

**CITY OF APPLETON 2023 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.

Program funds are also included for a short-term grant from the American Library Association's Libraries Build Business Grant. This program officially ended in 2022, however, remaining funds from the grant will be expended in 2023.

Major changes in Revenue, Expenditures, or Programs:

No major changes.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			% Change *
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	
	Program Revenues	\$ 150,670	\$ 158,138	\$ 112,396	\$ 112,396	\$ 126,868	12.88%
	Program Expenses	\$ 113,801	\$ 126,820	\$ 126,411	\$ 140,070	\$ 126,868	0.36%
Expenses Comprised Of:							
	Personnel	39,098	57,566	39,771	39,771	41,268	3.76%
	Training & Travel	49	10	2,350	2,350	2,000	-14.89%
	Supplies & Materials	52,420	51,079	77,690	77,690	77,000	-0.89%
	Purchased Services	22,234	18,165	6,600	20,259	6,600	0.00%
Full Time Equivalent Staff:							
	Personnel allocated to programs	0.50	0.50	0.50	0.50	0.50	

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PROGRAM BUDGET SUMMARY

Description	Actual		Budget		
	2020	2021	Adopted 2022	Amended 2022	2023
Revenues					
503500 Other Reimbursements	\$ 150,670	\$ 158,138	\$ 112,396	\$ 112,396	\$ 126,868
Total Revenue	\$ 150,670	\$ 158,138	\$ 112,396	\$ 112,396	\$ 126,868
Expenses					
610100 Regular Salaries	\$ 24,213	\$ 25,370	\$ 25,881	\$ 25,881	\$ 27,175
610800 Part Time	3,581	19,030	-	-	-
615000 Fringes	11,304	13,166	13,890	13,890	14,093
620100 Training/Conferences	49	10	2,350	2,350	2,000
630100 Office Supplies	654	1,281	3,500	3,500	3,000
631500 Books & Library Materials	51,766	49,798	74,190	74,190	74,000
640400 Consulting Services	3,999	3,600	3,600	3,600	3,600
641200 Advertising	1,885	1,015	3,000	3,000	3,000
659900 Other Contracts	16,350	13,550	-	13,659	-
Total Expense	\$ 113,801	\$ 126,820	\$ 126,411	\$ 140,070	\$ 126,868

DETAILED SUMMARY OF 2023 PROPOSED EXPENDITURES > \$15,000

Books & Library Materials

Books for well-child visits	\$ 74,000
	\$ 74,000

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LIBRARY GRANTS**

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

	2020 Actual	2021 Actual	2022 Budget	2022 Projected	2023 Budget
Revenues					
Other Reimbursements	\$ 150,670	\$ 158,138	\$ 112,396	\$ 112,396	\$ 126,868
Total Revenues	<u>150,670</u>	<u>158,138</u>	<u>112,396</u>	<u>112,396</u>	<u>126,868</u>
Expenses					
Program Costs	113,801	126,820	126,411	140,070	126,868
Total Expenses	<u>113,801</u>	<u>126,820</u>	<u>126,411</u>	<u>140,070</u>	<u>126,868</u>
Other Financing Sources (Uses)					
Transfer In - General Fund	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues over (under) Expenses	36,869	31,318	(14,015)	(27,674)	-
Fund Balance - Beginning	<u>59,854</u>	<u>96,723</u>	<u>128,041</u>	<u>128,041</u>	<u>100,367</u>
Fund Balance - Ending	<u>\$ 96,723</u>	<u>\$ 128,041</u>	<u>\$ 114,026</u>	<u>\$ 100,367</u>	<u>\$ 100,367</u>