

APPROVED

JAN 04 2024

BOARD OF RECREATION AND PARK COMMISSIONERS

BOARD REPORT

NO. 24-017

DATE January 04, 2024

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CALIFORNIA DEPARTMENT OF SOCIAL SERVICES FISCAL YEAR (FY) 2024-25 GENERAL CHILD CARE AND DEVELOPMENT PROGRAM (CCTR) – APPROVAL OF SUBMISSION OF A CONTINUED FUNDING APPLICATION FOR CONTRACT RENEWAL; ADOPT RESOLUTION

B. Aguirre M. Rudnick
B. Jones C. Santo Domingo
*B. Jackson N. Williams

General Manager

Approved X Disapproved Withdrawn
If Approved: Board President Board Secretary

RECOMMENDATIONS

- 1. Approve the submission by the Department of Recreation and Parks (RAP) of a Continued Funding Application (CFA) to the California Department of Social Services (CDSS) for subsidized preschool services at RAP's licensed preschools, through the General Child Care and Development Program (CCTR) for Fiscal Year (FY) 2024-25;
2. Authorize RAP's General Manager or designee to execute and submit the CFA online in the form substantially as attached to this Report as Attachment 1;
3. Adopt the Resolution, attached to this Report as Attachment 2, and direct the Board Secretary to sign the web-based CFA certifying the Resolution was adopted, as required for the submission of the CFA;
4. Direct RAP staff to transmit a copy of the aforementioned CFA documents to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst (CLA), and to the City Clerk for Committee and City Council approval before accepting and receiving any grant awards, pursuant to Los Angeles Administrative Code Section 14.6 et seq. as may be amended; and,
5. Authorize RAP's Chief Accounting Employee, or designee, to make any technical changes, as may be necessary to effectuate the intent of this Report.

BOARD REPORT

PG. 2 NO. 24-017

SUMMARY

RAP has been receiving funding from CDE for over 37 years to provide licensed preschool services at Jim Gilliam Child Care Center, which has a licensed capacity to serve 45 children in a high-need area, and for the last eight years at Ralph M. Parsons Preschool, which has a licensed capacity to serve up to 90 children. In FY 2022-23, CDSS took control of administering the CCTR program. CCTR provides funding for subsidized care for two- to three-year old children. This grant assists with serving children of families with incomes at or below seventy-five percent (75%) of the State median income level. Since FY 2022-23, RAP has received licensing for four additional preschools: Branford Child Care Center, Victory Valley Child Care Center, Hubert Humphrey Child Care Center, and Evergreen Child Care Center. RAP is still in the process of obtaining licensing for another six preschools: Van Ness Child Care Center, South Park Child Care Center, Ira C. Massey Child Care Center, Echo Park Child Care Center, Downey Child Care Center, and Banning Child Care Center.

Studies have shown that preschool programming helps children develop academic, cognitive, and behavioral skills that have proven to increase their chances for future success. The full-day services also give participant's parents, who would otherwise be unable to afford these services, the opportunity to seek employment, or return to school in hopes of creating better economic opportunities for their families.

RAP intends to apply for continued CCTR funding from CDSS for FY 2024-25 to be utilized at any of RAP's current or pending licensed preschools. The CFA, in the form substantially attached hereto as Attachment 1, requires the Board of Recreation and Park Commissioners (Board) to adopt a resolution of authorized signatures, attached hereto as Attachment 2, and have the Board Secretary sign the web-based CFA to certify the adopted resolution. CDSS intends to distribute the terms and conditions of the FY 2024-25 CCTR grant no later than June 1, 2024, at which time RAP staff will return to the Board for acceptance of the grant award renewal, along with its terms and conditions. RAP has the option of rejecting the terms of the contract before July 1, 2024, otherwise the contract will be automatically renewed with no further action required.

FISCAL IMPACT

Submitting a CFA for the CCTR grant from CDSS does not impact RAP's General Fund. If awarded and accepted, this grant would provide funding to continue subsidized licensed preschool programs for two- to three-year olds at any of RAP's licensed preschools.

STRATEGIC PLAN INITIATIVES AND GOALS

Approval of this Board Report advances RAP's Strategic Plan by supporting:

Goal No. 2: Offer Affordable and Equitable Recreation Programming

Outcome No. 1: Improved health and social equity for young Angelenos

This Report was prepared by Jennifer Sapone, Senior Management Analyst I, Program Grants Section.

BOARD REPORT

PG. 3 NO. 24-017

LIST OF ATTACHMENTS/EXHIBITS

- 1.) Form of the CDSS CCTR Continued Funding Application for FY 2024-25
- 2.) Resolution for the CCTR CFA

CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Introduction

Contractors who wish to be considered for continued funding for Fiscal Year (FY) 2024-25 must read the accompanying instructions and fully and accurately complete this application for continued funding. Please note that contractors have no vested right to a subsequent contract. Failure to respond to this application by the noted due date shall constitute notice to the Child Care and Development Division (CCDD) of the intent to discontinue services at the end of the current contract year unless the contractor has received a written notice of extension of time from the CCDD. If this application is returned to the CCDD by the due date, but is not fully and accurately completed, continued funding for FY 2024-25, may not be awarded, or funding may be delayed. Completion of this Continued Funding Application (CFA) does not guarantee a renewal of funding. Any contractors who are approved for continued funding will be expected to execute a contract with the California Department of Social Services (CDSS) and comply with all applicable federal and state laws as well as all Funding Terms and Conditions and applicable Program Requirements incorporated into the contract.

If your agency does not intend to continue their contract, please contact your Program Quality and Improvement (PQI) Assigned Consultant. Instructions on how to relinquish your contract can be found on the main [CFA web page](#).

Instructions to complete this application may be accessed on the Child Care and Development [CFA web page](#).

Select **Next** at the bottom of the screen to begin the application.



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section I – Contractor Information

1. Legal Name of Contractor *

2. Contractor “Doing Business As” (DBA)

3. Headquartered County *

 ▾

4. Vendor Number

Characters used: 4 (minimum 4).
Characters used: 4 out of 5.

5. Contact Person Completing Application

The Contact Person listed below will be the point of contact for the CDSS if there are any questions regarding this Continued Funding Application. *

Full Name *

Title *

Telephone Number (999-999-9999) *

Email Address *

6. Executive Director Information *

Full Name *

Telephone Number (999-999-9999) *

Email Address *

7. Program Director Information *

Full Name *

Telephone Number (999-999-9999) *

Email Address *

The legal business address reported on this CFA should match the legal business address in the CDMIS. **Note for non-public agencies only:** The legal business address reported on this CFA must match the Payee Data Record (STD 204).

Street Address *

221 N. Figueroa St., Suite 350

City *

Los Angeles

Zip Code *

90012

Characters used: 5 (minimum 5).
Characters used: 5 out of 5.

9. Mailing Address (if different from above)

Street Address

City

Zip Code

Characters used: 0 (minimum 5).
Characters used: 0 out of 5.

10. Recipients of Federal funding must be registered and be active in SAM.gov. Please provide your SAM.gov unique ID number.

<https://sam.gov/content/home> *



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section II – Contract Types

Check all applicable boxes indicating the programs the contractor intends to continue to administer for FY 2024-25. The contractor agrees to continue implementation of these programs with funds provided by the CDSS.

11. Center-Based Programs: *

- General Child Care and Development (CCTR) – Birth to Age 3
 - General Child Care and Development (CCTR) – Three and Four-Year-Olds
 - General Child Care and Development (CCTR) – TK through Age 13
 - General Child Care and Development (CCTR) – Family Child Care Home Education Network
 - Program for Special Needs (Handicapped) Children (CHAN)
 - Migrant Center-Based (CMIG)
 - Family Child Care Home Education Networks (CFCC) Program
 - Not applicable
-

- Alternative Payment Program (CAPP)
 - CalWORKs Stage 2 (C2AP)
 - CalWORKs Stage 3 (C3AP)
 - Migrant Alternative Payment (CMAP)
 - Not applicable
-

13. Other Programs: *

- Resource and Referral (CRRP)
 - Not applicable
-

14. For informational purposes only, please indicate if your agency has one of the following programs: *

- CalWORKs Stage 1
 - Child Care Bridge Program
 - Not applicable
-

[Back](#) [Next](#)

87%



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section III – Contractor’s Officers and Board of Directors Information

15. Does the contractor have a board of directors, board of trustees, board of education, or any other governing board? *

- Yes
- No – I am a sole proprietor or an LLC.

16. List all officers and board members/governing individuals (i.e., owner, director, etc.)

Click “Add Another Officer, Board Member, Owner or Governing Individual” as necessary.

*

First Name *

Renata

Last Name *

Simril

Title *

President

Telephone Number (999-999-9999) *

Email Address *

rap.commissioners@lacity.org

Address *

PO Box 86328, Los Angeles, CA 90086

Has this individual ever served as an officer, board member, owner or received state or federal funding and which agency funding was terminated or the agency was debarred from funding for any period of time? *

No

Yes - please specify the **former agency** with which this individual was involved and the **circumstances leading to the termination, involuntary non-renewal**

First Name *

Luis

Last Name *

Sanchez

Title *

Vice President

Telephone Number (999-999-9999) *

213-202-2640

Email Address *

rap.commissioners@lacity.org

PO Box 86328, Los Angeles, CA 90086

Has this individual ever served as an officer, board member, owner or received state or federal funding and which agency funding was terminated or agency was debarred from funding for any period of time? *

No

Yes - please specify the **former agency** with which this individual was involved and the **circumstances leading to the termination, involuntary non-renewal**

[Remove Item](#)

First Name *

Marie

Last Name *

Lloyd

Title *

Commissioner

Telephone Number (999-999-9999) *

213-202-2640

Email Address *

rap.commissioners@lacity.org

Address *

PO Box 86328, Los Angeles, CA 90086

received state or federal funding and which agency funding was terminated? *
agency was debarred from funding for any period of time? *

- No
- Yes - please specify the **former agency** with which this individual was
circumstances leading to the termination, involuntary non-renew

[Remove Item](#)

First Name *

Last Name *

Title *

Telephone Number (999-999-9999) *

Email Address *

Address *

Has this individual ever served as an officer, board member, owner or
received state or federal funding and which agency funding was terminated?
agency was debarred from funding for any period of time? *

- No

circumstances leading to the termination, involuntary non-renew

[Remove Item](#)

First Name *

Last Name *

Title *

Telephone Number (999-999-9999) *

Email Address *

Address *

Has this individual ever served as an officer, board member, owner or received state or federal funding and which agency funding was terminated or which agency was debarred from funding for any period of time? *

No

Yes - please specify the **former agency** with which this individual was terminated or which agency was debarred from funding for any period of time? *



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section IV – Board Resolution

17. Please make one selection: *

- My agency has an existing board approval for this CFA **or** has an existing agency policy/delegation authority that permits the authorized representative to sign this CFA on behalf of the agency's board.
- My agency does not yet have either of the required approvals referenced in the above selection but will be able to obtain the necessary documents prior to the FY 2024-25 contract's execution.

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Social Services for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2024-25.

RESOLUTION

18. BE IT RESOLVED that the Governing Board of City of Los Angeles Department of Recreation and Parks (Vendor #: 2182) authorizes entering into local agreement with the State of California and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

Signature of Contractor's Authorized Representative

documented authority to sign contract documents on behalf of the agency's governing board (i.e.. board resolution, delegation authority, agency policy, etc.).

Sign name using mouse or touch pad

Signature of

Title of Contractor's Authorized Representative

Date of Signature



PASSED AND ADOPTED by the Governing Board of City of Los Angeles Department of Recreation and Parks of Los Angeles County, California.

Resolution passed and adopted on:



19. I, [Your Name] _____, Clerk of the Governing Board of City of Los Angeles Department of Recreation and Parks, of Los Angeles County, California certify that the foregoing is a full, true and correct copy of the resolution adopted by the said Board on [Meeting Date] _____ at a regular public place of meeting and the resolution on file in the office of said Board.

Clerk Signature

Sign name using mouse or touch pad

Signature of

Takisha Sardin

Meeting Date

01/04/2024



Date of Signature



Back

Next

87%



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section V – Subcontractor Certification

20. **The following types of contracts operate with the use of subcontractors (check all that apply). For each contract type selected, submit a separate Subcontract Certification form [CCD 30B](#) (upload the file in Section IX). The form is available on the [CFA web page](#). ***

- General Child Care and Development (CCTR)
- Not applicable – City of Los Angeles Department of Recreation and Parks does not subcontract any of its programs.

21. **By providing a signature at the end of this section, I certify that all of the above subcontractor certification information is true.**

Signature of Contractor's Authorized Representative

IMPORTANT: *The person signing this section must have documented authority to sign contract documents on behalf of the agency's governing board (i.e.. board resolution, delegation authority, agency policy, etc.).*

Clear

Sign name using mouse or touch pad

Title of Contractor's Authorized Representative

General Manager

Date of Signature



Authorized Representative's Telephone Number (999-999-9999)

Authorized Representative's Email Address

Back

Next

87%



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section VI – Contractor Certifications

INSTRUCTIONS: Please indicate “Yes” or “No” to the following as they apply to your agency. By providing a signature at the end of this section, the signer certifies and understands the following:

Personnel Certification

Applies only to agencies who are Center-Based Programs and Family Child Care Home Education Networks.

The State of California requires any contractor receiving child care and development funds, disbursed by the CDSS to employ fully qualified personnel as stipulated in California Education Code (EC); California Code of Regulations, Title 5 (5 CCR); and Funding Terms and Conditions.

I certify, as the authorized agent representing this contractor, that I have read and understand the staffing requirements for Program Director, Site Supervisor, and Teacher as stipulated in Welfare and Institution Code (W&IC), EC, 5 CCR, and Funding Terms and Conditions. All child care staff employed in CDSS funded program(s) are fully qualified for their respective positions. The exception to this certification is a person employed as Program Director or Site Supervisor who possesses a current Staffing Qualifications Waiver approved by the CCDD.

Education Network.

- Yes
- No
-

Contractors with Subcontracts

Applies only to agencies with subcontracts.

I certify that the contractual arrangement(s) listed in Section IV – Subcontract Certification are made in adherence to the required subcontract provisions contained in the 5 CCR, and the Funding Terms and Conditions.

I understand that signing this certificate does not lessen the legal responsibility for the child care and development service contract requirements. As the contractor, it is my responsibility to monitor the performance of the subcontractor to ensure services are provided appropriately through the entire contract term.

I understand the subcontracting requirements, including competitive bidding, CDSS approval, and audit requirements in 5 CCR section 18026 et. seq.

23. I subcontract part of my subsidized funding. *

- Yes
- No
-

Board of Directors

Applies only to agencies with a Board of Directors.

I am authorized by the Contractor's Board of Directors or other governing authority to execute this CFA.

On behalf of the Contractor and its governing authority, we understand

auditors in connection with future audit work and performance reviews and may not be used or even reviewed or considered by the CDSS until well after the contract has expired, if ever. Therefore, we further understand that the information (and any underlying transactions) disclosed by this Application shall not be considered properly noticed to the CDSS nor approved, accepted or authorized by the CDSS, even if our request for continued funding by the CDSS is subsequently approved.

The governing board members have been trained in understanding conflict of interest requirements associated with their positions on the board and have reported all known conflicts of interest.

24. I have a board of directors or other governing authority to execute this CFA. *

Yes

No

Program and Fiscal Operations

Applies to all applying agencies.

I have supervisory authority over the child development program, have actual, personal knowledge of the information provided in this Application and certify that it is true and correct in all material respects.

I am familiar with and will ensure that the Contractor complies with all applicable program requirements, statutes, and regulations, including:

- Prohibitions on conflicts of interests, including (i) the assurances required to establish that transactions with officers, directors and other related party transactions are conducted at arm's length, and (ii) employment limitations stated in W&IC 10399.
- All audit and fiscal requirements and I take full responsibility for obtaining the required financial and compliance audits for my subcontractor(s).
- All subcontractors' audits and fiscal reporting and submission requirements.

that not meeting reporting timelines can result in apportionment withholding unless an extension is granted.

- Cost reimbursement requirements, including reimbursable and non-reimbursable costs, documentation requirements, the provisions for determining the reimbursable amount and other provisions in 5 CCR section 18033 et. seq.
- Accounting and reporting requirements in 5 CCR section 18063 et. seq.
- Operational and programmatic requirements.

25. By providing a signature at the end of this section, I certify that all of the above information in this section is true.

Signature of Contractor's Authorized Representative

IMPORTANT: *The person signing this section must have documented authority to sign contract documents on behalf of the agency's governing board (i.e. board resolution, delegation authority, agency policy, etc.).*

Clear

Sign name using mouse or touch pad

Signature of

Jimmy Kim

Title of Contractor's Authorized Representative

General Manager

Date of Signature



Authorized Representative's Telephone Number (999-999-9999)

Authorized Representative's Email Address

[Back](#)

[Next](#)

87%



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section VII – Certification of Contractor Information in the CDMIS

26. Contractors are required to review all information in the Child Development Management Information System (CDMIS) and update any outdated information. To review the information and submit changes, log on to the [CDMIS](#).

By checking the box below, I certify, as the authorized representative of the agency listed below, I have reviewed all the information for **City of Los Angeles Department of Recreation and Parks** and updates, additions, or deletions have been submitted as needed for information in all of the areas below:

- Executive Director/Superintendent information
- Program Director information
- Sites and Licenses and/or Office information
- Family Child Care Home summary information

*

- To the best of my knowledge, the information on the CDMIS Web site reflects accurate information for City of Los Angeles Department of Recreation and Parks as of the date this certification was signed.

27. By providing a signature at the end of this section, I certify that the above requirements have been met by my agency.

Signature of Program Director/Authorized Representative

Sign name using mouse or touch pad

Signature of

Date Signed



[Back](#) [Next](#)

87%



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section VIII – Contract Requirements

28. Are you a public agency *

*The State Administrative Manual defines a **public agency** as any state agency, city, county, special district, school district, community college district, county superintendent of schools, or federal agency. Any agency that does not meet this criteria is considered a “**non-public agency**.”*

- Yes – My organization is a city, county, special district, school district, community college district, county superintendent of schools, or a federal agency.
- No – My organization is none of the above entity types.

29. Do you represent a K-12 school or a K-12 school district? *

- Yes
- No

30. Are you a community college or community college district in California? *

- Yes
- No



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section IX – Required Contract Attachments

All attachments must be completed and uploaded to the application. For your convenience, links to the required forms are provided below. These links are also located on the [CFA web page](#). Please download, complete, and save a copy of each form for your records.

31. **[Fiscal Year 2024-25 Program Calendar \(CCD 33\)](#)**

*Required for all contractors. Complete one calendar for each contract type and upload below. **

File: CCD33_2024-25.1.pdf

Browse...

Has the Minimum Days of Operation (MDO) changed from the previous year's Program Calendar? *

Yes

No

Back

Next

FISCAL YEAR 2024-25 PROGRAM CALENDAR

CONTRACTOR NAME City of Los Angeles Dept. of Rec. & Parks	VENDOR NUMBER 2182	COUNTY NAME Select One	CONTRACT TYPE Select One
--	-----------------------	---------------------------	-----------------------------

Instructions: Enter an uppercase "X" on each day your program will operate. The totals for "Days of Operation," "Quarter Subtotals," and "Total Days of Operation" will then automatically calculate. Please verify accuracy.

	S	M	T	W	T	F	S
JULY 2024	1 x	2 x	3 x	4	5 x	6	
	7	8 x	9 x	10 x	11 x	12 x	13
DAYS OF OPERATION	14	15 x	16 x	17 x	18 x	19 x	20
	21	22 x	23 x	24 x	25 x	26 x	27
	28	29 x	30 x	31 x			
	22						

AUGUST 2024					1 x	2 x	3
	4	5 x	6 x	7 x	8 x	9	10
DAYS OF OPERATION	11	12 x	13 x	14 x	15 x	16 x	17
	18	19 x	20 x	21 x	22 x	23 x	24
	25	26 x	27 x	28 x	29 x	30 x	31
	21						

SEPTEMBER 2024	1	2	3 x	4 x	5 x	6 x	7
	8	9 x	10 x	11 x	12 x	13 x	14
DAYS OF OPERATION	15	16 x	17 x	18 x	19 x	20 x	21
	22	23 x	24 x	25 x	26 x	27 x	28
	29	30 x					
	20						

FIRST QUARTER SUBTOTAL 63

OCTOBER 2024			1 x	2 x	3 x	4 x	5
	6	7 x	8 x	9 x	10 x	11 x	12
DAYS OF OPERATION	13	14	15 x	16 x	17 x	18 x	19
	20	21 x	22 x	23 x	24 x	25 x	26
	27	28 x	29 x	30 x	31 x		
	22						

NOVEMBER 2024						1 x	2
	3	4 x	5 x	6 x	7 x	8 x	9
DAYS OF OPERATION	10	11	12 x	13 x	14 x	15 x	16
	17	18 x	19 x	20 x	21 x	22 x	23
	24	25 x	26 x	27 x	28	29	30
	18						

DECEMBER 2024	1	2 x	3 x	4 x	5 x	6 x	7
	8	9 x	10 x	11 x	12 x	13 x	14
DAYS OF OPERATION	15	16 x	17 x	18 x	19 x	20 x	21
	22	23 x	24 x	25	26	27 x	28
	29	30 x	31 x				
	20						

SECOND QUARTER SUBTOTAL 60

	S	M	T	W	T	F	S
JANUARY 2025					1	2 x	3 x
	4	5	6 x	7 x	8 x	9 x	10 x
DAYS OF OPERATION	11	12	13 x	14 x	15 x	16 x	17 x
	18	19	20	21 x	22 x	23 x	24 x
	25	26	27 x	28 x	29 x	30 x	31 x
	21						

FEBRUARY 2025							1
	2	3 x	4 x	5 x	6 x	7 x	8
DAYS OF OPERATION	9	10 x	11 x	12 x	13 x	14 x	15
	16	17	18 x	19 x	20 x	21 x	22
	23	24 x	25 x	26 x	27 x	28 x	
	19						

MARCH 2025							1
	2	3 x	4 x	5 x	6 x	7 x	8
DAYS OF OPERATION	9	10 x	11 x	12 x	13 x	14 x	15
	16	17 x	18 x	19 x	20 x	21 x	22
	23	24	25 x	26 x	27 x	28 x	29
	30	31 x					
	20						

THIRD QUARTER SUBTOTAL 60

APRIL 2025			1 x	2 x	3 x	4 x	5
	6	7 x	8 x	9 x	10 x	11 x	12
DAYS OF OPERATION	13	14 x	15 x	16 x	17 x	18 x	19
	20	21 x	22 x	23 x	24 x	25 x	26
	27	28 x	29 x	30 x			
	22						

MAY 2025						1 x	2 x
	3	4	5 x	6 x	7 x	8 x	9
DAYS OF OPERATION	10	11	12 x	13 x	14 x	15 x	16 x
	17	18 x	19 x	20 x	21 x	22 x	23
	24	25 x	26 x	27 x	28 x	29 x	30
	31						
	21						

JUNE 2025	1	2 x	3 x	4 x	5 x	6 x	7
	8	9 x	10 x	11 x	12 x	13 x	14
DAYS OF OPERATION	15	16 x	17 x	18 x	19	20 x	21
	22	23 x	24 x	25 x	26 x	27 x	28
	29	30 x					
	20						

FOURTH QUARTER SUBTOTAL 63

TOTAL DAYS OF OPERATION 246

IF THERE ARE CHANGES TO THE MINIMUM DAYS OF OPERATION (MDO), PLEASE EXPLAIN WHY.

CCDD CONSULTANT INITIALS
(FOR CDSS USE ONLY)
DATE APPROVED BY CCDD
CONSULTANT (FOR CDSS USE ONLY)



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section X – Self-Certifications

Check the boxes to self-certify that your agency meets the requirements below.

32. Contractors must self-certify that they are not listed as a delinquent tax payor on the Franchise Tax Board’s [Corporate Income Tax List Top 500 Tax Delinquencies](#). *

By checking this checkbox, the applicant certifies that their agency meets this requirement.

33. Contractors must self-certify that they are not listed as a delinquent tax payor on the Department of Tax & Fee Administration’s [Top 500 Sales & Use Delinquencies in California](#). *

By checking this checkbox, the applicant certifies that their agency meets this requirement.

34. Contractors must self-certify that they are not on the list of sanctioned entities in response to Russian Aggression in Ukraine. Contractors may search the U.S. Treasury’s [Office of Foreign Assets Control Sanctions List Search](#). *

By checking this checkbox, the applicant certifies that their agency meets this requirement.



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section X – Self-Certifications (Cont'd)

Check the box at the end of the page to self-certify that your agency meets the requirements below.

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 45 CFR Part 93, “New restrictions on Lobbying,” and 45 CFR Part 76, “Government-wide Debarment and Suspension (Non procurement) and Government-wide requirements for Drug-Free Workplace (Grants).” The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Social Services determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 45 CFR Part 93, for persons entering into a grant or cooperative agreement over \$100,000 as defined at 45 CFR Part 93, Sections 93.105 and 93.110, the applicant certifies that:

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement:

(b) If any funds other than federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an employee of Congress, or any employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, “Disclosure Form to Report Lobbying,” in accordance with this instruction;

(c) The undersigned shall require that the language of this

all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by executive Order 12549, Debarment and Suspension, and other responsibilities implemented at 45 CFR Part 76, for prospective participants in primary or a lower tier covered transactions, as defined at 45 CFR Part 76, Sections 76.105 and 76.110.

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency:

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period proceeding this application had one or more public transactions (federal, state, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- (b) Establishing an on-going drug-free awareness program to inform employees about-
 - (1) The danger of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation;
- (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants, and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W., (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-4571. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency:

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

(a) As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant, and

(b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and contracts Service, U.S. department of Education, 400 Maryland Avenue, S.W.(Room 3124, GSA Regional Office Building No. 3) Washington, DC 20202-4571. Notice shall include the identification numbers(s) of each affected grant.

ENVIRONMENTAL TOBACCO SMOKE ACT

As required by the Pro-Children Act of 1994, (also known as Environmental Tobacco Smoke), and implemented at Public Law 103-277, Part C requires that:

The applicant certifies that smoking is not permitted in any portion of any indoor facility owned or leased or contracted and used routinely or regularly for the provision of health care services, day care, and education to children under the age of 18. Failure to comply with the provisions of this law may result in the imposition of a civil monetary

Medicare or Medicaid funds, and portions of facilities used for in-patient drug and alcohol treatment.)

*

By checking this checkbox, the applicant certifies that their agency will comply with the above certifications.

[Back](#) [Next](#)

87%



CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

Section X – Self-Certifications (Cont'd)

Check the box at the end of the page to self-certify that your agency meets the requirements below.

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - (a) Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

 - (b) Establish a Drug-Free Awareness Program to inform employees about:
 - (1) the dangers of drug abuse in the workplace;
 - (2) the person's or organization's policy of maintaining a drug-free workplace;
 - (3) any available counseling, rehabilitation and employee assistance programs; and,
 - (4) penalties that may be imposed upon employees for drug abuse violations.

 - (c) Every employee who works on the proposed Agreement will:
 - (1) receive a copy of the company's drug-free workplace policy statement; and,
 - (2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. **CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT:** Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003. Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State. Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.
5. **EXPATRIATE CORPORATIONS:** Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.
6. **SWEATFREE CODE OF CONDUCT:** All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweat free Code of Conduct as set forth on the California Department of Industrial Relations website

The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. **DOMESTIC PARTNERS:** For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

8. **GENDER IDENTITY:** For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. **CONFLICT OF INTEREST:** Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- (a) No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- (b) No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- (a) For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-

capacity by any state agency.

(b) For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

(c) If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

(d) Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. **LABOR CODE/WORKERS' COMPENSATION:** Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)
3. **AMERICANS WITH DISABILITIES ACT:** Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)
4. **CONTRACTOR NAME CHANGE:** An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.
5. **CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:** When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

"Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary

taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. **RESOLUTION:** A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. **AIR OR WATER POLLUTION VIOLATION:** Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. **PAYEE DATA RECORD FORM STD. 204:** This form must be completed by all contractors that are not another state agency or other governmental entity.

*

- By checking this checkbox, the authorized representative certifies under penalty of perjury that that they are duly authorized to legally bind the prospective contractor to the clause(s) listed above. This certification is made under the laws of the State of California.

[Back](#) [Next](#)

BOARD RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Social Services for the purpose of providing child care and development services **and to authorize the designated personnel to sign contract documents for Fiscal Year 2024-25.**

RESOLUTION

BE IT RESOLVED that the Governing Board of Recreation & Park Commissioners of the City of Los Angeles Dept. of Rec. & Parks, 2182, authorizes entering into local agreement with the State of California and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

NAME	TITLE	SIGNATURE
<u>Jimmy Kim</u>	<u>General Manager</u>	_____
<u>Belinda Jackson</u>	<u>Assistant General Manager</u>	_____
<u>Noel Williams</u>	<u>Chief Financial Officer</u>	_____

PASSED AND ADOPTED THIS 4th day of January, 2024, by the Governing Board of Recreation & Park Commissioners of the City of Los Angeles of Los Angeles County, California.

I, Takisha Sardin, Clerk of the Governing Board of Recreation & Park Commissioners of the City of Los Angeles, of Los Angeles County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a January 4, 2024 meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

Clerk's Signature Date