

Devlin, Steven L [CIRAS]

From: Glenn, Sherry J [CO CE] [sglenn@iastate.edu]
Sent: Friday, March 14, 2008 3:00 PM
To: sdevlin@iastate.edu
Subject: EiE Professional Development Grant
Attachments: EIE Betty Elliott Group Prof Dev application outline.doc

Please find attached an application for the Betty Elliott Professional Development Grant.

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EIE Grant Application

I. Type of grant for which you are applying: Betty Elliott Group Professional Improvement

II. Name of principal applicant:

Angie Nelson, County Extension Education Director, Marshall County

2501 S. Center Street, Suite N Marshalltown, IA 50158

641-752-1551 phone 641-752-8142 fax arnelson@iastate.edu

III. Name and address of additional applicants involved with this grant (*Same addresses as above*)

Doni Sheldon, County Youth Coordinator, Marshall County, Miriam Bryant, County Office Assistant, Marshall County, Lou Bertramson, County Office Assistant, Marshall County, Marisue Hartung, Youth Field Specialist, serving Marshall, Tama and Poweshiek Counties

IV. Brief problem statement

Isabel's parents attended a program celebration event to learn more about the insect activities their daughter had been doing during her six weeks at the 4-H afterschool program. The event included the 19 participants of the program leading insect activities they'd learned for their parents. Isabel's parents and three other families are Spanish speakers. For Extension staff to simply communicate and welcome these parents to the event, our participating youth had to translate. Being able to reach all audiences in our county is vital. With the growth of the Latino population in Marshall County, ISU Extension has been involved in many outreach programs. Through trial, error and partnering with other agencies on programs, ISU Extension has made some progress in serving Latino audiences, but there are many programs on the horizon. To continue to grow this audience, ISU Extension must work to create trust, listen to their needs and address those needs while fostering caring relationships. Learning basic conversational Spanish skills will help forge those relationships. Given the ability to greet our program clients, learn more about them and build trust through basic conversations in their language, ISU Extension staff will be better equipped with the skills and tools to provide outreach for our growing Latino population.

V. Describe need and how it was determined

In 2006, the U.S. Census Bureau reported 13.2% of the Marshall County population were of Hispanic or Latino origin. Above the age of 5, 10.6% of Marshall County residents speak a language other than English at home. Marshalltown Community School District reported that Hispanic students comprised 37% of the student body during the 2007-2008 school year. To continue outreach efforts to all county residents, ISU Extension in Marshall County staff have been active in inclusion programs for youth and adults. Youth programs with a Latino audience include an afterschool program at Anson Elementary, a Latino 4-H club called Center Explorers, school enrichment activities serving nearly 800 students the schools each year and library summer programming. Adult initiatives that have or are currently serving Latino residents include the Family Nutrition Program, Midwest Center for Sustainable Agriculture's small farm business incubator project, INCA's Growing Food and Profit, families programs at the Iowa Valley Training Center, the Family Literacy Program, along with many one day programs in Extension's main program areas.

Translation services have been utilized for most of the programs mentioned above either to develop marketing materials for Spanish speakers and for communication during the program. While the need for translation is necessary for program content, translators often put a distance between the learner and presenters. It also puts a distance between the learner and facilitator. In efforts to increase ISU Extension's outreach efforts, building relationships is the essential key. Trust and rapport are gained by showing respect to our clients and responding to their needs. To respond to the needs of our Latino residents, ISU Extension must have the ability to communicate in the most basic of ways. Learning to welcome families, being able to assist with program registration materials and the ability to refer residents to ISU Extension and USDA resource materials are the fundamental goals behind this professional development request.

VI. Proposed Objectives and Expected Outcomes

The proposed objective for this Betty Elliott Group Professional Improvement Grant is for the Marshall County staff to acquire the language skills needed to communicate with the Latino and Hispanic residents in our communities, businesses and programs.

Outcomes of this development program will be:

- Set office goals on the occupational Spanish vocabulary needed to better serve the public – goals are set by position and take into consideration the type of client interaction involved
- Each staff will show growth in basic Spanish language skills and conversation capability from the beginning assessment to the three month, six month and one year learning assessments
- At the one year assessment, each staff member will be able to achieve their Spanish conversational goals identified in the beginning of the program, by the staff
- New relationships created between ISU Extension and partnering Latino occupational business trainers, agency trainers, families and youth trainers, cultural competency trainers, agricultural trainers and other instructors.

VII. Describe the method for achieving objectives

This professional development program will be designed to fit the specific need for language skills in an occupational setting. Staff members will discuss and set goals for basic conversational Spanish knowledge needed to assist the staff to accomplish their job when working with Spanish speaking clients. Each staff will assess their current level of Spanish knowledge and enroll in appropriate skill level course for Conversational Spanish at Marshalltown Community College. Each staff would also participate in a cultural experience course to talk about cultural competencies and cultural differences of their choosing. Software for language enhancement will be

purchased and placed on an office computer to provide additional instruction and practice. An eight week series of Spanish over lunch sessions taught by invited trainers from local businesses and agency partners. For example, Wells Fargo employs a bilingual customer representative, we would invite them to instruct on basic vocabulary needed for customer service and financial terminology. These sessions would allow for conversational practice time. In conclusion to the eight week series would be to host a community lunch with all of the trainers and their guests as a time for Extension staff to meet new community members and to practice newly acquired skills.

VIII. Project timeline: begin/end

Goal setting sessions with staff would begin in August. Spanish courses are readily available in many formats and times within the fall semester at Marshalltown Community College and within the Iowa Valley Continuing Education district. Each staff would enroll in the format that would best fit their schedule and their assessed knowledge level. Each varied format has a different length, but generally concluded within eight weeks. A three month assessment would be made of progress. In November, the Spanish over lunch series would begin, having one session per week. Three sessions would be held in November, two in December and the remaining three in January, 2009. Staff assessments would be made late December with the concluding assessment at the end of the series. These lunch sessions could also be made available to the employees of any partnering agencies if desired. The culminating community lunch would be scheduled in early February with trainers and guests invited as well as Extension customers to help staff practice their acquired language skills.

IX. Project evaluation

Assessments will be given to staff at pre-program, three months, six months and one year to determine the growth and development in Spanish occupational language skills. Assessments will be based on the goals set in the initial goal setting session determining essential skills needed to better serve the public within each staff member's position. Assessments will be determined utilizing the assistance of bilingual ISU Family Nutrition Program Assistant, Mirna Sanchez.

X. Budget

List all expenses required for the project and all sources of revenue including what portion is being requested from Excellence in Extension.

Expenses	Amount	Quantity	Extended Amount
Community College Course	\$ 95	5 students	\$ 475.00
Spanish Language Program	\$ 160.00	Online 6 mo.	\$160.00
Cultural Competency Wkshop	\$ 35	5 students	\$ 175.00
Honorarium for Partner Trainers	\$ 60	8 sessions	\$ 480.00
		Total	\$ 1,290

Total amount requested from Excellence in Extension: \$ 1,290.00

Other funds will be county staff time and the culmination celebration provided by the Marshall County Agricultural Extension District Council.

XI. Please review this with your supervisor and have him/her provide support for this project.

XII. Applicant signature; date

Applicant signature and date supplied by email program when message is sent to supervisor.

I strongly support this application. Marshall County Extension office serving as a local resource to the Hispanic community through a Family Nutrition Program (FNP) assistant. More and more clients are calling the office for resources other than family nutrition. This language supplement will assist the staff in timely response to inquiries.

Supervisor signature and date supplied by email program when message is forwarded to Steve Devlin.

Send grant application via email to Steve Devlin, sdevlin@iastate.edu