

Library Grants

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: "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.

Major changes in Revenue, Expenditures, or Programs:

ROR was initially a part of the library's general fund budget but was moved to this special revenue fund in 2018 to better account for the resources devoted to it. 2017 activity is shown here for comparison only.

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 will distribute in well child visits.

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	
	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	78,140 88.63%
	Purchased Services	3,683	1,800	19,600	19,600	13,600 -30.61%
Full Time Equivalent Staff:						
	Personnel allocated to programs	0.50	0.50	0.50	0.50	0.50

CITY OF APPLETON 2020 BUDGET

SPECIAL REVENUE FUNDS

Library Grants

Business Unit 2550

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	\$ 22,578	\$ 22,394	\$ 22,394	\$ 24,066
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	\$ 74,190
	<u>\$ 74,190</u>

CITY OF APPLETON 2020 BUDGET

LIBRARY GRANTS

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

	2017 Actual	2018 Actual	2019 Budget	2019 Projected	2020 Budget
Revenues					
Other Reimbursements	\$ -	\$ 98,218	\$ 86,086	\$ 87,037	\$ 117,584
Total Revenues	-	98,218	86,086	87,037	117,584
Expenses					
Program Costs	-	85,780	86,086	165,225	118,534
Total Expenses	-	85,780	86,086	165,225	118,534
Other Financing Sources (Uses)					
Transfer In - General Fund	-	66,700	-	-	-
Total Other Financing Sources (Uses)	-	66,700	-	-	-
Revenues over (under) Expenses	-	79,138	-	(78,188)	(950)
Fund Balance - Beginning	-	-	79,138	79,138	950
Fund Balance - Ending	\$ -	\$ 79,138	\$ 79,138	\$ 950	\$ -