



County of Santa Cruz 0315

HUMANRESOURCESAGENCY

1000 EMELINE ST., SANTA CRUZ, CA 95060

(831) 454-4130 OR 454-4045 FAX: (831) 454-4642

CECILIA ESPINOLA, ADMINISTRATOR

May 16, 2000

Agenda: June 6, 2000

BOARD OF SUPERVISORS

County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

REQUEST FOR APPROVAL OF CALIFORNIA DEPARTMENT OF EDUCATION AMENDMENTS TO AGREEMENTS F2AP-9263 and F2I6-9061

Dear Members of the Board:

As you know, the Human Resources Agency (HRA) contracts with the California Department of Education (CDE) to provide subsidized child care services to eligible families in Santa Cruz County, including CalWORKs Stages 2 and 3 child care services. In August your Board approved contracts for these services for the FY 1999-00. The purpose of this letter is to request an increase in the amount of two of the contracts for child care services, and increase the funds available to provide these services.

Agreements F2AP-9263 and F2I6-9061 provide Stage 2 child care subsidies for CalWORKs participants whose welfare to work activities and child care needs have stabilized and for those transitioning off cash grants.

The additional amount available for these services through Amended Agreement F2AP-9263 is \$339,024, for a total contract amount of \$719,541. The Funding Terms and Conditions for this agreement have not been changed.

The additional amount available for these services through Amended Agreement F2I6-9061 is \$65,603, for a total contract amount of \$131,206. The Funding Terms and Conditions for this agreement have also been amended to clarify eligibility criteria.

BOARD OF SUPERVISORS

Agenda: June 6, 2000

California Department of Education Agreements

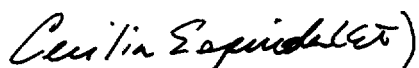
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The amended contracts along with the funding terms and conditions, which describe the requirements for the agreement, are on file with the Clerk of the Board. Funds were allocated for these services in the 1999-2000 Human Resources Agency budget; however, due to subsequent increases in the contracts due to cost of living and other adjustments, additional funds in the amount of \$271,219 must be accepted by HRA, as shown in the attached AUD60.

IT IS THEREFORE RECOMMENDED that your Board take the following actions:

1. Adopt the Resolution accepting unanticipated revenue in the amount of \$271,219, and appropriate these funds as described in the attached AUD60;
2. Adopt the Resolution certifying your Board's approval to accept Amended Agreement F2AP-9263 with the California Department of Education for \$719,541 (Attachment 2), and authorize the Human Resources Agency Administrator to execute Amended Agreement F2AP-9263 and to make subsequent minor changes thereto when appropriate and necessary.
3. Adopt the Resolution certifying your Board's approval to accept Amended Agreement F2I6-9061 with the California Department of Education for \$131,206 (Attachment 3), and authorize the Human Resources Agency Administrator to execute Amended Agreement F2I6-9061 and to make subsequent minor changes thereto when appropriate and necessary.

Very truly yours,



CECILIA ESPINOLA
Administrator

Attachment

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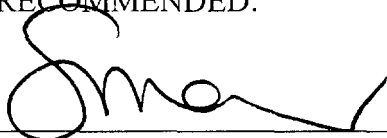
BOARD OF SUPERVISORS

Agenda: June 6, 2000

California Department of Education Agreements

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RECOMMENDED:

A handwritten signature in black ink, appearing to read 'Sm', is written over a horizontal line.

Susan A. Mauriello

County Administrative Officer

cc. County Counsel

Auditor/Controller

**BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA**

0318

RESOLUTION NO. _____

On the notion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

WHEREAS, the County of Santa Cruz is a recipient of funds from Ca State Dept of Education for Stage 2 Federal Alternative Child Care program; and

WHEREAS, the County is recipient of funds in the amount of \$ 271,219 which are either in excess of **those anticipated** or are not specifically set forth in the current fiscal year budget of the County; and

WHEREAS, pursuant to Government Code Section **29130(c)/29064(b)**, such funds may be made available for specific appropriation by a four-fifths vote of the Board of Supervisors:

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the **Santa Cruz** County Auditor-Controller accept **funds** in the amount of \$ 271,219 into

Department HRA - Categorical Aids

T/C	Index Number	Revenue Subobject Number	Account Name	Amount
011	392200	0925	Fed - Day Care	271,219

and that such funds be and are hereby appropriated as follows:

T/C	Index Number	Expenditure Subobject Number	PRJ/UCD	Account Name	Amount
021	392200	4465		Child Care	271,219

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been) ~~(will be)~~ received within the current fiscal year.

BY *Alma C. Alcorn*
Department Head

Date 4/27/00

COUNTY ADMINISTRATIVE OFFICER

☒ Recommended to Board☐ Not Recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the-county of Santa Cruz,
State of California, this _____ day of _____ 19____
by the following vote (requires four-fifths vote for approval):

A Y E S : SUPERVISORS

NOES: SUPERVISORS

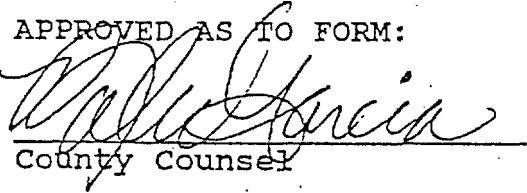
ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:


County Counsel

APPROVED AS TO ACCOUNTING DETAIL:

Auditor-Controller

Distribution:

Auditor-Controller

County Council

County Administrative Officer

Originating Department

ATTACHMENT 2

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO.

On the motion of Supervisor
duly seconded by Supervisor
the following resolution is adopted.

**RESOLUTION AUTHORIZING EXECUTION OF AN AMENDMENT TO AGREEMENT
NO. F2AP-9263 FOR CHILD DEVELOPMENT SERVICES WITH THE
CALIFORNIA DEPARTMENT OF EDUCATION**

WHEREAS, the Human Resources Agency is presently contracting with the California Department of Education to provide Child Care and Development subsidy services to eligible families in Santa Cruz County; and

WHEREAS, the Board of Supervisors declares its intent to continue to provide Child Care to eligible families within our community.

NOW, THEREFORE BE IT RESOLVED AND ORDERED that the Human Resources Agency Administrator is hereby authorized to execute Amended Agreement No. F2AP-9263 for a total contract amount of \$719,541 (an increase of \$339,024) with the California Department of Education for the provision of child care subsidy services.

BE it further resolved that for the purposes specific to the California Department of Education contract, the Administrator of the Human Resources Agency is the Board designee for the operation of the program funded by this contract and is authorized to execute minor amendments to Agreement No. F2AP-9263 as appropriate and necessary.

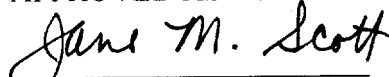
PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this 6th day of June, 2000, by the following vote:

AYES:	SUPERVISORS
NOES:	SUPERVISORS
ABSENT	SUPERVISORS

Chairperson of the Board of Supervisors

ATTEST: _____
Clerk of said Board

APPROVED AS TO FORM



County Counsel

DISTRIBUTION: County Administrative Office
 County Counsel
 Human Resources Agency

ATTACHMENT 3

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

RESOLUTION NO.

On the motion of Supervisor
duly seconded by Supervisor
the following resolution is adopted.

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT
NO. F2I6-9061 FOR CHILD DEVELOPMENT SERVICES WITH THE
CALIFORNIA DEPARTMENT OF EDUCATION**

WHEREAS, the Human Resources Agency is presently contracting with the California Department of Education to provide Child Care and Development subsidy services to eligible families in Santa Cruz County; and

WHEREAS, the Board of Supervisors declares its intent to continue to provide Child Care to eligible families within our community.

NOW, THEREFORE BE IT RESOLVED AND ORDERED that the Human Resources Agency Administrator is hereby authorized to execute Amended Agreement No. F2I6-906 1 for a total contract amount of \$13 1,206 (an increase of \$65,603) with the California Department of Education for the provision of child care subsidy services.

BE it further resolved that for the purposes specific to the California Department of Education contract, the Administrator of the Human Resources Agency is the Board designee for the operation of the program funded by this contract and is authorized to execute minor amendments to Agreement No. F2I6-906 1 as appropriate and necessary.


PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this 6th day of June, 2000, by the following vote:

AYES:	SUPERVISORS
NOES:	SUPERVISORS
ABSENT	SUPERVISORS

Chairperson of the Board of Supervisors

ATTEST: _____
Clerk of said Board

APPROVED AS TO FORM



County Counsel

DISTRIBUTION: County Administrative Office
 County Counsel
 Human Resources Agency



0322

CALIFORNIA DEPARTMENT OF EDUCATION

721 Capitol Mall, P.O. Box 944272
Sacramento, CA 94244-2 720

F. Y. 99 - 00**Amendment 01**

DATE: July 01, 1999

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES
Increase/FT&C Change

CONTRACT NUMBER: **F216-9061**
PROGRAM TYPE: **CCDF ALTERNATIVE**
PAYMENT-STAGE **2**
PROJECT NUMBER: **44-K445-00-9**

CONTRACTOR'S NAME: SANTA CRUZ COUNTY HUMAN RESOURCES AGENCY

This agreement with the State of California dated July 1, 1999 designated as number **F216-9061** shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$65603.00 and inserting **\$131,206.00** in place thereof.

The **1999/00 CalWORKs** Stage 2 (Interim) Funding Terms and Conditions (**FT&C**) shall be amended in accordance with the attached amended **1999/00 FT&C** Language which by this reference is incorporated herein.

SERVICE REQUIREMENTS

Minimum Days of Operation (MDO) shall be amended by deleting reference to 125 and inserting 240 in place thereof.

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

APPROVED AS TO FORM:

By: *Jane M. Scott*
Office of the County Counsel

STATE OF CALIFORNIA		CONTRACTOR	
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)	
PRINTED NAME OF PERSON SIGNING Donna Salaj		PRINTED NAME AND TITLE OF PERSON SIGNING Cecilia Espinola, HRA Administrator	
TITLE Manager Contracts Office		ADDRESS 1000 Emeline Ave., Santa Cruz, CA 95060	
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 65,603	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs (OPTIONAL USE) (0156) FC# 93.575 PC# 000324 03967-K445	FUND TITLE Federal	Department of General Services use only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 65,603	ITEM 30.10.020.011 6100-I 96-0890	CHAPTER 50/1999	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 131,206	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5061 Rev-8290	STATUTE 1999	
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		FISCAL YEAR 1999-2000	
SIGNATURE OF ACCOUNTING OFFICER		T.B.A. NO.	
DATE		B.R. NO.	

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1999/00 Federal Stage 2 Interim CalWORKs (F2I6) Language Changes to the FT&C

Section V. Costs, Earnings and Reimbursement (p.16) shall be amended by adding:

N. Contract Reductions

When it becomes apparent ~~that the~~ contractor will underearn its contract by at least 1.5 percent, the CDE may immediately reduce the contract by an amount not to exceed 15 percent of the MRA. Prior to such action, however, the CDE will notify the contractor of the proposed action and the contractor will be given an opportunity to provide ~~written~~ documentation if it feels that CDE's projections are inaccurate. Because of the need to ~~transfer funds~~ to an underfunded agency as quickly as possible, the contractor shall have three (3) working days from the date of notification to respond.

Section VI.F. Expenditure Reports (p.17) shall be amended as follows:

All contractors ~~on conditional and provisional status~~ shall report on a monthly basis (due to CDFS by the 20th of the following month). ~~All other contractors shall submit four (4) cumulative fiscal reports to CDFS by the following dates: October 20th, January 20th, April 20th and July 20th.~~ Reports not received in CDFS by the dates specified shall be deemed delinquent and, in accordance with Section V.L above, apportionment(s) shall be withheld until the required report is received. Contractors shall submit a report containing the following information for each contract to the CDFS:

1. Amount and sources of all revenues other than contract funds
2. Total expenditures related to the program operation indicating direct services payments and administrative and support costs
3. Total number of certified children enrolled (unduplicated)
4. Total days of operation

The report shall include a certification that the information contained in the report is correct and complete and the original signature of the person authorized by the contractor to certify the report.

Contractors have sixty (60) days from the due date for submission of the audit to submit a revised final report. For local educational agencies, the final report shall be the final accounting of any amount payable to or receivable from the contractor pursuant to this contract.

Section II.B. Eligibility Criteria (p.26) shall be amended as follows:

~~Eligibility for services under this agreement is limited to families that were enrolled in Stage 3 as of July 1, 1999. Families that transferred from Stage 3 (families that were enrolled in Stage 3 as of July 1, 1999) now being served remain eligible as long as the family has not exhausted the 24-month eligibility for child care. However, if a vacancy occurs, families eligible for Stage 2 when the local county welfare department determines that the family's work or approved work activity is stable or the family is transitioning off aid can be enrolled. Stage 2 services may also be provided to a family who elects to receive a lump-sum diversion payment or diversion payment or diversion services under Section 11266.5 of the Welfare and Institutions Code when a funded space is not immediately available for the family in Stage 3.~~

The family remains eligible for up to twenty-four (24) months after the family is no longer receiving TANF assistance as long as the family is income eligible. The 24-months period begins when either the family leaves cash aid or January 1, 1998, whichever is later. Children in families transferred from Stage 3 must be earmarked and separately tracked in case legislation is enacted that would extend the period of eligibility for these children beyond the twenty-four (24) months.

Section II.E. Contents of Basic Data File (p. 28) shall be amended as follows:

Contractors shall establish and maintain a basic data file for each family receiving child care and development services. The basic data file shall contain an application for services and items II.E. 1 through II.E.4 as applicable to determine eligibility and need in accordance with Sections II. B and II.C above.

1. Documentation of total countable income
2. Documentation of employment
3. Documentation of attending a job training and educational program
4. Documentation of incapacity for other adult
5. Notice of Action, Application for Services and/or Recipient of Services
6. For child served by exempt providers, child health and emergency information required by title 22 California Code of Regulations sections 101320, 101320.1 and 101321 and Education Code Section 8263(d)
7. Documentation that subsidized children, as necessary and appropriate, are receiving supportive services through the county welfare department, resource and referral programs and/or other existing community resources
8. Documentation that the child is physically or mentally incapable of caring for himself or herself or that the child is under court supervision.

A contractor receiving a ~~transfer from a Stage 2 F213 contractor~~ referral from the county welfare department shall accept the referral as verification of the family's

eligibility and need for services. The single application (or its equivalent) constitutes presumptive documentation that need and eligibility requirements have been met and no additional documentation shall be required unless there is a change in status requiring updating of the files (see below). Note that a face-to-face interview with the parent is not mandated in order to update the application. Updating the application should be done in such a way as to maximize convenience for the parent and avoid requiring the parent to take time off from work. In addition to the single application (or its equivalent), the contractor must obtain from the referring agency: (1) documentation of approved work activity for aid recipients and, if applicable, for parents no longer receiving aid documentation that the parent(s) is no longer receiving aid; (2) documentation that the parent(s) is income eligible; (3) required information about the provider the parent has selected (e.g. Trustline status) and (4) for children served by exempt providers, child health and emergency information required by Title 22 California Code of Regulations sections 101320, 101320.1 and 101321 and Education Code Section 8263(d).

Section IV. ~~No Admission Priorities or Waiting List~~ (p.3 1) shall be amended as follows:

Because of the interim nature and limited funding for this agreement, ~~vacancies (either through attrition or transfer) shall not be filled except for transfer from F213 contractors~~
families shall be enrolled in Stage 2 as they are referred from the Stage I provider upon availability of space through vacancies (either through attrition or transfer).