



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: OCTOBER 22, 2019**

**FROM: RIVERSIDE PUBLIC LIBRARY      WARDS: ALL**

**SUBJECT: GRANT FUNDS IN THE AMOUNT OF \$30,000 FROM CALIFORNIA STATE LIBRARY FOR FAMILY LITERACY PROGRAMS THROUGH RIVERSIDE PUBLIC LIBRARY – SUPPLEMENTAL APPROPRIATION**

## **ISSUES:**

Approve the acceptance of grant funds from the California State Library for family literacy programs for Fiscal Year 2019/20 in the amount of \$30,000 and authorize the appropriation of all funds for use by the Riverside Public Library.

## **RECOMMENDATIONS:**

That the City Council:

1. Approve the acceptance of grant funds from the California State Library for family literacy programs for Fiscal Year 2019/2020 in the amount of \$30,000,
2. Authorize the City Manager, or designee, to execute all grant documents including the ability to make related to the grant; and
3. Authorize, upon approval, an increase in estimated revenues in the California State Library Family Literacy revenue account in the amount of \$30,000, and appropriate expenditures in the same amount to California State Library Family Literacy Services expenditure account.

## **BACKGROUND:**

The California State Library for Family Literacy Program funds will support adult learner-centered strengths-based family literacy services that are grounded in California Library Literacy Services values and supported by strong coordination between the California Library Literacy Services program, library administration, and other library staff, as well as external partnerships with other organizations serving families and children.

The funds are intended to support family literacy services for English-speaking adults with low literacy skills, and their families, not the general adult or youth services populations.

Approximately two-thirds of the literacy programs are receiving family literacy funds in Fiscal Year 2019/2020.

## **DISCUSSION:**

The Riverside Public Library submitted a grant application to the California State Library for a California Library Literacy Services grant for the Family Literacy Program in the base amount of \$30,000.

On August 16, 2019, the California State Library approved the Library's grant application and awarded a base level of \$30,000. Once the attached claim form is signed and reports are submitted to the State Library, final payment will be made to the Riverside Public Library. Grant funds will be used for materials and programs in support of tutors and learners in the program.

In accordance with the City Grant Administration Policy 01.006.00, the Department Director evaluated the award to determine the benefit to the customers of the City's Library, long and short-term financial implications, feasibility and compatibility with existing City priorities/goals and services, and determined the community and City would benefit by accepting this award. The City Council's role and responsibility is to approve appropriation of funds for all grant awards.

## **FISCAL IMPACT:**

There is no fiscal impact to the General Fund associated with this report. The total grant funds received from the California State Library for family literacy programs is \$30,000. All required matching funds for Fiscal Year 2019/2020 are provided through in-kind contributions of staff time and are included in the Library's operating budget as part of its regular programming.

Upon approval, an increase in estimated revenues will be made to the California State Library Literacy Family Literacy revenue account 9340800102-33410000 in the amount of \$30,000 and an appropriation in the same amount will be made to the California State Library Family Literacy Services expenditure account 9340800102-44021000

Prepared by: Erin Christmas, Library Director  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer / City Treasurer  
Approved by: Lea Deesing, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

## **Attachment:**

1. Award Letter
2. Claim Form