



Received
MAR 15 2019
Finance

March 7, 2019

Kristine Tallent, CFO
Assistant City Administrator/CFO
City of Franklin
109 Third Avenue South
Franklin, TN 37064

Dear Ms. Tallent:

I would like to request \$64,200 from the City of Franklin to purchase print books, audio, and digital formats for the Williamson County Public Library. Unlike the Williamson County funds, which provide for staffing and operating costs, the City of Franklin's contribution is used exclusively for reading materials.

Unknown by some individuals, one bestselling eBook costs us approximately \$84.00. The \$15.00 that individuals pay for that title is not available for libraries. This is due to agreements between book publishers and online distributors, which raise charges to libraries. The Library will use the City of Franklin funds to enhance our book collection and provide more reading materials for Franklin residents.

The residents of Franklin enjoy the resources of the Williamson County Public Library. The main library is an information gathering learning center from which citizens of all ages can take advantage and grow.

The generous partnership between the Williamson County Public Library and the City of Franklin continues to grow. Last April, the Williamson County Public Library Foundation sponsored an art show for Franklin Special School District Students. It was an amazing event and the Foundation plans on doing it again this spring.

Please consider this request as it benefits the majority of the City's taxpayers.

I am happy to discuss it further at your convenience and can be reached at 615-595-1240.

Sincerely,

A handwritten signature in black ink, appearing to read "Dolores Greenwald".

Dolores Greenwald, Director
DG/rp



NON-PROFIT ORGANIZATION
REQUEST FOR CITY OF FRANKLIN
2019-20 FISCAL YEAR

Organization Name: Williamson County Library Phone: (615)595-1240
Contact Person & Title: Dolores Greenwald
Mailing Address: 1314 Columbia Avenue
Federal Identification # (if applicable): _____
Email Address: dolores.greenwald@williamsoncounty-tn.gov

Number of Active Participants in Organization: 64

Does this organization charge fees to participants? Yes _____ No X
If Yes, please itemize the structure utilized (use a separate sheet if necessary):

If No, please explain: The Library is owned by Williamson County and does not charge fees.

Please provide the approximate number of clients served by your program on a yearly basis
29,727.

All funds provided by the Williamson County Commission must be used to provide assistance to Williamson County citizens only. Please provide documentation to show the expenses used for service to Williamson County Citizens: and an estimate of how many are Williamson County Citizens: No fee for service.

List ANY agency (or agencies) in Williamson County which you consider may directly, or indirectly, provide the same or similar services as those provided by your agency. If such an agency exists, please list the similarities (use additional sheet, if needed):

Unless prohibited by law, please provide documentation that your organization made a good faith effort to collect donations from private resources.



HISTORIC
FRANKLIN
TENNESSEE

**Non-Profit Organization Request for
City of Franklin - Page Two**

Organization: Williamson County Public Library

EXPENDITURES:	Actual 2017-18	Projected Expended 2018-19	Requested 2019-20
Total			

REVENUES:	Actual 2017-18	Projected Expended 2018-19	Requested 2019-20
Williamson County Government			
City of Franklin Government		\$64,220	\$64,200
Total		\$64,200	\$64,200

**Non-Profit Organization Request for
City of Franklin - Page Three**



Organization: _____

Personnel & Salary Information

PERSONNEL:	Actual 2017-18	Projected Expended 2018-19	Requested 2019-20
Total			

List any equipment owned by this organization funded, in whole or in part, by City of Franklin. Please indicate what it is used for, how it is maintained and where it is stored (use a separate sheet if necessary): _____



**City of Franklin
APPLICATION ADDENDUM**

For the funding year, July 1, 2019 through June 30, 2020

Name of Agency: Williamson County Public Library Date: March

Please provide a detailed description of the proposed use of funds that the City of Franklin might provide for Fiscal Year 2019-20:

The funds requested from the City of Franklin will assist the Library in providing circulating materials to the citizens of Franklin.

Please provide information on any interaction that your agency has with the operations of City of Franklin departments (e.g., response to calls from Police after domestic incidents, provision of meals or lodging to displaced persons, etc.):



Please answer completely the following questions using additional pages if necessary:

1. Specifically what services did your agency provide last year for which you are requesting funding this year? What were the objectives and results? (Include description capacity, intensity and duration of services.) _
2. The Library purchased books and other available for checkout for Williamson County City of Franklin residents

3. Are there procedures in place for measuring the results achieved by your agency? If so, provide detailed data. Yes, the Library provider for circulating items

4. Does your agency receive any external quality review or accreditation? If so, provide a copy of certificate or license and please explain.
Yes from the State of Tennessee Comptroller's office

5. What percent of your local agency budget is your allocation request from the City of Franklin?

2.82

6. What other fundraising activities does your agency engage in during the year?

7. Do you charge any fees for your services?

No



**Annual Reporting Form for Nonprofit Organizations
Seeking Financial Assistance from Local Governments**

Williamson County Library

Name of Nonprofit Organization

1314 Columbia Avenue

Franklin

Williamson TN

37064

Street Address

City

County

State

Zip

**Annual Financial Report of Cash Receipts, Disbursements, and Balances
For the Fiscal Year from 2018 through 2019**

Report Required by Title 5, Chapter 9, Part 1,
And Title 6, Chapter 54, Part 1, *Tennessee Code Annotated*

Receipts

Federal Grants

\$ _____

State Grants

Financial Assistance from Local
Governments

Donations and Gifts from Citizens

Membership Dues

Fees/Charges for Services

Fundraising Events

Sale of Assets

Loans-Borrowed Funds

Investment Income

Other Receipts

Total Receipts

\$ _____ (A)

Disbursements

Grants and Other Assistance Paid to
Other Organizations and Individuals

\$ _____

Salaries and Wages

Employee Benefits

Payroll Taxes

Fees for Services (non-employee)

Advertising and Promotion

Office Expenses

Leases/Rentals

Maintenance and Repairs

Supplies

Travel

Utilities	_____	
Insurance	_____	
Conferences, Conventions and Meetings	_____	
Interest	_____	
Purchase of Capital Assets – Vehicles and Equipment	_____	
Purchase of capital Assets – Property and Buildings	_____	
Loan Payments	_____	
Other	_____	
Total Disbursements		\$ _____ (B)

Cash Receipts Less Disbursements for the fiscal Year (A-B=C) \$ _____ (C)

Cash Balance - at the beginning of the fiscal year \$ _____ (D)

Cash Balance - at the end of the fiscal year (C+D=E) \$ _____ (E)

Details of Cash Balance - at the end of the fiscal year

Cash on Hand	\$ _____	
Cash in Bank – Checking	_____	
Cash in Bank – Savings Accounts	_____	
Cash in Bank – Certificates of Deposits	_____	
Other Cash	_____	
Total Cash - at the end of the fiscal year		\$ _____ (E)

Please Explain Proposed Use of the Financial Assistance from Local Governments.

Once the State of TN's Comptroller's office completes the FY 2018 audited expenses based on GAAP, I will submit the report to the City of Franklin.

I certify that this report accurately presents the cash receipts, disbursements, and balances of the Williamson County Public Library for the fiscal year noted above.

Name of Nonprofit Organization

Person Preparing Report

Dolores Greenwald
Printed Name


Signature

Phone Number 615-595-1240 Email Address Dolores.greenwald@williamsoncounty-tn.gov
Date 3/5/2019