



AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Sara Bedford
Director, Human Services

SUBJECT: Child & Adult Food Program (CACFP)
Grant Application FY 2018-2019

DATE: June 18, 2018

City Administrator Approval

Date:

6/29/18

RECOMMENDATION

Staff Recommends That The City Council Adopt A Resolution 1) Authorizing The City Administrator To Apply For And Accept The U.S. Department Of Agriculture Child And Adult Care Food Program (CACFP) Grant From The California Department Of Education In An Estimated Amount Of \$243,632 To Provide Funding For Nutritious Meals For The Head Start/Early Head Start Program From July 1, 2018 Through June 30, 2019; And 2) Authorizing A General Purpose Fund Contribution In The Amount Equivalent To Central Service Overhead Costs Estimated At \$41,675.

EXECUTIVE SUMMARY

Adoption of this resolution will allow the City Administrator to apply for and accept the Child and Adult Care Food Program (CACFP) Grant from the California Department of Education (CDE) in order to be eligible for reimbursement from the U.S. Department of Agriculture (USDA) and the CDE. If approved, the Human Services Department (HSD) will be able to continue to offer nutritious meals to children enrolled in the Oakland Head Start and Early Head Start Program beginning July 1, 2018 through June 30, 2019.

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 younger 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 infants, preschool children, enrollees of any age who are disabled, and children enrolled in after-school or extended care centers.

Item: _____
Life Enrichment Committee
July 17, 2018

ANALYSIS AND POLICY ALTERNATIVES

The USDA/CACFP Grant from the California Department of Education is an important partner of Head Start programs. Mandated by legislation, Head Start programs collaborate with the USDA/CACFP, to provide well-balanced, nutritious meals to Head Start and Early Head Start children. Oakland Head Start will continue to offer nutritious meals to children at City-operated Head Start and Early Head Start sites located throughout the Oakland community. Comprehensive nutrition services will be provided to approximately 300 Head Start and Early Head Start children, who have the most economic need, with 10 percent of the enrollment consisting of children with special needs.

FISCAL IMPACT

Approval of the adopted resolution will authorize the application and acceptance of the CACFP grant for Program Year 2018-2019, in the estimated amount of \$243,632, included in the Fiscal Year (FY) 2018-2019 Midcycle Proposed Budget. Funding is appropriated in the Department of Agriculture Fund (2102), HS Classroom and Seasonal Org (78231), Head Start FY2018-2019 CCFP Project (1004056), Strengthening Children, Youth & Families Program (YS13) for reimbursement of services provided under the CDE/CACFP and for the purpose of operating the Head Start child care food program.

1. AMOUNT OF RECOMMENDATION/COST OF PROJECT:
Project Delivery \$243,632
2. SOURCE OF FUNDING: Department of Agriculture Fund (2102); HS Classroom and Seasonal Org (78231); Head Start FY18-19 CCFP Project (1004056); Strengthening Children, Youth & Families Program (YS13)
3. FISCAL IMPACT

The City's 2018-2019 Midcycle Proposed Budget includes \$243,632 in appropriations and revenues for FY2018-2019 for the CACFP grant. The adopted resolution authorizes the City Administrator to accept and appropriate additional funding that becomes available from the grant within the grant term (July 1, 2018 – June 30, 2019) without returning to Council. The Head Start program receives monthly reimbursement for eligible meals served to enrolled Head Start children.

Approval of the adopted resolution with also authorize the General Purpose Fund contribution in the amount equivalent to central service overhead costs estimated at \$41,675 due to administrative cost limitations.

PUBLIC OUTREACH / INTEREST

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

Item: _____
Life Enrichment Committee
July 17, 2018

COORDINATION

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

SUSTAINABLE OPPORTUNITIES

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

Environmental: Oakland Head Start provides snacks and meals that meet CACFP 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.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Adopt A Resolution 1) Authorizing The City Administrator To Apply For And Accept The U.S. Department Of Agriculture Child And Adult Care Food Program (CACFP) Grant From The California Department Of Education In An Estimated Amount Of \$243,632 To Provide Funding For Nutritious Meals For The Head Start/Early Head Start Program From July 1, 2018 Through June 30, 2019; And 2) Authorizing A General Purpose Fund Contribution In The Amount Equivalent To Central Service Overhead Costs Estimated At \$41,675.

For questions regarding this report, please contact Dr. Veronica Ufoegbune, HSD Manager, Early Childhood and Family Services Division, at (510) 238-7186.

Respectfully submitted,



SARA BEDFORD
Director, Human Services Department

Reviewed by: Dr. Veronica Ufoegbune, Manager

Prepared by: Tracey Black, HHS Planner
Early Childhood & Family Services Division


City Attorney

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION 1) AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR AND ACCEPT THE U.S. DEPARTMENT OF AGRICULTURE CHILD AND ADULT CARE FOOD PROGRAM (CACFP) GRANT FROM THE CALIFORNIA DEPARTMENT OF EDUCATION IN AN ESTIMATED AMOUNT OF \$243,632 TO PROVIDE FUNDING FOR NUTRITIOUS MEALS FOR THE HEAD START/EARLY HEAD START PROGRAM FROM JULY 1, 2018 THROUGH JUNE 30, 2019; AND 2) AUTHORIZING A GENERAL PURPOSE FUND CONTRIBUTION IN THE AMOUNT EQUIVALENT TO CENTRAL SERVICE OVERHEAD COSTS ESTIMATED AT \$41,675

WHEREAS, the City of Oakland desires to apply for and accept a US Department of Agriculture/Child and Adult Care Food Program (USDA/CACFP) Grant in an estimated amount of \$243,632 from the California Department of Education (“CDE”) to fund a Head Start/Early Head Start child nutrition program from July 1, 2018 through June 30, 2019; and

WHEREAS, the City’s Fiscal Year (FY) 2018-2019 Midcycle Proposed Budget includes \$243,632 in appropriations and revenues for FY 2018-2019 for the CACFP grant; and

WHEREAS, staff is requesting a contribution from the General Purpose Fund equivalent to the central service overhead costs associated with this grant in the estimated amount of \$41,675 due to administrative cost limitations; and

WHEREAS, the CDE Child Nutrition and Distribution Division will provide funds for comprehensive nutrition services to approximately 300 Head Start and Early Head Start children, who have the most economic need, with ten percent of the enrollment consisting of children with special needs; now, therefore, be it

RESOLVED: That the City Administrator or her designee is hereby authorized to submit an application to the CDE for USDA/CACFP funds to operate a Child Care Food Program for children enrolled in the Oakland Head Start and Early Head Start program from July 1, 2018 through June 30, 2019, and to accept said funds in an estimated amount of \$243,632; and be it

FURTHER RESOLVED: That the City Administrator is hereby authorized to accept and appropriate any additional funding which may become available from this grantor, for the same purposes, within the existing grant term, July 1, 2018 to June 30, 2019, without returning to Council; and be it

FURTHER RESOLVED: That the estimated sum of \$243,632 and offsetting revenue is included in the FY2018/19 Midcycle Proposed Budget and appropriated in the Department of Agriculture Fund (2102), HS Classroom and Seasonal Org (78231), Head Start FY18-19 CCFP Project (1004056), Strengthening Children, Youth & Families Program (YS13) for the purpose of operating the Head Start child care food program; and be it

FURTHER RESOLVED: That all central services overhead charges associated with this grant in an estimated amount of \$41,675 will be offset through a contribution of the General Purpose Fund.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

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

NOES -

ABSENT -

ABSTENTION -

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