

CITY OF OAKLAND
SUPPLEMENTAL AGENDA REPORT

FILED
OFFICE OF THE CITY CLERK
OAKLAND

TO: Office of the City Administrator
ATTN: Deborah Edgerly
FROM: Department of Human Services
DATE: May 18, 2004

2004 MAY 13 PM 6:25

RE: SUPPLEMENTAL REPORT ON THE RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR, ACCEPT, AND APPROPRIATE HEAD START BASIC, TRAINING AND TECHNICAL ASSISTANCE, QUALITY IMPROVEMENT, COLA, AND EARLY HEAD START GRANTS FOR PROGRAM YEAR 2004-05 FROM THE U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES, IN THE ESTIMATED AMOUNT OF \$14,446,279, AND AUTHORIZING THE CITY TO CONTRACT WITH THE UNITY COUNCIL IN AN ESTIMATED AMOUNT OF \$4,048,006 TO PROVIDE CHILD DEVELOPMENT SERVICES UNDER SAID GRANTS.

SUMMARY

On May 11, 2004, the Life Enrichment Committee discussed the report and resolution authorizing the application, acceptance, and appropriation of Head Start and Early Head Start grants from the U.S. Department of Health and Human Services in the estimated amount of \$14,446,279 to the City of Oakland for Program Years (PY) 2004--2005. At that meeting, the Committee approved forwarding of the report and resolution to the May 18, 2004 City Council meeting, with the understanding that a supplemental report would follow. The Committee asked that the supplemental report provide some additional detail regarding the proposed grant budgets and the division of the funds between the Grantee (the City) and the Head Start Delegate Agency, the Unity Council.

BACKGROUND

In its capacity as Head Start Grantee, the City of Oakland operates two city-wide programs. The regular Head Start Program serves 1,408 children between the ages of 3 and 5. Of these 1,408 children, the City serves 1,163 and its delegate agency, the Unity Council, serves 245. The Early Head Start Program, operated solely by the delegate, serves 200 children from birth to age 3 at three sites (West Oakland, Fruitvale, and Elmhurst). Together, the two programs serve 1,608 children ages 0-5.

The City would receive a total grant of \$14,446,279. Of that amount, \$4,048,006 would fund the Unity Council operated Head Start and Early Head Start services, and \$10,398,273 would fund the City operated Head Start services, as follows:

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City of Oakland Head Start (ages 3-5)

| Number of Children | Number of Locations | Total Budget |
|--------------------|---------------------|-----------------|
| 1163 | 26* | \$10,398,273.00 |

Unity Council Head Start (ages 3-5)

| Number of Children | Number of Locations | Total Budget |
|--------------------|---------------------|----------------|
| 245 | 1 | \$1,781,123.00 |

Unity Council Early Head Start (ages 0-3)

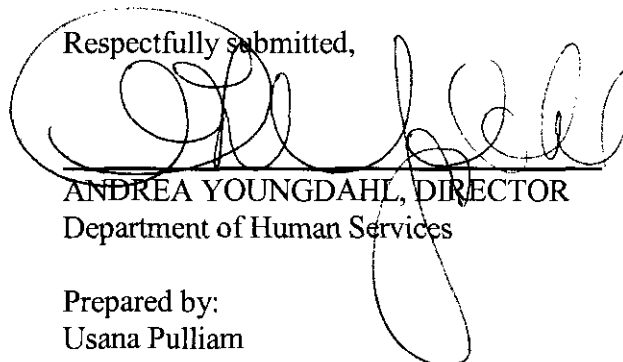
| Number of Children | Number of Locations | Total Budget |
|--------------------|---------------------|----------------|
| 200 | 3 | \$2,266,883.00 |

Total Estimated Grant \$14,446,279.00

**Locations include Family Child Care Homes. For PY 2004-05, in addition to our Centers, Head Start expects to continue to contract with approximately seven (7) Family Child Care Homes. Staff is in the process of reviewing potential contractors for the next program year.*

A list of Head Start sites is attached.

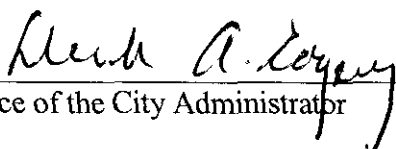
Respectfully submitted,



ANDREA YOUNGDAHL, DIRECTOR
Department of Human Services

Prepared by:
Usana Pulliam
Early Childhood & Family Services Manager
Head Start Program

APPROVED AND FORWARDED TO
THE CITY COUNCIL:


Office of the City Administrator

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**City of Oakland Head Start Program
 Site Roster**

Grantee (City of Oakland)

| Center | Center | Center |
|---|---|---|
| MANZANITA 2701 – 22 ND Ave. 94606 | VIRGINIA AVE. 4335 Virginia Ave. 94619 | LOCKHAVEN 1327 – 65 th Ave. 94621 |
| MARITIME 2550 W. 10 th St. Oakland Army Base Bldg. #65 94626 | ARROYO VIEJO 7701 Krause Ave. 94605 | TASSAFARONGA 975 85 TH Ave. 94621 |
| SAN ANTONIO PARK 1701 EAST 19 TH St. 94606 | FRANK G. MAR 274 – 12 th ST. 94607 | 85th AVE. 8501 International Blvd. 94621 |
| FANNIE WALL 647 – 55 TH St. 94609 | SEMINARY 5818 International Blvd. 94621 | EASTMONT 7200 Bancroft Ave., Suite 203, 94621 |
| FRANKLIN 1010 – E. 15 th St. 94606 | SUN GATE 2563 International Blvd. 94601 | 55th AVE. 1800 – 55 th Ave. 94621 |
| WILLOW 1682 – 7 TH St. 94607 | BROOKFIELD 9600 Edes Ave. 94603 | SAN ANTONIO CDC 2228 East 15 th St. 94606 |
| 92nd AVE. 9202 International Blvd. 94603 | | |
| Family Child Care Homes Locations to be determined* | | |

* Addresses will not be available until the bid process is completed and contracts have been awarded.

Delegate (Unity Council)

| Center | Center | Center |
|---|---|---|
| De Colores (Head Start & Early Head Start) 1155 35 th Ave. 94601 | Foothill Square (Early Head Start) 10700 Mac Arthur #10 94605 | Thurgood Marshall (Early Head Start) 1117 10 th Street 94607 |

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OAKLAND CITY COUNCIL

Approved as to Form and Legality


City Attorney

RESOLUTION No. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, TO APPLY FOR, ACCEPT, AND APPROPRIATE HEAD START BASIC, TRAINING AND TECHNICAL ASSISTANCE, QUALITY IMPROVEMENT, COLA, AND EARLY HEAD START GRANTS FOR PROGRAM YEAR 2004-05 FROM THE U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES, IN THE ESTIMATED AMOUNT OF \$14,446,279 AND AUTHORIZING THE CITY TO CONTRACT WITH THE UNITY COUNCIL IN AN ESTIMATED AMOUNT OF \$4,048,006 TO PROVIDE CHILD DEVELOPMENT SERVICES UNDER SAID GRANTS.

WHEREAS, the City of Oakland desires to apply for, accept and appropriate several grants in an estimated amount of \$14,446,279 from the U.S. Department of Health and Human Services, Administration for Children and Families (DHHS/ACF) to fund a Head Start Program and Early Head Start Program from September 1, 2004 through August 31, 2005; and

WHEREAS, the Head Start Grant agreement requires a match of local in-kind contributions equal to 25% of the grant, or an estimated amount of \$3,611,570; and

WHEREAS, the total federal amount stated above is comprised of the following project accounts as stipulated in the DHHS/ACF funding guidelines: Head Start Basic, COLA, Training/Technical Assistance, Quality Improvement, and Early Head Start Grants; and

WHEREAS, the Head Start and Early Head Start funding will provide comprehensive child development services to one thousand, six hundred and eight (1,608) Head Start eligible children and their families, who have the most economic need, with 10% of the enrollment consisting of children with special needs; and

WHEREAS, the City wishes to contract with the Unity Council to provide Head Start comprehensive child development services for four hundred and forty-five (445) eligible children and their families, for an estimated total of \$4,048,006 from September 1, 2004 through August 31, 2005; of which two hundred (200) children ages birth to three will be served in Early Head Start, at an estimated cost of \$2,285,894; and two hundred forty-five (245) children ages three to five years old in Head Start, at an estimated cost of \$1,762,112; and

WHEREAS, the City Council finds that the performance of this service is in the best interest of the City because of economy; and

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MAY 11 2004~~

WHEREAS, the City Council finds that the contract will not result in the loss of salary or employment by anyone having permanent status in the competitive service; now therefore, be it

RESOLVED: That the City Administrator is hereby authorized to apply for, accept and appropriate the aforesaid grants in the estimated amount of \$14,446,279, execute the required grant agreements and other documents, and appropriate the estimated amount of \$14,446,279 for funding of a Head Start Program and Early Head Start Program from September 1, 2004 through August 31, 2005; 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; and, be it further

RESOLVED: That the City Administrator is hereby authorized, in accordance with the grant agreement requirements, to match the aforesaid grants in the estimated amount of \$14,446,279 with local in-kind contributions equal to 25% of the Head Start and Early Head Start Grant amounts, or an estimated amount of \$3,611,570; and, be it further

RESOLVED: That the Council hereby appoints the City Administrator or her designee as agent for the City 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 in accordance with the grants' basic purposes; and, be it further

RESOLVED: That the estimated sum of \$14,446,279 together with offsetting revenue, shall be appropriated to Fund 2128 and Organization 78231 upon execution of said grant agreements, and that should additional grant funds be received, the City Administrator or her designee is hereby authorized to appropriate same for the purposes described above; and, be it further

RESOLVED: That \$916,303 in General Purpose Funds, and \$172,500 in Community Development Grant Funds which are already part of the FY 2004-2005 adopted budget, are hereby authorized to offset central services, departmental, and divisional overhead charges; and, be it further

RESOLVED: That the City Administrator or her designee is hereby authorized and directed to execute a contract between the City and the Unity Council, pursuant to the terms of the grant award, in an estimated amount of \$2,285,894 of the aforesaid Early Head Start Grant for child development services for children birth to three years of age; and, pursuant to the terms of the Head Start grant award, in an estimated amount of \$1,762,112 for child development services for children three to five years of age; for a total estimated contract amount of \$4,048,006 which shall be matched by the Unity Council's in-kind contributions in the estimated amount of \$1,012,002 and other in-kind contributions and donations as a part of the City's match obligation for the entire grant, and be it further

RESOLVED: That the contract with the Unity Council may be subject to the City of Oakland's three percent contract compliance fee which would amount to \$121,440 and not imposing or disregarding the Contract Compliance Assessment fee would increase the existing negative balance in the Contract Compliance Assessment Fund (1790).

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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