



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

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: November 5, 2019

*\* = Mandatory, information must be provided*

or Procurement Director Award ☐

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

Arizona Department of Education - Title IV

**\*Project Title/Description:**

Homeless Liaison - Irvington Campus

**\*Purpose:**

Title IV Entitlement Grant funds will be utilized to pay a portion of the salary and benefits for the Homeless Liaison at Pima Vocational High School - Irvington Campus for SY19-20. The maximum amount allotted per grant distribution is \$10,000.00.

Indirect Costs: 10.05% for personnel costs.

**\*Procurement Method:**

Not applicable

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

Title IV funds will be utilized to pay a portion of the salary and benefits for the Homeless Liaison at Pima Vocational High School - Irvington Campus for SY19-20; thus providing homeless students with valuable community resources.

**\*Public Benefit:**

Having a homeless liaison on site at Pima Vocational High School - Irvington Campus, a high poverty area, will give support to our students that lack stable housing and are economically disadvantaged in order to be able to attend school and increase their chances of obtaining a fully accredited high school diploma.

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

National Assessment of Educational Progress which is a nationwide school requirement and create written procedures for the program, which can be continued from previous years.

**\*Retroactive:**

Yes, school has been utilizing funding overture from previous SY to continue funding the Homeless Liaison. If not approved, alternative funding sources would be utilized creating a negative impact to the overall budget.

*G.M.I. Approval 10/31/19 JES*

Revised 9/2019

**Contract / Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_

Effective 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.: \_\_\_\_\_

Effective 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: CS Grant Number (i.e., 15-123): 20\*054

Effective Date: 07/01/2019 Termination Date: 06/30/2020 Amendment Number: \_\_\_\_\_

☐ Match Amount: \$ \_\_\_\_\_ ☒ Revenue Amount: \$ 10,000.00**\*All Funding Source(s) required:** Arizona 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)?**

Funds are passed through AZED

Contact: Vanessa Mendoza

Department: CSET - Pima Vocational High School

Telephone: 520-724-9915

Department Director Signature/Date: \_\_\_\_\_

10-31-19


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

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

(Required for Board Agenda/Addendum Items)

# GRANT APPLICATION APPROVAL REQUEST

Instructions: Fill out the top section of this form completely. Contact the Grants Management & Innovation (GMI) team if you require assistance: 724-9737. 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 (AGS-1 Procedure) 2-5-5.

Requesting department or entity:	CSET	Date: 9/20/19
Contact information:	Name: Michele Ray	Telephone: 724-9737
Funding opportunity title:	Title IV	
Link to opportunity:	There is no NOFO. There is a 4 page assurances document described below.	
Funding agency:	Arizona Department of Education	
Amount to be requested:	\$ 10,000.00	
Due date and time:	5/1/2019	PM
What are you going to spend the money on?	Funding will pay for a portion of the salary and benefits of a homeless liaison at our Irvington campus.	
What will be the benefit to Pima County?	Funding will provide necessary support for homeless and economically disadvantaged students in order for them to remain in school.	
Indirect costs -- check one:	<input checked="" type="checkbox"/> I will be requesting indirect costs. Indirect-cost rate to be requested: 10.05 % <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: 10-7-19	
Department Director or Designee		

**GRANT COST/BENEFIT ANALYSIS****To be completed by GMI staff**

CFDA No. 84.403

Competitive Criteria:

Pima Vocational High School has already applied and won grant funding under Title IV of the Elementary and Secondary Education Act (ESEA) program.

Other Factors:

Number of Awards:

N/A

Total amount to be awarded:

Match Required:

☐ Yes☒ No

If required what is the amount/percent: \_\_\_\_\_

Terms Notes (e.g. unusual restrictions, reporting burdens, etc.):

This program falls under 2CFR-200, with very few and non burdensome "assurances" spelled out in a 4 page "Assurances" document. Assurances worth noting: participation in National Assessment of Educational Progress which is a nation wide school requirement, and create written procedures for the program which can be continued from previous years.

Will this project require additional office/project space?

☐ Yes☒ No

Will this project require staff time that cannot be paid for by the grant?

☐ Yes☒ No

Will your project require any equipment items over \$5,000 per item?

☐ Yes☒ No

Does the proposal use a fixed price contract?

☐ Yes☒ No

Is this project subject to Human Subjects compliance?

☐ Yes☒ No

Does this project involve subrecipients?

☐ Yes☒ No

Is there a Statutory Funding Preference from the funding agency?

☐ Yes☒ No

Allowable Indirect Rate: 10 If Indirect Is not allowed, attach documentation.

List any other proposal or funder specific requirements:

Additional Assurance requirements include: provide services to eligible children, serve "migratory children," collaborate with state welfare agency, coordinate with other educational services, develop procedures (which can already be in place).

GMI notes &amp; recommendations:

This is a standard educational program with non-burdensome requirements. I recommend approval of this grant.  
Completed by Josh Cohn

By:

GMI Director

Date:

10/15/19

**County Administrator Approval Request**Approved: ☒ Not Approved: ☐ Subject to Further Review: ☐ Yes ☐ 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:

County Administrator or Designee

Date:

10/16/2019