



Legislation Details (With Text)

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<b>Type:</b>	Staff Report	<b>Status:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	4/2/2024	<b>Final action:</b>		<b>Enactment #:</b>	Reso 2024-028

**Title:** Adopt a Resolution to Approve the California State Library’s Fiscal Years 2025 and 2026 California Library Literacy Services (CLLS) English as a Second Language (ESL) Grant in the amount of \$57,598, a combined award to be paid in two installments spanning a two-year period (\$27,011 for Fiscal Year 2025 and \$30,587 for Fiscal Year 2026), 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 at the San Leandro Public Library

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Resolution Draft ESL Grant 25-26 FY, 2. B - Funding Formula, 3. C - ESL Grant Agreement FY25 and FY26, 4. D - CLLS Allowable and Unallowable Expenses November 2023

Date	Ver.	Action By	Action	Result
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Adopt a Resolution to Approve the California State Library’s Fiscal Years 2025 and 2026 California Library Literacy Services (CLLS) English as a Second Language (ESL) Grant in the amount of \$57,598, a combined award to be paid in two installments spanning a two-year period (\$27,011 for Fiscal Year 2025 and \$30,587 for Fiscal Year 2026), 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 at the San Leandro Public Library

**COUNCIL PRIORITY**

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

**SUMMARY**

In December 2023, the San Leandro Public Library’s Project Literacy applied for an ESL grant from the California State Library. On January 26, 2024, the Library was notified it was awarded \$57,598, a combined award to be paid in two installments spanning a two-year period (\$27,011 for Fiscal Year 2025 and \$30,587 for Fiscal Year 2026), from the California State Library’s CLLS in order to provide literacy services to English language learners in the San Leandro community.

**RECOMMENDATIONS**

Staff recommends the City Council adopt a resolution to accept the CLLS ESL grant award for \$57,598 to be paid in two installments (\$27,011 for FY 2025 and \$30,587 for FY 2026), and authorize the City Manager to execute all documents and appropriate the funds.

## **BACKGROUND**

Since 1989, Project Literacy at the San Leandro Public Library has been funded annually by grants awarded by California Library Literacy Services, part of the California State Library. Funds are awarded based on a specific formula (Attachment B) and support the library's free adult and family literacy programs for English-speaking adults who struggle with reading and writing. These grants do not provide funding to serve the community's literacy learners who do not already speak English.

Since 2022, Project Literacy has also received funds from a separate ESL grant awarded by CLLS. These funds allow Project Literacy to provide free literacy services, tutoring, and other programs to adult English language learners in the community, supporting English language acquisition.

However, at this time, the California legislature only provided CLLS with five years of additional funding for the ESL grant, and the current award, to be paid in two installments spanning FY 2025 and FY 2026, covers the final two years.

### **Analysis**

The award packet (Attachment C) is to be paid in two installments spanning a two-year period: for FY 2025 the award is \$27,011, and for FY 2026 the award is \$30,587, for a total of \$57,598. These funds would allow Project Literacy to continue to provide literacy services specifically to adult English language learners, unlike other funds received from CLLS, which are limited to serving learners who can already communicate in English. Over 75% of the adult learners who seek services through Project Literacy are English language learners, including many who speak limited English, so there is a demonstrated community need for tutoring and related services that focus on English language acquisition. The Library's goal over the next two years is to advance ESL English learners to a proficiency that qualifies them for the traditional CLLS program.

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**

Project Literacy and Library staff conduct outreach to the community to identify adult literacy learners, recruit volunteer tutors, and forge community partnerships.

## **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 2025 or Fiscal Year 2026 General Funds. There is no local match contribution required. The state CLLS ESL grant funding will be awarded and deposited into the 150-3607 Revenue Account and expended as follows:

### **FY 2025**

- Project Literacy - ESL Program, Account 150-68-021: \$27,011
- Total \$27,011

### **FY 2026**

- Project Literacy - ESL Program, Account 150-68-021: \$30,587
- Total \$30,587

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 grant.

## **ATTACHMENTS**

*Attachment A: Resolution*

*Attachment B: CLLS Funding Formula.*

*Attachment C: CLLS ESL FY 2025 and FY 2026 Award Packet from the California State Library, January 2024.*

*Attachment D: CLLS Allowable and Unallowable Expenses, November 2023.*

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