

**Council Meeting: April 9, 2013**

SUBJECT: Budget Modification No. 37 to Appropriate \$5,000 of LSTA Eureka! Leadership Grant Funds for Learning Together: An Interactive Program for Parents and Their School-aged Children

GRANT SUMMARY

The City Manager accepted grant funds in the amount of \$5,000 for the Department of Library and Community Services to provide a series of Learning Together programs, five monthly interactive workshops for parents and their school-aged children.

GRANTING AGENCY

This project was supported by the U.S. Institute of Museum and Library Services (IMLS) under the provisions of the Library Services and Technology Act (LSTA), administered in California by the State Librarian.

EXISTING POLICY**Council Policy 7.1.5 Donations, Contributions and Sponsorships:**

The City Manager may apply for grants of any dollar amount, but shall notify the Council when grants are being pursued. Council approval of a budget modification to appropriate grant monies is required before funds can be expended by staff. Such a budget modification shall include the use to which the grant would be placed; the objectives or goals of the City which will be achieved through use of the grant; the local match required, if any, plus the source of the local match; any increased cost to be locally funded upon termination of the grant; and the ability of the City to administer the grant. For grants under the amount of \$5,000 that do not have any external reporting requirements or any local match requirement, Council approval of a budget modification is not required. The City Manager is authorized to accept and administratively appropriate the grant funds.

This grant does not meet all of the criteria to be administratively appropriated by the City Manager; therefore a budget modification is required. Grant funds from LSTA have external reporting requirements and fall under the federal single audit guidelines.

Library Goal:

Goal 6.2: Provide Library programs and publications to educate, enrich and enlighten Library users

DISCUSSION

The \$5,000 in grant funds will be utilized by the Sunnyvale Library to provide a series of Learning Together programs. These programs consist of five monthly interactive workshops for parents and their school-aged children. Each workshop will offer parents and their children the chance to learn about a new topic such as discipline, healthy eating, or bullying. Parents Place, a non-profit program of Jewish Family and Children's Services based in Palo Alto, will provide the speakers, and the Columbia Neighborhood Center will provide facilities and assist with the promotion of the workshops. The Library Division in the Department of Library and Community Services will be responsible for the management of the grant.

FISCAL IMPACT

Library Services and Technology Act (LSTA) grant funds were awarded to the City in the amount of \$5,000 to provide Learning Together programs for school-aged children and their parents. There is no required local match and there will be no increased cost to the City upon grant termination. There will be no net fiscal impact to the General Fund.

Budget Modification No. 37 has been prepared to appropriate \$5,000 in LSTA grant funds to a new project as follows:

**Budget Modification No. 37
FY 2012/2013**

	Current	Increase/ (Decrease)	Revised
General Fund			
<u>Revenues</u>			
1034 – Library Services & Technology Act (LSTA)	\$0	\$5,000	\$5,000
<u>Expenditures</u>			
New Project: LSTA Learning Together	\$0	\$5,000	\$5,000

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center, and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk, and on the City's Web site.

ALTERNATIVES

1. Approve Budget Modification No. 37 to appropriate LSTA grant funds in the amount of \$5,000 to a new project, LSTA Learning Together.
2. Do not approve Budget Modification No. 37 to appropriate LSTA grant funds in the amount of \$5,000 to a new project, LSTA Learning Together.

RECOMMENDATION

Staff recommends Alternative #1: Approve Budget Modification No. 37 to appropriate LSTA grant funds in the amount of \$5,000 to a new project, LSTA Learning Together.

Reviewed by:

Lisa G. Rosenblum, Director, Library and Community Services
Prepared by: Susan W. Denniston, Administrative Librarian

Reviewed by:

Grace Leung, Director of Finance

Approved by:

Gary M. Luebbers
City Manager

Attachment:

A. Award Letter, California State Library



February 1, 2013

Lisa G. Rosenblum, Director
Sunnyvale Public Library
665 W. Olive Avenue
Sunnyvale, CA 94086-7622

Dear Ms. Rosenblum:

We are pleased to approve the grant application for the Learning Together: An Interactive Program for Parents and their School Aged Children project for a total of \$5,000 in federal Library Services and Technology Act (LSTA) funds.

Thank you for your dedication and hard work within a very tight timeline.

In order to support you, an archived version of a webinar on "Managing your LSTA Grant" presented by the State Library is available to view at http://infopeople.org/training/webcasts/webcast_data/497/index.html.

The Library Development Services Staff is ready to assist you in making your project a success. Please be aware state processing of grant payments can require 6-8 weeks before you receive your check.

Best wishes for a successful project.

Respectfully yours,

Gerald Maginnity
Acting State Librarian of California

Enclosures

cc: Colette Moody
Holly Hinman
Nancy Andrus