

2017 - 2018 Santa Barbara AEBG Consortium: Adult Education Block Grant ACTIVITY CHART

YOUR PROGRAM/AGENCY NAME: Santa Barbara Public Library – Digital Literacy Hub						
IDENTIFY OFFICIAL AEBG PROGRAM AREA 1 – 7 as identified in the AEBG Three-Year Plan: 3. Programs for adults, including, but not limited to, older adults, that are primarily related to entry or reentry into the workforce.						
NO.	OBJECTIVE	ACTIVITY DESCRIPTION	TIMELINE FOR COMPLETION	PERSON OR AGENCY RESPONSIBLE	OUTCOME	DATA CAPTURE METHOD
1	Equip computer lab	Order computer hardware and software; subscribe to Big Interview	By 11/1/2018	Brent Field	Lab equipped	Excel spreadsheet
2	Offer computer classes	Microsoft Office Resume Writing Applying for jobs online Taking tests online	By 1/1/2019	Brent Field	Classes ready to be taught by knowledgeable library techs	Excel spreadsheet
3	Market classes	Ads in local media Coordinate with Employment Development Department Coordinate with School of Extended Learning	By 1/1/2019	Brent Field	Classes advertised	Excel spreadsheet
4	Train 110 adults	Register students in classes Offer certificate of completion	By 7/1/2019	Brent Field	110 adults trained	Excel spreadsheet
5	Evaluate program	Assess/measure effectiveness and value of library techs and of program to community	By 8/1/2019	Brent Field	Library techs and program's effectiveness evaluated	Excel spreadsheet

EMAIL THIS FORM TO SBAEBG@GMAIL.COM