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OFFICE OF THE CITY CLERK  
OAKLAND

2013 MAY -2 PM 1:19

# AGENDA REPORT

**TO:** DEANNA J. SANTANA  
CITY ADMINISTRATOR

**FROM:** Sara Bedford

**SUBJECT:** Child and Adult Care Food Program  
(CACFP) Grant, Program Year 2013-2014

**DATE:** April 17, 2013

City Administrator

Date

Approval

5/1/13

**COUNCIL DISTRICT:** Citywide

## RECOMMENDATION

Staff recommends that the City Council adopt a resolution authorizing the City Administrator, on behalf of the City of Oakland, to apply for, accept and appropriate the Child and Adult Care Food Program (CACFP) grant from the California Department of Education, Nutrition Services Division (NSD) in an estimated amount of \$545,000 to provide funding for nutritious meals to children enrolled in the City of Oakland's Head Start Program from September 1, 2013 through August 31, 2014.

## OUTCOME

The appropriation of CACFP funding is required in order to receive reimbursement from the state for meals provided to Head Start children, beginning September 1, 2013. If approved, the Department of Human Services will be able to continue to offer nutritious meals to children enrolled in the Oakland Head Start program over the 2013-2014 program year.

## BACKGROUND/LEGISLATIVE HISTORY

The CACFP began in 1968 and is a state and federally funded program that provides financial aid to licensed child care centers and day care homes. The objectives of the program are to improve the diet of children less than 13 years of age by providing them with nutritious, well-balanced meals, and to develop good eating habits in children that will last through later years. The program provides services to all children under the age of 18 including infants, preschool children, enrollees of any age who are disabled, and children enrolled in after-school or extended care centers.

Item: \_\_\_\_\_  
Life Enrichment Committee  
May 14, 2013

### ANALYSIS

The US Department of Agriculture/California Department of Education, CACFP will continue to provide funding for nutritious meals to low income children at various Head Start sites located throughout the Oakland community. It is estimated that approximately 335,000 meals will be served during program year 2013-2014.

### PUBLIC OUTREACH/INTEREST

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

### COORDINATION

The City Attorney's Office, Budget Office, DHS fiscal services, DHS Interim Director, and Head Start Manager have been consulted in the preparation of this report and resolution.

### COST SUMMARY/IMPLICATIONS

Approval of the proposed resolution will authorize the application for, acceptance and appropriation of a Child and Adult Care Food Program (CACFP) grant for Program Year 2013-2014, in the estimated amount of \$545,000. Funding will be appropriated to the Department of Agriculture Fund (2102), Head Start Classroom & Seasonal Organization (78231), and Head Start Child Care Food Program FY 2013-2014 Project (G464859) for reimbursement of services provided under the California Department of Education, Child and Adult Care Food Program (CDE/CACFP).

The City's 2013-2015 Proposed Budget includes \$545,000 in appropriations and revenues for FY 2013-2014 for the CACFP grant.

The Head Start program submits monthly invoices that include its meal counts, and in return receives monthly reimbursement from the CACFP grant, for eligible meals served to enrolled Head Start children. The meal reimbursement rate is based on the number of meals consumed. Approving this resolution will not have a negative impact on the City's General Fund.

### SUSTAINABLE OPPORTUNITIES

**Economic:** There are economic benefits to the City from the participation in the Child Care Food Program. The Oakland Head Start program employs seven full-time food service workers and one supervisor who prepare meals for the children enrolled in the Head Start program. Four drivers are required to deliver the meals to Head Start centers each day.

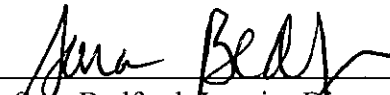
Item: \_\_\_\_\_  
Life Enrichment Committee  
May 14, 2013

**Environmental:** Oakland Head Start provides snacks and meals that meet CCFP nutritional requirements. The Head Start program's central kitchen recycles all cooking oil and purchases environmentally safe paper cups and paper plates that are used in all Head Start classrooms.

**Social Equity:** The Head Start program delivers comprehensive, high quality services to children and families in the City of Oakland. Child health and wellness are promoted by providing nutrition services that supplement and complement those of the home and community. Head Start's child nutrition services assist families in meeting each child's nutrition needs and establish good eating habits that nurture healthy development and promote life-long well-being.

For questions regarding this report, please contact Usana Hopkins, Manager, Early Childhood & Family Services, at 510-238-7186.

Respectfully submitted,

  
\_\_\_\_\_  
Sara Bedford, Interim Director  
Department of Human Services

Reviewed by:  
Usana Hopkins, Manager  
Early Childhood & Family Services Division/DHS

Prepared by:  
Tracey Black, Planner  
Head Start Program

Item: \_\_\_\_\_  
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OAKLAND

# OAKLAND CITY COUNCIL

*Macomber*  
City Attorney

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RESOLUTION No. \_\_\_\_\_ C.M.S.

Introduced by Councilmember \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, TO APPLY FOR, ACCEPT AND APPROPRIATE THE CHILD AND ADULT CARE FOOD PROGRAM (CACFP) GRANT FROM THE CALIFORNIA DEPARTMENT OF EDUCATION, NUTRITION SERVICES DIVISION (NSD) IN AN ESTIMATED AMOUNT OF \$545,000 TO PROVIDE FUNDING FOR NUTRITIOUS MEALS TO CHILDREN ENROLLED IN THE CITY OF OAKLAND'S HEAD START PROGRAM FROM SEPTEMBER 1, 2013 THROUGH AUGUST 31, 2014**

**WHEREAS**, the City of Oakland desires to apply for, accept and appropriate a Child Care Food Program (CCFP) Grant in an estimated amount of \$545,000 from the California Department of Education to fund a Head Start child nutrition program from September 1, 2013 through August 31, 2014; and

**WHEREAS**, the City's FY 2013-2015 Proposed Budget includes \$545,000 in appropriations and revenues for FY 2013-2014 for the CACFP grant; and

**WHEREAS**, the California Department of Education Child Nutrition and Distribution Division will provide funds for comprehensive nutrition services to one thousand, sixty-one (1,061) Head Start children, who have the most economic need, with 10% of the enrollment consisting of children with special needs; now, therefore, be it

**RESOLVED**: That the City Administrator or her designee is hereby authorized and directed to submit on behalf of the City of Oakland an application to CACFP for funds to operate a Head Start child care food program for children in the City of Oakland from September 1, 2013 through August 31, 2014, and accept and appropriate those funds, and to execute and submit all documents, including but not limited to agreements, amendments, and payment requests which may be necessary to obtain funds to operate such a program and to accept said funds; and be it

**FURTHER RESOLVED**: That the City Administrator is hereby authorized and directed to appropriate any additional funding which may become available from this grant without returning to Council; and be it

**FURTHER RESOLVED**: That the sum of \$545,000 and offsetting revenue shall be appropriated to the Department of Agriculture Fund (2102), Head Start Classroom & Seasonal Organization (78231), and Head Start Child Care Food Program FY 2013-2014 Project (G464859) for the purpose of operating the Head Start child care food program.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES – BROOKS, GALLO, GIBSON MCELHANEY, KALB, KAPLAN, REID, SCHAAF, and  
PRESIDENT KERNIGHAN

NOES -

ABSENT -

ABSTENTION -

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