



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 - Title II

***Project Title/Description:**

Compliance Specialist

***Purpose:**

Title II funds will pay for a Compliance Specialist to work with Pima Vocational High School (PVHS) administration in order to maintain full compliance on all required documentation.

The Indirect Cost is 10%.

***Procurement Method:**

Not applicable

***Program Goals/Predicted Outcomes:**

Title II funds will pay for a Compliance Specialist to work with Pima Vocational High School administration in order to maintain full compliance on all required documentation for state educational regulations.

***Public Benefit:**

The Compliance Specialist will provide consulting services to Pima Vocational High School in order to maintain compliance with Arizona Department of Education regulations.

***Metrics Available to Measure Performance:**

Consistency of being in good standing by establishing policies and procedures which comply with the National Disabilities Act.

***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 ☐ AmendmentDocument Type: GTAW Department Code: CR Grant Number (i.e., 15-123): 21*172Commencement Date: 07/01/2021 Termination Date: 09/30/2022 Amendment Number: _____☐ Match Amount: \$ _____ ☒ Revenue Amount: \$ 1,497.11***All Funding Source(s) required:***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)?** _____Contact: Irene MorenoDepartment: Community & Workforce DevelopmentTelephone: 724-9745Department Director Signature/Date: [Signature] 6/9/21Deputy County Administrator Signature/Date: [Signature] 16 June 2021County Administrator Signature/Date: [Signature] 6/17/21
(Required for Board Agenda/Addendum Items)

Budget

Pima County (108601000) Charter District - FY 2022 - Medium Risk - ESEA Consolidated - Rev 0 - Title II Improving Teacher Quality

By checking this box the LEA is waiving allocation for this grant and acknowledges that choosing to waive this grant will result in the reallocation of these funds.

Indirect Cost

Total Allocation	\$1,497.11
Budgeted Amount	\$1,497.11
Excludable Costs	\$0.00
Indirect Cost Rate	10.08%
Max Indirect Cost based on Budgeted Amount	\$137.09
Max Indirect Cost based on Total Allocation	\$137.09

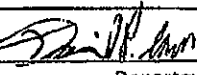
Budget By Function Codes

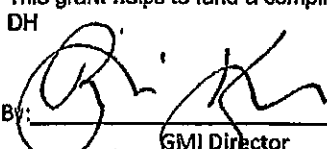

Object Code	Total
6100 - Salaries	\$0.00
6200 - Employee Benefits	\$0.00
6300 - Purchased Professional Services	\$1,497.11
6400 - Services	\$0.00
6500 - Other Purchased Services	\$0.00
6600 - Supplies	\$0.00

6731 - Supplies (Under \$5,000)	\$0.00
6732 - Supplies (Under \$5,000)	\$0.00
6734 - Supplies (Under \$5,000)	\$0.00
6735 - Supplies (Under \$5,000)	\$0.00
6737 - Supplies (Under \$5,000)	\$0.00
6738 - Supplies (Under \$5,000)	\$0.00
6733 - Capital (\$5,000 or Above)	\$0.00
6736 - Capital (\$5,000 or Above)	\$0.00
6739 - Capital (\$5,000 or Above)	\$0.00
6800 - Other Expenses	\$0.00
6910 - Indirect Cost Recovery	\$0.00
0190 - Capital Outlay	\$0.00
Total	\$1,497.11
Adjusted Allocation	\$1,497.11
Remaining	\$0.00

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. 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:	Elementary and Secondary Education Act - Title II		
Link to opportunity:	There is no notice of opportunity funding for this grant		
Funding agency:	Arizona Department of Education		
Amount to be requested:	\$ 1,497.11		
Due date and time:	5/1/2021		Select One
What are you going to spend the money on?	Title II funds will be utilized to pay for a compliance specialist to work with Pima Vocational High School (PVHS) admin staff. The compliance specialist will ensure that full compliance is maintained on all required documentation.		
What will be the benefit to Pima County?	Title II Provides consulting services to PVHS to maintain compliance with the Arizona Department of Education.		
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.	84.027A																												
Competitive Criteria:	Pima Vocational High School receives this funding based on the number of 16-17 year old students that were enrolled during the previous school year. Thus, funding is affected by school trends during the pandemic. This is an entitlement grant.																												
Other Factors:	Period of performance is 7.1.2021 through 9.30.2022.																												
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.):	This program falls under 2CFR-200, with very few burdensome assurances from the "Assurances" agreement document. Assurances worth noting; the requirement to participate in the National Assessment of Educational Progress (a nation-wide school requirement), and the requirement to create written procedures for the program which can be continued from previous years.																												
<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Will this project require additional office/project space?</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/> Yes</td> <td style="width: 10%; text-align: center;"><input checked="" type="checkbox"/> No</td> <td style="width: 20%;"></td> </tr> <tr> <td>Will this project require staff time that cannot be paid for by the grant?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> <tr> <td>Will your project require any equipment items over \$5,000 per item?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> <tr> <td>Does the proposal use a fixed price contract?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> <tr> <td>Is this project subject to Human Subjects compliance?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> <tr> <td>Does this project involve subrecipients?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> <tr> <td>Is there a Statutory Funding Preference from the funding agency?</td> <td style="text-align: center;"><input type="checkbox"/> Yes</td> <td style="text-align: center;"><input checked="" type="checkbox"/> No</td> <td></td> </tr> </table>		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	
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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 helps to fund a compliance specialist who ensures PVHS compliance with Federal regulations. Josh Cohn DH <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="width: 40%;"> By:  GMI Director </div> <div style="width: 40%;"> Date: 5/13/2021 </div> </div>																													
County Administrator Approval Request																													
Approved: <u>1</u> Not Approved: _____ 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. <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="width: 40%;"> By:  County Administrator or Designee </div> <div style="width: 40%;"> Date: 5/14/2021 </div> </div>																													