

File ID Number	14-0871
Introduction Date	5/28/14
Enactment Number	14-0883
Enactment Date	5-28-14
By	



OAKLAND UNIFIED SCHOOL DISTRICT

Community Schools, Thriving Students

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

May 28, 2014

To: Board of Education
From: Gary Yee, Ed.D., Superintendent

Subject: District Accepting Grant Award

ACTION REQUESTED:

Acceptance by the Board of Education Y&H Soda Foundation Grant Award for Oakland Adult and Career Education for fiscal years 2013-2015.

BACKGROUND:

Grant award for OUSD Oakland Adult and Career Education for the grant period of May 1, 2014 through April 30, 2015. The Grant Face Sheet and grant award are attached.

File ID #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
14-0871	Yes	Grant	Oakland Unified School District Oakland Adult & Career Education	Planning grant to rebuild Oakland Adult and Career Education	May 1, 2014 through April 30, 2015	Y&H Soda Foundation	\$20,000.00

DISCUSSION:

The district created a Grant Face sheet process to:

- Review one time planning grant for OUSD Adult and Career Education to rebuild Oakland Adult School.
- Identify OUSD resources required for program success

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

- Grants valued at: \$ 20,000.00

RECOMMENDATION:

Approval and support by the Board of Education of District for acceptance of the grant award and agreement for Adult and Career Education, fiscal years 2013-2015, in whole or in part, pursuant to the terms and conditions thereof and to submit amendments thereto, for the grant year, if any.

ATTACHMENTS:

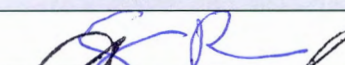
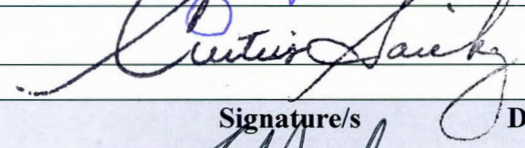
Grant Face Sheet
Grant Award Letter
Y and H Soda Foundation Grant Conditions

OUSD Grants Management Face Sheet

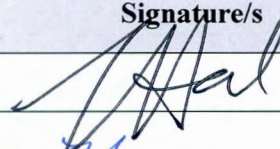
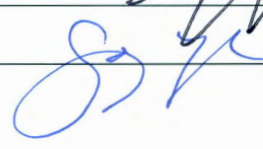
Title of Grant: Planning Grant OUSD Oakland Adult & Career Education	Funding Cycle Dates: May 1, 2014 – April 30, 2015
Grant's Fiscal Agent: (contact's name, address, phone number, email address) Oakland Unified School District/ Oakland Adult and Career Education Christian Nelson 2607 Myrtle Street, Room 108 Oakland, CA 94607 (510) 273-2303 christian.nelson@ousd.k12.ca.us	Grant Amount for Full Funding Cycle: \$20,000.00
Funding Agency: Y & H Soda Foundation 1635 School Street Moraga, CA 94556 (925) 631-1133 Aimee Durfee, Program Officer	Grant Focus: Planning grant to rebuild Oakland Adult and Career Education.
List all School(s) or Department(s) to be Served: Oakland Adult and Career Education	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	This grant will be used for planning to rebuild Adult Education in Oakland.
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.)	
Does the grant require any resources from the school(s) or district? If so, describe.	
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.)	A consultant will be hired to lead the planning process. The planning grant will provide funding to pay for consultant services.
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.)	Sue Pon, Coordinator Oakland Adult & Career Education Family, Schools, Community Partnerships Department 2607 Myrtle Street, Oakland CA 94607 Phone: 510.273.2310 Sue.Pon@ousd.k12.ca.us

Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal	Sue Pon		4.30.14
Department Head	Curtiss Sarikey		

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Fiscal Officer	Vernon Hal		5/12/14
Superintendent	Gary Yee		5/14/14

April 21, 2014



SODA FOUNDATION

Gary Yee
Interim Superintendent
Oakland Unified School District
1000 Broadway, Suite 680
Oakland, CA 94607

Dear Mr. Yee:

We are pleased to advise you that Oakland Unified School District has been awarded a grant in the amount of \$20,000. The terms and conditions of this grant are as follows:

1. This grant of \$20,000 is a planning grant to the Oakland Adult and Career Education Department for the grant period May 1, 2014 through April 30, 2015 to rebuild Oakland Adult School.
2. Please pay particular attention to the Reports to the Foundation (Section C) of the enclosed Grants Conditions, where we detail expected performance indicators and reporting requirements.
3. This is an outright and one time grant. Our check for \$20,000 will be sent upon receipt of the signed award letter and the executed Grant Conditions, which are sent to all Y & H Soda Foundation grantees advising them of their reporting and accounting responsibilities. Together they serve as a contract between Oakland Unified School District and the Y & H Soda Foundation.

If you have any questions about this grant award, please contact Aimee Durfee, your Program Officer.

Sincerely yours,

A handwritten signature in blue ink, appearing to read 'Robert Uyeki'.

Robert Uyeki
Executive Director

A handwritten signature in blue ink, appearing to read 'Gary Yee'.

Gary Yee, Interim Superintendent
Oakland Unified School District

Date: 5-29-14

A handwritten signature in blue ink, appearing to read 'David Kakishiba'.

David Kakishiba, President, Board of Education
Oakland Unified School District

Date: 5-29-14

Enclosed: Grant Conditions

CC: Christian Nelson, Coordinator, Regional Consortium for Adult Education

Y AND H SODA FOUNDATION GRANT CONDITIONS

The following conditions required by the Y and H Soda Foundation ("Foundation") are incorporated into the attached Grant Notification and Agreement ("Notification") and form a part thereof:

A. Limitations on Use; Agreements and Warranties of Grantee

The Grantee represents, warrants and agrees as follows:

1. The Grant funds shall be expended only for the purposes stated in the Notification and in accordance with the Budget attached thereto, and no change, modification, adjustment or amendment will be made except with the advance written consent of the Foundation.
2. Expenses incurred by the Grantee prior to the date of the Notification shall not be charged against the Grant except with the written consent of the Foundation.
3. The Grantee warrants and represents that on the date of the Notification the Grantee is recognized by the Internal Revenue Service as an organization described in Internal Revenue Code Sections 501(c)(3) and 509(a)(1) or (2) and has no reason to believe that it will or should cease to be recognized as such by the Internal Revenue Service. While the Grant remains unexpended, there shall be no substantial and material changes in the nature of the Grantee's sources of support (other than changes arising from the Grant or other unusual grants) which could adversely affect such recognition.
4. The Budget submitted by the Grantee reflecting the use of the Grant and the timing of all expenditures is true, correct and complete.
5. The Grantee shall not expend any funds from the Grant (1) to carry on propaganda, or otherwise attempt, to influence legislation, within the meaning of Internal Revenue Code Section 4945(d) or (e), or regulations promulgated thereunder, (2) except as provided in Internal Revenue Code Section 4945(f), to influence the outcome of any specific election, or to carry on, directly or indirectly, any voter registration drive within the meaning of Internal Revenue Code Section 4945(d) and regulations promulgated thereunder, or (3) for any purpose other than one specified in Internal Revenue Code Section 170(c) (2) (B).
6. The Grantee shall be responsible for the expenditure of the Grant in accordance with the terms of the Notification and these General Conditions and shall maintain adequate records in accordance with generally accepted accounting principles (GAAP).
7. Except as permitted in writing by the Foundation, no part of the Grant funds will be paid by the Grantee to organizations or consultants engaged in fund raising or public relations for services rendered to obtain this Grant.

B. Return of Unexpended Grant Funds

The Grantee shall return to the Foundation any unexpended Grant funds if:

1. The Foundation determines in its absolute discretion that the Grantee has not performed its obligations with respect to the Grant or any warranty or representation of the Grantee made herein or if the Grantee's application is incorrect in any material respect.

2. The Grantee ceases to be an organization described in Internal Revenue Code Sections 501(c)(3) and 509(a) (1) or (2).
3. The purpose for which the Grant has been made cannot, in the opinion of the Foundation, be accomplished due to changed circumstances or other reasons.
4. The Grantee has not spent all funds in accordance with the terms of the Budget within ninety (90) days after the time or times specified in the Budget unless the Grantee receives written approval from the Foundation to delay the expenditure.

C. Reports to the Foundation

The Grantee shall submit information demonstrating to the Foundation that the grant funds have been expended as indicated in the grant proposal. Please report on the following goals as part of your grant reporting:

- Submit final plan for rebuilding Oakland Adult School. Report on research completed and stakeholder engagement, including lessons learned.
- Report on how the final plan will be implemented going forward, including timeline, staffing structure, options for identifying classroom/office space, program development and any other anticipated changes.
- Provide name and CV of selected consultant who will lead the planning process.

<u>Type of Report</u>	<u>Due Date</u>	<u>Reporting Period</u>
One Final Report	June 1, 2015	May 1, 2014 through April 30, 2015

D. Monitoring and Evaluation

In order to assess the effectiveness of the Foundation's grants, the Foundation may monitor or conduct an evaluation of the project or program funded by this Grant which may include visits by representatives of the Foundation to observe the Grantee's operating procedures with respect to this project or program and to discuss the project or program with the Grantee's personnel.

E. Public Announcements

The Grantee shall review all proposed announcements regarding this Grant with a representative of the Foundation prior to publication and all such proposed announcements shall be sent to the Foundation for such review. The Grantee shall also provide information regarding means of dissemination.

F. Limit of Commitment

This Grant has been authorized by the Directors of the Foundation and is accepted by the Grantee with the understanding that the Foundation has no obligation to provide additional funds or other support to the Grantee for the purpose stated above or any other purpose or project of the Grantee.

G. Interpretation of Agreement

These Grant Conditions, together with the Notification, Budget and grant application, constitute the entire agreement of the Foundation and the Grantee with respect to the subject matter herein and therein contained and shall be interpreted under the laws of the State of California.

Y & H SODA FOUNDATION

Dated: _____

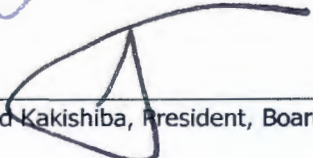
By: _____
Robert Uyeki, Executive Director

OAKLAND UNIFIED SCHOOL DISTRICT

Dated: 5-29-14

By: 
Gary Yee, Interim Superintendent

Dated: 5-29-14

By: 
David Kakishiba, President, Board of Education