**Agenda - Executive Policy Committee – October 10, 2012**

**Report - Standing Policy Committee on Protection and Community Services - October 1, 2012**

**Item No. 1 Literacy for Life Fund**

STANDING COMMITTEE RECOMMENDATION:

On October 1, 2012, the Standing Policy Committee on Protection and Community Services concurred in the recommendation of the Winnipeg Public Service and submits the following to Council:

1. That the revenue of approximately $3,000, collected from library fines and fees on Family Literacy Day on January 27th (or the next day if the majority of library branches are regularly scheduled to be closed), be contributed to The Winnipeg Foundation's Literacy for Life Fund for a five-year period (2013 to 2017 inclusive) to support ongoing literacy initiatives in public libraries and other literacy-based programs.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

**Agenda - Executive Policy Committee – October 10, 2012**

**Report - Standing Policy Committee on Protection and Community Services - October 1, 2012**

DECISION MAKING HISTORY:

STANDING COMMITTEE RECOMMENDATION:

On October 1, 2012, the Standing Policy Committee on Protection and Community Services concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

# ADMINISTRATIVE REPORT

**Title:** **Literacy for Life Fund**

**Critical Path:** Standing Policy Committee on Protection and Community Services - Executive Policy Committee - Council.

## AUTHORIZATION

| Author | Department Head | CFO | CAO |
|---|---|---|---|
| R. Walker | C. Wightman | M. Ruta, CFO | D. Joshi, COO |

## RECOMMENDATIONS

1. That the revenue of approximately $3,000, collected from library fines and fees on Family Literacy Day on January 27th (or the next day if the majority of library branches are regularly scheduled to be closed), be contributed to The Winnipeg Foundation's Literacy for Life Fund for a five-year period (2013 to 2017 inclusive) to support ongoing literacy initiatives in public libraries and other literacy-based programs.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

## REASON FOR THE REPORT

Promoting family literacy is one of the key goals for the Community Services Department, Library Services Division.

The Winnipeg Foundation, in partnership with the Community Services Department, Library Services Division and Literacy Partners of Manitoba, Inc. has established the Literacy for Life Fund to support family-based literacy programs in Winnipeg and Manitoba. The fund has been in place for ten years.

Through Federal and Provincial grants, private sector donations, and other donations, The Winnipeg Foundation has built up the Literacy for Life Fund to a point where they are now able to provide approximately $100,000 in grants annually to public libraries and other literacy-based organizations in Winnipeg and Manitoba.

The fund was first established in February 2003. At that time, Council approval was granted for the Library to provide the revenue collected from library fines and fees on Family Literacy Day towards the

Literacy for Life Fund for a five-year period. This allowed the Library to contribute approximately $15,000 to the capital fund over the five year period and helped the fund grow in its initial years. However, there continues to be a need to grow the fund to be able to sustain its granting ability.

The Library Services Division benefits directly from this fund and can apply for up to $30,000 in grants on an annual basis to support literacy-based initiatives in libraries. Over the past ten years the Library Services Division has benefitted from the fund through a series of grant proposals that were approved by The Winnipeg Foundation. These grants totalled approximately $99,000 and have allowed the Library to start new programs (Family Literacy Fun Days), establish collections (Dual Language Books, Adapted Book collections) and create new services (Learning Centres, Story-Teller in Residence).

The Community Services Department, Library Services Division is requesting permission to provide an annual grant for a five-year period (2013 to 2017 inclusive) to the Literacy for Life Fund through the revenue collected from library fines and fees on Family Literacy Day (January 27th), or the next day if the majority of library branches are regularly scheduled to be closed, in order to help with the growth of the fund. Approval from City Council is required to provide a grant to a charitable organization (I.e. The Winnipeg Foundation).

Family Literacy Day is a national awareness initiative created by ABC Life Literacy Canada in 1999 and held annually on January 27 to raise awareness of the importance of reading and engaging in other literacy-related activities as a family.

It is anticipated that the Library will collect approximately $3,000 in fines and fees on Family Literacy Day to contribute to the Literacy for Life Fund.

This annual contribution for a five-year period (2013 to 2017 inclusive) to the Literacy for Life Fund will assist in ensuring that the fund continues to grow, which in turn will help support programs in public libraries and other literacy-based programs.

The Library would promote Family Literacy Day as a unique opportunity to support literacy initiatives in the library system by encouraging library users to return their overdue books and pay off their fines and fees that day. The Library, and its users, would benefit from the return of the outstanding material.

## IMPLICATIONS OF THE RECOMMENDATIONS

The Library Services Division receives approximately $850,000 annually in revenue from library fines and fees. If the Community Services Department, Library Services Division were to contribute the revenue from the fines collected on Family Literacy Day (January 27th) for a five-year period (2013 to 2017 inclusive), it would represent approximately $3,000 annually.

## HISTORY

In June 2002, The Winnipeg Foundation, the Community Services Department, Library Services Division and Literacy Partners of Manitoba, Inc., joined together to establish an endowment fund called the Literacy for Life Fund to support family literacy programs.

## FINANCIAL IMPACT

# Financial Impact Statement

**Date: September 24, 2012**

**Project Name:**

Literacy for Life Fund

**First Year of Program:** 2013

| | 2013 | 2014 | 2015 | 2016 | 2017 |
|---|---|---|---|---|---|
| **Capital** | | | | | |
| Capital Expenditures Required | $ - | $ - | $ - | $ - | $ - |
| Less: Existing Budgeted Costs | - | - | - | - | - |
| Additional Capital Budget Required | $ - | $ - | $ - | $ - | $ - |
| **Funding Sources:** | | | | | |
| Debt - Internal | $ - | $ - | $ - | $ - | $ - |
| Debt - External | - | - | - | - | - |
| Grants (Enter Description Here) | - | - | - | - | - |
| Reserves, Equity, Surplus | - | - | - | - | - |
| Other - Enter Description Here | - | - | - | - | - |
| Total Funding | $ - | $ - | $ - | $ - | $ - |
| Total Additional Capital Budget Required | $ - | | | | |
| Total Additional Debt Required | $ - | | | | |
| **Current Expenditures/Revenues** | | | | | |
| Direct Costs | $ 3,000 | $ 3,000 | $ 3,000 | $ 3,000 | $ 3,000 |
| Less: Incremental Revenue/Recovery | - | - | - | - | - |
| Net Cost/(Benefit) | $ 3,000 | $ 3,000 | $ 3,000 | $ 3,000 | $ 3,000 |
| Less: Existing Budget Amounts | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| Net Budget Adjustment Required | $ - | $ - | $ - | $ - | $ - |

**Additional Comments:** Sufficient revenues exist within the Library Services Division to satisfy this commitment of approximately $3,000 for a five-year period (2013-2017 inclusive).

original signed by
Cindy Fernandes, CMA
Manager, Finance & Administrative Services

## CONSULTATION

**In preparing this report there was consultation with:**

N/A

## SUBMITTED BY

**Department:** Community Services
**Division:** Library Services
**Prepared by:** Rick Walker, Karin Borland
**Date:** September 25, 2012
**File No.**