

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

May 05, 2026

FROM

MELANIE OROSCO, County Librarian, County Library

SUBJECT

California Library Literacy Services - Adult Literacy Services Grant Application to the California State Library

RECOMMENDATION(S)

1. Approve the grant application to the California State Library for the California Library Literacy Services – Adult Literacy Services Grant in the amount of \$99,132, for the adult literacy services program, for the period of July 1, 2026 through September 30, 2027.
2. Authorize the County Librarian or the Assistant County Librarian, as required by the California State Library, to electronically sign and submit the grant application documents, forms, and any subsequent non-substantive amendments, on behalf of the County, subject to review by County Counsel.
3. Direct the County Librarian or Assistant County Librarian, to submit the signed grant application and any subsequent non-substantive amendments to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Melanie Orosco, County Librarian, 387-2220)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote and Fulfill the Countywide Vision.

Operate in a Fiscally-Responsible and Business-Like Manner.

Foster Sustainable Development Through Strategic Partnerships.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The total revenue for the California Library Literacy Services – Adult Literacy Services grant is expected to be \$99,132 as a reimbursement for staff support, collection materials, display materials and other ancillary needs. Appropriation and revenue will be included in the 2026-27 County Library's (Library) recommended budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

The California State Library will provide grant funding for the Adult Literacy Services Program(Program). The Program allows the Library to provide individualized tutoring to illiterate adults by giving them tools to learn to read and write. The Program helps participants accomplish many goals through building self-confidence in applying for jobs, being able to vote, and other services. Additionally, the Program supports the County's Cradle to Career Road Map to achieve the Countywide Vision. Teaching illiterate adults to read not only helps the individual,

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but also their families. The Program allows the Library to increase the literacy rate in the county. The Library has received grant funds from California State Library annually for this purpose since 1984.

The Program provides one-on-one literacy instruction and individualized tutoring for low-income illiterate adults and seniors. Library adult literacy services are free of charge to all participating in the Program. Direct services and assistance are provided by Library staff, as well as trained literacy tutors. Dedicated tutoring space and special Program materials (leveled student readers, workbooks, dictionaries, etc.) are supplied to participants at no charge. The Library uses the grant funding to assist in maintaining the materials for the participants to take home, such as workbooks, flash cards, notebooks, pencils, highlighters, for participants to practice and maintain the skills they are taught during the one-on-one tutoring. Participants are strongly encouraged to attend free basic computer skills classes taught in the Library. Those with young children are encouraged to attend early learning and preschool story time activities to foster a love of reading and ensure school-age readiness.

This item will allow the Library to submit an application for the California Library Literacy Services– Adult Literacy Service grant award from the California State Library, in the amount of \$99,132, thereby enabling the Library to continue to offer services related to the Program for fiscal year 2026-27.

The grant application requires that an authorized representative of the County (Authorized Representative) certify that the information in the application is true, complete and accurate. The grant application requires that the Authorized Representative be the legally designated representative of the County with signatory power within the County. As required by County Policy 05-13, the Library requests delegated authority for the County Librarian or Assistant County Librarian to certify, sign, and submit the California Library Literacy Services – Adult Literacy Service grant application, certification and related documents to the California State Library on behalf of the County as the Authorized Representative. The Library Department will return to the Board of Supervisors for the approval of the grant agreement and any other documents associated with acceptance of the grant.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Daniella Hernandez, Deputy County Counsel, 387-3121) on April 13, 2026; and County Finance and Administration (Carl Lofton, Administrative Analyst, 387-5404) on April 16, 2026.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY  _____
DATED: May 5, 2026



cc: Library - Orosco w/attach for sign
 File - Library w/attach

CCM 05/6/2026