



Agenda Report

22-1199

Agenda Date: 11/1/2022

REPORT TO COUNCIL

SUBJECT

Action to Approve the FY 2022/23 California Library Literacy Services (CLLS) Grants for the Library Department's Read Santa Clara Program and Related Budget Amendments

COUNCIL PILLAR

Enhance Community Engagement and Transparency

BACKGROUND

The California State Library's California Library Literacy Services (CLLS) provides an annual grant for ongoing operations of public library adult and family literacy services. The City's Read Santa Clara program qualifies for this grant. Since its inception in 1995, Read Santa Clara has offered one-on-one and small group tutoring to adults through trained volunteer tutors. For FY 2022/23, Read Santa Clara has also qualified for the CLLS award for English as a Second Language Services for adults with limited English-speaking skills.

DISCUSSION

The Santa Clara City Library has been awarded two FY 2022/23 CLSS grants for a total amount of \$147,266. These grants are in support of the Library's Read Santa Clara program. The first grant has two components - an award of \$59,366 for Adult Literacy services and an award of \$32,400 for Family Literacy services. In addition, the Library has been awarded \$55,500 for ESL Tutoring services.

The Adult Literacy services component of the grant will enable Read Santa Clara to offer instructional resources and technology training to adult learners seeking to strengthen their basic literacy skills. In addition, the grant will be used to enhance training for the program's volunteer tutors.

The Family Literacy services component of the grant is intended to support activities for parents and children to do together. The program is offered to families of adult learners and families enrolled at six state preschool programs. The grant will be used to fund as-needed staffing, technology assistance programs, books and learning kits for participating families.

The second grant is for new ESL tutoring services that will include small group conversation sessions for parents/caregivers with limited English-speaking skills at community sites near schools. The goal of this program is to help parents improve their ability to communicate in English, so they can be more involved in their children's education. The ESL grant will cover as-needed hours for ESL program staff and instructional resources for ESL learners.

The CLLS grants require that the grant awards are deposited into the City's accounting system and

expended by December 31, 2023. Staff will monitor the grants and manage the grant budgets throughout the period of performance to ensure grant requirements are met.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

Acceptance and appropriation of the total CLLS grant awards of \$147,266 (\$91,766 for Adult and Family Literacy services and \$55,500 for ESL Tutoring services) will help support the operational costs, including as-needed staff hours and instructional resources for adult learners in the Read Santa Clara Program.

Budget Amendment FY 2022/23

Library Operating Grant Fund	Current	Increase/ (Decrease)	Revised
<u>Revenues</u>			
Other Agencies Revenues	\$0	\$147,266	\$147,266
<u>Expenditures</u>			
FY 2023 California Library Literacy Services Grant	\$0	\$147,266	\$147,266

COORDINATION

This report has been coordinated with the Finance Department, City Attorney's Office, and the City Manager's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Accept the total California Library Literacy Services grant award of \$147,266 for the Read Santa Clara

program;

2. Approve the FY 2022/23 budget amendments in the Library Operating Grant Trust Fund to recognize the total grant revenue of \$147,266 and increase the FY 2022/23 appropriation by \$147,266 **(five affirmative Council votes required to appropriate additional revenue)**.

Reviewed by: Patty Wong, City Librarian

Approved by: Rajeev Batra, City Manager

ATTACHMENTS

1. CLLS Adult and Family Literacy Grant 2022-23 Award

2. CLLS ESL Grant 2022-23 Award