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| File ID Number | 24-0556 |
| Introduction Date | 3/27/24 |
| Enactment Number | |
| Enactment Date | |
| By | |



OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Board of Education

March 27, 2024

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer
Romy Trigg-Smith, Director, Early Literacy (PK-2)

Subject: Grant Award - Yours Humanly - Family Literacy Kits - Academics and Instruction Department

ACTION REQUESTED:

Acceptance by the Board of Education of a Grant Award to the District from the Yours Humanly, in the amount of \$25,000.00, to provide Home Literacy Kits to support early literacy programs and provides access to educational resources to children in need at Allendale, Madison Park, and Martin Luther King, Jr Elementary Schools, for the period of January 1, 2024 to June 30, 2024, via the Academics and Instruction Department.

BACKGROUND:

Grant award for OUSD schools for the 2023-2024 fiscal year 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 |
|------------|--------------------------|-------|---|--|----------------|---|--------------|
| 24-0556 | Yes | Grant | Oakland Unified School District, Allendale, Madison Park, and Martin Luther King, Jr. Elementary Schools via the Academics and Instruction Department | To support early literacy programs and provides access to educational resources to children in need. | 1/1/24-6/30/24 | Yours Humanly Coloring Futures Initiative | \$25,000.00 |

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: \$25,000.00

RECOMMENDATION:

Acceptance by the Board of Education of a Grant Award for Allendale, Madison Park Academy, and Martin Luther King, Jr. Elementary Schools via the Academics and Instruction Department, for fiscal year 2023-2024, pursuant to the terms and conditions thereof, for the grant year, if any.

ATTACHMENTS:

Grant Face Sheet
Grant Award Letter

OUSD Grants Management Face Sheet

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|---|---|
| Title of Grant: Yours Humanly Coloring Futures Initiative | Funding Cycle Dates: January 1, 2024 – June 30, 2024 |
| Grant’s Fiscal Agent: (contact’s name, address, phone number, email address) Sunny Singh, Founder & CEO Yours Humanly Coloring Futures Initiative P.O. Box 5501 Walnut Creek, CA 94596 | Grant Amount for Full Funding Cycle: \$25,000.00 |
| Funding Agency: Yours Humanly P.O. Box 5501 Walnut Creek, CA 94596 (925) 680-9700 | Grant Focus: To support early literacy programs and provides access to educational resources to children in need. |
| List all School(s) or Department(s) to be Served: TK–2 nd students at Allendale, Madison Park, and Martin Luther King, Jr. elementary schools via the Academics and Instruction Department | |

| Information Needed | School or Department Response |
|---|---|
| How will this grant contribute to sustained student achievement or academic standards? | The Yours Humanly Coloring Futures Initiative will provide Home Literacy Kits to support the district-wide Literacy Kit Initiative and be a part of efforts to engage families in their children’s educational journey. |
| 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 3.10% 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 family literacy kits will support early literacy programs and provide access to educational resources to children in need at three OUSD elementary schools. |
| Does the grant require any resources from the school(s) or district? If so, describe. | N/A |
| 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 3.10% for all OUSD site services in the grant’s budget for administrative support, evaluation data, or indirect services.) | N/A |
| 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.) | N/A |

Who is the contact managing and assuring grant compliance?
 (Include contact's name, address, phone number, email address.)

Name/Title: Romy Trigg-Smith
 Site: 909/Academics and Instruction Department
 Address: 900 High Street, Oakland, CA 94601
 Phone: (510) 879-5368
 Email: Romy.Trigg-Smith@ousd.org

Applicant Obtained Approval Signatures:

| Entity | Name/s | Signature/s | Date |
|-------------------------|------------------|-------------------------|-----------|
| Principal/Administrator | Romy Trigg-Smith | <i>Romy Trigg-Smith</i> | |
| Chief Academic Officer | Sondra Aguilera | <i>Sondra Aguilera</i> | 2/16/2024 |

Grant Office Obtained Approval Signatures:

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



October 12, 2023

Romy Trigg-Smith, Director of Early Literacy
OUSD Academics & Instructional Innovation
Oakland Unified School District
1011 Union Street
Oakland, CA 94607

Dear Romy Trigg-Smith,

Congratulations! On behalf of Yours Humanly and the Yours Humanly Board of Directors, it is my pleasure to inform you that your grant request in the amount of \$25,000 to fund Family Literacy Kits—LitKits—has been approved. This grant was made possible through our Yours Humanly Coloring Futures Initiative, which supports early literacy programs and provides access to educational resources to children in need. The funds will be available in January 2024, which we understand will serve more than 500 TK–2nd students at Allendale, Madison Park, and Martin Luther King, Jr. elementary schools.

We are pleased to support your district-wide LitKit Initiative and honored to be a part of your efforts to engage families in their children’s educational journey.

When making public announcements about this grant, please recognize the support of Yours Humanly.

Thank you, and best wishes for continued success.

Warm regards,



Sunny Singh
Founder & CEO





DONATION/GRANT FORM

Please complete the information requested on this form. **Attach your donation checks made payable to Oakland Unified School District with the name of the school referenced on the check's memo note.** For school sites receiving donations: deliver/mail check & form to the Office of your Network Superintendent/Chief/Deputy Chief for processing and board review/preparation. For central office departments receiving donations: deliver/mail check & form to your department Office Manager for processing and board review/preparation.

Questions? Contact Tien Truong at [510-879-5027](tel:510-879-5027) or by email at tien.truong@ousd.org for further information.

| Site No. | School Name | Donation's Purpose | Start Date | End Date | Donor | Donation Value* | Check Date | Check No. | [FOR OFFICE USE ONLY] CR NO. |
|----------|---------------------------|--------------------|------------|----------|--------------|-----------------|------------|-----------|------------------------------|
| 909 | Academics and Instruction | Home Literacy Kits | 07/1/23 | 06/30/24 | Your Humanly | \$25,000 | EFT | | |
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| Your Print Name: Romy Trigg-Smith | Your Signature:  |
| Your Job Title: Director of Early Literacy (PK-2) Academics and Instruction | Signature Date: February 13th, 2024 |
| Your Phone Number: 510-879-5368 | Your Email: romy.trigg-smith@ousd.org |
| OUSD Authorized Employee Name (Board Policies, BP 3290,): Sondra Aguilera, Chief Academic Officer | OUSD Authorized Employee Signature:  2/16/2024 |
| [FOR OFFICE USE ONLY] Escape account code(s): | |

Usison, Lilibeth - Treasurer

to me, Kayla, wires@acoe.org, Ben, dtorrez@acoe.org, Emilia, jngor@acoe.org, sregmi@acoe.org ▼

Hi,

Please deposit if belongs to your department.

\$25,000.00 PAR NUMBER: 240117B01B05
FED REF: 013281
DATE/TIME RECEIVED: 01/17/2024 01:15:24 PM
ORIGINATOR: D000001295813453 YOURS HUMANLY PO BOX 5501 WALNUT CREEK CA 9459
6
SENDING BANK: 121000248WELLS FARGO SF* WELLS SF
RECEIVING BANK: 122235821BK COMRCE SD*
BENEFICIARY: /158300242878 ALAMEDA COUNTY 1221 OAK STREET ROOM 131 OAKLAND
CA 94612
BENEFICIARY REF: OW00004056723448
ORIGINATOR TO BENEFICIARY INFO: **FOR OUSD HOME LITERACY KITS**
IMAD: 2024011711B7033R01328