



CITY OF OAKLAND

# AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Sara Bedford  
Director, Human Services

**SUBJECT:** Child & Adult Food Program (CACFP)  
Grant Application FY 2016-2017

**DATE:** June 28, 2016

City Administrator Approval

Date:

6/29/16

## RECOMMENDATION

**Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To Apply For And Accept The Child And Adult Care Food Program (CACFP) Grant From The California Department Of Education In An Estimated Amount Of \$545,000, Included In The Fiscal Year (FY) 2015-2017 Adopted Policy Budget To Provide Funding For Nutritious Meals For The City Of Oakland's Head Start/Early Head Start Program From July 1, 2016 Through June 30, 2017.**

## EXECUTIVE SUMMARY

The adoption of the proposed resolution will allow the City Administrator to apply for and accept the Child and Adult Care Food Program (CACFP) grant in order to be eligible for reimbursement from the U.S. Department of Agriculture (USDA) and the California Department of Education (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, 2016 through June 30, 2017.

## 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 programs.

Item: \_\_\_\_\_  
Life Enrichment Committee  
July 12, 2016

**ANALYSIS AND POLICY ALTERNATIVES**

The USDA/CDE, CACFP will continue to provide funding for nutritious meals to low income children at various Head Start and Early Head Start sites located throughout the Oakland community. The important collaboration with the USDA and CDE, benefits the City in that it is: 1) in alignment with the Council Goal to "Ensure that all Oakland youth and seniors have the opportunity to be successful" 2) ensures that every child attending the City's Head Start and Early Head Start program receives healthy meals onsite daily, thus contributing to children's ability to focus on fully engaging in the early learning activities of the day and not hunger; and 3) the collaboration facilitates the City's contribution to stemming child poverty in Oakland, as in some instances, children may not be able to depend on receiving another nutritious meal once they leave the Head Start or Early Head Start center for the day.

In previous years, the City's Head Start/Early Head Start program successfully fulfilled the CACFP grantee requirements and has received successful CACFP audits. In FY 2015-2016, approximately 335,000 meals were successfully served and we expect that audits will, again, be successful. In FY 2016-2017, it is estimated that approximately 200,000 meals will be served during program year. The estimated number is naturally lower, given the new program design and funded enrollment in the City's Head Start/Early Head Start program for FY 2016-2017 forward.

**FISCAL IMPACT**

Approval of the proposed resolution will authorize the application and acceptance of the CACFP grant for Program Year 2016-2017, in the estimated amount of \$545,000, included in the Fiscal Year (FY) 2015-2017 adopted budget. Funding is appropriated in the Department of Agriculture Fund (2102), Head Start Organization (78231), and Head Start FY 2016-2017 Child Care Food Program Project (G486659) 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 \$545,000
- 2. SOURCE OF FUNDING: HSD Head Start/Early Head Start (HS/EHS) Expansion/  
CACFP (G486659)
- 3. FISCAL IMPACT

The City's FY 2015-2017 Adopted Policy Budget includes \$545,000 in appropriations and revenues in FY 2016-2017 for the CACFP grant. The Head Start program receives monthly reimbursement 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 Purpose Fund.

**PUBLIC OUTREACH / INTEREST**

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

**COORDINATION**

Office of the City Attorney and the Controller's 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 establishing 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 Authorizing The City Administrator To Apply For And Accept The Child And Adult Care Food Program (CACFP) Grant From The California Department Of Education In An Estimated Amount Of \$545,000, Included In The Fiscal Year (FY) 2015-2017 Adopted Policy Budget To Provide Funding For Nutritious Meals For The City Of Oakland's Head Start/Early Head Start Program From July 1, 2016 Through June 30, 2017.

For questions regarding this report, please contact Usana Hopkins, HSD Manager, Early Childhood and Family Services Division, 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

FILED  
OFFICE OF THE  
CLERK

030

2016 JUN 30 PM 4:30

Approved as to Form and Legality

Macaulay  
City Attorney

OAKLAND CITY COUNCIL

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

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RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR AND ACCEPT THE CHILD AND ADULT CARE FOOD PROGRAM (CACFP) GRANT FROM THE CALIFORNIA DEPARTMENT OF EDUCATION IN AN ESTIMATED AMOUNT OF \$545,000, INCLUDED IN THE FISCAL YEAR (FY) 2015-2017 ADOPTED BUDGET TO PROVIDE FUNDING FOR NUTRITIOUS MEALS FOR THE CITY OF OAKLAND'S HEAD START/EARLY HEAD START PROGRAM FROM JULY 1, 2016 THROUGH JUNE 30, 2017

**WHEREAS**, the City of Oakland desires to apply for and accept a Child and Adult Care Food Program (CACFP) Grant in an estimated amount of \$545,000 from the California Department of Education ("CDE"), to fund a Head Start child nutrition program from July 1, 2016 through June 30, 2017; and

**WHEREAS**, the City's Fiscal Year (FY) 2015-2017 Adopted Budget includes \$545,000 in appropriations and revenues for FY 2016-2017 for the CACFP grant; and

**WHEREAS**, the CDE Child Nutrition and Distribution Division will provide funds for comprehensive nutrition services to 368 Head Star 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 CACFP for funds to operate a Head Start/Early Head Start Child Care Food Program for children in the City of Oakland from July 1, 2016 through June 30, 2017, and to accept said funds; and be it

**FURTHER RESOLVED:** That the City Administrator or her designee is hereby authorized to accept and appropriate any additional funding which may become available from this grant within the existing grant term, July 1, 2016 – June 30, 2017, without returning to Council; and be it

**FURTHER RESOLVED:** That the estimated sum of \$545,000 and offsetting revenue is appropriated in the Department of Agriculture Fund (2102), Head Start Organization (78231), and Head Start FY 2016-2017 Child Care Food Program Project (G486659) for the purpose of operating the Head Start child care food program; and be it

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