

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM: 3.16
(ID # 18528)**

MEETING DATE:

Tuesday, April 05, 2022

FROM : OFFICE OF ECONOMIC DEVELOPMENT:

SUBJECT: OFFICE OF ECONOMIC DEVELOPMENT: Approval of the Grant Award Letter with the State of California for the Stronger Together: Increase Library Access Grant Award from the California State Library for FY2021-2022 through FY2023-2024, Grantee Award Number: ST-ILA-21-01. All Districts. [\$345,122; 59% State of California, 41% Riverside County Library System]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the attached Grant Agreement and Certification of Compliance with the State of California for the Stronger Together: Increase Library Access Grant Award from the California State Library in the amount of \$201,976 for the grant period January 25, 2022, through March 31, 2024 (Grantee Award Number: ST-ILA-21-01) ("Grant"), and authorize the Director of the Office of Economic Development Department to accept the award on behalf of the County; and
2. Authorize the Director of the Office of Economic Development Department, or her designee, on behalf of the County to take all steps necessary to implement and administer the Grant, including but not limited to, signing all necessary documents and any amendments with the State of California that exercise the options of the Grant, subject to approval by County Counsel.

ACTION:Policy

Suzanne Holland
Suzanne Holland, Director of Office of Economic Development

3/17/2022

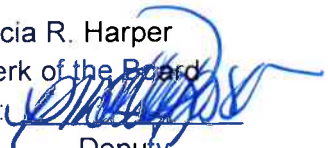
Aaron Gettis
Aaron Gettis, Deputy County Counsel

3/23/2022

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Perez, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: April 5, 2022
xc: O.E.D.

Kecia R. Harper
Clerk of the Board
By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$0	\$345,122	\$345,122	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 59% State of California, 41% Riverside County Library System			Budget Adjustment: N/A	
			For Fiscal Year: 21/22-23/24	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The California State Library has awarded the Riverside County Library System (RCLS) the Stronger Together: Increase Library Access Grant Award to be used in FY21-22, FY22-23 and FY23-24. These funds will be utilized to provide enhanced mobile library resources, such as library programs, literacy programs, Science, Technology, Engineering, Art and Mathematics (STEAM) programs, and will also offer access to the collection by delivering these services by vehicle to remote areas of Riverside County. The additional "Library Connect" vans will service school-age children, families, and aging adults. RCLS has recently launched two "Library Connect" vans. The addition of two more vans will help improve and increase access to texts and technologies, reading time at home, job preparedness assistance with employment opportunities, and various levels of family literacy programs. This includes, but is not limited to, members of the community whose first language is other than English and low literate to illiterate adults. The Library Connect programming is being coordinated with Library Systems and Services (LS&S) and will begin in FY22-23.

Impact on Residents and Businesses

Based on various community assessments, RCLS has determined the need to enhance library services for our 400,000 Riverside County residents who live in unincorporated and often rural or remote areas where access to library services is limited in all forms. This project is a priority for RCLS as it directly addresses four goals from the RCLS Literacy Strategic Plan. These goals are:

1. Increase community awareness of the value, needs, and availability of literacy services
2. Identify potential partners and foster relationships with service providers' organizations whose target populations are illiterate
3. Improve the quality and expand the availability of literacy services and programming by providing safe and convenient spaces for students/learners, identifying innovative technology, and identifying forward-thinking techniques and strategies

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4. Garner organizational capacity and sustainable resources to fulfill its mission and vision into the future by regular measurements and evaluation of programs and services, incorporate literacy elements into library programming, and seek grant funding to explore new projects and programs.

Based on conversations and surveys from community members, this addresses the community's aspirations to provide "safe" and "inclusive" environments by offering more "family and children-oriented community events" and offering "good public services" to better help our communities and patrons "thrive." Therefore, "Library Connect" allows us to meet both our community members' and RCLS' goals by better supporting our most underserved members.

Additional Fiscal Information

RCLS will provide \$143,146 in match funds through in-kind staffing costs, and purchase of materials, as specified within the attached budget template. Grant funds are to be used between January 25, 2021 and March 31, 2024, with no specific limits of allowed expenses per year. No Net County Cost will be used for this program.

Attachments:

Riverside County Library System_Stronger Together Grant_Award Letter
Riverside County Library System_Stronger Together Grant_Budget



January 25, 2022

Jon Solomon, Deputy Director
Riverside County Library System
5840 Mission Blvd
Jurupa Valley, CA 92509

Dear Deputy Director Solomon:

We are pleased to approve the grant application for the Library Connect project for a total of \$201,976 in state grant funds.

Hard copies of this correspondence will not follow. Keep the entirety of the correspondence for your files and consider these award materials your original documents.

Upon receipt of a completed claim form that is free of errors or inaccurate information, the State Library processes it for routing to the Office of the State Controller which ultimately issues the check. The total time for the claim form to be processed, routed, payment issued, and mailed can be up to eight weeks, but is often a shorter timeframe. If you still have not received payment after eight weeks, please contact your grant monitor.

The Grant Monitor assigned to your project is Sam Bennett. They are available to assist you throughout the year and can be reached via email at sam.bennett@library.ca.gov.

Please stay in touch with your Grant Monitor throughout the award period. Read the enclosed award packet thoroughly and contact your Grant Monitor if you have any questions.


Best wishes for a successful project.

Respectfully yours,

DocuSigned by:

BDA50981C41C416...
Greg Lucas
California State Librarian

Cc:
Allyson Jeffredo, Family Literacy Coordinator
Riverside County Library System
5840 Mission Blvd
Jurupa Valley, CA 92509

FORM APPROVED COUNTY COUNSEL
BY  3/18/22
RYAN D YABKO DATE

THE BASICS – YOUR GRANT AWARD

The following provides all the basic information about your grant and managing your grant.

Award #:	ST-ILA-21-01
Library/Organization:	Riverside County Library System
Project Title:	Library Connect
Award Amount:	\$201,976

APPROVED BUDGET

Personnel	\$0
Consultant Fees	\$0
Travel	\$0
Supplies/Materials	\$111,766
Equipment (\$5,000 or more per unit)	\$90,210
Services (contracted)	\$0
Project Total	\$201,976
Indirect Cost	\$0
Grant Total	\$201,976

Start Date:	Execution of this agreement
End Date:	3/31/2024
Please understand that it can take from six to eight weeks before grant funds are delivered. If you have not received your payment after eight weeks, please contact your grant monitor.	

REPORTING

Stronger Together: Increase Library Access participants are required to provide bi-annual financial and narrative reports as outlined in the grant terms and conditions (8/1/2022, 1/31/2023, 7/31/2023, and 1/31/2024); final financial and narrative reports by 4/30/2024; and updates upon request. Reports will be submitted to your grant monitor, Sam Bennett, by email at sam.bennett@library.ca.gov.

PAYMENTS

Please note this clarification regarding payments. Grant payments will be made based on the payment schedule laid out in the Grant Term and Award Documentation. Ten percent (10%) of the full grant award is withheld until the end of the project period. It is payable only if the grant recipient fulfills all project reporting requirements and expends all funds, or returns all unspent grant funds, by the time specified in the grant terms and conditions.

CONTACT

We want your project to be successful. Please work with the grant monitor and project consultant in implementing your project:

Grant Monitor:	Sam Bennett
Monitor Phone Number:	916-603-6703
Monitor Email Address:	sam.bennett@library.ca.gov
Project Consultant:	Shana Sojoyner
Consultant Email Address:	shana.sojoyner@library.ca.gov

STRONGER TOGETHER GRANT BUDGET TEMPLATE

Library/Organization	Riverside County Library System
Project Title	Library Connect

The budget should clearly identify the amounts requested and from what sources.

Budget Category	State Grant Funds	Cash Match & In-Kind	Total
Salaries/Wages/Benefits			
Family Literacy Coordinator (600 hours @ \$28.00)	\$0	\$16,800	\$16,800
Literacy Associate 3 (1,538 hours @ \$18.50) x2	\$0	\$56,906	\$56,906
Library Associate 2 (1,538 hours @ \$15.00) x2	\$0	\$26,140	\$26,140
Deputy Director (70 hours @ \$40.00)	\$0	\$2,800	\$2,800
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$102,646	\$102,646

Description: Staff in-kind provided by Riverside County contracted with LS&S. For Family Literacy Coordinator, these figures are the expected amount of project supervision between January 2022 - March 2023. For Literacy Associate 3 and Library Associate 2 staff, this is the projected salary for .75 FTE of work between June 2022 - March 2023. For Deputy Director, this is the expected amount of project supervision expected between January 2022 - March 2023.

Consultant Fees			
N/A	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0

Description: N/A

Budget Category	State Grant Funds	Cash Match & In-Kind	Total
Travel			
N/A	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0
Description: N/A			
Supplies/Materials			
Book Carts @ \$419.99 x4	\$1680	\$0	\$1680
Fire Extinguisher @ \$24.00 x2	\$48	\$0	\$48
Collapsible Safety Cones @ \$27.98 x 4	\$112	\$0	\$112
Emergency Car Kit @\$25.59 x2	\$51	\$0	\$51
First Aid Kit @ \$20.01 x2	\$40	\$0	\$40
Table Cloths @ \$106.00 x4	\$424	\$0	\$424
Foldable Tables @ \$109.99 x4	\$440	\$0	\$440
Foldable Chairs @ \$174.19 x4	\$697	\$0	\$697
Foldable Chair Trolley @ \$249.60 x2	\$499	\$0	\$499
EZ Up Tent @ \$180 x2	\$360	\$0	\$360
Tent Sand Bag Weights @ \$24.99 x2	\$50	\$0	\$50
Laptop Charging Stations @ \$799.99 x2	\$1600	\$0	\$1600
Rolling Storage Cart @ \$64.68 x4	\$259	\$0	\$259
Storage Bins @ \$39.99 x2	\$80	\$0	\$80
Portable Workstation @ \$72.99 x2	\$146	\$0	\$146
Microwave @ \$62.68 x2	\$125	\$0	\$125
Mini Fridge @ \$128.75 x2	\$258	\$0	\$258
Bungies (tie down equipment) @ \$23.99 x4	\$96	\$0	\$96
Ratchet Tie-Down Straps @ \$24.90 x4	\$100	\$0	\$100
Hand trucks @ \$64.99 x2	\$130	\$0	\$130
Foldable Wagon @ \$72.93 x2	\$146	\$0	\$146
Children's Cushions @ \$9.99 x4	\$40	\$0	\$40
Utility Trunks @ \$119.99 x2	\$240	\$0	\$240
Power Tower @ \$397.95 x2	\$796	\$0	\$796

HP Laptops (Intel Celeron - 4GB Memory - 64GB eMMC) @ \$249.99 x20 (for public use)	\$5,000	\$0	\$5,000
Microsoft Surface Pro 7 (12.3" Touch Screen - Intel Core i5 - 8GB Memory - 256GB SSD) @ \$799.00 x4 (for staff use)	\$3,196	\$0	\$3,196
SAM, TIME and Print Software for 20 Laptops	\$874	\$0	\$874
Microsoft Surface Pro Keyboard @ \$179.99 x4 (for staff use)	\$720	\$0	\$720
HP Printer (LaserJet Pro MFP M428fdw Black-and-White All-In-One Laser Printer) @ \$499.99 x2	\$1,000	\$0	\$1,000
Office 2019 for 20 licenses	\$400	\$0	\$400
Kajeet SmartBus MP70 (router) @ \$699.97 x2	\$1,400	\$0	\$1,400
Kajeet SmartBus Portable Kit @ \$159.97 x2	\$320	\$0	\$320
Kajeet SmartBus Monthly Plan @\$64.97 x2 (14 months)	\$1,819	\$0	\$1,819
Mesh Network @ \$96.99 x2	\$194	\$0	\$194
Receipt Star @ \$219.95 x2	\$440	\$0	\$440
Barscanner @ \$139.95 x2	\$280	\$0	\$280
Smooth Floor @ \$1450 x2	\$2,900	\$0	\$2,900
E-Track @ \$1,540 x2	\$3,080	\$0	\$3,080
Lift Gate @ \$4,749 x2	\$9,498	\$0	\$9,498
Lift Gate Install Kit @ \$250 x2	\$500	\$0	\$500
Roof Top A/C Unit @ \$2,900	\$5,800	\$0	\$5,800
Power Source @ \$4,150 x2	\$8,300	\$0	\$8,300
Solar Battery @ \$4,171 x2	\$8,342	\$0	\$8,342
Secondary 50 Amps Inverter @ \$1,054 x2	\$2,108	\$0	\$2,108
Electric Awning @ \$1,468.46 x2	\$2,937	\$0	\$2,937
Awning Mounting Kit @ \$172.80 x2	\$346	\$0	\$346
Van Customizations @ \$6,000 x2	\$12,000	\$0	\$12,000
Van Retrofitting Labor @ \$10,000 x2	\$20,000	\$0	\$20,000
Van Exterior Wrap @ \$5,000 x2	\$0	\$10,000	\$10,000
Low Jack @ \$270 x2	\$540	\$0	\$540
Modified Wiring System @ \$75.00 x2	\$150	\$0	\$150
Back-up Alarm @ \$125 x2	\$250	\$0	\$250
Perimeter Alarm @ \$155 x2	\$310	\$0	\$310
AGM Dual Batteries @ \$295 x2	\$590	\$0	\$590
Windows @ \$220 x2	\$440	\$0	\$440
Power Outlet (Interior) @ \$100 x2	\$200	\$0	\$200
Power Outlet (Portable) @15 x2	\$30	\$0	\$30
Navigation @ \$915.18 x2	\$1,830	\$0	\$1,830
Starting Library Collection @ \$4,750 x2	\$0	\$9,500	\$9,500
First 5 Riverside County Quality Start Program Incentive @ \$3,000 x2	\$0	\$6,000	\$6,000
Craft Supplies and Materials @ \$7,500 x2	\$0	\$15,000	\$15,000
Taxes @ \$7.25% for \$104,211	\$7,555	\$0	\$7,555
Subtotal	\$111,766	\$40,500	\$152,266

Description: Supplies/Material purchases include labor, customizations and overall retrofitting of van costs as well as materials and supplies for van use while providing services when on the road. Van wraps, starting library book collection and craft supplies/materials are provided by Riverside County contracted with LS&S. First 5 Riverside County will provide a \$6,000 total incentive through the Quality Start Riverside County program.

Budget Category	State Grant Funds	Cash Match & In-Kind	Total
Equipment (\$5,000 or more per unit)			
Ford 2022 Transit Cargo Van @ \$45,105 x2	\$90,210	\$0	\$90,210
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$90,210	\$0	\$90,210

Description: Equipment purchase includes estimated price of Ford 2022 Transit Cargo Van to conduct mobile services.

Services			
N/A	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0

Description: N/A

Project Total	\$201,976	\$143,146	\$345,122
Indirect Cost Rate Applied 0.0 % Indirect Cost	\$0	\$0	\$0

Check one:

No Indirect State Negotiated Cost Rate* Indirect proposed cost rate
* please attach supporting documentation

Description: N/A

Grand Total	\$201,976	\$143,146	\$345,122
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