RESOLUTION - ACTION REQUESTED 2016-53

MEETING: January 26, 2016

TO: The Board of Supervisors

FROM: Janet Chase Williams, County Librarian

RE: Adult Literacy Grant Program

RECOMMENDATION AND JUSTIFICATION:
Ratify the Signature of the County Librarian on the California Library Literacy and English Acquisition Services Program (CLLS) Claim to Accept the CLLS Grant; Approve an Agreement with R. Janette Gamble to Act as Adult Literacy Coordinator and Authorize the Board of Supervisors Chair to Sign the Agreement; Approve Budget Action Increasing Revenue and Appropriations in the Library Budget to Recognize the Grant ($18,000).

Library staff applied for and received an Adult Literacy grant through the California State Library. The Department proposes to contract for an Adult Literacy Coordinator to assist adults with their reading skills. In addition to the contract, the Department also proposes to use the funding for the purchase of training materials, books, an interactive white board and I-Pads for use with training program. This grant requires a 100-percent match, which can be in-kind and will be fulfilled with Extra-Help staff time as well as with the existing funding already budgeted in the Library budget.

The County Library currently conducts an Adult Literacy program, and this grant will enhance and expand the existing Adult Literacy program. The Adult Literacy Program provides fundamental literacy instruction as well as General Educational Development (GED) preparation. Accepting and participating in this grant program will also make the County eligible for future literacy grant programs.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Prior to accepting and implementing grant programs, Departments must first receive the approval of the Board of Supervisors. The Board has typically approved and accepted grant programs that will ultimately benefit and improve the lives of the residents of Mariposa County.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Do not ratify the signature of the County Librarian on the Adult Literacy Grant Claim
and direct staff not to accept the grant money. The Mariposa County Library will be unable to expand the Adult Literacy Program.

FINANCIAL IMPACT:  
Revenue and appropriations will be increased by $18,000 in the Library Budget.  
01/05/16  001-0210-305-6254 · State Revenue  $14,000.00

ATTACHMENTS:  
Library Adult Literacy Grant Program and Claim Form  (PDF)  
Contract for Service   (DOC)  
Exhibit A   (PDF)  
Budget Action Form  (PDF)  
Insurance Certification  (PDF)

CAO RECOMMENDATION  
Requested Action Recommended

Mary Hodson  
Mary Hodson, CAO  1/14/2016

RESULT:  ADOPTED [UNANIMOUS]  
MOVER: Marshall Long, District III Supervisor  
SECONDER: Kevin Cann, District IV Supervisor  
AYES: Smallcombe, Jones, Long, Cann, Carrier
### BUDGET ACTION FORM

<table>
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<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
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**001 0104-414 1090 GENERAL CONTINGENCY**

**TOTAL**

$0 $0

### TRANSFER BETWEEN FUNDS

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<th>TRANSFER BETWEEN FUNDS</th>
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**TOTALS**

$0 $0

**ACTION REQUESTED:** (Check all that apply)

- [X] Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or appropriating Reserve for Contingencies;

- [ ] Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

**JUSTIFICATION:** Acceptance of this grant will allow the Mariposa County Library to fund the Literacy Coordinator position and enable the library to expand the Adult Literacy Program

**DEPT HEAD SIGNATURE**

**DATE** Dec 21, 2015

**APPROVED BY RES NO.** 16-53

**CLERK**

**DATE** 1-26-16

**AUDITOR'S USE ONLY**

**BA #**

Budget Revision Form Revised 11/95