



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: OCTOBER 20, 2020

FROM: RIVERSIDE PUBLIC LIBRARY WARDS: ALL

SUBJECT: GRANT FUNDS IN THE AMOUNT OF \$55,824 FROM CALIFORNIA STATE LIBRARY FOR ADULT AND FAMILY LITERACY PROGRAMS THROUGH RIVERSIDE PUBLIC LIBRARY – SUPPLEMENTAL APPROPRIATION

ISSUES:

Approve the acceptance of grant funds from the California State Library for adult and family literacy programs for Fiscal Year 2020/21 in the amount of \$55,824, plus a final 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 and family literacy programs.

RECOMMENDATIONS:

That the City Council:

1. Approve the acceptance of grant funds from the California State Library for adult and family literacy programs for Fiscal Year 2020/2021 in the amount of \$55,824, plus a final 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 and Family 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 Grants and Restricted Programs Fund California Library Literacy revenue account in the amount of \$55,824, plus a final installment amount to be determined; and appropriate expenditures in the same amount to Grants and Restricted Programs Fund California Library Literacy Services expenditure accounts.

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 \$7.32 million for family literacy. Grant applications for Fiscal Year 2020/2021 were accepted by the California State Library for a baseline amount of \$20,000 for the Riverside Public Library Adult Literacy Program.

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.

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 \$20,000 and for the Family Literacy Program in the base amount of \$30,000.

On August 26, 2020, the California State Library approved the Library's grant application and awarded a base level first installment of \$55,824 (Adult Literacy Services for \$28,824 and Family Literacy Services for \$27,000). The final payment installment is based on a per capita amount of literacy 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 Riverside Public Library will have 18 months to spend the awarded funds, from the start of Fiscal Year 20/21 until December 31, 2021. The total allocation is summarized in the following table.

	Adult Literacy Services	Family Literacy Services	Total Allocation
Initial Award Payment	\$28,824	\$27,000	\$55,824
Final Award Payment	*\$3,203	*\$3,000	*\$6,203
Total	\$32,027	\$30,000	\$62,027

*Estimated based on a per capita amount of literacy 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 final installment will be for fiscal year 2020/21. 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 2020/21 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 revenues for the total amount awarded will be made to the Grants and Restricted Programs Fund grant revenue accounts listed below and an appropriation in the same amount will be made to the Grants and Restricted Programs Fund grant expenditure accounts listed below.

Name	Revenue Account No.	Expenditure Account No.	Amount
California State Library Literacy 20/21	9342700102-33410000	9342700102-44021000 9342700102-42680000	\$28,824
Family Literacy 20/21	9342600102-33410000	9342600102-44021000	\$27,000

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

Attachment:

1. Award Letter
2. Claim Form
3. Certification Form