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Enactment Number	14-0431
Enactment Date	3/12/14
By	<i>[Signature]</i>



OAKLAND UNIFIED  
SCHOOL DISTRICT

*Community Schools, Thriving Students*

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

To: Board of Education

From: Gary Yee, Acting Superintendent

Subject: **Grant Award Notifications– California Department of Education**

**ACTION REQUESTED:**

Acceptance by the Board of Education of California Partnership Academy Grant Award for OUSD schools for fiscal years 2013-2014.

**BACKGROUND:**

Grant proposals for OUSD schools for the 2013-2015 fiscal years were submitted 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
14-0474	X	Grant	Oakland Unified School District for Fremont High School	The grant will fund the College Preparatory and Architecture Academy	7/01/13 thru 6/30/15	California Department of Education	\$70,110.00
14-0476	X	Grant	Oakland Unified School District for Fremont High School	The grant will fund the Media Academy	7/01/13 thru 6/30/15	California Department of Education	\$70,110.00
14-0477 ✓	X	Grant	Oakland Unified School District For Life Academy	This grant will fund the Health and Bioscience Academy	7/01/13 thru 6/30/15	California Department Of Education	\$70,110.00
14-0478	X	Grant	Oakland Unified School District for Oakland High School	The grant will fund the Environmental Science Academy	7/01/13 thru 6/30/15	California Department of Education	\$70,110.00
14-0479	X	Grant	Oakland Unified School District for Oakland High School	The grant will fund the Visual Arts Academy	7/01/13 thru 6/30/15	California Department of Education	\$70,110.00
14-0480	X	Grant	Oakland Unified School District for Oakland Technical High School	The grant will fund the Computer Communication and Repair Academy	7/01/13 thru 6/30/15	California Department of Education	\$70,110.00
14-0481	X	Grant	Oakland Unified School District for Oakland Technical High School	The grant will fund the Health and Biotechnology Academy	7/01/13 thru 6/30/15	California Department of Education	\$70,110.00
14-0482	X	Grant	Oakland Unified School District for Skyline High School	The grant will fund the Education Academy	7/01/13 thru 6/30/15	California Department of Education	\$70,110.00



**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 school.

**FISCAL IMPACT:**

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

- Grants valued at: \$560,880.00

**RECOMMENDATION:**

Acceptance by the Board of Education of California Department of Education California Partnership Academy Grant Award according to the terms and conditions set forth in the attached Grant Award Notification letters.

**Attachments:**

Grant Award Notifications



## Grant Award Notification

<b>GRANTEE NAME AND ADDRESS</b> Anthony Smith, Superintendent Oakland Unified School District 1025 Second Avenue Oakland, CA 94606-2212				<b>CDE GRANT NUMBER</b>			
				<b>FY</b>	<b>PCA</b>	<b>Vendor Number</b>	<b>Suffix</b>
				13	23181	6125	02
<b>Attention</b> Anthony Smith, Superintendent				<b>STANDARDIZED ACCOUNT CODE STRUCTURE</b>			<b>COUNTY</b>
<b>Program Office</b> Accounting Office, Categorical Programs				<b>Resource Code</b>	<b>Revenue Object Code</b>		1
<b>Telephone</b> 510-879-8582				7220	8590		<b>INDEX</b>
<b>Name of Grant Program</b> California Partnership Academies (CPA) Program							0615
<b>GRANT DETAILS</b>	<b>Original/Prior Amendments</b>	<b>Amendment Amount</b>	<b>Total</b>	<b>Amend. No.</b>	<b>Award Starting Date</b>	<b>Award Ending Date</b>	
	\$70,110		\$70,110		7/1/2013	6/30/2015	
<b>CFDA Number</b>	<b>Federal Grant Number</b>	<b>Federal Grant Name</b>				<b>Federal Agency</b>	

I am pleased to inform you that you have been funded for the LIFE Academy Health and Bioscience Academy (0067).

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) to:

Machelle Martin, Associate Governmental Program Analyst  
Career and College Transition Division  
California Department of Education  
1430 N Street, Suite 4202  
Sacramento, CA 95814-5901

<b>California Department of Education Contact</b>		<b>Job Title</b>	
Jerry Winthrop		Education Programs Consultant	
<b>E-mail Address</b>		<b>Telephone</b>	
jwinthrop@cde.ca.gov		916-319-0457	
<b>Signature of the State Superintendent of Public Instruction or Designee</b>		<b>Date</b>	
		August 29, 2013	
<b>CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS</b>			
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.			
<b>Printed Name of Authorized Agent</b>		<b>Title</b>	
Gary Yee		Superintendent	
<b>E-mail Address</b>		<b>Telephone</b>	
Gary.Yee@oupsd.k12.ca.us		510-879-8200	
<b>Signature</b>		<b>Date</b>	
		11/22/13	



### Grant Award Notification (Continued)

The following conditions apply:

1. The grant award will be processed upon receipt of the signed Grant Award Notification (AO-400). This AO-400 must be signed by the superintendent or an authorized official and **returned within 10 working days**.
2. All approved program funds must be expended within the dates designated and for the maximum amount indicated on the AO-400. Encumbrances may be made at any time after the beginning date of the grant stated on the AO-400. **No extensions of this grant will be allowed.**
3. The grantee is required to use these funds only for the operation and maintenance of the California Partnership Academy (CPA) at the high school noted in the AO-400 in accordance with the provisions of California *Education Code (EC)* sections 54690 through 54697. These funds may not supplant current fixed costs. Expenditures shall comply with all applicable provisions for federal, state, and local rules, regulations, and policies relating to the administration and accounting for public school funds, including but not limited to the *EC*. These funds are instructional in nature. These funds may not be used for out-of-state travel expenses.
4. The grantee must limit administrative indirect costs to the rate approved by the California Department of Education (CDE) for the applicable fiscal year in which the funds are spent.
5. Upon receipt of the required certifications, scheduled payments of grant funds will be as follows:
  - Fifty percent of the funds will be released upon completion and return of the AO-400. Please allow approximately four weeks for processing.
  - Final payment will be processed after receipt and approval of the California Partnership Academies Annual Report due in October of each year. Maximum reimbursement is based upon the number of qualified students as described in *EC* Section 54691. The reduced amount per qualified student is 13.5 percent (\$779 per qualified student for fully implemented program 10-12). The final payment is adjusted based on the number of qualified students not to exceed the maximum grant amount.
  - The End-of-Project (EOP) Expenditure Report is due after all funds have been expended but no later than 60 days after the end of the grant period. The EOP report is on the CDE CPA Web page at <http://www.cde.ca.gov/ci/qs/hs/cpagrantinfo.asp>.
  - The EOP should include a narrative of the final expenditures. Failure to submit the EOP Expenditure Report with a detailed narrative within 90 days from the end of the grant period will result in a billing from the CDE for the entire amount of any grant funds paid and possible reduction of any subsequent years' grants.
6. At least three key staff members from each CPA are required to attend the CPA Conference to be held March 2-4, 2014 at the Sacramento Convention Center. These funds can be used for that purpose.
7. If the grantee terminates its participation in the program, the grantee shall submit a final expenditure report within 30 days and return the unexpended funds upon receipt of a billing from the CDE. Supplies and equipment purchased with these funds will be redirected to other CPA sites.

If you have any questions regarding the CPA program requirements of the grant, please contact Jerry Winthrop, Education Programs Consultant, High School Innovations and Initiatives Office (HSIIIO), by phone at 916-319-0457 or by e-mail at [jwinthrop@cde.ca.gov](mailto:jwinthrop@cde.ca.gov). If you have questions regarding the fiscal requirements of the grant, please contact Michelle Martin, Associate Governmental Program Analyst, HSIIIO, by phone at




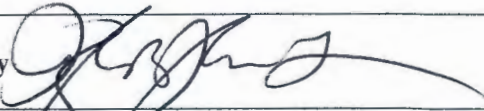
OUSD Grants Management Face Sheet

<b>Title of Grant: California Partnership Academies</b>	<b>Funding Cycle Dates: 2013 – 2015</b>
<b>Grant's Fiscal Agent: Machele Martin, Associate Governmental Program Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901</b>	<b>Grant Amount for Full Funding Cycle: (8) Academies @ \$70, 110.00 = \$560,880.00</b>
<b>Funding Agency: California Department of Education Legislative Affairs Division AO-400</b>	<b>Grant Focus: CPA – Career &amp; Technical Education</b>
<b>List all School(s) or Department(s) to be Served: Fremont HS- College Preparatory/Architecture and Media Academy, LIFE- Health &amp; Bioscience Academy, Oakland HS-Environmental, and Visual Arts Academy, Oakland Technical HS- Computer Science and Health &amp; Biotechnology Academy, Skyline HS-Education Academy</b>	

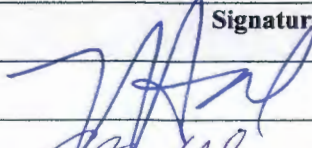
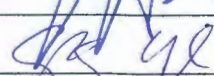
<b>Information Needed</b>	<b>School or Department Response</b>
How will this grant contribute to sustained student achievement or academic standards?	California Partnership Academy seeks to inform all students about the career and college options. Prepare them with skills and knowledge they need to enroll in and succeed in college or trade school program. Understand and practice 21 <sup>st</sup> . Century Skills.  Internships and job shadowing opportunities are essential to the alignment of academic theory with career related applied learning opportunities. Most of the attached budget is focused on equipment and supplies and student study tours.
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.)	To graduate, students must produce and present a senior project that deals with a topic related to the Academy. The senior project requires students to work directly in fields of study. Moreover students are required to perform community service as a graduation requirement. As a CPA the primary focus for continuous quality improvement is with both our OUSD advisory committee and the advisory committee of the academy site. The advisory meetings that include school district and school administration personnel occur on a regular basis. The academy will develop best practices that motivate partners to commit to activities and provide their services upon request.
Does the grant require any resources from the school(s) or district? If so, describe.	All CPA grants require matching district in-kind support.
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.)	Students will participate in job shadowing and intern opportunities.

who is the contact managing and assuring grant compliance? (Include contact's name, address, phone number, email address.)	Susan Benz Manager, Career Readiness Linked Learning Office 2607 Myrtle Street, Room 104 Oakland, CA 94607 510.273.2361

**Applicant Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Principal			12/19/13
Department Head (e.g. for school day programs or for extended day and student support activities)			12/12/13

**Grant Office Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Fiscal Officer	Vernon Hal		1/22/14
Acting Superintendent	Gary Yee		1/27/14