



ITEM NO. 17

*STAFF REPORT*

*CITY OF OCEANSIDE*

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DATE: January 26, 2011

TO: Honorable Mayor and City Council Members

FROM: Police Department

SUBJECT: **RESOLUTION ACCEPTING \$369,309 IN GRANT FUNDS FROM THE GOVERNOR'S OFFICE OF EMERGENCY SERVICES CALIFORNIA GANG REDUCTION, INTERVENTION, AND PREVENTION PROGRAM FOR THE OCEANSIDE GRIP 2011 PROJECT AND APPROVAL OF PROFESSIONAL SERVICE AGREEMENTS WITH VISTA COMMUNITY CLINIC AND NORTH COUNTY LIFELINE FOR PROGRAM ACTIVITIES FUNDED THROUGH THE GRANT**

**SYNOPSIS**

Staff and the Police and Fire Commission recommend that the City Council adopt a resolution accepting grant funds in the amount of \$369,309 from the California Emergency Management Agency California Gang Reduction, Intervention, and Prevention Program for the Oceanside GRIP 2011 Project; approving the grant budget; approving the appropriation of the funds to the Police Department; and authorizing the City Manager to execute all grant documents; approve professional service agreements with Vista Community Clinic in the amount of \$134,975, and North County Lifeline in the amount of \$87,735 for grant funded activities; and authorize the city Manager to execute the professional services agreements.

**BACKGROUND**

In October 2010, the California Emergency Management Agency (Cal EMA) announced a competitive funding opportunity for up to \$400,000 in grant funds for gang prevention, intervention and suppression activities. The California Gang Reduction, Intervention, and Prevention (Cal GRIP) Program required at least 20 percent of the funds to be distributed to one or more Community Based Organizations and a dollar-for-dollar match. Applicants that proposed to implement an evidence-based program from a preferred list were eligible to receive 15 additional points in the selection rating process.

In November 2010, the Oceanside Police Department (OPD) in collaboration with the City's Neighborhood Services Department and the Oceanside Community Safety Partnership submitted a \$400,000 Cal GRIP proposal, Oceanside GRIP 2011, to fund gang suppression, intervention, and prevention activities in the Eastside and Crown Heights neighborhoods. The proposal would fund overtime for Oceanside police officers

to conduct gang-suppression activities in Eastside and Crown Heights by enforcing gang injunctions, and would also sustain youth programs provided by Vista Community Clinic and North County Lifeline in these two neighborhoods. On December 17, 2010, staff was notified that the City of Oceanside received an award of \$369,309 for the Oceanside GRIP 2011 Project.

## **ANALYSIS**

Approximately 40 percent of the budget of the Oceanside GRIP 2011 Project will fund suppression activities that will focus on the enforcement of the gang injunctions targeting the Eastside (Posole) and Crown Heights (Center Street) neighborhoods and safety zones as described in the injunctions. OPD officers and sergeants on grant-funded overtime will conduct a minimum of 34 enforcement sweeps over the two years of the grant. Additionally, the grant will fund overtime for 16 probation-compliance sweeps that will target any gang member on probation as well as gang members named in the injunctions. OPD's Special Enforcement Section (SES) of the Investigations Division under the direction of Lieutenant Valencia Saadat will be responsible for planning and conducting these operations.

Approximately 60 percent of the budget of the Oceanside GRIP 2011 Project will fund prevention/intervention activities in Eastside and Crown Heights to be provided under Professional Service Agreements (PSA) with Vista Community Clinic (VCC) and North County Lifeline (NCLL). The PSA with VCC for \$134,975 will provide Project Jr. REACH and REACH program services to 50 youth ages 11 to 17 for 22 months beginning January 1, 2011. Federal funding for the current Junior REACH program at Joe Balderrama Recreation Center expired December 31, 2010. This Cal GRIP funding enables the program to continue and serve a wider age group. The VCC REACH program has been recognized by OPD as one of the most effective gang prevention efforts in the region. VCC staff members are currently certified presenters and trainers for the Guiding Good Choices program which was one of the evidence-based programs required to get maximum points under the grant application. VCC will offer that program to 90 parents during the grant period.

The PSA with NCLL for \$87,735 provides Crown Heights Youth Development Club (Club Crown Heights) services to at least 63 youth during 16 months of the grant period. The program goal is to help youth who live in the high-risk Crown Heights neighborhood to stay in school, improve their academic performance, avoid alcohol and drugs, prevent teenage pregnancy and stay out of gangs. Club Crown Heights is run by a highly qualified, award-winning staff who are particularly gifted in their ability to work with at-risk/high-risk youth. Current Federal funding for Club Crown Heights ends on June 30, 2011 and this funding will sustain the program through October 31, 2012. The PSAs with VCC and NCLL for services to be provided under this grant are included as attachments to this staff report. Descriptions of program goals, budget details, and reporting requirements are included in each PSA.

A Management Analyst in the Housing Division of Neighborhood Services will provide program coordination, manage the PSAs with VCC and NCLL, and complete the

required grant reports. The OCSP Steering Committee will be the coordinating and advisory council for this grant.

### **FISCAL IMPACT**

Acceptance of the grant funds in the amount of \$369,309 will allow the provision of services described without impacting the General Fund. Grant costs will be reimbursed by Cal EMA on a quarterly basis for costs incurred during the previous three months. As lead agency, OPD will be responsible for reimbursing project partners for their costs on a monthly basis.

The dollar-for-dollar match required under the grant is provided using existing positions at OPD, the City of Oceanside Neighborhood Services Department, and VCC. Allowable matching funds for the City are the regular salary and benefits of: one police officer assigned to the Gang Suppression unit, the Community Resource Center Assistant position at the Crown Heights Community Resource Center, and the Recreation Specialist II position at Joe Balderrama Recreation Center in Eastside. Additional match comes from a portion of the salary and benefits of a Management Analyst in the Housing Division of Neighborhood Services who will provide program coordination, manage the professional service agreements with VCC and NCLL, and complete the required reports for this grant.

The total two-year budget is broken down as follows:

#### Oceanside Police Department

- Overtime for Enforcement and Probation-Compliance Sweeps - \$144,504
- Benefits for Overtime - \$2,095

#### Vista Community Clinic – Project Reach

- Personnel - \$111,229
- Operating Costs (direct services to clients, facilities, insurance, etc.) - \$23,746

#### North County Lifeline – Club Crown Heights

- Personnel - \$76,603
- Operating Costs (direct services to clients, facilities, insurance, etc.) - \$11,132

The Grant Budget Attachment B details the appropriations by business unit and object code, and the dollar-for-dollar match shared by the project partners. Matching funds will be tracked using the home business unit and correct object code and sub account number 100473. When received, the reimbursement funds will be deposited in the Oceanside GRIP revenue account 917119400272.4376.

### **COMMISSION OR COMMITTEE REPORT**

The Police and Fire Commission reviewed this matter at its regular monthly meeting on January 20, 2011, and recommended City Council approval of staff recommendations.

Information regarding this grant has been distributed to the Oceanside Community Safety Partnership Steering Committee and OCSP fully supports acceptance of this grant and the associated grant activities.

**CITY ATTORNEY'S ANALYSIS**

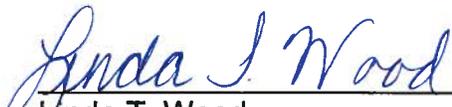
The referenced documents have been reviewed by the City Attorney and approved as to form.

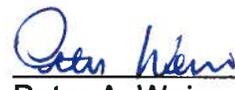
**RECOMMENDATION**

Staff and the Police and Fire Commission recommend that the City Council adopt a resolution accepting grant funds in the amount of \$369,309 from the California Emergency Management Agency California Gang Reduction, Intervention, and Prevention Program for the Oceanside GRIP 2011 Project; approving the grant budget; approving the appropriation of the funds to the Police Department; and authorizing the City Manager to execute all grant documents; approve professional service agreements with Vista Community Clinic in the amount of \$134,975, and North County Lifeline in the amount of \$87,735 for grant funded activities; and authorize the city Manager to execute the professional services agreements.

PREPARED BY:

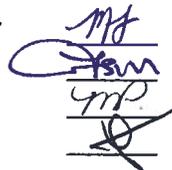
SUBMITTED BY:

  
\_\_\_\_\_  
Linda T. Wood  
Program Specialist

  
\_\_\_\_\_  
Peter A. Weiss  
City Manager

REVIEWED BY

Michelle Skaggs-Lawrence, Deputy City Manager  
Frank McCoy, Police Chief  
Margery Pierce, Neighborhood Services Director  
Teri Ferro, Financial Services Director

  
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EXHIBITS/ATTACHMENTS

- Attachment A – Resolution
- Attachment B – Grant Budget
- Attachment C – Award Notification
- Attachment D – Professional Service Agreement - Vista Community Clinic
- Attachment E – Professional Service Agreement - North County Lifeline

1 RESOLUTION NO.

2  
3 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
4 OCEANSIDE AUTHORIZING THE ACCEPTANCE OF \$369,309  
5 IN GRANT FUNDS FROM THE GOVERNOR'S OFFICE OF  
6 EMERGENCY SERVICES FOR A GANG PREVENTION AND  
7 INTERVENTION PROGRAM

8 WHEREAS, the State of California Governor's Office of Emergency Services funds  
9 programs to implement gang prevention, intervention, education, skills development, family  
10 and community services and suppression activities, via the California Gang Reduction,  
11 Intervention and Prevention (CalGRIP) Initiative;

12 WHEREAS, the City of Oceanside desires to accept \$369,309 of grant funds for the  
13 Oceanside GRIP 2011 Project to fund gang suppression activities, and to provide  
14 prevention/intervention activities in the Eastside and Crown Heights neighborhoods;

15 NOW, THEREFORE, the City Council of the City of Oceanside does resolve as follows:

16 SECTION 1. The acceptance of \$369,309 in grant funds from the State of California  
17 Governor's Office of Emergency Services awarded to the City of Oceanside is authorized

18 SECTION 2. To approve the expenditure as per attached budget and appropriate the  
19 funds to the Police Department.

20 SECTION 3. To approve the Professional Service Agreements and authorize City  
21 Manager Peter Weiss, Police Chief Frank McCoy and/or their designees to sign and execute all  
22 documents required by the State of California.

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28 ///

1 PASSED AND ADOPTED by the City Council of the City of Oceanside, California,  
2 this \_\_\_\_\_ day of \_\_\_\_\_, 2011 by the following vote:

3 AYES:

4 NAYS:

5 ABSENT:

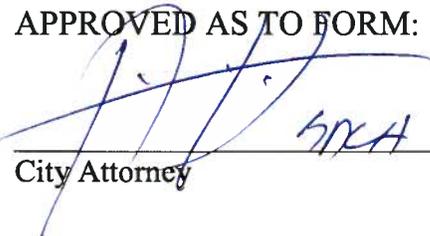
6 ABSTAIN:

7  
8 \_\_\_\_\_  
9 MAYOR OF THE CITY OF OCEANSIDE

10 ATTEST:

11 APPROVED AS TO FORM:

12 \_\_\_\_\_  
13 City Clerk

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15 \_\_\_\_\_  
16 City Attorney

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26 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OCEANSIDE AUTHORIZING THE  
27 ACCEPTANCE OF \$369,309 IN GRANT FUNDS FROM THE GOVERNOR'S OFFICE OF EMERGENCY  
28 SERVICES FOR A GANG PREVENTION AND INTERVENTION PROGRAM

# Cal-GRIP - Oceanside GRIP 2011

State of California - Governor's Office of Emergency Services  
Expenditure Plan

	BUDGET	MATCH	Business Unit	Object Code
<b>Personnel Costs</b>				
Overtime for Gang Suppression Operations	\$144,504		917XXXXX00272	5120
Benefits for Overtime	\$2,095		917XXXXX00272	5205.0002
<b>Gang Suppression Officer (75% salary &amp; benefits - 1 yr)</b>				
Community Resource Cntr Asst (75% salary & benefits - 2 yrs)	\$89,858		917XXXXX00272	
Recreation Specialist II (100% salary & benefits - 2yrs)	\$69,544		917XXXXX00272	
Management Analyst (5% salary & benefits - 2 yrs)	\$137,355		917XXXXX00272	
	\$11,788		917XXXXX00272	
<b>Community Services Organizations</b>				
Vista Community Clinic	\$134,975	\$60,764	917XXXXX00272	
North County Lifeline	\$87,735		917XXXXX00272	
<b>Total Budget</b>	<b>\$369,309</b>	<b>\$369,309</b>		

Governor's Office of Gang and Youth Violence Policy  
770 L Street, Suite 1400, Sacramento, California 95814  
Telephone (916) 445-8009; Fax (916) 327-8711

California Emergency Management Agency  
3650 Schriever Avenue, Mather, California 95655  
Telephone (916) 324-9200; Fax (916) 323-1756



December 28, 1010

Peter A. Weiss  
City Manager  
City of Oceanside  
300 N. Coast Highway  
Oceanside, CA 92054

Dear Mr. Weiss:

Congratulations! Your project has been selected to receive grant funding under the 2010/11 California Gang Reduction, Intervention and Prevention (CalGRIP) Program of the California Emergency Management Agency (Cal EMA) and the Governor's Office of Gang and Youth Violence Policy (OGYVP). Provided that there are no successful appeals, and pending the finalization of your grant award agreement, you will be awarded \$369,309.

According to your proposal, your city plans to implement one or more of the evidence-based programs (EBPs) selected from the list of "*Proven and Promising Evidence-Based Crime and Violence Prevention and Intervention Programs*," prepared by Peter Greenwood, Ph.D. for OGYVP and contained in the Request for Proposal.

OGYVP works in partnership with Cal EMA to administer and monitor the CalGRIP grants and a critical part of its mission is to promote and support the use of these evidence-based programs at the local level. To that end, OGYVP will be the initial contact for your project, working closely with Cal EMA staff and the Project Director to help ensure successful implementation of your project, including the EBP you have selected to implement.

As indicated in the CalGRIP Request for Proposal, you are required to submit additional information before the Grant Award Agreement can be finalized. This will include a detailed implementation plan based on your proposal, a description of how you plan to obtain training and technical assistance to implement your EBP, a revised budget and other documents as required by Cal EMA. You will be contacted by someone from OGYVP to initiate this process.

We look forward to the successful implementation of this project. If you have any questions concerning this process, please contact either Stacy Mason-Vegna, Chief of the Public Safety Branch at Cal EMA, at (916) 324-9142 ([stacy.mason-vegna@calema.ca.gov](mailto:stacy.mason-vegna@calema.ca.gov)) or me at (916) 445-8055 ([colleen.curtin@calema.ca.gov](mailto:colleen.curtin@calema.ca.gov)).

Sincerely,

A handwritten signature in blue ink that reads "Colleen Curtin".

COLLEEN CURTIN  
Acting Chief Deputy Director  
Governor's Office of Gang and Youth Violence Policy

cc: Frank S. McCoy, Chief of Police, Oceanside

**CITY OF OCEANSIDE**

**PROFESSIONAL SERVICES AGREEMENT**

**PROJECT: OCEANSIDE GRIP 2011 PROJECT  
VISTA COMMUNITY CLINIC PROJECT REACH PROGRAM  
SERVICES AT JOE BALDERRAMA RECREATION CENTER**

THIS AGREEMENT, dated January 3, 2011 for identification purposes, is made and entered into by and between the CITY OF OCEANSIDE, a municipal corporation, hereinafter designated as "CITY", and VISTA COMMUNITY CLINIC, hereinafter designated as "CONSULTANT."

The purpose of this agreement is to describe the cooperative relationships, services, and activities to be undertaken by CITY and CONSULTANT for activities to be completed under the City of Oceanside, GRIP 2011 Program with funding provided through the California Emergency Management Agency and Governor's Office of Gang and Youth Violence Policy, California Gang Reduction, Intervention and Prevention Program for Cities 2010/11. Specifically this agreement is designed to describe the Vista Community Clinic (VCC) Project REACH program services that Consultant will provide at the City of Oceanside's Joe Balderrama Recreation Center for the period from January 1, 2011 through September 30, 2012. Funding for the program activities described in this agreement are contingent upon the City receiving CalGRIP for Cities 2010/11 grant funding in the amount of \$369,309. Beginning and end dates for activities described are contingent upon funding approval for those dates.

**NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:**

1. **SCOPE OF WORK.** The project is more particularly described in Attachment A, attached hereto and incorporated herein by reference.

Implement VCC Project REACH program at the Joe Balderrama Recreation Center from January 1, 2011 through September 30, 2012, providing services to 50 youth, ages 11 to 17 annually.

2. **INDEPENDENT CONTRACTOR.** CONSULTANT'S relationship to the CITY shall be that of an independent contractor. CONSULTANT shall have no authority, express or implied, to act on behalf of the CITY as an agent, or to bind the CITY to any obligation whatsoever, unless specifically authorized in writing by the Oceanside Police Department Chief of Police. CONSULTANT shall be solely responsible for the performance of any of its employees, agents, or subcontractors under this Agreement. CONSULTANT shall report to the CITY any and all employees,

**OCEANSIDE GRIP 2011 PROJECT  
VCC PROJECT REACH SERVICES AT JOE BALDERRAMA RECREATION CENTER**

agents, and consultants performing work in connection with this project, and all shall be subject to the approval of the CITY.

3. **WORKERS' COMPENSATION.** Pursuant to Labor Code section 1861, the CONSULTANT hereby certifies that the CONSULTANT is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and the CONSULTANT will comply with such provisions, and provide certification of such compliance as a part of this Agreement.

4. **LIABILITY INSURANCE.**

4.1. CONSULTANT shall, throughout the duration of this Agreement maintain comprehensive general liability and property damage insurance, or commercial general liability insurance, covering all operations of CONSULTANT, its agents and employees, performed in connection with this Agreement including but not limited to premises and automobile.

4.2 CONSULTANT shall maintain liability insurance in the following minimum limits:

Comprehensive General Liability Insurance  
(bodily injury and property damage)

Combined Single Limit Per Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000*

Commercial General Liability Insurance  
(bodily injury and property damage)

General limit per occurrence	\$ 1,000,000
General limit project specific aggregate	\$ 2,000,000

<u>Automobile Liability Insurance</u>	\$ 1,000,000
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\*General aggregate per year, or part thereof, with respect to losses or other acts or omissions of CONSULTANT under this Agreement.

4.3 If coverage is provided through a Commercial General Liability Insurance policy, a minimum of 50% of each of the aggregate limits shall remain available at all times. If over 50% of any aggregate limit has been paid or reserved, the CITY may require additional coverage to be purchased by the CONSULTANT to restore the required

**OCEANSIDE GRIP 2011 PROJECT  
VCC PROJECT REACH SERVICES AT JOE BALDERRAMA RECREATION CENTER**

limits. The CONSULTANT shall also notify the CITY'S Project Manager promptly of all losses or claims over \$25,000 resulting from work performed under this contract, or any loss or claim against the CONSULTANT resulting from any of the CONSULTANT'S work.

- 4.4 All insurance companies affording coverage to the CONSULTANT for the purposes of this Section shall add the City of Oceanside as "additional insured" under the designated insurance policy for all work performed under this agreement. Insurance coverage provided to the City as additional insured shall be primary insurance and other insurance maintained by the City of Oceanside, its officers, agents, and employees shall be excess only and not contributing with insurance provided pursuant to this Section.
- 4.5 All insurance companies affording coverage to the CONSULTANT pursuant to this agreement shall be insurance organizations admitted by the Insurance Commissioner of the State of California to transact business of insurance in the state or be rated as A-X or higher by A.M. Best.
- 4.6 All insurance companies affording coverage shall provide thirty (30) days written notice to the CITY should the policy be cancelled before the expiration date. For the purposes of this notice requirement, any material change in the policy prior to the expiration shall be considered a cancellation.
- 4.7 CONSULTANT shall provide evidence of compliance with the insurance requirements listed above by providing a Certificate of Insurance and applicable endorsements, in a form satisfactory to the City Attorney, concurrently with the submittal of this Agreement.
- 4.8 CONSULTANT shall provide a substitute Certificate of Insurance no later than thirty (30) days prior to the policy expiration date. Failure by the CONSULTANT to provide such a substitution and extend the policy expiration date shall be considered a default by CONSULTANT and may subject the CONSULTANT to a suspension or termination of work under the Agreement.
- 4.9 Maintenance of insurance by the CONSULTANT as specified in this Agreement shall in no way be interpreted as relieving the CONSULTANT of any responsibility whatsoever and the CONSULTANT may carry, at its own expense, such additional insurance as it deems necessary.
5. **CONSULTANT'S INDEMNIFICATION OF CITY.** To the greatest extent allowed by law, CONSULTANT shall indemnify and hold harmless the CITY and its officers, agents and employees against all claims for damages to persons or

**OCEANSIDE GRIP 2011 PROJECT  
VCC PROJECT REACH SERVICES AT JOE BALDERRAMA RECREATION CENTER**

property arising out of CONSULTANT'S work, including the negligent acts, errors or omissions or wrongful acts or conduct of the CONSULTANT, or its employees, agents, subcontractors, or others in connection with the execution of the work covered by this Agreement, except for those claims arising from the willful misconduct, sole negligence or active negligence of the CITY, its officers, agents, or employees. CONSULTANT'S indemnification shall include any and all costs, expenses, attorneys' fees, expert fees and liability assessed against or incurred by the CITY, its officers, agents, or employees in defending against such claims or lawsuits, whether the same proceed to judgment or not. Further, CONSULTANT at its own expense shall, upon written request by the CITY, defend any such suit or action brought against the CITY, its officers, agents, or employees founded upon, resulting or arising from the conduct, tortious acts or omissions of the CONSULTANT.

CONSULTANT'S indemnification of CITY shall not be limited by any prior or subsequent declaration by the CONSULTANT.

6. **COMPENSATION.** CONSULTANT'S compensation for all work performed in accordance with this Agreement, shall not exceed the total contract price of **\$134,975** as referenced in the Project Budget attached hereto as Attachment B and incorporated herein by reference. Consultant shall provide an itemized invoice for payment by City on a monthly basis. All items on the invoice shall be for costs incurred under the project Scope of Work and identified in the Project Budget. Consultant's Chief Executive Officer shall sign the payment request form, or shall submit a letter to City designating another person authorized to sign the invoice. No work shall be performed by CONSULTANT in excess of the total contract price without prior written approval of the City of Oceanside Chief of Police. CONSULTANT shall obtain approval by the City of Oceanside Chief of Police prior to performing any work that results in incidental expenses to CITY.
7. **TIMING REQUIREMENTS.** Time is of the essence in the performance of work under this Agreement and the timing requirements shall be strictly adhered to unless otherwise modified in writing. All work shall be completed in every detail to the satisfaction of the Oceanside Police Department Chief of Police no later than September 30, 2012.
8. **ENTIRE AGREEMENT.** This Agreement comprises the entire integrated understanding between CITY and CONSULTANT concerning the work to be performed for this project and supersedes all prior negotiations, representations, or agreements.

**OCEANSIDE GRIP 2011 PROJECT  
VCC PROJECT REACH SERVICES AT JOE BALDERRAMA RECREATION CENTER**

9. **INTERPRETATION OF THE AGREEMENT.** The interpretation, validity and enforcement of the Agreement shall be governed by and construed under the laws of the State of California. The Agreement does not limit any other rights or remedies available to CITY.

The CONSULTANT shall be responsible for complying with all local, state, and federal laws whether or not said laws are expressly stated or referred to herein.

Should any provision herein be found or deemed to be invalid, the Agreement shall be construed as not containing such provision, and all other provisions, which are otherwise lawful, shall remain in full force and effect, and to this end the provisions of this Agreement are severable.

10. **AGREEMENT MODIFICATION.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by the parties hereto.

11. **SIGNATURES.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY.

IN WITNESS WHEREOF, the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Professional Services Agreement to be executed by setting hereunto their signatures on the dates set forth below.

VISTA COMMUNITY CLINIC

By: Barbara Mannino  
Barbara Mannino, Chief Executive Officer

Date: 1/12/10

By: Barbara Mannino CEO  
Name/Title

Date: \_\_\_\_\_

95 2815615  
Employer ID No.

CITY OF OCEANSIDE

By: \_\_\_\_\_  
Peter A. Weiss, City Manager

Date: \_\_\_\_\_

APPROVED AS TO FORM:

[Signature]  
City Attorney SDCA

**NOTARY ACKNOWLEDGMENTS OF CONSULTANT MUST BE ATTACHED.**

# CALIFORNIA ALL-PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

State of California

County of SAN DIEGO

On January 12, 2011 before me, Sharon Bell, Notary  
(Here insert name and title of the officer)

personally appeared Barbara Mannino

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity(ies), and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Sharon Bell  
 Signature of Notary Public



(Notary Seal)

## ADDITIONAL OPTIONAL INFORMATION

### INSTRUCTIONS FOR COMPLETING THIS FORM

*Any acknowledgment completed in California must contain verbiage exactly as appears above in the notary section or a separate acknowledgment form must be properly completed and attached to that document. The only exception is if a document is to be recorded outside of California. In such instances, any alternative acknowledgment verbiage as may be printed on such a document so long as the verbiage does not require the notary to do something that is illegal for a notary in California (i.e. certifying the authorized capacity of the signer). Please check the document carefully for proper notarial wording and attach this form if required.*

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. ~~he/she/they~~, is /are ) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
  - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
  - ❖ Indicate title or type of attached document, number of pages and date.
  - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document

<p><b>DESCRIPTION OF THE ATTACHED DOCUMENT</b></p> <p><u>City of Oceanside Professional</u>  <small>(Title or description of attached document)</small></p> <p><u>Services Agreement - CBEP 2011 Project</u>  <small>(Title or description of attached document continued)</small></p> <p>Number of Pages <u>7</u> Document Date <u>1-3-11</u></p> <p>_____  <small>(Additional information)</small></p>
--

<p><b>CAPACITY CLAIMED BY THE SIGNER</b></p> <p><input checked="" type="checkbox"/> Individual (s)</p> <p><input type="checkbox"/> Corporate Officer</p> <p>_____  <small>(Title)</small></p> <p><input type="checkbox"/> Partner(s)</p> <p><input type="checkbox"/> Attorney-in-Fact</p> <p><input type="checkbox"/> Trustee(s)</p> <p><input type="checkbox"/> Other _____</p>
--

**OCEANSIDE GRIP 2011 PROJECT  
VCC PROJECT REACH SERVICES AT JOE BALDERRAMA RECREATION CENTER**

**ATTACHMENT A  
SCOPE OF WORK**

Vista Community Clinic (VCC) shall perform the following services for the City of Oceanside under this agreement for the contract period from January 1, 2011 through September 30, 2012:

**A. VISTA COMMUNITY CLINIC RESPONSIBILITIES**

1. VCC will implement VCC Project REACH youth development program services at the City of Oceanside's Joe Balderrama Recreation Center for the period from January 1, 2011 through September 30, 2012, providing services to a minimum of 50 youth ages 11 to 17 from the Eastside neighborhood annually. Youth participating in the program will demonstrate an increase in protective factors as indicated by pre and post testing and a reduction in contact with the juvenile justice system. Long term goals for participating youth is that they will consistently show an increase in protective factors, decreased drop out rates, improved academic achievement, lower levels of substance abuse and reduced rates of criminal offending.
2. VCC staff will provide the 5 session Guiding Good Choices (GGC) Program to 15 parents of 9 to 14 year olds each cohort with 3 cohorts the first year and 2 cohorts the second year of the grant for a total of 75 parents served.
3. VCC staff responsible for program management and reporting for the Project REACH services provided at Joe Balderrama Recreation Center under this agreement will meet with the Neighborhood Services Department Management Analyst responsible for grant coordination (hereinafter designated as "Grant Coordinator") on a quarterly basis to review program progress. VCC will submit written quarterly reports during the contract period to the Grant Coordinator, containing all information required to meet grant reporting requirements, including description of program activities funded through this grant, number of participating youth, updates regarding protective behaviors and juvenile justice system contacts for participating youth, and a budget, inclusive of supporting documentation.
4. VCC will provide a safe and healthy environment during the implementation of this project, free of tobacco, alcohol, drugs and violence.
5. VCC will maintain copies of program documentation and publicity and will provide these to Grant Coordinator if requested.

**B. CITY OF OCEANSIDE RESPONSIBILITIES**

1. CITY will provide funding of \$134,975 through the CalGRIP for Cities 2010/11 grant for project activities, and will provide the site for use by VCC for the REACH Program at no charge to VCC during program hours. All maintenance, repair, and utility costs at these sites will be the responsibility of the City.
2. CITY will assist VCC with community outreach to promote program attendance.
3. CITY Grant Coordinator will work closely with VCC staff and will meet on a quarterly basis with VCC staff to review program goals and objectives and reporting requirements. .

**OCEANSIDE GRIP 2011 PROJECT**  
**VCC PROJECT REACH SERVICES AT JOE BALDERRAMA RECREATION CENTER**  
**ATTACHMENT B – Budget – VCC Project REACH Services at JBRC Recreation Center**

ATTACHMENT B - Vista Community Clinic - Project REACH Program Services at Joe Balderrama Recreation Center 2011-2012

PERSONNEL	FTE	DESCRIPTION	Year 1 Modified (2 mos.)	Year 2 Modified (2 mos.)	2 Year Budget Modified	2 Year Budget Modified	Total 2 Year Budget Mod.
Health Promotion Center Director	10%	Overall supervision of program compliance and reporting; seasonal position at rate of \$1226.46/mos. x 12 mos. x 2 yrs.				25,756	25,756
Program Manager	15%	Overall supervision of program budget and grant mgmt; seasonal position of \$722.33/mos. x 12 mos. x 2 yrs. @ 15% FTE				15,169	15,169
Site Coordinator	100%	Supervision; rate of \$15.45/hr x 8 hrs/day x 5 days/week x 52 weeks x 2 yrs	32,136	24,825	56,961		56,961
Site Assistant	50%	Provide direct supervision of youth and conduct various program prevention activities for 4 hrs/day; rate of \$10.90/hr x 4 hrs/day x 5 days/week x 52 weeks x 2 yrs	11,203	8,611	19,814		19,814
Recreation Assistant	50%	Provide direct tutorial assistance with program youth to include implementation of program prevention activities for 4 hrs/day; rate of \$9.023/hr x 4 hrs/day x 5 days/week x 52 weeks x 2 yrs	9,528	7,323	16,852		16,852
Parent/Health Educator	25%	Conduct the resulting component as well as provide support services with Health Education; rate of \$15.76/hr x 2 hrs/day x 5 days/week x 52 weeks x 1 yr + \$15.76/hr x 2 hrs/day x 5 days/week x 23 weeks x 1 yr @ 25% COL increase	52,867	40,759	93,627	0	14,526
Personnel Subtotal			9,939	7,663	17,602	10,425	28,027
Fringe Benefits			62,806	48,422	111,228	65,875	177,104
<b>TOTAL PERSONNEL &amp; FRINGE</b>	<b>18.8%</b>						
<b>TRAVEL</b>							
Mileage		315 miles x \$0.50/mile x 12 mos.	1,890	1,375	3,265		3,265
Conference Travel		41/mo (81/2 x 2 persons), hotel (\$95/night x 2 rooms x 1 night), fuel & parking fees (\$45 x 3 trips + \$25 x 2 days per night) and per diem (\$68 x 2 days x 2 staff)	1,000		1,000		1,000
<b>TOTAL TRAVEL</b>			2,890	1,375	4,265	0	4,265
<b>SUPPLIES</b>							
Office Supplies		\$45/mo x 12 mos.	540	405	945		945
Educational Materials		\$75/mo x 12 mos.	900	675	1,575		1,575
Parent Night Supplies		Food(\$65/mo x 6 sessions) x 6 cohorts + OGC Training & Materials (\$1500)	2,280	1,980	4,260		4,260
<b>TOTAL SUPPLIES</b>			3,720	3,060	6,780	0	6,780
<b>OTHER</b>							
Office Space Costs	1.50 FTE	\$148/FTE x 12 mos. Year one & 6% increase year 2	660	495	1,155	6,371	6,371
Cell Phone		\$33/mo. x 12 mos.	360	270	630		1,155
Copier		\$25/mo x 12 mos.	3,060	2,295	5,355		630
Daily Participation Incentives - Program Supplies		Maintenance (estimated \$83.57/mos. x 12 mos. x 2 yrs), for gas (\$45/mos. x 12 mos. x 2 yrs), for vehicle registration (\$322/yr = \$26.83/mo. x 12 mos. x 2 yrs), for insurance (\$252.60/mos. x 12 mos. x 2 yrs), for storage (\$95/mos. x 12 mos. x 2 yrs) of 14-passenger van for program field trips or events for 2 yrs.	4,080	3,060	7,140	6,516	20,027
<b>TOTAL OTHER</b>						12,887	
Van Expenses					0		
<b>TOTAL PROJECT BUDGET</b>			<b>52,667</b>	<b>39,639</b>	<b>92,306</b>	<b>134,976</b>	<b>217,091</b>
<b>INDIRECT</b>							
Indirect	5% of personnel costs		3,140	2,421	5,561	3,294	8,855
<b>TOTAL INDIRECT</b>			3,140	2,421	5,561	3,294	8,855
<b>TOTAL PROJECT BUDGET</b>			<b>55,807</b>	<b>42,060</b>	<b>97,867</b>	<b>138,270</b>	<b>225,946</b>

**CITY OF OCEANSIDE**

**PROFESSIONAL SERVICES AGREEMENT**

**PROJECT: OCEANSIDE GRIP 2011 PROJECT  
CROWN HEIGHTS YOUTH DEVELOPMENT CLUB PROGRAM  
(CLUB CROWN HEIGHTS) AT THE CROWN HEIGHTS  
COMMUNITY RESOURCE CENTER**

THIS AGREEMENT, dated January 3, 2011 for identification purposes, is made and entered into by and between the CITY OF OCEANSIDE, a municipal corporation, hereinafter designated as "CITY", and NORTH COUNTY LIFELINE, hereinafter designated as "CONSULTANT."

The purpose of this agreement is to describe the cooperative relationships, services, and activities to be undertaken by CITY and CONSULTANT for activities to be completed under the **City of Oceanside, GRIP 2011 Program** with funding provided through the **California Emergency Management Agency and Governor's Office of Gang and Youth Violence Policy, California Gang Reduction, Intervention and Prevention Program for Cities 2010/11**. Specifically this agreement is designed to describe the Crown Heights Youth Development Club Program Services (Club Crown Heights) that North County Lifeline will provide at the City of Oceanside's Crown Heights Community Resource Center for the period from July 1, 2011 through October 31, 2012. Funding for the program activities described in this agreement are contingent upon the City receiving CalGRIP for Cities 2010/11 grant funding in the amount of \$369,309. Beginning and end dates for activities described are contingent upon funding approval for those dates.

**NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:**

1. **SCOPE OF WORK.** The project is more particularly described in Attachment A, attached hereto and incorporated herein by reference.

Implement Club Crown Heights Program at the Crown Heights Community Resource Center from July 1, 2011 through October 31, 2012, serving youth ages of 6 to 17 years old at risk of gang involvement and juvenile delinquency.

2. **INDEPENDENT CONTRACTOR.** CONSULTANT'S relationship to the CITY shall be that of an independent contractor. CONSULTANT shall have no authority, express or implied, to act on behalf of the CITY as an agent, or to bind the CITY to any obligation whatsoever, unless specifically authorized in writing by the Oceanside Police Department Chief of Police. CONSULTANT shall be solely responsible for

**OCEANSIDE GRIP 2011 PROJECT  
CROWN HEIGHTS YOUTH DEVELOPMENT CLUB PROGRAM (CLUB CROWN HEIGHTS)**

the performance of any of its employees, agents, or subcontractors under this Agreement. CONSULTANT shall report to the CITY any and all employees, agents, and consultants performing work in connection with this project, and all shall be subject to the approval of the CITY.

3. **WORKERS' COMPENSATION.** Pursuant to Labor Code section 1861, the CONSULTANT hereby certifies that the CONSULTANT is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and the CONSULTANT will comply with such provisions, and provide certification of such compliance as a part of this Agreement.

4. **LIABILITY INSURANCE.**

4.1. CONSULTANT shall, throughout the duration of this Agreement maintain comprehensive general liability and property damage insurance, or commercial general liability insurance, covering all operations of CONSULTANT, its agents and employees, performed in connection with this Agreement including but not limited to premises and automobile.

4.2 CONSULTANT shall maintain liability insurance in the following minimum limits:

Comprehensive General Liability Insurance  
(bodily injury and property damage)

Combined Single Limit Per Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000*

Commercial General Liability Insurance  
(bodily injury and property damage)

General limit per occurrence	\$ 1,000,000
General limit project specific aggregate	\$ 2,000,000

<u>Automobile Liability Insurance</u>	\$ 1,000,000
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\*General aggregate per year, or part thereof, with respect to losses or other acts or omissions of CONSULTANT under this Agreement.

4.3 If coverage is provided through a Commercial General Liability Insurance policy, a minimum of 50% of each of the aggregate limits shall remain available at all times.

**OCEANSIDE GRIP 2011 PROJECT**  
**CROWN HEIGHTS YOUTH DEVELOPMENT CLUB PROGRAM (CLUB CROWN HEIGHTS)**

If over 50% of any aggregate limit has been paid or reserved, the CITY may require additional coverage to be purchased by the CONSULTANT to restore the required limits. The CONSULTANT shall also notify the CITY'S Project Manager promptly of all losses or claims over \$25,000 resulting from work performed under this contract, or any loss or claim against the CONSULTANT resulting from any of the CONSULTANT'S work.

- 4.4 All insurance companies affording coverage to the CONSULTANT for the purposes of this Section shall add the City of Oceanside as "additional insured" under the designated insurance policy for all work performed under this agreement. Insurance coverage provided to the City as additional insured shall be primary insurance and other insurance maintained by the City of Oceanside, its officers, agents, and employees shall be excess only and not contributing with insurance provided pursuant to this Section.
- 4.5 All insurance companies affording coverage to the CONSULTANT pursuant to this agreement shall be insurance organizations admitted by the Insurance Commissioner of the State of California to transact business of insurance in the state or be rated as A-X or higher by A.M. Best.
- 4.6 All insurance companies affording coverage shall provide thirty (30) days written notice to the CITY should the policy be cancelled before the expiration date. For the purposes of this notice requirement, any material change in the policy prior to the expiration shall be considered a cancellation.
- 4.7 CONSULTANT shall provide evidence of compliance with the insurance requirements listed above by providing a Certificate of Insurance and applicable endorsements, in a form satisfactory to the City Attorney, concurrently with the submittal of this Agreement.
- 4.8 CONSULTANT shall provide a substitute Certificate of Insurance no later than thirty (30) days prior to the policy expiration date. Failure by the CONSULTANT to provide such a substitution and extend the policy expiration date shall be considered a default by CONSULTANT and may subject the CONSULTANT to a suspension or termination of work under the Agreement.
- 4.9 Maintenance of insurance by the CONSULTANT as specified in this Agreement shall in no way be interpreted as relieving the CONSULTANT of any responsibility whatsoever and the CONSULTANT may carry, at its own expense, such additional insurance as it deems necessary.
5. **CONSULTANT'S INDEMNIFICATION OF CITY.** To the greatest extent

**OCEANSIDE GRIP 2011 PROJECT  
CROWN HEIGHTS YOUTH DEVELOPMENT CLUB PROGRAM (CLUB CROWN HEIGHTS)**

allowed by law, CONSULTANT shall indemnify and hold harmless the CITY and its officers, agents and employees against all claims for damages to persons or property arising out of CONSULTANT'S work, including the negligent acts, errors or omissions or wrongful acts or conduct of the CONSULTANT, or its employees, agents, subcontractors, or others in connection with the execution of the work covered by this Agreement, except for those claims arising from the willful misconduct, sole negligence or active negligence of the CITY, its officers, agents, or employees. CONSULTANT'S indemnification shall include any and all costs, expenses, attorneys' fees, expert fees and liability assessed against or incurred by the CITY, its officers, agents, or employees in defending against such claims or lawsuits, whether the same proceed to judgment or not. Further, CONSULTANT at its own expense shall, upon written request by the CITY, defend any such suit or action brought against the CITY, its officers, agents, or employees founded upon, resulting or arising from the conduct, tortious acts or omissions of the CONSULTANT.

CONSULTANT'S indemnification of CITY shall not be limited by any prior or subsequent declaration by the CONSULTANT.

6. **COMPENSATION.** CONSULTANT'S compensation for all work performed in accordance with this Agreement, shall not exceed the total contract price of **\$87,735** as referenced in the Project Budget attached hereto as Attachment B and incorporated herein by reference. Consultant shall provide an itemized invoice for payment by City on a monthly basis. All items on the invoice shall be for costs incurred under the project Scope of Work and identified in the Project Budget. Consultant's Executive Director shall sign the payment request form, or shall submit a letter to City designating another person authorized to sign the invoice. No work shall be performed by CONSULTANT in excess of the total contract price without prior written approval of the City of Oceanside Chief of Police. CONSULTANT shall obtain approval by the City of Oceanside Chief of Police prior to performing any work that results in incidental expenses to CITY.
7. **TIMING REQUIREMENTS.** Time is of the essence in the performance of work under this Agreement and the timing requirements shall be strictly adhered to unless otherwise modified in writing. All work shall be completed in every detail to the satisfaction of the Oceanside Police Department Chief of Police no later than October 31, 2012.
8. **ENTIRE AGREEMENT.** This Agreement comprises the entire integrated understanding between CITY and CONSULTANT concerning the work to be performed for this project and supersedes all prior negotiations, representations, or agreements.

**OCEANSIDE GRIP 2011 PROJECT  
CROWN HEIGHTS YOUTH DEVELOPMENT CLUB PROGRAM (CLUB CROWN HEIGHTS)**

9. **INTERPRETATION OF THE AGREEMENT.** The interpretation, validity and enforcement of the Agreement shall be governed by and construed under the laws of the State of California. The Agreement does not limit any other rights or remedies available to CITY.

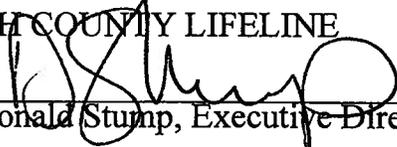
The CONSULTANT shall be responsible for complying with all local, state, and federal laws whether or not said laws are expressly stated or referred to herein.

Should any provision herein be found or deemed to be invalid, the Agreement shall be construed as not containing such provision, and all other provisions, which are otherwise lawful, shall remain in full force and effect, and to this end the provisions of this Agreement are severable.

10. **AGREEMENT MODIFICATION.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by the parties hereto.

11. **SIGNATURES.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY.

IN WITNESS WHEREOF, the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Professional Services Agreement to be executed by setting hereunto their signatures on the dates set forth below.

NORTH COUNTY LIFELINE  
By:   
Donald Stump, Executive Director

Date: 1/14/11

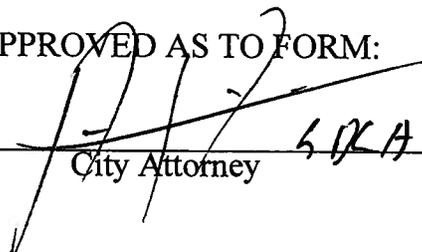
By: \_\_\_\_\_  
Name/Title

Date: \_\_\_\_\_

95-2794253  
Employer ID No.

CITY OF OCEANSIDE  
By: \_\_\_\_\_  
Peter A. Weiss, City Manager

Date: \_\_\_\_\_

APPROVED AS TO FORM:  
  
City Attorney *SJA*

**NOTARY ACKNOWLEDGMENTS OF CONSULTANT MUST BE ATTACHED.**

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

State of California

County of San Diego

On January 14, 2011 before me, Troy G. Stephens, Notary Public  
Date Here Insert Name and Title of the Officer

personally appeared Donald Stump  
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/hers/their authorized capacity(ies), and that by his/hers/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Place Notary Seal Above

Signature [Handwritten Signature]  
Signature of Notary Public

**OPTIONAL**

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

**Description of Attached Document**

Title or Type of Document: CITY OF OCEANSIDE PROFESSIONAL SERVICES AGREEMENT

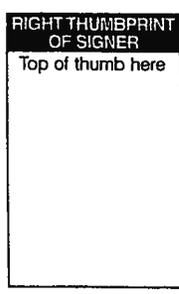
Document Date: JANUARY 14, 2011 Number of Pages: 7

Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_

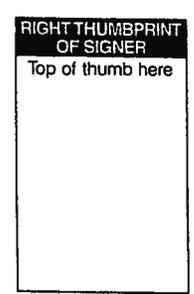
- Individual
- Corporate Officer — Title(s): \_\_\_\_\_
- Partner —  Limited  General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: \_\_\_\_\_



Signer Is Representing: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signer's Name: \_\_\_\_\_

- Individual
- Corporate Officer — Title(s): \_\_\_\_\_
- Partner —  Limited  General
- Attorney in Fact
- Trustee
- Guardian or Conservator
- Other: \_\_\_\_\_



Signer Is Representing: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# North County Lifeline, Inc.

*Enhancing the positive quality of life.*

December 17, 2007

North County Lifeline, Inc. (also known as "Lifeline Community Services") Board of Directors authorizes Donald Stump, Executive Director, to submit proposals on behalf of North County Lifeline, Inc. for services provided under the mission statement of enhancing the positive quality of individual, family, and community life.

The Board of Directors further authorizes Donald Stump, Executive Director, to be the designated representative of North County Lifeline, Inc. and as such, has authorization to negotiate and contractually bind the agency.

This authorization to request funds and serve as the authorized official is granted on behalf of Lifeline's offices, located at 200 Michigan Avenue, Vista, CA 92084, and 707 Oceanside Blvd., Oceanside, CA 92054.

North County Lifeline, Inc. Board of Directors adopted this resolution on December 17, 2007 at a regularly scheduled meeting. There were 9 ayes and 0 noes, with the resolution carrying. This resolution will be in effect until June 30, 2008.

BETTY GRAFF  
President, Board of Directors  
North County Lifeline, Inc.

**OCEANSIDE GRIP 2011 PROJECT  
CROWN HEIGHTS YOUTH DEVELOPMENT CLUB PROGRAM (CLUB CROWN HEIGHTS)**

**ATTACHMENT A  
SCOPE OF WORK**

North County Lifeline (NCLL) shall perform the following services for the City of Oceanside under this agreement for the contract period from July 1, 2011 through October 31, 2012:

**A. NORTY COUNTY LIFELINE RESPONSIBILITIES**

1. NCLL will implement the Club Crown Heights Program at Oceanside's Crown Heights Community Resource Center for the period from July 1, 2011 through October 31, 2012. Contract goals will be to serve a minimum of 50 youth ages 6 to 17 at this site each fiscal year with 80% or more demonstrating an increase in protective behaviors and 80% having no contact with the juvenile justice system during participation.
2. NCLL staff responsible for Club Crown Heights Program management and reporting will meet with the Neighborhood Services Department Management Analyst responsible for grant coordination (hereinafter designated as "City Grant Coordinator") on a quarterly basis to review program progress. NCLL will submit written quarterly reports during the contract period to the Grant Coordinator, containing all information required to meet grant reporting requirements, including description of Club Crown Heights Program activities funded through this grant, number of participating youth, updates regarding protective behaviors and juvenile justice system contacts for participating youth, and a budget, inclusive of supporting documentation.
3. NCLL will provide a safe and healthy environment during the implementation of this project, free of tobacco, alcohol, drugs and violence.
4. NCLL will maintain copies of program documentation and publicity and will provide these to Grant Coordinator if requested.

**B. CITY OF OCEANSIDE RESPONSIBILITIES**

1. CITY will provide funding of \$87,735 through the CalGRIP for Cities 2010/11 grant for project activities, and will provide the site for use by NCLL for the Club Crown Heights Program at no charge to NCLL during program hours. All maintenance, repair, and utility costs at this site will be the responsibility of the City.
2. CITY will assist NCLL with community outreach to promote the program and encourage youth attendance in the Club Crown Heights program. .
3. CITY Grant Coordinator will work closely with NCLL staff and will meet on a quarterly basis with NCLL staff to review program goals and objectives and ensure that all necessary reporting information is collected to meet grant reporting requirements.

**OCEANSIDE GRIP 2011 PROJECT  
CROWN HEIGHTS YOUTH DEVELOPMENT CLUB PROGRAM (CLUB CROWN HEIGHTS)**

**ATTACHMENT B**

Budget for North County Lifeline Club Crown Heights

**O'side CalGRIP: Crown Heights Youth Development / Club Crown Heights**

<b>BUDGET LINE ITEM</b>	<b>12-Mo COST</b>	<b>JUSTIFICATION - 16 Month Budget</b>	<b>16 Mo Cost</b>
<b>PERSONNEL:</b>			
Site Leader			
0.50 FTE @ \$22.07 per hour	\$22,952	\$22.07/hr x 20hrs/wk x 69.33 wks	\$30,602
Site Aide			
0.375 FTE @ \$13.45 per hour	\$11,190	\$13.45/hr X 16 hrs/wk X 69.33 weeks	\$14,920
Program Supervisor			
0.15 FTE @ \$20.69 per hour	\$6,455	\$20.69/hr X 6 hrs/wk X 69.33 weeks	\$8,607
Program Director			
0.04 FTE @ \$30.89 per hour	\$2,570	\$30.89/hr X 1.6 hrs/wk X 69.33 weeks	\$3,427
AED of Programs			
0.01 FTE @ \$45.25 per hour	\$941.25	\$45.25/hr X 0.4 hrs/wk X 69.33 weeks	\$1,255
<b>Sub-Total Wages &amp; Salaries</b>	<b>\$44,108</b>		<b>\$58,811</b>
<b>Fringe Benefits @ 24%</b>	<b>\$10,586</b>	FICA, SUI, WC, H/D/V, Clearances 24% of \$58,811	<b>\$14,115</b>
<b>Personnel Subtotal:</b>	<b>\$54,694</b>		<b>\$72,926</b>
<b>NON-PERSONNEL:</b>			
Program Supplies & Incentives	\$1,800	\$150/mo x 16 mo	\$2,400
Mileage Reimbursement	\$330	50 mls/mo X 1.1 FTE X 16 mos X \$0.5 mls	\$440
Consumable Supplies (office supplies, postage, copies)	\$348	\$29/mo x 16 mo	\$464
Office Rent & Maintenance	\$269	149 sq ft x \$0.15/sq ft/mo x 16 mo	\$358
Equipment Lease/Repair	\$132	\$10/mo X 1.1 FTE X 16 mos	\$176
Telephone	\$990	\$75/mo X 1.1 FTE X 16 mos	\$1,320
Utilities	\$462	\$35/mo X 1.1 FTE X 16 mos	\$616
Professional Services (auditor/accounting/MIS/payroll)	\$198	\$15/mo X 1.1 FTE X 16 mos	\$264
Admin Overhead @ 10%	\$6,578	admin staff salaries/fringe	\$8,771
<b>Non-Personnel Subtotal:</b>	<b>\$11,107</b>		<b>\$14,809</b>
<b>Total Budget:</b>	<b>\$65,801</b>		<b>\$87,735</b>