

REVENUE SOURCES for LOCAL PUBLIC LIBRARIES and for MARIGOLD LIBRARY SYSTEM

MARIGOLD LIBRARY SYSTEM Leaders in library service and innovation

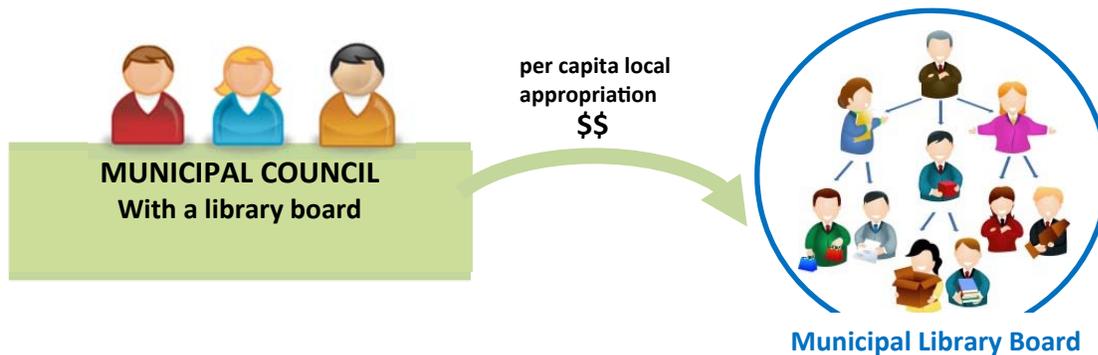
Revenue comes to libraries and Marigold Library System from the following sources:

- ▮ Municipal Council
- ▮ Province—Municipal Affairs
- ▮ Fundraising/Donations/Fees

▮ Revenue from Municipal Council

➔ Public library boards receive revenue through a local appropriation

Local appropriation is the **per capita funding** that the municipal council allocates to support the public library in that community. (see local appropriation chart on page 4)



➔ Marigold Library System Board receives revenue through levies from member municipalities

There are **three types of levies** that contribute to Marigold’s revenue: (see Schedule C, page 4)

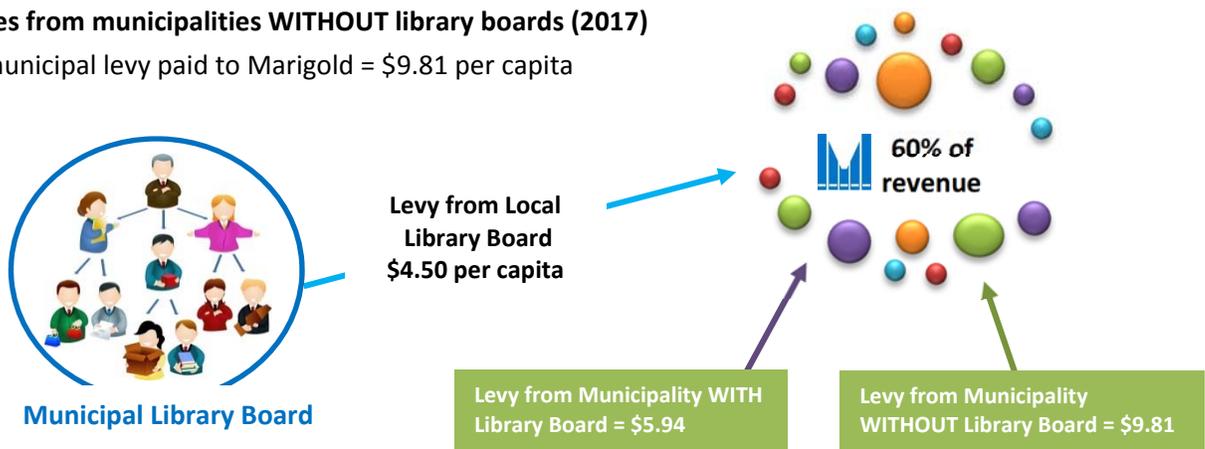
Levies from municipalities WITH library boards (2017)

1. municipal levy paid to Marigold = \$5.94 per capita
2. library board levy paid to Marigold = \$4.50 per capita

Combined levies from municipalities WITH library boards = \$10.44 per capita

Levies from municipalities WITHOUT library boards (2017)

3. municipal levy paid to Marigold = \$9.81 per capita



2017 MUNICIPAL COUNCIL LEVIES

Municipal levies and library board levies account for **60%** of Marigold’s total revenue.

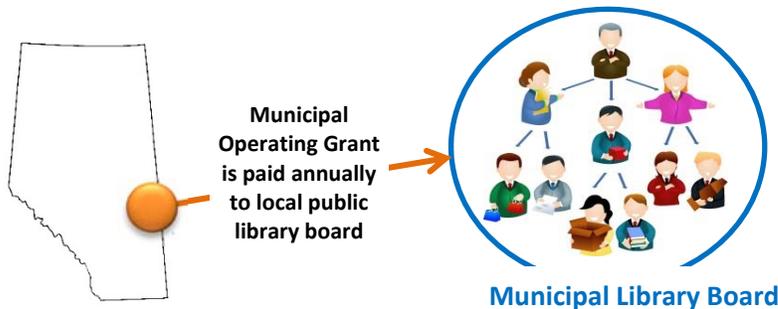
Revenue from Province — Municipal Affairs

Public library boards receive an Operating Grant from Municipal Affairs

To be eligible for funding, public library boards must receive a local appropriation from their municipality and must submit four (4) documents as part of their grant application: audited year-end financials, budget, annual report, current plan of service (strategic plan).

The **operating grant** is based on the following population breakdown:

- population up to 600 = \$ 6,660
- population 601 – 1,200 = \$ 8,503
- population 1201 – 3000 = \$ 16,650
- population over 3,000 = \$ 5.55 per capita, **based on 2016 official population.**



Municipal Affairs sets the per capita rate and the official population. This is determined each year when the government's budget is approved (usually in the spring).

- Find information about provincial funding support for Public Library Service at: www.municipalaffairs.alberta.ca/plsb_provincial_funding_support
- Find information about Grant Applications/Guidelines for Public Library Boards at: http://www.municipalaffairs.alberta.ca/plsb_funding_and_grants
- Municipal Census and Population Lists: www.municipalaffairs.alberta.ca/mc_official_populations

Marigold Library System Board receives Operating Grants from Municipal Affairs

Library System Operating Grant: Provincial money from Municipal Affairs is given to Marigold for operations — to be used to run the System and provide System services. This grant accounts for **27%** of total revenue, \$4.70 per capita, based on 2016 population.

Library Services Grant: Given to Marigold to act as the Board of Record for municipalities without boards. Municipalities without library boards are typically Counties, MDs, IDs (Improvement Districts) and Special Areas. Some of these have full service libraries in hamlets. This grant accounts for **9%** of total revenue, \$5.55 per capita, based on 2016 population. All this money and more is turned around and given to libraries in the form of service grants.

Hamlets are not incorporated so they do not receive operating grants from Municipal Affairs. **Marigold's community libraries** [Carseland, Berry Creek, Bighorn, Gleichen, Millarville and Rumsey] located in hamlets, each receive an annual Service Grant of \$3,100 and an annual Community Library grant of \$6,660 from Marigold's general operating funds. (= \$9,760 each)

From its operating budget Marigold adds to revenue to increase service grant amounts for all 36 Marigold libraries. The amounts and conditions are outlined in Marigold's *Transfer Payments Policy*

2.5% of Marigold's revenue is also made up of reimbursements, donations and interest.

► Fundraising / Donations / Fees

➔ Libraries supplement revenue by fundraising

Many libraries hold special events such as galas, dinner theatres, fall fairs, adopt-a-book programs, book sales, silent auctions, planned giving programs, read-a-thons, or selling library book bags / t-shirts. Check out “library fundraising” on Pinterest or other social media sites for more ideas.

➔ Libraries supplement revenue through financial donations

Contact your Marigold Library System headquarters consultant to discuss registered charity status conditions, rules and procedures and about how to form a Friends Society.

➔ Libraries supplement revenue through fees

Fees are determined by the local library board as per the *Alberta Libraries Act of Alberta* Section 36(1). Fees can include: library card processing fee, room rental, photocopying, overdue fines or fees for damaged materials. It is not acceptable to charge an attendance fee for library-hosted programs. Libraries may charge a nominal amount for program supplies such as art supplies or popcorn and refreshments for movie night.

Where to find grants

- **Grant Connect** Online access in library only. This eResource provides up-to-date detailed information on all Canadian grantmaking foundations, hundreds of corporate community investment programs and government funding programs.
- **Your municipality** may have a grant application process for special projects. For example Wheatland County has a Community Enhancement Grant where libraries in its region are eligible to apply. Check your municipal website for information.
- **Some municipalities have grant writers** on staff who are willing to advise and assist with projects.
- **Alberta Lottery Fund** www.albertalotteryfund.ca



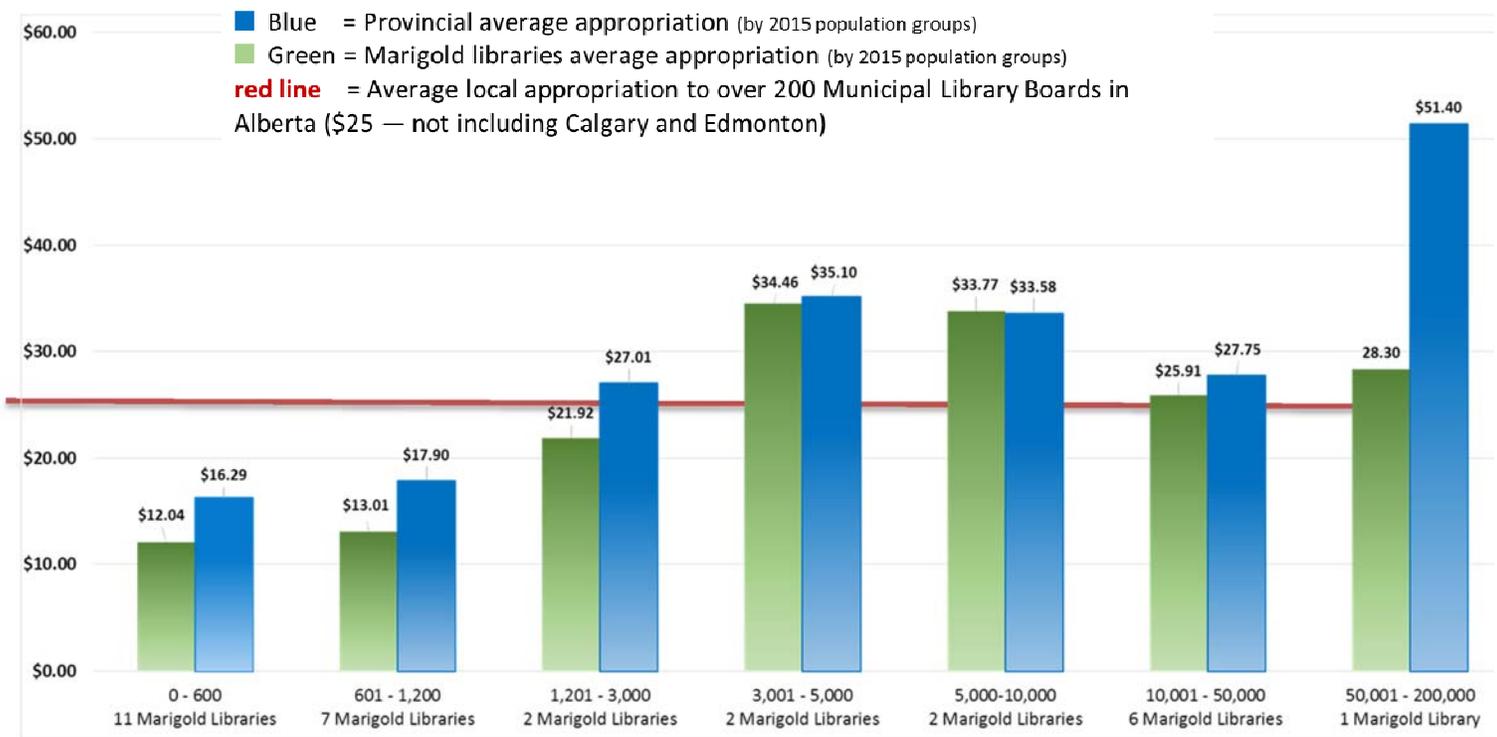
Making a case for library funding:

- Decide what key messages to share with decision makers. Provide straightforward, clearly worded information that enhances relationships and gets decision makers motivated to become involved.
- Connect with the community to get residents to speak on behalf of the library; organize events to show Council that the library is doing its part.
- It is important that local library board members develop a visible presence to ask for funding from their municipal councils. Councilors are more likely to respond favorably if they see Board members and staff at a number of Council meetings and community events.

Make it a goal to raise funds, not fees!

Help people see and speak enthusiastically about the value in your library!

How Marigold member libraries compare with local appropriations across the province in 2015 - by population range. (not including Calgary and Edmonton)



2015 statistics are a result of the compilation of available data from the 2015 Annual Report as completed by Alberta's library boards.

This chart does not include Marigold's six Community Libraries.
 Info compiled from: http://www.municipalaffairs.alberta.ca/plsb_statistics

SCHEDULE C at a glance

Schedule C outlines Marigold's levy rates for municipalities and library boards for 2017 and 2018.

Over the years, the per capita levy rates have varied depending on the recommendation from Marigold Board's Schedule C Committee, including Councilors and Board members, who have analyzed projected service costs, and made a motion to be ratified by the Board as a whole (representation from 44 municipalities). Then "Schedule C" is sent with supporting documentation to all of the Municipal Councils for approval and signature.

Schedule C — Contributions (levy) paid to Marigold Library System			
Year	Municipality without library board Example: Wheatland County	Municipality with library board Example: Village of Standard	Municipal library board Example: Standard Library Board
2017	\$ 9.81 per capita	\$ 5.94 per capita	\$ 4.50 per capita
2018	\$ 10.26 per capita	\$ 6.06 per capita	\$ 4.50 per capita