

# CITY OF LONG BEACH

DEPARTMENT OF COMMUNITY DEVELOPMENT

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802

October 19, 2004

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**SUBJECT:** Authorization to Receive and Execute Necessary Documents for the Even Start Family Literacy Program From the State Department of Education (Citywide)

## DISCUSSION

The Workforce Development Bureau (Bureau) responded in April 2004 to a Request for Proposals from the State Department of Education to deliver family literacy program services. The Bureau, in partnership with the Long Beach Unified School District (LBUSD), is one of the 18 grant recipients selected from approximately 60 applications. The State is awarding \$172,500 for the period of July 1, 2004 through June 30, 2005. As State budget issues held up the announcement of the grant award until late September, program activities have not yet begun; they will commence in mid-October. The delay in start-up may result in a no-cost time extension from the State at the end of the grant period.

Even Start is an education program for low-income families that is designed to improve the academic achievement of young children and their parents, especially in the area of reading. The program will link the employment and education programs at the Career Transition Center (CTC) with planned literacy development efforts through LBUSD. Services include early childhood education, parent education, adult basic education, and enhanced parent and child time together. The program will also provide books for participating families to create at-home libraries that encourage ongoing reading.

The adults in the participating families will be provided access to employment preparation, job development and job training services at the CTC. Additionally, to the extent that the participating families have youth in the age range of 14-21, they will be further referred to the programs and services of the Youth Opportunity Center.

As the grant recipient and administrator, the Bureau will subcontract the majority of grant activities to the LBUSD. With this funding, the LBUSD will utilize \$152,500 to deliver program services related to literacy and family development. The Bureau will utilize \$20,000 for staff assigned to tie these activities to general CTC programs, and to oversee and administer the grant.

This letter was reviewed by Deputy City Attorney Everett L. Glenn on October 4, 2004, and Budget Management Officer David Wodnyski on October 4, 2004.

TIMING CONSIDERATIONS

City Council action is requested on October 19, 2004, to facilitate processing of the required documents.

FISCAL IMPACT

Funding to support this program is budgeted in the Community Development Grants Fund (SR 150) in the Department of Community Development (CD). By accepting this grant, the City agrees to act as fiscal agent. The General Fund will be used to pay for expenditures prior to reimbursement by the grant. Due to time delays between incurring expenditures and receiving revenues, it may be necessary for the General Fund to cover grant-related expenses across fiscal year end; however, the Department will make a concerted effort to contain costs associated with the program within SR 150. As with most Federal grants, as fiscal agent, the City's General Fund would be responsible for ineligible expenses should another eligible funding source not be available.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Authorize the City Manager to execute all documents necessary to receive Even Start Grant funding from the State Department of Education in the amount of \$172,500 for the period of July 1, 2004 through June 30, 2005;
2. Authorize the City Manager to execute any necessary and subsequent time extensions to this grant award, should the State provide such opportunity; and
3. Authorize the City Manager to execute a contract with the Long Beach Unified School District in the amount of \$152,500, for the period of July 1, 2004 – June 30, 2005 to deliver program services to an estimated thirty families.

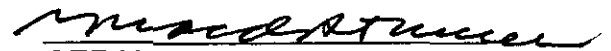
Respectfully submitted,



MELANIE S. FALLON  
DIRECTOR OF COMMUNITY DEVELOPMENT

MSF:ROW:BSR:sg  
Even Start.New.2004.2005

APPROVED:



GERALD R. MILLER  
CITY MANAGER