Council Meeting: April 23, 2013

SUBJECT: Budget Modification No. 39 to Appropriate $13,500 of Library Services and Technology Act (LSTA) Competitive Grant Funds for Printing Old and New: Letterpress and 3D Printing

GRANT SUMMARY
The City Manager accepted grant funds in the amount of $13,500 for the Department of Library and Community Services for activities centered on the concept of printing. Through Printing Old and New, the library will offer a hands-on experience with older letterpress printing techniques, as well as experiment with creating objects using a modern 3D printer.

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

The Library Division in the Department of Library and Community Services will be responsible for the management of the grant.

Granting Agency
This project was supported by the U.S. Institute of Museum and Library Services (MLS) 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 the Library Services and Technology Act (LSTA) have external reporting requirements and fall under the federal single audit guidelines.

**FISCAL IMPACT**

**Required Local Match**
None

**Increased Cost To City Upon Grant Termination**
None

Budget Modification No. 39 has been prepared to appropriate LSTA funds in the amount of $13,500 to a new project, Printing Old and New.

**Budget Modification No. 39**

**FY 2012/2013**

<table>
<thead>
<tr>
<th>General Fund</th>
<th>Current</th>
<th>Increase/ (Decrease)</th>
<th>Revised</th>
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<tbody>
<tr>
<td><strong>Revenues</strong></td>
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<tr>
<td>1034-Library Services</td>
<td>$0</td>
<td>$13,500</td>
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<td>&amp; Technology Act</td>
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<td>(LSTA)</td>
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<td><strong>Expenditures</strong></td>
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<tr>
<td>New Project: LSTA</td>
<td>$0</td>
<td>$13,500</td>
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<tr>
<td>Printing Old and New</td>
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**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. 39 to appropriate LSTA grant funds in the amount of $13,500 to a new project, Printing Old and New.

2. Do not approve Budget Modification No. 39 to appropriate LSTA grant funds in the amount of $13,500 to a new project, Printing Old and New.
RECOMMENDATION
Staff recommends Alternative #1: Approve Budget Modification No. 39 to appropriate LSTA funds in the amount of $13,500 to a new project, Printing Old and New.

Reviewed by:

Lisa G. Rosenblum, Director, Department of 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