

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

36 December 20, 2016

LORI GLASGOW
EXECUTIVE OFFICER

December 20, 2016

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DELEGATE AUTHORITY TO THE COUNTY LIBRARIAN TO ACCEPT GRANTS AND ENTER INTO AGREEMENTS FOR GRANT FUNDING IN AN AMOUNT NOT TO EXCEED \$50,000 PER GRANT AWARD
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Delegated authority to the County Librarian to accept grants and enter into agreements for grant funding in an amount not to exceed \$50,000 per grant award.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed action is categorically exempt under the California Environmental Quality Act (CEQA) pursuant to the State CEQA Guidelines, Section 15378.
2. Delegate authority to the County Librarian, or her designees, to accept and execute grants and awards from federal, State, and other public and private agencies in amounts not to exceed \$50,000 per grant award, that are in furtherance of the Public Library's mission, subject to review and approval as to form by County Counsel and notification to Board offices and the Chief Executive Office.
3. Authorize and delegate authority to the County Librarian to execute any documents and agreements, once approved by County Counsel, related to the acceptance and use of the grant funds, to expend the grants funds as necessary, and to meet the conditions of the grant awards.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Recommendation 2 will allow the County Librarian to accept and execute grants and awards from federal, State, and other public and private agencies in amounts not to exceed \$50,000 per grant award, allowing the Public Library to meet time-sensitive grant requirements to fully utilize grant funds more efficiently. The recommended action will streamline operations; ensure more rapid implementation of the grants and awards, and greater maximization of grant revenue; and reduce the amount of time required to implement library services and programs for the residents of Los Angeles County.

In support of Public Library's mission to provide access to information across all platforms and strengthen local neighborhoods through collections, programs, and services, Public Library receives grants and awards from federal, State, and other public and private agencies to develop meaningful programs to meet the needs of the communities and to perform programmatic, operational, and administrative activities related to library services. As the Public Library seeks to increase revenue from grants and other funding sources, the delegation will allow the Public Library to process the grant awards and consequently implement activities supported by these grants quickly and efficiently.

Approval of Recommendation 3 will authorize the County Librarian to execute any documents and agreements related to the acceptance and use of the grant funds, subject to approval by County Counsel and notification to Board offices and the Chief Executive Office, to expend the grant funds as necessary, and to meet the conditions of the grant award. Agreements will include amendments that are consistent with the requirements of the original award to extend and/or adjust the term of the award; reflect revisions required by the grantor or non-material revisions to terms and conditions requested by either party; rollover unspent funds and/or redirect funds; and/or provide an increase or decrease in funding. This authority is being requested to enhance efforts to expeditiously maximize grant revenue, consistent with Board Policy 4.070: Full Utilization of Grant Funds.

Approval of the recommended actions will allow the Public Library to continuously promote learning, implement programs, and provide access to services throughout the Public Library's countywide facilities.

Implementation of Strategic Plan Goals

Approval of the recommended actions is consistent with the County's Strategic Plan Goals in the area of Operational Effectiveness/Fiscal Sustainability (Goal 1) and Community and Municipal Services (Goal 3).

FISCAL IMPACT/FINANCING

The recommended actions will allow the County Librarian to accept grant funds more expeditiously. The Department will seek Board approval for grant awards greater than \$50,000. The Department will process any necessary appropriation adjustments either through allowable delegated authority or via the Chief Executive Office's mid-year adjustment process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The recommended actions support the County's efforts to identify and implement process improvements that enhance quality and efficiency of County operations, more productively allocate workload, and accelerate the process of administrative actions.

County policy requires that grants be submitted to the Board of Supervisors for acceptance. A Grant management Statement is not required if the grant amount is under \$100,000.

ENVIRONMENTAL DOCUMENTATION

The recommended action is not subject to the California Environmental Quality Act (CEQA) because it does not constitute a project according to Section 15378 of CEQA.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

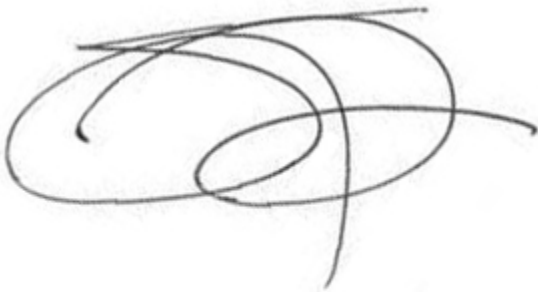
Approval of the recommended actions will allow the County Librarian to simplify and expedite the acceptance of grants and awards, reducing the amount of programmatic and administrative time required to implement library services for the residents of Los Angeles County.

Approval of the recommended actions will also enable the Public Library to enhance its services and programs for the residents of Los Angeles County in the libraries as to allow continued education and community resources to library patrons.

CONCLUSION

If you have any questions or need additional information, please contact Yolanda De Ramus, Chief Deputy, at (562) 940-8412.

Respectfully submitted,

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the top.

SKYE PATRICK
County Librarian

SP

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors
Auditor-Controller