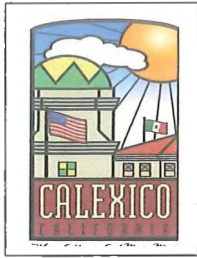


AGENDA
ITEM

11



AGENDA STAFF REPORT

DATE: September 1, 2021

TO: Mayor and City Council

APPROVED BY: Miguel Figueroa, City Manager *MF*

PREPARED BY: Lizeth Legaspi, Library Manager *LL*

SUBJECT: Acceptance of the California Library Literacy Services Grant Award for FY 2021-22

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Recommendation:

Accept the FY 2021-22 California Library Literacy Services Grant awarded to Camarena Memorial Library in the amount of \$44,418.

Background:

The California Library Literacy Services Program under the direction of the California State Library provides funding opportunities to public libraries to enable them to offer literacy programs to help the community reach their literacy goals.

Camarena Memorial Library has been a recipient of this award for over 14 years. The library recruits and trains volunteer tutors which in turn provide one-to-one tutoring to adults 16 years old and not concurrently enrolled in high school, and who are interested in improving their basic English reading and writing skills.

Discussion & Analysis:

Camarena Memorial Library is anticipating to provide learner-centered basic literacy services to approximately 70 adults with low literacy skills. Learners will be tutored one-to-one by trained volunteers. In addition, the library will be offering Family Literacy Services to connect and engage families with programming, resources and each other so adults can learn new things to use in family life.

Fiscal Impact:

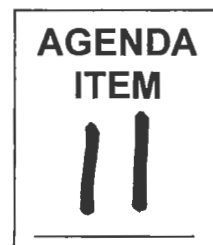
\$ 44,418 for Fund 221 – Library Grants.

Coordinated With:

None.

Attachment:

1. Award Letter.





August 5, 2021

Lizeth Legaspi, Library Manager
Camarena Memorial Library (Calexico)
850 Encinas Ave.
Calexico, CA 92231

Dear Ms. Legaspi:

We're pleased to provide funds to support your California Library Literacy Services program and the important work that you and your staff and volunteers do in your community.

The state budget continues California Library Literacy Services funding at \$4.82 million for adult literacy services and \$2.5 million for family literacy services.

Your total award for the fiscal year that began July 1, 2021, is:

- Adult Literacy Services: \$34,418
- Family Literacy Services: \$10,000
- Total Award: \$44,418

Note: This year, your Adult Literacy Services award amount is \$330 higher than your projected award amount. You will need to complete a Budget Modification Form to reflect how you will use the entire award when you complete your claim form. Information about the Budget Modification requirement and the form is included at the back of the award packet.

Your award will be claimed in two stages. The attached form will allow you to request the first 90% of your Adult Literacy Services Award and 100% of your Family Literacy Services Award:

- 90% of the Adult Literacy Award \$30,976
- 100% of the Family Literacy Award - \$10,000
- Total Initial Award Amount - \$40,976

Note: Information about claiming the remainder of your award is included in the payment schedule at the back of your award packet.

Your funds must be encumbered by June 30, 2022, and fully expended, in accordance with your approved budget on file with the State Library, by December 31, 2022. Encumbered funds are those that have been deposited in the awardee's accounting system and for which a budget has been provided to and approved by the State Library.

Please be sure your program expenditures are consistent with the California Library Literacy Services allowable and unallowable costs guide. If you have any questions about expending your funds please reach out to Annly Roman at annly.roman@library.ca.gov.

We strongly encourage your program staff to develop and maintain community partners to strengthen your program as well as attend regular regional library literacy network meetings and

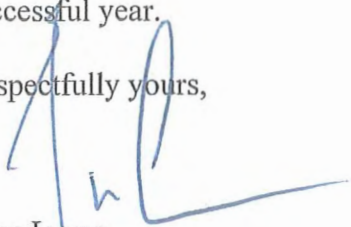
participate in library literacy training opportunities offered by the State Library and the regional networks.

The payment process begins when we receive your completed and signed Budget Modification Form and claim and certification forms (attached). All forms should be completed, and signed using DocuSign in order to be processed for payment.

Our library literacy staff is available to assist you throughout the year. Your Advisor is Beverly Schwartzberg: beverly.schwartzberg@library.ca.gov and your Grant Monitor is Annly Roman: annly.roman@library.ca.gov. Please contact them with any questions.

Thank you for your willingness to do so much for so many people in need. Best wishes for a successful year.

Respectfully yours,



Greg Lucas
California State Librarian

Cc: Beverly Schwartzberg, beverly.schwartzberg@library.ca.gov
Annly Roman, annly.roman@library.ca.gov
Gina Iwata, Gina.Iwata@library.ca.gov
Elsa Pliego, epliego56@gmail.com

Enc: Claim form and certification form