



RFA - 2024 - 0011
Report

Lake County Literacy Coalition
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October 3, 2024

Conrad Colbrandt, General Mgr.

Redbud Health Care District
P.O. Box 4667
Clearlake, CA 95423

Dear Mr. Colbrandt,

Following is the Annual Report for the expenditure of Redbud Health Care District Grant funds received by the Lake County Literacy Coalition in the amount of \$10,000 for the fiscal year of 2023-2024.

Please note that our fund categories and totals have been changed from our original grant request to reflect the additional funds that were given to us.

We appreciate the additional time given to us to expend these funds beyond the end of the 2023-2024 Fiscal Year due to our application and receipt of the grant funds occurring later in the year.

The Lake County Literacy Coalition thanks you for your generous granting of these funds in support of the Adult Literacy Program.

If any more information is needed, please contact me.

Sincerely,

Pam Klier, Secretary
Lake County Literacy Coalition

707-400-8380
pjklier@sbcglobal.net

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The Use of Grant Funds:

Some changes were made to our original expenditure plans due to the increased funding provided and unanticipated issues as noted below.

| Purpose | Budgeted | Spent* | Details |
|---|--|---------------|--|
| Tutor Training Materials and Supplies | \$500 | \$1427 | <p>Tutor trainings alternate between the north and south ends of Lake County. For the 2023-2024 year, 5 trainings were held:</p> <p>August 23, 2023 Redbud Library, Clearlake October 18, 2023 Lakeport Library January 24, 2024 Redbud Library, Clearlake February 24, 2024 Lakeport Library May 17, 2024 Kelseyville Methodist Church</p> <p><i>NOTE: A training was scheduled for April 24 in Clearlake, but was cancelled due to low registration numbers.</i></p> <p>Funds were spent for training manuals, folders, refreshments, supplies</p> |
| Tutor and Learner Support for Adult, Family, and English as a Second Language (ESL) Programs | \$1500 | \$2514 | <p>Funds were spent:</p> <ul style="list-style-type: none"> • to purchase books, materials, and supplies to be used by tutors with their learners in the Adult Literacy Program, by parents and children in the Family Literacy Program, and for English language learners in the ESL Program • for supplies for the annual Tutor Appreciation event • for postage to mail Tutor Appreciation invitations and materials used by tutors with their students • for health-related children's books for the public bookcases with free books for families • for supplies for ESL Book Party events (<i>new this year</i>) <p><i>NOTE: We were not able to implement the ESL Parent Education workshops and Conversation Club activities due to staffing issues and lack of volunteers. We hope to do them next year.</i></p> |
| Marketing | \$6000 <i>combined with Outreach in original request</i> | \$5412 | <p>Funds were spent to provide information about the Literacy Programs throughout Lake County for the purpose of recruiting additional tutors and learners.</p> <p>Expenditures included:</p> <ul style="list-style-type: none"> • Lake Transit bus ad • Bicoastal Media radio ads • movie ads at Clearlake and Lakeport theatres |
| Outreach | <i>combined with Marketing</i> | \$647 | <p>Funds were spent to provide information about the Literacy Programs throughout Lake County for the</p> |

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| | <i>in original request</i> | | <p>purpose of recruiting additional tutors and learners.</p> <p>Expenditures included:</p> <ul style="list-style-type: none"> • Printing of brochures and flyers to advertise the Literacy programs in the community • Outreach booths at community events such as: <ul style="list-style-type: none"> Big Valley Rancheria Tule Festival Día de Independencia, Kelseyville Resilient Re-Entry ,Woodland College Clearlake Earth Day, Woodland College Clearlake Mendocino College Registration Fiesta, Lakeport Mental Health Matters, Lakeport Neighborfest, Kelseyville • Family Literacy Nights, Kelseyville - <i>new this year</i> • Community bookcases with free children's books: <ul style="list-style-type: none"> Mother Wise, Lakeport Lake Family Resource Center, Lakeport Tribal Health TANF, Lakeport Child Support Services, Kelseyville Social Services, Lower Lake Tribal Health, Clearlake <p><i>NOTE: Lake Family Resource Center in Lower Lake has just requested one which we hope to add next year.</i></p> |
|--|----------------------------|--|---|

* The amounts spent include the additional \$2000 granted beyond the original \$8000 request.

TOTAL \$8000 + \$2000 = \$10,000

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Services Provided by the Literacy Program:

During the 2023-2024 fiscal year in the Adult Literacy Program, 21 new tutors received training. 439 volunteer tutoring hours were accumulated by 17 active tutors, and 18 learners were tutored.

In the Families for Literacy Program, 4 learners had young children in their families. A monthly newsletter with literacy activities and children's books were given to these families. An additional 3200 children's books were distributed in the Lake County community through the story times at all the Lake County Library branches, at monthly StoryWalks at Clear Lake State Park, at bookcases placed with community partners, and at various community events.

Status of the Lake County Literacy Coalition:

The Lake County Literacy Coalition, which exists to provide financial support for the Literacy Programs, ended the 2023-2024 fiscal year with \$27,133 in our money market account, and \$782 in our checking account. Our money market funds serve as a savings account and remain untouched as much as possible, being used to fill in the gaps and keep us solvent in years when our donations and fundraising are less than usual. After several years without putting on a fundraiser, our first Bingo Fun for Literacy fundraiser in March 2024 was quite successful, bringing in a net profit of \$8096.

During 2023-24 the Coalition had income of \$10,992

During 2023-24 the Coalition expended \$9,992

Income sources included donations and fundraisers. Expenditures included fundraiser expenses, tutor training expenses, membership dues for literacy organizations, post office box rental, storage rental, filing fees to the State for annual non-profit statements, office supplies, an annual tutor appreciation event, and an annual donation to the Adult Literacy Program of the Lake County Library. These amounts do not include the grant funds from the Redbud Health Care District.

NOTES:

The Literacy Programs at the Lake County Library are slowly increasing in participation numbers after the impact over several years of decreased participation due to the COVID pandemic, age and health-related issues for some long-time tutors, and the challenges of recruiting volunteer tutors and learners.

In 2023-2024 Coalition members donated 174 hours attending outreach events, participating in StoryWalks, conducting tutor trainings, and hosting the annual tutor appreciation event.

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Certification:

I, Pam Klier, serving as Secretary of the Lake County Literacy Coalition, certify that the Lake County Literacy Coalition remained in compliance with the Grantee during the reporting period.

Our program continues as described in the Request for Assistance.

Our nonprofit tax exempt status is current.

All licenses, permits and approvals required for the Program have been maintained.

Pam Klier

Secretary, Lake County Literacy Coalition