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Santa Ana College • Santiago Canyon College

DATE: February 24, 2021

TO: Host College/District to Regional Director for Employer Engagement

FROM: Sarah Santoyo, Fiscal Agent Administrator, Rancho Santiago CCD

Cc: Gary Adams, Dean of Workforce & Economic Development, CCCCCO  
EWD Project Monitor, CCCCCO

RE: Notification of Amendment to Fiscal Year 2020-21 Economic and  
Workforce Development Grant Agreement

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Enclosed is an amendment to the grant agreement supporting the **Regional Director for Employer Engagement** hosted by your institution. Rancho Santiago Community College District, fiscal agent, serves solely as an intermediary to disseminate the amendment to the grant agreement on behalf of the California Community Colleges Chancellor's Office. At the direction of the Chancellor's Office, the fiscal agent is providing the grant agreement and memorandum approving an extension to the grant term and an additional \$50,000 to the college district hosting the regional director.

As the project administrator, you are the main contact for the grant agreement. Please have the authorized representative of your host college/district sign the enclosed grant agreement cover sheet. Please follow the steps listed below:

1. Complete the fields for the name and title of the authorized representative and host district EIN, which are required on the grant agreement cover sheet.
2. Submit the grant agreement to the authorized representative for signature.
3. By March 26, 2021, scan and return a copy of the fully executed grant agreement to Sarah Santoyo (Santoyo\_Sarah@rscsd.edu) and cc Maria Gil (Gil\_Maria@rscsd.edu). The fiscal agent does not require an original signed copy.
4. By April 1, 2021, submit an invoice for the 80% advance payment. Please work with your fiscal/accounting office to generate an invoice for an advance payment of 80% of the total amount of this grant agreement. An invoice template with instructions is enclosed.

Any questions related to grant terms and conditions, programmatic issues, planning or reporting, please contact your project monitor at the Chancellor's Office.

Thank you.

BOARD OF TRUSTEES:

Tina Arias Miller, Ed.D. • David Crockett • John R. Hanna • Zeke Hernandez • Lawrence "Larry" R. Labrado • Sal Tinajero • Phillip E. Yarbrough

CHANCELLOR:

Marvin Martinez

Grant Agreement Cover Sheet  
Grant Agreement No. 20-459-001

This Grant Agreement is made between the Rancho Santiago Community College District (“Fiscal Agent”), acting on behalf of the California Community Colleges Chancellor’s Office, and the **Chabot-Las Positas Community College District** (“Grantee”). This Grant Agreement is funded by Fiscal Agent Services Agreement Number C20-0039, between the Fiscal Agent and the Chancellor’s Office.

**Grant Term:** The original term of this grant was from July 1, 2020 to June 30, 2021. The grant term is hereby extended by six (6) months to now run from July 1, 2020 to December 31, 2021.

**Grant Amount:** The total amount payable for this grant shall not exceed \$250,000.

**Project Representatives:**


Chancellor's Office: Project Monitor	Grantee: Responsible Administrator	Fiscal Agent: Project
Sean McCobb	Kristin Lima, Ed.D.	Sarah Santoyo
(916) 322-9048	(510) 723-6653	(714) 480-7466
smccobb@cccco.edu	klima@chabotcollege.edu	Santoyo_Sarah@rsccd.edu

The Grant Agreement includes the following documents:

- Grant Agreement Cover Sheet
- Exhibit A: Scope of Work
- Exhibit B: Budget and Payment Provisions
- Exhibit B-1: Budget Summary
- Exhibit B-2: Budget Detail
- Exhibit C: General Terms and Conditions
- Exhibit D: Special Terms and Conditions
- Exhibit E: Chancellor’s Office Branding Guidelines

The mutual commitments contained in this Grant Agreement are hereby agree to:

For the Fiscal Agent, on behalf of the Chancellor’s Office:

  
Adam O'Connor (Feb 23, 2021 13:44 PST)  
\_\_\_\_\_  
Adam M. O’Connor  
Interim Vice Chancellor  
Business Operations/Fiscal Services  
Rancho Santiago Community College District

Dated: Feb 23, 2021

For the Grantee:

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
EIN: \_\_\_\_\_  
(Employer/Taxpayer Identification Number)

Dated: \_\_\_\_\_



February 10, 2021

**TO:** Chief Executive Officers  
Chief Instructional Officers  
Chief Business Officers  
Career Education (CTE) Deans  
Regional Directors Regional Consortia Chairs  
Statewide Directors  
Center of Excellence Statewide (HUB) and Directors  
Technical Assistance Providers

**FROM:** Sheneui Weber, Vice Chancellor  
Workforce & Economic Development Division (WEDD)

**SUBJECT: Amendment:**  
**2020-21 Grant Agreement Memorandum**  
Regional Directors (RDs) for Employer Engagement

For FY 2020-21, grant terms have been amended for the grantees cited above as expressed in the immediate previous WEDD Memorandum. Originally, the term was from July 1, 2020 to June 30, 2021. This amendment is hereby revises this grant term to recognize a six-month time extension with the term of the grants adjusted to end on December 31, 2021. The original grant amount of \$200,000 covers the period from the grant commencement to September 30, 2021. To cover costs from October 1, 2021 to December 31, 2021 for grant close-out activities, WEDD will provide to each grantee an additional \$50,000.






# Grant Agreement Amend FY 20-21 RD cover sheets ALL

Final Audit Report

2021-02-23

Created:	2021-02-23
By:	Maria Gil (Gil_Maria@rscdd.edu)
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## "Grant Agreement Amend FY 20-21 RD cover sheets ALL" History

-  Document created by Maria Gil (Gil\_Maria@rscdd.edu)  
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-  Document emailed to Adam O'Connor (oconnor\_adam@rscdd.edu) for signature  
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