

**SPECIFIC PROJECT
GRANT AGREEMENT**

City of Long Beach

EIN [REDACTED]

File Number 20062099

30024

This Specific Project Grant Agreement (“Agreement”), upon execution on behalf of Grantee in the spaces provided for signature, will evidence Grantee’s agreement with and commitment to The California Endowment (“The Endowment”) as follows:

I. GRANTEE’S STATUS

This grant is specifically conditioned upon Grantee’s status as an eligible grantee of The Endowment in accordance with this Section I. Grantee warrants and represents that it is a tax exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), and is not a private foundation as defined in Section 509(a) of the Code. Grantee has provided The Endowment with a copy of IRS determination letter(s) evidencing its status as an eligible grantee and Grantee warrants and represents that such determination letter(s) are currently in full force and effect. Grantee will notify The Endowment immediately of any actual or proposed change in tax status, including any substantial or material change in sources of support for any taxable year affected by this grant, within the meaning of Section 1.170A-9 of the Treasury Regulations. Grantee warrants and represents that this grant shall not change Grantee’s status under Section 509(a) of the Code.

The foregoing paragraph shall not apply (and Grantee shall be an eligible grantee) if Grantee is an organization described in Section 170(c)(1) or Section 511(a)(2)(B) of the Code. For these purposes, an organization is described in Section 170(c)(1) of the Code only if it is a State of the United States, a possession of the United States, or any political subdivision of any of the foregoing (for example, a city or county), the United States, or the District of Columbia. For these purposes, an organization is described in Section 511(a)(2)(B) of the Code only if it is a college or university which is an agency or instrumentality of any government or any political subdivision thereof, or which is owned or operated by any government or political subdivision thereof, or by any agency or instrumentality of one or more governments or political subdivisions. As used in Section 511(a)(2)(B) of the Code, the term “government” includes any foreign government (to the extent not contrary to any treaty obligation of the United States) and all domestic governments (the United States and any of its Territories or possessions, any State, and the District of Columbia).

II. PURPOSE OF AWARD

Role of Men Academy (ROMA) Capacity Building Project: To improve health outcomes and family functioning through infrastructure improvement, evaluation and creating a train the trainer component of a responsible fatherhood program targeting African-American men in the City of Long Beach.

This grant is made only for the purposes described in this Agreement. The grant funds and any interest earned on the funds may not be used for any other purpose without prior written approval from The Endowment.

III. OBJECTIVES & EXPECTED OUTCOMES OF AWARD

OBJECTIVES

- 1. Establish and document all elements of the Role of Men Academy model that at a minimum will include: 1) outreach and recruitment strategies; 2) education and training curriculum; 3) provider network partnerships and meaningful collaborations; 4) an operations manual to better define staff roles and programmatic structure and 5) ROMA Advisory Committee functions (Month 2). Additionally, the ROMA Advisory Committee will complete a written summary of not less than 10 pages, documenting whether or not and how the program could function in the context of the theoretical framework proposed in a background paper published by the Joint Center Health Policy Institute¹ (Month 4).**
- 2. Develop, pilot test and finalize a formalized Role of Men Academy curriculum whose educational sessions at a minimum will include: 1) parenting skills; 2) child development; 3) health and social services concerns of families; 4) legal issues; 5) employment, business and vocational development and 6) individual success plans and a social marketing video (Month 10).**
- 3. Develop, pilot test and finalize the Role of Men Academy Train the Trainer curriculum with a minimum of three male involvement program. Identify and present an analysis in the training of the programmatic elements that are unique to the ROMA leadership style, yet key to its impact on community health, and recommend “strategies for success” to those being trained to aid in replicability (Month 13).**
- 4. Develop and begin implementation of an evaluation plan whose components at a minimum will include: 1) an identification of health and well being indicators for individual and family functioning that will be measured for impact by ROMA; 2) tools for ongoing measurement of the impact of the program from the perspective of the program participants and the male involvement programs receiving the training; 3) an identification of culturally specific factors of the program and how and why they have particular relevance to African American men; 4) a measure of the collaborative partnerships with public agencies and community and faith based agencies and their role and influence in the outcomes; and 5) measurement of the perceived differences and similarities of ROMA participants as compared to non-participants from the perspective of collaborative partners (Month 2).**
- 5. Develop a business plan, inclusive of sustainability and implementation strategies, for the ROMA model and train the trainer program. This plan will be developed by an external organizational development consultant, with input from the Role of Men Academy Advisory Committee and staff (Month 15).**

¹ This paper, published in 2006, proposes a multi nodal model which considers: roles and expectations of African American men; proposes an opportunity structure to build on individual strengths while simultaneously considering the macro-social institutional forces; the men’s choices and individual behaviors and their human capital in physical, mental and social networks; the expected impacts that male involvement will bring; community health and well being and a feedback mechanism to societal expectation.

6. **Develop and implement a marketing and dissemination strategy to inform policy makers, community and faith based organizations, and governmental agencies regarding the train the trainer program's availability and the overall potential impact of the ROMA program (Month 14).**

OUTCOMES

1. **Formalized Role of Men Academy curriculum, train the trainer program and supporting tools with measures and definition of cultural competency for African American men**
2. **Strengthened program evaluation and sustainability**
3. **Enhanced collaborative partnerships through the Role of Men Academy service provider network**

IV. EVALUATION

An external evaluator, who is familiar with the Role of Men Academy program, will develop an evaluation plan to measure and identify the role of culture in the intervention and process and outcome objectives for health improvement of the program participants. The plan will provide the opportunity for a comprehensive evaluation of all elements of the model and help to document the nature and impact of the collaborative relationships on programmatic outcomes and their cultural competency. The evaluation plan will also include measurement tools for use in the train the trainer program and pre and post tests for agencies receiving the training.

V. AMOUNT OF AWARD

\$177,928, payable as follows.

\$120,269 upon The Endowment's receipt of this executed Agreement; and \$57,659 on 1/31/08.

First payment is contingent upon receipt of this signed Agreement. Subsequent payments are contingent upon compliance with this Agreement, including timely receipt of progress reports, as outlined in Conditions of Award Section.

VI. SPECIFIC PROJECT GRANT BUDGET

Grant funds are to be applied in accordance with the grant budget presented as Exhibit A.

VII. TERM OF AWARD

Grant funds are to be applied to expenses incurred for the period from February 1, 2007 to July 31, 2008.

VIII. CONDITIONS OF AWARD

Grantee agrees that the award is subject to the following conditions.

- A. Reports. Grantee shall make a written report to The Endowment as of the end of its annual accounting period within which the grant or any portion thereof is received

and all such subsequent periods until the grant funds are expended in full or the grant is otherwise terminated. Such written report shall describe in detail the use of the granted funds, compliance with the terms of the grant, and the progress made by the Grantee toward achieving the purposes for which the grant was made. Such reports shall be furnished to The Endowment within thirty (30) days after the close of the annual accounting period of the Grantee for which such reports are made. Within thirty (30) days after the use of the grant funds is completed, the Grantee shall make a final written report with respect to all expenditures made from the grant funds (including salaries, travel and supplies), and including the progress made toward the goals of the grant. All such reports must be signed by an officer of the Grantee.

The schedule of due dates for such written reports is as follow.

- 1st interim report: 8/31/07
- 2nd interim report: 2/29/08
- Final Report: 8/31/08

- B. Identification of The Endowment. Grantee shall ensure that The Endowment is clearly identified as a supporting organization in all published material relating to the subject matter of the award. Grantee shall list The Endowment as a supporting organization in its annual report (if any). All proposed Grantee external communications regarding The Endowment shall be submitted first to The Endowment for its review and approval.
- C. Expenditure of Award Funds.
1. Returns. Any funds not expended in accordance with the terms of this grant must be returned to The Endowment. Such return must be made within thirty (30) days following the grant's termination date.
 2. Earmarking. This award is not "earmarked" within the meaning of Treasury Regulations Section 53.4945-2(a)(5)(i), to be used (a) in any attempt to influence legislation within the meaning of Section 4945(e) of the Code or (b) to engage in any other activity, directly or indirectly, that would result in the imposition of an excise tax on The Endowment pursuant to Chapter 42 of Subtitle A of Title 26 of the United States Code if engaged in by The Endowment itself. There exists no agreement, oral or written, whereby The Endowment may cause the Grantee to carry on propaganda, or otherwise attempt to influence legislation, to engage in any activity to influence the outcome of any specific public election, or to carry on directly or indirectly, any voter registration drive, to engage in any activity other than charitable activities specified in Section 170(c)(2)(B) of the Code, to make grants to individuals or organizations that would violate Section 4945(d)(3) or (4) of the Code, or whereby The Endowment may select the recipient to which the Grantee shall devote the award.
 3. Prohibited Uses. Grantee may not use any of the funds from this award to (a) influence the outcome of any specific public election, or to carry on, directly or indirectly, any voter registration drive within the meaning of Section 4945(d)(2) of the Code, (b) make any grant which does not comply with Section 4945(d)(3) or (4) of the Code, or (c) undertake any activity for any purpose other than one specified in Section 170(c)(2)(B) of the Code.
 4. Legislative Activities. The Grantee may not use any of the funds from this award to carry on propaganda or otherwise attempt to influence legislation (within the

meaning of Section 4945(d)(1) of the Code), except as permitted pursuant to Treasury Regulations Section 53.4945-2(a)(6)(ii). If the specific project that is the subject of this grant will include any attempts to influence legislation, the Grantee shall provide The Endowment with both an overall budget for the entire project and a specific budget for this award that are true and accurate and that demonstrate that the total amount of all of the grants from The Endowment for this project do not exceed the total amount spent for activities of the project that are not attempts to influence legislation.

5. Program - Related Investments. In the case of a grant that is a program-related investment, the purpose of the investment is specified above. Grantee agrees to use the grant funds only for purposes of the specified investment and to repay any portion of the grant not used for such purposes, provided that, with respect to equity investments, such repayment shall be made only to the extent permitted by applicable law concerning distributions to holders of equity interests. At least once a year during the existence of the program-related investment, the Grantee shall submit to The Endowment full and complete financial reports of the type ordinarily required by commercial investors under similar circumstances and a written statement signed by an officer of the Grantee that the Grantee has complied with the terms of the investment. Grantee shall maintain books and records adequate to provide information ordinarily required by commercial investors under similar circumstances and to make such books and records available to The Endowment at reasonable times.
- D. Return of Funds. Grantee shall return to The Endowment any unexpended award funds under the following conditions:
 1. If The Endowment, in its sole discretion, determines that the Grantee has not performed in accordance with this Agreement and/or the Grantee's grant program or budget as approved by The Endowment; or
 2. If Grantee loses its status as an eligible grantee as described in Section I above.
 3. Any portion of the funding is not used for grant purposes.
 - E. Records, Audits, Site Visits. Funds provided by The Endowment shall be accounted for separately in the Grantee's books and records. A systematic accounting record shall be kept by the Grantee of the receipt and disbursement of such funds. The Grantee shall retain original substantiating documents related to specific project grant expenditures and make these records available for The Endowment's review upon request. Grantee shall be responsible for maintaining adequate financial records of this grant program. The Endowment, or a designated representative, reserves the right, upon written notice, to audit Grantee's books and records relating to the expenditure of any funds provided by The Endowment as a specific project grant.
 - F. Budgets. Expenditures of grant funds must be only for line items specified in the approved grant budget. Advance written approval by The Endowment must be received by the Grantee for disbursements deviating from the line items of the approved budget. Any interest earned on grant funds must be applied to the grant project purposes and must be reported to The Endowment.
 - G. Temporary Investment of Grant Funds for Specific Project Grants. The temporary investment of grant funds pending expenditure for grant purposes shall be limited to the following authorized investments:

1. United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
 2. Registered warrants or treasury notes or bonds of the State of California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the State of California or by a department, board, agency, or authority of the State of California.
 3. Bonds, notes, warrants, or other evidences of indebtedness of any local agency within the State of California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.
 4. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
 5. Negotiable certificates of deposit issued by a nationally or California state chartered bank, a savings association or a federal association (as defined by Section 5102 of the California Financial Code), a California state or federal credit union, or by a California state-licensed branch of a foreign bank.
- H. No Further Obligations by The Endowment. This grant is made with the understanding that The Endowment has no obligation to provide other or additional support or grants to the Grantee.
- I. Public Reporting. The Grantee agrees to disseminate to interested publics, by using established channels of communication, pertinent information relating to the results, findings, or methods developed through this grant.
- J. Intellectual Property. All intellectual property produced as a result of this award shall be owned by The Endowment and disseminated for public benefit. Grantee shall be granted a non-exclusive, irrevocable, perpetual and royalty-free license to copy, distribute, create derivatives and otherwise use the intellectual property so produced for any purpose.
- K. Licensing and Credentials. The Grantee hereby agrees to maintain, in full force and effect, all required governmental or professional licenses and credentials for itself, its facilities, and for its employees and all other persons engaged in work in conjunction with this award.
- L. Management and Organizational Changes. The Grantee agrees to provide immediate written notice to The Endowment if significant changes or events occur during the term of this award which could potentially impact the progress or outcome of the grant, including, without limitation, changes in the Grantee's management personnel or losses of funding.
- M. The Endowment Letterhead and Logo. Use of The Endowment letterhead or logo is prohibited without prior written consent from the Communications Department of The Endowment.
- N. Payment of Funds to Related Parties of The Endowment. No part of these grant funds shall be paid to any director, officer, or employee (or their family members) of The Endowment for any purpose.

- O. Meaning of Certain Terms. The term "specific project grant" has the same meaning as in Treasury Regulations Section 53.4945-2(a)(6)(ii). The term "earmarked" with respect to a grant means that the grant is given pursuant to an agreement, oral or written, that the grant will be used for specific purposes. The term "program-related investment" has the same meaning as in Section 4944 of the Code and the Treasury Regulations thereunder.

IX. ACCEPTANCE OF AGREEMENT

The Endowment reserves the right to withhold or suspend payments of grant funds if the Grantee fails to comply strictly with any of the terms and conditions of this Agreement. This Agreement supersedes any and all prior written or oral agreements or understandings with respect to the subject matter hereof.

If this Agreement correctly sets forth your understanding and acceptance of the arrangements made regarding this grant, please countersign and return to The Endowment.

Accepted on behalf of City of Long Beach by:

[Handwritten Signature]
Authorized Signature

Gerald R. Miller
Printed Name

City Manager
Title

3.7.07
Date

Agreed to and Acknowledged on behalf of The Endowment:

Alicia Dixon
Authorized Signature

Alicia Dixon
Printed Name

Program Officer
(Greater Los Angeles Region)
Title

January 31, 2007
Date

APPROVED AS TO FORM

2/23, 2007
ROBERT E. SHANNON, City Attorney

By *Kawa Conway*
DEPUTY CITY ATTORNEY

EXHIBIT A

City of Long Beach #20062099

	Total Project Budget			Approved		
	Year 1	6 months	Total	Year 1	6 Months	Total
Personnel						
Program Coordinator @ 1 FTE	60,378	30,189	90,567	60,378	30,189	90,567
Public Health Associate II @ .33 FTE	13,032	6,516	19,548	0	0	0
Outreach Worker II (2 @ .33 FTE)	26,063	13,032	39,095	0	0	0
Case Manager III @ .29 FTE	11,728	5,864	17,592	0	0	0
Accounting Support @ .5 FTE	3,030	1,515	4,545	0	0	0
						0
Benefits @ 59.66% actual / 35%recommended	129,712	64,856	194,568	21,132	10,566	31,698
Total Personnel	243,943	121,972	365,915	81,510	40,755	122,265
Non-Personnel						
Operating Costs						
						0
Travel/Mileage reimbursment	4,800	2,400	7,200	800	400	1,200
Training	1,500	750	2,250	0	0	0
Office Supplies	1,200	600	1,800	460	0	460
Postage / Delivery Charges	600	300	900	0	0	0
Printing / Repro Charges	3,000	4,500	7,500	2,000	3,500	5,500
Computers	12,600	6,300	18,900	2,520	1,260	3,780
Voice Communications	5,496	2,748	8,244	1,248	624	1,872
Graduation & Special Events	3,000	1,500	4,500	0	0	0
Incentives	5,000	2,500	7,500	0	0	0
Transportation Vouchers	2,000	1,000	3,000	0	0	0
Education materials	300	150	450	0	0	0
Total Non-Personnel	39,496	22,748	62,244	7,028	5,784	12,812
Direct Costs	283,439	144,720	428,159	88,538	46,539	135,077
Indirect Costs @ 15%	42,516	21,708	64,224	13,281	6,981	20,262
Total Direct and Indirect	325,955	166,428	492,383	101,819	53,520	155,339
Other Costs						
Subcontracts						
Trainers	2,375	1,190	3,565	0	0	0
Evaluation Consultant	7,500	2,500	10,000	3,500	1,500	5,000
Technical Writer	4,000	1,000	5,000	4,000	1,000	5,000
Videographer	4,000	1,000	5,000	4,000	1,000	5,000
Business/Sustainability Planning Consultant	0	0	0	5,000	0	5,000
Student Stipends	3,000	1,500	4,500	1,000	639	1,639
Capital & Equipment						
Digital Camera / Case, Extra Battery & Card	600	0	600	600	0	600
DVD Burner	150	0	150	150	0	150
Color Ink Jet Printer	200	0	200	200	0	200
Notebook computer, case, assesories	3,800	0	3,800	0	0	0
Total Other Costs	25,625	7,190	32,815	18,450	4,139	22,589
Grand Total	351,580	173,618	525,198	120,269	57,659	177,928