



City of Oakland  
Human Services Department  
**Oakland Fund for Children and Youth**



## Meeting of the Planning and Oversight Committee (POC)

March 4<sup>th</sup>, 2020 • 6:00pm-9:00pm

### **Oakland City Hall, Hearing Room #4**

1 Frank H. Ogawa Plaza, 2<sup>nd</sup> floor • Oakland California

## **AGENDA**

1. Call to Order
  - *Roll Call, Introductions & Announcements*
  - *Agenda Review and Adoption*
2. Open Forum
3. Approval of Prior Meeting Minutes from January 15, 2020 *action*
4. Oakland Kids First! Reauthorization Update *informational*
5. Approval of 15 Grant Awards/ Renewal for Summer 2020 Programs (FY 2020-2021) *action*
6. Administrative Matters
  - *General Announcements*
  - *Upcoming Meetings – April 7<sup>th</sup>, 2020 (Grant Award Renewals)*
7. Adjournment

**Public Comment:** The POC welcomes you to its meetings and your interest is appreciated.

- If you wish to speak before the POC, **please fill out a speaker card** and hand it to the staff of the POC.
- If you wish to speak on a matter not on the agenda, **please sign up for Open Forum** and wait for your name to be called.
- If you wish to speak on a matter on the agenda, **please indicate the Agenda Number on the speaker card**, and approach the Committee when called, giving your name and your comments.

Please be brief and limit your comments to the specific subject under discussion. Only matters within the POC's jurisdiction may be addressed. Time limitations shall be at the discretion of the Chair.



## MINUTES TO BE APPROVED

Oakland Fund for Children and Youth (OFCY)  
*Planning and Oversight Committee (POC) Meeting*

Oakland City Hall, Hearing Room 4, Second Floor  
1 Frank Ogawa Plaza, Oakland, CA 94612

**Wednesday, January 15<sup>th</sup>, 2020**

6:00 p.m. – 9:00 p.m.

Committee Members present: Anakarita Allen, Langston Buddenhagen, Betty Booker, Pamela Harris, William Kegelmeyer, Dwayne Davis

Committee Members absent: Max Chacana, William Kegelmeyer, Tasion Kwamilele, Cameron Park, Susan Yee

Staff Members present: Mike Wetzel, Scott Kim and Sandra Taylor

### 1. Call to Order

The meeting was called to order at 6:10 p.m.

### 2. Open Forum

There were no speakers for open forum.

### 3. Adoption of Prior Meeting Minutes from November 6, 2019

Langston Buddenhagen moved to adopt the prior meeting minutes as presented. Pamela Harris seconded the motion, and the minutes were approved by all POC members.

### 4. OFCY Historical Context and Social and Economic Equity

Staff presented a historical timeline of OFCY that included information on inception, reauthorization, strategic plans and highlighted a few key funding streams that effected funding strategies. Staff also addressed how OFCY engaged equity with information on how social and economic equity has been a core value since establishment in 1996, excerpts from the 2019-2022 strategic plan, OFCY RFP, key findings from the 2018-2019 evaluation report and a review of some key indicators high school graduation rates, disconnected youth, juvenile felony arrests, school climate and safety.

### 5. Approval of POC letter of Support for Reauthorization of OFCY

POC co-chair Anakarita Allen shared a draft POC letter of support for the reauthorization of OFCY for review and discussion. POC feedback included the need to state why OFCY exists and targets certain populations through its social equity lens and incorporating the impact of the fund. Ultimately the POC agreed that the letter should be short, concise and clearly states the support of reauthorization by the POC as a group.

Pamela Harris made a motion to accept and incorporate feedback from POC discussion and recommend the letter of support be finalized by co-chairs and forwarded to Council Members, Mayor, Human Services Department Director and City Administrator prior to the February 11, 2020



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Life Enrichment Committee meeting. Betty Booker seconded the motion which was approved by consensus.

### **6. Administrative Matters**

The February POC meeting of February 5 was cancelled. POC members were encouraged to attend the February 11, 2020 Life Enrichment Committee meeting since OFCY Reauthorization is on the agenda. POC members were also asked to calendar the February 18, 2020 full City Council meeting.

### **7. Adjournment**

The meeting adjourned at 7:29 p.m.



**To:** Planning and Oversight Committee  
**From:** Sandra Taylor, OFCY Director  
Mike Wetzel, OFCY Program Planner  
**Date:** March 4, 2020  
**Re:** OFCY Summer 2020 Grant Renewal Recommendation

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## Executive Summary

The Oakland Fund for Children and Youth (OFCY) provides program grants to public and non-profit agencies through a three-year funding cycle, with annual grant awards that are renewable in years two and three. OFCY awarded fifteen (15) grants to programs in year one of the current three-year funding cycle (FY 2019-2022) to provide child and youth programming solely during the summer months.

Staff has reviewed program performance for the fifteen programs and has conducted site visits for new programs, and recommends with confidence the renewal of grant awards for a second year to continue programming in summer 2020 (FY 2020-2021).

Staff recommends that the Planning and Oversight Committee (POC) adopt a motion to renew fifteen (15) grant awards totaling \$1,939,697 to provide early childhood programming, child and youth development programming, and youth workforce development programming in summer 2020 (FY 2020-2021). OFCY staff will bring the POC recommendation for funding to City Council in late May 2020 for contracts to begin June 1, 2020 for summer programs.

## Overview of Summer Programs

Fifteen (15) programs were awarded grants for services in summer 2019 through three separate funding strategies.

- Ten (10) programs were awarded grants in the **Summer Programs** funding strategy, which provides grants for high quality summer programming at school and community based sites, using an asset-based youth development approach to promote learning and peer and social connections for elementary and middle-school age children and youth. Half the programs are funded and operated in partnership with Oakland Unified School District's Extended Learning Office (ELO) to provide enrichment along with academic programming for summer students.
- Four (4) programs were awarded grants in the **Career Awareness and Employment Support** strategy. Three grants were provided to support the *Oakland Summer Youth Employment* program in partnership with the Oakland Workforce Development Board (OWDB). Through a combined program model and request for proposal process, OFCY and OWDB are supporting programs that provided first-time work experience for high



school age youth, providing 100 hours of summer employment and paying youth minimum wage. The Oakland Unified School District (OUSD) Exploring College and Career Options (ECCO) program was also funded in the Career Awareness and Employment Support strategy (but not under the Oakland Summer Youth Employment model) to provide OUSD students with stipends for summer work experience.

- The OUSD Kindergarten Readiness-Summer Pre-K program was funded in the **Parent Engagement & Support** strategy, but only operates during the summer months. Grant funding to OUSD supports two summer pre-k classrooms for children about to enter Kindergarten with no prior pre-school experience.

## Staff Review of Program Performance

All programs forecast activities in the Cityspan data management system, enroll children and youth as clients, and track participation in programming. This data forms the basis of the Scope of Work and is used by OFCY staff and grant programs to monitor performance. Programs also provide written reports to staff to discuss program successes, challenges, changes to activities or staffing, and to share anecdotes and examples of the work achieved.

To guide the grant renewal process, the POC and OFCY staff developed standard performance benchmarks to evaluate program performance. The policy is provided as **Attachment 1**.

Nearly all programs met performance benchmarks for enrollment and hours of service provided. Four programs fell slightly below targets for enrollment or for hours of service; no programs fell below both benchmarks. Programs that fall below forecasted performance targets provide OFCY staff with explanations for shortfalls for each specific activity as well as in summation. No shortfalls were determined to be causes for not recommending grant renewal for services in summer 2020.

All programs that are new grant recipients in the FY2019-2022 funding cycle received visits by OFCY staff to verify programming and to provide technical assistance.

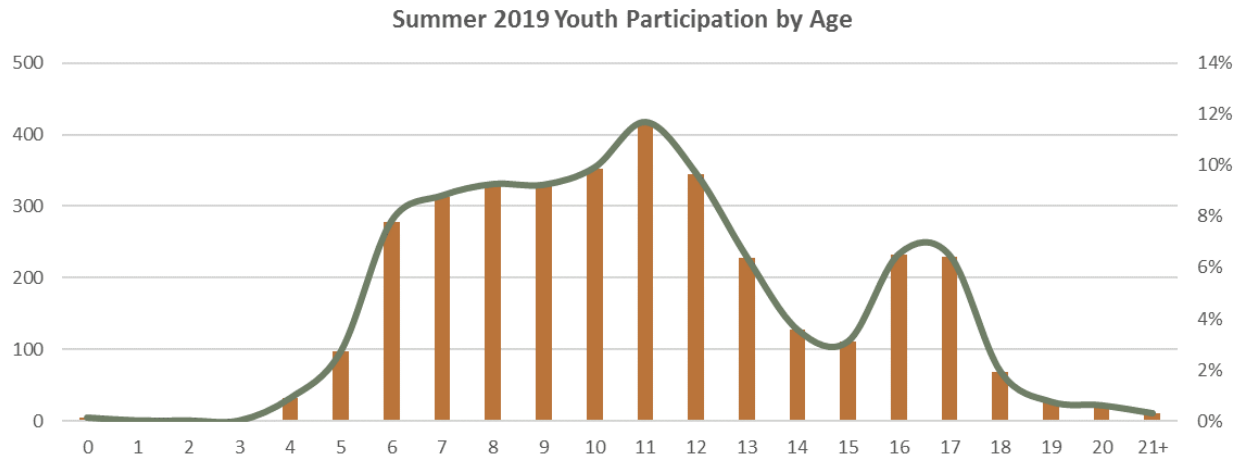
One challenge in assessing summer programs in the first year of the three-year grant cycle is the short timeframe to set up contracts and Scope of Works and provide the summer programming. While year-round programs provide four quarterly reports to OFCY, which allows for staff to identify where Scopes of Work may be incorrectly projecting service levels, the short duration of summer programs allows for only one grant report to staff. Staff review of the Scope of Work projections and the actual performance has identified some programs where there will be slight revisions to Scopes of Work for summer 2020 for improved forecasting.

Further evaluation of the summer programs will be provided in the independent evaluation report for FY2019-2020. The following data is provided based on staff review of information provided by programs through Cityspan reporting and grant monitoring activities.



## Program Enrollment and Hours of Service

The fifteen programs funded for services in summer 2019 provided programming to 3,559 children and youth. The ten programs funded in the **Summer Programs** strategy reached 2,886 children and youth, 90% of whom were six to thirteen years of age. The four **Career Awareness and Employment Support** programs reached 642 youth, with 78% being sixteen to eighteen years of age. The OUSD Summer Pre-K program in the Parent **Engagement and Support** strategy served 31 young children, 97% being four and five years of age.



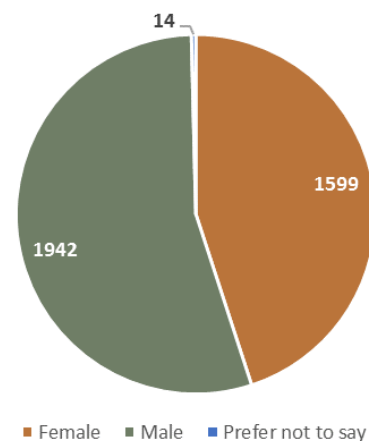
Children and youth in summer programs typically participate for an extended duration of time and receive a relatively high amount of programming hours during a short period of time. Overall programs provided 432,094 hours of service to children and youth, for an average of 121.4 hours per child.

## Participant Demographics

Program enrollment largely reflected the target populations identified within the funding strategies. Programs served more boys than girls, with 54.6% of participants identifying as male and 45% identifying as female, and .4% preferring not to state their gender identity.

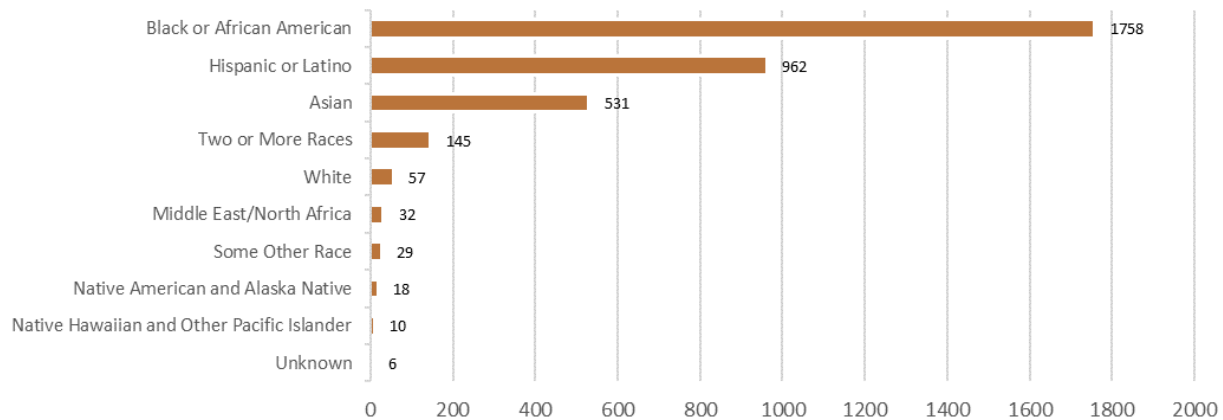
Nearly half (49.6%) of the children and youth who participated in summer 2019 programming identified as Black or African American, followed by Hispanic or Latino (27.1%) children and youth, Asian (15%) children and youth, and multiracial (4.1%) children and youth.

**Summer 2019 Youth by Gender Identity**



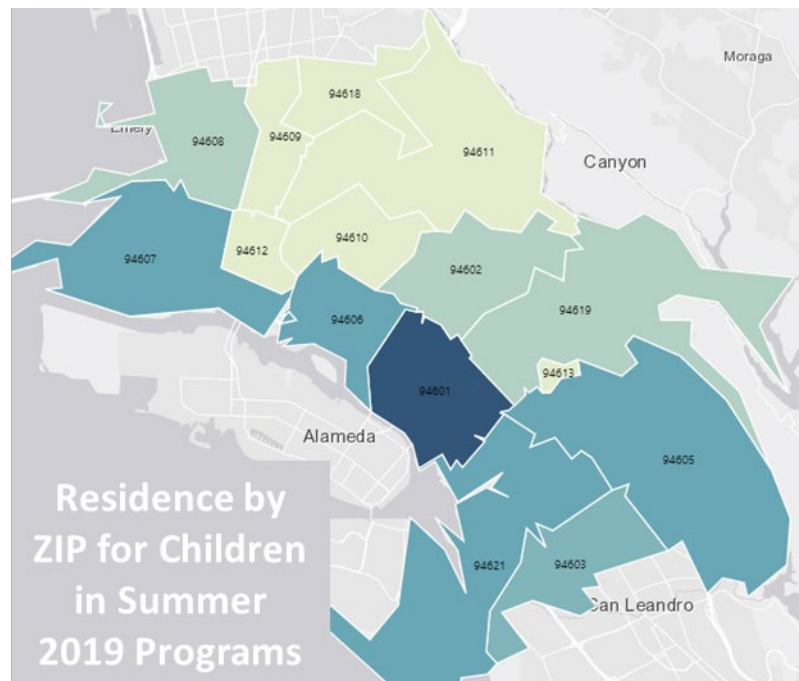


### Summer 2019 Youth Participation by Race/ Ethnicity



About one in three children and youth (36%) resided in Central Oakland in the 94601 ZIP code in Fruitvale (22.2%) and 94606 ZIP code in San Antonio (13.8%); one in three (32.9%) resided in East Oakland in ZIP codes 94603, 94605 and 94621, and one in eight (12.7%) resided in West Oakland in ZIP codes 94607 and 94608.

ZIP Code	#	%
94601	788	22.2%
94606	492	13.8%
94605	477	13.4%
94621	367	10.3%
94607	358	10.1%
94603	326	9.2%
94619	158	4.4%
94602	153	4.3%
94608	93	2.6%
94610	77	2.2%
94609	70	2.0%
94612	55	1.5%
94611	52	1.5%
94618	23	0.6%
94613	6	0.2%

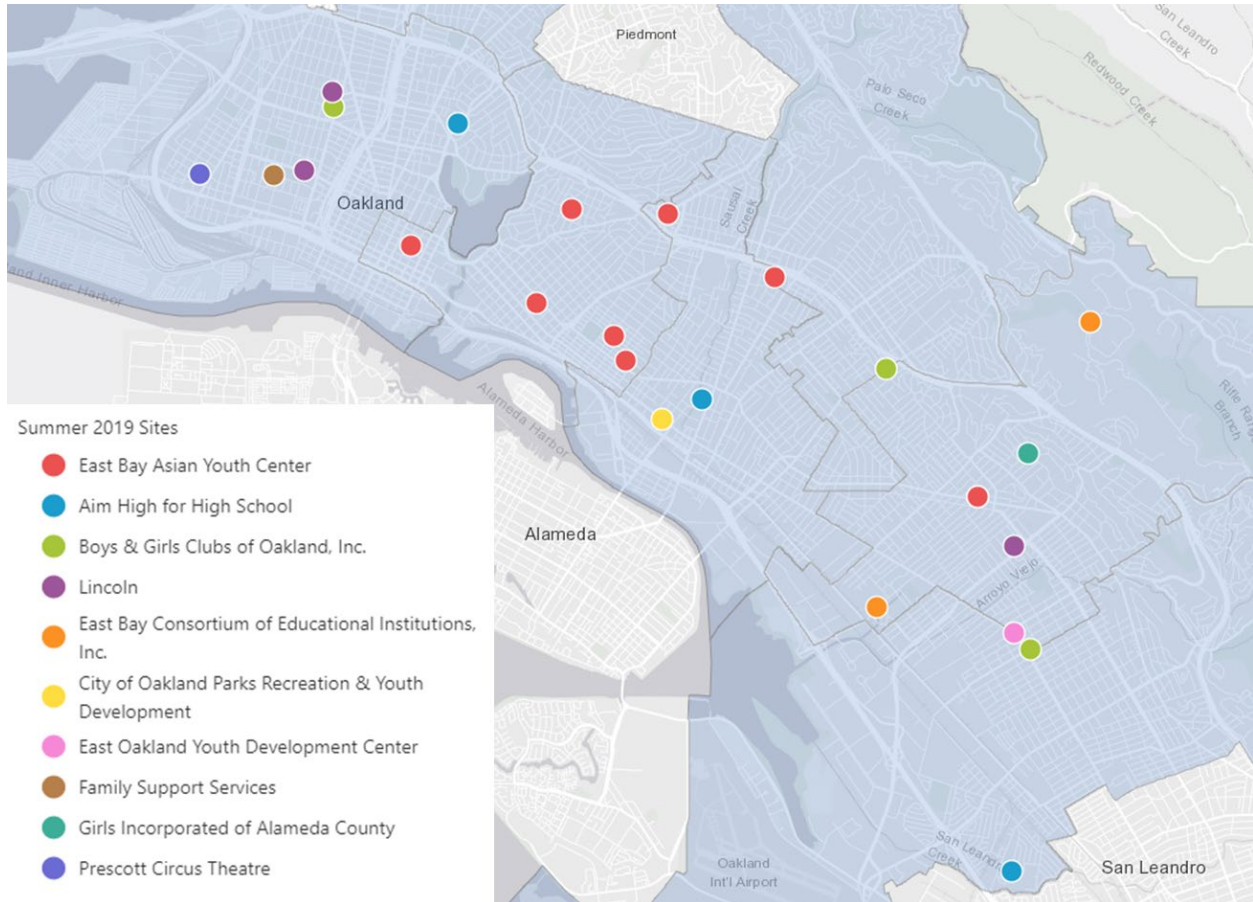






## Program Locations

The ten programs funded in the Summer Programs strategy provided structured academic and enrichment programming at twenty-five (25) sites in West, Central, and East Oakland. About two-thirds (68%) of the sites at Oakland Unified School District school sites, while the remaining eight sites were located at community-based agencies, a church, an Oakland Parks and Recreation center, and at Merritt College.



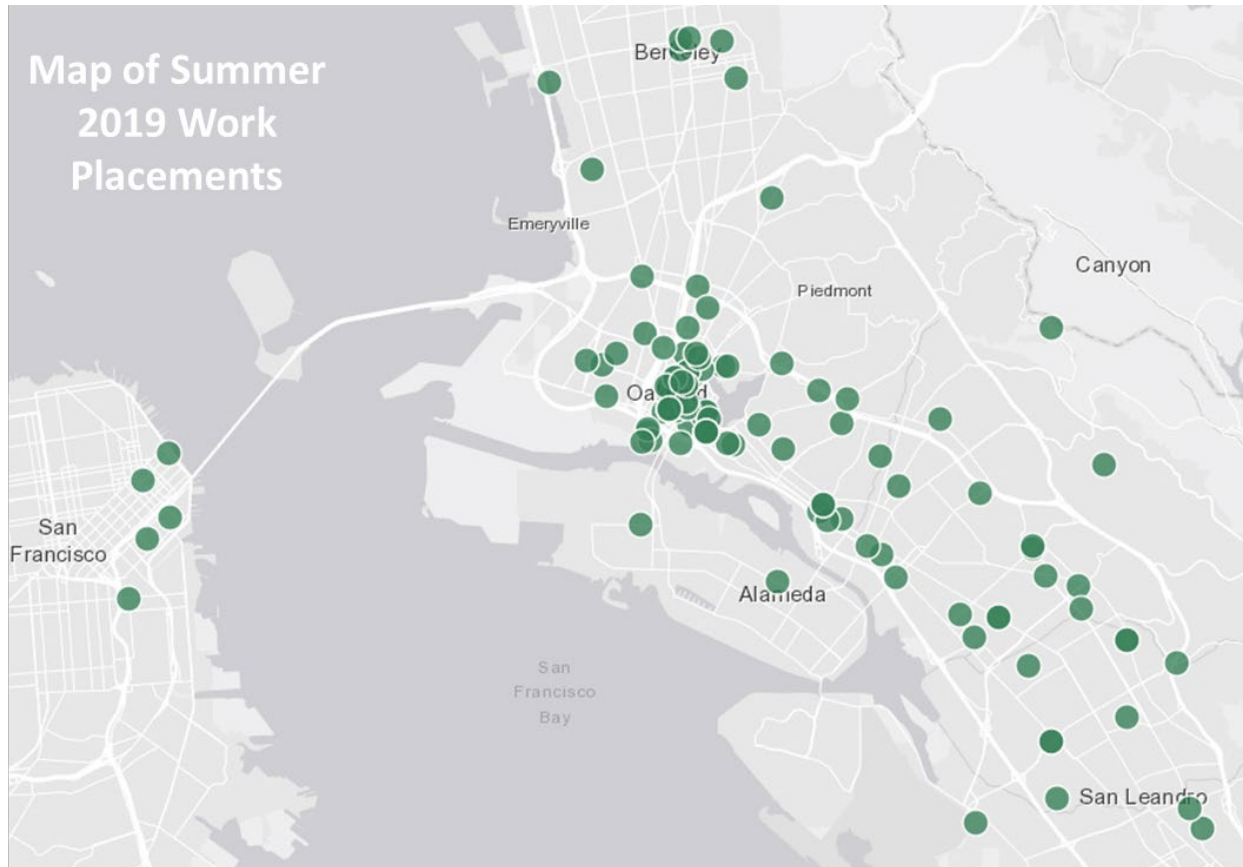
In addition, the East Bay Consortium's Pre-Collegiate Academy took students on field trips out of Oakland to colleges including UC Davis, Sonoma State, Sacramento State, St. Mary's, and CSU Stanislaus; while Prescott Circus Theatre hosted performances, appearances, and field trips at various locations throughout Oakland.

The OUSD Summer Pre-K program (not included on the map above) took place Martin Luther King Jr. Elementary school in West Oakland.





The four Career Awareness & Employment Support programs served 642 youth, and placed 593 in internships and subsidized employment during summer 2019. Most (87%) of the work locations were located within Oakland, but some placement sites were in the greater Bay Area region in San Francisco, Berkeley, Hayward, San Leandro, and other neighboring cities.



## Staff Recommendation

Staff recommendation is to renew the fifteen (15) summer program grants for the second year of funding, resulting in grant awards totaling \$1,939,697 in FY 2020-2021. OFCY staff will bring the POC recommendation for funding for summer 2020 programs to City Council in late May 2020 for contracts to begin June 1, 2020.

Programs are providing a range of academic, enrichment, early childhood and youth workforce development critical services across the city, and are serving children in neighborhoods with the most need. Last summer, programs served over 3,500 children and youth and provided over 430,000 hours of service.

A summary of performance and grant award recommendations for the fifteen summer programs is provided on the following page. The OFCY Grant Renewal Policy for FY 2019-2022 is provided as **Attachment 1**.



## Performance and Award Summary

### Summer Programs Strategy

Agency	Project Title	OFCY Grant Award for Summer 2020	Actual Unduplicated # Youth Served (2019)	Actual Hours of Service Provided (2019)	Avg. Hours of Participation Per Youth (2019)
Aim High for High School	Aim High Oakland	\$180,000	360	51,914	144.20
Boys & Girls Clubs of Oakland, Inc.	Summer Gains	\$180,000	775	64,219	82.86
City of Oakland Parks Recreation & Youth Development	Oakland Fine Art Summer School (OFASS)	\$63,244	136	12,349	90.80
East Bay Asian Youth Center	Camp Thrive	\$150,000	892	115,574	129.57
East Bay Consortium of Educational Institutions, Inc.	Pre-Collegiate Academy	\$75,000	89	7,748	87.06
East Oakland Youth Development Center	Summer Cultural Enrichment Program	\$180,000	231	42,567	184.27
Family Support Services	Kinship Summer Youth Program	\$129,417	53	8,861	167.19
Girls Incorporated of Alameda County	Concordia Summer	\$68,949	104	13,880	133.46
Lincoln	Oakland Freedom Schools (OFS)	\$180,000	211	33,983	161.06
Prescott Circus Theatre	Prescott Circus Theatre Summer Program	\$44,000	35	5,106	145.89

<b>\$1,250,610</b>	<b>2,886</b>	<b>356,199</b>	<b>123.42</b>
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### Career Awareness & Employment Support – Summer Employment Sub-Strategy

Lao Family Community Development, Inc. (LFCD)	Youth on the Move Summer Employment Program	\$100,000	65	7,137	109.80
The Youth Employment Partnership, Inc.	Summer Jobs	\$150,000	89	14,128	158.74
Youth UpRising	YU Achieve (Summer Youth Employment)	\$100,000	67	5,445	81.27

<b>\$350,000</b>	<b>221</b>	<b>26,709</b>	<b>120.86</b>
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### Career Awareness & Employment Support Strategy

Oakland Unified School District	Exploring College and Career Options (ECCO)	\$200,000	421	48,654	115.57
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<b>\$200,000</b>	<b>421</b>	<b>48,654</b>	<b>115.57</b>
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### Parent Engagement & Support Strategy

Oakland Unified School District	Kindergarten Readiness-Summer Pre-K	\$139,087	31	531	17.13
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<b>\$139,087</b>	<b>31</b>	<b>531</b>	<b>17.13</b>
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**TOTAL:**

<b>\$1,939,697</b>	<b>3,559</b>	<b>432,094</b>	<b>121.41</b>
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## OFCY GRANT RENEWAL POLICY – FY2019-2022

OFCY's Grant Renewal Policy is based on the ability of programs to meet minimum requirements for satisfactory performance and grant compliance, based on the mid-year and third quarter program review.

**Satisfactory performance** is defined as fully achieving (100%) the annual benchmarks for client enrollment and hours of services to be provided set for each program.

**Minimum satisfactory performance** is defined as achieving 80% of the annual benchmarks set for each program.

**Grant compliance** is defined as submitting accurate and complete reports by deadline, submitting no more than one late report annually, and meeting contractual obligations<sup>1</sup>.

### Grant Renewal Performance Benchmarks

Minimum Satisfactory Performance – Enrollment (% of Annual Goal)				
	Q1	Q2	Q3	Q4
Summer Programs	80%	-	-	-
All Other Strategies	-	40%	60%	80%

Minimum Satisfactory Performance – Hours of Service (% of Cumulative Quarterly Goal)				
	Q1	Q2	Q3	Q4
Summer Programs	80%	-	-	-
All Other Strategies	-	80%	80%	80%

Programs falling below performance standards at the mid-year review will be monitored by OFCY staff to ensure improvements in programming and progress towards projections. This may include taking steps towards corrective action to address performance shortfalls. Programs identified at the mid-year review as falling below standards will have their performance further reviewed at the completion of the third quarter, with programs' progress as a consideration in the staff funding renewal recommendation.

Programs that fall below standards at the mid-year and third quarter review may not be recommended for renewal funding. Staff may also recommend revisions to a program's budget and/or scope of work prior as a consideration for a renewal. Programs will have the opportunity to provide comments to the OFCY Planning and Oversight Committee (POC) in a public meeting. The POC will make a final recommendation to the City Council concerning grant renewals.

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<sup>1</sup> The OFCY grant contract includes agreements covering evaluation and monitoring, publicity, conflict of interest, non-discrimination/equal employment practices, and other items.