



San Francisco Public Library

March 15, 2024

Carrie Blanding
Executive Director
Friends of the San Francisco Public Library
1630 17th Street
San Francisco, CA 94107

Dear Carrie,

Thank you for your invitation to submit the San Francisco Public Library's grant proposals for Fiscal Year 25. These proposals have been developed based on the Library's Strategic Priorities and citywide goals and were also aligned to Friends of San Francisco Public Library's four funding priorities:

- Children & Youth
- Lifelong Learning
- Arts & Culture
- Library Excellence and Innovation

The request will allow us to begin moving forward on the first steps of our newly created Strategic Plan that sets on a 6-year course for greater community engagement. This funding allows for enrichment of programs and services for all ages, support for multilingual community outreach, as well as for innovative cultural and workforce development programming. The grants to branches will support open house events and programming that fosters intergenerational learning and shared experiences for these neighborhoods. The FY 25 grant request also advances the Library's vision for dynamic professional development opportunities for staff and for the library leadership team, and for building on our racial diversity, equity and inclusion efforts.

The Library is extremely grateful for Friends' annual robust support. This year, we have increased our annual request to **\$1,080,375** which is split between donor-restricted and traditionally funded accounts. With your support, San Francisco Public Library is poised for a transformative year that will showcase new innovations and strategies that support library services for all in our vibrant City.

Sincerely,

Michael Lambert
City Librarian

CC: Maureen Singleton, Chief Operating Officer
Dolly Goyal, Chief of Public Services
Michelle Jeffers, Chief of Community Programs and Partnerships
Mike Fernandez, Chief Financial Officer
Christine Murdoch, Budget Manager

April 10, 2024

Michael Lambert
City Librarian
San Francisco Public Library
100 Larkin Street
San Francisco, CA 94102
Dear Librarian Lambert,

On behalf of our Board of Directors, I am pleased to inform you that Friends of the San Francisco Public Library has approved funding for the requests you submitted for Fiscal Year 2024-2025.

Included in this total is **\$1,080,375** in direct funding for programs and services throughout the system as requested by the City Librarian and his staff based on community needs.

We are pleased to approve **\$661,190** in unrestricted support to programs and resources for the Main Library, the neighborhood branches, system-wide programming from the Community Programs and Partnerships, Children and Youth programs, and Special Initiatives.

In addition to the unrestricted funds articulated above, an additional **\$419,185** will be available through restriction-designated funds which Friends holds in trust for your use to augment all areas above. Please recall that we are asking for quarterly estimates for use of these funds to enable us to calculate our cash flow needs.

Funds granted in this cycle have become available at the beginning of the new fiscal year, beginning July 1, 2024. We appreciate the assessment and reporting done by you and your staff during the course of the past year to measure and reflect their impact, both on the library and the community which it serves. This information helps Friends seek additional funding of these programs, and also gives our Board and donors a clear and compelling picture of the effects of their generosity.

We look forward to Friends being acknowledged on all materials developed through our funding as well as at programs in the libraries and to continue to receive any evaluations or other measures of the programs. Thank you for this opportunity to support San Francisco Public Library—the City’s greatest public shared asset. We look forward to an exciting year!

Best regards,

Carrie Blanding

Carrie Blanding, Interim Executive Director

(415) 477-5220

Carrie.blanding@friendssfpl.org

CC: Rebecca Charnas Grant, Chair of the Board of Directors
Bob Daffeh, Director of Finance and Administration

FY 2024-2025 Accept & Expend for the San Francisco Public Library				
Fund/Programs	Unrestricted	Restricted	Total	Description
MAIN LIBRARY				
Public Programs at the Main Library	\$50,000	\$0	\$50,000	For cultural and learning opportunities, including content creation, maker spaces, literary, personal skill-building, small business, and vocational development. This grant includes dedicated funding for 'The Mix at the Main, WORK IT' programming for the 4th floor, as well as funding to celebrate special events at the Main Library. Friends focus areas: lifelong learning, children and youth, arts and culture.
Phyllis Wattis Endowment for the Main	\$0	\$50,000	\$50,000	The Wattis Endowment is used to expand the Main Library's capacity as a center for programming and support by addressing upkeep and improvements in the space and for equipment. Funds will also support youth workforce development, Bay Beats MusiCat programming, Tenderloin Outreach, and Digi DIY Lab. Friends fund focus area: lifelong learning and children and youth.
Social Services Outreach	\$0	\$2,250	\$2,250	For outreach activities conducted by the Main Library's Social Services team. Friends focus area: library excellence and innovation.
African American Center	\$0	\$6,000	\$6,000	For the Center's engagement with African American youth in SFSUD, specifically Black Student Union members at School of the Arts (SOTA), the NorCal MLK Foundation's youth day at the Black and Brown Comix Arts Festival, annual Kwanzaa celebration, and ongoing public exhibits and literary public programs for the community. Friends focus area: arts and culture, lifelong learning and children and youth.
James C. Hormel LGBTQIA Center	\$0	\$150,000	\$150,000	To diversify the collection, programs, exhibits, and clientele of the Center and digitization of the archives, including the LGBTQ Historical Highlights project. Friends focus areas: arts and culture and library excellence and innovation.
Latino/Hispanic Interest Collections & Programs	\$0	\$3,000	\$3,000	For community programming in the Latino/Hispanic Center, International Center and at Branches. Friends focus area: arts and culture.
San Francisco History Center	\$0	\$30,500	\$30,500	For special projects of the SF History Center including digitizing archival files; enhancing the Harrison Calligraphy collection, supporting the Schmulowitz Wit and Humor Collection, and curating exhibitions on local history on the 6th floor of the Main when possible. Friends focus area: arts and culture and library excellence and innovation.
Wallace Stegner Center for the Environment	\$0	\$300	\$300	For Native American and Indigenous peoples and environmental education programs and exhibits. Friends focus areas: lifelong learning and arts and culture.
Effie Lee Morris Lecturer	\$8,000	\$350	\$8,350	For the annual literary festival honoring an author for their lifetime achievement in children/youth literature at the Koret Auditorium and Main Library. Friends focus area: arts and culture and children and youth.
Talking Books & Braille Center (TB&BC)	\$0	\$7,500	\$7,500	For training and public programs to better serve clients with visual and print disabilities. Friends focus area: lifelong learning.
SUBTOTAL	\$58,000	\$249,900	\$307,900	
NEIGHBORHOOD BRANCHES				
Grants to Branches - All ages	\$78,190	\$53,170	\$131,360	For branch-based staff to create programming specific to the needs of the neighborhoods, promoting intergenerational learning and shared experiences. Programming includes STEM, arts, cultural, health and wellness activities, and an annual open house celebration at each branch. Draw-down of \$10,000 in dedicated funds for the Bayview Branch to supplement additional targeted programming and learning resources. Friends focus areas - all four.
SUBTOTAL	\$78,190	\$53,170	\$131,360	

FY 2024-2025 Accept & Expend for the San Francisco Public Library

Fund/Programs	Unrestricted	Restricted	Total	Description
SYSTEM-WIDE PROGRAMS (Community Programs and Partnerships)				
Youth Programs: Literacy and STEM	\$60,000	\$26,770	\$86,770	For coordinated system-wide children and youth cultural programs, as well as STEM learning; Big SF Playdates; Scholar Card promotion; mobile outreach; Early Literacy Buffet; and for programming partnerships with SFUSD, deYoung, SFMOMA, CJM, Exploratorium, Asian Art Museum, National Park Service, Bay Area Discovery Museum and more. Donor restricted funds for MOS, BIPOC literary festival and Dia. Friends focus area: children and youth and arts and culture.
Youth Programs: Summer Stride Reading Programming	\$100,000	\$9,000	\$109,000	For SFPL's signature summer program including free events for all ages, the Youth Engaged in Library Leadership (YELL) program, Summer youth volunteer program, honorariums for all performers, featured authors and the featured illustrator, campaign supplies (stickers, tattoos, badges, buttons, printing, promotion), incentive awards, and materials towards the Everybody Reads campaign in collaboration with the Human Rights Commission. Friends focus areas: lifelong learning and children and youth.
Youth Programs: Tricycle Music Festival	\$0	\$13,000	\$13,000	For the annual celebration, bringing musical performances and welcoming young families to sing and dance at our libraries. Friends focus area: children and youth.
Connected Community, system-wide themed programs	\$100,000	\$25,765	\$125,765	Funding year-round cultural programming of More Than a Month, VIVA, and Weaving Stories (AANHPI), along with more recently supported cultural themes (First Person, SWANA, Filipino American Heritage Month, etc.). This also includes our On The Same Page series, and various authors and presenters on relevant, community-interest topics. This fund also supports our robust and diverse exhibits and exhibition programs at the Main and Branches. To support Innovation & Organizational Excellence, this would fund Jail/Reentry programming, equity-focused programming, and equity-focused community outreach and engagement. The total fund includes an increase to support increasing base honoraria for all programs from \$300 to \$350. Donor restricted funds include funding for Night of Ideas Poetry, and Climate / Environmental related programs. Friends focus area: arts and culture.
Literacy & Learning	\$0	\$30,000	\$30,000	For literacy and digital literacy programming supplies and honoraria; FOG Readers materials and support; Career Online High School student support and graduation supplies; Project Read and ESL general support. Also supports annual Tech Week programs and learning differences funds. Friends focus area: lifelong learning.
Friends' Initiative: One City, One Book	\$36,000	\$0	\$36,000	For costs of the annual citywide literary program featuring a single book and inviting residents to engage in author events, book clubs, and public programs around the book. Friends focus is Arts and Culture.
Volunteer Services Recognition Event	\$6,000	\$75	\$6,075	For expenses of events and programs that appreciate and honor volunteers throughout the library system. Tied to organizational excellence Friends focus area. Friends focus area: library excellence and innovation.
SUBTOTAL	\$302,000	\$104,610	\$406,610	

FY 2024-2025 Accept & Expend for the San Francisco Public Library				
Fund/Programs	Unrestricted	Restricted	Total	Description
PUBLIC AFFAIRS				
Community Relations/Promotions & Marketing	\$35,000	\$0	\$35,000	For advertising and marketing of Library programs and other special projects; Discover & Go free museum passes and production of program guides. Support combining this fund with ATL fund and eliminating that item from budget. Friends focus area: library excellence and innovation.
SUBTOTAL	\$35,000	\$0	\$35,000	
SPECIAL INITIATIVES				
City Librarian Strategic Initiatives	\$14,000	\$0	\$14,000	The Strategic Initiatives support fund enables the City Librarian and management team to provide funding for special projects and library initiatives that are not funded through the city's budget process. This fiscal year, the City Librarian will be assuming the presidency of the Public Library Association (PLA), the largest association dedicated to supporting the unique and evolving needs of public library professionals (9,000 members in public libraries large and small in communities across the United States and Canada). As PLA President, the City Librarian will be required to attend professional conferences, preside over the PLA Board meetings, and be responsive to media events across the country. The Strategic Initiatives funding will support the City Librarian's representation of the San Francisco Public Library on a national stage as a leader in the profession and spokesperson for public libraries. This source will also support professional association memberships and attendance at industry conferences, as well as team building activities to strengthen organizational culture for the executive leadership team. (\$8,000) In addition the Strategic Initiatives funding will provide each Division Chief on the Library's Management Team a pool of resources to support departmental priorities. (\$6,000)
Racial Equity	\$50,000	\$0	\$50,000	Professional Development for Racial Equity Committee and library leadership; additional support for Effie Lee Morris/BIPOC litfest and FilAm Book Festival, summer partnership with 100% College Prep reading program.
Professional Development	\$72,500	\$0	\$72,500	These funds support the Educational Opportunities Program to allow more staff to attend professional conferences (\$40k); Staff Recognition (\$10k) and Annual Staff holiday Party (\$15k); Staff recruitment efforts (\$5K); and Training and Refreshment fund (\$2.5K). Friends focus area: library excellence and innovation.
Friends Innovation Fund	\$50,000	\$0	\$50,000	To support library innovation projects including phase two of promentora outreach efforts to identify and compensate dedicated community partners for community outreach around library initiatives. Friends focus area: library excellence and innovation.
Library Service & Technology Act Grants	\$0	\$0	\$0	For web crawler project at the Main for preserving community websites. Friends focus area: library excellence and innovation.
Special Collections	\$1,500	\$7,700	\$9,200	For purchasing collections from small, specialized publishers that do not regularly conduct business with the city. This also includes the Unrestricted Collection Development Fund, which is used to order books and other library materials that are not available through City approved vendors. We have seen an increase in request this fiscal year since our vendors are still suffering from impacts of Covid. Having the extra money will allow us to purchase unusual titles that our unique community needs, especially titles to support programing. Friends focus area: arts and culture and library excellence and innovation.
Deaf Services	\$0	\$500	\$500	For purchasing supplies and equipment. Library focus area: lifelong learning
Facilities & IT	\$0	\$3,305	\$3,305	Special initiatives for Facilities and IT to replace hard to purchase minor items. Friends focus area: library excellence and innovation.
SUBTOTAL	\$188,000	\$11,505	\$199,505	
TOTAL	\$661,190	\$419,185	\$1,080,375	

1 [Accept and Expend Grant - Friends of the San Francisco Public Library - Annual Grant Award
2 - Up to \$1,080,375 of In-Kind Gifts, Services, and Cash Monies - FY2024-2025]

3 **Resolution authorizing the San Francisco Public Library to accept and expend a grant**
4 **in the amount of up to \$1,080,375 of in-kind gifts, services, and cash monies from The**
5 **Friends and Foundation of the San Francisco Public Library (Friends) for direct support**
6 **for a variety of public programs and services in Fiscal Year (FY) 2024-2025.**

7
8 WHEREAS, The Friends and Foundation of the San Francisco Public Library (Friends)
9 is a non-profit organization that advocates, fundraises, and provides critical support for the
10 San Francisco Public Library and related literary and educational programs; and

11 WHEREAS, The Friends and Foundation of the San Francisco Public Library (Friends)
12 and the Public Library entered into a Memorandum of Understanding (MOU) related to the
13 Friends' fiscal sponsorship of the Library for a term of 10 years commencing on August 21,
14 2023, which was approved by the Board of Supervisors with the adoption of Resolution No.
15 540-23 on November 14, 2023; and

16 WHEREAS, The Public Library submits proposals annually to the Friends for public
17 programs and services; and

18 WHEREAS, The types of programs and services supported by these grants include
19 Youth Programs, Adult Programs, Collections, Public Relations, Staff Development,
20 Innovation Programs; supplies, materials, furniture, fixtures, and equipment to support those
21 services; and

22 WHEREAS, Highlights of the upcoming Fiscal Year (FY) 2024-2025 program year
23 support include Grants to Branches, program support for children and youth services,
24 enhanced community outreach, and the Public Library's racial equity initiative to enhance
25 diversity and inclusion; and

1 WHEREAS, The Department proposes to maximize use of available grant funds on
2 program expenditures by not including indirect costs in the grant budget; now, therefore, be it

3 RESOLVED, That the Board of Supervisors hereby waives inclusion of indirect costs in
4 the grant budget; and, be it

5 FURTHER RESOLVED, That the Public Library is authorized to accept and expend up
6 to \$1,080,375 of in-kind gifts, services, and cash monies awarded by the Friends of San
7 Francisco Public Library to support Library programs and services and related literary and
8 educational programs in FY2024-2025.

9
10 Recommended:

Approved: /s/

11 Mayor

12 /s/

13 Department Head

Approved: /s/

14 Controller



City and County of San Francisco
Tails
Resolution

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 240458

Date Passed: June 04, 2024

Resolution authorizing the San Francisco Public Library to accept and expend a grant in the amount of up to \$1,080,375 of in-kind gifts, services, and cash monies from The Friends and Foundation of the San Francisco Public Library (Friends) for direct support for a variety of public programs and services in Fiscal Year (FY) 2024-2025.


May 22, 2024 Budget and Appropriations Committee - RECOMMENDED

June 04, 2024 Board of Supervisors - ADOPTED


Ayes: 11 - Chan, Dorsey, Engardio, Mandelman, Melgar, Peskin, Preston, Ronen, Safai, Stefani and Walton

File No. 240458

I hereby certify that the foregoing Resolution was ADOPTED on 6/4/2024 by the Board of Supervisors of the City and County of San Francisco.



Angela Calvillo
Clerk of the Board



London N. Breed
Mayor

6/13/24

Date Approved