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OFFICE OF THE CITY CLERK
OAKLAND

2016 SEP 15 PM 1:58

AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Sara Bedford
Director, Human Services

SUBJECT: FY 2016-2017 Oakland Head Start
Increase to Unity Council Grant
Agreement

DATE: September 7, 2016

City Administrator Approval

Date:

9/14/16

RECOMMENDATION

Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To Amend the Grant Agreement With Unity Council For Head Start and Early Head Start Services From July 1, 2016 to June 30, 2017 to Increase the Grant By Up to \$200,199, For A Total Grant Amount of \$4,689,123.

EXECUTIVE SUMMARY

This report and resolution requests authorization to amend the grant agreement with the Unity Council for providing comprehensive Head Start services to approximately 236 children ages three to five years old and their families, and approximately 144 children prenatal to three years old and their families from July 1, 2016 to June 30, 2017, to increase the grant by \$200,199 for a total grant amount of \$4,689,123.

On July 19, 2016, the City Council approved Resolution No. 86304 C.M.S., authorizing the City Administrator to accept and appropriate Head Start and Early Head Start grants from the United States Department of Health and Human Services Administration for Children and Families, and enter into grant agreement with partner agencies including the Unity Council.

The Fiscal Year (FY) 2016-2017 Adopted Budget includes General Purpose Funds to pay for essential Head Start program costs unallowable under the Federal grant, including \$200,199 for rent for the Unity Council Head Start/Early Head Start program. These funds were inadvertently omitted from the original authorizing legislation for the Unity Council agreement. The proposed resolution corrects that omission and adds \$200,199 for rent to the Unity Council Head Start/Early Head Start grant agreement, for a total grant amount of \$4,689,123. (See **Attachment A** for resolution approved by City Council on July 19, 2016.)

Item: _____
Life Enrichment Committee
September 27, 2016

FISCAL IMPACT

A. AMOUNT OF RECOMMENDATION/COST OF PROJECT for FY 2016-2017: \$4,689,123
Project Delivery

Table 1: 2016-2017 Head Start/Early Head Start Increase in Unity Council Grant Funding

FY 2016- 2017	Approved Amount Pursuant Resolution No. 86304 C.M.S.	Amendment Amount	Total Amended Grant Agreement Amount
	\$4,488,924	\$200,199	\$4,689,123

1. SOURCE OF FUNDING:

The amendment amount of \$200,199 will be funded by the General Purpose Fund to pay for rent for the Unity Council Head Start/Early Head Start program, which is an unallowable cost and cannot be paid for by the Federal grant. Funding is budgeted in the General Purpose Fund (1010), HS Classroom & Seasonal Organization (78231), Third Party: Grant Contracts Earned Account (54912), HS FY16-17 GPF Contribution Project (G486640)

The remainder of the grant agreement with the Unity Council in the amount of \$4,488,924 will be funded by the Federal grant budgeted in the Department of Health and Human Services Fund (2128), Head Start Classroom & Seasonal Organization (78231), Head Start FY2016-2017 Operation Basic Project (G486610), and Expansion Early Head Start Project (G486680).

PUBLIC OUTREACH / INTEREST

This item did not require any additional public outreach other than the required posting on the City's website.

COORDINATION

The Office of the City Attorney and the Controller's Bureau were consulted in preparation of this report and resolution.

SUSTAINABLE OPPORTUNITIES

Economic: The grant creates more than 100 jobs, including people directly employed in centers, plus an unknown number of jobs through its economic multiplier effect. Most of these jobs are held by Oakland residents. In addition, Head Start and Early Head Start buys most of its goods and services from Oakland firms or individuals to support its programs.

Environmental: There are currently no direct environmental benefits or impacts from the Head Start and Early Head Start program to the City of Oakland. The program uses recyclable paper products.

Social Equity: The Oakland Head Start and Early Head Start Program delivers comprehensive, high-quality services to children and families in the City of Oakland. These services are designed to foster healthy development in low-income children, ages birth through five. Head Start and Early Head Start provide a range of individualized services in the areas of education and early childhood development, medical, dental, and mental health services, nutrition, and parent involvement. The range of services is responsive and appropriate to each child and family's developmental, ethnic, cultural, and linguistic heritage and experience. Recent scientific research has verified what early childhood educators have known for years: that how children are nurtured and educated in their youngest years has a significant impact on later growth and development.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council adopt a Resolution authorizing the City Administrator to amend the Grant Agreement with Unity Council for Head Start and Early Head Start services from July 1, 2016 to June 30, 2017 to increase the grant by up to \$200,199, for a total grant amount of \$4,689,123.

For questions regarding this report, please contact Usana Hopkins, Human Services Division Manager, Early Childhood and Family Services, at (510) 238-7186.

Respectfully submitted,


SARA BEDFORD
Director, Human Services Department

Early Childhood & Family Services Division
Reviewed by: Usana Hopkins, Manager
Prepared by: Tracey Black, HHS Planner

Attachment A: Resolution No. 86304 C.M.S.

Item: _____
Life Enrichment Committee
September 27, 2016

FILED
OFFICE OF THE CITY CLERK
OAKLAND

OAKLAND CITY COUNCIL

Macaulay
City Attorney

2016 AUG -2 PM 4:12

RESOLUTION No. 86304 C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO:

1. **ACCEPT AND APPROPRIATE HEAD START BASIC AND TRAINING AND TECHNICAL ASSISTANCE, EARLY HEAD START BASIC AND TRAINING AND TECHNICAL ASSISTANCE GRANTS FOR A FIVE-YEAR PERIOD FROM 2016 THROUGH 2021 FROM THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES, ADMINISTRATION FOR CHILDREN AND FAMILIES, OFFICE OF HEAD START, WITH THE FIRST INSTALLMENT (FOR FY2016-2017) IN AN ESTIMATED AMOUNT OF \$16,702,952; AND**

2. **ENTER INTO GRANT AGREEMENTS WITH THE FOLLOWING PARTNERS TO FUND COMPREHENSIVE CHILD DEVELOPMENT SERVICES FROM JULY 1, 2016 TO JUNE 30, 2017 IN AMOUNTS NOT TO EXCEED:
UNITY COUNCIL \$4,488,924;
BRIGHTER BEGINNINGS \$720,000;
ST. VINCENT'S DAY HOME \$214,800;
PERALTA COMMUNITY COLLEGE DISTRICT-LANEY COLLEGE CHILDREN'S CENTER (LANEY COLLEGE) \$48,000;
OAKLAND UNIFIED SCHOOL DISTRICT \$120,000;
UNIVERSITY OF CALIFORNIA SAN FRANCISCO (USCF) BENIOFF CHILDREN'S HOSPITAL OAKLAND \$9,000; AND**

3. **ACCEPT AND APPROPRIATE ADDITIONAL FEDERAL GRANT FUNDING IF IT BECOMES AVAILABLE DURING THE SAME GRANT TERM AND AMEND THE GRANT AGREEMENTS WITH UNITY COUNCIL, BRIGHTER BEGINNINGS, ST. VINCENT'S DAY HOME, LANEY COLLEGE, OAKLAND UNIFIED SCHOOL DISTRICT, AND UCSF BENIOFF CHILDREN'S HOSPITAL OAKLAND, WITHOUT RETURNING TO COUNCIL**

WHEREAS, on October 6, 2015, Oakland City Council approved Resolution No. 85819 C.M.S., authorizing the City Administrator to apply for funding for the Head Start/Early Head Start grantee, City of Oakland, through the funding opportunity number, HHS-2016-ACF-OHS-CH-R09-1085, in an estimated amount of \$18,587,933 per year for a five-year-period from 2016 through 2021, from the U.S. Department of Health and Human Services Administration for Children and Families (DHHS/ACF), Office of Head Start; and

WHEREAS, in May 2016, the DHHS/ACF Office of Head Start responded to the City of Oakland's Head Start proposal with a funding amount equivalent to eighty-six percent (86%) of the current grant award; and

WHEREAS, the introduction of a new grantee will require the closure of three current sites: FAME Early Head Start and Virginia Avenue, and Eastmont Head Start sites; and will have corresponding staff impacts; and

WHEREAS, the loss of these classrooms will be compensated for sites on services provided by the other grantee awarded for Oakland; and

WHEREAS, the City of Oakland desires to accept and appropriate the Head Start/Early Head Start grant in an estimated amount of \$16,702,952 (which includes \$756,719 in one time funding for capital needs) from the DHHS/ACF, Office of Head Start, to fund a Head Start Program and Early Head Start Program from July 1, 2016 through June 30, 2017; and

WHEREAS, the General Purpose Fund has appropriated in the FY 2016-2017 Midcycle Budget \$4,646,269 to the Head Start Program, including \$257,332 to pay for essential program operation costs unallowable for Federal grant funds, \$1,672,432 to address cost-of-living deficit due to cost of living increases, inflation, and rising program costs, \$780,901 for transition costs, and a contribution toward all Central Services Overhead in an estimated amount of \$1,935,604 to maintain compliance of federal administrative cost limits; and

WHEREAS, the Head Start/Early Head Start grants require a match of local in-kind contributions equal to twenty-five percent (25%) of the grant, in an estimated amount of \$4,175,738, and the Unity Council will contribute a match of in-kind services in the estimate amount of \$1,122,231; and

WHEREAS, the newly proposed Head Start Performance Standards endeavor to further strengthen child outcomes and readiness for preschool, kindergarten and school, by mandating an increase in the dosage of comprehensive services that Head Start and Early Head Start participants receive, and by mandating an increase in full-day, full-year program options and a reduction in part-day, part-year program options; and

WHEREAS, the program changes will entail the redesign of the service delivery of grantee (City of Oakland), delegate agency(Unity Council), and partner agencies combined offering 510 full-day, full-year Head Start slots; the grantee (City of Oakland), delegate agency (Unity Council), and partner agencies combined offering 432 full-day, full-year Early Head Start slots; and the delegate agency (Unity Council) offering 96 part-day, part-year Head Start slots, all totaling an overall funded enrollment of 1,038 slots; and

WHEREAS, the Head Start and Early Head Start funding will provide comprehensive child development services in accord with said grants to 1,038 Head Start and Early Head Start eligible children and families, who have the most economic need, with ten percent (10%) of the enrollment consisting of children with special needs and, by new provisions enacted by the federal Office of Head Start, will expand enhanced outreach efforts to include homeless families and underserved populations; and

WHEREAS, the City wishes to continue funding the UCSF Benioff Children's Hospital-Oakland from July 1, 2016 through June 30, 2017 in an amount not to exceed \$9,000 to provide onsite early childhood mental health support directly to children and technical assistance, parent information and education, and clinical supervision for center and home-based program staff; and

WHEREAS, the City wishes to continue funding the following agencies in the following amounts to provide comprehensive early childhood education services from July 1, 2016 through June 30, 2017

	Unity Council	Brighter Beginnings	St. Vincent's Day Home	Peralta Community College District – Laney College Children's Center	Oakland Unified School District
HS Basic	\$2,104,973		\$ 138,000	\$48,000	\$120,000
HS TTA	\$21,647				
EHS Basic	\$2,331,052				
EHS TTA	\$31,252				
EHS Expansion Basic		\$720,000	\$76,800		
TOTAL:	\$4,448,924	\$720,000	\$214,800	\$48,000	\$120,000

;now, therefore, be it

RESOLVED: That the City Administrator is hereby authorized to accept, and appropriate the Head Start Basic, Head Start Training and Technical Assistance, Early Head Start Basic, and Early Head Start Training and Technical Assistance grants from the U.S. DHHS/ACF in the estimated amount of \$16,702,952 for funding of a Head Start Program and Early Head Start Program from July 1, 2016 through June 30, 2017, serving 1,038 children; and be it

FURTHER RESOLVED: That the City Council hereby authorizes the Head Start/Early Head Start program to receive financial assistance from the General Purpose Fund in an estimated amount of: \$4,646,269 appropriated in the FY 2016-2017 Adopted Budget: including \$257,332 to pay for essential program operation costs unallowable for Federal grant funds, \$1,672,432 to address cost-of-living deficit due to cost of living increases, inflation, and rising program costs, \$780,901 for transition costs, and a contribution toward all Central Services Overhead in an estimated amount of \$1,935,604 to maintain compliance of federal administrative cost limits; and be it

FURTHER RESOLVED: That in accordance with the DHHS/ACF grant agreement requirements, the City of Oakland Head Start/Early Head Start program is authorized to collect match equal to twenty-five percent (25%) of the Head Start and Early Head Start Grant amounts, in an estimated amount \$4,175,738 through parent volunteer hours and other non-cash donations from the community and a match from Unity Council in an estimated amount of \$1,122,231; and be it

FURTHER RESOLVED: That the estimated sum of \$16,702,952 together with offsetting revenue, shall be appropriated to Department of Health and Human Services Fund (2128), Head Start Classroom & Seasonal Organization (78231), and, Head Start FY16-17 Operation Basic Project (G486610), Expansion Early Head Start Project (G486680); and be it

FURTHER RESOLVED: That the City Administrator or her designee is hereby authorized to execute grant agreements with the following agencies to provide comprehensive Early Childhood Education Services from July 1, 2016 through June 30, 2017 in amounts not to exceed:

- Unity Council \$4,488,924,
- Brighter Beginnings \$720,000;
- St. Vincent's Day Home \$214,800;
- Peralta Community College District-Laney College Children's Center (Laney College) \$48,000;
- Oakland Unified School District \$120,000; and be it

FURTHER RESOLVED: That the City Administrator or her designee is hereby authorized to execute a grant agreement with UCSF Benioff Children's Hospital, Oakland in an amount not to exceed \$9,000 for child development mental health services for children up to three years of age from July 1, 2016 through June 30, 2017; and be it

FURTHER RESOLVED: That if additional grant funding becomes available from the grantor U.S. DHHS/ACF for the same purposes, within the existing grant term (July 1, 2016 – June 30, 2017), the City Administrator or her designee is authorized to accept and appropriate these funds to fund the Head Start/Early Head Start Program and amend the aforementioned grant agreements without returning to Council within the duration of the grant term; and be it

FURTHER RESOLVED: That the Council hereby appoints the City Administrator or her designee to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, modifications, payment requests, and related actions which may be necessary for the aforementioned grants; and be it

FURTHER RESOLVED: That the agreements authorized under this resolution shall be reviewed as to form and legality by the Office of the City Attorney and copies filed with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, JUL 19 2016

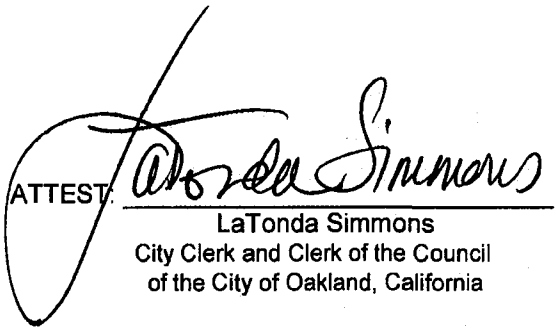
PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, CAMPBELL WASHINGTON, GALLO, GUILLEN, KALB, KAPLAN, REID, AND PRESIDENT GIBSON MCELHANEY - 8

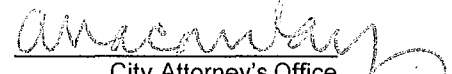
NOES- 0

ABSENT- 0

ABSTENTION- 0

ATTEST 
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California

2016 SEP 15 PM 2:01


City Attorney's Office

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO AMEND THE GRANT AGREEMENT WITH UNITY COUNCIL FOR HEAD START AND EARLY HEAD START SERVICES FROM JULY 1, 2016 TO JUNE 30, 2017 TO INCREASE THE GRANT BY UP TO \$200,199, FOR A TOTAL GRANT AMOUNT OF \$4,689,123

WHEREAS, On July 19, 2016 the City Council approved Resolution No. 86304 C.M.S., authorizing the City Administrator to accept and appropriate Head Start and Early Head Start grants from the United States Department of Health and Human Services Administration for Children and Families, and enter into grant agreements with partner agencies including the Unity Council; and

WHEREAS, pursuant to Resolution No. 86304 C.M.S. the City Council authorized a grant agreement with Unity Council in the amount of \$4,488,924, for providing comprehensive Head Start services to approximately 236 children, ages three to five years old and their families, and Early Head Start services to approximately 144 children, prenatal to three years old and their families from July 1, 2016 to June 30, 2017; and

WHEREAS, the Fiscal Year (FY) 2016-2017 Adopted Budget includes General Purpose Funds to pay for essential Head Start program costs unallowable under the Federal grant, including \$200,199 for rent for the Unity Council Head Start/Early Head Start program, and these funds were inadvertently omitted from the total grant amount included in the original authorizing legislation for the Unity Council grant agreement; and

WHEREAS, City wishes to add \$200,199 for rent to the Unity Council Head Start/Early Head Start grant, for a total grant amount of \$4,689,123; now, therefore, be it

RESOLVED: That the City Administrator or her designee is hereby authorized to increase the Head Start/Early Head Start grant with Unity Council by up to \$200,199; and be it

FURTHER RESOLVED: That funding to increase the grant amount by up to \$200,199 is available in the General Purpose Fund (1010), HS Classroom & Seasonal Organization (78231), Third Party: Grant Contracts Earned Account (54912), HS FY16-17 GPF Contribution Project (G486640); and be it

FURTHER RESOLVED: That if additional grant funding becomes available from the grantor U.S. DHHS/ACF for the same purposes, within the existing grant term (July 1, 2016 – June 30, 2017), the City Administrator or her designee is authorized to accept and appropriate these funds to fund the Head Start/Early Head Start Program and amend the grant agreement with Unity Council to increase the amount without returning to Council within the duration of the grant term; and be it

FURTHER RESOLVED: That the aforementioned grant agreement and any amendments shall be reviewed as to form and legality by the Office of the City Attorney and copies filed with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL-WASHINGTON, GALLO, GUILLEN, KALB, KAPLAN, REID
AND PRESIDENT GIBSON MCELHANEY

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____
LATONDA SIMMONS
City Clerk and Clerk of the Council of
the City of Oakland, California