



August 22, 2024

Erin Christmas
Riverside Public Library
3900 Mission Inn Ave
Riverside, CA 92501

Dear Ms. Christmas,

We're pleased to provide funds to support your California Library Literacy Services program and the important work that you, your staff, and your volunteers do in your community.

The state budget continues to provide \$7.32 million in California Library Literacy Services funding for Adult Literacy Services and Family Literacy Services.

Your total award amount for the 2024-2025 fiscal year beginning July 1, 2024, is:

- Adult Literacy and Family Literacy Services: \$48,829
- **Total Award: \$48,829**

CLLS programs with Family Literacy Services will receive one award total, referred to as a "block grant," for the 2024-2025 program period. Your library is responsible for allocating award funds between Adult Literacy Services and Family Literacy Services to respond to community needs and for adhering to the following requirements:

- **At least 51 percent** of the block grant award must be allocated to Adult Literacy Services.
- **At least 26 percent** of the block grant award must be allocated to Family Literacy Services.
- Programs who requested a fixed award for Family Literacy Services may adjust their request by +/- 25 percent. Contact your state team for support.

The block grant model does not apply to English as a Second Language Services funds for the 2024-2025 and 2025-2026 program periods.

Your award will be claimed in two stages. The claim form included in this award packet will allow you to request the first 90% of your total award:

- **Total Initial Award Amount: \$43,946**

Information about claiming the rest of your award is included in the payment schedule at the end of your award packet.

You must encumber your funds by June 30, 2025. You must fully expend funds by September 30, 2024, in accordance with your approved budget on file with the State Library.

Library – Courts Building
P.O. Box 942837
Sacramento, CA 94237-0001

916-323-9759
csl-adm@library.ca.gov
www.library.ca.gov



Encumbered funds are those that have been deposited in the grantee's accounting system and for which a budget has been provided to and approved by the State Library.

Review the [California Library Literacy Services Allowable and Unallowable Expenses](#) guidelines to ensure program expenditures are consistent with the California Library Literacy Services allowable expenses. If you have questions about expenses or expending award funds, contact Allyson Jeffredo at CLLS@library.ca.gov.


We strongly encourage your program staff to develop and maintain community partners to strengthen your program, attend regular regional library literacy network meetings, participate in your local Adult Education Consortium/a, and participate in library literacy training opportunities offered by the regional networks and the State Library to meet the [California Library Literacy Services Mission, Values, and Program Essentials](#). Additional California Library Literacy Services resources can be found on the [California Library Literacy Services website](#).

The payment process begins when we receive your completed and signed claim form, certification form, and State Funded Grants Award Agreement and Certificate of Compliance included in this packet. All forms should be completed and signed through DocuSign to be processed for payment.

Our library literacy staff are available to assist you throughout the year. Contact your Advisor Beverly Schwartzberg and your Grant Monitor Allyson Jeffredo at CLLS@library.ca.gov with any questions.

Thank you for your willingness to do so much for those in your community. Best wishes for a successful year.

Respectfully yours,

Signed by:

BDA50981C41C416...
Greg Lucas
California State Librarian

9/6/2024

Cc: Beverly Schwartzberg, beverly.schwartzberg@library.ca.gov
Allyson Jeffredo, allyson.jeffredo@library.ca.gov
State Library Fiscal Office, stategrants.fiscal@library.ca.gov
Yesenia Littlefield, ylittlefield@riversideca.gov
Jessica Herdina, JHerdina@riversideca.gov

Enc: Re: CLLS24-66: Claim form, certification form, and State Funded Grants Award Agreement and Certificate of Compliance

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Riverside Public Library

THE BASICS – YOUR GRANT AWARD

The following provides basic information about your grant and managing your grant.

Award #:	CLLS24-66
Library:	Riverside Public Library
Total Award Amount:	\$48,829

APPROVED ALS BUDGET

Salary, Wages, and Benefits	\$12,000
Consultant Fees	\$ 0
Travel	\$2,500
Supplies & Materials	\$8,329
Equipment (\$5,000 or more per unit)	\$ 0
Services	\$5,000
Subtotal	\$27,829
Indirect	\$ 0
Grant Total	\$27,829

APPROVED FLS BUDGET

Salary, Wages, and Benefits	\$12,000
Consultant Fees	\$ 0
Travel	\$1,500
Supplies & Materials	\$5,000
Equipment (\$5,000 or more per unit)	\$ 0
Services	\$2,500
Subtotal	\$21,000
Indirect	\$ 0
Grant Total	\$21,000

Start Date:	Upon execution
End Date:	June 30, 2025
It can take between eight to ten weeks following the receipt of an error free claim form before grant funds are delivered. If you have not received your payment after eight weeks, please contact your grant monitor.	

CONTACT

We want your project to be successful. Please work with the program staff listed below to implement your project:

Literacy Analyst:	Allyson Jeffredo
Phone Number:	(916) 603-6709
Email Address:	allyson.jeffredo@library.ca.gov
Library Programs Consultant:	Beverly Schwartzberg
Phone Number:	(916) 701-6880
Email Address:	beverly.schwartzberg@library.ca.gov