



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 8.1a

Meeting Date: May 1, 2025

Subject: Approval/Ratification of Grants, Entitlements, and Other Income Agreements

- ☐ Information Item Only
- ☒ Approval on Consent Agenda
- ☐ Conference (for discussion only)
- ☐ Conference/First Reading (Action Anticipated: _____)
- ☐ Conference/Action
- ☐ Action
- ☐ Public Hearing

Division: Business Services

Recommendation: Recommend approval of items submitted.

Background/Rationale:

Financial Considerations: See attached.

LCAP Goal(s): Goal 1 – Graduation Outcomes; Goal 2 – Academic Outcomes; Goal 3 – Welcoming and Safety Outcomes

Documents Attached:

1. Entitlements, and Other Income Agreements

Estimated Time of Presentation: N/A

Submitted by: Janea Marking, Chief Business and Operations Officer

Steven Meadows, Budget Analyst

Approved by: Lisa Allen, Superintendent

GRANTS, ENTITLEMENTS AND OTHER INCOME AGREEMENTS – REVENUE

Contractor

New Grant

Amount

SPECIAL EDUCATION DEPARTMENT

California Department of Education	<input checked="" type="checkbox"/> Yes	\$54,510.00
G25-00017	<input type="checkbox"/> No	No Match

Period: 7/1/24 – 9/30/25 Description: 2024-25 Workability I RFA Grant Award, Site 094
Additional award for Special Education Workability to support Special Education students transitioning to the workforce.

Grant Award Notification

GRANTEE NAME AND ADDRESS Lisa Allen, Interim Superintendent Sacramento City Unified School District PO Box 246870 Sacramento, CA 95824-6870				CDE GRANT NUMBER			
				FY	PCA	Service Location	Suffix
				24	23011	67439	R1
Attention Lisa Allen				INDEX		County Code	
Email superintendent@scusd.edu				0663		Sacramento	
Telephone 916-643-9000				STANDARDIZED ACCOUNT CODE STRUCTURE			
Grantee Unique Entity ID (UEI)				Resource Code		Revenue Object Code	
Program Office				6520		8590	
Name of Grant Program FY2024–25 WorkAbility I RFA Grant Award, Site 094							
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date	
	\$54,510		\$54,510		7/1/2024	6/30/2025	
ALN	Federal Award ID Number	Federal Grant Name			Federal Agency		

I am pleased to inform you that you have been funded for the Workability I Request for Applications (WAI RFA) Program.

This award is made contingent upon the availability of funds. If the Legislature takes an action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.

Please return the original, signed Grant Award Notification (AO-400) to:

California Department of Education
Programs and Partnerships Unit
1430 N Street, Room 2401
Sacramento, CA 95814-5901
ATTN: WorkAbility I RFA Team

Please also submit a scanned copy of this signed notification by email to Workability1@cde.ca.gov.

California Department of Education Contact Michelle Bello		Job Title Education Programs Consultant	
E-mail Address Mbello@cde.ca.gov		Telephone 916-445-9175	
Authorized by the State Superintendent of Public Instruction or Designee 		Date March 19, 2025	
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS <i>On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding. On behalf of the grantee named above, I certify that the organization intends that this and future transactions be completed by electronic means, and any electronic signature is intended to be as binding as a physical signature.</i>			
Printed Name of Authorized Agent Janea Marking		Title Chief Business Officer	
E-mail Address janea-marking@scusd.edu		Telephone 916-643-9055	
Signature 		Date 04/10/2025	

Conditions of the Grant Award

1. General Assurances are hereby incorporated by reference. The California Department of Education (CDE) has agreed to accept the assurances your agency currently provides in the Consolidated Application. The CDE will verify if your agency has submitted required certifications and assurances on the CDE Request for Applications web page at <https://www.cde.ca.gov/fq/fo/fm/generalassurances2024-25.asp> prior to the initial grant award payment.
2. This Workability I (WAI) Request for Applications (RFA) grant shall be administered in accordance with the provisions of the Individuals with Disabilities Education Act (IDEA) and in compliance with laws and regulations from the CDE, the Employment Development Department (EDD), and the state and federal Departments of Labor.
3. The grantee must sign and complete the Certification of Acceptance of Grant Requirements section of the Grant Award Notification (AO-400), which certifies the grantee accepts and agrees to the conditions of the grant. The grantee must return the signed hard-copy AO-400 to the CDE. All approved grant funds must be expended within the designated award period.
4. Grant funds must be used to implement the WAI Program as indicated in the approved project plan and consistent with California *Education Code (EC)* 56471 Section (e). "Workability project applications shall include, but are not limited to, the following elements: (1) recruitment, (2) assessment, (3) counseling, (4) preemployment skills training, (5) vocational training, (6) student wages for try-out employment, (7) placement in unsubsidized employment, (8) other assistance with transition to a quality adult life, and (9) utilization of an interdisciplinary advisory committee to enhance project goals."
5. The following program evaluation and renewal information will be compiled and submitted by the WAI RFA grantee to the CDE by the required due dates: (a) student data, (b) program funds [staffing and program cost], (c) Annual Program Report, (d) Grant Funding Application, and (e) Annual Program Requirements Report.
6. WAI RFA grantees must complete and submit all required WAI forms by the due date in the WAI database, to the CDE, or both. If the grantee does not meet timely submission of forms for the fiscal year, the grantee will be placed on conditional status.
7. WAI RFA grantees must serve all students for whom funding was received.
8. WAI RFA grantees must place into employment at least 15 percent of the students for whom funding was received.
9. The WAI RFA grantees must achieve a score of "Basic/Developing" on the Annual Program Requirements Report submission: a numerical score of no less than nine for High Schools and no less than seven for Middle Schools. If the grantee does not score the minimal requirements, the grantee will be placed on conditional status.
10. Grantees must have representation by their WAI Program staff at two regional meetings and one required state meeting per year.
11. If a WAI RFA Grantee receives WAI Advisory Committee and standing committee funds per *EC* 56471 (b), then attendance by Advisory and Committee members is required at up to four committee meetings per year. If the WAI Advisory Committee member will not attend, a designee needs to attend in their place. All WAI Advisory meetings are subject to Bagley Keene and are hosted by the CDE in person or virtually. Meetings are subject to state safety protocols and can be conducted virtually.
12. The WAI RFA Grantee must maintain expenditure reports with supporting evidence and be prepared to submit them to the CDE upon request. The CDE has the authority to conduct program and fiscal reviews or audits.

13. The WAI RFA Grantee must submit to the CDE an **Interim Expenditure Report** no later than **February 27, 2025**, for reporting actual expenditures from **July 1, 2024, through December 31, 2024**. If reported interim expenditures are less than the initial payment, then the scheduled interim payment will be reduced proportionately.
14. The WAI RFA Grantee must submit to the CDE a **Final Expenditure Report** no later than **August 10, 2025**. Upon receipt of the Final Expenditure Report, up to 100 percent of the grant total will be reimbursed. Failure to submit the Final Expenditure Report prior to next year's state grant award issuance will affect the timely release of next year's payment and will result in conditions imposed on the grant.
15. Funds will be used for excess costs of normal expenditures when applied to staff, materials, and services that are not typically provided to students receiving special education services and that are necessary for the participation in this program.
16. The WAI RFA grantee will provide information to WAI students with intellectual and developmental disabilities (ID/DD) ages 16 and above regarding Employment First, opportunities for employment, and supports to achieve Competitive Integrated Employment.
17. Every employed WAI RFA student under the age of 18 shall have an approved work permit on file at the employment site, and a copy shall be filed with the WAI grantee.
18. Work-based learning opportunities must be provided in compliance with the Work Experience Education (WEE), Regional Occupational Center and Programs (ROC/P).
19. The WAI RFA program does not discriminate on the basis of race, color, national or ethnic origin, gender, or disability in the administration of its program and complies with all laws and regulations of the Americans with Disabilities Act and other appropriate legislation.
20. The WAI RFA Grantee shall be accountable as defined by student, program, and fiscal outcomes.
21. Students who participate in the WAI work experience program will be paid at least minimum wage. There is an exception for learners who may be paid not less than 85 percent of the minimum wage rounded to the nearest nickel during their first 160 hours of employment in occupations in which they have no previous similar or related experience.
22. Minimum wage will not exceed the prevailing minimum wage of the city in which the student is employed.
23. All WAI RFA students will be placed into employment settings that are in the least restrictive environment and that facilitate movement towards postschool integrated employment.
24. The WAI RFA grantee will enter and participate in a Local Partnership Agreement (LPA) with core partners (local educational agencies, Department of Rehabilitation Districts, and Regional Centers) and be prepared to submit to the CDE documentation of the LPA upon request.
25. The WAI RFA Grantee will provide to the CDE an On-Campus Business Plan for proposed on-campus student businesses that provide students enrolled in the WAI RFA program with on-campus placement opportunities.
26. Under authority of the CDE, if the grantee is identified as noncompliant in any of the aforementioned areas, conditions will be imposed on the grant. The State Superintendent of Public Instruction may authorize the CDE to withhold partial or total funding. Those grantees with violations will receive notification of conditions on their grant and will be instructed to develop a plan of action to remedy the noncompliance. No payments will be released to agencies with conditions on their grant until the CDE receives written notification from the agency agreeing to the conditions of the grant.

CDE Grant Number: 24-23011-67439-R1

March 19, 2025

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If you have any fiscal questions regarding this grant, please contact the CDE WAI Team by email at Workability1@cde.ca.gov.

If you would like to inquire about the status of a payment, please contact the Administrative Services Unit at SEDGrants@cde.ca.gov and copy the WAI Team at Workability1@cde.ca.gov.

cc: Business Fiscal Officer: Expenditure Report

**CONTRACT APPROVAL AND ROUTING FORM**School Site/Department: Special Education Agreement/Contract With: California Department of EducationProvide a brief description of the agreement: 2024-25 Workability I RFA Grant Award, Site 094

Additional award for Special Education Workability

This agreement consists of the following documents: Grant Award NotificationPeriod of Agreement: 7/1/24 - 6/30/25

Board Approval Date (if required): _____

PRC Approval Date: _____ Board Approval Not Required (state reason): _____

Cancellation Terms: May be terminated at any time with written noticeAmount \$ 54,510 ☒ Revenue (Grant, Award, Reimbursement for Services Provided)☐ Expenditure ☐ Zero-Dollar/Non-FiscalIf Applicable, Requisition #: G24-00017To Receive Funds, Invoicing Required: ☒ Yes ☐ NoFunding Source: State**Contracts Use: Executed agreement provided to**

Payment Terms: _____

☐ Budget ☐ Accounting for invoicing**I have read and agree with the terms of this agreement.**☐ By: Becky Bryant
Dept. Manager/Principal (Print Name)

Signed by:

Becky Bryant

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Signature

Date: 04/09/2025**IAS or Cabinet Level Approval** (required)

I approve as to substance:

☐ By: Cindy Tao
IAS or Chief (Print Name)

Signed by:

cindy-tao

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Signature

Date: 04/09/2025**Purchasing/Contracts Review** (required)_____
Signature

Date: _____

Legal Services Review (when necessary) **Confirmed Not Required** ☐ By: Robert Aldama☐ Changes necessary as specified on the document or on the attached memorandum.☐ Approved as to form.☐ By: _____
(Print Name)

Signature

Date: _____

Risk Management Approval (required)

(Print Name)

Signature

Date: _____

Insurance documents ☐ Received ☐ Issued

Valid to: _____

Final Approval (required)☐ By: Janea Marking
CBO or Deputy Supt (Print Name)

Signed by:

Janea Marking

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Signature

Date: 04/10/2025