MISSISSIPPI HUMANITIES COUNCIL
Site Application for Luciérnagas Family Reading Program
Please return this completed form to
Mississippi Humanities Council, 3825 Ridgewood Road Rm. 311, Jackson, MS 39211

Please attach one copy of an agency newsletter, brochure, newspaper clipping, etc. On one separate sheet, describe (1) your programs for low income families (2) how Luciérnagas Family Reading Program would fit into your current operations and (3) your past and current collaborations with other community agencies, including libraries.

Agency name________________________________________________________________________
Director’s name______________________________________________________________________
Mailing address______________________________________________________________________
City    State  Zip Code
E-mail address_______________________________________________________________________
Phone #___________________________________ Fax #____________________________________
Area Code          Area Code
Number of staff________ Staff contact person for this project__________________________________

Below are the components involved in implementing a Luciérnagas Family Reading Program. Please place a check mark beside those components your agency could commit to fulfilling.

- Have key staff persons, volunteers and other collaborators participate in a one hour training. (Location, date, and time TBA)
- Conduct the seven-week program at ________________________________ from   /  /   to   /  /  .
- Maintain weekly contact with the MS Humanities Council regarding program status.
- Recruit at least 12 families, register participants (parents and their children ages 6- 10-years-old), and maintain a record of attendance.
- Identify and recruit possible community volunteers to assist.
- Coordinate transportation for families who might otherwise not be able to attend.
- Provide separate activities (e.g. a storytime, arts and crafts) for children under age 6 during each session.
- Appoint a childcare attendant (a volunteer or a staff member).
- Provide nutritious snacks before or after each session (through volunteers, local business support, and/or your agency funds).
- Obtain door prizes.
- Develop method for distribution and return of books each week.
- Discuss scope of project with staff and clarify their responsibilities. (Appoint one to serve as site coordinator/staff contact person.)
- Call participants each week to remind them to attend the program.
- Store books prior to program.
- Inventory books before and after implementation of program.
- Pay replacement cost ($10 each) for any unreturned books in excess of ten books.
- Complete a written evaluation of the program.

Signatures
Agency Director____________________________________________________ Date______________
Site Coordinator/Staff Contact Person___________________________________ Date______________
LUCIÉRNAGAS FAMILY READING PROGRAM
a seven week program sponsored by the Mississippi Humanities Council

Funds through Luciérnagas Family Reading Program will cover costs for:

1 discussion leader (humanities scholar)
$150 per session for a total of $1050 and mileage reimbursement of 35 cents per mile up to $225

1 storyteller
$150 per session for a total of $1050 and mileage reimbursement of 35 cents per mile up to $225

1 childcare attendant
$25 per session (or $200 for seven sessions)

Books for the program
12 sets of reusable books will be supplied for the program

Gift Books
1 per family at the close of the program

Award Certificates
A certificate of achievement to every family member participating in the program