

# CITY OF OAKLAND

## AGENDA REPORT

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2004 MAR 11 PM 12: 38

**To:** Office of the City Manager  
**Attn:** Deborah Edgerly  
**From:** Department of Human Services  
**Date:** March 23, 2004

**Re: A REPORT AND RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AMENDMENT TO THE AGREEMENT WITH THE MARCUS A. FOSTER EDUCATIONAL, INSTITUTE FOR ADDITIONAL SERVICES FOR THE CHILDREN AND YOUTH GRANTS PROGRAM AND INCREASING THE AMOUNT OF THE EXISTING AGREEMENT BY \$144,006 TO A TOTAL AMOUNT NOT TO EXCEED \$244,006**

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### SUMMARY

This report recommends Council approval of an amendment to the existing grant agreement with the Marcus A. Foster Educational Institute (MAFEI) to authorize additional youth grant-making services for an amount not to exceed \$144,006 in fiscal year 2003-04. If approved, MAFEI's total Oakland Fund for Children and Youth (OFCY) grant will not exceed \$244,006.

The Marcus A. Foster Educational Institute has agreed to assume the youth-to-youth grant making program of the Volunteer Center of Alameda County (VCAC) which ceased operations in December 2003. The City has terminated OFCY's agreement with VCAC, resulting in a balance of \$193,524 in the Kids First! Fund 1780 which is available for the additional services provided by MAFEI.

The Oakland Fund for Children and Youth (OFCY) Planning and Oversight Committee and staff recommend MAFEI to administer 25 youth grants awarded by the Volunteer Center of Alameda County. The POC's recommendation is based on extensive testimony from youth grantees and their sponsoring organizations on the impact of the VCAC's closure on the youth and youth-led community projects.

### FISCAL IMPACT

Funds are available in Fund 1780P224730 (Kids First!) for the MAFEI contract amendment in the amount of \$144,006. Approval of the resolution authorizing the contract amendment will have no additional impact on the General Fund.

The Volunteer Center of Alameda County received a grant of \$300,000 from OFCY for services in 2003-2004 but closed its offices midyear, resulting in City termination of its contract for non-performance. This resolution authorizes \$144,006 of the unspent funds remaining from the Volunteer Center's contract (\$193,524) be made available to MAFEI through a revision in the scope of services of MAFEI's existing contract. An amount of \$49,518 from the original

Item: 3

Life Enrichment Committee  
March 23, 2004

Volunteer Center contract will remain in Fund 1780 and be available for OFCY grants in FY2004-2005.

The professional services contract with Marcus A. Foster Educational Institute is subject to the City of Oakland's three percent contract compliance fee which amounts to \$4,320. OFCY contracts have not been paying the contract compliance fee, but all such waivers of the contract compliance fee are currently under review. Not imposing the contract compliance assessment fee would increase the existing negative balance in the Contract Compliance Assessment Fund (1790).

## **BACKGROUND**

The Oakland Fund for Children and Youth (OFCY) provides grants for non-profit organizations and public agencies to provide direct services for children and youth. Grants are awarded through an **annual** competitive process. A portion of the OFCY's annual general fund has historically been awarded to community organizations to administer youth-to-youth grant making programs.

For 2003-04, the City Council approved a total appropriation of OFCY funds of \$7.9 million. Of this amount, OFCY provided \$600,000 to fund three agencies with youth-to-youth grant-making programs including the Community Health Academy's Youth Grants for Youth Action program (\$200,000) and the Marcus A. Foster Educational Institute's Children and Youth Grants program (\$100,000). The Volunteer Center of Alameda County was awarded a grant of \$300,000 to provide the Force of Change Youth-to-Youth Grant program.

The Volunteer Center of Alameda County (VCAC) filed for Chapter 7 bankruptcy on December 24, 2003, and is being dissolved as a 501 (c) (3) non-profit organization through the bankruptcy proceedings. The City sent a letter terminating the VCAC contract due to non-performance in February.

Before its operations ceased, the Volunteer Center selected 25 youth groups to receive awards totaling \$129,981. The City paid VCAC \$40,833 for the initial payments to 19 youth grantees, approximately one-third of their full award. Of these, 14 received and successfully deposited checks from the Volunteer Center. OFCY was able to verify that a portion of the \$40,833 paid by the City to VCAC, a total of \$11,518, was not received by the youth grantees. Several youth grant projects were issued checks that were returned due to insufficient funds. In addition, one check remains outstanding.

Based on the findings above, a total of \$100,666 (\$89,148 remaining from the total award of \$129,981 and \$11,518 for the grantees that did not receive their first payment) should be recommitted to MAFEI to complete the youth grants initiated by VCAC.

Item: \_\_\_\_\_  
Life Enrichment Committee  
March 23, 2004

## **KEY ISSUES AND IMPACTS**

### **Impact on Youth**

The 25 grantees will not receive their full grant awards unless **an** alternative organization is contracted to administer the Force of Change project. There are a variety of youth grant projects including media production, performance, research, advocacy and community organizing projects of direct benefit to the communities in which the youth live. A list of the youth grant projects with brief descriptions is included as Attachment 1. Because many of the youth projects have now been delayed several months, and their timing is constrained by the school year, the amendment to the MAFEI contract should be expedited to be of benefit to the youth.

### **POC Recommendation**

The Planning and Oversight Committee (POC) received testimony on February 4, 2004 **from** youth grantees who have not received their full awards due to the Volunteer Center's closure. Youth expressed their desire to complete the projects they have started and receive the grant amounts promised by the VCAC. The POC then formed a task force to assess the capacity of OFCY's **two** remaining youth-to-youth grant-making agencies to assume the scope of services abandoned by VCAC.

The POC and staff recommend that MAFEI finish the VCAC youth grant-making project. MAFEI is planning to hire the Force of Change staff person to coordinate the project enabling the project to re-start quickly. MAFEI will also provide space and stipends for the original youth council. MAFEI is accustomed to overseeing a large number of youth-to-youth grants, and has consistently received **high** evaluation scores. MAFEI has agreed to provide the services and has the capacity to administer the youth grants awarded by VCAC.

### **Status of Volunteer Center of Alameda County Bankruptcy**

City staff does not anticipate that any assets will become available through the bankruptcy proceedings for monies owed to youth grantees. A Deputy City Attorney attended a bankruptcy hearing for the Volunteer Center on February 10th and requested that the City be listed as a creditor. According to the City's Attorney, the Bankruptcy Trustee indicated that there will not be any assets available for distribution to VCAC's creditors.

Staff received the cooperation of VCAC Board officials to verify the checks that were returned due to insufficient funds in VCAC's account. Copies of returned check notices were faxed to OFCY. In addition, the Board President verified that one check was not deposited and that the VCAC checking account is no longer active. The total verified loss to youth grantees is \$11,518.

Item: \_\_\_\_\_  
Life Enrichment Committee  
March 23, 2004

**PROGRAM DESCRIPTION**

Youth-to-youth grant-making programs train and empower youth to be responsible grant-makers. MAFEI will provide oversight and staffing to monitor and make payments to 25 youth grantees. To ensure continuity, MAFEI will hire the VCAC coordinator to support the youth council originally established by VCAC to review proposals from other youth, make funding decisions, and evaluate the grant funded activities. MAFEI's budget will include the following:

CATEGORY	AMOUNT
Youth Grants	100,666
Youth Council stipends	9,600
Coordinator	18,797
Other Direct/Indirect costs	14,943
Total	\$144,006

**SUSTAINABLE OPPORTUNITIES**

Economic

Youth grants have positive local benefits that include the purchase of goods and services in Oakland communities.

Environmental

Some youth grant projects provide direct improvements to the environment.

Social Equity

Youth grant projects provide enrichment and positive youth development outcomes for youth from low-income families and address a community need or provide a community service.

**DISABILITY AND SENIOR CITIZEN ACCESS**

Youth with disabilities have equal opportunities to apply for youth-to-youth grants. Approval of the contract amendment will have no impact on access to services for seniors or youth with disabilities.

**RECOMMENDATION(S) AND RATIONALE**

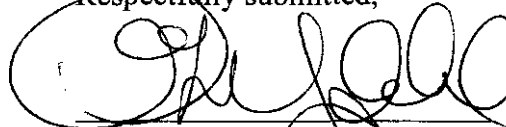
Staff recommends approval to amend the Marcus A. Foster Educational Institute (MAFEI) Children and Youth Grants agreement for fiscal year 2003-04 by \$144,006 for a total contract amount of \$244,006. This amount covers the cost of completing the Force of Change program and the balance of the youth-to-youth grants approved by the Volunteer Center of Alameda County (VCAC). The recommendation is presented in fairness to the youth who applied, and in support of the OFCY goals promoting youth empowerment and community enrichment.

Item: \_\_\_\_\_  
Life Enrichment Committee  
March 23,2004

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff requests that City Council approve the resolution authorizing the City Manager to execute **an** amendment to the existing agreement with Marcus A. Foster Educational Institute for additional services and increasing the amount of the agreement not to exceed \$244,006.

Respectfully submitted,



**ANDREA YOUNGDAL**  
Director, Department of Human Services

**Reviewed By:**  
**Sandra Taylor**  
Children and Youth Services Manager

**Prepared By:**  
**Karen Greenspan**  
Grants Monitor

APPROVED AND FORWARDED TO  
LIFE ENRICHMENT COMMITTEE

  
Office of the **City Manager**

ATTACHMENT 1

Agency: Volunteer Center of Alameda County  
 Project Title: Force of Change

**YOUTH GRANTS & Children and Youth Grants**

iscal Agent/Adult Ally (if applicable)	Project Name	Brief description of project	Total Grant Amount
<b>NEW PROJECTS</b>			
YMCA of the East Bay/Debra Israel	Chillin'	The project will improve the Bret Harte Middle school environment.	\$4,592.50
	Cong Bang	Aims to stop evictions of low-income seniors in Oakland Chinatown.	\$5,000.00
Asian Community Mental Health Services/Claire Tran	Hip Pop Theater	Using theater arts to educate community about deportation.	\$5,000.00
Lighthouse Community Charter School/Genevieve DeBose	No Snow for Snow Park	Seeks to change the name of Snow Park in downtown oakland.	\$3,642.99
Youth In Our Midst Foundation/ Ann C. Woodard, Ph.D	Point and Click Photography Club	Young women sharing their experiences through photography.	\$5,000.00
Lighthouse Community Charter School/ Genevieve DuBose	Save Our Shins	Equipment for girls soccer team and city-wide tournament.	\$4,510.81
AC Track Club/ Anthony McNeal	AC Track Club	A track program offering homework assistance and community building.	\$4,964.10
Roots of Unique Awareness/ Karrimah Muhammad	Young Pianists Moving	Youth playing, teaching and studying music.	\$5,000.00
Luxor Academy/ Karrimah Muhammad	Youth Biz in the Hood EXPO	Young business owners selling their products and services.	\$5,000.00
Destiny Arts/ Sarah Crowell	Project Bridge	Youth trainers leading drama, dance and martial arts classes.	\$5,000.00
Organization of Cultural Renaissance/Achebe Hoskins	Youth Stories CD and Performance Project	Youth recording real life stories to benefit other youth.	\$5,000.00
Culture Shock Dance Troupe/Kim Sims-Battiste	Culture Shock Dance Troupe	Youth hip hop artists engaged in arts apprenticeships.	\$5,000.00
Marcus A. Foster Educational Institute/ Aileen Moffitt	Theatre Leadership Team	Youth circus performers honing and sharing their skills.	\$5,000.00
<b>NEXTSTEP PROJECTS</b>			
Lao Family Community Development/ Michael Goldberg	Connexions	Developing skills in film making, leadership and Thai language.	\$7,497.00
Youth Together/ Prishni Murillo	Fremont Unity	Promoting peace and unity at Fremont's 6 small schools.	\$7,425.00
EastSide Arts Alliance/ Sasha Dobos-Czarnocha	Visual Element	Exploring identity through graffiti-based mural projects.	\$7,500.00

MAR 23 2004

John Gardner Center of Stanford/Yolanda Anyon	The West Oakland YELL Project	Sharpening the research and advocacy skills of youth.	\$7,249.00
DiversityWorks/ Pi'ikea Hardy-Kahaleoumi	The Spot	Youth discussing relevant social topics and conducting trainings.	\$7,425.00
Opera Piccola/ Ann Kimball	Generations Together	Youth assisting elders through theater.	\$7,356.80
EastSide Arts Alliance/Traci Bartlow	Performance Workshop	Organize the youth activity area at the Malcolm X jazz Arts Festival	\$7,425.00
<b>GRADUATION GRANTS</b>			
Spanish Speaking Citizens' Foundation/ Sergio Arroyo	MAESTRO@S Project	Organizing youth to address social issues.	\$7,425.00
<b>LITERACY GRANTS</b>			
Oakland Parents' Literacy Project/Denise Trevallion	California History Alive!	Students will re-enact 1847 California History.	\$3,000.00
Oakland Parents' Literacy Project/Denise Trevallion	African American Legacy: Our Past, Our Present, Our Future	Students will become modern-day historians.	\$2,967.50
<b>MINI GRANTS</b>			
Culture Shock Dance Troupe/Kim Sims-Battiste	Culture Shock Dance Troupe	Exposition event to encourage youth to participate in the arts.	\$1,000.00
Organization of Cultural Renaissance/Achebe Hoskins	Youth Stories CD and Performance Project	Storytelling event for children. Led by Teens.	\$1,000.00

OFFICE OF THE CITY CLERK  
CITY OF OAKLAND

**OAKLAND CITY COUNCIL**



City Attorney

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

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AMENDMENT TO THE AGREEMENT WITH THE MARCUS A. FOSTER EDUCATIONAL INSTITUTE FOR ADDITIONAL SERVICES FOR THE CHILDREN AND YOUTH GRANTS PROGRAM AND INCREASING THE AMOUNT OF THE EXISTING AGREEMENT BY \$144,006 TO A TOTAL AMOUNT NOT TO EXCEED \$244,006**

**WHEREAS**, the Measure K/Kids First! Initiative established the Oakland Fund for Children and Youth ("OFCY") to help young people grow to become healthy, productive, and honorable adults; and

**WHEREAS**, City Council authorized an Agreement for \$100,000 for fiscal year 2003-2004 with Marcus A. Foster Educational Institute ("MAFEI") for their Children and Youth Grants youth-to-youth grantmaking project; and

**WHEREAS**, City Council also authorized an Agreement for \$300,000 for 2003-2004 with the Volunteer Center of Alameda County (VCAC) for the Force of Change youth-to-youth grant-making project; and

**WHEREAS**, VCAC awarded 25 youth-to-youth grants totaling \$129,981 to be paid out in installments to grantees but declared bankruptcy before paying all the installments; and

**WHEREAS**, of the original contract amount of \$300,000, VCAC was paid an advance of \$45,000 and a first quarter invoice of \$61,476, totaling payments of \$106,476 for 2003-04, leaving \$193,524 remaining unspent in Fund 1780 Project 224730; and

**WHEREAS**, the Planning and Oversight Committee and the City desire to complete the youth-to-youth grants started by VCAC; and

**WHEREAS**, MAFEI has agreed to provide services to complete the Force of Change youth-to-youth grant-making project to include the coordination of the Youth Council, administering the grant payments, and monitoring and evaluating the projects, for the additional amount of \$144,006; and

**WHEREAS**, the balance of funds remaining of \$49,518 from the original VCAC contract will become available for future appropriation for the OFCY;

Now, therefore be it

3

**LIFE ENRICHMENT CMTE.**

**MAR 23 2004**



**RESOLVED:** That the City Council hereby appropriates \$144,006 to MAFEI to complete the 25 youth grants awarded by VCAC's Force of Change youth-to-youth grant-making project, increasing MAFEI's agreement for 2003-04 services to an amount not to exceed \$244,006; and, be it

**FURTHER RESOLVED:** That the City Manager is authorized to execute the amended agreement with MAFEI in an amount not to exceed \$244,006, and is authorized to conduct all negotiations, execute and submit all documents, including but not limited to applications, agreements, amendments, modifications and payment requests, approve assignments and undertake all related actions which may be necessary in accordance with the basic purpose of this resolution; and, be it

**FURTHER RESOLVED:** That said agreement shall be approved as to **form** and **legality** by the Office of the City Attorney and placed on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 20

PASSED BY THE **FOLLOWING** VOTE:

AYES- BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID, WAN and PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: \_\_\_\_\_

CEDA FLOYD  
City Clerk and Clerk of the Council  
of the City of Oakland, California

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LIFE ENRICHMENT CMTE.

MAR 23 2004