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CERTIFICATION

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

The 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.

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

SIGNED

DATE

Signature - Authorized representative

Typed/Printed Name and Title of Authorized Representative

Email address of authorized representative

MAIL ONE ORIGINAL SIGNATURE TO:
California State Library
Fiscal Office – CLLS
P. O. Box 942837
Sacramento, CA 94237-0001

CALIFORNIA LIBRARY LITERACY SERVICES DOCUMENTATION

Budget Item 6120-213-0001

Project Information:

Invoice #: 20-6992-1

Project Title: California Library Literacy Services

Grantee: Riverside Public Library

Funding Start Date: upon execution

Term completion: December 31, 2021

Total Adult Literacy Services Funded Amount: \$32,027

Total Family Literacy Services Funded Amount: \$30,000

Total Award: \$62,027

Payment schedule:

Libraries may request 90% of their total CLLS award upon receipt of the award letter.

Libraries may request the final 10% of their award upon the completion of the following items:

1. submission of the mid-year financial report
2. submission of a mid-year narrative report that demonstrates project activity
3. confirmation that 75% of the award has been expended

Libraries that have not expended 75% of the total CLLS award (ALS and FLS funds) by the end of the fiscal year may request the final 10% of their award upon completion of the Final Report and an approved expenditure plan through December 31.

Libraries that expend the first 90% of their total project CLLS funds (ALS and FLS funds), can demonstrate project activity, and need the final 10% of their award before the mid-year reports are due may apply to CLLS staff to receive those funds.

Note:

Libraries have 18 months to spend their CLLS funds, from the start of the fiscal year in which the funds are awarded until December 31 of the following fiscal year.

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

Reporting

Libraries will be required to submit mid-year financial and program narrative reports as well as a final report. Reminder emails will be sent out beginning six weeks before each required report.

All required reporting materials will be located on the California State Library's website. The reporting schedule is detailed below.

Note:

A budget modification form will be required for all budget changes regardless of amount. Modification form may be submitted throughout the year but no later than May 31st.

Mid-year financial and Narrative report	Due January 29, 2021
Final Report	Due August 31, 2021

Approved Budget:

Below is the state fund award budget the California State Library has on file for the 2020-2021 fiscal year based on your approved application.

Note:

Your actual award for Adult Literacy Services may be slightly adjusted from the original proposed award amount due to a small re-calculation right before funds were awarded. If this is the case, the State Library will contact you later in the fiscal year to complete a Budget Modification form.

Category	Adult Literacy Services	Family Literacy Services
Salaries and Benefits	\$0	\$
Contract Staff	\$0	\$
Operations	\$8,050	\$8,050
Literacy Materials	\$21,867	\$19,950
Small Equipment	\$2,000	\$2,000
Equipment	\$0	\$
Indirect Costs	\$0	\$