

LIBRARY FOUNDATION OF CONTRA COSTA

90-3582/1222

1121

777 ARNOLD DR STE 210  
MARTINEZ, CA 94553-3641

DATE 7/1/25



PAY TO THE  
ORDER OF

Contra Costa County Library \$ 7,000 -  
seven thousand and no/100 DOLLARS

**usbank.**

MEMO

Pr #2

*[Signature]*

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Security features Details on back



Library Foundation of Contra Costa

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Contra Costa County Library  
777 Arnold Drive, Suite 210  
Martinez, CA 94553  
[alison.mckee@library.cccounty.us](mailto:alison.mckee@library.cccounty.us)

March 2, 2025

Re: Leshar Foundation Grant 2025

Dear Ms. McKee,

We are pleased to provide you with a grant in the amount of \$20,000 for the purchase of books and materials to expand Chinese collections by 2-3%, Filipino collections by 20-25%, Vietnamese collections by 55-70% and expand the number of branches with Filipino collections to 3 locations systemwide. We will provide the Library with these funds in the following allotments: April 1, 2025 - \$6,000; July 1, 2025 - \$7,000; October 1, 2025 - \$7,000. Please complete the purchase of these materials by December 31, 2025, and provide a final report regarding these materials within 30 days of completion of the purchases. This report should include the number of materials purchased by primary category. Additional stories, pictures, or testimonials regarding the materials are encouraged. In addition, please retain all records related to the purchase of the materials for a period of five (5) years to be available as needed for audit purposes. If you need additional time to obtain the materials or would like to make other modifications, please inform us in writing and we will review and respond to your request.

We also provide a grant in the amount of \$10,000 to support programming at the following branches:

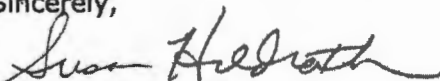
- Full-service: Antioch, Concord, El Sobrante, Oakley, Pinole, Pittsburg, San Pablo
- Outlets: Bay Point, Crockett, Prewett, Rodeo

We recommend that the outlets receive no less than \$500 each and that the full-service branches receive approximately \$1,200-1,250 each, bearing in mind the total amount

allocated should not exceed \$10,000. The Library Foundation of Contra Costa will pay these vendors directly on behalf of the Library. These funds should be spent by December 31, 2025, and provide a final report on the use of the funds within 30 days of completion of the programs. This report should include the number of programs provided, the number of attendees at each program, any evaluations of the success of the programs as well as stories, pictures or attendee feedback.

We are grateful for all that you do to provide library services within our community.

Sincerely,

  
Susan Hildreth, Chair