



## Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS

AGENDA # 2-4 DATE 9/29/16  
MARINA BAKER, ASST BOARD CLERK

### Board Clerk Use Only

Meeting Date: 9/29/16  
Agenda Item #: R.4  
Est. Start Time: 10:00 am approx  
Date Submitted: 9/14/16

**Agenda Title:** BUDGET MODIFICATION # LIB-03-17: Digital Inclusion Fellowship Grant

**Requested Meeting Date:** 9/29/16

**Time Needed:** 10 minutes

**Department:** 80 - Library

**Division:** System Access & Information Services

**Contact(s):** Daniel Flanigan

**Phone:** 503-988-5431

**Ext.** \_\_\_\_\_

**I/O Address** 317/LAL

**Presenter Name(s) & Title(s):** Jon Worona, Library Director of Digital Strategies

### General Information

#### 1. What action are you requesting from the Board?

Approve Budget Modification LIB-03-17 for a one year Digital Inclusion Fellowship Grant from the Nonprofit Technology Network (NTEN), which increases the FY 2017 appropriation \$56,250.

#### 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

Library Budget Modification LIB-03-17 to Fund 1510 is presented in conjunction with Budget Modification MCLD-01-17 to Library District Fund 1520. Revenue from the NTEN grant is received in Library District Fund 1520 and transferred to Library Fund 1510, where the grant related expenditures occur.

The grant period is July 1, 2016-June 30, 2017. The one-year grant includes a cash contribution of \$56,250 from the Nonprofit Technology Network (NTEN) and an expenditure match of \$45,064 by Multnomah County Library.

Multnomah County Library was selected as a City Host for a Digital Inclusion Fellowship through the Nonprofit Technology Network (NTEN) in partnership with Google Fiber. This is the second year of a national program designed to help bridge the digital divide in Google Fiber cities. A City Host is a community-based organization that has the expertise, skill and commitment to tackle the digital divide and libraries are one of the four core missions that were called out for this round of

applications.

The program provides a full time paid Fellow for one year. The Fellow will serve as the library's Digital Equity program coordinator and bring a sustained focus to the library's efforts to help adults in Multnomah County have the digital skills necessary to fully participate online.

Digital inclusion is the core of Multnomah County Library's mission of empowering our community to learn and create, as well as a strategic priority: "We build digital literacy." The library is the largest provider of free broadband access, equipment and training in Multnomah County and will host approximately 2 million free Wi-Fi and public access computing sessions this year.

This grant directly supports the library's work as a founding member of the Digital Inclusion Network (DIN), a community coalition focused on creating digital equity in Multnomah County. The DIN was formed in partnership with the City of Portland Office of Community Technology and the Multnomah County Department of County Assets. The Fellow will provide leadership for implementation of the Digital Equity Action Plan for Portland and Multnomah County that the Board of County Commissioners adopted in April, 2016.

The focus of this work is to expand digital literacy to other local partners and goals include: 750 people trained; a 10% increase in number of participants who have a desire to have Internet in their home; 2,700 training hours; 60 computer hours in labs or workstations; and 50 trained/skilled volunteers supporting digital literacy. This limited duration position will be part of program offer 80017-IT Services.

### **3. Explain the fiscal impact (current year and ongoing).**

In the current year, expenditures total \$101,314; offset by grant revenue of \$56,250 via a transfer from Multnomah County Library District Fund 1520 and a reallocation of \$45,064 in expenditures within the current budget in Library Fund 1510 to provide the Library's in kind contribution.

### **4. Explain any legal and/or policy issues involved.**

None

### **5. Explain any citizen or other government participation.**

Potential partners include those already providing programs, events and training for adults including Goodwill Industries, Human Solutions, Worksource Oregon and Portland Community College. Additional partners include the many institutions and community organizations that participated in drafting the Digital Equity Action Plan and are committed to implementation of the plan, including Free Geek, IRCO, Latino Network, Rosewood Initiative, Portland Community College, City of Gresham, Technology Association of Oregon, Portland Community Media, Reynolds School District and many others throughout the county.

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## **Budget Modification**

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### **6. What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

IG-OP-Other (50200), payment transfer from Multnomah County Library District, increased \$56,250. All revenue from the (NTEN) Digital Inclusion Fellowship Grant is received by Multnomah County Library District Fund 1520 and transferred to Library District Fund 1510.

### **7. What budgets are increased/decreased?**

Revenue:  
IG-OP-Other (50200), increased \$56,250.

Expenditures:  
Temporary Personnel in cost center 803210 increased \$88,965.  
Supplies (60240) in cost center 803210 increased \$10,000.  
Central Indirect (60350) in cost center 803210 increased \$2,349.  
Professional Services (60170) in cost center 803210 decreased \$45,064.

**8. What do the changes accomplish?**

Allow for creation of Digital Inclusion Fellow position and funding for digital inclusion project.

**9. Do any personnel actions result from this budget modification?**

Yes. The grant and Library in kind match fund a 1.0 FTE limited duration Program Specialist position.

**10. If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

The grant does not allow for indirect cost reimbursement; central indirect is a part of the Library's match and is offset by a reduction in other, non grant related expenditures.

**11. Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

This is a one time, one year grant. It may be possible to renew the fellowship for one more year. Ongoing activities will be folded into Library and partner operations.

**12. If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (e.g. cash match, in kind match, reporting requirements, etc)?**

The grant period is July 1, 2016-June 30, 2017. When the grant expires, costs for any ongoing activities will be folded into Library and partner operations as feasible. The grant requires a cash match for the Fellow salary and for the project budget. The fellow is required to make monthly reports to NTEN; the library, as a city host, is required to make quarterly reports as well as an end of year report.

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**Required Signature**

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<b>Elected Official or Dept. Director:</b>	<u>Becky Cobb on behalf of Vailey Oehlke /s/</u>	<b>Date:</b>	<u>9/9/16</u>
<b>Budget Analyst:</b>	<u>Shannon Gutierrez /s/</u>	<b>Date:</b>	<u>9/14/16</u>
<b>Department HR:</b>	<u>Shelby Kent /s/</u>	<b>Date:</b>	<u>9/9/16</u>
<b>Countywide HR:</b>	<u>Karie Miller /s/</u>	<b>Date:</b>	<u>9/9/16</u>

## Exp/Rev/FTE - Budget Modification

Budget Year: 2017

Budget Modification: Budmod LIB-03-17

### Expenditures & Revenues

An increase in revenue is shown as a negative value and a decrease as a positive value for consistency with SAP.

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
1	72020-17	3500			705210	50316 - Svc Rmb Med/Dental	(77,655,670)	(77,674,303)	(18,633)	
2	72020-17	3500			705210	60330 - Claims Paid	12,204,323	12,222,956	18,633	
3500 Total										0
Total										0
Program Offer Number 72020-17 Total										0
3	80017-17	1510			803210	50200 - IG-OP-Other	0	(56,250)	(56,250)	
4	80017-17	1510			803210	60100 - Temporary	70,533	124,341	53,808	
5	80017-17	1510			803210	60135 - Non Base Fringe	21,661	38,185	16,524	
6	80017-17	1510			803210	60145 - Non Base Insurance	19,762	38,395	18,633	
7	80017-17	1510			803210	60170 - Professional Svcs	100,000	54,936	(45,064)	
8	80017-17	1510			803210	60240 - Supplies	317,800	327,800	10,000	
9	80017-17	1510			803210	60350 - Central Indirect	16,437	18,786	2,349	
1510 Total										0
Total										0
Program Offer Number 80017-17 Total										0
10	95000-17	1000			9500001000	60470 - Contingency	12,639,396	12,641,745	2,349	
1000 Total										2,349
Total										2,349
Program Offer Number 95000-17 Total										2,349

## Exp/Rev/FTE - Budget Modification

Budget Year: 2017

Budget Modification: Budmod LIB-03-17

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
11	95001-17	1000			9500001000	50310 - Intl Svc Reimburse	(6,037,248)	(6,039,597)	(2,349)	
1000 Total										(2,349)
	Total									(2,349)
	Program Offer Number 95001-17 Total									(2,349)