

Manchester Wellness Coalition | Plan Year 4

NAME OF THE INTERVENTION	Community Read
CWF Element* to Impact	Connect with Others in Healthy Ways
Fiscal Agent	Manchester District Library
Tax I.D	38-3544714
Implementation Contacts (2 or more required)	Kathy Dimond
Contact phones and emails	kdimond@mancheterlibrary.info
Date Funding Required	July 2015
Implementation Date	September 2015
Estimated Completion Date	January 2015
Total Amount Requested from CWF	\$2000

Criteria	Descriptions
<p>1. Please provide a brief description for the intervention program you are proposing and indicate the target population.</p> <p><i>Typically one paragraph and 3-5 sentences</i> <i>Target population options: youth, adult, seniors, disabled, etc.</i></p>	<p>5H Community Read. All 5 libraries work together to identify a book in the topic area of Avoid Unhealthy Substances. Around 2000 copies of the book are purchased – about 500 for each community. The books are distributed for free with a message to read and pass on to friends.</p> <p>Each library also arranges programs for September and October that relate to the topic of Avoid Unhealthy Substances. In Manchester most of these programs will be held in conjunction with the Manchester Farmers Market.</p> <p>Joint marketing is done. Target Population is teens and adults.</p>
<p>2. How does this intervention fit into the 1 and 5 year goals and plans of the Coalition?</p> <p><i>Please be specific and refer to the current documents stating the Coalition’s 1 and 5 year plans and goals. Should include specific health/wellness indicators.</i></p>	<p>Manchester 5 year plan includes the topic area – Avoid Unhealthy Substances – just say no.</p>
<p>3. What are the specific goals for the intervention?</p> <p><i>Specific goals: For each goal address these 5 points so that the goals are SMART goals)</i></p> <ul style="list-style-type: none"> <i>State what you are trying to accomplish,</i> 	<p>Goal 1: Distribute all books (likely 500) between September and end of December 2015. The books are placed at many locations around town so no weekly or monthly counts will be done – just an assessment the end of December. Library staff and Friends of the Library will help with the distribution.</p>

<ul style="list-style-type: none"> • <i>How you will measure progress toward and accomplishment of your goal</i> • <i>Who is responsible for collecting the data?</i> • <i>Why you think the goal is attainable</i> • <i>Describes how the goal is relevant to the coalition and community wellness related needs.</i> • <i>What is the timeframe for achieving the goal?</i> • <i>See http://www.wikihow.com/Set-SMART-Goals</i> 	<p>Goal 2. Host 4-5 programs related to the Avoid Unhealthy Substances topic. The programs will be designed after the book is selected. The goal is to have a minimum of 20 people to participate in each program.</p>
<p>4. What are the key data that will be collected, analyzed, and used to evaluate the intervention? <i>Should include:</i></p> <ul style="list-style-type: none"> • <i>Units of Engagement</i> <p><i>Might also include survey data, and other measures such as pounds of produce grown, miles of trail maintained, number of books distributed, etc.</i></p>	<p>Number of books distributed Number of people participating in the programs</p>
<p>5. What are the estimated of the Units of Engagement for the intervention? <i>Unit of engagement = number of people per event * number of events * timeframe for the event (e.g., 30 minutes would be 0.5 hours)</i> <i>Example : 100 people * 6 events * 1 hour per event = 600 units of engagement.</i></p> <p><i>Note- if participation is not part of the key data, describe how you will measure engagement of community members.</i></p>	<p>Number of books x 10 hours = 5000 units 4 programs x 20 people x 1 hours = 80 units Total estimated at 5080 unites</p>
<p>6. Who (specifically) will be responsible for what aspects of intervention implementation? <i>Please provide names for those responsible for:</i></p> <ul style="list-style-type: none"> • <i>Obtaining all required permits and permissions and all other communication required</i> • <i>Deciding on dates, times, locations</i> • <i>Marketing – both developing and distributing marketing materials</i> 	<p>Kathy Dimond (Director) will ensure Manchester Library staff or Friends of the Library participate in the book selection, joint marketing, etc. Kathy or assigned staff with work with the Farmers Market and Lindsay Hannah (Manchester SRSly Coordinator) to develop the 4-5 programs</p>

<ul style="list-style-type: none"> • <i>Recruiting necessary volunteers</i> • <i>Developing tools to collect data and pictures</i> • <i>Analyzing data collected</i> • <i>Developing plans for how to improve the intervention (on-going and for subsequent years)</i> • <i>Preparing and presenting presentations and reports</i> • <i>All other specific tasks for this intervention to be successful.</i> 	
<p>7. Does implementation of this intervention require approval from an organization other than the fiscal agent or organization implementing the intervention? <i>Yes or No. If yes, please indicate all organizations requiring approval and indicate if approval has already been granted. If it hasn't been granted, when will this be done. Include the name(s) of the approver(s).</i></p>	No
<p>8. With whom will you collaborate on this intervention including assistance with implementing the program, assistance with financing the program and organizations which might financially support this intervention (long term sustainability). <i>Please include names of people in the collaborating organization that will be involved with this intervention. Indicate in the budget below – the contribution from the organization(s).</i></p>	The other 4 5H Libraries, Friends of the Library group, Farmers Market in Manchester, SRSLY in Manchester
<p>9. If this is a continuing intervention: A. How many years has this intervention been funded by the coalition? B. Have the outcome(s) been presented to the coalition and the report(s) been submitted to CWF? <i>If no, when will the presentation to the coalition be done and when will the written report and expense report be submitted to CWF?</i> C. Describe how the intervention will be improved</p>	This is the last year of this intervention

(also include past improvements if this is the 3 or more year of funding). D. Has the amount requested from the coalition increased or decreased? Why? E. How many more years will this intervention request funds from the coalition?	
10. Provide citation(s) of similar programs used as a model in developing this intervention.	

Cost of Books is estimated at \$1500, but this will not be known until the book is selected and a negotiated price per book is completed.
 Marketing is estimated at \$200 – this is shared with the other libraries
 Programs costs are estimated at \$300

An exact budget will be provided when this intervention goes into the CWF eGrant system.

Also provide the information in the two tables below

Budget Summary	Amount	Percentage
Amount of funds from Coalition	2000	100%
Total funds from other sources		
Marketing/Advertising	200	
Compensation – to one or more people		
Infrastructure (structure that lasts 5 years or more)		
Other expenses (books, materials for programs) Cost of books can't be determine so these are estimates.	\$1800	

Plan Year	Amount \$\$ granted	Amount Spent	Amount carried over	Amount returned to CWF
Year 1	<u>\$2000</u>	<u>\$2000</u>		
Year 2	<u>\$2000</u>	<u>\$2000</u>		
Year 3	<u>\$2000</u>	<u>\$2000</u>		