



August 1, 2017

Tonya Kennon, Library Director  
Riverside Public Library  
3581 Mission Inn Ave.  
Riverside, CA 92501-2501

Dear Ms. Kennon: *Tonya*

We're happy to provide funds for the fiscal year that began July 1, to support your California Library Literacy Services program and the important work you, your staff and volunteers do in your community.

The recently signed state budget continues California Library Literacy Services funding at \$4.82 million, a \$2 million increase over the funding level a few years ago.

At this time, we're providing the \$18,000 baseline amount for your program. The remainder will be sent in the fall after a review of the reports you submit to us in September.

There are three parts to the library's funding formula:

1. A *baseline* amount (\$18,000) for each approved literacy program to provide libraries with the funding needed to deliver a minimum level of local literacy staffing and services;
2. A *per capita* amount per adult learner served in the previous year; and
3. A *match* on local funds raised and expended for adult literacy services—reflecting a commitment to a continuing state/local partnership and providing an incentive for increased local support for adult literacy.

The payment process begins once we receive your signed Claim Form (attached). Please direct any questions to: Andrea Freeland @ 916.651.3191 and/or [andrea.freeland@library.ca.gov](mailto:andrea.freeland@library.ca.gov).

**NOTE:** All claims must be completed and signed in both places and all claims must be mailed to Fiscal Office – must have original signatures to process claims.

Thank you for your willingness to do so much for so many people in need.

Respectfully yours,

*Greg Lucas*  
Greg Lucas  
California State Librarian

cc: Jenna Pontious, Literacy Coordinator  
File

Enc.: Claim Form

**State of California**  
**California Library Literacy and English Acquisition Services Program (CLLS)**  
**California Education Code; Section 18880-18883**  
**Budget Citation Chapter 14 – Budget Item 6120-213-0001**

Reporting Structure: <b>61202000</b>	COA: <b>5432000</b>	Approp. Ref: <b>213</b>
Purchasing Authority Number: <b>CSL-6120</b>	Category: <b>84121600</b>	Program #: <b>5312</b>

**FY 2017/18 Amount Claimed - 1<sup>st</sup> Payment - \$18,000**

The Riverside Public Library claims the indicated allowance for the purposes of carrying out the functions stated in its CLLS application and in Sections 18880-18883 of the California Education Code.

I hereby certify under penalty of perjury: that the library named above shall use their allowance solely for the purposes indicated in their CLLS application and in Sections 18880-18883 of the California Education Code.

\_\_\_\_\_  
Library Director (Signature)

\_\_\_\_\_  
Typed Name of Signatory

**CLAIM FOR PAYMENT OF GRANT**

Claim of: Riverside Public Library

\_\_\_\_\_  
Name of Authorized Library

Address: PO Box 468, Riverside, CA 92502-0468

**CERTIFICATION**

I hereby certify under penalty of perjury: that I am the duly authorized officer of the claimant herein; that the claim is in all true, correct and in accordance with law and that payment has not previously been received for the amount claimed herein.

By \_\_\_\_\_  
Official Representative or Fiscal Agent (Signature Required) Title

*\*Note: Warrant to be issued for payment to the library to be addressed to:*

City of Riverside

\_\_\_\_\_  
(Authorized agency to receive, disburse and account for CLLS funds)

City of Riverside Public Library, Account Clerk, PO Box 468, Riverside, CA 92502-0468

\_\_\_\_\_  
(Address of above agency)

Approval by State:

**Mail to:**

**California State Library,  
Fiscal/Local Assistance  
P.O. Box 942837  
Sacramento, CA 94237-0001**

**State Library Local Assistance Office Use Only**

California Library Literacy Services \$ \_\_\_\_\_

BY: \_\_\_\_\_ DATE: \_\_\_\_\_