

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



ITEM: 3.25
(ID # 24086)

MEETING DATE:
Tuesday, February 27, 2024

FROM : OFFICE OF ECONOMIC DEVELOPMENT:

SUBJECT: OFFICE OF ECONOMIC DEVELOPMENT: Approval of Grant Award from the California State Library for "Lunch at the Library" and Delegate Authority to the Chief Librarian to Accept Grants in Support of the "Lunch at the Library" program. Districts 1 and 2. [\$494,848; 100% State of California]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and Accept the \$494,848 "Lunch at the Library" Grant Award Consisting of \$294,848 for the Core Program, and \$200,000 in Innovation Funds, from the California State Library; and
2. Delegate Authority to the County Librarian, or Designee, to Accept and Execute the Grant and Associated Awards from the California State Library, Federal, State, and Other Public and Private Agencies in Support of the Lunch at the Library Program, Subject to County Counsel Approval as to Form.

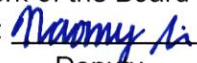
ACTION:


Suzanne Holland, Director of Office of Economic Development 2/17/2024

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: February 27, 2024
xc: OED

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 247,424	\$ 247,424	\$ 494,848	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% State of California			Budget Adjustment: N/A	
			For Fiscal Year: 23/24 – 24/25	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Lunch at the Library is a project of the California State Library, supported with funds from the State of California, and was developed by the California Library Association and the California Summer Meal Coalition. The summer lunch program is offered in low-income communities where more than 50% of youth qualify for free and reduced-price school lunch programs.

\$294,848 in Core program funds will allow the Riverside County Library System (RCLS) to establish and serve United States Department of Agriculture (USDA) summer meals at library site(s) as well as pop-up sites at community centers, apartments and other community partner locations, and provide learning and enrichment programming at those meal sites. The award will be used to purchase operational supplies, equipment, and programming. The library programming includes learning and enrichment activities, nutrition education, workshops and presenters supporting summer learning and summer discovery. A portion of the funds will also be used to support Library staff time for program implementation. Additionally, the funds will support youth development through the establishment of a teen internship program offering teens an opportunity to gain leadership and workforce readiness skills as they assist staff with the work involved in providing programming and meals at participating sites. Teens will participate in resume writing workshops, earn their food handling certificate and more. Lastly, funds will be used to provide books to help participants establish home libraries.

\$200,000 in Innovation funds will be used to broaden outreach to those in the community who do not typically think of libraries as a destination for exciting programs through the development of a large-scale effort of publicity via digital billboards, theater movie trailer advertisement and through bus wraps and social media. These funds will be used to enhance and promote the vast array of programming available at local libraries beyond the historical understanding of libraries as locations to simply check out books.

Impact on Residents and Businesses

Grant award funds will be used for various programs, bringing noted children’s authors to our libraries for readings and book signings, connecting children with their favorite authors, and building excitement around the library and reading.

Approval of the recommended actions will also allow the County Librarian to accept and execute the grant agreement, allowing the Library to meet time-sensitive grant requirements to fully

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utilize grant funds efficiently in support of the Lunch at the Library program for the following communities:

- **El Cerrito Library**, 7581 Rudell Road, Corona Monday, Tuesday, Thursday: 3:15-4:00 p.m., Snacks and fun for all ages
- **Glen Avon Library**, 9244 Galena St., Jurupa Valley, Monday-Thursday: 2:30-3:30 p.m., Snack or meal for grades T-K-12th
- **Highgrove Library**, 530 Center St., Highgrove, Tuesday, Thursday, Friday: 2:30-5:30 p.m., Snack or meal, for grades T-K-12th
- **Robidoux Library**, 5840 Mission Blvd., Jurupa Valley, Monday-Friday: 3:00-4:00 p.m., Snack or meal, for grades T-K-12th
- **Woodcrest Library**, 16625 Krameria Ave., Riverside, Monday, Tuesday, Thursday, Friday: 3:00-4:00 p.m., Wednesday: 1:30-4:00 p.m., Snack or meal for grades T-K-12th

Attachments:

Lunch at the Library Grant Award Letter



Aaron Gettis, Deputy County Counsel 2/14/2024



January 23, 2024

Joan Tyler
Riverside County Library System
5840 Mission Blvd
Jurupa Valley, CA, 92509

Subject: Lunch at the Library Summer 2024

Dear Ms. Joan Tyler:

This letter confirms the California State Library's award of **\$494,843** to the Riverside County Library System for Lunch at the Library Summer 2024.

The Lunch at the Library program makes it possible for public libraries to:

- Provide free summer meals and programming at library sites,
- Take pop-up libraries to other community-based meal sites,
- Connect children, teens, and families to locally sourced, sustainable food and provide hands-on food education activities,
- Create volunteer opportunities for teens, and
- Implement innovative solutions to connect more families with nutritious meals during the summer.

Thank you for being a part of this important work.

Riverside County Library System will receive \$222,679 of the award upon execution and approval of the grant agreement, certification, and claim forms. The remaining funding (if applicable) will be made available according to the payment schedule and upon the awardee's completion of the requirements listed in the Grant Agreement and Certification of Compliance document included with this award packet.

Hard copies of this correspondence will not follow. Therefore, please keep this correspondence for your files and consider these award materials your original documents.

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LATL23-53B
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This grant is governed by the attached Grant Agreement and Certification of Compliance, which includes the project period, reporting requirements, payment schedule, and the proposal outlining the project plan and budget. Within the DocuSign system, please sign the claim and certification forms included in the award packet using the DocuSign system. Should you have any questions regarding using DocuSign please get in touch with your grant monitor.

There are two people assigned to your project. The first is your Grant Monitor. Contact them regarding compliance and reporting. The Grant Monitor assigned to your project is Lisa Lindsay. Contact Lisa via email at lisa.lindsay@library.ca.gov.

You are also assigned a Library Programs Consultant for ongoing programmatic support. The Library Programs Consultant assigned to your project is Rachel Tucker. Contact Rachel via email at rachel.tucker@library.ca.gov.

Please stay in touch with your Grant Monitor and Library Programs Consultant 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:

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Greg Lucas
California State Librarian

2/5/2024

Enclosures
CC: Gina Iwata
Yesenia Castellon

FORM APPROVED COUNTY COUNSEL
BY  2/7/24
RYAN D YABKO DATE

THE BASICS – YOUR GRANT AWARD

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

Award #:	LATL23-53B
Library/Organization:	Riverside County Library System
Project Title:	Lunch at the Library Summer 2024
Award Amount:	\$494,843

APPROVED BUDGET CORE PROGRAM

Salaries/Wages/Benefits	\$50,000
Consultant Fees	\$0
Travel	\$200
Supplies/Materials	\$174,500
Equipment (\$5,000 or more per unit)	\$23,605
Services (contracted)	\$46,538
Project Total	\$294,843
Indirect Cost	\$0

APPROVED BUDGET INNOVATION

Salaries/Wages/Benefits	\$9,672
Consultant Fees	\$0
Travel	\$0
Supplies/Materials	\$10,000
Equipment (\$5,000 or more per unit)	\$16,104
Services (contracted)	\$164,224
Project Total	\$200,000
Indirect Cost	\$0

APPROVED BUDGET TOTAL

Grant Total	\$494,843
Payment Schedule	45%/45%/10%

Start Date:	2/1/2024
End Date:	1/31/2025

Please understand that it can take six to eight weeks to receive a fully executed claim form with no errors before grant funds are delivered. Therefore, if you have not received your payment after eight weeks, please contact your grant monitor.

REPORTING

As outlined in the grant terms and conditions, Jurisdiction is required to provide two financial and narrative reports (first reports due 6/20/2024; second reports due 10/17/2024; final reports and detailed expenditures due 2/20/2025); and updates upon request. In addition, the LATL Annual Outputs Survey (reporting on all outputs thus far) must be submitted by 9/19/2024. Required reports will be available on the State Library's Lunch at the Library website under Evaluation.

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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 library programs consultant in implementing your project:

Grant Monitor	Lisa Lindsay	Library Programs Consultant	Rachel Tucker
Phone	916.603.6708	Phone	916.603.6695
Email	lisa.lindsay@library.ca.gov	Email	rachel.tucker@library.ca.gov

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