

File ID Number	14-1990
Introduction Date	10-8-14
Enactment Number	14-1741
Enactment Date	10/8/14
By	OW



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

To: Board of Education

From: Antwan Wilson, Superintendent

Subject: **Grant Award Notifications– ConnectEd: California Center for College and Career**

ACTION REQUESTED:

Approval and acceptance by the Board of Education of Grant Agreement between District and ConnectEd: The California Center for College and Career, for fiscal year 2014-15, for continued implementation of a district-wide system of high quality pathways in order to reduce high school dropout rates, raise academic achievement, increase high school completion, and boost students' earning power after high school, as specified in the agreement, pursuant to the terms and conditions thereof, and to submit amendments for the grant year, if any.

BACKGROUND:

The Grant Agreement for the Linked Learning Office for the fiscal year 2014-15 was submitted for funding as indicated in the chart below.

File ID #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
	Yes	Grant Agreement	Oakland Unified School District for Linked Learning Office	The Grant will fund the development of a district-wide system of linked learning	July 1 2014 through June 30, 2015	ConnectEd: The California Center for College and Career	\$200,000.00

DISCUSSION

The Linked Learning Office reviewed the Implementation Plan for developing a system of Linked Learning Pathways, to assess its contribution to sustained students and to identify OUSD resources required for program success.

FISCAL IMPACT:

The total amount of the grant will be provided to the Linked Learning Office from the funder.

- Grants valued at: \$200,000.00

RECOMMENDATION

Approval and acceptance by the Board of Education of Grant Agreement between Oakland Unified School District and ConnectEd: The California Center for College and Career, for fiscal year 2014-15, to continue the development of a district-wide system of linked learning.

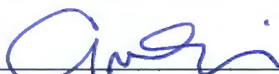
ATTACHMENTS:

Grant Face Sheet, Grant Agreement and Grant Notification Letter

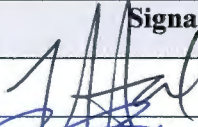
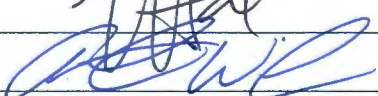
OUSD Grants Management Face Sheet

Title of Grant: Linked Learning	Funding Cycle Dates: July 1, 2014 to June 30, 2015
Grant's Fiscal Agent: Oakland Unified School District	Grant Amount for Full Funding Cycle: \$200,000
Funding Agency: ConnectEd (James Irvine Foundation)	Grant Focus: Linked Learning
List all School(s) or Department(s) to be Served: All OUSD high schools and middle schools will benefit	
Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	This linked learning implementation grant will allow us to improve the instructional quality of our linked learning pathways by providing targeted coaching of pathway communities of practice to: differentiate teaching practices to meet student needs; develop common pedagogies among pathway teachers aligned to the instructional shifts required by the Common Core State Standards and the Next Generation Science Standards; integrate curricula across academic and career technical courses; integrate work based learning experiences with academic subjects, increasing the rigor and relevance of both.
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 4.75% 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.)	The grant will be evaluated by an external evaluator, SRI International. The evaluation will take into account increased graduation rate, attendance and student test scores; transformed leadership practices; community involvement and partnerships.
Does the grant require any resources from the school(s) or district? If so, describe.	The grant will require the use of additional district resources to ensure the successful implementation of the linked learning initiative, in particular the work of district funded individuals in the Linked Learning Office (Director, Manager Career Readiness, Business Manager and Career Technical Education Specialist).
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 4.25% 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.)	Gretchen Livesey 2607 Myrtle Street, Room 104, Oakland, CA 94606 (510) 273-2373), Gretchen.livesey@ousd.k12.ca.us

Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal			
Department Head (e.g. for school day programs or for extended day and student support activities)	Gretchen Livesey		8/20/14

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Fiscal Officer	Vernon Hal		9/4/14
Superintendent	Antwan Wilson		9/5/14



ConnectEd
The California Center for College and Career

Transforming today's education
for tomorrow's economy

June 23, 2014

Gretchen Livesey
Oakland Unified School District
2607 Myrtle Street Room 104
Oakland, CA 94607

Dear Ms. Livesey:

I am very pleased to inform you that ConnectEd: The California Center for College and Career, through the support of The James Irvine Foundation, has approved a \$200,000 grant to Oakland Unified School District in support of the District's efforts to continue to build and sustain a district-wide system of high quality Linked Learning pathways.

This grant is subject to the terms outlined in the enclosed Grant Agreement. After you have reviewed these documents, please ask Superintendent Antwan Wilson to countersign the enclosed agreement where indicated, scan it into a PDF, and e-mail it to my associate, Nikki Gilman, at ngilman@ConnectEdCalifornia.org. If you are unable to scan the document, please fax it to Nikki at (510) 841-1076.

Please also ask Superintendent Wilson to review and sign the enclosed Expenditure Responsibility Commitment Form and return it along with the signed Grant Agreement.

We are delighted to offer this grant to Oakland Unified School District and look forward to continuing our work with the district. If you have any questions, please feel free to contact me by telephone at (510) 665-8208, or by e-mail at rcurtis@ConnectEdCalifornia.org. Melody Rose is also available to respond to questions and can be reached by telephone at (510) 647-4311 or ngilman@ConnectEdCalifornia.org.

Sincerely,

Robert Curtis
Director, Regional Linked Learning Support

Enclosures

BOARD OF DIRECTORS

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ConnectEd: The California Center for College and Career

GRANT AGREEMENT AND CONDITIONS

This Grant from ConnectEd: The California Center for College and Career (ConnectEd), through the support of The James Irvine Foundation (Foundation), is for the purposes described below and is subject to your acceptance of the conditions specified below. This Agreement will when it has been signed by an authorized representative of your organization, and a signed copy is received by ConnectEd (electronic PDF acceptable).

Grant Number: 14-06

Grantee: Oakland Unified School District

Grant Amount: \$ 200,000

Time Period: July 1, 2014 – June 30, 2015

Project Title: Grant for Priority Areas of Growth for the District-wide System of Linked Learning

Goal: Continue to build and sustain a district-wide system of high quality pathways by addressing the District's identified 2014-15 Years Priority Areas of Growth, and meeting the associated benchmarks.

Grant Expectations:

1. Attain the benchmarks the district has identified and submitted to address its 2014-15 Priority Areas of Growth (see Appendix C);
2. Retain dedicated staff to support district Linked Learning efforts;
3. By the end of the grant period, ensure that at least 6-8 pathways (in different industry sectors) in the district have achieved a level of quality and fidelity to achieve Linked Learning pathway certification;
4. Ensure the conditions for pathways to attain and sustain certification quality and fidelity – preserve common planning time, ensure cohort scheduling, deliver extensive professional development, adhere to approved programs of study, and adapt and/or create a four-year curriculum that prioritizes integration and multidisciplinary projects;
5. Participate fully in the Leadership Development Series consisting of (a) the Pathway and District Leadership Series sessions/residencies, and (b) the 2014 Summer Institute;

6. Formalize and convene at least semi-annually a broad-based coalition to monitor progress and share responsibility for results;
7. Identify one or more promising practices and work with ConnectEd staff and/or partner to document, formalize, publish, and disseminate those promising practices as part of a Linked Learning toolkit;
8. As requested, submit to the Institute for Evidenced Change (IEBC) data on a defined set of indicators;
9. Participate in research and evaluation activities associated with the California Linked Learning District Initiative grant;
10. Submit two program and financial reports, according to the schedule below and using the provided forms, and complete an annual self-assessment using the Rubric to Assess a System of Linked Learning Pathways.

Conditions: Expenditure Responsibility

STATEMENT OF WORK

The Grantee, as an independent organization and not as an agent of ConnectEd, will furnish necessary personnel, materials, services, equipment, facilities, and all other items necessary to accomplish all tasks specified in the Grantee's proposal. The Grantee's budget (Appendix A), Budget Narrative (Appendix B) and Scope of Work (Appendix C) are hereby incorporated, made a part of this grant agreement, and are deemed to state the activities, deliverables, and budget to be followed in carrying out this agreement.

SCHEDULE OF DELIVERABLES TIED TO GRANT INSTALLMENTS

2014 - 2015			
Deliverable Due Date	Deliverable Required	Payment Date	Amount
8/31/2014	Signed Grant Agreement	9/13/2014	\$ 150,000
7/31/2015	Final Narrative Financial Reports	8/13/2015	\$ 50,000

Please refer to the enclosed Grantee Reporting Guidelines for details on reporting to ConnectEd. Payments will be sent directly from ConnectEd's Grants Administration office.

GRANTEE'S FINANCIAL RESPONSIBILITIES

Grantee is expected to maintain complete and accurate financial records of revenues and expenditures relating to the grant for at least four (4) years after completion of the grant. In the event that ConnectEd is audited by any government agency, it may be necessary, in rare instances, for ConnectEd to examine, audit, or have audited the records of Grantee insofar as they relate to activities supported by this grant. Any expenses related to such activities will be borne by ConnectEd.

EXPENDITURE OF GRANT FUNDS

This grant contains an "expenditure responsibility" requirement as defined in Section 4945(d)(4) of the IRS Code. Grantee agrees to submit to ConnectEd full and complete reports with respect to the expenditure of the funds granted by ConnectEd in accordance with the reporting schedule set forth herein.

Grantee shall not use any portion of the grant to (a) carry on propaganda or otherwise attempt to influence specific legislation; (b) influence the outcome of any specific public election; (c) make any grant that does not comply with the requirements of Section 4945(d)(3) or (4) of the Internal Revenue Code (IRC); (d) undertake any activity for any purpose other than one specified in Section 170(c)(2)(B) of the IRC; or (e) induce or encourage violations of law or public policy, to cause any private inurement or improper private benefit to occur, or to take any other action inconsistent with Section 501(c)(3) of the IRC. Grantee shall not use any portion of the grant funds to support any form of violent political activity, terrorists, or terrorist organizations.

The grant is for the purpose(s) stated in this agreement. Grant funds may be expended only in accordance with the terms set forth herein. Grant funds may not be expended for any other purpose without prior written approval by ConnectEd. Grantee shall repay to ConnectEd any portion of the grant funds that is not spent or committed for the purposes stated in this agreement. Permission to make any major change (line items added or deleted, or transfers among line items greater than 20 percent of the approved line item amount) to the approved budget (Appendix A) must be requested in writing, and approved by ConnectEd in advance of the implementation of the change. ConnectEd requests written notification of any changes to key personnel during the term of grant.

USE OF SUBGRANTEES

With regard to the selection of any subgrantee necessary to carry out the purposes of the grant, ConnectEd retains the right to approve subgrantees, in advance. In accordance with the Foundation's Indenture of Trust, any funds regranted to public agencies, or agencies established by the federal, state or a local government, should supplement and not supplant government support.

PUBLICITY, PUBLICATIONS, AND COMMUNICATION WITH THE MEDIA

Should Grantee choose to acknowledge ConnectEd's support of its organization and to include ConnectEd and the Foundation's name on printed and visual materials that are produced with its support, Grantee should refer to the Grantee Communications Guidelines included in this packet.

ANTI-DISCRIMINATION

Grantee agrees that, in the performance of this Agreement, it will not unlawfully discriminate in its employment practices, volunteer opportunities, or the delivery of programs or services on the basis of race, color, religion, gender, national origin, ancestry, age, medical condition, handicap, veteran status, marital status, sexual orientation, or any other characteristic protected by law.

INDEMNIFICATION

In the event that a claim of any kind is asserted against the Grantee or ConnectEd related to or arising from the project funded by the Grant and a proceeding is brought against ConnectEd by reason of such claim, the Grantee, upon written notice from ConnectEd, shall, at the Grantee's expense, resist or defend such action or proceeding, at no cost to ConnectEd, by counsel approved by ConnectEd in writing.

Grantee hereby agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless ConnectEd, its officers, directors, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly, or partially arising from or in connection with any act or omission by Grantee, its employees or agents, in applying for or accepting the Grant, in expending or applying the Grant funds or in carrying out any project or program supported by the Grant, except to the extent that such claims, liabilities, losses, and expenses arise from or in connection with any act or omission by ConnectEd, its officers, directors, employees, or agents.

TERMINATION

ConnectEd, at its sole option, may terminate this agreement or withhold payments, or both at any time if, in ConnectEd's judgment: a) ConnectEd is not satisfied with the quality of the Grantee's progress toward achieving the project goals, objectives, and statement of work; b) ConnectEd is of the opinion that the Grantee is incapable of satisfactorily completing the project or has ceased to be an appropriate means of accomplishing the purposes of the grant; c) the Grantee dissolves or fails to operate; or d) the Grantee materially fails to comply with the terms and conditions of this agreement. If termination occurs prior to the scheduled end date, the Grantee shall, upon request by

File ID Number: 14-1990
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By: [Signature]

ConnectEd, provide to ConnectEd a full accounting of the receipt and disbursement of funds and expenditures incurred under the Grant as of the effective date of termination. Within sixty (60) days after written request by ConnectEd, the Grantee shall remit all Grant funds unexpended as of the effective date of termination.

LIMITATION

This Agreement contains the entire agreement between the parties with respect to the Grant and supersedes any previous oral or written understandings or agreements. It is expressly understood that by making this Grant, ConnectEd has no obligation to provide other or additional support to the Grantee for purposes of this project or any other purposes.

ACCEPTANCE OF TERMS

On behalf of ConnectEd: The California Center for College and Career, I extend every good wish for the success of this project.

By: [Signature]
Name: E. Gareth Hoachlander
Title: President
Date: _____

I acknowledge that the Grantee has received and reviewed this document. The above terms and conditions are hereby accepted and agreed to as of the date specified.

Accepted on behalf of Oakland Unified School District

By: [Signature]
Name: Antwan Wilson *AW*
Title: Superintendent
Date: _____

[Signature]
David Kakishiba
President, Board of Education

OAKLAND UNIFIED SCHOOL DISTRICT
Office of General Counsel
APPROVED FOR FORM & SUBSTANCE
By: [Signature]
Attorney at Law

ATTACHMENT A

**Ready for College and Career:
District-wide Systems of Linked Learning
Grant Budget for Oakland Unified School District
July 1, 2014 to June 30, 2015**

<i>Salaries</i>	Hours or FTE	Basis for Annual Salary	Total (FTE/Hrs x Annual Salary)	District Contribution	Grant Funds Requested
Pathway Coordinator	0.6	\$ 98,500	\$ 59,100	\$ -	\$ 59,100
Pathway Coach	0.4	\$ 90,000	\$ 36,000	\$ -	\$ 36,000
Pathway Coach	0.6	\$ 82,500	\$ 49,500	\$ -	\$ 49,500
<i>Total Salaries</i>			\$ 144,600	\$ -	\$ 144,600
<i>Benefits</i>			\$ 55,400	\$ -	\$ 55,400
Total Salaries and Benefits			\$ 200,000	\$ -	\$ 200,000
Total Expenses			\$ 200,000	\$ -	\$ 200,000

Grant Funds may not be used to cover any indirect costs.

APPENDIX B

**Oakland Unified School District
California Linked Learning District Initiative
Grant Budget Narrative
July 1, 2014 - June 30, 2015**

Employee	Position	Description
John Watkins	Pathway Coordinator .6 FTE	Please see job description below. John will initially also be working as a part time Pathway Coach at Oakland High School. When / if the Atlantic Philanthropies fund our Health Pathway development initiative, John will stop coaching and will manage / direct all of the pathway coaches – a total of 10-14. .4 of his funding comes from our Career Pathways Trust grant.
Anya Gurholt	Pathway Coach .4 FTE	Please see job description below. Anya will be coaching at Fremont High School three days a week, and will be coaching at Skyline High School two days a week. .6 of her funding comes from our Career Pathways Trust grant.
Colleen Piper	Pathway Coach .6 FTE	Please see job description below. Piper will be coaching at McClymonds High School part time, and will also still be teaching at Mack (Spanish) – one period each day on an A/B 8 period day schedule.

APPENDIX C

Priority Areas of Growth for 2014-15

Oakland USD

General area of growth	Specific Benchmark(s)
<p>Leadership for Linked Learning A.1.1 District and community leaders have formally agreed upon their goals for students when they graduate and a clear vision for <i>pathways</i> as a primary strategy for transforming secondary education.</p>	<ul style="list-style-type: none"> • Graduate Profile design team work is completed; all six grad profile attributes are defined with elements, indicators of practice, and specific outcomes. The Graduate Profile is community vetted and board approved • OUSD uses the Graduate Profile to drive and vet all central and site work. At the high school level, Linked Learning is the primary strategy for getting students to exemplify the Graduate Profile • Annual increase in numbers of students involved in Linked Learning pathways – to meet 80% goal by 2016
<p>Linked Learning Communications A.1.2. Guided by a clear communications plan, district, community, and school site leaders use consistent language to articulate their shared vision. The plan prioritizes, and its implementation has ensured, the early engagement of teachers, students, and families.</p>	<ul style="list-style-type: none"> • OUSD central office staff, and site personnel at all levels, use consistent language to explain Linked Learning to a variety of audiences • OUSD teachers – elementary, middle and high school – use the Graduate Profile to drive their instruction, and can articulate the purpose of this to families and the community • OUSD community and business partners use consistent language to articulate our shared vision for Linked Learning • OUSD highlights Linked Learning success stories on our website, and shares with the local media
<p>Linked Learning Pathway Formation and Support A.2.1. Based on a comprehensive analysis of needs, the district and its partners have in place and are implementing plans to expand pathway options. The district has established a corresponding process for creating and supporting new pathways.</p>	<ul style="list-style-type: none"> • Working with our partners, OUSD continues refining a plan for pathway expansion that takes into account local economic and community trends and needs • OUSD revises and better articulates a tiered plan of support for new and for expanding pathways • The three big high schools (Oakland High, Oakland Tech and Skyline) have a plan in place to first narrow, and then to thoughtfully increase enrollment in, pathways, working towards wall to wall implementation by 2018 • Transformation high schools (McClymonds, Castlemont and Fremont) develop plans for pathway development and expansion • Small high schools (International, MetWest, Life, Coliseum College Prep) continue to develop and/or refine their pathways • Alternative high schools adopt Linked Learning strategies to support their students (ECCO, CTE/ROP sequences, integrated core academic and technical classes and projects, etc.) • High schools begin to adopt an 8 period day or other expanded schedule to provide improved student a-g and pathway outcomes attainment

APPENDIX C

General area of growth	Specific Benchmark(s)
<p>Equity A.3.1. The district eliminates any practices that limit choice, perpetuate tracking, or permit other forms of inequity. The district ensures that all pathways, by design, appeal to and engage any student regardless of his or her prior academic achievement and postsecondary aspirations.</p>	<ul style="list-style-type: none"> • OUSD eliminates, through district policy, entrance requirements for any pathway • Through data analysis and subsequent action planning, pathway demographics begin to better match district demographics, especially in regards to the engagement of African American and Latino males
<p>Middle School Preparation A.4.1. Through a coordinated and sequenced career exploration program, combined with interest and career assessments and the development of portfolios and/or a multiyear college and career success plan, students develop the self-awareness and knowledge needed to make informed decisions about their pathway options.</p>	<ul style="list-style-type: none"> • Student level College, Career and Community Readiness plans are developed, and eventually start at the third grade • CCCR plans are articulated to the Graduate Profile • The Options Process is transformed to support active student choice regarding pathways • Middle school teachers and site administrators understand Linked Learning, and are knowledgeable about pathway offerings
<p>Academic Core Curriculum B.3.1. The district ensures that each pathway provides its students with access to an academically rigorous college preparatory curriculum that promotes eligibility to and success at the state's public colleges and universities.</p>	<ul style="list-style-type: none"> • OUSD conducts a course review to decrease the number of non-A-G courses available to students in core academic and technical areas, and to align course taking pathways across the district in core academic areas • LLO and Leadership, Curriculum and Instruction work together to provide PD and targeted classroom support to teachers to implement instructional shifts to meet CCSS and Linked Learning goals • LLO and LCI provide curricular support to teachers • OUSD teachers use COPs and BLTs to refine practice to engage students in rigorous curriculum • Through instructional rounds, immediate PD needs are identified and supported
<p>Learning and Teaching B.5.1. The district uses or has adapted the Learning and Teaching Framework for Linked Learning which provides both a common vocabulary for staff to discuss teaching practice and quality criteria to calibrate their observations. To create systemic coherence, the district has aligned evaluation criteria with professional development and the Learning and Teaching Framework.</p>	<ul style="list-style-type: none"> • LLO and Leadership, Curriculum and Instruction work together to provide PD and targeted classroom support to teachers to implement instructional shifts to meet CCSS and Linked Learning goals • OUSD teachers use COPs and BLTs to refine practice to engage students in rigorous curriculum • Through instructional rounds, immediate PD needs are identified and supported
<p>Work-based Learning B.7.1. The district has developed the policies, resources, and technology infrastructure to support coordinated, structured, and scaled WBL for pathway students. WBL is guided by a set of desired student outcomes, flexible WBL options for achieving those outcomes, clear criteria, and processes for monitoring and evaluating WBL quality.</p>	<ul style="list-style-type: none"> • Pathways continue to expand scaled and sequenced WBL opportunities to students • OUSD work closely with regional consortium partners including the local WIBs to develop intermediary structures to support WBL region-wide • OUSD's Workforce and Economic Development Office, working with intermediaries, develops district-wide partnership councils to support WBL and industry aligned pathway development in specific industry sectors • Add two "sector navigator" positions to support Workforce and Economic Development Office in securing industry and community partnerships to support WBL • Middle schools are supported to incorporate WBL exploration activities through a Middle School WBL Specialist

**ConnectEd: The California Center for College and Career
EXPENDITURE RESPONSIBILITY COMMITMENT
Grant Number: 14-06**

This commitment is made and given by Oakland Unified School District to ConnectEd: The California Center for College and Career (ConnectEd) as of the date noted below.

1. The Grant

In response to the application of the Grantee, ConnectEd proposes to make a grant of \$200,000 to the Grantee. The grant shall be used solely and exclusively to provide support in the form of a Grant for Priority Areas of Growth for the District-wide System of Linked Learning.

2. Prohibition on Use of Funds Granted

The Grantee agrees that it will not use any of the funds granted to it by ConnectEd (a) to carry on propaganda or otherwise attempt to influence legislation; (b) to influence the outcome of any specific public election, or to carry on, directly or indirectly, any voter registration drive; (c) to make any grant that does not comply with the requirements of Section 4945(d)(3) or (4) of the Internal Revenue Code ("IRC"); (d) to undertake any activity for any purpose other than one specified in Section 170(c)(2)(B) of the IRC; or (e) to induce or encourage violations of law or public policy, to cause any private inurement or improper private benefit to occur, or to take any other action inconsistent with Section 501(c)(3) of the IRC.


3. Grantee's Obligation to Maintain Separate Records and Submit Reports

Grantee agrees to maintain separate records of all of its receipts and all of its expenditures, and to make its books and records available to ConnectEd upon reasonable notice.

Grantee agrees to submit to ConnectEd full and complete financial and narrative reports with respect to the expenditure of the funds granted by ConnectEd up to and including the final year in which grant funds are expended.

This Expenditure Responsibility Commitment has been executed and given to ConnectEd by a duly authorized representative of the Grantee.

Accepted on behalf of ~~Oakland Unified~~ **Oakland Unified School District**

By: 
Name: Antwan Wilson
Title Superintendent

Date: _____

BME

**ConnectEd: The California Center for College and Career
GRANTEE FINANCIAL REPORTING GUIDELINES:
Oakland Unified School District
Grant Number: 14-06**

SCHEDULE OF DELIVERABLES TIED TO GRANT INSTALLMENTS:

YEAR 1			
Deliverable Due Date	Deliverable Required	Payment Date	Amount
8/31/2014	Signed Grant Agreement	9/13/2014	\$ 150,000
7/31/2015	Final Financial Report	8/13/2015	\$ 50,000

INSTRUCTIONS FOR FINANCIAL REPORT:

Financial Reports should follow the format of your Approved Budget, which is included as Attachment A to the Grant Agreement. Attached is an example of the Financial Report format. You will receive a Microsoft Excel template before the due date. Nikki Gilman is also available to respond to any questions you may have about completing the Financial Report. She can be reached at ngilman@ConnectEdCalifornia.org or 510-647-4311.

As you manage the expenditure of grant funds, please remember that permission must be requested in writing in order to make any major change to the budget (line items added or deleted or transfers among line items greater than 20 percent of a stated line item amount), and approved by ConnectEd **in advance** of the implementation of the change. Changes that would result in less than a 20% variance do not require advance permission.

Please note that all funds **must** be expended by the end of the grant period. Per the Grant Agreement: "Within sixty (60) days after written request by ConnectEd, the Grantee shall remit all Grant funds unexpended as of the effective date of termination."

Please send an electronic version of the Financial Reports to Robert Curtis at rcurtis@ConnectEdCalifornia.org, and Nikki Gilman at ngilman@connectedcalifornia.org.

**ConnectEd: The California Center for College and Career
Grantee Financial Expenditure Report**

Grant to Oakland Unified School District
Approved Budget as of August 13, 2014

Grant Number: 14-06 Grant Approved Amount: \$200,000

Grant Recipient: Oakland Unified School District

Primary County(ies) Served by Grant Recipient: _____

- Operating Budget Size of Grant Recipient: Less Than \$500,000 (\$0-\$499,999)
 (Please pick from the range on the right) \$2,000,000-\$9,999,999
 \$500,000-\$1,999,999
 Over \$10 Million

Purpose of the Grant: Grant for Priority Areas of Growth for District-wide System of Linked Learning

CATEGORY	APPROVED AMOUNT	TOTAL EXPENDITURES TO DATE	REMAINING BALANCE
<i>Salaries & Benefits</i>			
Pathway Coordinator	\$59,100	\$0	\$59,100
Pathway Coach	\$36,000	\$0	\$36,000
Pathway Coach	\$49,500	\$0	\$49,500
Total Salaries	\$144,600	\$0	\$144,600
Benefits	\$55,400	\$0	\$55,400
Total Salaries & Benefits	\$200,000	\$0	\$200,000
TOTAL	\$200,000	\$0	\$200,000

Reporting Period: _____

Report Completed By: _____

Telephone Number: _____

ConnectEd: The California Center for College and Career

GRANTEE COMMUNICATIONS GUIDELINES

We are delighted to continue work with you as a ConnectEd grantee, through the support of the James Irvine Foundation, and we encourage you to announce your grant via the news media or other communication vehicles should the opportunity arise. Below we have provided some simple guidelines to assist you when communicating about our grant.

ConnectEd: The California Center for College and Career and the James Irvine Foundation Credit

Your communications should focus on your organization and the benefits of Linked Learning to youth and the community at large, not on ConnectEd or the James Irvine Foundation. We ask only that ConnectEd and the James Irvine Foundation be recognized for its support when appropriate. We have found that highlighting our connection in this way benefits all parties. We therefore request the opportunity to review any public announcement of your grant in advance of its publication to ensure that ConnectEd, the James Irvine Foundation, and our program goals are presented in this way.

- In any grant announcements, or any printed or visual materials funded by the grant, please use the following credit: *The (project/event) is supported by ConnectEd: The California Center for College and Career, through a grant received from The James Irvine Foundation.*
- In addition, when research or other work generated with support from ConnectEd and the James Irvine Foundation advocates a point of view, please use the following disclaimer: *The opinions expressed in this report are those of the authors and do not necessarily reflect the views of ConnectEd: The California Center for College and Career or The James Irvine Foundation.*
- If you need a written description for your materials to describe ConnectEd or the James Irvine Foundation, please contact Robert Curtis either by telephone at (510) 665-8208 or by e-mail at rcurtis@ConnectEdCalifornia.org.

Media-related Inquires

Grantees occasionally have a need for a statement from a member of our staff for use in a press announcement or have other media-related questions. Please feel free to contact Robert Curtis for assistance in this regard.

Capturing News Coverage

Please forward us a final copy of all external communications material such as press releases, newsletters, press kits, flyers, fact sheets or other print collateral that recognizes the grant. We also would appreciate a copy of news media coverage that activities sponsored by the grant might generate.

We look forward to working with you!

**ConnectEd: The California Center for College and Career
Grantee Financial Expenditure Report**

**Grant to Oakland Unified School District
Approved Budget as of August 13, 2014**

Grant Number: 14-06 Grant Approved Amount: \$200,000

Grant Recipient: Oakland Unified School District

Primary County(ies) Served by Grant Recipient: _____

- Operating Budget Size of Grant Recipient: Less Than \$500,000 (\$0-\$499,999)
 (Please pick from the range on the right) \$2,000,000-\$9,999,999
 \$500,000-\$1,999,999
 Over \$10 Million

Purpose of the Grant: Grant for Priority Areas of Growth for District-wide System of Linked Learning

CATEGORY	APPROVED AMOUNT	TOTAL EXPENDITURES TO DATE	REMAINING BALANCE
Salaries & Benefits			
Pathway Coordinator	\$59,100	\$0	\$59,100
Pathway Coach	\$36,000	\$0	\$36,000
Pathway Coach	\$49,500	\$0	\$49,500
Total Salaries	\$144,600	\$0	\$144,600
Benefits	\$55,400	\$0	\$55,400
Total Salaries & Benefits	\$200,000	\$0	\$200,000
TOTAL	\$200,000	\$0	\$200,000

Reporting Period: _____

Report Completed By: _____

Telephone Number: _____