



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JULY 6, 2021**

FROM: LIBRARY DEPARTMENT **WARDS: 2 AND 3**

SUBJECT: GRANT AWARD FROM CALIFORNIA STATE LIBRARY, PACIFIC LIBRARY PARTNERSHIP FOR LUNCH AT THE LIBRARY PROGRAM FY 21/22 - SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$4,600

ISSUES:

Accept a grant award from the California State Library through the Pacific Library Partnership for the Lunch at the Library Program FY 21/22 in the amount of \$4,600 and appropriate expenditures in the same amount.

RECOMMENDATIONS:

That the City Council:

1. Accept a grant award from the California State Library through Pacific Library Partnership for the Lunch at the Library Program FY 21/22 in the amount of \$4,600;
2. With at least five affirmative votes, and upon receipt of the award, authorize the Chief Financial Officer, or his designee, to record an increase in estimated revenues and supplemental appropriation in the Grants and Restricted Programs Fund, Lunch at the Library account in an amount equal to the grant award; and
3. Authorize the City Manager, or his designee, to execute all grant documents including making minor and non-substantive changes to documents associated with the grant.

BACKGROUND:

The Riverside Public Library actively pursues grant funding as an alternative funding source and/or to supplement City funds to enable unique program opportunities for the community. Grants offer valuable, unique opportunities for local jurisdictions to compete for funding sources available through, State, Federal, or other agencies to assist in covering the costs of selected projects.

Lunch at the Library is a project of the California State Library, supported with funds from the State of California. Lunch at the Library was developed by the California Library Association and the California Summer Meal Coalition, with support from the David and Lucile Packard Foundation. The California Summer Meal Coalition (CSMC) and California Library Association

(CLA) are working with libraries and meal providers across California to offer summer lunch programs that are designed to provide nourishment and summer enrichment for children and teens. All library meal sites provide free summer lunches and engage families with library programs and services. Some libraries are extending the impact of their lunch programs by providing arts, literacy, and Science, Technology, Engineering and Math programming for participating children and teens.

DISCUSSION:

On June 7, 2021, the Riverside Public Library received an email from the Pacific Library Partnership of an award notification (attached) of a passthrough grant from the California State Library for the Lunch at the Library Program FY 21/22 for the total amount of \$4,600.

This funding will support the Riverside Public Library Lunch at the Library Program for Summer 2021 and engage families with library programs and services. Funds in the amount of \$3,600 will support programming at SPC Jesus S. Duran Eastside Library and an additional \$1,000 will support the one (1) new meal program location at Marcy Library. Funds will be spent on programming and book giveaways. All funds should be spent by September 3, 2021.

Allowable expenses include:

1. Salaries, Staffing, Backfill, Training: Staff time; program facilitator/performer costs; teen internships; backfill to cover desk hours while staff are engaged in Lunch at the Library activities at the library or at pop-up library community summer meal site locations.
2. Operations: Operational supplies, food handling licenses for staff and interns/volunteers, other operational needs that support the library summer meal program(s) and/or pop-up library sites. Operational items might include, but are not limited to, refrigeration supplies, table coverings, water dispensers, shade tents for outdoor programming, etc.
3. Programming: Programming materials and activities that enhance and enrich the summer meal program(s) and/or pop-up library sites. This can include self-directed ("passive") and/or facilitated programming supplies. Programming themes can include (but are not limited to): S.T.E.M. and the Arts; nutrition education, wellness & fitness; sustainability & gardening; summer reading. Programming activities can be scheduled prior to, during, or following meal service.
4. Travel for Pop-up Programming: Expenditures for local California travel expenses incurred by personnel providing pop-up library services at a community summer meal site.
5. Outreach Materials: Outreach materials to promote the summer meal, pop-up library, and summer reading program in the form of duplicating, banners, and other printing costs.
6. Book Giveaways: Book giveaways and family literacy materials to support outreach, reading and learning at home.

The grant term is July 1, 2021 through September 17, 2021.

FISCAL IMPACT:

The total grant award is \$4,600 and will cover the costs associated with the Lunch at the Library Program. No matching City funds are required. Upon City Council approval, an increase in estimated revenues will be made to the Grants and Restricted Programs Fund, account 9344100-334100 in the amount of \$4,600 and expenditures in the same amount will be appropriated to the Lunch at the Library Program FY21/22 account 9344100-440210.

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: Kristi J Smith, Interim City Attorney

Attachment: Award Notice