DATE: May 29, 2003

TO: Board of Trustees

FROM: Dr. Phillip R. Day, Jr., Chancellor

Subject: CONTRACT/GRANT

Authorization to contract with the California Department of Education for continuation of the California Early Childhood Mentor Program and, to subcontract with 70 California Community Colleges in the amount not to exceed $2,163,059. (Resolution No. 030529 – B17)

BACKGROUND INFORMATION:

This resolution requests authorization to submit an application and to appropriate all funds related to the renewal of a contract from the California Department of Education for continued operation of the California Early Childhood Mentor Program. The California Early Childhood Mentor Program has 70 participating colleges, including City College of San Francisco. City College of San Francisco is the fiscal agent.

This resolution also requests authorization to establish sub-contracts for up to $23,000 per community college for the academic year with 70 California Community Colleges including City College of San Francisco. Sub-contracting colleges will provide the following services: coordinating and offering an adult supervision course and seminars for mentors; coordination and development of mentoring programs; honoraria for faculty working with the college mentoring programs; books and other instructional materials for mentors; and printing and copying mentor materials. College sub-contracts will be from September 1, 2003 through June 30, 2004. A list of the participating community colleges is available from the Chancellor’s Office for review.
The total of the contract is $2,163,059 for the period August 1, 2003 through July 31, 2004. There is no in-kind match or additional space required.

Income

California Department of Education $2,163,059

Expenditures

Employee Salaries and Benefits $326,739
Other Operating Expenses 64,899
Local Assistance & Stipends 1,611,194
Total Indirect @ 8% 160,227

Total Expenditure $2,163,059

The City College of San Francisco Board of Trustees has approved the following contracts with the California Department of Education for the continuation of the California Early Childhood Mentor Program and to subcontract with 70 California Community Colleges:

<table>
<thead>
<tr>
<th>Resolution Number</th>
<th>Amount</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>001116-B16</td>
<td>$3,873,022</td>
<td>February 1, 2001 – July 31, 2002</td>
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<tr>
<td>020627-B16</td>
<td>$2,163,059</td>
<td>August 1, 2002 – July 31, 2003</td>
</tr>
</tbody>
</table>

SHARED GOVERNANCE REVIEW:

Yes:____; No:_X_; If yes, which Committee:_______________

Date of Review:_______________

(A negative response indicates that a review is not necessary.)

RECOMMENDATION:

RESOLVED: That authorization is hereby given to apply for and accept the amount of $2,163,059 from the California Department of Education for the California Early Childhood Mentor Program, and is authorized to subcontract with 70 California Community Colleges including City College of San Francisco for activities related to the California Early Childhood Mentor Program, for the period of September 1, 2003 through June 30, 2004, and
FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designees are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Originator: Sandra Handler