



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 \$18,000 FROM CALIFORNIA STATE LIBRARY FOR ADULT LITERACY PROGRAMS THROUGH RIVERSIDE PUBLIC LIBRARY – SUPPLEMENTAL APPROPRIATION

ISSUES:

Approve the acceptance of a grant funds from the California State Library for adult literacy programs for Fiscal Year 2019/20 in the amount of \$18,000, plus a second installment amount to be determined based on a per capita of literacy program learners served combined with a match of local funds raised and expended on the program during the previous year; and authorize an appropriation of all funds for use by the Riverside Public Library for adult literacy programs.

RECOMMENDATIONS:

That the City Council:

1. Approve the acceptance of grant funds from the California State Library for adult literacy programs for Fiscal Year 2019/2020 in the amount of \$18,000, plus a second installment amount to be determined based on the per capita of literacy program learners served combined with a match of local funds raised and expended on the Adult Literacy Program during the previous year;
2. Authorize, the City Manager, or designee, to execute all grant documents including the ability to make non-substantive changes; and
3. Authorize, upon approval, an increase in estimated revenues in the California Library Literacy revenue account in the amount of \$18,000, plus a second installment amount to be determined; and appropriate expenditures in the same amount to California Library Literacy Services expenditure account.

BACKGROUND:

Riverside Public Library's Adult Literacy Program trains volunteers to provide independent learning opportunities to adults in the Riverside community who want to improve their reading, writing and technology skills through one-on-one and group tutoring. The literacy program changes peoples' lives through enhancement of skills that lead to self-sufficiency.

The recently signed state budget provides \$4.82 million and \$2.5 million for family literacy. Grant applications for Fiscal Year 2019/2020 were accepted by the California State Library for a baseline amount of \$18,000 for the Riverside Public Library Adult Literacy Program.

DISCUSSION:

The Riverside Public Library submitted a grant application to the California State Library for a California Library Literacy Services grant for the Adult Literacy Program in the base amount of \$18,000.

On August 16, 2019, the California State Library approved the Library's grant application and awarded a base level first installment of \$18,000. The second payment installment is based on a per capita amount of adult learners served during the prior year, combined with a match of the amount of local funds raised and expended on the literacy program in the prior year by the library jurisdiction.

The California State Library and California Library Literacy Services have not yet determined what the full amount of the second installment will be for fiscal year 2019-2020. 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. 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 California State Library Literacy revenue account 9340700102-33410000 in the amount of \$18,000, plus a second installment based on per capita of learners served, and an appropriation in the same amounts will be made to the California State Library Expenditure accounts 9340700102-42680000 and 9340700102-44021000.

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