

CITY OF APPLETON 2020 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: "Proactively pursue collaborative and cooperative agreements to meet the needs of the community".

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 age birth to five and the program in the Fox Cities includes Appleton, Neenah, Menasha and the surrounding region.

Major changes in Revenue, Expenditures, or Programs:

The Reach Out and Read program (ROR), which supports a half-time physician liaison position who coordinates the purchase of age-appropriate books to be distributed by medical staff at well-child visits, is supported by a grant from the United Way. In 2016 and 2017, this activity was recorded in the Library's general fund. Beginning in 2018, the activity is recorded in this special revenue fund.

The library is a United Way Agency for the Reach Out and Read program. A strategic planning process with the clinics has also been done with a professional facilitator. This process set the ground work for the ongoing funding model of the program.

PERFORMANCE INDICATORS

Actual 2017 Actual 2018 Target 2019 Projected 2019 Target 2020

Note: Since this program exists solely to account for receipt and expenditure of various grants, there are no continuing performance measures.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			% Change *
Unit	Title	2017	2018	Adopted 2019	Amended 2019	2020	
Program Revenues		\$ 96,196	\$ 164,918	\$ 86,086	\$ 86,086	\$ 117,584	36.59%
Program Expenses		\$ 80,274	\$ 85,780	\$ 86,086	\$ 165,225	\$ 118,534	37.69%
Expenses Comprised Of:							
	Personnel	21,455	22,949	22,761	22,761	24,444	7.39%
	Training & Travel	384	1,653	2,300	2,300	2,350	2.17%
	Supplies & Materials	54,752	59,378	41,425	120,564	88,140	112.77%
	Purchased Services	3,683	1,800	19,600	19,600	3,600	-81.63%
	Utilities	-	-	-	-	-	N/A
	Repair & Maintenance	-	-	-	-	-	N/A
	Capital Expenditures	-	-	-	-	-	N/A
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		
	2017	2018	Adopted 2019	Amended 2019	2020
Revenues					
503500 Other Reimbursements	\$ 96,196	\$ 98,218	\$ 86,086	\$ 86,086	\$ 117,584
592100 Transfer In - General Fund	-	66,700	-	-	-
Total Revenue	\$ 96,196	\$ 164,918	\$ 86,086	\$ 86,086	\$ 117,584
Expenses					
610100 Regular Salaries	\$ 21,109	\$ 20,904	\$ 22,394	\$ 22,394	\$ 24,066
611500 Vacation Pay	-	1,674	-	-	-
615000 Fringes	346	371	367	367	378
620100 Training/Conferences	384	1,653	2,300	2,300	2,350
630100 Office Supplies	54,752	1,603	3,000	3,000	3,950
631500 Books & Library Materials	-	57,775	38,425	117,564	74,190
640400 Consulting Services	-	1,800	4,600	4,600	3,600
641200 Advertising	-	-	15,000	15,000	10,000
659900 Other Contracts/Obligations	3,683	-	-	-	-
Total Expense	\$ 80,274	\$ 85,780	\$ 86,086	\$ 165,225	\$ 118,534

DETAILED SUMMARY OF 2020 PROPOSED EXPENDITURES > \$15,000

Books & Library Materials

Books for well child visits	\$ 38,425
	<u>\$ 38,425</u>

Note:

Books and other materials purchased for the Reach out and Read program are funded by a consortium of clinics throughout the Fox Valley in partnership with the Appleton Public Library.