



Best Start Region 4 Grant Agreement

Organization: City of Long Beach, Department of Health and Human Services ("Grantee")

Project Title: All Children Thrive Long Beach

Grant Amount: \$25,000

Term of Grant: June 1, 2020 – June 30, 2021

Congratulations on your award of the 2020/2021 Best Start Network Building Grant. By becoming a grantee of Best Start, you are now part of a network that brings together parents, community organizations, institutions, and others to improve policies and resources that serve the needs of young children and their families. The purpose of this grant program is to strengthen the collective will within communities, organizations, and systems to promote the safety, healthy development, and well-being for children prenatal to age five and their families in the Best Start Region 4 communities of Central Long Beach and Wilmington.

This grant is awarded by The Nonprofit Partnership (TNP) to support the work of Best Start Region 4 subject to the following terms and conditions:

1. Grant Plan – Scope of Work, Deliverables, Timeline

Scope of Work

With the support of *Best Start Central Long Beach*, the All Children Thrive Long Beach initiative will help identify what children in Long Beach require to thrive and reach their fullest potential, while supporting existing resources and closing gaps for children who are disproportionately affected by inequities.

The All Children Thrive Steering Committee will (1) Identify intervention gaps; (2) Identify interventions that can address the gaps; (3) Conduct impact and feasibility assessments on interventions; (4) Conduct a root cause analysis on all identified interventions; (5) Participate in many community outreach events to gain a sense for what the community sees as priority interventions; and (6) Adopt a Portfolio of Interventions that addresses the five domains.

Deliverables

Portfolio of Interventions (POI)

Timeline

June 1, 2020 – June 30, 2021

2. Best Start Partnership – Network Building

All grantees are required to complete an organizational assessment, participate in two online convening sessions, quarterly training sessions and complete a final survey that will explore opportunities for collaboration and support of the community priorities established by *Best Start Central Long Beach*.

The Best Start Leadership Team has requested that Grantee participates in Community Partnership meetings and potentially facilitate a skill share or educational topic at one of the meetings (if appropriate). ***Due to current COVID-19 guidelines for gathering, this may be in the form of an online skill share for parents or organizational partners.*

3. Reporting

- a. Collect success stories, pictures, and participant feedback to send quarterly to TNP.
- b. Mid-year and Final Reports are designed to provide periodic assessments of activities being supported. The mid-year report is due by January 15, 2021 and the final report will be due July 15, 2021. Reporting should include the following information:
 - A description of work conducted by Grantee during the period in pursuit of the general objectives set forth in the grant proposal.
 - An evaluation of the impact and results of work undertaken and an assessment of progress that has been made in meeting stated goals. Grantee is encouraged to report not only the positive results of its activities, but also any problems that have arisen along with a description of measures that have or will be put into practice to resolve them.
 - A description and explanation of any changes in the nature, methodology, and/or objectives of the project as presented in the initial funding proposal.
 - A summary of receipts and expenditures. Each report shall provide an itemized statement of costs incurred by Grantee in performance of this agreement.

4. Grant Contacts, Records

Contact Persons

Grantee and TNP will each appoint one individual to act as principal contact person for notices and other communications under this agreement. This point of contact person can be changed at any time by written notice to the other party. The initial appointees are identified as:

The Nonprofit Partnership	City of Long Beach, DHHS
Christina Hall Program Manager chall@tnpsocal.org 562-888-6530 x106	Andrea Lee Fund Development Specialist Andrea.lee@longbeach.gov (562) 570-4124

Recordkeeping

Grantee will maintain its books and records in a manner that will provide TNP with sufficient detail to review receipts and expenditures relating to the grant. Grantee will make such records available for review by TNP upon reasonable notice during the Grant Period and for four years after the termination or expiration of this agreement.

5. Payment Terms, Expenditure of Funds, Unused Funds

Payment Terms

TNP will pay the Grant Amount to Grantee in a single up-front installment or as directed by TNP. Grantee must accept the terms of this Agreement prior to disbursement of grant funds. Within 60 days of receiving the countersigned original of this Agreement, TNP will disburse the grant funds to Grantee per mutually agreeable arrangements. The grant funds can be used starting June 1, 2020.

Expenditure of Funds

The funds provided may be spent only in accordance with the provisions of Grantee's funding request and

budget as approved. The program and budget are subject to modification only with Grantor's prior written approval. Questions that may arise about the program's responsibilities, goals, expected results, and workplan are resolved by reference to these documents. TNP reserves the right to exercise oversight, in whatever manner it deems suitable with respect to Grantee's use of these funds.

Unused Funds

At the conclusion of the grant period, Grantee agrees to return any unexpended or unaccounted for funds to TNP, or to submit a written request for an extension of the grant period. Grantee agrees to return all disbursed funds if (1) grant funds have not been used for their intended purpose, or (2) have been used inconsistent with the terms of this agreement, or (3) if the activities or outputs funded by the grant are materially incomplete by the end of the grant period, as determined by TNP in its sole discretion.

6. Press Communication

Any contact with the press must be done in coordination with *Best Start Central Long Beach*. Any information sent to the press (press releases, images, videos, etc) must be done with the approval of TNP. Communication with the press must make it clear that this is a project funded and approved by the *Best Start Central Long Beach* partnership for the goal of benefitting children ages 0-5 and their families in Central Long Beach.

7. Required Notification

Grantee is required to provide TNP with immediate written notification of: (1) any changes in the organization's tax-exempt status; (2) Grantee's inability to expend the grant for the purposes described in the grant award letter; or (3) any expenditure from this grant made for any purpose other than those for which the grant was intended.

On behalf of Grantee, I understand and agree to the foregoing terms and conditions of The Nonprofit Partnership's grant, and hereby certify my authority to execute this agreement on Grantee's behalf, *contingent upon approval by the Long Beach City Council*.

CITY OF LONG BEACH, DEPARTMENT OF HEALTH AND HUMAN SERVICES

Signature: Linda F. Tatum

Printed Name: LINDA F. TATUM

Title: ASSISTANT CITY MANAGER

Date: 6-29-20

**EXECUTED PURSUANT
TO SECTION 301 OF
THE CITY CHARTER**

APPROVED AS TO FORM

June 26, 2020
CHARLES PARKIN, City Attorney

By [Signature]
ERIN WEESNER-MCKINLEY
DEPUTY CITY ATTORNEY

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CHARLES PARKIN, City Attorney

By [Signature]
ERIN WEESNER-MCKINLEY
DEPUTY CITY ATTORNEY

Signature: [Signature]
Michelle Byerly (Oct 1, 2020 17:03 PDT)

Email: mbyerly@tnpsocal.org