Agenda Item#: 3N1

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

| Meeting Date: November 15, 2022 | [X]Consent | [] Regular [] Public Hearing |
|---------------------------------|--------------------|-----------------------------------|
| Department: Submitted By:C | ounty Library/Admi | |
| Submitted For:C | ounty Library/Admi | <u>inistration</u> |
| | | |

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to:

- A) Approve the change order on the contract with the Florida Department of State, Division of Library and Information Services, for a Florida ARPA Grant, CFDA 45.310, Grant number 21-ARPA-33 "Flex Tech" for a reduction in the matching funds in the amount of \$178,540; and
- B) Approve a budget transfer of \$178,540 to recognize the reduction in grant matching funds.

Summary: Palm Beach County was awarded an ARPA grant for the purchase of technology and furniture for the Library Department. The total amount of grant funds awarded by the state was \$276,694. The grant funds were to be used to purchase furniture, equipment, and software. Due to supply chain issues, procurement issues, and Hurricane Ian closures some of the equipment, software and furniture was not received by the end date of the grant period, September 30, 2022. The State declined an extension of the grant period. When the grant was originally approved, \$204,318 in matching funds from the Library Department were listed that comprised of staff costs and supplies. The State agreed to allow the County to process a change order to allocate staff costs towards grant funds. The portion of the equipment, software and furniture that was not received by September 30, 2022 is being reduced from the matching funds since matching funds were not required for this grant but were provided by the County, and will be transferred to **contingency reserves**. (Countywide) (AH)

Background and Justification: Under the Department of Library and Information Services Florida American Rescue Plan Act Grant Program (ARPA), libraries are supported to help communities respond directly and immediately to the pandemic, as well as to address economic and community needs through equitable approaches in digital inclusion and library services. The Florida Department of State has received \$6,735,385 from the Institute of Museum and Library Services (IMLS) under the provisions of the Federal American Rescue Plan Act (Public Law HR-1319). This funding is to be used primarily to address digital inclusion and related technical support and secondarily to address other efforts that prevent, prepare for, and respond to COVID-19. The County received an ARPA grant in the amount of \$276,694 for the purchase of equipment, software and furniture. Due to unforeseen issues, staff was unable to meet the grant deadline to purchase and install all of the equipment, software and furniture. The State declined to issue an extension of the grant period. The total amount of the grant that was not spent in time was \$178,540, which the State allowed the County use as a reduction of its matching funds, which will be transferred to contingency reserves.

Attachments: 1. DLIS Florida ARPA Grant Agreement Change Order

2. Budget Transfer

Recommended By: (Douglas Crane) | 2 22

Department Director Date

Approved By: (Todd Bonlarron) | 1/2/22

Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 20 <u>23</u> | 20 <u>24</u> | 20 <u>25</u> | 20 <u>26</u> | 20 <u>27</u> |
|---|-------------------------------------|-----------------------|------------------|--------------|------------------|
| Capital Expenditures Operating Costs External Revenues Program Income (County) In-Kind Match (County) | 0 302,471 (276,694) 0 0 | 0 0 0 0 0 | 0 0 0 0 | 0 0 0 | 0 0 0 0 |
| NET FISCAL IMPACT # ADDITIONAL FTE | <u>25,777</u> | 0 | 0 | 0 | |
| POSITIONS (Cumulative) | 0_ | 0 | 0 | 0 | 0 |
| Is Item Included in Current B | udget? | | Yes_ | No <u>x</u> | |
| Budget Account No.: | Fund <u>1180</u> | Dept <u>320</u> | Unit_32 | 259 Object | VARIOUS |
| Does this item include the us | e of Federal fu | nds? Ye | s_X_ N | lo | |

B. Recommended Sources of Funds/Summary of Fiscal Impact:

| | Original | | Current Grant | |
|--|----------------|-------------|---------------|--|
| | Approved Grant | Change | <u>Total</u> | |
| The DLIS ARPA Federal Grant | \$276,694 | \$ 0 | \$276,694 | |
| Ad-valorem taxes from Library Operating Fund | \$204,317 | <178,540> | \$25,777 | |

Note: The \$25,777 were used to pay for remaining staff costs and supplies. Staff time worked on the grant was also funded with ARPA grant funds. Approval of this request will reduce the grant total to reflect the expenditures incurred during the grant period.

C. Departmental Fiscal Review:

(Director, Library Finance and Facilities)

III. REVIEW COMMENTS:

OFMB Fiscal and/or Contract Dev. And Control Comments:

Contract Dev. And/Control

Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

DLIS Florida ARPA GRANT

FINAL STATUS REPORT

For Fiscal Year 2022 Projects

Due: 11/1/2022

Library/Organization : Palm Beach County Library System

Project Name: Flex Tech Project Number: 21-ARPA-33 Grant Award: \$276,694.00

I. Expenditure Report

Use the narrative sections to describe expenditure of the funds. Add additional expenditure lines/narrative space as needed.

A. Salaries And Benefits

All salaries paid from federal or local sources

1. Salaries And Benefits Detail

| Position Title | FTE | ARPA Budget | Matching Funds Budget | ARPA Expended | ARPA UnExpended | Matching Funds Expended |
|----------------------------------|-----|----------------|--------------------------|------------------|--------------------|-------------------------------|
| System Administrator II | | \$1,785.00 | \$0.00 | \$1,785.00 | \$0.00 | \$0.00 |
| Procurement Coordinator | | \$1,604.00 | \$0.00 | \$1,604.00 | \$0.00 | \$0.00 |
| Librarian I* | | \$105,142.00 | \$0.00 | \$105,142.00 | \$0.00 | \$0.00 |
| Librarian IV Branch Manager * | | \$21,093.00 | \$39,822.00 | \$44,943.00 | (\$23,850.00) | \$15,971.00 |
| Library Associate V** | | \$22,059.00 | \$0.00 | \$22,059.00 | \$0.00 | \$0.00 |
| Computer Specialist | | \$1,567.00 | \$0.00 | \$1,567.00 | \$0.00 | \$0.00 |
| Administrative Assist | | \$1,440.00 | \$0.00 | \$1,440.00 | \$0.00 | \$0.00 |
| Total Salaries: | | \$154,690.00 | \$39,822.00 | \$178,540.00 | (\$23,850.00) | \$15,971.00 |

2. Salaries And Benefits Narrative

Payroll in kind matching funds had been switched to ARPA funding due to supply chain issues and delivery delays due to Hurricane Ian that prevented some of the equipment and furniture to be delivered and installed on or before 9/30/22.

(3) Library Associate V - FTE 0.100 \$22,059 ARPA funded

- (14) Librarian I FTE 0.100 \$105,142 ARPA funded
- (14) Librarian IV FTE 0.050 \$44,943 ARPA funded + \$15,971 Matching in kind
- (1) Procurement Coordinator FTE 0.020 \$1,604 ARPA funded
- (1) System Administ II FTE 0.020 \$1,785 ARPA funded
- (1) Computer Specialist II FTE 0.020 \$1,567 ARPA funded
- (1) Administrative Assist I FTE 0.020 \$1,440 ARPA funded

Total Salaries & Benefits \$194,512

ARPA funded \$178,540

In kind matching \$15,972

B. Contractual Services

1. Contractual Services Detail

List each vendor

| · | ARPA | Matching Funds | ARPA | ARPA | Matching Funds |
|----------|--------|----------------|------------|------------------|----------------|
| Specify: | Budget | Budget | Expended | UnExpended | Expended |
| | | | 80 25 A. 1 | n ender y lights | |

2. Contractual Services Narrative

C. Library Materials

1. Library Materials Detail

| | | | Zona zajeja dew | I I I I I Wale | Pen dyrad M |
|---------|---------|-------------------------------------|--|--------------------------------|--|
| | ARPA | Matching Funds | ARPA | ARPA | Matching Funds |
| Specify | Budget | Budget | Expended | UnExpended | Expended |
| | - · · · | and the second second second second | The state of the s | racia (Alva | Control of the Contro |

2. Library Materials Narrative

D. Supplies

1. Supplies Detail

| Specify | ARPA Budget | Matching Funds Budget | ARPA Expended | ARPA UnExpended | Matching Funds Expended |
|---|----------------|-----------------------------|------------------|--------------------|-------------------------------|
| Nitrile Gloves (disposable, non- powdered 130 boxes med/lg) | \$0.00 | \$2,183.00 | \$0.00 | \$0.00 | \$2,183.00 |
| Disinfectant Wipes (premoistened, desinfectant) | \$0.00 | \$4,952.00 | \$0.00 | \$0.00 | \$4,952.00 |
| Hand sanitizer & Alcohol Isopropyl (assorted sizes, liquid and wipes) | \$0.00 | \$2,671.00 | \$0.00 | \$0.00 | \$2,671.00 |
| Monitor wipes | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Total Supply Detail: | \$0.00 | \$9,806.00 | \$0.00 | \$0.00 | \$9,806.00 |

2. Supplies Narrative

Supplies were purchased and distributed to the branches

E. Travel

1. Travel Detail

|--|

2. Travel Narrative

F. Equipment 1. Equip

| Equipment Detail | | | | | |
|---|----------------|-----------------------------|------------------|--------------------|-------------------------------|
| Specify | ARPA Budget | Matching Funds Budget | ARPA Expended | ARPA UnExpended | Matching Funds Expended |
| Replacement Pads for Family Workstations (6 @ 1,200 ea) | \$3,600.00 | \$0.00 | \$3,600.00 | \$0.00 | \$0.00 |
| Metal Chairs (cache chairs) leg base, non-upholstered (17 @ 303.53 ea plus freight) | \$5,685.00 | \$0.00 | \$5,685.00 | \$0.00 | \$0.00 |
| Microsoft Office 2016 (155 @ 50 ea) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Circuit boards Kingston 16 GB DDR4 (4) @ \$56 ea & hardware 2 @ \$10 ea. | \$242.00 | \$0.00 | \$242.00 | \$0.00 | \$0.00 |
| Dell Latitude 3420 Lap20125top (155 @ \$998 ea.), includes Microsoft Office | \$0.00 | \$154,690.00 | \$0.00 | \$0.00 | \$0.00 |
| Deep Freeze Standard (155 @ \$35 ea.+ 8 @ 19) | \$5,531.00 | \$0.00 | \$5,531.00 | \$0.00 | \$0.00 |
| Fire 7 Kids Essential Bundle / Kids Fire 7 Tablet (17 @ \$93 ea.) | \$1,577.00 | \$0.00 ′ | \$1,577.00 | \$0.00 | \$0.00 |
| Family Workstation (17 @ \$4,770ea.) | \$81,090.00 | \$0.00 | \$57,240.00 | \$23,850.00 | |
| IMAC 27 Inch, (2) 8 GB & (1) 32GB (2 @ \$2,349 & 1 @ 2,639) | \$7,337.00 | \$0.00 | \$7,337.00 | \$0.00 | \$0.00 |
| Ipad 10.2 inch, 128 GB (4 @ \$429) | \$1,796.00 | \$0.00 | \$1,796.00 | \$0.00 | \$0.00 |
| Macbook Pro 16 Inch, 32 GB | \$2,859.00 | \$0.00 | \$2,859.00 | \$0.00 | \$0.00 |
| Apple Care for iMac 3 yr ext. (3 @ \$119) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Apple Care for iPad 3 yr ext. (4 @ \$59) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| I | | | | | |

| Apple Care for Macbook Pro 3 yr ext. | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
|---|--------------|--------------|-------------|-------------|--------|
| Logic Pro Software for iMac, Macbook (10 @ \$200) | \$1,783.00 | \$0.00 | \$1,783.00 | \$0.00 | \$0.00 |
| Final Cut Pro Software iMac, Macbook (10 @ \$ 300) | \$3,000.00 | \$0.00 | \$3,000.00 | \$0.00 | \$0.00 |
| Compressor Software for iMac, Macbook (10 @ \$50) | \$500.00 | \$0.00 | \$500.00 | \$0.00 | \$0.00 |
| Desktop equipment charging and storage station (17 @ \$341.15 plus freight) | \$7,004.00 | \$0.00 | \$7,004.00 | \$0.00 | \$0.00 |
| Total Equipment Detail: | \$122,004.00 | \$154,690.00 | \$98,154.00 | \$23,850.00 | \$0.00 |

2. Equipment Narrative

Equipment was purchased. Changes had been made to pay from Library Operating budget due to supply chain issues and delivery delays due to Hurricane Ian that prevented some of the equipment and furniture to be delivered and installed on or before 9/30/22.

G. Other

1. Other Detail

| Walley Co. | p. 4 | [18] [17] [18] [18] [18] [18] [18] [18] [18] [18 | - 35 1 1 1 4 4 5 5 6 3 6 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 | A SECTION OF THE E | 21 16 Jan 13 124 A 1 839 |
|------------|--------|--|--|--------------------|--------------------------|
| C | ARPA 📑 | Matching Funds | ARPA | ARPA | Matching Funds |
| Specify | Budget | Budget | Expended | UnExpended | Expended |

2. Other Narrative

H. Total Expenditures

| The state of the s | ARPA | Matching Funds | ARPA | ARPA | Matching Funds |
|--|--------------|----------------|--------------|------------|----------------|
| | Budget | Budget | Expended | UnExpended | Expended |
| Total (A- G) | \$276,694.00 | \$204,318.00 | \$276,694.00 | \$0.00 | \$25,777.00 |

Submit funds listed below along with this report.

- I. UNEXPENDED ARPA FUNDS TO BE REFUNDED: \$0.00
- J. TOTAL INTEREST EARNED DURING THE PROJECT:

II. EQUIPMENT INVENTORY

An inventory of equipment purchased as part of an LSTA-funded project must be maintained at the state and local level. Any changes in the status of the equipment (i.e., changes in location or use) must be reported to the Division. List each item purchased for the project during the project period using local funds, LSTA funds or a combination of funds. Each item should be listed separately. Include only equipment with an acquisition cost of more than \$5,000 and a useful life of more than one year. All other items can be included in a line item labeled "Other".

III. Project Narrative

This information is reported by the Division to the Institute of Museum and Library Services (IMLS).

1. Project Information

Abstract (up to 1,000 characters). This is a brief description of the project's purpose, activities and target beneficiaries, plus any high-level results that are appropriate to highlight. Ideally, it should stand on its own as a narrative summary of the project.

The Palm Beach County Library System (PBCLS) noted a need to increase the organization's flexible technology capacity in response to ongoing COVID-19 and other community demands. Educational, skill-building, and recreational technology access provided by the library is more important than ever as its members face increased economic hardship as a result of the ongoing pandemic. Parents with young children need a space and technology that is both conducive to work and safe and entertaining play environment.

To address these factors, Library staffused ARPA and other funds to purchase items that 1) expanded and enhanced the library's existing in-house laptop lending capabilities by replacing outdated laptop computers at two library location sand addition laptop computers at 15 additional locations; 2) improved in-house technology lending capabilities through making tablets available to younger children at each of the library's 17 locations; 3) create family friendly technology zones through merging technology (laptops and tablets) with furniture 9pods) at 14 locations; 4) replacing outdated technology in the Main Library CreationStation with equipment better suited to meet the needs of users working and collaborating remotely.

The PBCLS is committed to providing essential technology resources to meet the needs of its members in support the library's mission of connecting communities. The pandemic created an environment where members' access to the library's public PCs was reduced to meet social distancing requirements. This situation continues to impact members' ability to conduct needed activities such as online education, job searching, locating health information, and enrichment during a time where social interaction is minimized. Observing a community need during the early stages of COVID-19 in summer 2020, the Library partnered with other County departments and community groups to assist with providing access to federal aid and other opportunities. In July 2021, Palm Beach County became the only county government in Florida that had already assisted in processing ERA applications for more than 2,000 households, largely in part due to the staff working within PBCLS locations. It soon became apparent that there were not enough public access computers available for those needing federal aid and other assistance. With that in mind, the library's current public technology service environment needs to be enhanced and expanded to provide the public with flexible options so that they can access resources and expert assistance from within PBCLS libraries. Updating the CreationStation equipment will enable users to connect remotely and access high quality production This expansion of the System's model of lending technology in house will enable more members to be served and allow room to address future needs. Additionally, loaning equipment for use throughout each of the Library's 17 locations provides increased social distancing opportunities for the public. Tablets for younger children to use while parents utilize laptops in a family friendly space, will eliminate barriers for those who often have no other opportunity to access critical resources. The Flex Tech program will safely support members' needs in a current and post COVID environment and position the public library as an essential technology community resource.

2. Intent (Select One)

- ← Improve users' formal education
- ${\ensuremath{\mathcal{C}}}$ Improve users' general knowledge and skills
- C Improve users' ability to discover information resources
- c Improve users' ability to obtain and/or use information resources
- C Enhance library's workforce
- C Improve library's physical and technological infrastructure
- Improve library's operations
- C Improve users' ability to use resources and apply information for employment support
- Improve users' ability to use and apply business resources
- au Improve users' ability to apply information that furthers their personal, family or household finances
- C Improve users' ability to apply information that furthers their personal or family health and wellness
- C Improve users' ability to apply information that furthers their parenting and family skills
- C Improve users' ability to participate in the community
- C Improve users' ability to participate in community conversations around topics of concern
- 3. Subject(s)(Select up to two)

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T
Arts, Culture and Humanities
F
Business and Finance
      F
Employment
      ☐
Personal Finance

    □
    □
    Small Business
Civic Affairs
      Community Concerns
      Government
F
Education
      T
After-School Activities
       Curriculum Support
C
Environment
 Г
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┌ Health and Wellness Parenting and Family Skills F Personal/Family Health and Wellness | History ┌ Languages ┌ Literacy Adult Literacy ☐ Digital Literacy Farly Literacy ☐ Reading Program (Not Summer Reading) Summer Reading

 $\ \ \, \Gamma$ Science, Technology, Engineering and Math (STEM)

General (Select only for electronic databases or other data sources.)

| Library Infrastructure and Capacity | | |
|---------------------------------------|--|--|
| F Broadband Adoption | | |
| 「 Buildings and Facilities | | |
| Certification | | |
| Collection Development and Management | | |
| ☐ Disaster Preparedness | | |
| r Library Skills | | |
| Programming and Event Planning | | |
| Research and Statistics | | |
| ☐ Outreach and Partnerships | | |
| Systems and Technologics | | |

Other (Please specify):

Items were selected as upgrades to existing in house lending equipment, CreationStation equipment, or additional materials to provide access to a broader audience of users throughout the county. Family Workstations and tablets were added to create flexible space in library buildings for parents with small children to access library resources and technology.

IV. Activity Information

| Activity Title | Activity Abstract | Activity Type(Activity - Mode - Beneficiary) |
|---|---|--|
| Designate staff and assign roles in branches and Main Library | Public services library staff are responsible for overseeing the lending program operation in their locations and maintaining Family Workstation usability. Staff at the Main Library are responsible for maintaining, training, and promoting usage of the CreationStation equipment as well. | Instruction - Other - Library Workforce |
| Quantity Information: Please Describe the mode | : | |
| Partner Information a. Identify the area(s) in whic Libraries | ch your partner organization(s) operates. (Check all that apply.) | |
| THistorical Societies or Org | ganizations | |
| r Museums | | |
| ┌─ Archives | | |
| Γ Multi-Type Cultural Herit | age Organizations | |
| r Preschools | | |
| 「 Schools | | |
| 「 Adult Education Organiza | ations | |

| | Human Service Organizations | |
|--------|---|---|
| | Other Partners (Please specify in field below) | |
| b. | Identify the legal type of the partner organization(s) for this project. Federal Government | |
| | State Government | ** ************************************ |
| | Local Government (excluding school districts) | |
| | C School District | |
| | r Non-profit | |
| | Private Sector | |
| | Tribe/Native-Hawaiian Organization | |
| | neficiaries Is the activity directed at the library workforce (includes volunteers and trustees)? • Yes • No | |
| D. Lc | ocale | |
| Is the | activity statewide? | |
| | C Yes C No | |
| a. | Ifno: | |

Can you identify specific institutions?

c Yes

∩ No

If yes:

Institutions:

| ## (5) | Institution Name | Street | City | State | Zip Code |
|--------|------------------|--------|--------------------|-------|-------------|
| 11 1 | | | West Palm Beach | FL | 33406 |

Activity Outcomes

Activity:

SD = Number of respondents that report 'Strongly Disagree'

D = Number of respondents that report 'Disargee'

NA/ND = Number of respondents that report 'Neither Agree nor Disagree'

A = Number of respondents that report 'Agree'

SA = Number of respondents that report 'Strongly Agree'

NR = Number of respondents that did not answer the question

| 2 | Purchase and install equipment and supplies | Staff coordinated the purchase and installation of the Family | Procurement - N/A - Library Workforce |
|---|---|---|--|
| | | Workstations and ensured adequate cleaning supplies are in stock. | |

A. Quantity Information:

- Number of equipment items acquired: 0
- Number of acquired equipment items used:
- Number of hardware items acquired: .
- Number of acquired hardware items used:
- Number of software items acquired:
- Number of acquired software items used:
- Number of materials/supplies acquired:
- Number of acquired materials/supplies used:

B. Partner Information

a. Identify the area(s) in which your partner organization(s) operates. (Check all that apply.)

V

Libraries

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Historical Societies or Organizations

| | Museums |
|----|--|
| | |
| | ☐ Archives |
| | |
| | Multi-Type Cultural Heritage Organizations |
| | |
| | r- Preschools |
| | _ |
| | C Schools |
| | г ⁻ |
| | Adult Education Organizations |
| | Γ |
| | Human Service Organizations |
| | Cher Portners (Planes are rife in fall balls) |
| | Other Partners (Please specify in field below) |
| Ь. | Identify the legal type of the partner organization(s) for this project. |
| | Federal Government |
| | Γ |
| | State Government |
| | Local Government (avaluding sale al districts) |
| | Local Government (excluding school districts) |
| | C School District |
| | |
| | |

| ┌─ Non-profit | | | | | |
|--|-----------------------|--------------------|-------|-------------|--|
| | | | | | |
| Private Sector | | | | | |
| Tribe/Native-Hawaiian Organization | | | | | |
| C. Beneficiaries i. Is the activity directed at the library workforce (includes volunteers சYes No | and trustees)? | | | | |
| D. Locale | | | | | |
| Is the activity statewide? | | | | | |
| C Yes で No | | | | | |
| a. Ifno: | | | | | |
| Can you identify specific institutions? | | | | | |
| で Yes こ No | | | | | |
| If yes: | | | | | |
| Institutions: | - | | | | |
| # Institution Name | Street | City | State | Zip Code | |
| Palm Beach County Library System (Main Library and Branches) | 3650 Summit Blvd. | West Palm Beach | | 33406 | |
| Activity Outcomes | | | | | |
| Activity: | | | | | |
| SD = Number of respondents that report 'Strongly Disagree' | | | | | |
| D = Number of respondents that report 'Disargee' | | | | | |
| NA/ND = Number of respondents that report 'Neither Agree nor Disagree' | | | | | |
| A = Number of respondents that report 'Agree' | | | | | |
| SA = Number of respondents that report 'Strongly Agree' | | | | | |
| NR = Number of respondents that did not answer the question | | | | | |
| Designated staff develop promotional | l materials and socia | | | | |

media announcements with assistance of the Library's Integrated Marketing and Communications team. The target Develop and implement audience is informed through a variety of media channels that Instruction - Other marketing plan include the Library's website, the monthly "happenings" General Public publication, digital signage, the Palm Beach County website, Facebook, Twitter, Instagram, YouTube, as well as press releases, and email blasts to community partners. A flier and posters will be designed if needed for local community and senior centers A. Quantity Information: • Please Describe the mode: B. Partner Information a. Identify the area(s) in which your partner organization(s) operates. (Check all that apply.) Libraries Historical Societies or Organizations Museums Archives Multi-Type Cultural Heritage Organizations Preschools Schools Adult Education Organizations

Human Service Organizations

Г

| b. | Identif | y the legal type of the partner organization(s) for this project. |
|-----|--------------|---|
| | Γ | al Government |
| | I CUCI | i Government |
| | | |
| | State 0 | Government |
| | | |
| | П | |
| | Local | Government (excluding school districts) |
| | | |
| | Γ | |
| | | 1 District |
| | | |
| | Γ- | |
| | Non-p | orofit |
| | | |
| | Γ | |
| | Private | e Sector |
| | | |
| | Γ Tribe/i | Native-Hawaiian Organization |
| | THOCA | Native-Lawanian Organization |
| | | |
| | neficia | |
| Ĺ | Is the | activity directed at the library workforce (includes volunteers and trustees)? C Yes |
| = | Ifno: | € No |
| 11. | | Is the activity for a targeted group or for the general population? |
| | | ← Targeted group ← General population |
| | b. | Which best describes the geographic community of the targeted group? |
| | | Urban |
| | | |
| | | |
| | | Suburban |
| | | |
| | | |

Other Partners (Please specify in field below)

Rural

| e. If the activity is directed at ethnic or minority populations, select one or more. American Indian or Alaska Native Charles and African American Flack or Latino Flack | | Not applicable |
|--|----------|--|
| American Indian or Alaska Native Asian | e. | |
| Asian F Black or African-American F Hispanic or Latino F Native Hawaiian or other Pacific Islander F Not applicable Is the activity directed at families? C Yes No Is the activity directed at intergenerational groups (not including families)? C Yes No Is the activity directed at immigrants/refuges? C Yes No Is the activity directed at those with disabilities? C Yes No Is the activity directed at those with limited functional literacy or informational skills? C Yes No Is the activity directed at groups that fall into a category not already captured? C Yes No Is the activity directed at groups that fall into a category not already captured? C Yes C No If yes, please describe: | | · |
| Black or African-American File | | |
| Black or African-American Filippoint Hispanic or Latino | | Asian |
| Hispanic or Latino Thative Hawaiian or other Pacific Islander If Is the activity directed at families? Yes No applicable Is the activity directed at intergenerational groups (not including families)? Yes No Is the activity directed at immigrants/refuges? Yes No Is the activity directed at immigrants/refuges? Yes No Is the activity directed at those with disabilities? Yes No Is the activity directed at those with limited functional literacy or informational skills? Yes No Is the activity directed at groups that fall into a category not already captured? Yes No If yes, please describe: | | |
| Hispanic or Latino Native Hawaiian or other Pacific Islander I Is the activity directed at families? Yes No Is the activity directed at intergenerational groups (not including families)? Yes No Is the activity directed at immigrants/refuges? Yes No I is the activity directed at those with disabilities? Yes No I is the activity directed at those with limited functional literacy or informational skills? Yes No Is the activity directed at groups that fall into a category not already captured? Yes No If yes, please describe: | | Black or African-American |
| Native Hawaiian or other Pacific Islander Rot applicable | | |
| Native Hawaiian or other Pacific Islander The Not applicable | | rispanic of Laurio |
| For Not applicable Is the activity directed at families? For Yes No Solution Sol | | |
| f. Is the activity directed at families? c Yes c No g. Is the activity directed at intergenerational groups (not including families)? c Yes c No h. Is the activity directed at immigrants/refuges? c Yes c No i. Is the activity directed at those with disabilities? c Yes c No j. Is the activity directed at those with limited functional literacy or informational skills? c Yes c No k. Is the activity directed at groups that fall into a category not already captured? c Yes c No | | Naive nawaiian of ourit facine islander |
| f. Is the activity directed at families? | | |
| C Yes C No g. Is the activity directed at intergenerational groups (not including families)? C Yes C No h. Is the activity directed at immigrants/refuges? C Yes C No i. Is the activity directed at those with disabilities? C Yes C No j. Is the activity directed at those with limited functional literacy or informational skills? C Yes C No k. Is the activity directed at groups that fall into a category not already captured? C Yes C No | | Tvot application |
| g. Is the activity directed at intergenerational groups (not including families)? | f | ← Yes |
| h. Is the activity directed at immigrants/refuges? | g | Is the activity directed at intergenerational groups (not including families)? C Yes |
| i. Is the activity directed at those with disabilities? | h. | Is the activity directed at immigrants/refuges? |
| j. Is the activity directed at those with limited functional literacy or informational skills? | i | Is the activity directed at those with disabilities? C Yes |
| k. Is the activity directed at groups that fall into a category not already captured? Yes No If yes, please describe: | j. | Is the activity directed at those with limited functional literacy or informational skills? C Yes |
| If yes, please describe: | k. | Is the activity directed at groups that fall into a category not already captured? C Yes |
| Joogle elegal | | |
| · LAVAIA | . Locale | |

← Yes e No a. Ifno: Can you identify specific institutions? c Yes ∩ No If yes: Institutions: Institution Name Street City Palm Beach County Library System (Main Library and 3650 Summit West Palm Branches) Blvd. Beach Activity Outcomes Activity: SD = Number of respondents that report 'Strongly Disagree' D = Number of respondents that report 'Disargee' NA/ND = Number of respondents that report 'Neither Agree nor Disagree' A = Number of respondents that report 'Agree'SA = Number of respondents that report 'Strongly Agree' NR = Number of respondents that did not answer the question Access Laptops The targeted audience is all Palm Beach County residents with and Tablets while visiting a focus specifically on those with limited access to technology Palm Beach County who need to utilize it in a public setting including parents with Library Branches and small children. additional technology at the CreationStation Main Additional technology is available for members of the public Library visiting the Main Library's CreationStation. A. Quantity Information: • Total number of items circulated: • Average number of items circulated per month: • Total number of ILL transactions: · Average number of ILL transactions per month: B. Partner Information

a. Identify the area(s) in which your partner organization(s) operates. (Check all that apply.)

Libraries

Historical Societies or Organizations

Zip Code

33406

State

FL

Content - Lending -

General Public

| | Museums |
|----|--|
| | Archives |
| | Multi-Type Cultural Heritage Organizations |
| | □ Preschools |
| | T' Schools |
| | Adult Education Organizations |
| | Hurran Service Organizations |
| | Other Partners (Please specify in field below) |
| b. | Identify the legal type of the partner organization(s) for this project. Federal Government |
| | C' State Government |
| | ✓ Local Government (excluding school districts) |
| | C School District |

| | ┌ Non-j | profit |
|-----|-------------|--|
| | | |
| | 「 Privat | e Sector |
| | | |
| | Tribe/ | Native-Hawaiian Organization |
| | | |
| | neficia | |
| 1. | Is the | activity directed at the library workforce (includes volunteers and trustees)? C Yes |
| | ** | € No |
| IL. | If no: | Is the activity for a targeted group or for the general population? |
| | ٠ | ← Targeted group |
| | ь | © General population Which best describes the geographic community of the targeted group? |
| | υ. | |
| | | Urban |
| | | |
| | | ₽ P |
| | | Suburban |
| | | |
| | | Г |
| | | Rural |
| | | |
| | c. | Select one or more of the following activity target age groups. |
| | | All ages |
| | | All ages |
| | | |
| | | U-5 years |
| | | 0-5 years |
| | | |
| | | 6-12 years |
| | | 5 - 2 years |
| | | |
| | | 13-17 years |
| | | 13-17 years |
| | | |

| | 18-25 years |
|----|---|
| | 7 26-49 years |
| | F 50-59 years |
| | Г ⁻ 60-69 years |
| | 「□ 70+ years |
| d. | geted group" selected above If the activity is directed at those in one or more of the following economic situation, select one or more. People who are living below the poverty line |
| | Feople who are unemployed |
| | Г Not applicable |
| | If the activity is directed at ethnic or minority populations, select one or more. The activity is directed at ethnic or minority populations, select one or more. American Indian or Alaska Native |
| | ſ″ Asian |
| | □ Black or African-American |
| | T Hispanic or Latino |

| | Native Hawaijan or other Pacific Islander |
|--|--|
| | The state of the state state of |
| | Γ . |
| | Not applicable |
| | |
| f. | Is the activity directed at families? |
| | ← Yes ← No |
| g) | Is the activity directed at intergenerational groups (not including families)? C Yes No |
| h. | Is the activity directed at immigrants/refuges? |
| | C Yes C No |
| i. | Is the activity directed at those with disabilities? |
| | ← Yes ← No |
| j. | Is the activity directed at those with limited functional literacy or informational skills? C Yes |
| | C No |
| k. | Is the activity directed at groups that fall into a category not already captured? C Yes |
| | c No |
| enterente de la constitución de la | - If-yes, please-describe: |
| D. Locale | |
| Is the activit | ty statewide? |
| cΥ | res |
| r N | |
| a. If no: | : |
| Can | you identify specific institutions? |
| | ে Yes |
| | C No |
| If yes | s: |
| Instit | autions: |
| # I1 | stitution Name Street City State Zip Code |
| | alm Beach County Library System (Main Library and 3650 Summit West Palm |
| L'B | Branches) Blvd. Beach 12 33400 |
| [A = 45 = 45 = C | |
| Activity Ou | MCOTES |
| Activity: | |
| | |
| | |

| | SD= | Number of respondents that report 'Strongly Disagree' | |
|-----|--------|--|--|
| | D=1 | fumber of respondents that report 'Disargee' | |
| | NAA | D = Number of respondents that report 'Neither Agree nor Disagree' | |
| | A = 1 | fumber of respondents that report 'Agree' | |
| | SA= | Number of respondents that report 'Strongly Agree' | |
| | NR= | Number of respondents that did not answer the question | |
| V. | Projec | t Outcomes | |
| | a. | List any important outcomes or findings not previously reported. (This is a description of relevant outputs, outcomes and/or other results from your project. This area can be organized according to each separate activity reported if that is conducive the ease of providing feedback.) | |
| | | N/A | |
| | b. | Please briefly describe importance of findings. (This is a brief description of the significance of the outputs, outcomes and/o other results reported above. This area can be organized according to each separate activity reported if that is conducive to the ease of providing feedback.) | |
| | | N/A | |
| | c. | Explain one or two of the most significant lessons learned for others wanting to adopt any facets of this project. (This is a description of why the findings and outcomes reported are relevant to those in the library field.) | |
| | | N/A | |
| | d. | Do you anticipate continuing this project after the current reporting period ends? | |
| | | © Yes(continue with e. & f.) © No | |
| | e. | e.Do you anticipate any change in level of effort in managing this project? | |
| | | C Yes (Provide Explanation) No | |
| | | If yes, provide explanation | |
| | £ | Do you anticipate changing the types of activities and objectivies addressed by the project? | |
| | | Yes (Provide Explanation) ⋄ No | |
| | | If yes, provide explanation | |
| | g | Was an evaluation conducted for this project? | |
| | | ← Yes (Continue to h.)← No | |
| VI. | Files | | |
| | Prog | ess Report Documents | |
| | Nan | e Title Description Link To | |
| | • | | |
| | | | |
| | | | |
| | | | |

| | | | File |
|--|---|-----|-----------|
| Staff Instructions-Laptop Computer Tablet Loaning.docx | Staff Instructions-Laptop Computer Table Loaning | Doc | View file |
| Application-Laptop Computer Tablet Loaning.docx | Application-Laptop Computer Tablet Loaning | Doc | View file |

VII. SIGNATURE

I hereby certify that I am authorized to submit this progress report on behalf of Palm Beach County Library System and that all information indicated is true and accurate. I acknowledge that my electronic signature below shall have the same legal effect as my written signature. I am aware that making a false statement or representation to the Department of State constitutes a third degree felony as provided for in s. 817.155, F.S., punishable as provided for by ss. 775.082, 775.083, and 775.084.

Doug Crane

Electronic Signature

BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET TRANSFER

FUND 1180 COUNTY LIBRARY

BGEX 320 - 110222*302

| ٠ | | ODICDI.I | | | | | EXPENDED/ | |
|--|--------------------------------|--------------------|-------------------|----------|---|--------------------|---------------------------|----------------------|
| ACCT.NUMBER | ACCOUNT NAME | ORIGINAL BUDGET | CURRENT BUDGET | INCREASE | DECREASE | ADJUSTED BUDGET | ENCUMBERED As of 11/04/22 | REMAINING BALANCE |
| | | | | | | | | |
| <u>EXPENDITURES</u> | | | | | | | | |
| 320-3259-4674 | Rep/Mint-Dp Equip & Software | 0 | 1,255 | 0 | 1,255 | 0 | 0 | ı |
| 320-3259-5111 | Office Furniture and Equipment | 0 | 42,588 | 0 | 33,303 | 9,285 | 9,285 | |
| 320-3259-5121 | Data Procssng Sftwre/Accessres | 0 | 151,761 | 0 | 120,132 | 31,629 | 31,629 | 1 |
| 320-3259-6401 | Machinery & Equipment | 0 | 81,090 | 0 | 23,850 | 57,240 | 57,240 | |
| 320-3299-9901 | Contingency Reserves | 5,525,120 | 5,647,133 | 178,540 | 0 | 5,825,673 | | 5,825,673 |
| Total Appropriations and Expenditures | | 76,797,276 | 82,830,622 | 178,540 | 178,540 | 82,830,622 | | |
| | | | | | | | | |
| Office of Financial Management & Budget | | Signatures & Dates | | | By Board of County Commissioners At Meeting of November 15, 2022 | | | |
| | NG DEPARTMENT/DIVISION | · Allica | a Danon | | _ | At Me | eeing of November | 15, 2022 |
| Administration/Budget Department Approval | | Xus | 10 lank | 11/7/a | 7(1) | | Deputy Clerk to th | e |
| OFMB Department - Posted | | | | | | Board | l of County Commis | ssioners |