

**BOARD OF PUBLIC WORKS  
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COMMISSIONER

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COMMISSIONER

# CITY OF LOS ANGELES

CALIFORNIA



**ERIC GARCETTI**  
MAYOR

**OFFICE OF THE  
BOARD OF PUBLIC WORKS**

**DR. FERNANDO CAMPOS**  
EXECUTIVE OFFICER

200 NORTH SPRING STREET  
ROOM 361, CITY HALL  
LOS ANGELES, CA 90012

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<http://bpw.lacity.org>

November 4, 2022

**BPW-2022-0742**

The Honorable Mayor Garcetti  
City Hall – Room 320  
Los Angeles, CA 90012  
Attn: Heleen Ramirez

The Honorable City Council  
Room No. 395  
City Hall

## **PUBLIC WORKS TRUST FUND LOAN - CALIFORNIA FOR ALL YOUTH GRANT PROGRAM - PROJECT COORDINATOR (CODE 1537) POSITION**

As recommended in the accompanying report from the Executive Officer of the Board of Public Works, which this Board has adopted, the Board of Public Works (Board) recommends that the Mayor and City Council:

1. AUTHORIZE a new \$15,003,646 loan from the Public Works Trust Fund (Fund 834/Dept. 50), payable by the CA for All Youth Workforce Development Grant Fund (Fund 65N/Dept. 22/RSC or Appr. TBD), to front-fund and implement four projects - CleanLA, LA River Rangers, LA Community Composting, and Edible Food Waste Recovery - at the Board of Public Works funded by the California for All Youth Grant Program;
2. FIND that the loan proceeds will be deposited into the City's General Fund No. 100 (Dept. 74), which interest earned is retained by said fund and is also the same fund where interest earned in the Public Works Trust Fund No. 834 is transferred to on an interim basis;
3. APPROVE the waiver of interest assessment;
4. AUTHORIZE the Board of Public Works, Director of Accounting, to transfer \$15,003,646 from available funds within the Public Works Trust Fund (Fund 834/Dept. 50) to the Board of Public Works (Fund 100, Department 74), and increase appropriation account authority, as follows:

Account No.	Title	Amount
001010	Salaries, General	\$840,206
003040	Contractual Services	\$14,163,440
	<b>Total</b>	<b>\$15,003,646</b>

5. AUTHORIZE the reimbursement of grant funds received from the State of CA Office of the Governor's California Volunteers to be deposited into the California for All Youth Workforce Development Grant Fund (Fund 65N/Dept. 22/RSC or Appr. TBD) and transfer said receipt to the Public Works Trust Fund (Fund 834/Dept. 50/BS TBD) on a monthly basis until full repayment is received by no later than September 30, 2024;
6. AUTHORIZE by resolution one Project Coordinator (Class Code: 1537) position to be employed in BPW, to provide project support for the CA For All grant project titled "LA River Rangers", subject to allocation and exemption approval by the Board of Civil Service Commissioners in accordance with Charter Section 1001(d)(4) based on the position being grant-funded for a term not-to-exceed three years; and
7. AUTHORIZE the Board of Public Works, Executive Officer, or designee, to make any technical or accounting updates to the recommendations above to effectuate the intent of the Mayor and City Council.

(REF: C.F. 22-0014)

Fiscal Impact: There is no impact to the General Fund.

Sincerely,



DR. FERNANDO CAMPOS,  
Executive Officer, Board of Public Works

FC:ch/lc



## BOARD OF PUBLIC WORKS

Council Districts: ALL

November 4, 2022

HONORABLE MEMBERS OF  
THE BOARD OF PUBLIC WORKS

ADOPTED BY THE BOARD  
PUBLIC WORKS OF THE CITY  
of Los Angeles California  
AND REFERRED TO THE MAYOR  
NOV 04 2022  
AND REFERRED TO THE CITY COUNCIL  
*[Signature]*  
Executive Officer  
Board of Public Works

**AUTHORITY FOR A PUBLIC WORKS TRUST FUND LOAN TO PROVIDE FRONT FUNDING TO IMPLEMENT THE CALIFORNIA FOR ALL YOUTH GRANT PROGRAM AND INTERIM RESOLUTION FOR ONE PROJECT COORDINATOR (CODE 1537) POSITION**

**RECOMMENDATIONS:**

That the Board of Public Works (Board), subject to the Mayor and City Council approval:

1. AUTHORIZE a new \$15,003,646 loan from the Public Works Trust Fund (Fund 834/Dept. 50), payable by the CA for All Youth Workforce Development Grant Fund (Fund 65N/Dept. 22/RSC or Appr. TBD), to front-fund and implement four projects - CleanLA, LA River Rangers, LA Community Composting, and Edible Food Waste Recovery - at the Board of Public Works funded by the California for All Youth Grant Program;
2. FIND that the loan proceeds will be deposited into the City's General Fund No. 100 (Dept. 74), which interest earned is retained by said fund and is also the same fund where interest earned in the Public Works Trust Fund No. 834 is transferred to on an interim basis;
3. APPROVE the waiver of interest assessment;
4. AUTHORIZE the Board of Public Works, Director of Accounting, to transfer \$15,003,646 from available funds within the Public Works Trust Fund (Fund 834/Dept. 50) to the Board of Public Works (Fund 100, Department 74), and increase appropriation account authority, as follows:

<b>Acct. No.</b>	<b>Title</b>	<b>Amount</b>
001010	Salaries, General	\$ 840,206
003040	Contractual Services	14,163,440
	<b>Total</b>	<b>\$15,003,646</b>

5. AUTHORIZE the reimbursement of grant funds received from the State of CA Office of the Governor's California Volunteers to be deposited into the California for All Youth Workforce Development Grant Fund (Fund 65N/Dept. 22/RSC or Appr. TBD) and transfer said receipt to the Public Works Trust Fund (Fund 834/Dept. 50/BS TBD) on a monthly basis until full repayment is received by no later than September 30, 2024;
6. AUTHORIZE by resolution one Project Coordinator (Class Code: 1537) position to be employed in BPW, to provide project support for the CA For All grant project titled "LA River Rangers", subject to allocation and exemption approval by the Board of Civil Service Commissioners in accordance with Charter Section 1001(d)(4) based on the position being grant-funded for a term not-to-exceed three years; and
7. AUTHORIZE the Board of Public Works, Executive Officer, or designee, to make any technical or accounting updates to the recommendations above to effectuate the intent of the Mayor and City Council.

#### **TRANSMITTALS**

1. Acceptance of the \$53.3M grant award from the Office of the Governor's CA Volunteers for Youth Employment Program
2. Council Action File 22-0014
3. CA for All Youth Grant Agreement between the City of Los Angeles and the State of CA Office of the Governor's CA Volunteers for Youth

#### **DISCUSSION**

On April 1, 2022, the Los Angeles City Council (City Council) adopted the Mayor's Office of Economic Opportunity's report requesting authority to accept a grant award in the amount of \$53,249,641 from the Office of the Governor's CA Volunteers for Youth Employment Program, which was subsequently approved by the Mayor on April 12, 2022 (see Transmittal 1 and 2). The CA for All Youth Workforce Program (Program) is a Governor's initiative administered by CA Volunteers in partnership with cities across CA. Though administered through the State of CA and CA Volunteers, the grant funds are derived from federal stimulus funds associated with recovery from the COVID-19 pandemic. As such, the Program is subject to both state and federal requirements relating to program eligibility and reporting. The grant purpose is to increase youth employment, develop youth interest in and experience towards a career, and strengthen cities' capacity to address key areas of climate, food insecurity, and local COVID-19 recovery. The Program makes funding available to create new programming and/or expand on existing youth workforce programs that will recruit, train, and place high-need youth at jobs.

On May 12, 2022, the Mayor executed the Agreement between the City and the State of CA Office of the Governor's CA Volunteers for Youth accepting the \$53.2 million grant award (see Transmittal 3). The City of Los Angeles (City) anticipates enrolling 4,034 youth City-wide during the course of the grant performance period of January 1, 2022 through June 30, 2024. The three primary goals are to: (1) increase youth employment; (2) develop career pathways; and, (3) strengthen city or community capacity to address key areas of food insecurity, climate, and COVID-19 recovery. As such, the Mayor's Office identified a number of various projects in partnership with various City departments, such as the Youth Development and Community Investment for Families, Recreation and Parks Departments, to immediately implement and support the Program's stated goals.

Of the \$53.2M awarded to the City from this grant, \$15.2M has been allocated to the Board of Public Works (BPW) to implement and administer four programs with a cumulative enrollment goal of hiring 342 youth. The following Table A lists the four programs, grant allocations, and job enrollment goals.

TABLE A: BPW Grant Programs & Allocations

<b>Program Name</b>	<b>Grant Allocation</b>	<b>Jobs</b>
CleanLA	\$ 8,851,360	200
L.A. River Rangers	\$ 5,235,995	127
L.A. Community Composting	\$ 593,600	12
Edible Food Waste Recovery	\$ 503,966	3
<b>TOTAL:</b>	<b>\$ 15,184,921</b>	<b>342</b>

The proceeds from this grant program will be received on a reimbursement basis; therefore, the BPW is requesting a loan from the Public Works Trust Fund (PWTF) No. 834 in the amount of \$15,003,646 to provide front funding for the four (4) BPW projects associated with the CA for All Youth Grant Program. The proposed PWTF loan will provide general fund relief and allow BPW to implement and encumber funds as swiftly as possible to minimize impact to service deployment and job recruitment and placement.

#### **PROGRAM ADMINISTRATION AND STAFFING**

The Economic and Workforce Development Department (EWDD) is designated as the City's fiscal and administrative lead for this grant program. The EWDD will be responsible for adhering to the grant reporting requirements, including the submission of quarterly and annual reports on expenditures and program metrics. In addition to the EWDD, the BPW will be responsible for the implementation of the four programs outlined in Table A above. To aid in these efforts, the Mayor's Office identified staffing that is required to support the implementation of these grant-funded projects, which BPW requested five (5) positions in total.

As part of the Mayor's Office of Economic Opportunity's report (Transmittal 1 and 2), the report included authorization by resolution of four (4) positions to be employed in the BPW subject to allocation by the Board of Civil Service Commissioners, and exemption in accordance with Charter Section 1001(d)(4) based on the positions being grant-funded for a term of no more than two years, which may be extended for one additional year, for a maximum exemption period of three year. These positions were the following:

<u>No.</u>	<u>Class Code</u>	<u>Class Title</u>
1	9134-0	Principal Project Coordinator
1	9171-1	Senior Management Analyst I
1	1539-0	Management Assistant
1	1542-0	Project Assistant

The fifth position requested (one Senior Management Analyst – code 9171) was not included in the aforementioned report because the proposed CleanLA position is categorized as a mix funded (i.e., partial general and special funds) and would be more appropriate to be included on-budget than to be an off-budget grant funded position authority. In addition, the duties of this position is to manage both the adult CleanLA workforce (general funded) and youth CleanLA workforce (grant funded) programs, or the equivalent of 100 adult (general fund) and 200 youth (grant fund) job recruitment and training placements in the CleanLA program, respectively. Moreover, this position was requested in the proposed Fiscal Year (FY) 2022/2023 budget because salary cost (expenses) are disallowed for work from the adult workforce development program to the Ca For All Youth Grant.

This fifth position was included in the adopted FY 2022/2023 with no funding. Yet, one of the four positions (e.g., one Senior Management Analyst for the LA River Ranger project) listed above was interpreted as the CleanLA project support, which created a gap and delay in service to develop, launch, and implement the LA River Ranger in a timely manner (originally envision launch in August 2022 – now expected in November 2022 with full roll out in January - March 2023).

In August 2022, the BPW started its recruitment of the Principal Project Coordinator to oversee this Program. In consultation with the newly hired incumbent, it was determined that a Project Coordinator (Class Code 1537) is better suited than the originally envisioned Senior Management Analyst position to oversee the LA River Rangers program. Therefore, this report proposes an unfunded, interim resolution authority for one Project Coordinator (Code 1537) position to provide project support to manage and implementation the LA River Rangers day-to-day operations required under the CA For All Youth Grant (note: salary cost will be front funded by PWTF loan and then reimbursed to the PWTF upon receipt of grant funds).

### **FISCAL IMPACT STATEMENT**

There is no impact to the General Fund. The Public Works Trust Fund (PWTF) will provide the \$15,003,646 loan to front-fund the four (4) projects associated with the CA for All Youth Grant Program. Loan repayment will be made as reimbursements from the Office of the Governor of the State of CA, CA Volunteers are received. As of June 30, 2022, pending loans in the PWTF had a total outstanding balance of \$26,684,147. Not included in this amount are approved loans pending disbursement in the amount of \$172,361. This brings the total of the balance from outstanding loans and those approved loans pending disbursement to \$26,856,508. Total deposits in the PWTF, as of June 30, 2022, was \$146,875,835. This equates to an 18.3% Balance-to-Loan Percentage for the PWTF. When taking this additional loan in the amount of \$15M to front fund this grant program into consideration, the outstanding loan balance will increase to \$41,860,154. If approved and adopted, this would equate to a 28.5% PWTF Balance-to-Loan ratio. The Board's Balance-to-Loan ratio target is at or below 25% but not to exceed 30%. Funds will be disbursed and transferred from the PWTF No. 834, Dept. 50 to the General Fund, Fund 100, Dept. 74, Various Appropriation Accounts as described in Recommendation 4 of this report. Reimbursements are anticipated from the State of CA, Office of the Governor's CA Volunteers on a monthly basis. The Board of Public Works expects full repayment of this loan by September 30, 2024.

Respectfully submitted,



NORMAN TANADA  
Sr. Management Analyst, Financial Mgmt.  
Board of Public Works

APPROVED:



DR. FERNANDO CAMPOS  
Executive Officer  
Board of Public Works

REVIEWED AND APPROVED BY:



MIGUEL DE LA PENA, Director  
Office of Accounting  
Date: 11/01/2022

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: March 15, 2022

CAO File No. 0130-02114-0000

Council File No. 22-0014

Council District: All

To: The Mayor  
The Council

From: Matthew W. Szabo, City Administrative Officer



Reference: Mayor Transmittal dated December 30, 2021; Additional information provided through March 11, 2022

Subject: **ACCEPTANCE OF A \$53.3 MILLION GRANT AWARD FROM THE OFFICE OF THE GOVERNOR'S CALIFORNIA VOLUNTEERS FOR YOUTH EMPLOYMENT PROGRAM EFFECTIVE JANUARY 2022 THROUGH JUNE 30, 2024**

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### RECOMMENDATION

That the City Council take the following actions:

1. AUTHORIZE the Mayor, or designee, to:
  - a. ACCEPT a grant award up to \$53,249,641 from the Office of the Governor of the State of California, California Volunteers to provide transitional employment for City of Los Angeles Youth and Young Adults; and
  - b. EXECUTE an agreement with California Volunteers in an amount not to exceed \$53,249,641.
2. APPROVE the funding allocation as outlined in Attachment 1 of this report.
3. AUTHORIZE by resolution the following four (4) positions to be employed in the Economic and Workforce Development Department, to support the administration and implementation of the CaliforniaForAll grant and related projects, subject to allocation by the Board of Civil Service Commissioners, and exemption in accordance with Charter Section 1001(d)(4) based on the positions being grant-funded for a term of no more than two years, which may be extended for one additional year, for a maximum exemption period of three years:

<u>No.</u>	<u>Class Code</u>	<u>Class Title</u>
1	1538-0	Senior Project Coordinator
2	1537-0	Project Coordinator
1	1546-0	Senior Project Assistant

4. AUTHORIZE by resolution the following four (4) positions to be employed in the Board of Public Works, to provide management and support for the CaliforniaForAll grant projects including Clean LA, LA River Rangers, Edible Food Waste Recovery, and LA Community Composting, as well as overall grant administration and implementation, subject to allocation by the Board of Civil Service Commissioners, and exemption in accordance with Charter Section 1001(d)(4) based on the positions being grant-funded for a term of no more than two years, which may be extended for one additional year, for a maximum exemption period of three years:

<u>No.</u>	<u>Class Code</u>	<u>Class Title</u>
1	9134-0	Principal Project Coordinator
1	9171-1	Senior Management Analyst I
1	1539-0	Management Assistant
1	1542-0	Project Assistant

5. AUTHORIZE by resolution one (1) Project Assistant, Classification Code 1542-0, to be employed in the Community Investment for Families Department to support the Teen Parents Prosper Project, subject to allocation by the Board of Civil Service Commissioners, and exemption in accordance with Charter Section 1001(d)(4) based on the position being grant-funded for a term of no more than two years, which may be extended for one additional year, for a maximum exemption period of three years.
6. AUTHORIZE by resolution the following two (2) positions to be employed in the Youth Development Department to support the program coordination, evaluation, and data management of the CaliforniaForAll grant projects, subject to allocation by the Board of Civil Service Commissioners, and exemption in accordance with Charter Section 1001(d)(4) based on the positions being grant-funded for a term of no more than two years, which may be extended for one additional year, for a maximum exemption period of three years:

<u>No.</u>	<u>Class Code</u>	<u>Class Title</u>
1	1538-0	Senior Project Coordinator
1	1537-0	Project Coordinator

7. AUTHORIZE the General Manager of the Economic and Workforce Development Department, or designee, to negotiate and execute new contract(s) or contract amendment(s) with proposed service providers as detailed in Attachment 2 of this report, subject to the review of the City Administrative Officer and the review and approval of the City Attorney as to form and legality, and compliance with the City's contracting requirements.
8. AUTHORIZE the General Manager of the Department of Recreation and Parks, or designee, to negotiate and execute new contract(s) or contract amendment(s) with proposed service providers as detailed in Attachment 2 to this report, subject to the review of the City

Administrative Officer and the review and approval of the City Attorney as to form and legality, and compliance with the City's contracting requirements.

9. AUTHORIZE the President of the Board of Public Works, or designee, to negotiate and execute new contract(s) or contract amendment(s) with proposed service providers as detailed in Attachment 2 to this report, subject to the review of the City Administrative Officer and the review and approval of the City Attorney as to form and legality, and compliance with the City's contracting requirements.

10. AUTHORIZE the General Manager of the Youth Development Department, or designee, to:

a. Issue a Request for Proposals (RFP) to solicit the provision of data collection and program evaluation services of the proposed projects and grant implementation for a performance period of three years, subject to the availability of funds, compliance with the City's contracting requirements, and approval of the City Attorney as to form and legality; and

b. Negotiate and execute new contract(s) or contract amendment(s) with proposed service providers as detailed in Attachment 2 to this report, subject to the review of the City Administrative Officer and the review and approval of the City Attorney as to form and legality, and compliance with the City's contracting requirements.

11. AUTHORIZE the General Manager of the Economic and Workforce Development Department, or designee, to serve as grant administrator for the CaliforniaForAll grant, and to receive, deposit, and transfer grant funds to the new "Californians for All Youth Workforce Development Grant Fund No. XXX/22," established elsewhere in these instructions.

12. AUTHORIZE the Controller to:

a. Establish a new interest-bearing fund entitled "Californians for All Youth Workforce Development Grant Fund No. XXX/22," to be administered by the Economic and Workforce Development Department;

b. Establish a receivable within the newly established Californians for All Youth Workforce Development Grant Fund No. XXX/22 for \$53,249,641 from the State of California;

c. Establish new accounts within the newly established Californians for All Youth Workforce Development Grant Fund No. XXX/22 and appropriate as follows:

Account No.	Account Name	Amount
22V6AA	Angeleno Corps	10,990,000
22V6AB	Clean LA	9,071,600
22V6AC	Early Childhood Education Student Advancement	660,000

22V6AD	Edible Food Waste Recovery	522,984
22V6AE	Hire LA's Youth Data Platform Expansion	740,977
22V6AF	LA Community College – City Pathways	6,936,500
22V6AG	LA Community Composting	616,000
22V6AH	LA RISE Youth Academy	6,590,540
22V6AI	LA River Rangers	5,359,200
22V6AJ	Non-Profit Apprenticeship	1,452,000
22V6AK	Student to Student Success	3,038,750
22V6AL	Summer Night Lights	4,070,000
22V6AM	Teen Parent Prosper Project	854,150
22V6AN	Youth & Community Harvest Internships	663,740
22V6AO	Youth Hospitality Training Academy	443,740
22V6AP	Program Evaluation and Project Planning	1,239,460
	<b>Total</b>	<b>53,249,641</b>

- d. Establish new accounts within the newly established Californians for All Youth Workforce Development Grant Fund No. XXX/22 and transfer appropriations as follows:

Account No.	Account Name	Amount
<b>From:</b>		
22V6AA	Angeleno Corps	522,110
22V6AB	Clean LA	220,240
22V6AC	Early Childhood Education Student Advancement	24,000
22V6AD	Edible Food Waste Recovery	19,018
22V6AF	LA Community College – City Pathways	242,600
22V6AG	LA Community Composting	22,400
22V6AH	LA RISE Youth Academy	590,540
22V6AI	LA River Rangers	123,205
22V6AJ	Non-Profit Apprenticeship	132,000
22V6AK	Student to Student Success	110,500
22V6AL	Summer Night Lights	140,000
22V6AM	Teen Parent Prosper Project	19,412
22V6AN	Youth & Community Harvest Internships	60,340
22V6AO	Youth Hospitality Training Academy	40,340
	<b>Total</b>	<b>2,266,705</b>
<b>To:</b>		
22V112	City Attorney	26,873

22V122	Economic and Workforce Development	193,622
22V166	Personnel	3,704
22V299	Reimbursement of General Fund Costs	123,670
22V622	Reserved for EWDD Oversight	1,918,836
	<b>Total</b>	<b>2,266,705</b>

- e. Increase appropriations within the Economic and Workforce Development Department Fund No. 100/22, as follows:

Account No.	Account Name	Amount
001010	Salaries General	157,232
001070	Salaries As Needed	923
001090	Overtime General	145
002120	Printing and Binding	21
002130	Travel	45
003040	Contractual Services	3,465
003310	Transportation	4
006010	Office and Administrative	3,131
006020	Operating Supplies	4
006030	Leasing	28,652
	<b>Total</b>	<b>193,622</b>

- f. Increase appropriations within City Attorney Fund No. 100/12, Account No. 001010, Salaries General, in the amount of \$26,873;
- g. Increase appropriations within the Personnel Department Fund No. 100/66, Account No. 001010, Salaries General, in the amount of \$3,704;
- h. Establish a new account within the newly established Californians for All Youth Workforce Development Grant Fund No. XXX/22 and transfer appropriations as follows:

Account No.	Account Name	Amount
<b>From:</b>		
22V6AM	Teen Parent Prosper Project	834,738
	<b>Total</b>	<b>834,738</b>
<b>To:</b>		
22V121	Community Investment for Families	823,090
22V299	Reimbursement of General Fund Costs	11,648
	<b>Total</b>	<b>834,738</b>

- i. Increase appropriations within the Community Investment for Families Department Fund No. 100/21 as follows:

Account No.	Account Name	Amount
001010	Salaries General	46,590
003040	Contractual Services	776,500
	<b>Total</b>	<b>823,090</b>

- j. Authorize the Community Investment for Families Department (CIFD) to expend up to \$632,500 for allowable participant wages, fringe benefits, and supportive services within the CIFD Fund No. 100/21, Account No. 003040, Contractual Services, upon presentation of proper documentation by CIFD;
- k. Establish a new account within the newly established Californians for All Youth Workforce Development Grant Fund No. XXX/22 and transfer appropriations as follows:

Account No.	Account Name	Amount
<b>From:</b>		
22V6AB	Clean LA	8,851,360
22V6AD	Edible Food Waste Recovery	503,966
22V6AG	LA Community Composting	593,600
22V6AI	LA River Rangers	5,235,995
	<b>Total</b>	<b>15,184,921</b>
<b>To:</b>		
22V174	Board of Public Works	15,003,646
22V299	Reimbursement of General Fund Costs	181,275
	<b>Total</b>	<b>15,184,921</b>

- l. Increase appropriations within the Board of Public Works Fund No. 100/74 as follows:

Account No.	Account Name	Amount
001010	Salaries General	840,206
003040	Contractual Services	14,163,440
	<b>Total</b>	<b>15,003,646</b>

- m. Authorize the Board of Public Works to expend up to \$11,882,800 for allowable participant wages, fringe benefits, and supportive services within the Board of Public Works Fund No. 100/74, Account No. 003040, Contractual Services, upon presentation of proper documentation by the Board of Public Works;

- n. Establish a new account within the newly established Californians for All Youth Workforce Development Grant Fund No. XXX/22 and transfer appropriations as follows:

Account No.	Account Name	Amount
<b>From:</b>		
22V6AF	LA Community College – City Pathways	3,000,000
22V6AL	Summer Night Lights	3,910,000
	<b>Total</b>	<b>6,910,000</b>
<b>To:</b>		
22V205	Recreation and Parks Youth Workforce Programs	6,910,000

- o. Establish a new account within the Recreation and Parks Grant Fund No 205/88, Account No. TBD, entitled “Youth Workforce Program”;
- p. Transfer \$6,910,000 from the newly established Californians for All Youth Workforce Development Grant Fund No. XXX/22 to the Department of Recreation and Parks and appropriate within the Recreation and Parks Grant Fund No. 205/88, Account No. TBD, Youth Workforce Program;
- q. Authorize the Department of Recreation and Parks (RAP) to expend up to \$6,000,000 for allowable participant wages, fringe benefits, and supportive services within the Recreation and Parks Grant Fund No. 205/88, Account No. TBD, Youth Workforce Program, upon presentation of proper documentation by RAP;
- r. Establish a new account within the newly established Californians for All Youth Workforce Development Grant Fund No. XXX/22 and transfer appropriations as follows:

Account No.	Account Name	Amount
<b>From:</b>		
22V6AP	Program Evaluation and Project Planning	1,239,460
<b>To:</b>		
22V119	Youth Development	1,026,147
22V299	Reimbursement of General Fund Costs	213,313
	<b>Total</b>	<b>1,239,460</b>

- s. Increase appropriations within the Youth Development Department Fund No. 100/19 as follows:

Account No.	Account Name	Amount
001010	Salaries General	423,550
002120	Printing and Binding	15,000
003040	Contractual Services	539,460
006010	Office and Administrative	28,137
007300	Furniture, Office and Technical Equipment	20,000
	<b>Total</b>	<b>1,026,147</b>

- t. Establish a new account within the newly established Californians for All Youth Workforce Development Grant Fund No. XXX/22 and transfer appropriations as follows:

Account No.	Account Name	Amount
<b>From:</b>		
22V6AA	Angeleno Corps	467,890
22V6AC	Early Childhood Education Student Advancement	36,000
22V6AF	LA Community College – City Pathways	178,900
22V6AL	Summer Night Lights	20,000
22V6AK	Student to Student Success	165,750
	<b>Total</b>	<b>868,540</b>
<b>To:</b>		
22V146	Mayor	700,650
22V299	Reimbursement of General Fund Costs	167,890
	<b>Total</b>	<b>868,540</b>

- u. Increase appropriations within the Mayor's Office Fund No. 100/46 as follows:

Account No.	Account Name	Amount
001010	Salaries General	696,250
006010	Office and Administrative	4,400
	<b>Total</b>	<b>700,650</b>

13. AUTHORIZE the General Manager of the Economic and Workforce Development Department, or designee, to prepare Controller instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer, and instruct the Controller to implement the instructions.

## SUMMARY

The Mayor's Office of Economic Opportunity requests authority to accept a grant award in the amount of \$53,249,641 from the Office of the Governor's California (CA) Volunteers for Youth Employment Program with a performance period of January 1, 2022 through June 30, 2024. The CaliforniansForAll Youth Workforce Program (Program) is a Governor's initiative administered by California Volunteers in partnership with cities across California. Though administered through the State of California and California Volunteers, the grant funds are derived from federal stimulus funds associated with recovery from the COVID-19 pandemic. As such, the program is subject to both state and federal requirements relating to program eligibility and reporting. The purpose of this initiative is to increase youth employment, develop youth interest in and experience towards a career, and to strengthen cities' capacity to address key areas of climate, food insecurity, and local COVID-19 recovery.

### Program Design and Goals

The Program makes funding available to create new programming and/or expand on existing youth workforce programs that will recruit, train, and place high-need youth at jobs. Cities may utilize their own workforce programs and/or partner with community-based organizations that operate youth workforce programs. Programs may run continuously or as intermittent summer programs where all positions must be 50 to 100 percent full-time equivalents.

All participants must be between 16 and 30 years of age. The grant also requires that a minimum of 75 percent of participants meet at least two of the following criteria:

- Have not participated in an AmeriCorps program;
- May have difficulty finding employment;
- Are low-income;
- Are unemployed and/or out of school;
- Are or were justice-involved;
- Are in or transitioning from foster care; and/or
- Are engaged with the mental health or substance abuse system.

The Program has three primary goals: (1) to increase youth employment; (2) to develop career pathways; and, (3) to strengthen city or community capacity to address key areas of food insecurity, climate, and COVID-19 recovery. As such, the Mayor's Office has identified a number of existing or proposed projects that can be implemented immediately in support of the Program's stated goals. Subsequent to the release of the Mayor's report, the City was notified that one of the proposed projects (Mayor's Young Ambassadors) was ineligible for funding. The Mayor's Office prepared a revised budget that removes this project and increases funding to the Summer Night Lights (\$200,000) and LA River Rangers (\$160,000) projects. The Project Summary (Attachment 1 to this report) summarizes the proposed projects, implementing departments, project budgets, and the number of anticipated participants within each key area, as amended. The City anticipates enrolling 4,034 youth City-wide during the course of the grant performance period.

### Program Administration and Staffing

The Economic and Workforce Development Department (EWDD), as the City department responsible for administering youth workforce development programs, is designated as the City's fiscal and administrative lead for this grant program. The EWDD will be responsible for adhering to the grant reporting requirements, including the submission of quarterly and annual reports on expenditures and program metrics. In addition to the EWDD, City departments that will be responsible for implementing one or more proposed projects under this grant include the Board of Public Works (Board), Community Investment in Families Department (CIFD), the Mayor's Office (Mayor), Recreation and Parks (RAP), and Youth Development Department (YDD). The Mayor's Office, in conjunction with the implementing departments, has identified the staffing required to support the implementation of grant-funded projects. Fourteen existing positions within the Mayor's Office (three positions), RAP (10 positions), and the Board of Public Works (one position) are continuing, and an additional eleven positions are recommended. The new positions are summarized in the table below. The estimated annual cost of all positions in Salaries General is \$1.6 million, consisting of \$1 million for the 11 new positions and \$600,000 for the 14 continuing positions. The Program allows grant recipients to utilize up to 10 percent of the total grant (\$5,324,964) for indirect administrative costs, including salaries and overhead costs for City staff.

Department	Class Code	Position	Count
EWDD	1538-0	Senior Project Coordinator	1
EWDD	1537-0	Project Coordinator	2
EWDD	1546-0	Senior Project Assistant	1
Board	9134-0	Principal Project Coordinator	1
Board	9171-1	Senior Management Analyst I	1
Board	1539-0	Management Assistant	1
Board	1542-0	Project Assistant	1
CIFD	1542-0	Project Assistant	1
YDD	1538-0	Senior Project Coordinator	1
YDD	1537-0	Project Coordinator	1
<b>Total</b>			<b>11</b>

### **FISCAL IMPACT STATEMENT**

Approval of the recommendations within this report will have no additional impact to the General Fund and will provide for the expenditure of the California Volunteers grant award for grant-related projects. Grant funds are budgeted to cover salary and related (overhead) costs for proposed positions within all departments with the exception of Recreation and Parks, which will reimburse the General Fund for related costs through special funds. No matching funds are required for this grant.

## **FINANCIAL POLICIES STATEMENT**

The City's Financial Policies require that the City pursue federal, state and private grants but strictly limit financial support of these programs to avoid commitments that continue beyond available funding. The recommendations provided in this report are in compliance with the City's Financial Policies in that all grant funds will be utilized for grant-eligible activities. All funding is subject to the availability of grant funds and funding determinations by the Mayor and City Council.

*MWS:SRB:02220097*

### **Attachments**

Attachment 1 – Project Summary

Attachment 2 – Proposed Contracts and Contract Amendments

ATTACHMENT 1  
Project Summary

Ref.	Project	Implementing Department	Budget	Goal/Key Area				Total Participants
				Career Pathways	Food Insecurity	Climate	COVID-19 Recovery	
1	Angeleno Corps	Economic and Workforce Development	10,000,000	768	32	-	-	800
2	Clean L.A.	Board of Public Works	8,256,000	-	-	-	200	200
3	Early Childhood Education Student Advancement	Economic and Workforce Development	600,000	150	-	-	-	150
4	Edible Food Waste	Board of Public Works	475,440	-	3	-	-	3
5	Hire LA's Youth Data Platform Expansion	Economic and Workforce Development	740,977	-	-	-	-	-
6	L.A. Community College - City Pathways	Economic and Workforce Development	6,315,000	400	-	-	-	400
7	L.A. Community Composting	Board of Public Works	560,000	-	-	12	-	12
8	LA:RISE Youth Academy	Economic and Workforce Development	6,000,000	-	-	-	800	800
9	L.A. River Rangers	Board of Public Works	4,872,000	-	-	127	-	127
10	Non-Profit Apprenticeship	Economic and Workforce Development	1,320,000	60	-	-	-	60
11	Program Evaluation and Project Planning	Youth Development	539,460	-	-	-	-	-
12	Student to Student Success	Economic and Workforce Development	2,762,500	-	-	-	800	800
13	Summer Night Lights	Recreation and Parks	3,700,000	317	-	-	-	317
14	Teen Parent Prosper Project	Community Investment in Families	776,500	-	-	-	40	40
15	Youth & Community Harvest Internships	Economic and Workforce Development	603,400	-	125	-	-	125
16	Youth Hospitality Training Academy	Economic and Workforce Development	403,400	200	-	-	-	200
17	Program and Administration (10%)	Various	5,324,964	-	-	-	-	-
<b>Totals</b>			<b>53,249,641</b>	<b>1,895</b>	<b>160</b>	<b>139</b>	<b>1,840</b>	<b>4,034</b>

ATTACHMENT 2  
Proposed Contracts and Contract Amendments

Ref.	Project (Department) / Contractor	Contract Amount
<b>1</b>	<b>Angeleno Corps (Economic and Workforce Development)</b>	
	<i>Boyle Heights Youth Opportunity</i>	\$ 302,500
	<i>LA Brotherhood Crusade</i>	\$ 655,000
	<i>Catholic Charities</i>	\$ 302,500
	<i>Coalition for Responsible Community Development</i>	\$ 957,500
	<i>El Proyecto del Barrio</i>	\$ 1,007,500
	<i>Para Los Ninos - Central</i>	\$ 1,310,000
	<i>Para Los Ninos - East</i>	\$ 352,500
	<i>Watts Labor Community Action Committee</i>	\$ 655,000
	<i>To Be Determined</i>	\$ 4,457,500
	<b>Subtotal Angeleno Corps</b>	<b>\$ 10,000,000</b>
<b>2</b>	<b>Clean L.A. (Board of Public Works)</b>	
	<i>To Be Determined</i>	\$ 8,256,000
	<b>Subtotal Clean L.A.</b>	<b>\$ 8,256,000</b>
<b>3</b>	<b>Early Childhood Education Student Advancment (Economic and Workforce Development)</b>	
	<i>Para Los Ninos</i>	\$ 150,000
	<i>Catholic Charities</i>	\$ 150,000
	<i>Coalition for Responsible Community Development</i>	\$ 150,000
	<i>El Proyecto del Barrio</i>	\$ 150,000
	<b>Subtotal Early Childhood Education Student Advancment</b>	<b>\$ 600,000</b>
<b>4</b>	<b>Edible Food Waste (Board of Public Works)</b>	
	<i>Los Angeles Conservation Corp</i>	\$ 475,440
	<b>Subtotal Edible Food Waste</b>	<b>\$ 475,440</b>
<b>5</b>	<b>Hire LA's Youth Data Platform Expansion (Economic and Workforce Development)</b>	
	<i>Community Software Solutions</i>	\$ 740,977
	<b>Subtotal Hire LA's Youth Data Platform Expansion</b>	<b>\$ 740,977</b>
<b>6</b>	<b>L.A. Community College - City Pathways (Economic and Workforce Development)</b>	
	<i>To Be Determined</i>	\$ 6,315,000
	<b>Subtotal L.A. Community College - City Pathways</b>	<b>\$ 6,315,000</b>
<b>7</b>	<b>L.A. Community Composting (Board of Public Works)</b>	
	<i>Los Angeles Conservation Corps</i>	\$ 560,000
	<b>Subtotal L.A. Community Composting</b>	<b>\$ 560,000</b>
<b>8</b>	<b>LA:RISE - Youth Academy (Economic and Workforce Development)</b>	
	<i>To Be Determined</i>	\$ 6,000,000
	<b>Subtotal LA:Rise - Youth Academy</b>	<b>\$ 6,000,000</b>
<b>9</b>	<b>L.A. River Rangers (Board of Public Works)</b>	
	<i>Los Angeles Conservation Corps</i>	\$ 4,872,000
	<b>Subtotal L.A. River Rangers</b>	<b>\$ 4,872,000</b>
<b>10</b>	<b>Non-Profit Apprenticeship (Economic and Workforce Development)</b>	
	<i>Coalition for Responsible Community Development</i>	\$ 1,320,000
	<b>Subtotal Non-Profit Apprenticeship</b>	<b>\$ 1,320,000</b>
<b>11</b>	<b>Program Evaluation and Project Planning (Youth Development)</b>	
	<i>To Be Determined</i>	\$ 539,460
	<b>Subtotal Program Evaluation and Project Planning</b>	<b>\$ 539,460</b>
<b>12</b>	<b>Student to Student Success (Economic and Workforce Development)</b>	
	<i>Boyle Heights Youth Opportunity</i>	\$ 141,573
	<i>LA Brotherhood Crusade</i>	\$ 138,120
	<i>Catholic Charities</i>	\$ 138,120
	<i>Coalition for Responsible Community Development</i>	\$ 138,120

ATTACHMENT 2  
Proposed Contracts and Contract Amendments

	<i>El Proyecto del Barrio - Sun Valley</i>	\$ 138,120
	<i>El Proyecto del Barrio - North Valley</i>	\$ 138,120
	<i>Goodwill Industries - South Valley</i>	\$ 138,120
	<i>MCS - Hollywood</i>	\$ 138,120
	<i>Para Los Ninos - Central</i>	\$ 138,120
	<i>Para Los Ninos - East</i>	\$ 141,573
	<i>Youth Opportunity - Watts</i>	\$ 138,120
	<i>UCLA - Central</i>	\$ 138,120
	<i>UCLA - West LA</i>	\$ 138,120
	<i>Watts Labor Community Action Committee</i>	\$ 138,120
	<i>Los Angeles Unified School District</i>	\$ 821,914
	<b>Subtotal Student to Student Success</b>	<b>\$ 2,762,500</b>
<b>13</b>	<b>Summer Night Lights (Recreation and Parks)</b>	
	<i>To Be Determined</i>	\$ 3,700,000
	<b>Subtotal Summer Night Lights</b>	<b>\$ 3,700,000</b>
<b>14</b>	<b>Teen Parent Prosper (Economic and Workforce Development)</b>	
	<i>To Be Determined</i>	\$ 776,500
	<b>Subtotal Teen Parent Prosper</b>	<b>\$ 776,500</b>
<b>15</b>	<b>Youth &amp; Community Harvest Internships (Economic and Workforce Development)</b>	
	<i>To Be Determined</i>	\$ 603,400
	<b>Subtotal Youth &amp; Community Harvest Internships</b>	<b>\$ 603,400</b>
<b>16</b>	<b>Youth Hospitality Training Academy (Economic and Workforce Development)</b>	
	<i>Housing Authority of the City of Los Angeles</i>	\$ 403,400
	<b>Subtotal Youth Hospitality Training Academy</b>	<b>\$ 403,400</b>
<b>17</b>	<b>Program and Administration (Various)</b>	
	<i>To Be Determined</i>	\$ 5,324,964
	<b>Subtotal Program and Administration</b>	<b>\$ 5,324,964</b>
<b>Total</b>		<b>\$ 53,249,641</b>

HOLLY L. WOLCOTT  
CITY CLERK

City of Los Angeles  
CALIFORNIA

BPW-2022-0742  
OFFICE OF THE  
CITY CLERK

PETTY F. SANTOS  
EXECUTIVE OFFICER



ERIC GARCETTI  
MAYOR

**Council and Public Services Division**  
200 N. SPRING STREET, ROOM 395  
LOS ANGELES, CA 90012  
GENERAL INFORMATION - (213) 978-1133  
FAX: (213)978-1040

PATRICE Y. LATTIMORE  
DIVISION MANAGER  
CLERK.LACITY.ORG

**OFFICIAL ACTION OF THE LOS ANGELES CITY COUNCIL**

**Council File No.:** 22-0014

**Council Meeting Date:** April 1, 2022


**Agenda Item No.:** 5

**Agenda Description:** COMMUNICATION FROM CHAIR, ARTS, PARKS, HEALTH, EDUCATION, AND NEIGHBORHOODS COMMITTEE and ECONOMIC DEVELOPMENT AND JOBS COMMITTEE REPORT relative to the acceptance of a grant award in the amount of \$53,249,641 from the Office of the Governor's California Volunteers for Youth Employment Program.

**Council Action:** COMMUNICATION FROM CHAIR, ARTS, PARKS, HEALTH, EDUCATION, AND NEIGHBORHOODS COMMITTEE AND ECONOMIC DEVELOPMENT AND JOBS COMMITTEE REPORT - ADOPTED

**Council Vote:**

YES	Blumenfield	ABSENT	Bonin	YES	Buscaino
YES	Cedillo	YES	de León	ABSENT	Harris-Dawson
YES	Koretz	YES	Krekorian	ABSENT	Lee
YES	Martinez	YES	O'Farrell	YES	Price
ABSENT	Raman	YES	Rodriguez	YES	Wesson, Jr.

  
HOLLY L. WOLCOTT  
CITY CLERK

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**Pursuant to Charter/Los Angeles Administrative Code Section(s): 14.7**

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**FILE SENT TO MAYOR**  
**LAST DAY FOR MAYOR TO ACT**

04/05/2022

04/15/2022

APPROVED

A handwritten signature in black ink, appearing to be 'E.G.' followed by a stylized flourish.

4/12/2022

DATE SIGNED

Adopted Report(s) Title

Joint report from Arts, Parks, Health, Education, and Neighborhoods Committee and Economic Development and Jobs Committee\_03-22-22

## STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

JP1009

PURCHASING AUTHORITY NUMBER (If Applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

OPR/California Volunteers

CONTRACTOR NAME

City of Los Angeles, Office of the Mayor

2. The term of this Agreement is:

START DATE

April 14, 2022

THROUGH END DATE

May 1, 2024

3. The maximum amount of this Agreement is:

\$53,249,641.00 or Fifty-Three Million, Two-Hundred Forty-Nine Thousand, Six-Hundred Forty-One Dollars and 00/100

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	5
Exhibit B	Budget Detail and Payment Provisions	2
Exhibit C *	General Terms and Conditions	Online
+ - Exhibit D	California Volunteers' Reporting Requirements, Invoicing, and Specific Requirements and Terms and Conditions	6

*Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.**These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>***IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.****CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

City of Los Angeles, Office of the Mayor

CONTRACTOR BUSINESS ADDRESS

Mayor's Office of Economic Opportunity, 200 N. Spring Street, Room 303

CITY

Los Angeles

STATE

CA

ZIP

90012

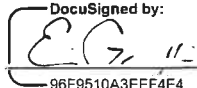
PRINTED NAME OF PERSON SIGNING

Eric Garcetti

TITLE

Mayor

CONTRACTOR AUTHORIZED SIGNATURE

  
96F9510A3EEF4E4...

DATE SIGNED

5/12/2022

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

OPR/California Volunteers

CONTRACTING AGENCY ADDRESS

1400 10th Street

CITY

Sacramento

STATE

CA

ZIP

95814

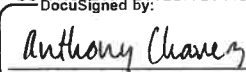
PRINTED NAME OF PERSON SIGNING

Anthony Chavez

TITLE

Director of Operations

CONTRACTING AGENCY AUTHORIZED SIGNATURE

  
DocuSigned by:

DATE SIGNED

5/12/2022

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

# Exhibit A Scope of Work

## City of Los Angeles, CaliforniansForAll Youth Workforce Development Grant Narrative

For Additional Information please contact: Gerardo Ruvalcaba, Assistant General Manager, Economic and Workforce Development Department. Email: [Gerardo.Ruvalcaba@lacity.org](mailto:Gerardo.Ruvalcaba@lacity.org) Phone: 213-281-2404

### Section 1: Program Strategic Goals and Outcomes

The COVID-19 pandemic has amplified existing inequities in the public education system and deepened the crisis of disengagement and disenrollment from higher education programs among Black and Latinx students across the City of Los Angeles (City). The pandemic's impacts have been particularly devastating in poor communities of color, compounding injustice in health care, job opportunities, housing, and family stability. The California For All Youth Workforce Program represents a bold, urgent, and effective response to the ongoing health and economic crisis. This funding will empower localities like Los Angeles with much-needed resources to mobilize the hard-working spirit of its young residents and scale its efforts to address the harmful impact of the pandemic on the City's most vulnerable communities. Through the California For All Youth Program, the City seeks to expand innovative programs developed during the pandemic that will provide job skills training and paid employment to high-need young people in communities most impacted by the COVID-19 pandemic. These programs are in alignment with the core goals of the Youth Workforce Program grant that include: increasing youth employment, developing career pathways in public service, and strengthening city/community capacity to address key areas of education, climate, food insecurity, and pandemic recovery. In all, the City has identified programs spearheaded by several of its departments and multiple service providers and partners, including the Mayor's Office of Economic Opportunity (MOEO), the Economic and Workforce Development Department (EWDD), the Department of Public Works (DPW), the Youth Development Department (YDD), the Community Investments for Families Department (CIFD), and the Department of Recreation and Parks (RAP). This unified and committed collaboration of citywide leadership will enable the City to leverage existing funding to serve a greater number of young people who have experienced significant hardship from disparities in job loss and economic insecurity, as well as to help reverse educational loss and disconnection.

### Section 2: Program Design and Focus Areas

The youth will be participating in programs that are in alignment with the core goals and priority areas of the Youth Workforce Program grant that include: increasing youth employment, developing career pathways in public service, and strengthening city/community capacity to address key areas of education, climate, food insecurity, and COVID-19 recovery. Brief descriptions of the proposed programs, key areas, number anticipated to be served and total cost that will be supported through this grant are as follows:

Proposed Project and Key Areas Addressed	Project Description and Partners	Number anticipated to be served	Total Cost
<b>Angeleno Corps</b>  Key Area: Career Pathing (768); Food Security (32)	Angeleno Corps provides a 10-month internship and program evaluation for young adults, ages 18-30, impacted by the pandemic. This program seeks to reconnect youth into education through enrollment in a community college while provide meaningful work experience on one of 4 priority sectors. This funding will expand Angeleno Corp to serve 800 participants over 3 years and will add food security and climate as new sectors, through Sustainable Economic Enterprises of L.A., FamilySource Center food distribution sites. Partners include: EWDD, 48 non-profit worksites including 16 FamilySource Centers, 10 Domestic Violence Organizations, and Promise Zone worksites	# served: 800	\$10,000,000
<b>Student to Student Success</b>  Key Area: COVID19 Recovery	Student to Student Success program provides LAUSD youth work experience by tutoring younger children within their household. The program seeks to offset educational loss experienced during the pandemic through increased educational supports. This funding will expand the Student to Student program to include a program evaluation and serve 800 participants over 3 years. Partners include: EWDD, LAUSD, LACCD	# served: 800	\$2,762,500
<b>LA:RISE Youth Academy</b>  Key Area: COVID19 Recovery	The LA:RISE Youth Academy serves youth 18-30 experiencing homelessness through the successful LA:RISE program model. Youth are provided 300 hours of transitional employment, wrap around services including housing and other social services. This funding will expand existing program to serve 800 homeless youth over 3 years. Partners include: EWDD, LA Rise service providers	# served: 800	\$6,000,000

LA Community College - City Pathways  Key Area: Career Pathways	This project will create a new 12-month, internship program for LA-area LACCD students. A total of 400 program participants will be placed in City Departments during the 3-year period to allow students to explore career pathways within the City. Opportunities include 200 recreation, aquatics, maintenance, and office assistant positions through Recreation and Parks, 12 animal welfare positions through Animal Services. Additional positions may include police and fire, engineering, information technology, planning and public policy, economic development, social service work. Partners include: EWDD, LACCD, City Departments	# served: 400	\$6,315,000
Proposed Project and Key Areas Addressed	Project Description and Partners	Number anticipated to be served	Total Cost
L.A. River Rangers  Key Area: Climate	L.A. River Rangers will provide a 12-month, full-time employment to 127 young Angelenos who will provide critical maintenance and operation services along the 32 miles of the LA River as a pathway to a full-time career in the City of LA. Partners include: DPW, LA Conservation Corps, Center for Employment Opportunities, Chrysalis, Occidental College	# served: 127	\$4,872,000
Clean L.A. Key Area: COVID19 Recovery	Clean L.A. is a 12-month, full-time employment program for 200 job-seeking Angelenos who would help clean and green the City of Los Angeles as a pathway to a full-time career. Partners include: DPW, OCB Contractors, EWDD, CRCD, LA Conservation Corps	# served: 200	\$8,256,000
Summer Night Lights Key Area: Career Pathways	Summer Night Lights program will hire 317 young people ages 18-30 to coordinate activities at an additional 11 City parks and recreation centers with extended hours to provide young people and families with safe, fun gathering spaces during the summer months. Partners include: RAP, Mayor's Office (GRYD), HACLA	# served: 317	\$3,700,000
Youth & Community Harvest Internship Key Area: Food Security	This project will create 6-month work experience internships with Farmer's Markets and non-profit led urban farms and community gardens. A total of 125 students will explore career pathways in urban farming, food nutrition, and reducing food waste during the 3-year period. Youth will also help design a marketing campaign and strategy to increase the use of CalFresh. Partners include: EWDD, Mayor's Office, South LA Food Coop, Community Health Council, MudTown Farms, Occidental College	# served: 125	\$603,400
Early Childhood Education Student Advancement Key Area: Career Pathways	This project provides 150 paid internship opportunities, one-on-one mentorship support, quarterly coaching sessions, and financial awards for L.A. Community College District (LACCD) students in the child development (or closely related) field. Partners include: EWDD, Mayor's Office, LACCD, LAUSD, First Five LA, Early Childhood Development Consortium	# served: 150	\$600,000
Youth Hospitality Training Academy Key Area: Career Pathways	Youth Hospitality Training Program: This youth workforce development program will provide 200 youth training to create a hospitality sector pipeline in anticipation of major Los Angeles events ahead of the completion of the Intuit Dome in 2024, the 2026 World Cup, and the 2028 Olympic and Paralympic Games. The hospitality industry is one of the largest growing sectors in Southern California. In partnership with the Los Angeles Hospitality Training Academy (HTA), a non-profit, 501(c)(3) institution, and the Housing Authority of the City of Los Angeles, a non-profit public partner, will offer stipends and support services for clothing attire and training materials to young people undergoing hospitality training. After completing the HTA barista, steward, or busser training program, these HACLA trainees will be offered 120 hours paid work experience in the hospitality divisions of academic partners, University of Southern California and the Los Angeles Trade Tech Community College, each a public-benefit nonprofit corporation. Partners include: EWDD, Mayor's Office, Workforce Development Collaborative, L.A. Hospitality Training Academy, LA Trade Tech and University of Southern California's Hospitality Divisions.	# served: 200	\$403,400
Teen Parent Prosper Key Area: COVID19 Recovery	Funding will partner with 3 LAUSD schools to leverage FamilySource Center support services and provide part-time subsidized employment opportunities for 40 low-income, unemployed teen parents. Partners include: CIFD, LAUSD, FamilySource Centers	# served: 40	\$776,500
Edible Food Waste Recovery Key Area: Food Security	Funding will prevent food destined for landfills from becoming waste and distribute the food to food bank organizations to help reduce greenhouse gas emissions, improving public health and the environment—particularly in disadvantaged and low-income communities. Partners include: L.A. Conservation Corps, L.A. Food Bank, Mend	# served: 3	\$475,440
L.A. Community Composting Key Area: Climate	Funds will hire 12 youth to maximize the output of community gardens while they receive on-the-job training and work experience to develop community composting sites as part of the City's healthy soils strategy to support urban agriculture. Partners include: L.A. Conservation Corps	# served: 12	\$560,000
Non-Profit Apprenticeship Key Area: Career Pathing	Funding will support stipends for 60 youth to explore community change work, while receiving coaching/mentoring to support their post-secondary and community impact goals. Partners include: CDTEch, SLATE-Z, LA Trade Tech, Coalition for Responsible Development	# served: 60	\$1,320,000
Hire LA's Youth Data Platform Expansion	Funding will be used to expand the City's YouthSource system's infrastructure capacity, administered by EWDD, to serve 4,093 new youth using the existing Hire LA data platform.	N/A	\$740,977

Program Evaluation	Funding will be allocated for the procurement of the program evaluation component for the 14 CA Youth Workforce funded programs and for other related project planning activities, such as convening City departments and other stakeholders.	NA	\$539,460
Program and Administration (10%)	Funding will cover City program and administrative costs for participating departments	NA	\$5,324,964
<b>TOTAL</b>		<b>4,093</b>	<b>\$53,249,641</b>

### **Sub granting with CBOs and Organizational Experience**

These programs include a broad pool of service providers to address the needs of our youth population and to expand the ecosystem and capacity building for local non-profits across the multiple programs that include: City of Los Angeles Workforce Development System service providers, comprised of 16 WorkSource Centers, 14 YouthSource Centers and LA:RISE service providers, Public Works Office of Community Beautification, the Los Angeles Conservation Corp, the Los Angeles Community College District (LACCD), Los Angeles Unified School District (LAUSD), First Five LA, Early Childhood Development Consortium Workforce Development Collaborative, UNITE HERE's Hospitality Training Academy, the Los Angeles Homeless Services Authority (LAHSA) among other key partners. All organizations involved in the various programs have significant experience and decades of working with the City in delivering services to the City of L.A. youth. While the partnership in some programs extends beyond CBO's, in compliance with allowable activities under this grant program participants will not be placed at for profit organizations. All expenditures and activities will be in compliance with Coronavirus State and Local Fiscal Recovery Funds requirements.

### **Program Activities, Youth Job Activities and Partners' Roles**

**Angeleno Corps** is a 10-month, intensive service, support, and education program designed to engage 800 young Angelenos in community recovery efforts in our City's neighborhoods most impacted by the COVID-19 pandemic. The program recruits and deploys young people to provide service to hard-hit communities. Angeleno Corps also recruits Service Leaders, who coordinate and lead teams of corps members. Corps members will serve in one of six recovery and equity priority areas: Education and Child Care; Health Equity and Environmental Justice; Digital Equity ("Future Tech Corps"); Family Immigration Assistance; Food Security; Climate Corps. Corps members are placed at partner community-based organizations. The City's YouthSource Centers serve as the employer of record for Corps members and provide them with specific job skills training before deployment.

**Student to Student (S2S) program** funds job skills training and paid work experience for 800 students attending schools in higher-poverty areas of the City. The student tutors work 150 hours at a rate of \$15 (minimum wage) per hour. The 150 paid hours consist of 20 hours of job skills training and 130 hours of tutoring work experience. Each one of the employed students tutor at least one younger student after school and/or on weekends. The City's YouthSource Centers and Hire LA's Youth service providers (LAUSD and Managed Career Solutions) facilitate the job skills training for the student workers. LAUSD leverages their administration, instructors or staff that support the program at no cost ratio of approximately one staff for every 40 students.

**LA:RISE Youth Academy:** This program serves youth, ages 18-30, experiencing homelessness through the successful LA:RISE program model. Youth are provided 300 hours of transitional employment with participating social enterprises, wrap around services including housing and other social services. This funding will expand the existing program to serve 800 homeless youth over 3 years. The Economic and Workforce Development Department (EWDD) will partner with the Los Angeles Homeless Services Authority (LAHSA), Los Angeles Unified School District (LAUSD), community colleges, and other City departments as well as social investment groups such as REDF to connect homeless youth or high-barrier youth at-risk of homelessness to transitional employment and wrap around services.

**Los Angeles Community College – City Pathways Initiative:** 400 LACCD students currently enrolled at one of the 9 LA-area community colleges interested in public service will be provided a paid internship with a participating City department. Interns will be provided meaningful work opportunities that allow students to explore career interests. Opportunities may include police and fire, engineering, information technology, recreation and parks, animal services, planning and public policy, economic development, social service work.

**Los Angeles River Rangers:** Multiple work crews of ten (10) members each will be formed to caretake a specific stretch of the Los Angeles River's public spaces, where they will get to know the facilities, users, upkeep needs, and communities along that area of the River. Each crew will have a crew lead and several specializations to focus on varying upkeep needs such as native plant care, pavement and path care, and removal of trash, graffiti, and other nuisances.

**Clean LA:** The program focuses on employing 200 low-income, high-barrier city residents to perform community beautification and street clean-up services in the areas of the City with the greatest need. Program partners will provide worksites for 12-month paid employment: Office of Community Beautification Contractors, L.A. Conservation Corps, CRCDC, Koreatown Youth and Community Center, Gang Alternatives Program, New Directions For Youth, provide paid employment opportunities for up to 200 Angelenos from underserved communities..

**Summer Night Lights:** The program will hire 317 local community members and young adults between 17-30 years old. Each SNL site has a work cohort of 13 employees (2 supervisors and 11 youth workers.) SNL employees have strong knowledge of the community they work in, and create specific programming that addresses the needs and interest of that specific community.

**Youth and Community Harvest Internship:** This project will create 6-month paid work experience internships with farmer's markets and non-profit led urban farms and community gardens. 125 Students will also be exposed to the principles of food waste diversion and composting as tools to address the impact to/of landfills and harvest methane gas for alternative fuel sources. Youth will also help design a marketing campaign and strategy to increase the use of CalFresh. Food policy, urban farming, and food waste diversion, and academic partners include: South L.A. Food Coop, Community Health Councils, MudTown Farms, Occidental College, Community Services Unlimited-Village Marketplace, L.A. Food Policy Council, Watts Rising Collaborative, Neighborhood Valley Services, South Central Farm, Sustainable Economic Enterprises of Los Angeles.

**Early Childhood Education Student Advancement:** 150 LACCD graduating students between the ages of 18-30 interested in pursuing a bachelor's degree in the Child Development field (or closely related field) or obtaining employment in the early childhood education sector. Graduating students will receive supportive services including: 1)quarterly coaching sessions 2)one-on-one mentorship3) financial educational awards4) paid internship opportunities

**Youth Hospitality Training Academy (HTA):** In partnership with labor organization(s) HTA will provide training programs to low income, marginalized individuals for jobs in the hospitality industry. The city will provide 200 young people training and paid work experience to explore entry-level employment opportunities in the hospitality industry. A training curriculum will be provided in partnership with the Workforce Development Collaborative and UNITE HERE's Hospitality Training Academy and major event venues will provide worksite placement during the paid training.

**Teen Parent Prosper Project** This program will partner with three LAUSD schools to leverage FamilySource Center support services and provide part-time subsidized employment opportunities for 40 low-income, unemployed teen parents. Teen parents will be placed in supportive transitional employment opportunities with community-based organizations.

**L.A. Food Waste Prevention/Rescue Project** L.A. Community Composting Funding will prevent food destined for landfills from becoming waste and distribute the food to food bank organizations to help reduce greenhouse gas emissions, improving public health and the environment—particularly in disadvantaged and low-income communities. Three youth will support efforts through a public education, while also supporting composting activities.

**Non-Profit Apprenticeship Program** Funding will provide internships for 60 youth to explore community change work with Los Angeles area community-based organizations, while receiving coaching/mentoring to support their post-secondary and community impact goals.

**Proposed start date for programming:** The programs supported through this grant are new and existing initiatives in various stages of implementation. The City anticipates that all supported programs will continue without interruption. As such, programs will have a seamless continuation and expansion as stipulated in the grant timeline, which is set for a April 1, 2022 start date.

### **Section 3: Youth Recruitment, Development, Wrap Around Services, Wages, and Program Length**

The City will serve participants between 16-30 years of age. Priority will be given to youth who are underserved, have not previously participated in an AmeriCorps program, have barriers and difficulty finding employment, are low-income, unemployed and/or out of school, are or were justice-involved, in or transitioning from foster care, engaged with the mental health or substance abuse system. The City will utilize its innovative Performance Partnership Pilot (P3) partnership – a partnership that is comprised of public education, social service, governmental entities and more than 50 key stakeholders focused on increasing education, employment, housing, and health outcomes for youth – to recruit and provide wrap-around services for eligible participants. The City will fund up to 23% of funding on wrap-around and supportive services for participants for services like transportation, job readiness training, mental health and case management, or other services intended to help participants succeed in the program and/or gain employment after completion of program. Participants' wages will vary by program from \$15.00/hour to \$25.00/hour.

### **Section 4: Metrics, Outcomes and Data Collection for Measuring Success**

The City of Los Angeles and system partners and providers have an established comprehensive data collection system that will be expanded to include the required evaluation of metrics and outcomes across all programs. The city will be able to assess program outcomes and report the following metrics on a quarterly and annual basis to CaliforniaVolunteers.

<b>No.</b>	<b>Metrics and Outcomes Collected and Evaluated</b>	<b>Goal</b>	<b>No.</b>	<b>Outcomes</b>	<b>Goal</b>
1	Number of youth participating in program	4,034	1	Number of youth employed in program who were previously unemployed	70%
2	Number of youth employed in each focus area:		2	Number of youth who complete full program (1 year or summer program)	3,026
A	Food Security	160	3	Number of youth employed in program who remain in college or stable employment	3,026

B	Climate	299	4	Number of youth employed after completion of program	3,026
c.	COVID 19 Recovery	3,575	5	Percentage of youth who report job satisfaction after one year of employment, as reported by a survey	80%
3	Number of youth enrolled in job training/readiness programs	3,026 (75%)	6	Percentage of youth who report an interest in a career in public service after one year of employment, as measured by a survey	50%
4	Number of youth completing job training/readiness programs	3,026 (75%)	7	Percentage of youth employed in public service after one year of employment	50%
5	Number of youth participating in summer program (if applicable)	300	8	Job training evaluations	75%
6	Average wage and hours worked of participants across program *	Varies			

\*Information/data/member stories as requested by CaliforniaVolunteers for annual report

## Section 5: Budget, Staffing and Communications

Under this grant allocation, the EWDD will be responsible for program administration, fiscal oversight, and compliance with regulatory requirements. EWDD will leverage its workforce development infrastructure to provide program oversight and administration. Notably, the City's grant application also includes a critical funding request for the EWDD to partner with the YDD to conduct comprehensive local program planning and coordination, as well as performance data management and ongoing program evaluation. The YDD is the City's central coordinating agency of overall youth development and engagement efforts citywide. The agency supports interdepartmental coordination so that the separate youth programming and services administered by various City departments are operating under a unified youth development strategy and direction for the City.

**Program Planning and Coordination:** Coordinating and convening all program stakeholders, briefing the offices of local elected officials and other City leaders on program progress, and aligning the local implementation of the grant allocation with broader youth development efforts of the City; coordinating internal and external communications for program branding, including adhering to California Volunteers branding expectation for the statewide Youth Workforce Program; participating in required and recommended California Volunteers trainings and other events of the statewide Youth Workforce Program, and reporting back to relevant local program partners and stakeholders;

**Program Data Management:** developing tracking mechanisms across programs to maintain up-to-date performance data on program metrics and outcomes for quarterly and annual reporting to the state; developing and disseminating performance and satisfaction assessments for program participants and other program stakeholders; and creating and distributing status reports on program outputs, outcomes, and participant characteristics for local and state stakeholders (e.g. the offices of elected officials, the L.A. City Workforce Development Board and department leadership, and the State of California).

**Program Evaluation:** procuring professional evaluation services to assess the extent to which the CA Youth Workforce funded local programs are achieving the stated application goals, as well as to provide ongoing recommendations for improved program implementation. This process may include, and be not limited to, pre- and post-surveys, stakeholder interviews, focus groups, and the review and analysis of program metrics and outcomes. The program evaluation will include the assessment of recommended options and strategies to sustain programming beyond the term of the grant allocation.

**Funding:** This funding will be used to expand the City's capacity to enroll and track the outcomes for 4,034 youth through the expansion of the existing Hire L.A. data platform. Funding will be allocated to procurement of the program evaluation component for all of the CA Youth Workforce funded programs and other related project planning activities, such as convening City departments and other stakeholders, building new employer partnerships, etc. Subgrantees will provide intense case management to all participants, assess their needs and structure an individual service plan, job readiness training and job placement services. Funding will also cover City program and administrative costs for participating department.

### Branding, Training, and Media

The City of Los Angeles and partners under this program are committed to using California Volunteers developed branding for this program and participating in California Volunteers-organized training and curriculum. The City of Los Angeles and partners under this program are interested in participating in a program launch media event with California Volunteers.

## Exhibit B Budget Detail

California For All Youth Workforce Program				
I. Administration (Must Not Exceed 10% of Total Award)				
Items	Description	Calculation	Total Budget	% Allocation Cross Check
Administrative Costs	Provide grant oversight, staff supervision, subcontract monitoring, strategic planning, grant performance tracking and reporting, attend meetings/conferences	\$53,249,641 X 10%	\$ 5,324,964	
Total			\$ 5,324,964.10	10.0%
II. California For All Youth Workforce Fellows - Wage				
# Requested	Hourly Salary	# of Hours	Total Budget	Project Name
800	\$ 25.00	400	\$ 8,000,000	Angelino Corps
200	\$ 16.00	2080	\$ 5,324,800	Clean L.A.
150	\$ 15.00	120	\$ 234,900	Early Childhood Education Student Advancement
3	\$ 18.50	2080	\$ 100,433	Edible Food Waste Recovery
200	\$ 15.00	120	\$ 313,200	Youth Hospitality Training Program
400	\$ 17.00	850	\$ 5,028,600	L.A. Community College City Pathways
12	\$ 16.00	2080	\$ 319,488	L.A. Community Composting
800	\$ 15.00	300	\$ 3,132,000	L.A. RISE - Youth Academy
127.2	\$ 17.00	2080	\$ 3,622,286	L.A. River Rangers
60	\$ 15.00	1333	\$ 1,200,000	Non-Profit Apprenticeship
800	\$ 15.00	150	\$ 1,620,000	Student to Student Success
317	\$ 15.00	444,445	\$ 1,887,900	Summer Night Lights Expansion
40	\$ 15.00	1040	\$ 542,880	Teen Parent Prosper
125	\$ 15.00	240	\$ 391,500	Youth & Community Harvest Internship
Total			\$ 31,717,987	
III. California For All Youth Workforce Fellows - Other Fellow Costs				
Items	Description	Calculation	Total Budget	
RCA for Fellows	Federal Insurance Contributions Act	7.65%	\$ 2,395,635	
Worker's Compensation	workers' compensation insurance to fulfill state and business requirements	4.15%	\$ 1,362,224	
SDI Tax	State Disability Insurance (SDI) taxes	1.20%	\$ 313,155	
Health Care		0.00%	\$ -	
Total			\$ 4,071,013	
IV. Program Wrap-Around Services (Not to Exceed 40% of Total Award)				
Items	Description	Calculation	Total Budget	% Allocation Cross Check
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	800 Fellows X \$2,500	\$ 2,000,000	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	200 Fellows X \$8,000	\$ 1,600,000	
PPE Clothing, Transportation Assistance, Educational and Mentor Awards, Conference Stipend, and Contractor Cost	Contractor will provide all supportive services	150 Fellows X \$2,200	\$ 330,000	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	3 Fellows X \$120,000	\$ 360,000	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	200 Fellows X \$217	\$ 43,400	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	400 Fellows X \$1,338	\$ 535,000	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	12 Fellows X \$13,387	\$ 160,640	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	800 Fellows X \$3,000	\$ 2,400,000	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	127.2 Fellows X \$4,415	\$ 507,800	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	60 Fellows X \$2,000	\$ 120,000	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	800 Fellows X \$1,203	\$ 962,500	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	317 Fellows X \$4,826.5	\$ 1,530,000	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	40 Fellows X \$3,813	\$ 152,500	
PPE Clothing, Transportation Assistance, Training, Supplies and Contractor Cost	Contractor will provide all supportive services	125 Fellows X \$1,227	\$ 153,400	
Funding will be used to enhance the City's Hire LA platform to expand the capacity of the City's infrastructure to serve the 4,073 expansion of new youth to the existing Hire LA platform.	Contractor will provide all supportive services	30 Months X \$24,699	\$ 740,977	
Funding will be allocated for the procurement of a program evaluator. The goal is to evaluate the impact of the 12 Youth Workforce funded programs on youth.	Contractor will provide all supportive services	30 Months X \$17,982	\$ 539,460	
Total			\$ 12,135,677	22.8%
Total Budget Request	\$ 53,249,641			
Total # of Fellows	4034			
List of Partners				
Partner	Status (Proposed or Secured)	Contractual Amount		
Angelino Corps - 14 YouthSource Center/ TBD	Proposed	\$ 10,000,000		
Clean L.A. - Bureau of Public Works - Board of Beatification - Clean and Green/TBD	Proposed	\$ 8,254,000		
Early Childhood Education on Student Advancement - TBD	Proposed	\$ 600,000		
Edible Food Waste Recovery - Los Angeles Conservation Corps	Secured	\$ 475,440		
Hospitality Training - L.A. Hospitality Training Academy	Secured	\$ 403,400		
L.A. Community College City Pathways - City Departments/TBD	Secured	\$ 6,315,000		
L.A. Community Composting - Los Angeles Conservation Corps	Secured	\$ 560,000		
L.A. RISE - Youth Academy - LA RISE Service Providers/TBD	Proposed	\$ 6,000,000		
L.A. River Rangers - Los Angeles Conservation Corps	Secured	\$ 4,872,000		
Non-Profit Apprenticeship - Coalition for Responsible Communities	Secured	\$ 1,320,000		
Student to Student Success - 14 YouthSource Center/TBD + LAUSD	Proposed	\$ 2,762,500		
Summer Night Lights Expansion - Recreation and Parks / Gang Reduction and Youth Development	Proposed	\$ 3,700,000		
Teen Parent Prosper - FamilySource Centers/TBD	Proposed	\$ 776,500		
Youth & Community Harvest Internship - 14 YouthSource Center/TBD + LAUSD	Proposed	\$ 603,400		
Hire LA's Youth Platform Expansion - Community Software Solutions, Inc.	Secured	\$ 740,977		
Program Evaluation / TBD	Proposed	\$ 539,460		
Total		\$ 47,924,677		
			Adjustment made from \$4,712,000 to \$4,872,000. This is a \$160,000 increase.	
			Adjustment made from \$3,500,000 to \$3,700,000. This is a \$200,000 increase.	

Adjustment made from \$4,712,000 to \$4,872,000. This is a \$160,000 increase.

Adjustment made from \$3,500,000 to \$3,700,000. This is a \$200,000 increase.

**City of Los Angeles  
Agreement #JP1009****EXHIBIT B**  
Budget Payment Provisions**California Volunteers,  
CaliforniansForAll Youth Workforce Development Program  
and City of Los Angeles****BUDGET PAYMENT PROVISIONS**

1. Invoicing and Payment
  - a) For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor for actual expenditures incurred in accordance with the rates specified herein, which is attached hereto and made a part of this Agreement.
  - b) Invoices shall include the Agreement Number and shall be submitted via PDF to [fiscal@cv.ca.gov](mailto:fiscal@cv.ca.gov).
2. Budget Contingency Clause
  - a) It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
  - b) If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.
3. Prompt Payment Clause  
Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

**Exhibit D(1) California Volunteers Reporting Requirements, Invoicing, and  
Specific Requirements and Terms and Conditions**

**CaliforniansForAll Youth Jobs Corps Program  
Outcome and Output Reporting**

All CaliforniansForAll Youth Jobs Corps Program grantees will be responsible for providing periodic and timely reports on outcomes and outputs associated with the funding received from this program.

**Reporting Metrics**

Grantees will be required to report the following metrics on a quarterly and annual basis to California Volunteers in a format and method to be specified by California Volunteers. These metrics are subject to change, depending on the California Department of Finance's review and approval:

- Required by Department of Treasury:
  - Number of workers enrolled in sectoral job training programs
  - Number of workers completing sectoral job training programs
  - Number of people participating in summer youth employment programs
- Output: Total number of youth employed; number of hours of employment
- Outcome: Percentage of participants who enroll in higher education or gain employment following program end; Number of industries served; Disadvantaged areas served

Additionally, CaliforniaVolunteers requires cities to report the following data, where feasible, on a quarterly and annual basis to CaliforniaVolunteers in a format and method to be specified by California Volunteers.

- Number of youth participating in program
- Number of youth employed in each focus area
- Number of youth enrolled in job training/readiness programs
- Number of youth completing job training/readiness programs
- Number of youth participating in summer program (if applicable)
- Average wage and hours worked of participants across program
- Information/data/member stories as requested for annual report
- Does this project serve an economically disadvantaged community?
- Number of youth employed in program who were previously unemployed

**Exhibit D(1) California Volunteers Reporting Requirements, Invoicing, and Specific Requirements and Terms and Conditions**

- Number of youth who complete full program (1 year or summer program)
- Percentage of youth employed in program who remain in college or stable employment
- Percentage of youth employed after completion of program
- Percentage of youth who report job satisfaction after one year of employment, as reported by a survey
- Percentage of youth who report an interest in a career in public service after one year of employment, as measured by a survey
- Percentage of youth employed in public service after one year of employment
- Job training evaluations

**Reporting Deadlines:**

Report	Reporting Period	Partner Reports Due
1 (if applicable)	Award Date – December 31, 2021	January 10, 2022
2	January 1 – March 31, 2022	April 8, 2022
3	April 1 – June 30, 2022	July 8, 2022
4	July 1 – September 30, 2022	October 7, 2022

California Volunteers will update this reporting timeline with additional reporting periods, upon receipt of updated reporting timelines established by the federal government for projects leveraging State Fiscal Recovery Funds, as further identified by the California Department of Finance. Reporting metrics may be updated, depending on updated guidance from the California Department of Finance.

**Reporting Process:**

California Volunteers will be providing a comprehensive reporting template for grantees upon execution of a contract. Additionally, this reporting template and process may be updated during the period of the contract. At the time when the reporting process is updated, California Volunteers will roll out communication regarding this process and provide updates to grantees.

**Exhibit D(1) California Volunteers Reporting Requirements, Invoicing, and  
Specific Requirements and Terms and Conditions**

**CaliforniansForAll Youth Jobs Corps Program  
Invoicing**

This grant is a cost-reimbursement grant. As such, grantees will be required to submit periodic and timely invoices to California Volunteers for expenses already incurred for processing and payment. Grantees have the discretion to invoice monthly or quarterly. However, California Volunteers will not allow invoices for periods in excess of three months due to the need to provide quarterly financial reporting to the California Department of Finance, as well as the federal government, over the use of State Fiscal Recovery Funds (SFRF), federal stimulus funding.

**Invoicing Deadlines:**

Grantees have the discretion to invoice monthly or quarterly. If monthly, invoices should be submitted by the 15<sup>th</sup> of the following month. If quarterly, invoices should be submitted with the financial report no later than the due date identified in the financial reporting deadlines below.

**Financial Reporting Metrics:**

Grantees will be required to report quarterly on expenditures and unliquidated obligations associated with the grant. As such, grantees will be required to provide the following:

- Expenditure Amounts
  - Cumulative Expenditures (prior cycles)
  - Expenditure Adjustments (+/-) prior cycles
  - Expenditures (Current Cycle)
  - Total Cumulative Expenditures
- Obligation Amounts
  - Remaining Obligation
  - Total Cumulative Expenditures
  - Total Cumulative Expenditures + Obligation
  - Award Amount
- Notes (if applicable)

These metrics are subject to change, depending on the California Department of Finance's review and approval.

**Exhibit D(1) California Volunteers Reporting Requirements, Invoicing, and Specific Requirements and Terms and Conditions****Financial Reporting Deadlines:**

Report	Reporting Period	Partner Reports Due
1	Award Date – December 31, 2021	January 10, 2022
2	January 1 – March 31, 2022	April 8, 2022
3	April 1 – June 30, 2022	July 8, 2022
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California Volunteers will update this reporting timeline with additional reporting periods, upon receipt of updated reporting timelines established by the federal government for projects leveraging State Fiscal Recovery Funds, as further identified by the California Department of Finance. Reporting metrics may be updated, depending on updated guidance from the California Department of Finance.

**Reporting Process:**

California Volunteers will be providing a comprehensive financial reporting template for grantees upon execution of a contract. Additionally, this reporting template and process may be updated during the period of the contract. At the time when the reporting process is updated, California Volunteers will roll out communication regarding this process and provide updates to grantees.

**Exhibit D(1) California Volunteers Reporting Requirements, Invoicing, and  
Specific Requirements and Terms and Conditions**

**CaliforniansForAll Youth Jobs Corps Program  
State Fiscal Recovery Funds**

This program leverages 100% State Fiscal Recovery Funds. Grantees leveraging this funding are required to follow specific terms and conditions, reporting requirements, guidance, etc. associated with these funds. The requirements for the use of these funds are incorporated in their entirety through the inclusion of the links to specific resource pages in this Exhibit (see below). This includes links and attachments referenced on the following pages.

**Resources:**

- **Coronavirus State and Local Fiscal Recovery Funds:**  
<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>
- **State Fiscal Recovery Fund:** [https://www.dof.ca.gov/budget/COVID-19/State Fiscal Recovery Fund/](https://www.dof.ca.gov/budget/COVID-19/State%20Fiscal%20Recovery%20Fund/)
- **State Fiscal Recovery Fund Reporting Portal:**  
[https://www.dof.ca.gov/budget/COVID-19/State Fiscal Recovery Fund Reporting Portal/](https://www.dof.ca.gov/budget/COVID-19/State%20Fiscal%20Recovery%20Fund%20Reporting%20Portal/)

Through execution of the contract, grantees agree to follow the rules, guidance, regulations, and terms and conditions as outlined in the above links, as well as any other requirements and policies outlined throughout the exhibits of the executed contract.

**City of Los Angeles  
JP1009**

**Exhibit D(1) California Volunteers Reporting Requirements, Invoicing, and  
Specific Requirements and Terms and Conditions**

**Programmatic and Fiscal Document Retention**

In line with State and Federal requirements regarding record retention, grantees are required to maintain all documentation, programmatic and fiscal, pertaining to this contract for a period of five years after the close out the contract and the payment of the final invoice. The grantee is required to maintain books, records, documents, and other evidence pertaining to the reimbursable costs and hold them available for audit and inspection by the State or Federal Government for the five years following the close out of the contract and payment of the final invoice. These retention requirements pertain to all contracts associated with this program, regardless of funding source.