



## Legislation Details (With Text)

**File #:** 23-586      **Version:** 1      **Name:** FY 2024 CLLS ESL Grant Award  
**Type:** Staff Report      **Status:** Filed  
**In control:** City Council  
**On agenda:** 12/18/2023      **Final action:** 12/18/2023  
**Enactment date:**      **Enactment #:** Reso 2023-177

**Title:** Adopt a Resolution to Approve the California State Library’s Fiscal Year 2024 California Library Literacy Services (CLLS) English as a Second Language (ESL) Grant in the amount of \$23,488 and to Authorize the City Manager to Execute All Documents Related to the Grant and Appropriate Grant Funds for the Enhancement of ESL Programming as Part of Project Literacy

**Sponsors:** Brian Simons

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Resolution (CLSS ESL Grant), 2. B - California Library Literacy Services Funding Formula, 3. C - CLLS ESL FY 2024 Award Packet, 4. D - CLLS Allowable and Unallowable Expenses (August 2023)

Date	Ver.	Action By	Action	Result
12/18/2023	1	City Council	Received and Filed	Pass

Adopt a Resolution to Approve the California State Library’s Fiscal Year 2024 California Library Literacy Services (CLLS) English as a Second Language (ESL) Grant in the amount of \$23,488 and to Authorize the City Manager to Execute All Documents Related to the Grant and Appropriate Grant Funds for the Enhancement of ESL Programming as Part of Project Literacy

### COUNCIL PRIORITY

- Community Engagement and Outreach
- Race and Equity Initiatives
- Community & Business Development

### SUMMARY

In March 2023, the San Leandro Public Library’s Project Literacy applied for an English as a Second Language (ESL) grant from the California State Library. On July 12, 2023, the Library was notified it was awarded \$23,488 from California State Library’s California Library Literacy Services (CLLS) in order to provide enhanced literacy services with a focus on ESL to the San Leandro community.

### RECOMMENDATIONS

Staff recommends the City Council adopt a resolution to accept the CLLS ESL grant award for FY 2024 totaling \$23,488 and authorize the City Manager to execute all documents and appropriate the funds.

### BACKGROUND

The California State Library's CLLS Grant has annually funded the San Leandro Public Library's Project Literacy since 1989. It is awarded based on a funding formula (Attachment B). It funds the library's efforts for adult and family literacy programs for English-speaking adults who struggle with reading and writing.

The CLLS ESL grant will enhance Project Literacy's efforts by providing funding that can be used for English language acquisition efforts to support people whose first language is not English and who have limited English communication ability. This is the second year the grant has been awarded to the Library.

## **Analysis**

For FY 2024, the award packet (Attachment C) provides \$23,488 for Project Literacy to serve limited- and non-English speaking adult students, as well as adult students who wish to improve their English verbal communication and listening skills. CLLS ESL funds would allow Project Literacy to teach English to adult students in their native language, to accept more adult students into the program regardless of their English communication level, to purchase ESL learning materials, and to provide tutoring services that focus on basic English language acquisition for workforce development.

Expenditures must comply with the California Library Literacy Services allowable and unallowable cost guide (Attachment D).

## **Applicable General Plan Policies**

- GOAL CSF-3 Sustain and expand a public library system that provides a destination for exploration and discovery, knowledge and information, leisure and cultural enrichment, and life-long learning opportunities for persons of all ages.
  - Policy CSF-3.5 Resources for Self-Improvement. Ensure that San Leandro's libraries and other community institutions provide a setting for the open exchange of ideas and information and provide an opportunity for residents of all backgrounds to improve their skills and knowledge.
- GOAL CSF-4 Maximize access to information and communication services for San Leandro residents and businesses.
  - Policy CSF-4.3 Computer Training and Digital Literacy. Support continuing education and computer training programs to increase computer literacy and skill levels among San Leandro residents.

## **Summary of Public Outreach Efforts**

By the nature of this program, the Library conducts outreach to the community to find adult literacy learners and volunteer tutors.

## **Legal Analysis**

The City Attorney reviewed these documents and agreements and approved them as to form.

## **Financial Impacts**

Acceptance of this grant will not impact the Fiscal Year 2024 General Fund. There is no local contribution required. The state CLLS ESL grant funding will be awarded and deposited into the 150-3607 Revenue Account and expended as follows:

- Project Literacy - ESL Program, Account 150-68-021: \$23,488
- Total \$23,488

This Council action will not impact fund balance because the grant funds will be awarded up front and expended in the same fiscal year. This is not a reimbursement style grant.

## ATTACHMENTS

*Attachment A: Draft Resolution*

*Attachment B: CLLS Funding Formula*

*Attachment C: CLLS ESL FY 2024 Award Packet from the California State Library*

*Attachment D: CLLS Allowable and Unallowable Expenses, August 2023*

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