

**CITY OF APPLETON 2022 BUDGET
SPECIAL REVENUE FUNDS**

Library Grants

Business Unit 2550

PROGRAM MISSION

This program accounts for the receipt of Library grants and other revenues, along with the corresponding program expenditures.

PROGRAM NARRATIVE

Link to Strategy:

Implements Key Strategy #4: "Continually assess trends affecting the community and proactively respond".

Objectives:

Reach Out and Read (ROR) is a research-based and evidence-based national program that puts books in the hands of families and children through their pediatricians. The doctors use the books to help facilitate developmental screenings and also to provide families information on how important it is to read to their small children. The books are provided to children aged birth to five and the program in the Fox Cities includes Appleton, Neenah, Menasha and the surrounding region.

The library is a United Way Agency for the ROR program, which has been supported by grants from the United Way since its inception in 2016. A strategic planning process involving the participating clinics and a professional facilitator was completed in 2017 to establish an ongoing funding model for the program. The United Way will continue to support ROR overall but the various clinics have begun to reimburse the program for the books they distribute to patients. The physician liaison working for this program continues to coordinate the selection and purchase of all books and all clinics sign an MOU committing to fund the books they distribute in well child visits.

Major changes in Revenue, Expenditures, or Programs:

No major changes.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			% Change *
Unit	Title	2019	2020	Adopted 2021	Amended 2021	2022	
Program Revenues		\$ 77,626	\$ 150,670	\$ 112,396	\$ 112,396	\$ 112,396	0.00%
Program Expenses		\$ 96,911	\$ 113,801	\$ 133,138	\$ 134,769	\$ 126,411	-5.05%
Expenses Comprised Of:							
	Personnel	25,279	39,098	39,048	39,048	39,771	1.85%
	Training & Travel	373	49	2,350	2,350	2,350	0.00%
	Supplies & Materials	64,643	52,420	78,140	78,140	77,690	-0.58%
	Purchased Services	6,616	22,234	13,600	15,231	6,600	-51.47%
Full Time Equivalent Staff:							
	Personnel allocated to programs	0.50	0.50	0.50	0.50	0.50	

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Business Unit 2550

PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2019	2020	Adopted 2021	Amended 2021	2022
Revenues					
503500 Other Reimbursements	\$ 77,626	\$ 150,670	\$ 112,396	\$ 112,396	\$ 112,396
Total Revenue	<u>\$ 77,626</u>	<u>\$ 150,670</u>	<u>\$ 112,396</u>	<u>\$ 112,396</u>	<u>\$ 112,396</u>
Expenses					
610100 Regular Salaries	\$ 22,632	\$ 24,213	\$ 25,250	\$ 25,250	\$ 25,881
610800 Part Time	-	3,581	-	-	-
615000 Fringes	2,647	11,304	13,798	13,798	13,890
620100 Training/Conferences	373	49	2,350	2,350	2,350
630100 Office Supplies	3,155	654	3,950	3,950	3,500
631500 Books & Library Materials	61,488	51,766	74,190	74,190	74,190
640400 Consulting Services	3,810	3,999	3,600	3,600	3,600
641200 Advertising	2,806	1,885	10,000	10,000	3,000
659900 Other Contracts	-	16,350	-	1,631	-
Total Expense	<u>\$ 96,911</u>	<u>\$ 113,801</u>	<u>\$ 133,138</u>	<u>\$ 134,769</u>	<u>\$ 126,411</u>

DETAILED SUMMARY OF 2022 PROPOSED EXPENDITURES > \$15,000

Books & Library Materials

Books for well-child visits	\$ 74,190
	<u>\$ 74,190</u>

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LIBRARY GRANTS**

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

Revenues	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
Other Reimbursements	\$ 77,626	\$ 150,670	\$ 112,396	\$ 112,396	\$ 112,396
Total Revenues	77,626	150,670	112,396	112,396	112,396
Expenses					
Program Costs	96,911	113,801	133,138	134,769	126,411
Total Expenses	96,911	113,801	133,138	134,769	126,411
Other Financing Sources (Uses)					
Transfer In - General Fund	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Revenues over (under) Expenses	(19,285)	36,869	(20,742)	(22,373)	(14,015)
Fund Balance - Beginning	79,139	59,854	96,723	96,723	74,350
Fund Balance - Ending	\$ 59,854	\$ 96,723	\$ 75,981	\$ 74,350	\$ 60,335