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**OAKLAND UNIFIED
SCHOOL DISTRICT**
Community Schools, Thriving Students

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

November 16, 2023

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer
Rebecca Lacocque, Director Linked Learning

Subject: Grant Award - California Department of Education - College and Career Access Pathways
Grant - RSC 7339 - Oakland High School

ACTION REQUESTED:

Acceptance by the Board of Education of a Grant Award for the College and Career Access Pathways, from the California Department of Education, for the District's Career Technical Education Program at Oakland High School, Grant Number: 2023-25667-61259-04, Resource Code 7339, in the amount of \$100,000.00, for the period of July 1, 2023, through June 30, 2027, pursuant to the terms and conditions thereof, if any.

BACKGROUND:

Grant award for OUSD schools for the 2023-2027 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
23-2591	Yes	Grant	Oakland Unified School District, Oakland High School	To support and expand existing CCAP partnership agreements with the community college district to include and/or strengthen pupil advising, student success support services, and outreach campaigns to promote dual enrollment. Outreach shall be focused on families and pupils who may not be college-bound or who are underrepresented in higher education.	July 1, 2023 - June 30, 2027	California Department of Education, College and Career Transition Division	\$100,000.00

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: \$100,000.00

RECOMMENDATION:

Approval by the Board of Education of a grant award for Oakland High School for the fiscal year 2023-2027 to accept same, if granted, 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

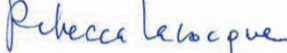
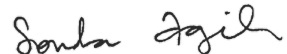
OUSD Grants Management Face Sheet

Title of Grant: College and Career Access Pathways Grants	Funding Cycle Dates: July 01,2023-June 30,2027
Grant’s Fiscal Agent: (contact’s name, address, phone number, email address) Rebecca Lacocque, Director of Linked Learning Oakland Unified School District 1011 Union St Oakland, CA 94607-2236	Grant Amount for Full Funding Cycle: \$100,000.00
Funding Agency: Justin Keithline, Staff Services Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901	Grant Focus: To support College and Career Access Pathways at Oakland High School
List all School(s) or Department(s) to be Served: Oakland High School	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	This grant will provide funding for the students in the College and Career Access Pathways at Oakland High School to become college and career ready through integrated supports, Career Technical Education (CTE), CTE-integrated academics, and work-based learning experiences.
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 High School Linked Learning Office reviews program data annually and supports with reporting to CDE through the Perkins Grant Management System.
Does the grant require any resources from the school(s) or district? If so, describe.	One-to-one matching funds are required and will be provided by the High Network Office and the funded school site.
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.)	Yes
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.)	Outside learning experiences (work-based learning) are a component of California Partnership Academies.

Who is the contact managing and assuring grant compliance? (Include contact's name, address, phone number, email address.)	Rebecca Lacocque Director of Linked Learning 1011 Union St. Oakland, CA 94607 (510) 879-4616 rebecca.lacocque@ousd.org
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Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal/Administrator	Rebecca Lacocque		09/18/2023
Chief Academic Officer	Sondra Aguilera		10/30/2023

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Fiscal Officer	N/A		
Superintendent	Kyla Johnson-Trammell		

Approved as to form by:






 Roxanne De La Rocha
 OUSD Staff Counsel

10/17/2023

 Date

Grant Award Notification

GRANTEE NAME AND ADDRESS Dr. Kyla Johnson-Trammell, Superintendent <i>Kyla</i> Oakland Unified School District 1011 Union Street Oakland, CA 94607-4099			CDE GRANT NUMBER			
			FY	PCA	Vendor Number	Suffix
			2023	25667	61259	04
Attention Dr. Kyla Johnson-Trammell, Superintendent <i>Kyla</i>			STANDARDIZED ACCOUNT CODE STRUCTURE			COUNTY
Program Office Accounting Office			Resource Code	Revenue Object Code		01
Telephone 510-879-8000			7339	8590		INDEX
Name of Grant Program College and Career Access Pathways Grant						0615
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date
	\$100,000		\$100,000		07/01/2023	06/30/2027
CFDA Number	Federal Grant Number	Federal Grant Name			Federal Agency	
<p>I am pleased to inform you that you have been funded for the College and Career Access Pathways Grant at Oakland High School.</p> <p>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.</p> <p>Please return the original, signed Grant Award Notification (AO-400) to:</p> <p style="text-align: center;">Justin Keithline, Staff Services Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95914-5901</p> <p style="text-align: right;">Approved as to form by:  Roxanne De La Rocha OUSD Staff Counsel</p> <p style="text-align: right;">10/17/2023 Date</p>						
California Department of Education Contact Diane Crum				Job Title Education Programs Consultant		
Email Address CCAPgrant@cde.ca.gov					Telephone 916-323-5765	
Signature of the State Superintendent of Public Instruction or Designee 					Date August 25, 2023	
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS						
<i>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.</i>						
Printed Name of Authorized Agent Dr. Kyla Johnson-Trammell				Title Superintendent		
E-mail Address kyla.johnson@ousd.org					Telephone 510-879-8000	
Signature 					Date September 15, 2023	

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. Expenditures must be completed by **June 30, 2027**. **No extensions of this grant will be allowed.**
3. The grantee is required to use these funds to plan for and implement a College and Career Access Pathway partnership with a community college district as described in the approved grant application with any required or requested changes. **Prior written approval** is required for any program or budget changes. Line item transfers in excess of 25 percent of each original line item budget amount may not be made without written approval from the High School Innovations and Initiatives Office (HSIIO). 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.
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:
 - Ninety percent of the funds will be released upon completion and return of the AO-400. Please allow approximately four weeks for processing.
 - The final 10 percent of the funds will be released after the End-of-Project (EOP) Expenditure Report and all reporting and submission requirements have been received.
 - The EOP Expenditure Report is due **June 15, 2027**, after all funds have been expended. The EOP includes a narrative of expenditures. Failure to submit a final EOP Expenditure Report with a budget narrative within 60 days of 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' grant(s).
6. The Baseline Data Report is a requirement of this grant and is due **October 2, 2023**. The Mid-Project Report and Mid-Project Expenditure Report are requirements of this grant and are due **June 15, 2024**. The End-of-Project Report is a requirement of this grant and is due **June 15, 2027**. Guidelines will be mailed separately.
7. The CDE has partnered with the Careers Ladders Project to provide technical assistance to all grantees through a generous grant received from the College Futures Foundation. Some grantees will be required to participate in technical assistance and capacity building support.
8. If the grantee or the CDE terminates the grantee's 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 programs.

If you have general questions regarding the grant, please contact Diane Crum, Education Programs Consultant, HSIIO, at dcrum@cde.ca.gov. If you have questions regarding the fiscal requirements of the grant, please contact Justin Keithline, Staff Services Analyst, HSIIO, at CCAPgrant@cde.ca.gov.