

# RESOLUTION No. 21-313

## OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

**RESOLUTION ACCEPTING A GRANT FROM THE CALIFORNIA STATE LIBRARY FOR \$11,400 IN FUNDS TO SUPPORT THE LUNCH AT THE LIBRARY PROGRAM AT THE NEVADA COUNTY COMMUNITY LIBRARY FOR USE DURING THE PERIOD JUNE 7, 2021 TO SEPTEMBER 3, 2021 ON SUMMER LUNCH PROGRAMS, AUTHORIZING THE COUNTY LIBRARIAN TO SIGN ADDITIONAL DOCUMENTS RELATED TO THIS GRANT AND DIRECTING THE AUDITOR-CONTROLLER TO AMEND THE FISCAL YEAR 2021/2022 LIBRARY BUDGET (4/5 AFFIRMATIVE VOTE REQUIRED)**

WHEREAS, the California State Library asked Library Directors for requests for funds to support Summer Lunch at the Library Programs; and

WHEREAS, the Nevada County Community Library presented a proposal requesting funds to support providing Lunch at the Library in Grass Valley, Nevada City, Penn Valley and Truckee; and

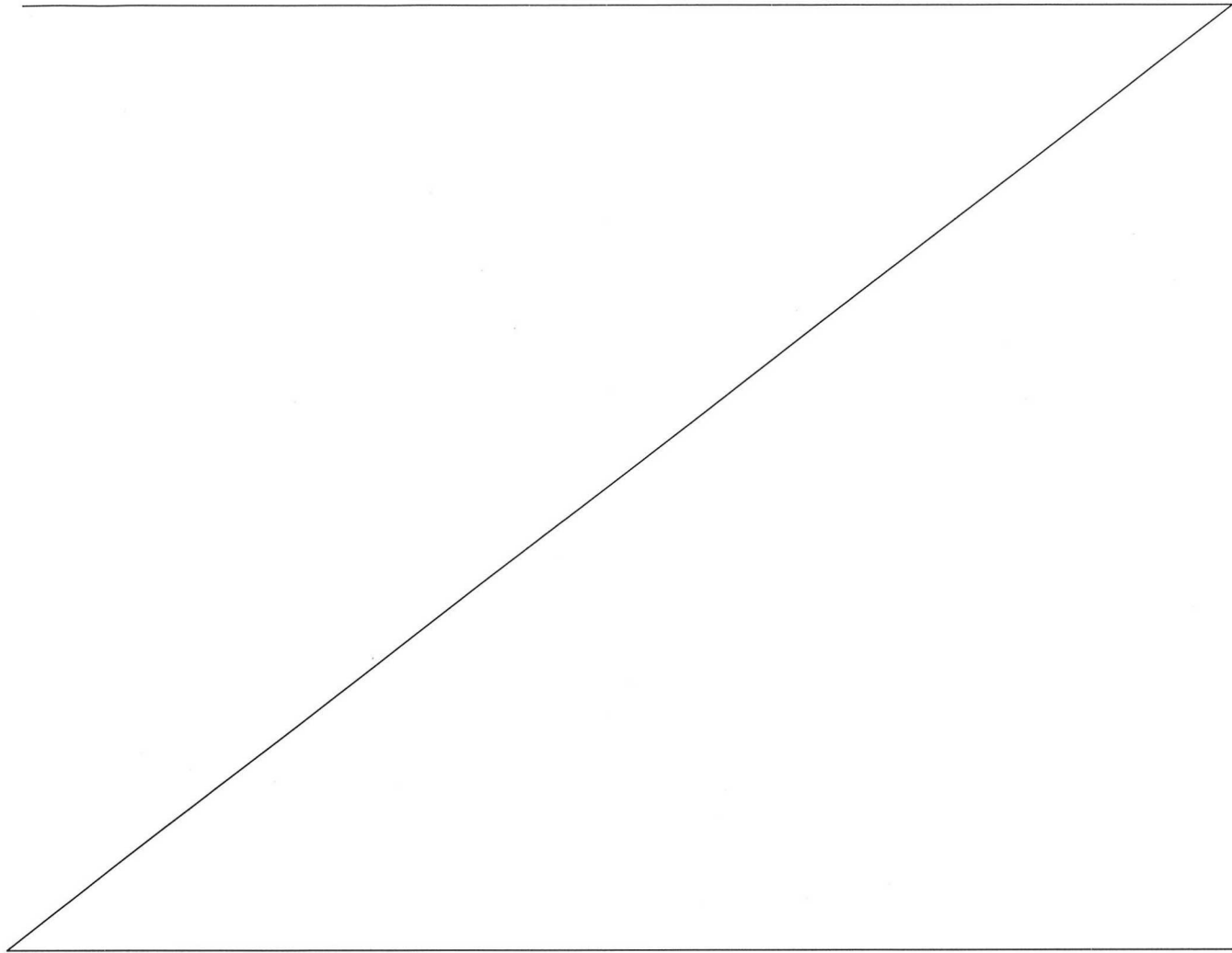
WHEREAS, the grant was approved by the California State Library for \$11,400.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Nevada, State of California, that the Board of Supervisors:

1. Accepts the grant for \$11,400 for use during the period June 7, 2021 to September 3, 2021 on summer lunch programs.
2. Authorizes the County Librarian to sign additional documents related to this grant.
3. Directs the Auditor-Controller to amend the Fiscal Year 2021/22 Library budget as follows:

Increase:

1165 60201 581 1000 445090	\$11,400
1165 60201 581 1000 522090	\$11,400



PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 13th day of July, 2021, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller, Susan K. Hoek and Hardy Bullock.

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER  
Clerk of the Board of Supervisors

By: 

  
Dan Miller, Chair

7/13/2021 cc: Library\*  
AC\*

**LUNCH AT THE LIBRARY GRANT | SUMMER 2021 | CLAIM FORM:**  
**(PLEASE TYPE IN RESPONSES)**

**Library Name:** Nevada County Community Library

**Amount awarded:** \$11,400

\$ 5,400 in funds to support and enhance a library summer meal program at 3 sites (*\$1800 per site*)  
\$ 1,000 in additional seed funds to support 1 first-time meal site (*additional \$1,000 for each first-time meal site*)  
\$ 5,000 in funds to support pop-up library programming at 5 community meal sites. (*\$1000 per site*)  
(multiple visits to a site are encouraged but are not required)

**Libraries may choose to either receive a mini-grant (with funds being received in full), or as a reimbursement (by submitting a claim form with receipts). Please indicate your preference:**

**Mini-grant (funds received in full at beginning of program)**

**Reimbursement (submit claim form with receipts at conclusion of summer meal program spending)**

Please note: Libraries may choose to receive their payment through Automated Clearing House Payment (ACH) electronic funds transfer. If you have not yet signed up with PLP for this, and would like to do so, please see the attached form and directions. If you choose not to sign up for ACH, your library will receive a check.

**Directions for Mini-Grant Funding**

**Make Payment Payable to:** Nevada County Community Library

**Mailing Address:**

**Library Name:** Nevada County Community Library  
**Attention:** Kimberly Wellman  
**Address:** Madelyn Helling Library, 980 Helling Way  
**City, State, Zip Code:** Nevada City, CA 95959

**Directions for Reimbursement**

For libraries requesting reimbursement, we will follow up separately with a reimbursement claim form and instructions.

**Please complete signature section on next page**



LUNCH  
LIBRARY

Pacific Library Partnership



**LUNCH AT THE LIBRARY SUMMER 2021**  
**GRANT ACCEPTANCE FORM**

This document serves as a check request form or a reimbursement request form, and an agreement for the use-of-funds to support your library's Lunch at the Library project efforts for Summer 2021. **PLEASE DO NOT SUBMIT THIS FORM UNTIL YOUR SITES AND BUDGET PLANS ARE CONFIRMED.** Thank you!

1. Please initial each of the below six statements, indicating your library's agreement, and sign and return this Grant Acceptance Form.
2. Please complete the Lunch at the Library Proposed Spending Budget
3. Please complete and sign the attached Claim Form
4. Please submit all forms by emailing scanned copies to Trish Garone at garone@plpinfo.org. Please include your library name and "Grant Acceptance Forms" in the subject line.

\_\_\_\_\_ We commit to using these funds for the sole purpose of supporting, expanding and/or enhancing our Lunch at the Library/summer meal programming as part of a summer meal program, and/or pop-up library programming at a summer meal partner community site.

\_\_\_\_\_ Funds will be used for the purposes indicated in the attached "Library Proposed Spending Budget."

\_\_\_\_\_ Any change to the indicated use-of-funds submitted with this signed agreement must receive prior permission and be submitted to Trish Garone garone@plpinfo.org for prior approval.

\_\_\_\_\_ A Final Expenditure Report Form on how funds were spent will be submitted by September 17th, 2021.

\_\_\_\_\_ I understand that funds may not be used to purchase meals for children, teens or caregivers. Funds are intended to help establish, or enhance, summer meal programs through programming supplies and activities; staffing and facilitation; and to cover operational costs.

\_\_\_\_\_ Evaluations will be submitted. Evaluations include:


- an end of summer Lunch at the Library program participation survey;
- optional outcome surveys disseminated to those attending summer meal programs

**Expenditure Deadline:** California State Lunch at the Library award funds should be spent no later than **Friday, September 3rd, 2021.**

Date: 6/28/21

Library Director name (please print): Nick Wilczek


Library Director (signature):



I hereby certify that the library named shall use these funds solely for the Lunch at the Library program at my library. I understand all California State Lunch at the Library award funds should be spent no later than Friday, September 3rd, 2021.

Date: 6.28.21

Library Director name (please print): Nick Wilczek


Library Director (signature): 

- 1.) **PLEASE DO NOT SUBMIT THIS FORM UNTIL YOUR FUNDED PLANS ARE CONFIRMED. THANK YOU.**
- 2.) **Please scan and email this completed and signed multi-page form to <[garone@plpinfo.org](mailto:garone@plpinfo.org)>. Please include your library name and "Grant Acceptance Form" in the subject line.**

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**PLP Use Only**

Approved by Carol Frost

Signature 

Date July 20, 2021

**LUNCH AT THE LIBRARY PROPOSED SPENDING BUDGET 2021**

Please submit a budget for your California State Lunch at the Library award funds. Please complete one form for your library jurisdiction.

**Total Lunch at the Library State Award:** \$11,400  
**Library Jurisdiction Name:** Nevada County Community Library  
**Project Coordinator Name:** Laura Pappani  
**Project Coordinator Email:** laura.pappani@co.nevada.ca.us  
**Project Coordinator Signature (required):** *Laura Pappani*

<b>EXPENDITURE CATEGORY</b>	<b>SPENDING AMOUNT</b>	<b>BRIEF DESCRIPTION OF JURISDICTION SPENDING ACTIVITY (at both library site(s) and pop-up community site(s), if relevant).</b>
<b><u>SALARY/STAFFING</u></b> (Staff salary time and backfill, facilitation/performer costs, travel time between sites, teen internships.)	\$ 1,000	Stipends (\$500 each) for two teen interns – one at Penn Valley, one at Madelyn Helling
<b><u>OPERATIONS</u></b> (Operational supplies, food handling licenses, mileage and other operational needs that support operating your library summer meal program(s) and/or pop-up library sites.)	\$ 195	Food handling licenses for Madelyn Helling; 2 sun umbrellas and tablecloths for Penn Valley
<b><u>PROGRAMMING SUPPLIES</u></b> (Programming materials and outreach materials that enhance and enrich your summer meal program(s) and/or pop-up library sites.)	\$ 5,555	Materials for arts, crafts, and games to enhance the meal programs at all participating branches, including supplies for weekly activity grab bags
<b><u>BOOK GIVEAWAYS</u></b> (Book giveaways to support literacy activities and outreach at your summer meal program(s) and/or pop-up library sites.)	\$ 4,650	Books for ages 0-18 to give away at Penn Valley and Truckee
<b>TOTAL (AWARD AMOUNT)</b>	<b>\$ 11,400</b>	