

County of Santa Clara  
Office of the Clerk of the Board of Supervisors



24-4955

**DATE:** April 16, 2024 (Item No. {{item.number}})

**TO:** Board of Supervisors

**FROM:** Curtis Boone, Acting Clerk of the Board of Supervisors

**SUBJECT:** Delegations of Authority to Extend Grant Agreements for Fiscal Year (FY) 2021-2022 and FY 2022-2023 Inventory Items

**RECOMMENDED ACTION**

Consider recommendations relating to extending grant agreements for certain Budget Inventory Items from Fiscal Year (FY) 2021-2022 and FY 2022-2023. (LA-1)

Possible action:

- a. Approve delegation of authority to the Clerk of the Board, or designee, to negotiate, execute, amend, or terminate the FY 2021-2022 Budget Inventory Grant Agreement with San Jose State University (SJSU) Research Foundation relating to providing legal assistance services and peer mentoring to help people navigate the legal system, with no change to the maximum contract amount, and extension of the contract term by up to 18 months through December 31, 2024, following approval by County Counsel as to form and legality. Delegation of authority shall expire on December 31, 2024.
- b. Approve delegation of authority to the Clerk of the Board, or designee, to negotiate, execute, amend, or terminate the FY 2021-2022 multi-year Budget Inventory Grant Agreement with Community Services Agency relating to providing the salary and benefits for an additional Case Manager who will work in partnership with the Mountain View Los Altos High School District to assist students and their families with accessing services and benefits, with no change to the maximum contract amount, and extension of the contract term by up to 12 months through June 30, 2025, following approval by County Counsel as to form and legality. Delegation of authority shall expire on June 30, 2025.
- c. Approve delegation of authority to the Clerk of the Board, or designee, to negotiate, execute, amend, or terminate the FY 2022-2023 Budget Inventory Grant Agreement with San Jose Evergreen Community College District Center for Economic Mobility relating to the purchase of Chromebooks and hot spots to support digital literacy classes, with no change to the maximum contract amount, and extension of the contract term by up to six months through December 31, 2024, following approval by County Counsel as to form and legality. Delegation of authority shall expire on December 31, 2024.

- d. Approve delegation of authority to the Clerk of the Board, or designee, to negotiate, execute, amend, or terminate the FY 2022-2023 Budget Inventory Grant Agreement with Octavia’s Kitchen relating to providing meals for the unhoused, with no change to the maximum contract amount, and extension of the contract term by up to six months through December 31, 2024, following approval by County Counsel as to form and legality. Delegation of authority shall expire on December 31, 2024.
- e. Approve delegation of authority to the Clerk of the Board, or designee, to negotiate, execute, amend, or terminate the FY 2022-2023 Budget Inventory Grant Agreement with SJSU Research Foundation relating to providing support for digital literacy employability workshops, with no change to the maximum contract amount, and extension of the contract term by up to six months through December 31, 2024, following approval by County Counsel as to form and legality. Delegation of authority shall expire on December 31, 2024.
- f. Approve delegation of authority to the Clerk of the Board, or designee, to negotiate, execute, amend, or terminate the FY 2022-2023 Budget Inventory Grant Agreement with Town of Los Gatos relating to providing Americans with Disabilities Act-related improvements to the Los Gatos-Saratoga Adult Recreation Center, with no change to the maximum contract amount, and extension of the contract term by up to six months through December 31, 2024, following approval by County Counsel as to form and legality. Delegation of authority shall expire on December 31, 2024.
- g. Approve delegation of authority to the Clerk of the Board, or designee, to negotiate, execute, amend, or terminate the FY 2022-2023 Budget Inventory Grant Agreement with Bill Wilson Center relating to providing Family Advocacy Services homelessness prevention program, with no change to the maximum contract amount, and extension of the contract term by up to six months through December 31, 2024, following approval by County Counsel as to form and legality. Delegation of authority shall expire on December 31, 2024.
- h. Approve delegation of authority to the Clerk of the Board, or designee, to negotiate, execute, amend, or terminate the FY 2022-2023 Budget Inventory Grant Agreement with the Milpitas Recreation and Community Services Foundation relating to providing a two-year group gardening pilot program in Milpitas, with no change to the maximum contract amount, and extension of the contract term by up to six months through December 31, 2024, following approval by County Counsel as to form and legality. Delegation of authority shall expire on December 31, 2024.

### **FISCAL IMPLICATIONS**

Funding for affected Inventory Items was allocated during the FY 2021-2022 and FY 2022-2023 Budget Hearings. Funds for these Inventory Items have already been disbursed, and no further funding is required.

### **REASONS FOR RECOMMENDATION AND BACKGROUND**

Due to various circumstances, the aforementioned agencies were not able to complete their intended projects before the grant expiration dates. Due to the expiration of their contracts,

and the expiration of delegation of authority for the Fiscal Years those contracts were issued, the Clerk of the Board currently lacks the authority to extend their contracts and authorize extensions of their grant periods. These agencies have requested extensions to the period of their respective agreements to spend down the remaining funds. Agencies expect funds to be fully expended by December 31, 2024, for the single-year agreements, and June 30, 2025, for the multi-year agreement.

### **CHILD IMPACT**

The recommended action would have a positive impact on children and youth through the **Safe and Stable Families** indicator by addressing the needs of children through Bill Wilson Center's Family Advocacy Services program (FAS). The services provided through the agreement would support families with children in the Santa Clara Unified School District who may be homeless or one the verge of becoming homeless. The goal of the FAS program is to support and connect families to resources so their children can remain in school, giving them the best chance of academic success.

The recommended action would also have a positive impact on children and youth through the **Safe and Stable Families** indicator by improving students' and their families' ability to access community and County resources through the agreement with Community Services Agency. These resources will include but not be limited to regularly checking in with students and their families in the Mountain View Los Altos (MVLA) High School District and connecting them to food and nutrition resources and other case management services.

### **SENIOR IMPACT**

The recommended action will have a positive impact on seniors who live with FAS families and children, as well as those who live with MVLA students, and are able to access needed services as a result of these programs.

### **SUSTAINABILITY IMPLICATIONS**

The recommended action will have no/neutral sustainability implications.

### **CONSEQUENCES OF NEGATIVE ACTION**

The Clerk of the Board will be unable to extend the grant agreements with the listed agencies, and the agencies will be required to return the remaining balance of their funding per the grant agreements.

### **STEPS FOLLOWING APPROVAL**

The Clerk of the Board will notify Christina Nielsen and Daryl Ricasa upon approval.

### **ATTACHMENTS:**

- FY22 Legislative File 105810 for SJSU Research Foundation
- FY22 Legislative File 105836 for Community Services Agency
- FY23 Legislative File 110727 for San Jose Evergreen Community College District (SJECCD) Center for Economic Mobility (CEM)
- FY23 Legislative File 110904 for Octavia's Kitchen
- FY23 Legislative File 110883 for SJSU Research Foundation

- FY23 Legislative File 110704 for Town of Los Gatos
- FY23 Legislative File 110862 for Bill Wilson Center
- FY23 Legislative File 110623 for Recreation and Community Services Foundation
- FY22 Grant Agreement - SJSU Research Foundation
- FY22 Grant Agreement - Community Services Agency
- FY23 Grant Agreement - San Jose Evergreen Community College District (SJECCD) Center for Economic Mobility (CEM)
- FY23 Grant Agreement - Octavia's Kitchen
- FY23 Grant Agreement - SJSU Research Foundation
- FY23 Grant Agreement - Town of Los Gatos
- FY23 Grant Agreement - Bill Wilson Center
- FY23 Grant Agreement - Recreation and Community Services Foundation
- FY23 First Amendment to Grant Agreement - Recreation and Community Services Foundation
- Levine Act Identification form – FY22 SJSU Research Foundation Item
- Levine Act Identification form - Community Services Agency
- Levine Act Identification form - San Jose Evergreen Community College District (SJECCD) Center for Economic Mobility (CEM)
- Levine Act Identification form - Octavia's Kitchen
- Levine Act Identification form - FY23 SJSU Research Foundation Item
- Levine Act Identification form - Town of Los Gatos
- Levine Act Identification form - Bill Wilson Center
- Levine Act Identification form - Recreation and Community Services Foundation