

# Item 11

## (Action Item)

### Consideration of the Cal-SOAP LA contract amendment

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**SUMMARY:**

Staff requests to amend the contract between the California Student Aid Commission (Commission) and the Los Angeles California Student Opportunity and Access Program (Cal-SOAP) Consortium (Cal-SOAP LA). Cal-SOAP LA requested to change its fiscal agent from Families in Schools to East Los Angeles College Foundation, and to receive its grant funding quarterly instead of bi-annually.

**RECOMMENDATION:**

Adopt the staff recommendations to: 1) amend the contract between Cal-SOAP LA and the Commission to reflect the change in fiscal agent from Families in Schools to East Los Angeles College Foundation (ELAC Foundation); and 2) amend the contract between Cal-SOAP LA and the Commission to change the grant funding from bi-yearly payments to quarterly payments.

**BACKGROUND:**

Cal-SOAP was created to increase the availability of information, improve students' access to higher education by raising their achievement levels, and to reduce the duplication of services by coordinating outreach efforts. Established in 1978, the program is intended to serve students from schools and geographic areas with low college-going rates, students who would be the first in their family to attend college, students from low income families and students who are homeless.

All consortia are to identify a fiscal agent. A consortia's fiscal agent can be a school district, a county office of education, a public or private non-profit university, community college, or Community Based Organization. The fiscal agent and consortium partners must set aside match funding within their own budget including funding commitments from program partners sufficient to support the ongoing costs of the program. The consortia are to confirm that the applicant agency/fiscal agent will: a) Receive and administer the grant funds and submit the reports required by the Commission to account for the use of grant funds, and b) Be responsible for the performance of any services provided through funds awarded under this grant by the partners, consultants, or other organizations.

Change in Fiscal Agent

Cal-SOAP LA was funded to operate as a consortium beginning July 1, 2018, with the contract through June 30, 2020. In February 2020 the contract was extended to June 30, 2021. Families in Schools (FIS) has served as the fiscal agent for LA Cal-SOAP. In February 2020, FIS announced to Commission staff that they would no longer serve as the fiscal agent to the Cal-SOAP LA consortium after June 30, 2020. FIS committed to continue to support family engagement efforts for Cal-SOAP LA families and students and continue to provide the services originally outlined

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when it agreed to be the fiscal agent. FIS provided a letter in support of this commitment to the Commission. (See the attached letter from Families in Schools).

FIS worked with ELAC Foundation and they agreed to be the fiscal agent for Cal-SOAP LA for the 2020-21 fiscal year. The Memorandum of Understanding (MOU) between ELAC Foundation and Cal-SOAP LA is attached.

### Change in Grant Fund Payment Schedule

Cal-SOAP LA also requested a change to quarterly payments instead of the current bi-annual schedule, for the fiscal year 2020-21. Quarterly payments would allow the fiscal agent to manage their expenditures more efficiently and timely. The 14 established Cal SOAP consortia are currently reimbursed quarterly for their expenditures. This request was reviewed by the Commission's Legal Counsel who advised that an additional amendment be made to the contract between the Commission and Cal-SOAP LA. The amendment shall reflect that the quarterly payments to Cal-SOAP LA will not exceed the amount of funds in the original provision (i.e., more than fifty percent at six months).

### **RESPONSIBLE PERSON(S):**

Steve Caldwell, Interim Deputy Director  
Program Administration and Services Division

Ramona Carlos, Specialized Programs Manager  
Program Administration and Services Division

### **ATTACHMENT(S):**

Families in Schools Letter

ELAC Memorandum of Understanding