Minutes - Executive Policy Committee - January 21, 2004

Minute No. 132
Report - Standing Policy Committee on Protection and Community Services - January 12, 2004

Item No. 3 Literacy for Life Fund Grant
File L-1

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Protection and Community Services and submits the following to Council:

1. That an annual grant be approved, for a five-year period, to the Winnipeg Foundation's Literacy for Life Fund based on revenue generated from library fines and fees collected on January 27th (National Literacy Day).

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

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DECISION MAKING HISTORY:

Moved by Councillor Gerbasi,

That the recommendation of the Standing Policy Committee on Protection and Community Services be concurred in and forwarded to Council.

Carried

STANDING COMMITTEE RECOMMENDATION:

On January 12, 2004, the Standing Policy Committee on Protection and Community Services concurred in the administrative recommendation and submitted the matter to Executive Policy Committee and Council.

ADMINISTRATIVE REPORT

RE: Literacy for Life Fund Grant

FOR SUBMISSION TO: **The Standing Policy Committee on Protection and Community Services**

ORIGINAL SIGNED BY: **Kathy Knudsen, Acting Director**
Community Services Department

REPORT DATE: **December 19, 2003**

RECOMMENDATION(S):

That Council approve an annual grant, for a five-year period, to the Winnipeg Foundation's *Literacy for Life Fund* based on revenue generated from library fines and fees collected on January 27th (National Literacy Day).

REPORT SUMMARY:

Key Issues:

- 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 *Literacy for Life Fund* agreement is administered by the Winnipeg Foundation.
- To date, the fund has raised approximately $1 million towards the $2 million goal. Funding has come from the Federal and Provincial governments, the Winnipeg Foundation, and various personal and corporate donations.
- The Library Services Division can apply for up to $30,000 in grants annually from the *Literacy for Life Fund* to support literacy-based initiatives in libraries.
- To date the Library Services Division has received $25,000 from the *Literacy for Life Fund.*
- The Library Services Division requests permission to provide an annual grant (approximately $3,000 annually) for a five-year period, to the Winnipeg Foundation's *Literacy for Life Fund* based on the revenue generated from library fines and fees collected on January 27th (National Literacy Day).
- The City of Winnipeg Charter allows Council to approve multi-year grants to support economic and cultural development.

Implications of the Recommendation(s):

General Implications

	None
	For the organization overall and/or for other departments
X	For the community and/or organizations external to the City of Winnipeg
	Involves a multi-year contract

Comment:

- Revenue contributed by the Library Services Division to the capital portion of the *Literacy for Life Fund* will contribute to the growth of the fund, which in turn will help support programs in library branches and other literacy-based organizations in the community.

Policy implications

X	No
	Yes

Comment:

Environmental Implications

x	No
	Yes

Comment:

Human Resource Implications

X	No
	Yes

Comment:

Financial Implications

X	Within approved current and/or capital budget
	Current and/or capital budget adjustment required

Comment:

- The Library Services Division receives approximately $925,000 annually in revenue from fines and fees. The annual one-day contribution to the *Literacy for Life Fund* is estimated at $3,000 per year for a five year period. The Library can

apply for up to $30,000 in grants annually from the *Literacy for Life Fund* to support literacy-based initiatives in libraries.

REASON FOR THE REPORT:

Council approval is required to provide a grant to a charitable organization.

HISTORY:

In June 2002, the Community Services Department, Library Services Division was approached by the Winnipeg Foundation to help establish an endowment fund to support family literacy programs in Winnipeg.

The Literacy for Life Fund was officially launched on February 21, 2003 by the Winnipeg Foundation. At that time, the Library received an initial start-up grant of $10,000 to purchase literacy-based materials for children and teens for the launch.

In 2003, the National Literacy Secretariat agreed to provide matching funding up to $1 million to the fund. In addition, the Provincial government contributed $25,000 in support of the fund.

In 2003, the Library Services Division received $15,000 from the *Literacy for Life Fund* to support literacy-based initiatives in the library.

DISCUSSION:

The Community Services Department, Library Services Division is reaching out to the community with family literacy initiatives. In partnership with organizations such as the Winnipeg Foundation and Literacy Partners of Manitoba, Inc., the Library has been able to improve the quality of its literacy collections, provide family literacy training for its staff, and fill a niche in the community by offering family literacy services and programs.

In June 2002, the Winnipeg Foundation, the 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.

The goal of the partnership is to create a $2 million endowment fund from which grants will be awarded on an annual basis to Winnipeg Public Library and other literacy organizations in Winnipeg and Manitoba. To date the fund has raised approximately $1.0 million towards the $2 million goal. Funding has come from the Federal and Provincial governments, the Winnipeg Foundation, and various personal and corporate donations. The National Literacy Secretariat is providing matching funds up to $1 million.

The annual income generated by the fund will be used to provide grants from $500.00 to $1,500.00 to library branches as well as to other family literacy programs. The Library Services Division will use the grants to purchase materials and establish literacy-based programs in branches throughout the system.

On an annual basis, January 27th is recognized as National Literacy Day in Canada. The Library Services Division estimates that it receives approximately $3,000 per day in revenue. The Library would promote this day as a unique opportunity to support literacy initiatives in the library system by encouraging patrons to return their overdue books and pay off their fines that day.

The City of Winnipeg Charter allows Council to approve multi-year grants to support economic and cultural development.

FINANCIAL IMPACT:

It is estimated that approximately $3,000 in fees and fines are received annually on National Literacy Day. Adjustments in other expenditure accounts will be made to allow for payment of a grant to the Winnipeg Foundation for the Literacy for Life Fund.

Financial Impact Statement

Date: December 19, 2004

Project Name:

Literacy for Life Fines

First Year of Program 2004

	2004	2005	2006	2007	2008
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	$ -	$ -	$ -	$ -	$ -

It is estimated that approximately $3,000 in fees and fines are received annually on National Literacy Day. Adjustments in other expenditure accounts will be made to allow for payment of a grant to the Winnipeg Foundation for the Literacy for Life Fund.

C. Wightman, Manager
Finance & Administrative Services

IN PREPARING THIS REPORT THERE WAS CONSULTATION WITH, AND CONCURRENCE BY:

NA

THIS REPORT SUBMITTED BY:

Department: Community Services
Division: Library Services
Prepared by: Arthur Cohen, Rick Walker
File No: