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| Introduction Date | December 13, 2017 |
| Enactment Number | 17-1716 |
| Enactment Date | 12/13/17 |
| By |  |



**OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Board of Education**

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent
Vernon Hal, Senior Business Officer
Jennifer LeBarre, Executive Director Nutrition Services

Subject: **Grant Award Notifications– School Breakfast Program and Summer Food Service Program Start-Up and Expansion Grant**

ACTION REQUESTED:

Acceptance by the School Breakfast Program and Summer Food Service Program Start-Up and Expansion Grant effective July 1, 2017 – March 1, 2018.

BACKGROUND:

Grant proposals for OUSD was submitted for 2017-2018 fiscal year for funding as indicated in the chart below. The Grant Face Sheet and grant application packets are attached.

| File ID # | Backup Document Included | Type | Recipient | Grant's Purpose | Time Period | Funding Source | Grant Amount |
|-----------|--------------------------|-------|-------------------------|--|---------------------|---|--------------|
| | X | Grant | OUSD Nutrition Services | Breakfast Program and Summer Food Serv. Program Start-Up Expansion | 7/1/2017 - 3/1/2018 | School Breakfast Program and Summer Food Service Program Start-Up and Expansion Grant | \$145,463.00 |

DISCUSSION

The District created a Grant Face Sheet process to:

- Review proposed grant projects at OUSD sites and assess their contribution to sustained student
- 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 department.

FISCAL IMPACT:

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

- Grants valued at: \$145,463.00

RECOMMENDATION:

Acceptance by the School Breakfast Program and Summer Food Service Program Start-Up and Expansion Grant funding. Notifications according to the terms and conditions set forth in the attached Grant Award Notification letter.



OAKLAND UNIFIED
SCHOOL DISTRICT

Community Schools, Thriving Students

Attachments:

Grant Face Sheet; Grant Award Notifications

OUSD Grants Management Face Sheet

| | |
|--|---|
| Title of Grant: School Breakfast Program and Summer Food Service Program Start-Up and Expansion Grant | Funding Cycle Dates: July 1, 2017- March 1, 2018 |
| Grant's Fiscal Agent: Nutrition Services/OUSD | Grant Amount for Full Funding Cycle: \$145,463.00 |
| Funding Agency: FMU – Breakfast Grant Nutrition Services Division, California Department of Education, 1430 N Street, Suite 4503, Sacramento, CA 95814-5901 | Grant Focus: Breakfast Program or Summer Food Service Program Start-Up and/or Expansion Grant. |
| List all School(s) or Department(s) to be Served: Nutrition Services | |

| Information Needed | School or Department Response |
|---|--|
| How will this grant contribute to sustained student achievement or academic standards? | Grant provides funds for the School Breakfast Program or Summer Food Service Program Start-Up and/or Expansion Grant. |
| 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 5.17% 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.) | <i>N/A</i> |
| Does the grant require any resources from the school(s) or district? If so, describe. | <i>N/A</i> |
| 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 5.17% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.) | Yes |
| 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.) | Jennifer Le Barre Executive Director 900 High St. Oakland, CA 94601 510-434-3334 Jennifer.LeBarre@ousd.org |

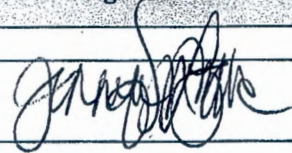
Applicant Obtained Approval Signatures:

8/2010 OUSD Grants Management Services

| Entity | Name/s | Signature/s | Date |
|--------|--------|-------------|------|
|--------|--------|-------------|------|

Department Head
(e.g. for school day programs or for extended day and student support activities)

Jennifer LeBarre

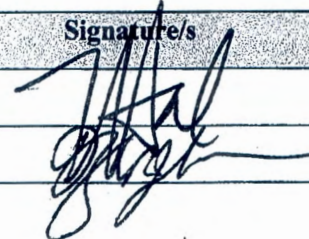
 7/21/17

Grant Office Obtained Approval Signatures:

| Entity | Name/s | Signature/s | Date |
|--------|--------|-------------|------|
|--------|--------|-------------|------|

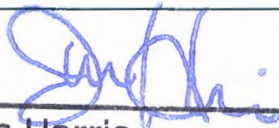
Fiscal Officer

Vernon Hall

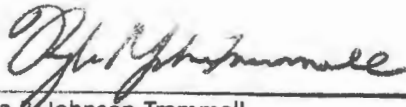


Superintendent

Kyla Johnson-Trammell



James Harris
President, Board of Education



Kyla Johnson-Trammell
Secretary, Board of Education

Grant Award Notification

| | | | | | | | |
|--|----------------------------------|---------------------------|--------------|--|------------------------------------|------------------------------|---------------------|
| GRANTEE NAME AND ADDRESS Devin Dillon, Superintendent Oakland Unified School District 900 High Street Oakland, CA 94601 | | | | CDE GRANT NUMBER | | | |
| | | | | FY 17 | PCA 23668 | Vendor Number 6125 | Suffix 00 |
| Attention District Superintendent or School Administrator | | | | STANDARDIZED ACCOUNT CODE STRUCTURE | | COUNTY 1 | |
| Program Office Nutrition Services Division | | | | Resource Code 5380 | Revenue Object Code 8520 | INDEX | |
| Telephone 510-434-3334 | | | | | | | |
| Name of Grant Program School Breakfast Program and Summer Food Service Program Start-up and Expansion Grant | | | | | | 0190 | |
| GRANT DETAILS | Original/Prior Amendments | Amendment Amount | Total | Amend. No. | Award Starting Date | Award Ending Date | |
| | \$145,463.00 | | \$145,463.00 | | 7-1-17 | 3-1-18 | |
| CFDA Number | Federal Grant Number | Federal Grant Name | | | Federal Agency | | |
| | | | | | | | |

I am pleased to inform you that you have been funded for the School Breakfast Program or Summer Food Service Program Start-up and/or Expansion Grant.


This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.

Please return the original, signed Grant Award Notification (AO-400) within 20 days of receipt to:

FMU—Breakfast Grant
 Nutrition Services Division
 California Department of Education
 1430 N Street, Suite 4503
 Sacramento, CA 95814-5901

| | | |
|--|--|--|
| California Department of Education Contact Tara Chambers | | Job Title School Nutrition Programs Specialist |
| E-mail Address breakfastgrant@cde.ca.gov | | Telephone 916-323-7177 |
| Signature of the State Superintendent of Public Instruction or Designee <i>Tom Torlakson</i> | | Date May 26, 2017 |
| CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS | | |
| On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding. | | |
| Printed Name of Authorized Agent Devin Dillon | | Title Superintendent |
| E-mail Address superintendent@ousd.org | | Telephone 510-879-8200 |
| Signature <i>Devin Dillon</i> | | Date 6/13/17 |

OAKLAND UNIFIED SCHOOL DISTRICT
 Office of the General Counsel
 APPROVED FOR FORM AND SUBSTANCE

By: 
 Michael L. Smith, Attorney at Law

Grant Award Notification (Continued)

Please note these very important Fresh Fruit and Vegetable Program (FFVP) Grant guidelines:

1. Grantees must follow all of the FFVP guidance issued by the U.S. Department of Agriculture (USDA) and the California Department of Education (CDE) as outlined in the FFVP Application Package for School Year 2017–18.
 - The USDA's *FFVP Handbook for Schools* (December 2010) is available at <http://www.fns.usda.gov/cnd/ffvp/handbook.pdf>.
 - The CDE California FFVP Guidelines Web page is available at <http://www.cde.ca.gov/ls/nu/sn/caffvpguidelines.asp>.
2. Each grantee will receive their FFVP Grant award in **two allocations** during the July 1, 2017, through June 30, 2018, grant period:
 - **First Allocation: July 1, 2017, through September 30, 2017**
 - **Second Allocation: October 1, 2017, through June 30, 2018**

Please note that the initial Grant Award Notification (GAN) letter indicates a grantee's **First Allocation** only. This funding **must be spent by September 30, 2017**. Any unspent funds cannot be used after September 30, 2017, and will be returned to the USDA.

Prior to October 2017, the CDE will provide a second GAN letter to reflect the **Second Allocation** of funding. The grantee may spend these funds from **October 1, 2017, through June 30, 2018**. At the end of the grant period, all unspent funds will be returned to the USDA.

If the school food authority has any participating FFVP schools that have not implemented the FFVP by October 16, 2017, the CDE will amend the second allocation award of that school to zero dollars and remove the school from the FFVP.

3. Grantees must abide by the FFVP Grant award reimbursement process provided below:
 - Funds will not be disbursed until a reimbursement claim is submitted.
 - Grantees submit reimbursement claims on a monthly basis.
 - FFVP reimbursement claims must be filed within 30 days after the month for which a grantee is claiming reimbursement.
 - Any reimbursement claims submitted in excess of the grantee's total award amount will not be paid.
 - Grantees are responsible for monitoring their award budget to ensure that spending is consistent with allowable costs.
4. All grantees **must** participate in three FFVP Orientation Webinars (Program, Fiscal, and Claiming) in August 2017. Grantees will receive notice in July 2017 of the dates and times the Webinars will be offered.
5. At the end of the grant period, grantees will be responsible for completing a final progress report, which will include information about the variety of fruits and vegetables served, frequency of snack service, snack delivery method, nutrition education offered, and partners assisting with FFVP implementation.