

CITY OF OAKLAND

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OFFICE OF THE CITY CLERK
OAKLAND

2003 DEC 30 AM 8:46

Agenda Report

TO: Office of the City Manager
ATTN: Deborah Edgerly
FROM: Library Department
DATE: January 13, 2004
RE: RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR, ACCEPT, AND APPROPRIATE A GRANT IN THE AMOUNT OF \$90,201 FROM THE CALIFORNIA LIBRARY LITERACY AND ENGLISH LANGUAGE ACQUISITION SERVICES PROGRAM FOR FISCAL YEAR 2003-2004

SUMMARY

Staff recommends that the City Council approve a resolution authorizing the City Manager to apply for, accept, and appropriate grant funds in the amount of \$90,201 for fiscal year 2003-2004 from the California Library Literacy and English Language Acquisition Services Program (CLLELASP).

The grant is offered by the California State Library for the twelfth consecutive year, and will allow for the continuation of supplemental funding to enhance the basic literacy services of Oakland Public Library's Second Start Adult Literacy Program and its Families for Literacy Program. In previous years, CLLELASP funds have set up the literacy program's computer learning center, provided money for student workbooks and other literacy materials, supported staff development activities and workshops for students and tutors, and provided a part-time staff person and books for preschoolers for the Families for Literacy Program.

FISCAL IMPACT

The Second Start Adult Literacy Program is funded primarily through the Oakland Public Library's biannual budget with support from both the General Fund (1010) and Measure O (2240). To supplement this baseline budget, the Library applies for and receives annual grants from the State Library, such as the CLLELASP grant, and grants on an as-needed basis from private foundations and individual donors. The total city-funded budget for the Second Start Adult Literacy Program for FY 2003-2004 is \$345,997.

The CLLELASP grant is awarded according to a three-part formula which includes 1) the baseline amount for each approved public library literacy program; 2) the per capita amount per adult learner (student) served; and 3) the amount of local funds raised and appropriated for adult literacy services. This year's anticipated award to Oakland Public Library, \$90,201, reflects this three-part formula.

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The grant will provide for \$82,001 in staff effort to enhance the basic literacy services of Oakland Public Library's Second Start Adult Literacy and Families for Literacy programs. California State Library, the grantor, however, limits reimbursement of central services overhead (CSO) associated with city of Oakland employees to 10 percent (\$8,200) of staff dollars. Consequently, acceptance of the grant will require a CSO waiver in the amount of \$11,775. The grant award will be appropriated to Fund 2148 (California Library Services), Organization 61213, in a project to be determined.

BACKGROUND

This is the twelfth year that the Oakland Public Library's Second Start Adult Literacy Program has been eligible to receive funds from the State for its adult literacy program and Families for Literacy. These funds, provided under the provisions of the California Library Literacy Service Act, and administered by the California State Library within the California Library Literacy and English Language Acquisitions Services Program (CLLELASP) target English-speaking adults over the age of 16 who live in Oakland and read below the fourth grade level and their preschool children. It is estimated that between 60,000 and 70,000 adults in Oakland are functionally illiterate and are eligible for Second Start's services. The National Institute for Literacy's 1998 report, *The State of Literacy in America: Estimates at the Local, State, and National Levels* lists Oakland as having a 38 percent illiteracy rate.

Each year eligible public libraries apply for funding and provide the State Library with a plan of service, which reflects the most current needs of the program and its clients. This year the funding will be spent on staff to support the computer learning center, increase the number of training sessions provided to volunteer tutors, improve basic literacy curriculum, expand the provision of small group literacy instruction, provide workshops for tutors and students and support the staff and materials of the Families for Literacy Program. The grant funds will enable the Second Start Program to continue to provide effective and efficient literacy services to its clients and their preschool children.

KEY ISSUES AND IMPACTS

The literacy problem in Oakland and elsewhere in the United States, as evidenced by the National Adult Literacy Survey (NALS) conducted in 1993 and the National Institute for Literacy report, "The State of Literacy in America," published in 1998, is huge and growing. However, gains are being made on the local level by volunteer-based tutoring programs in public libraries, churches, and community-based organizations.

The CLLELASP program recognizes the importance of the public library as a provider of literacy services to adults out of school, and provides money to library literacy programs to tailor their services to the specific needs of the local community. The Oakland Public Library's Second Start program serves a large percentage of adults who are basic learners, either non-readers or those with learning disabilities. The most effective way to teach this local population is by using additional instructional modes to supplement and reinforce the basic program of volunteer literacy tutors providing one-on-one tutoring. The different teaching modes, such as computer-

assisted learning, family literacy, and small group instruction, are supported with CLLELASP grant funding. Since the introduction of the multiple approaches to teaching literacy made possible by grant funding, the Library's adult learners have acquired more literacy skills faster and the student retention rate at Second Start over the past year has reached 73 percent.

PROGRAM DESCRIPTION

The Second Start Adult Literacy Program of the Oakland Public Library began providing free, confidential literacy services to the Oakland community in 1984, as part of the California Literacy Campaign, funded by the California State Library. Now Second Start is funded primarily by the City of Oakland through the Oakland Public Library budget, with additional funding from foundations and private donors.

Second Start serves adults over the age of 16 who read below the fourth grade level and speak enough English to be able to communicate with a volunteer tutor or staff person. Adult students improve their reading and writing by attending classes, meeting with individual tutors, and practicing basic skills using the educational software in the computer learning center. Second Start also serves the preschool children of adult literacy students with its groundbreaking Families for Literacy (FFL) Program. The FFL program works with parents at improving their reading skills, getting their children ready for school, helping their children with homework, and reading to their children to develop in them a lifelong love of reading.

The adult literacy program serves approximately 400 students per year, with 170 trained volunteer tutors. Eighty-five percent of students and families are African-American, living in poverty, and outside of the economic mainstream. Graduates of the Second Start Program have gone on to further study at community colleges, have obtained employment or earned promotions at work, and have started their own businesses. Second Start students who are involved in the Families for Literacy Program report that their children are doing better in school and love reading.

Second Start is a nationally recognized adult literacy program and has made major contributions to the literacy field in the areas of curriculum, programming and student leadership. In 1998 the Public Library Association presented Second Start with its annual Literacy Leadership Award.

SUSTAINABLE OPPORTUNITIES

Second Start is helping to create a more literate population in Oakland. A more literate population is more likely to vote, and to be able to educate themselves about issues of sustainability. Several of the basic texts that are used with the adult literacy students use stories and activities that promote sustainable daily living strategies, such as recycling and buying in bulk.

DISABILITY AND SENIOR CITIZEN ACCESS

The Second Start Adult Literacy Program accepts all eligible adults regardless of age or disability. The Second Start offices, classrooms, and computer-learning center are all ADA compliant.

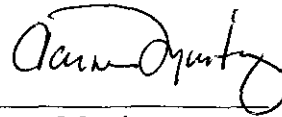
RECOMMENDATIONS AND RATIONALE

In light of recent statistics showing that Oakland has a significant adult illiteracy problem, staff recommends that the City Council support the Library's Second Start Adult Literacy Program in its efforts to teach basic skills, expand its student base, provide family literacy services, and refine appropriate curriculum and instruction.

ACTION REQUESTED OF THE CITY COUNCIL

That the City Council approve the resolution authorizing the City Manager to apply for, accept and appropriate a grant in the amount of \$90,201 from the California State Library, California Library Literacy and English Language Acquisition Services Program for Fiscal Year 2003-2004.

Respectfully submitted,



Carmen Martínez
Library Director

Prepared by:
Leslie Rodd
Administrative Librarian, Program Division

Approved for forwarding to the Life Enrichment Committee:



OFFICE OF THE CITY MANAGER

A. Floyd

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OFFICE OF THE CITY CLERK
OAKLAND

OAKLAND CITY COUNCIL

2003 DEC 30 AM 8:46

RESOLUTION NO. _____ C. M. S.

RESOLUTION AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY OF OAKLAND, TO APPLY FOR, ACCEPT, AND APPROPRIATE A GRANT IN THE AMOUNT OF \$90,201 FROM THE CALIFORNIA LIBRARY LITERACY AND ENGLISH LANGUAGE ACQUISITION SERVICES PROGRAM FOR FISCAL YEAR 2003-2004

WHEREAS, the California State Library has made available California Library Literacy and English Language Acquisition Services Program (CLLELASP) funds in a grant program for public library literacy programs in fiscal year 2003-2004; and

WHEREAS, the City of Oakland desires to apply for, accept, and appropriate a grant in the amount of ninety thousand two hundred one dollars (\$90,201) from CLLELASP for fiscal year 2003-2004 to support the Oakland Public Library's Second Start Adult Literacy Program and Families for Literacy Program; now, therefore, be it

RESOLVED: That the City Manager or his designee is hereby authorized and directed to apply for, accept, and appropriate a CLLELASP grant in the amount of ninety thousand two hundred one dollars (\$90,201) for the purpose described above; and, be it

FURTHER RESOLVED: That the City Council hereby appoints the City Manager or his designee as agent of the City to conduct all negotiations, applications, agreements, payment requests, and related actions which may be necessary for the completion of the aforementioned project in accordance with its basic purpose; and be it

FURTHER RESOLVED: That should additional funds be received under CLLELASP, the City Manager or his designee is hereby authorized to appropriate same for the purposes described above.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 2003

PASSED BY THE FOLLOWING VOTE:

AYES – BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID, WAN AND PRESIDENT DE LA FUENTE

NOES -

ABSENT -

ASTENTION -

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LIFE ENRICHMENT CMTE.

JAN 13 2004

ATTEST: _____

CEDA FLOYD

City Clerk and Clerk of the Council
Of the City of Oakland, California