

APR 29 2009



Children & Families  
Commission of Orange County

**Agenda Item No. 1  
May 6, 2009 Meeting**

**DATE:** April 23, 2009

**TO:** Children and Families Commission of Orange County

**FROM:** Michael M. Ruane, Executive Director

**SUBJECT:** Cambodian Family - Update and Renewal Funding

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**SUMMARY:**

The Children and Families Commission of Orange County has funded Cambodian Family since 2002 to provide early education programs to families in partnership with the Santa Ana Unified School District. The non-profit organization also provides refugee services, employment services, and youth programs in the Santa Ana community. Cambodian Family has outgrown their facility and is in the process of moving to a larger building. This report includes an update on the operations and growth of Cambodian Family and a recommendation to extend their current agreement, along with one-time start-up funding for their new facility.

**Cambodian Family Expansion Project**

The Cambodian Family received a Capacity Building Grant to develop a business plan to assist them with moving their facility from a 9,000 square foot lease space to a larger site. The current building is located in a small light-industry complex adjacent to the community that houses the majority of their clients. However, the facility does not adequately accommodate all of their uses and the space requirements have limited their growth.

The Cambodian Family's Board of Directors and Executive Director opened escrow in April 2009 on an 11,000 square foot office building which is just over a mile from their current facility. The purchase price is \$2,250,000 and they anticipate \$400,000 of tenant improvements, primarily for the childcare center. Cambodian Family has aggressively sought funding to cover both the cost of purchase and improvements to the property. They are engaged in the final negotiations for a \$1.9 million Federal Empowerment Zone grant. Additionally, they have been preliminarily approved for conventional financing through a private bank, as well as, sought the support of non profit lenders such as the Low Income Investment Fund.

With on-site licensed childcare, the new facility will allow Cambodian Family to expand their childcare program and potentially partner with Head Start. This partnership will provide a sustainable source of funding and expand child care services to more families in one of the most underserved communities in Santa Ana. The Cambodian Family received \$130,135 from the Commission for FY 2008-09. A 12-month extension to the agreement with Cambodian Family and an additional \$32,500 is recommended at this time. In order to address the start up costs of a more sustainable program, an additional \$99,500 in one time start up funding is recommended to be added to the agreement for a full year of funding under the condition that they close escrow

on the property, finalize the grant agreement with the Empowerment Zone, and successfully access funding from a state or federal preschool program to provide on-site licensed childcare.

**STRATEGIC PLAN & FISCAL SUMMARY:**

The proposed agreements have been specifically reviewed in relation to the Strategic Plan, and the recommended actions are designed to further the Ready to Learn goal, among others. Funding for this item is included in the FY 2009/10 Budget under the Ready to Learn, Program Grants line item.

**PRIOR COMMISSION ACTIONS:**

1. April, 4 2007- Renewal Funding Allocation
2. April 5, 2006- Grant Award

**RECOMMENDED ACTION:**

Adopt resolution (Attachment 1) authorizing the Executive Director or designee and Commission Counsel to prepare and negotiate a Second Amendment to Agreement F11-RL-06 with the Cambodian Family adding an amount not to exceed \$132,000 for a total Maximum Obligation of \$526,960 and extending the term of the Agreement by twelve months through June 30, 2010.

**ATTACHMENT:**

1. Resolution

**Contact:** Kim Goll

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_-09-C&FC**

**May 6, 2009**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR OR DESIGNEE, AND COMMISSION COUNSEL TO PREPARE AND NEGOTIATE A SECOND AMENDMENT TO AGREEMENT F11-RL-06 WITH THE CAMBODIAN FAMILY TO CONTINUE TO PROVIDE PROGRAM SERVICES; AND, AUTHORIZING APPROVAL AND EXECUTION OF SUCH AMENDMENT TO AGREEMENT ON BEHALF OF THE COMMISSION**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the "Act") implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County ("Commission"); and

**WHEREAS**, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County's children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the Executive Director and Commission Counsel have prepared a standard Master Agreement for Services ("Master Agreement"), which was approved by the Commission; and

**WHEREAS**, On April 6, 2006 Commission authorized the Executive Director or designee to negotiate and enter into two-year Agreements with designated organizations to provide Program Grant services as recommended by Request for Funding (RFA) panels in the Ready to Learn, Strong Families, Homeless Prevention, Healthy Children and Home Visitation goal areas.

**WHEREAS**, On March 5, 2008 Commission authorized the Executive Director or designee to negotiate and enter into First Amendments to Agreements with designated organizations to continue to provide Program Grant services.

**WHEREAS**, the Commission desires to enter into a Second Amendment to Agreement F11-RL-06 with The Cambodian Family, hereinafter referred to as the "Contractor," adding an amount not to exceed \$132,000 for a total Maximum Obligation not to exceed \$526,960 and extending the term of the Agreement by twelve (12) months through June 30, 2010 as specified in the May 6, 2009 staff report for this Agenda Item, and

**WHEREAS**, the Contractor desires to enter into the Second Amendment to Agreement F11-RL-06 in furtherance of the purposes of the Act and the Strategic Plan on the terms and conditions set forth in the applicable Amendment to Agreement; and

**WHEREAS**, Commission has reviewed the staff report relating to the Scope of Services to be provided and hereby finds and determines that the proposed Second Amendment to Agreement is in furtherance of and consistent with the Commission's Strategic Plan; and

**NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** Commission hereby authorizes the Executive Director or designee and Commission Counsel to prepare and negotiate the terms, conditions and final form of a Second Amendment to Agreement F11-RL-06 with the Cambodian Family adding an amount not to exceed \$132,000 for a total Maximum Obligation of \$526,960 and extending the term of the Agreement by twelve (12) months through June 30, 2010 to continue to provide services in Orange County consistent with the May 6, 2009 staff report and scope of services referenced therein; and

**Section 3** The approval by the Executive Director or designee of the final Second Amendment to Agreement F11-RL-06 shall be conclusively evidenced by the execution of such Second Amendment to Agreement by the Commission Chair and delivery thereof to the Commission Clerk.

**Section 4** Commission hereby approves the Second Amendment to Agreement F11-RL-06 with the Contractor, adding an amount not to exceed \$132,000 for a total Maximum Obligation of \$526,960 and extending the term of the Agreement by twelve (12) months through June 30, 2010, as specified in the May 6, 2009 staff report for this Agenda Item to continue to provide services in support of Program Grant Services as specified in the May 6, 2009 staff report for this Agenda Item.

**Section 5** The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, the Amendments to Agreements on behalf of the Commission.

**Section 6** A copy of the final Second Amendment to Agreement when executed by the Commission Chair and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. Each final executed Amendment to Agreement shall be placed on file in the office of the Clerk of the Commission.

**Section 7** In addition to the authorization of Section 2 above, the Executive Director, or designee, is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Amendments to Agreement(s), (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement(s), and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement(s) in the furtherance thereof.

**Section 8** The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing resolution was passed and adopted by the following vote of the Children and Families Commission of Orange County on May 6, 2009 to wit:

AYES: Commissioners: \_\_\_\_\_

NOES: Commissioner(s): \_\_\_\_\_

EXCUSED: Commissioner(s): \_\_\_\_\_

ABSTAINED: Commissioner(s) \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA    )  
  )  
COUNTY OF ORANGE    )

I, DARLENE J. BLOOM, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
DARLENE J. BLOOM  
Clerk of the Commission, Children and Families Commission of  
Orange County, County of Orange, State of California

Resolution No: \_\_-09-C&FC

Agenda Date: May 6, 2009

Item No. \_\_\_\_



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

DARLENE J. BLOOM, Clerk of the Commission

By: \_\_\_\_\_  
Deputy

**EXHIBIT A TO RESOLUTION OF COMMISSION**

(Attach copy of final executed Second Amendment to Agreement F11-RL-06 with the Cambodian Family)