

File ID Number	15-1729
Introduction Date	9-24-15
Enactment Number	15-1442
Enactment Date	9/24/15
By	E/S



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

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

September 24, 2015

To: Board of Education

From: Antwan Wilson, Superintendent
Hitesh Haria, Chief Operations Officer
Jennifer LeBarre, Executive Director

Subject: **Grant Award Notifications– Fresh Fruit and Vegetable Program**

ACTION REQUESTED:

Acceptance by the Board of Education of the California Department of Education funding effective July 1, 2015-September 30, 2015.

BACKGROUND:

Grant proposal for OUSD was submitted for 2014-15 fiscal year was 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
	X	Grant	Oakland Unified School District Nutrition Services	Nutrition Education and Fresh Fruit and Vegetable Snacks	July 1, 2015 to Sept. 30, 2015	California Department of Education	\$43,840

DISCUSSION

The District created a Grant Face Sheet process to:

- Review proposed grant projects at OUSD sites and assess their contribution to sustained student health
- 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: \$43,840

RECOMMENDATION:

Acceptance by the Board of Education of California Department of Education Fresh Fruit and Vegetable Program Funding 2015-2016. Phase I Notifications according to the terms and conditions set forth in the attached Grant Award Notification letters.



Attachments:

Grant Face Sheet
Grant Award Notifications

OUSD Grants Management Face Sheet

Title of Grant: Fresh Fruit and Vegetable Program	Funding Cycle Dates: July 1, 2015 – September 30, 2015
Grant's Fiscal Agent: (contact's name, address, phone number, email address) District	Grant Amount for Full Funding Cycle: \$43,840
Funding Agency: California Department of Education	Grant Focus: Nutrition Education & Fresh Fruit and Vegetable Snacks
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 funding for a fresh fruit and vegetable snack 3-4 times weekly in 24 low-income schools: Acorn Woodland, Allendale, ASCEND, CUES, Encompass, Esperanza, Korematsu, Fruitvale, Futures, Garfield, Global, Hoover, Horace Mann, ICS, LWL, Madison Park Lower Campus, Manzanita Seed, Markham, Martin Luther King, Parker, PLACE, Reach, Rise, Think College Now
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.)	N/A
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 5.17% 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.)	Jennifer LeBarre 900 High St. Oakland, CA 94601 510-434-3334 Jennifer.lebarre@ousd.k12.ca.us

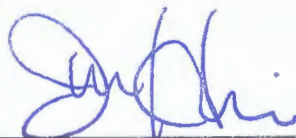
Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal			

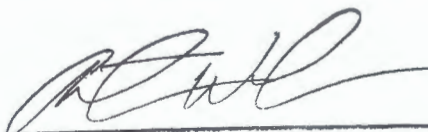
Department Head Jennifer LeBarre
(e.g. for school day programs or for extended day and student support activities)

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Fiscal Officer			
Superintendent	Antwan Wilson		



James Harris
President, Board of Education



Antwan Wilson
Secretary, Board of Education

Grant Award Notification

GRANTEE NAME AND ADDRESS Antwan Wilson, Superintendent Oakland Unified School District 1000 Broadway Oakland, CA 94607 Attention Jennifer Le Barre Program Office Nutrition Services Telephone 510.434.3334				CDE GRANT NUMBER				
				FY	PCA	Vendor Number	Suffix	
				15	14968	6125	00	
STANDARDIZED ACCOUNT CODE STRUCTURE				COUNTY				
Resource Code				Revenue Object Code	Alameda			
5370				8220	INDEX			
Name of Grant Program Fresh Fruit and Vegetable Program					0190			
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date		
	\$43,840		\$43,840	0	7-1-15	9-30-15		
CFDA Number	Federal Grant Number	Federal Grant Name			Federal Agency			
10.582	7CA310CA1	Fresh Fruit and Vegetable Program			USDA			
Dear Superintendent Wilson: I am pleased to inform you that you have been funded for the Fresh Fruit and Vegetable Program. 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, this award will be amended accordingly. Please return this original, signed Grant Award Notification (AO-400) within 10 days to: <div style="text-align: center;"> Sauncerae Gans, Analyst Nutrition Services Division California Department of Education 1430 N Street, Suite 4503 Sacramento, CA 95814-5901 </div>								
California Department of Education Contact Sauncerae Gans				Job Title Analyst				
E-mail Address SGans@cde.ca.gov				Telephone 916-323-6775				
Signature of the State Superintendent of Public Instruction or Designee ▶ <i>Tom Torlakson</i>				Date June 15, 2015				
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 <i>ANTWAN WILSON</i>				Title <i>SUPERINTENDENT</i>				
E-mail Address <i>antwan.wilson@ousd.k12.ca.us</i>				Telephone <i>510-879-8200</i>				
Signature ▶ <i>[Signature]</i>				Date <i>7/14/15</i>				

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 the 2015-16 school year.

- The USDA's *FFVP Handbook for Schools* (December 2010) can be downloaded from the USDA FFVP Web page at <http://www.fns.usda.gov/cnd/ffvp/handbook.pdf>.
- The CDE's "California FFVP Guidelines" document (March 2014) will be e-mailed to grantees in July 2015.

2. Each grantee will receive their FFVP Grant award in **two allocations** during the July 1, 2015, through June 30, 2016, grant period:

- **First Allocation: July 1, 2015, through September 30, 2015**
- **Second Allocation: October 1, 2015, through June 30, 2016**

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, 2015**. Any unspent funds cannot be used after September 30, 2015, and will be returned to the USDA.

Prior to October 2015, the CDE will provide a second GAN letter to reflect the **Second Allocation** of funding. The grantee may spend these funds from **October 1, 2015, through June 30, 2016**. At the end of the grant period, all unspent funds will be returned to the USDA.

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 2015**. Grantees will receive notice in July 2015 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.



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

June 22, 2015

Dear Fresh Fruit and Vegetable Program Grantee:

The California Department of Education (CDE) Nutrition Services Division (NSD) congratulates you on receiving one or more **Fresh Fruit and Vegetable Program (FFVP) Grants** on behalf of your school sites. This letter outlines instructions for completing your Grant Award Notification Letter (enclosed), signing the enclosed FFVP Addendum to the Permanent Single Agreement for Child Nutrition Programs (CNP), and information regarding the August FFVP Orientation Webinars.

- **Grant Award Notification Letter (AO-400):** Please read this two page document. This form is your legal, formal acceptance of the grant funds. The grant award listed on the first page reflects the first allocation of the grant and is based on your school site enrollment (\$5 per student). The second page specifies the time frame of the two allocations of funding for your total award and your grantee obligation to follow the reimbursement claim process. Instructions are below:
 - Complete the bottom portion of the form (including signature of authorized agent)
 - Make a copy of the letter for your records
 - **Mail the original signed Grant Award Notification letter within 10 days of receipt to:**

Sauncerae Gans, Analyst
Nutrition Services Division
California Department of Education
1430 N Street, Suite 4503
Sacramento, CA 95814-5901

- **FFVP Addendum to the Permanent Single Agreement for CNPs:** Please read this one page document. This form is a legal addendum to the agreement between your school food authority (SFA) and the CDE to include the FFVP. The U.S. Department of Agriculture requires that the FFVP award be formally recognized as an addendum to the state agreement.