

Mohawk Valley Library System
2018-2019 Adult Literacy Grant

FINAL REPORT
DUE BY WEDNESDAY, JULY 10, 2019
(Rev. 6/18)

Final Payment of grant funds will be paid upon receipt of this report.

Library _____

Person completing this report _____

Number and kinds of jobs obtained - (the ones you know about) _____

Number of programs/one-on-one sessions held _____

Total attendance for all sessions (Please count each person at each session)
Topics of programs _____

Number of people helped with a workforce // literacy inquiry _____ //

Number of materials or equipment purchased // Circulation _____ //

Number and type of materials to enhance services or programs developed - *e.g. bibliography, definitions, equipment guides, webliography, etc.*

General idea of the kinds of materials purchased by topic- e.g. resume writing, computer skills, interview techniques, etc.

(1) Describe briefly the project's accomplishments with regard to the Outputs and Outcomes in your original request. What skills were gained by participants and how did you measure progress or knowledge? Include how you worked with your partner(s), their participation and any further cooperation that has resulted. Are there other ways to determine progress such as comfort using a computer or use of the library for other purposes? **Attach a sample of your evaluation instrument.**

(2) What, if any, were the difficulties in carrying out this project?

(3) Explain the budget in round numbers. If you made changes to your original budget request, please explain what changes were made and why. Include vendors, their services, and the amount. If funding was used for personnel costs indicate the number of hours, rate, and total applied to this. **Attach the contract that was signed by personnel or partner and the library.**

(4) Have you used library funds or other funds from organizations outside of this grant for this project? If so, how much and what was provided?

(5) Estimate in-kind costs (the worth of staff time, costs to keep building open, refreshments, etc.- anything the library paid for and wasn't reimbursed for.)

(6) How was this project promoted? Was it shared with other libraries or organizations?