DATE:      May 29, 2003

TO:        Board of Trustees

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

SUBJECT: CONTRACTS/GRANTS
Approval of Special Services Contract with San Francisco
Department of Human Services
(Resolution No. 030529-B18)

BACKGROUND INFORMATION:

For the past two years, the CCSF CalWorks Office of Education and Training program, the English as a Second Language Department (ESL), and the City and County of San Francisco Department of Human Services (DHS) jointly planned, developed, and implemented an intensive Vocational English as a Second Language (VESL) education and training program. The goal of the program, called the VESL Immersion Program (VIP), is to prepare limited English-proficient CalWorks, Personal Assisted Employment Services (PAES) participants and others who will benefit from this program to enter the job market, and/or other training programs within the time limitations established by welfare reform legislation. This grant represents a expansion and a renewal of an existing contract, see below.

The City College of San Francisco Board of Trustees has approved the following special services contract with DHS:

<table>
<thead>
<tr>
<th>Resolution Number</th>
<th>Amount</th>
<th>Duration</th>
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<tr>
<td>Resolution No. 000330-B20 For Pilot Program</td>
<td>$42,000</td>
<td>Spring 2000</td>
</tr>
<tr>
<td>Resolution No. 000831-B18 For instruction and curriculum development</td>
<td>$83,907</td>
<td>August 16, 2000 - July 31, 2001</td>
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<tr>
<td>Resolution No. 010830-B-22 For instruction</td>
<td>$420,000</td>
<td>August 1, 2001 - July 31, 2003</td>
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DHS is now seeking to modify the current contract amount to $522,054 in order to expand the program to include curriculum development and instruction for additional ESL and pre-literacy ESL levels and to renew the contract for an amount not to exceed $761,204 for the period August 1, 2003 – July 31, 2005.

**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 be hereby given to San Francisco Department of Human Services to modify the current contract amount to $522,054 from $420,000 for the period August 1, 2001 – July 31, 2003 and to renew the contract for an amount not to exceed $761,204 for the period August 1, 2003 – July 31, 2005 with the City and County of San Francisco Department of Human Services (DHS) to fund the Vocational English as a Second Language Immersion Program (VIP), and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Joanne Low, Originator