assessment of Need:** During the COVID-19 pandemic, the Tribal Library was forced to close its doors to ensure community and employee safety under the direction of the YPIT Board of Directors. It was during this time that the Library searched for ways to still provide services to the Tribal Community. The pandemic highlighted the need for increased digital infrastructure, such as exterior wi-fi connections for users. The Yavapai-Prescott Indian Tribe (YPIT) received American Rescue Plan Act (ARPA) funding through the state of Arizona to provide the technology and equipment needed, such as the 3-D printer. The FY2022 IMLS Enhancement Grant will provide needed assistance for Library staff to attend specialized training for teaching STEAM programming, improve digital platforms and technology, and support access to information and resources available. Programs will support the needs and interests of the

Community and support the development and implementation of events and classes for the Tribal Community.

The Library discovered and identified ways to still assist the community through implementing a curbside pick-up where staff could bring items to Library patrons safely. Now that COVID restrictions are relaxed at the Tribe, the Library seeks to bring patrons back into the Library, while complying with all COVID safety guidelines set forth by the YPIT Board of Directors. The Yavapai-Prescott Tribal Library Services Program will improve digital services to support needs for education, workforce development, economic development, health information and digital literacy skills through expanding the Tribal network at the Library, WI-FI outside of the Library and implement Science, Technology, Engineering, Arts and Mathematic (STEAM/STEM) and programming. Additionally, the Library Services Program will improve the educational programs related to STEAM, coding, 3-D printing/engineering, etc., to support the interests of the Tribal Community.

The Library has identified the need to have basic to advanced STEAM/STEM programming available, intergenerational learning opportunities and family events to draw participation from the Tribal Community. STEAM/STEM programming is vital to both youth and adults to develop skills for school and work environments. Digital learning and remote working have become a way of life during the pandemic. Many employers and some educational institutions have continued to use technology and hybrid classes and employment as the world slowly recovers from the pandemic. It is critical that all students and adults have the knowledge, skills and an understanding of how to utilize digital learning resources, updated infrastructure and information technology, as it has now become a necessity for both students and the workforce.

**Target Populations:** The Library's target group will encompass all Tribal and Community members who wish to participate. The Library's proposed programs and partnerships with other Tribal departments will focus on specific age groups such as adolescents (12 and under), teen (13 to 17), adult (18 to 54), and Elders (55 and over), as well as family focused events. This will allow the Library staff to interact with all Tribal and Community Members as well as bring members together and create meaningful connections and opportunities.

## **Project Work Plan**

**Project Design and Required Resources:** The proposed program would assist the Tribal Library in providing vital infrastructure, as well as allow the Library to partner with other Tribal departments and provide a wide array of digital technology tools and resources for the Tribe as a whole. The YPIT Library serves a broad American Indian community comprised of both Tribal and Community members, ranging from Elders to youth.

The Library's goal of the proposed program is to provide the Tribal Community a wide array of resources that will assist everyone in being successful in their endeavors and to provide programs that will draw the Community to actively participate. The Library staff have identified a need to improve core library services in order to improve engagement with the Tribal Community. One way to engage with the community and encourage and promote lifelong learning is through improving digital services that support education, workforce development, health information,

critical thinking and digital literacy skills. The pandemic highlighted the need for the YPIT Library to improve and enhance all digital services.

Through the proposed program, the YPIT Library will strengthen community engagement by:

1. Improvement and expansion of YPIT Library digital services through purchasing advanced technology, including devices and supporting digital infrastructure. This critical infrastructure will support various platforms and software, improve access to information and resources for both workforce and education, and support the needs and interests of the Tribal Community.
2. Improvement and expansion of educational programs related to Science, Technology, Engineering, Art, and Mathematics (STEAM/STEM). The YPIT Library will build upon and enhance current programs and build future programs that focus on STEAM/STEM activities through purchasing components and software to learn about and build computers, provide access to computer workstations, and tablets. Interactive learning classes and activities through advanced infrastructure will be implemented to work with all age groups and create intergenerational learning. This will be critical to preparing participants for a future that is driven by technology. Helping participants understand and overcome any issues related to computers or technology will support current and future goals and enable opportunities, in school or the workplace, for everyone.

#### **Objectives:**

- A. The Library will purchase various technology devices and components to support ongoing improvements and enhancements that will directly improve access to information and resources for all age groups.
- B. The Library will work collaboratively with other Tribal departments to provide support and assistance for STEAM/STEM programs, provide interactive learning opportunities that will strengthen all participant's experience and skills with digital technology and educational learning.
- C. The Library staff will attend priority training to develop and improve upon technical skills and knowledge to be more efficient and successful in their current positions.

The Library was once a gathering place for the Tribal Community. Adults and youth would meet, make use of library services, interact with each other and the Library staff. It is the Library's hope that by enhancing and expanding upon the digital technology, the Library will once again become the "heart" of the Tribal Community. Amy Borhauer, the new YPIT Librarian, worked for the YPIT Tribal Library years ago as the Librarian and Library Assistant (2007-2014). It was during that time, the YPIT Library was heavily used by all Tribal and Community members. Now that Ms. Borhauer has returned to YPIT, she sees the YPIT Library as not only a place to provide educational resources, but a place where the Tribal Community is comfortable gathering together, learning new things, and where Library staff are available to assist all patrons. Ms. Borhauer's ideas and concepts for the future of the Library directly reflects YPIT's Mission and Vision for the Tribal Community. Any opportunity to reach the public is an opportunity to have a positive impact on the community.

**Staff Experience:** The Yavapai-Prescott Indian Tribe’s library staff currently consists of one full-time Librarian and one three-quarter time Library Assistant. The YPIT Library is seeking funds to support the Library Assistant as a full-time position for the two-year grant period. Approximately fifteen percent (20%) of the Librarian’s salary has been supported by the IMLS Native American Basic Services grant over the past several years. The Library is seeking to support 20% of the Librarian’s salary under this proposal, if awarded, as YPIT did not apply for the IMLS Basic Services grant for FY2022. The support of the Library staff is critical and will directly impact the success of new programming and the Library expanding and enhancing services for the community. Both the Librarian and the Library Assistant possess the skills and experience necessary to complete the proposed program successfully. Ms. Borhauer and Mr. Abney been employed with the Tribe for multiple years and have the skills for working with the identified Tribal target populations, and experience in developing and successful implementation of programs and projects for the Tribal Library. Please see the attached résumés for both Ms. Borhauer and Mr. Abney.

**Partnerships & Collaborations:** Each year, YPIT Community Services Department operates a “Summer Youth Program” that allows each Tribal department to hire Tribal youth. Each participant performs work provided by the department, as appropriate, and attends various classroom activities over the summer to broaden and increase the participant’s knowledge of their Tribe and culture, participate in everyday government operations, learn about various careers, and advance their skills. During the summer, the YPIT Library will partner with the Summer Youth Program, After-School and the Education Department to host participants in the library for interactive activities focusing on STEAM/STEM. Learning computing, coding, and other information technology will enhance the participant’s current skills as well as develop new skills and ignite their passion for learning. Additionally, the YPIT Library will focus on the Tribe’s Elder population and see if Elders would like to participate in a “computer learning lab” program that will be multigenerational. Each youth participant will be matched with adults and Elders to provide the adults and Elders a chance to learn various computing skills, but also allow the adults and Elders to impart wisdom and knowledge to the youth. It is the Library’s hope that this type of intergenerational interaction will lead to additional programs where YPIT’s Elders can teach the youth the history of YPIT and the importance of their culture.

Additional partnerships with the Education, After-School and Environmental Protection departments will be focused on STEAM/STEM activities where the participants can strengthen their skills while learning about the environment. YPIT’s After-School program and Educational Department often works together to assist students with homework or keeping skills sharp during the summer months. Environmental Protection provides opportunities for the Tribal Community through online and in person learning activities as well. The Library will work cooperatively with these departments to find ways to provide additional learning activities and enhance participant’s knowledge of technology and how technology has a direct impact on the global community, but also in daily life.

The Tribal Library will be a resource for everyone at YPIT. To be an effective resource for all living and working at YPIT, the Library must have the means assist not only the Tribal Community, but also the Tribe’s workforce. The Library will be an inviting space for the YPIT workforce too. Tribal departments will be able to access the Tribal Library’s digital resources and technology, as well as comfortable meeting spaces, as needed.

## **Project Results**

### **Evaluation Plan/Methods:**

**Observation:** The Librarian and Library Assistant will observe how the library space is being used, how to best improve the library for efficient access to resources and observe the program participants to ensure the programs are appropriate for the target age group, participants are interacting and obtaining skills and knowledge, and that participants are having fun during the program or project.

**Feedback:** The Library staff will evaluate and act upon all requests or suggestions from the Tribal Community. Suggestions or concerns gathered from discussions with patrons, program participants and staff members will be incorporated into adjustments of programs and the use of the library space.

**Participation:** Library staff will record the number of participants for each program implemented under the proposed program, including any programs where the Library collaborates and partners with another Tribal department.

**Surveys and other evaluation methods:** The Library staff will provide written surveys regarding the Library's programs, where appropriate. Library staff will also review programs on a continual basis to ensure any barriers to programs participation or access to resources are addressed immediately. Library staff will collaborate with other Tribal departments to ensure programs are appropriate, interactive, exciting and educational. All programs will be reviewed on an ongoing basis.

### **Performance Measures and Outcomes:**

1. One hundred percent (100%) of all requests from the Tribal Community will be evaluated and acted upon.
2. Quarterly reports from the Librarian to the Tribal Board of Directors will monitor the proposed programming and an annual progress report will be submitted to the Tribal Board of Directors at the end of each calendar year during the grant program period.
3. Quarterly and annual reports from the Librarian to IMLS will monitor the progress and success of the programs implemented under this award, as required under this grant opportunity.
4. Communication with the Tribal Board of Directors and patrons indicates satisfaction (or better) with the types of programs being offered.
5. Library staff will monitor ongoing adjustments and improvements to enhance programs. All barriers and solutions will be documented in quarterly and annual reports to the Tribal Board of Directors and IMLS, as required under this grant opportunity.
6. Success will be demonstrated by:
  - a. An increase in the number of participants attending programs and events.

- b. An increase in the number programs and projects completed through a partnership with other departments.
- c. An increase in the number of technology items being requested for use by other departments, including utilizing the Library as a meeting space. The Tribal Library will be a resource for everyone at YPIT.

**Benefits:** The Tribal Library expects to see great benefits throughout the Tribal Community as participants gain increased technology skills with a desire to learn more. Adults will have increased pride and growth in their own skills to help understand the new digital era. This will help adults connect with the youth and be able to help the youth in effective ways. Participants of all ages will increase their computer skills, increase their knowledge related to the operation of computers, and increase their knowledge in STEAM/STEM focused activities. The Library will once again become the heart of the Community that encourages members to interact with each other in meaningful ways.

**Digital Product Plan:** This does not apply to the proposed program.

**Communications Plan:** The Library staff will promote programs through newsletters mailed to Tribal Members, notices on bulletin boards, notices on digital reader boards, if available, and word of mouth. The Library will encourage all people entering the Library to review the Library's calendar and to attend programs. The Library will continue community outreach via partnering with other departments and letting other Tribal departments know of the new technology and programs, if the grant is awarded. The Library staff will post program information on the 'Tribal Information Portal' (TIP) for all employees to view, including Tribal and Community member employees.

The Library staff will disseminate program results to the Tribal Board of Directors and to IMLS, as required under this grant. All surveys, programming results, and other measurable outcomes will be shared with IMLS and the Tribal Board of Directors. No personal identifiers will be available on any feedback materials utilized for determining success of programming. All feedback and evaluations will be collected anonymously and voluntarily to protect the privacy of participants. There are no expected risks to implementing the outlined programs.

**Sustainability:** Once the initial upgrades and purchases are made through this award, the programs will be sustainable for a significant time after the grant project period ends. The Library staff will be able to build upon the advancements made under this proposed program, if awarded, and continue to offer meaningful educational opportunities and events for the Tribal Community and Tribal workforce after the project period ends.

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 Project Timeline

Activity	Year 1				Year 2			
	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
• Grant Awarded	X							
• Meet with YPIT Purchasing Department to determine best order to purchase items, items in stock, items backordered, etc.	X							
• Submit purchase requisitions for equipment, materials and supplies based on schedule	X	X	X	X				
• Receive equipment, materials and supplies	X	X	X	X				
• Meet with YPIT MIS Department to schedule items that will need MIS configuration and deployment.	X							
• YPIT MIS Department to deploy specific devices as determined in meeting	X	X	X	X	X	X	X	X
• Hold Community Event/Library Open House to introduce the Tribal Community to the new technology. To be determined once technology has been installed and deployed. Event may happen more than 1 time during the grant cycle depending on order deliveries and installation.		X			X			
• Plan, develop and implement programming in collaboration with other YPIT Departments (Education, Environmental Protection, After-School, etc.)	X	X	X	X	X	X	X	X

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Activity	Year 1				Year 2			
	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
<ul style="list-style-type: none"> <li>Plan, develop and implement programming for family events, including outside events, by the Library or in partnership with other Tribal Departments. Outside events will most likely be held in the summer months. Other options during inclement weather will be researched.</li> </ul>	X	X	X	X	X	X	X	X
<ul style="list-style-type: none"> <li>Review and evaluate each program that is developed and implemented. Collect data on attendance, age groups, feed back from participants and staff, surveys, and observations, as applicable for each program. Disseminate results, including outcomes and impacts to appropriate staff, Tribal Board of Directors, and IMLS through reporting requirements.</li> </ul>	X	X	X	X	X	X	X	
<ul style="list-style-type: none"> <li>Submit semi-annual report to IMLS.</li> </ul>		X				X		
<ul style="list-style-type: none"> <li>Submit annual report to IMLS.</li> </ul>				X				X
<ul style="list-style-type: none"> <li>Submit quarterly report to YPIT Board of Directors</li> </ul>	X	X	X	X	X	X	X	X
<ul style="list-style-type: none"> <li>Submit annual report to YPIT Board of Directors</li> </ul>				X				X