



**BOARD OF SUPERVISORS AGENDA ITEM REPORT**  
**CONTRACTS / AWARDS / GRANTS**

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: June 22, 2021

\* = Mandatory, information must be provided

or Procurement Director Award ☐

---

**\*Contractor/Vendor Name/Grantor (DBA):**

Arizona Department of Education - Individuals with Disabilities Act (IDEA)

**\*Project Title/Description:**

Special Education Funding

**\*Purpose:**

The IDEA grant funding will give support to our Special Education students through one-on-one tutoring and completion of all required documents for state and federal compliance.

The indirect cost is 10.00%.

**\*Procurement Method:**

Not applicable

**\*Program Goals/Predicted Outcomes:**

The IDEA grant funding will give support to our Special Education students through one-on-one tutoring and completion of all required documents for state and federal compliance and reporting.

**\*Public Benefit:**

To provide age appropriate students, 16 - 21 years old, and residents of Pima County the access to Special Education services at Pima Vocational High School (PVHS).

**\*Metrics Available to Measure Performance:**

Documentation of one-on-one tutoring and completion of all required forms for state and federal compliance and reporting.

**\*Retroactive:**

No.

**Contract / Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_  
Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Prior Contract Number (Synergen/CMS): \_\_\_\_\_  
☐ Expense Amount: \$\* \_\_\_\_\_ ☐ Revenue Amount: \$ \_\_\_\_\_

**\*Funding Source(s) required:**

Funding from General Fund? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_  
Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No  
If Yes, is the Contract to a vendor or subrecipient? \_\_\_\_\_  
Were insurance or indemnity clauses modified? ☐ Yes ☐ No  
If Yes, attach Risk's approval.  
Vendor is using a Social Security Number? ☐ Yes ☐ No  
If Yes, attach the required form per Administrative Procedure 22-10.

**Amendment / Revised Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_  
Amendment No.: \_\_\_\_\_ AMS Version No.: \_\_\_\_\_  
Commencement Date: \_\_\_\_\_ New Termination Date: \_\_\_\_\_  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_  
☐ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ \_\_\_\_\_  
Is there revenue included? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_

**\*Funding Source(s) required:**

Funding from General Fund? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

**Grant/Amendment Information** (for grants acceptance and awards) ☐ Award ☐ Amendment

Document Type: GTAW Department Code: CR Grant Number (i.e., 15-123): 21\*169  
Commencement Date: 07/01/2021 Termination Date: 09/30/2022 Amendment Number: \_\_\_\_\_  
☐ Match Amount: \$ \_\_\_\_\_ ☒ Revenue Amount: \$ 11,896.59

**\*All Funding Source(s) required:** U.S. Department of Education

\*Match funding from General Fund? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_  
\*Match funding from other sources? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

**\*Funding Source:** \_\_\_\_\_

\*If Federal funds are received, is funding coming directly from the  
Federal government or passed through other organization(s)?

Arizona Department of Education

Contact: Irene Moreno

Department: Community & Workforce Development

Telephone: 724-9745

Department Director Signature/Date: [Signature] 6/17/21

Deputy County Administrator Signature/Date: \_\_\_\_\_

County Administrator Signature/Date: [Signature] 6/17/21  
(Required for Board Agenda/Addendum Items)

Budget Detail

Pima County (108601000) Charter District - FY 2022 - Medium Risk - IDEA Consolidated - Entitlement - Rev 0 - IDEA - Basic

Indirect Cost	
Total Allocation	\$11,896.59
Budgeted Amount	\$11,896.59
Excludable Costs	\$0.00
Indirect Cost Rate	10.08%
Max Indirect Cost based on Budgeted Amount	\$1,089.36
Max Indirect Cost based on Total Allocation	\$1,089.36

6300 - Purchased Professional Services - \$11,896.59 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
6300 - Purchased Professional Services	2100,2200,2600,2700 - Support Services (Students, Instr., Operation, Transport.) ▼		1	\$11,896.59	\$11,896.59


Narrative Description



Certified Special Education trainers to provide assistance to the Special Education teacher working with special needs students with multiple disabilities. Our program targets high school students ages 16 to 21 who have previously dropped out of school for periods ranging from 6 months to 4 years. In addition to their SPED status these special needs students have an average academic grade level of 4.5 in reading and math, multiple barriers including attendance rates of 50%, court involvement, teenage parenting and homelessness. These combined factors necessitate an on-site specialists to develop individual lessons, retention strategies and behavioral plans to ensure special needs student success and graduation. (\$50.00/hour x ~200 hours )

Certificate # is 3178287  
Certificate # is 1066526

### GRANT APPLICATION APPROVAL REQUEST

**Instructions:** Fill out the top section of this form completely. Contact the program Grants Management & Innovation (GMI) Lead if you require assistance (724-2240). Email your completed request to: [GMI@pima.gov](mailto:GMI@pima.gov). Your request will be forwarded to County Administration for review. Notification of approval requests should be submitted at least 15 business days prior to the application's submission deadline (AP 5-1 Procedure).

Requesting department or entity:	Community Workforce & Development      Date: 5/4/21		
Contact Information:	Name: Leslie Laird-Lynch      Telephone: 724-9015		
Funding opportunity title:	The Individuals with Disability Education Act (IDEA)		
Link to opportunity:	There is no notice of opportunity funding for this grant		
Funding agency:	Arizona Department of Education		
Amount to be requested:	\$ 11,896.59		
Due date and time:	5/1/2021		Select One
What are you going to spend the money on?	The Individuals with Disability Education Act (IDEA) funding will give support to our Special Education students, through one-on-one tutoring. IDEA also ensures completion and compliance of all required Special Education documents.		
What will be the benefit to Pima County?	IDEA Funding from the IDEA grant will provide additional services to our Special Education students in order to complete the requirements for a high school diploma.		
Indirect costs – check one:	<input checked="" type="checkbox"/> I will be requesting indirect costs. Indirect-cost rate to be requested: 10 % <input type="checkbox"/> I have attached a request for waiver of indirect costs (GMI Intranet) <input type="checkbox"/> I need help understanding indirect costs		
By: 	Date: 5/4/21		
Department Director or Designee			

GRANT COST/BENEFIT ANALYSIS	
To be completed by GMI staff	
CFDA No.	84.027
Competitive Criteria:	Pima Vocational High School receives this funding based on the previous year's spending on special education programs and the number of students in special education who were enrolled during the previous school year. Thus, funding is affected by school enrollment trends during the pandemic. This is an entitlement grant.
Other Factors:	Period of performance is 7.1.2021 through 9.30.2022. While there is no match requirement, there is an eligibility requirement that states that the applicant must have "budgeted for the education of children with disabilities at least the same amount... as it actually spent for the education of children with disabilities during the most recent fiscal year."
Number of Awards:	Total amount to be awarded:
Match Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If required what is the amount/percent: _____
Terms Notes (e.g. unusual restrictions, reporting burdens, etc.):	The majority of program guidance pertains to eligibility factors. There is no mention of reporting.
Will this project require additional office/project space?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will this project require staff time that cannot be paid for by the grant?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will your project require any equipment items over \$5,000 per item?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the proposal use a fixed price contract?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is this project subject to Human Subjects compliance?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does this project involve subrecipients?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is there a Statutory Funding Preference from the funding agency?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Allowable Indirect Rate:	10 If indirect is not allowed, attach documentation.
List any other proposal or funder specific requirements:	Additional requirements include: provide services to eligible children, serve "migratory children," collaborate with state welfare agency, coordinate with other educational services, develop procedures (which can be carried over from previous years).
GMI notes & recommendations: This grant creates more resources for students with special needs. Josh Cohn, DH	
By: 	Date: 5/13/2021
GMI Director	
County Administrator Approval Request	
Approved: <input checked="" type="checkbox"/>	Not Approved: <input type="checkbox"/> Subject to Further Review: <input type="checkbox"/> Yes <input type="checkbox"/> No
If your project is subject to further review, please contact your GMI Lead to discuss necessary revisions prior to resubmission of the Grant Approval Application Request.	
By: 	Date: 5/14/2021
County Administrator or Designee	