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**Agenda Item No. 4
July 2, 2008 Meeting**

DATE: June 18, 2008

TO: Children and Families Commission of Orange County

FROM: Michael M. Ruane, Executive Director

**SUBJECT: Fiscal Sponsorship and On-Call Consulting Services - Volunteer Center
Orange County**

SUMMARY:

The Volunteer Center Orange County (Volunteer Center) has agreed to provide support to Commission priorities by serving as Fiscal Sponsor and by providing on-call Consultant services. Staff is recommending development of an agreement with the Volunteer Center for an on-call consultant services. One of the first projects is to work in partnership with HomeAid to assist in the outreach to shelters and cities to secure feasible projects.

Additionally, the Volunteer Center has agreed to serve as a Fiscal Sponsor for a collaborative Capacity Building Project sponsored by the Orange County Funders Roundtable. The Commission is participating with other funders such as Pacific Life, Pimco Foundation and the Community Foundation to fund the initial stage of the project targeting Orange County safety-net service providers, which will include an assessment of each of the organizations that looks specifically at how to optimize their organization's performance. Staff recommends that an initial payment of \$10,000 of the \$60,000 total be made to the Volunteer Center. The Volunteer Center will provide accounts payable, accounts receivable, financial reporting, contract coordination and related services for this project.

Approval is requested for development of an agreement not to exceed \$60,000 which includes \$50,000 for on-call Consultant Services and \$10,000 for the Orange County Funders Capacity Building Project.

STRATEGIC PLAN & FISCAL SUMMARY:

This program has been specifically reviewed in relation to the Strategic Plan and is consistent with the Capacity Building and Strong Families goal areas. Funding for this item is included in the FY2008-2009 Budget in the Strong Families/Homeless Prevention and Capacity Building categories.

RECOMMENDED ACTION:

Adopt resolution authorizing the Executive Director, or designee, to prepare and negotiate Agreement # PS-66 with Volunteer Center Orange County to provide on-call Consultant Services and Fiscal Sponsorship of the Orange County Funders Capacity Building Project in an amount not to exceed \$60,000 for the term July 1, 2008 through June 30, 2009.

Attachment 1: Volunteer Center Orange County Resolution

Contact: Kim Goll

CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY

RESOLUTION NO. ___-08-C&FC

July 2, 2008

A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR OR DESIGNEE TO PREPARE AND NEGOTIATE AGREEMENT NO. PS-66 WITH VOLUNTEER CENTER ORANGE COUNTY; AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH

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, the Commission desires to authorize the Executive Director or designee to prepare and negotiate Agreement No. PS-66 with Volunteer Center Orange County, in an amount not to exceed \$60,000 for the term of July 1, 2008 through June 30, 2009 to provide on-call Consultant Services and Fiscal Sponsorship of the Orange County Funders Capacity Building Project as specified in the July 2, 2008 staff report for this Agenda Item; 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 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 to prepare and negotiate the terms, conditions and final form of Agreement PS-66 with Volunteer Center Orange County, in an amount not to exceed \$60,000 for the term of July 1, 2008 through June 30, 2009 to provide on-call Consultant Services and Fiscal Sponsorship of the Orange County Funders

Capacity Building Project consistent with the July 2, 2008 staff report and scope of services referenced therein; and

Section 3 The form of Agreement PS-66 with Volunteer Center Orange County shall be substantially similar to the form of the standard Master Agreement, subject to minor, non-substantive revisions as reviewed and approved by the Executive Director or designee. The approval by the Executive Director of Agreement PS-66 shall be conclusively evidenced by the execution and delivery of the Agreement by the Commission Chair to the Commission Clerk.

Section 4 Commission hereby approves Agreement No. PS-66 with Volunteer Center Orange County to provide on-call Consultant Services and Fiscal Sponsorship of the Orange County Funders Capacity Building Projectas specified in the July 2, 2008 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, Agreement PS-66 on behalf of the Commission.

Section 6 A copy of the final Agreement PS-66 with Volunteer Center Orange County, 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. The final executed 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 his designee) is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Service Agreement, (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities, and duties to be performed under such agreement, and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement 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 July 2, 2008 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: __-08-C&FC

Agenda Date: July 2, 2008

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 Agreement No. PS-66 with Volunteer Center Orange County)