

Agreement No. 25 ____

**Grant Funding Agreement Between the County of Yolo
and Yolo County Office of Education**

Board Directed Projects Grant Agreement

This Grant Funding Agreement (“the Agreement”) is made as of April 8, 2025 (“EFFECTIVE DATE”), between the County of Yolo, hereinafter referred to as “COUNTY,” and the **Yolo County Office of Education**, hereinafter referred to as “GRANTEE”.

TERMS AND CONDITIONS

1. Grant Award. The COUNTY hereby agrees to provide financial assistance to GRANTEE in an amount not to exceed \$107,000 for the purposes and during the Project Period set forth in Section 2 of this Agreement. Funding shall be provided on a reimbursement basis as provided in Exhibit A, attached hereto and incorporated by reference.

2. GRANTEE Obligations.

A. GRANTEE agrees to furnish all labor, materials, equipment, required licenses, permits, fees, and other appropriate legal authorization from all applicable federal, state, and local jurisdictions necessary to facilitate GRANTEE’s Countywide Civic Engagement Program. The Project will educate, activate, and empower youth across the County to mobilize and shape their own future. The funding support recommended will allow youth continued engagement in civic activities and allow YCOE to track the number of students registered to voice and take on leadership positions, evaluate students' understanding of government structures, rights and responsibilities, and monitor students continued civic involvement after high school.

B. GRANTEE agrees that all funds provided by the COUNTY under this Agreement will be held by the GRANTEE and applied solely toward costs incurred performing the Project. To that end, the funds will be specifically earmarked and reserved for Project and will not be made available or used for other GRANTEE functions or general agency purposes. COUNTY has determined that the funding provided by this Agreement will provide a public benefit through completion of the Project described in Exhibit A, and any other use of said funding is prohibited.

3. Status of GRANTEE. In the performance of this Agreement, GRANTEE and GRANTEE's contractors, subcontractors, and other vendors shall act in an independent capacity and not as officers, employees or agents of the COUNTY. GRANTEE is solely responsible for all activities supported by the grant. Nothing in this Agreement creates a partnership, agency, joint venture, employment, or any other type of relationship between the parties. GRANTEE shall not represent itself as an agent of the COUNTY for any purpose and has no authority to bind the COUNTY in any manner whatsoever.

4. Records. GRANTEE shall keep, and provide to COUNTY or its agents, upon request, accurate financial records (including invoices and published price lists on which this Agreement was based) necessary to enable COUNTY to review GRANTEE's performance of this Agreement. These records shall demonstrate the grant funding has been used for the purposes described in Section 1, above. GRANTEE shall maintain all such records for at least three years after the full completion of the work performed with funding provided pursuant to this Agreement.

5. Reporting. The submittal and approval of quarterly reports and a Project completion report to the COUNTY are required for the successful completion of this Agreement. Reports shall meet generally accepted professional standards for technical reporting. If requested, GRANTEE shall promptly provide any additional information deemed necessary by the COUNTY for the approval of reports.

A. *Quarterly Reports*. GRANTEE's quarterly reports should provide a brief description of the work performed, Grantee's activities, milestones achieved, any accomplishments and any problems encountered in the performance of the work under this the Agreement during the reporting period. The first Quarterly Progress Report should be submitted to the COUNTY no later than three months after the EFFECTIVE DATE of the Agreement with future reports then due on successive three-month increments based on the COUNTY's fiscal year quarterly calendar.

B. *Project Completion Report*. GRANTEE shall prepare and submit to COUNTY a Project Completion Report for the Project, along with a completed Performance Measures report in the form attached hereto as Exhibit B. GRANTEE shall submit the Project Completion and Performance Measures Reports within sixty (60) calendar days of Project completion or by March 6, 2026, whichever is earlier. The Project Completion Report shall include, in part, a description of actual work done and any changes or amendments to the Project.

6. General Terms and Conditions.

A. As between COUNTY and GRANTEE, GRANTEE is solely responsible for full and timely compliance with all local, state, and federal laws and regulations pertaining to completion of the Project. COUNTY's sole obligation under this Agreement is to provide funding to GRANTEE in the amount, time, and manner specified herein.

B. If for any reason the governing board of GRANTEE later determines that the GRANTEE is financially unable to proceed, or otherwise elects not to proceed, with the Project described in Exhibit A, the GRANTEE will refund to the COUNTY all funding provided under this Agreement.

C. GRANTEE agrees to indemnify, defend, protect, hold harmless, and release COUNTY, its governing body, agents, officers, and employees, from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expenses (including attorney's fees and witness costs) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of GRANTEE in the performance of the Project described in Exhibit A. GRANTEE shall further defend, indemnify and hold the County, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the prevailing wage laws.

D. GRANTEE certifies that it will comply with all legal requirements relating to nondiscrimination based on color, race, creed, national origin (including limited English proficiency), religion, sex (including sexual orientation and gender identity), age, or physical or mental disability in accordance with all applicable federal, State and County laws and regulations and any administrative directives established by the Board of Supervisors or the County Administrative Officer. For the purpose of this Agreement, such prohibited discrimination includes but is not limited to the following: denying a participant any service or benefit which is different, or is provided in a different manner or at a different time from that provided to other participants under this Agreement; subjecting a participant to

segregation or separate treatment in any way in the enjoyment or any advantage or privilege enjoyed by others receiving any service or benefit; treating a participant differently from others in determining whether the participant has satisfied any admission, enrollment quota, eligibility, membership, or other requirement or condition which individuals must meet in order to be provided any service or benefit; and the assignment of times or places for the provision of services.

E. No party to this Agreement shall assign or transfer any interest nor perform any duties or obligations, without the prior written consent of the other party, and any attempt by a party to so assign or transfer this Agreement or any rights, duties or obligations arising shall be void and of no effect.

F. The waiver by either party or any of its officers, agents or employees, or the failure of either party or its officers, agents or employees to take action with respect to any right conferred by, or any breach of any obligation or responsibility of this Agreement, will not be deemed to be a waiver of such obligation or responsibility, or subsequent breach of same, or of any terms, covenants or conditions of this Agreement.

G. The persons executing this Agreement on behalf of the parties affirmatively represent that each has the requisite legal authority to enter this Agreement on behalf of their respective party, and to bind their respective party to the terms and conditions of this Agreement. The persons executing this Agreement on behalf of their respective party understand that both parties are relying on these representations in entering into this Agreement.

H. This Agreement is not intended to, and will not be construed to, create any right on the part of a third party to bring an action to enforce any of its terms.

I. This Agreement may only be amended in writing executed by COUNTY and GRANTEE.

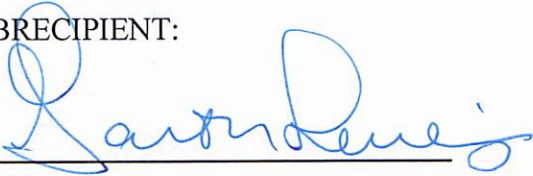
J. This Agreement shall be construed under and in accordance with the laws of the State of California. The construction and interpretation of this Agreement shall be governed by the laws of California with venue residing in Yolo County, except to the extent an issue may be governed by federal law.

K. This Agreement constitutes the entire agreement between the parties with respect to funding contributions and supersedes all prior negotiations, representations, or other agreements, whether written or oral. In the event of a dispute between the parties as to the language of this Agreement or the construction or meaning of any term hereof, this Agreement will be deemed to have been drafted by the parties in equal parts so that no presumptions or inferences concerning its terms or interpretation may be construed against any party to this Agreement.

[Signatures on following page.]

This Agreement is hereby executed by the parties as of the EFFECTIVE DATE.

SUBRECIPIENT:



Garth Lewis
Superintendent of Schools
Yolo County Office of Education

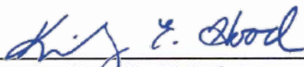
COUNTY:

Tonia Murphy
Manager of Procurement

Attest: Julie Dachtler, Senior Deputy
Yolo County Board of Supervisors

Deputy (Seal)

Approved as to Form:
Philip J. Pogledich, County Counsel



Kimberly Hood, Chief Asst. County Counsel

EXHIBIT A

PAYMENT PROVISIONS

1. Compensation; Project Period

a. GRANTEE shall be reimbursed for all direct and indirect expenses incurred between the Agreement's EFFECTIVE DATE and December 31, 2025 in performing the Countywide Civic Engagement Program, subject to the maximum funding amount of \$107,000. Estimated costs include the following:

Line Item	Budget Amount
<i>Elementary Teacher Focus Groups—convene elementary teachers in the spring of 2025 to preview elementary civics education work and solicit input into the design of a civics education summer institute for elementary teachers (Spring, 2025)</i>	\$14,000.00
<i>Elementary Civics Education Summer Institute (Summer, 2025)—2-3 day institute for elementary teachers, providing teachers with model lessons, pedagogical approaches, and texts to enhance civics education in the elementary classroom (Summer, 2025)</i>	\$36,000.00
<i>Meetings with teacher leaders identified through the focus group meetings and summer institute to develop lessons and resources (6 2-hour meetings) Spring</i>	\$12,000.00
<i>Civic engagement regional convening and showcase—convening for leaders showcasing civic engagement activities in the region (Spring/Summer/Fall 2025)</i>	\$18,000.00
<i>Follow-up PD for elementary teachers (Fall, 2025)</i>	\$15,000.00
<i>Supplies and materials for PD and convenings</i>	\$2,273.00
Total Direct Cost	\$97,273.00
Indirect (10%)	\$9,727.00
TOTAL	\$107,000.00

2. Method of Payment

- a) GRANTEE shall submit a quarterly invoice within 30 days of the close of each fiscal quarter to the Funding Department (Department of Finance and County Administrators Office). The first invoice will cover the period April 15 – July 15. The invoice must be accompanied with documentation that Itemize the amount and cost of salaries and benefits, goods and services to be reimbursed under this MOU.
- b) Within 15 days of the receipt of GRANTEE's detailed invoice, the COUNTY shall either authorize payment or advise GRANTEE in writing of any concerns that it has with the invoice and any need for further documentation.
- c) Upon receipt of an approved invoice, the Department of Financial Services will process the invoice or advise the parties in writing of any concerns any need for further

documentation.

- d) Invoice for payment shall be submitted to the Funding Department in an electronic format and include any required supporting documentation. The invoice shall be submitted to:

Tom Haynes
Tom.haynes@yolocounty.gov

Berenice Espitia
Berenice.espitia@yolocounty.gov

**EXHIBIT B – Performance Measures
Countywide Civic Engagement Program**

Program/Project Lead & Contact Information (phone, email address)				
Heather Schlaman, (916) 765-6224, heather.schlaman@ycoe.org Beth Slutsky, (916) 616-3521, bsslutsky@ucdavis.edu				
Program/Project Purpose Statement				
The Countywide Civic Engagement Program will educate, activate, and empower youth across the County to mobilize and shape their own future. The funding support recommended will allow youth continued engagement in civic activities and allow YCOE to track the number of students registered to voice and take on leadership positions, evaluate students' understanding of government structures, rights and responsibilities, and monitor students continued civic involvement after high school.				
Performance Measures Framework	Outcome Measure	Data Collection Method	Data Tracking Frequency	Outcome Link to Narrative
How much did we do?	1.1: Teacher participation in focus group meeting 1.2: Teacher participation in summer institute 1.3: Leader participation in leadership meetings/ regional convening 1.4 Staff time devoted to planning and facilitating events—YCOE and CHSSP	Registration in OMS event management system Sign-in sheets at each meeting/convening	Attendance to be recorded at each meeting/ convening Data to be reported quarterly Staff planning time to be recorded after each planning session.	We hope to draw a large number of teachers and leaders to our planned convenings so the resources have wide reach. We also want to build a strong cohort of teacher leaders who can carry the work forward in their local contexts.

<p>How well did we do it?</p>	<p>2.1: Participant feedback on summer institute</p> <p>2.2: Participant feedback on leader convening</p> <p>2.3: Teacher-created lesson plans</p>	<p>Feedback questionnaires to be distributed at the end of the summer institute and the leadership convening</p> <p>Teacher-created lesson plans to be copied and reviewed at the end of the summer institute to evaluate teacher learning and inform ongoing professional development</p>	<p>We will collect and analyze feedback survey results at the end of each convening (spring, summer, and fall)</p> <p>We will review teacher lesson plans and other work products at the end of the teacher summer institute to inform the fall professional development.</p> <p>We will ask teachers to write written reflections at the end of the summer institute and at the mid-point and the end of the fall professional development.</p>	<p>The feedback questionnaires will provide information about the usefulness of the convenings and professional development to the educators attending. We will use this feedback to inform future convenings and resource development.</p> <p>We will create criteria to evaluate teacher lesson plans (i.e. clear, standards-aligned learning goals, opportunities for authentic community engagement, effective language and literacy supports) and will use the information to identify strengths and needs to inform the fall professional development.</p> <p>Teacher reflections will provide valuable information about how teachers are understanding civic engagement and how their thinking about their teaching in this area is evolving as they participate in the summer institute and follow-up professional learning.</p>
<p>Is anyone better off?</p>	<p>3.1 Student work products</p> <p>3.2 Teacher reflections</p> <p>3.3 Student interviews</p>	<p>Teachers will complete student work analysis worksheets for each session of the fall professional development. We will collect these as well as student work samples for review.</p> <p>During the fall, CHSSP and YCOE staff will conduct</p>	<p>Student work analysis forms and student work collected at the end of each professional development session in the fall.</p> <p>Student interviews conducted once during the fall</p>	<p>The student work analysis and review will provide information about students' understanding of key grade-level concepts related to civics and how well students are connecting the content to their own lives and communities. It will also help us to identify skill gaps that we can help teachers to address through ongoing professional learning.</p> <p>Student interviews will help us to understand students' dispositions and how they are</p>

		interviews selected participating teachers' students.		beginning to see themselves as engaged community members who can be agents of change.
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