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Enactment Number	23-0125
Enactment Date	1/17/2023
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OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Board of Education

January 11, 2023

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer
Vanessa Sifuentes, High School Network Superintendent
Aryn Bowman and Alykhan Boolani, Co-Principals, Life Academy

Subject: Grant Agreement - The Helzel Family Foundation Fund at The East Bay Community Foundation - Grant #20231239 – Life Academy

ACTION REQUESTED:

Approval by the Board of Education of a Grant Agreement, Grant #20231239, by and between the District and The Helzel Family Foundation Fund at The East Bay Community Foundation, Oakland, CA, with the former accepting \$50,000.00, for Project: High School Literacy Instruction at Life Academy, for the period of January 1, 2023 through December 31, 2023, pursuant to the terms and conditions thereof, if any.

BACKGROUND:

Grant Agreement for OUSD schools for the 2022-2024 fiscal years was submitted for funding as indicated in the chart below. The Grant Face Sheet and grant application packets are attached.

File I.D #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
22-2959	Yes	Grant	Oakland Unified School District, Life Academy	To support High School literacy instruction.	January 1, 2023 - December 31, 2023	The Helzel Family Foundation Fund at The East Bay Community Foundation Grant	\$50,000.00

DISCUSSION:

The District created a Grant Face sheet process to:

- Review proposed grant projects at OUSD sites and assess their contribution to sustained student achievement
- Identify OUSD resources required for program success

OUSD received a Grant Face Sheet and a completed grant application for the program listed in the chart by the school.

FISCAL IMPACT:

The total amount of grants will be provided to OUSD schools from the funders.

- Grants valued at: \$50,000.00

RECOMMENDATION:

Approval by the Board of Education of a Grant Agreement for Life Academy for fiscal years 2022-2024, pursuant to the terms and conditions thereof, for the grant year, if any.

ATTACHMENTS:

Grant Face Sheet

Grant Award Letter

Helzel Family Foundation Fund Grant Agreement Grant #20231239

OUSD Grants Management Face Sheet

Title of Grant: High School Literacy Instruction	Funding Cycle Dates: 1/1/2023 – 12/31/2023
Grant’s Fiscal Agent: (contact’s name, address, phone number, email address) The East Bay Community Foundation 200 Frank H. Ogawa Plaza, Oakland, CA 94612 (510) 836-3223	Grant Amount for Full Funding Cycle: \$50,000.00
Funding Agency: The Helzel Family Foundation Fund at The East Bay Community Foundation 200 Frank H. Ogawa Plaza, Oakland, CA 94612	Grant Focus: High School Literacy Instruction
List all School(s) or Department(s) to be Served: Life Academy	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	These funds will allow us to directly fund a position to support students with small group literacy instruction at our high school for the spring semester.
How will this grant be evaluated for impact upon student achievement? (Customized data design and technical support are provided at 1% of the grant award or at a negotiated fee for a community-based fiscal agent who is not including OUSD’s indirect rate of 4.22% in the budget. The 1% or negotiated data fee will be charged according to an Agreement for Grant Administration Related Services payment schedule. This fee should be included in the grant’s budget for evaluation.)	We already collect a lot of data on students via Reading Inventory test given three times a year, as well as DIBELS testing for reading fluency. We expect to see an increase in both assessments at the end of the year for these select group of students. In the case of EL students, we expect to see an increase in ELPAC scores as well, and perhaps reclassification as well.
Does the grant require any resources from the school(s) or district? If so, describe.	No
Are services being supported by an OUSD funded grant or by a contractor paid through an OUSD contract or MOU? (If yes, include the district’s indirect rate of 4.22% for all OUSD site services in the grant’s budget for administrative support, evaluation data, or indirect services.)	No
Will the proposed program take students out of the classroom for any portion of the school day? (OUSD reserves the right to limit service access to students during the school day to ensure academic attendance continuity.)	No
Who is the contact managing and assuring grant compliance? (Include contact’s name, address, phone number, email address.)	Name/Title: Aryn Bowman and Alykhan Boolani Site: 335 Address: 2101 – 35 th Avenue, Oakland, CA 94601 Phone: (510) 879-1335 Email: aryn.bowman@ousd.org and alykhan.boolani@ousd.org

Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal/Administrator	Aryn Bowman or Alykhan Boolani		12/16/22
Chief Academic Officer	Sondra Aguilera		12/16/2022

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Senior Business Officer	Lisa Grant-Dawson		
Superintendent	Kyla Johnson-Trammell		



The Helzel Family Foundation Fund at The East Bay Community Foundation

December 8, 2022

Aryn Salazar Bowman and Alykhan Boolani
Co-Principals
Oakland Unified School District, FBO: Life Academy High School
1000 Broadway, Suite 300
Oakland, CA 94601

RE: Grant #20231239

Dear Aryn Salazar Bowman and Alykhan Boolan:

We are pleased to notify you that the Helzel Family Foundation Fund of the East Bay Community Foundation has awarded a grant to Oakland Unified School District, FBO: Life Academy High School for \$50,000.00. This grant is for High School literacy instruction. The grant payment will be processed after receipt of the signed Grant Agreement (enclosed), and will be made by mailed check or ACH transfer depending on your organization's selection. If you have not yet registered for ACH payments with EBCF and would like to, please email grantsmanagement@eastbaycf.org for instructions as soon as possible.

The enclosed Grant Agreement forms the contract between Oakland Unified School District, FBO: Life Academy High School and the East Bay Community Foundation. Please read it carefully as it outlines the conditions of the grant as well as the payment and reporting schedule. *Kindly acknowledge receipt and acceptance of the terms thereof by signing this agreement via DocuSign.* A fully signed copy will be provided. If the signed Agreement is not returned within 30 days, this award may be voided. Also included are the Report Guidelines. *Please keep these guidelines in your files to assist you with preparing a final report as indicated.*

The weekly deadline to complete the DocuSign is Monday at 3:00pm PT for a Friday payment. The grant number for this grant is **#20231239**. Please refer to it in your correspondence with us.

Please recognize this grant in your media (social, web and print) as the Helzel Family Foundation Fund at the East Bay Community Foundation.

Sincerely,

A handwritten signature in blue ink, appearing to read "Laura Choe".

Laura Choe
Director of Grants Management & Scholarships

Enclosure: Grant Agreement, Report Guidelines

*The Helzel Family Foundation Fund
at The East Bay Community Foundation*

**DONOR ADVISED GRANT PROGRAM
GRANT AGREEMENT**

Between the Helzel Family Foundation Fund at the East Bay Community Foundation (the “Foundation”) and:

Grantee: Oakland Unified School District, FBO: Life Academy High School
Address: 1000 Broadway, Suite 440
Oakland, CA 94607
Contact Person: Aryn Salazar Bowman and Alykhan Boolani
Foundation Contact: grantsmanagement@eastbaycf.org
Grant Number: #20231239

Purpose and Conditions of the Grant

This grant from the Helzel Family Foundation Fund at the East Bay Community Foundation is made to Oakland Unified School District, FBO: Life Academy High School for the purpose and with the conditions outlined below (the “Grant”).

- 1. Grant Purpose:** High School literacy instruction
- 2. Grant Period:** 1/1/2023 - 12/31/2023
- 3. Grant Amount:** \$50,000.00
- 4. Payment Schedule:** One-time payment will be processed after receipt of the signed Grant Agreement.
- 5. Reporting Schedule:** Final report should be provided at the end of the Grant period, but no later than: 10/15/2023
- 6. Special Conditions:** Grant Classification (re: Financial Accounting Standard Board’s SFAS 116-117):
 - I. Unconditional Conditional
 - II. Unrestricted Restricted

Restricted grants can be used only to fund the stated purpose of the grant. Conditional grants are paid only after a condition has been met.

**Helzel Family Foundation Fund Grant Agreement
Grant #20231239**



Because this Grant is from a donor advised fund, we must remind you that the Grant must be used exclusively for charitable purposes, and that this Grant may not result in a more than incidental benefit to the donor, donor-appointed advisor, or related parties or businesses.

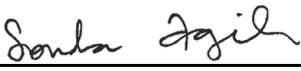
By accepting this Grant, your organization also certifies to the East Bay Community Foundation that this Grant will not be used by you to satisfy the payment of any pledge or other personal financial obligation on behalf of the donors of the Helzel Family Foundation Fund.

By signing this Agreement, your organization agrees to the following: i) that you will not use the funds for lobbying or political activities; ii) that you will return any funds not used for the designated purposes; and iii) that you will maintain the Grant funds in a separate fund so that charitable funds are segregated from non-charitable funds.

By signing this agreement the Grantee signatory acknowledges that he/she has read and understood the Agreement and that the Grantee accepts its terms and conditions.

Grantee:

By: Authorized Officer of Grantee

Name: Sondra Aguilera Signature: 
Chief Academic Officer

Date 12/13/2022


Mike Hutchinson, President, Board of Education 1/18/2023

Kyla Johnson Trammell, Secretary, Board of Education 1/18/2023

Approved as to form by OUSD Legal
on 12/13/22 by Joshua R. Daniels



East Bay Community Foundation:



By: _____
Laura Choe, Director of Grants Management & Scholarships 12/8/22

PLEASE RETURN GRANT AGREEMENT via DOCUSIGN

