

**Mental Health Services Oversight and Accountability Commission**

**MENTAL HEALTH STUDENT SERVICES ACT of 2019**

**Round 4 RFA**

Category 1 - Marginalized and Vulnerable Youth

**Santa Cruz County Application**


Santa Cruz County Behavioral Health Department & Office of Education

**Table of Contents**

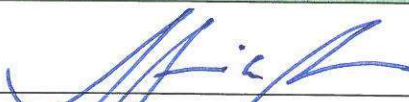
|   |    |
|---|----|
| ATTACHMENT 1-1 – GRANT APPLICATION COVER SHEET / MINIMUM REQUIREMENTS<br>(EXISTING GRANTEEES) | 2  |
| ATTACHMENT 1-3 – PROPOSED PROGRAM   | 5  |
| ATTACHMENT 1-4 – PROPOSED PLAN  | 14 |
| ATTACHMENT 1-5 – BUDGET WORKSHEET   | 22 |
| ATTACHMENT 1-6 – PAYEE DATA RECORD (STD 204)  | 25 |
| ATTACHMENT 1-7 – GENERATIVE ARTIFICIAL INTELLIGENCE (GENAI)                                   | 26 |
| ATTACHMENT 1-8 – FINAL SUBMISSION CHECKLIST   | 28 |

## ATTACHMENT 1-1 – Grant Application Cover Sheet / Minimum Requirements (Existing Grantees)

Provide the information related to the partnership below.

| Name of County and/or City Mental Health/Behavioral Health Department   | Director or Designee Name and Title  |
|---|--|
| Santa Cruz County Children's Behavioral Health Department   | Lisa Gutiérrez Wang, Ph.D., Director of Children's Behavioral Health, Santa Cruz County Health Services Agency (HSA) |
| Director or Designee Signature<br>(Sign as Lead Agency or sign to authorize the Lead Agency listed below, if not the county/city) |  |
| Date  |  |
| DocuSigned by:<br><br>46B21881618441E           |  |
| Director, Children's Behavioral Health  |  |
| June 28, 2024   |  |

Provide the Lead agency information if it is not the County and/or City Mental Health/Behavioral Health Department.

| Name of Lead Agency   | Director or Designee Name and Title   |
|---|---|
| Santa Cruz County Office of Education   | Michael Paynter, Ed.D., LMFT, Executive Director of the Student Support Services Department, Santa Cruz COE |
| Director or Designee Signature  |   |
| Date  |   |
|  |   |
| June 28, 2024   |   |

I HEREBY CERTIFY under penalty of perjury that I have the authority to apply for this grant and that this grant Application is consistent with the terms and requirements of the Commission's Request for Application for the Mental Health Student Services Act.

If this is a joint effort with another County and/or City Mental Health/Behavioral Health, list all additional participants to the application. (Add lines as needed)

| Additional County and/or City Mental Health/Behavioral Health Departments | Director or Designee | Date Signed |
|---|----------------------|-------------|
|   |                      |             |
|   |                      |             |
|   |                      |             |
|   |                      |             |

List all entities in the existing partnership.

| List all entities in the existing partnership<br>(Add lines as needed) | Entity Type (e.g., COE, School District, School) |
|--|--|
| 1. Santa Cruz City Schools   | School District                                  |
| 2. Scotts Valley Unified School District                               | School District                                  |
| 3. San Lorenzo Valley Unified School District                          | School District                                  |
| 4. Live Oak School District  | School District                                  |
| 5. Soquel Union Elementary School District                             | School District                                  |
| 6. Pajaro Valley Unified School District                               | School District                                  |
| 7. Santa Cruz County COE Alternative Education Department              | COE  |
| 8. Health Services Agency of Santa Cruz County – Multiple Departments  | Government Agency                                |
| 9. Your Future Is Our Business   | Non-Profit                                       |
| 10. Santa Cruz County Probation  | Government Agency                                |
| 11. Santa Cruz County Child Welfare Services                           | Government Agency                                |
| 12. The Diversity Center   | Non-Profit                                       |
| 13. CASA of Santa Cruz County  | Non-Profit                                       |
| 14. Cabrillo College   | Institution of Higher Education                  |
| 15. University of California- Santa Cruz                               | Institution of Higher Education                  |

Applicant/Lead Grant Coordinator Contact Information:

|               |  |
|---------------|--|
| Name:         | <b>Hayley Newman</b>                       |
| Title:        | <b>School Climate and Wellness Manager</b> |
| Email:        | <b>hnewman@santacruzcoe.org</b>            |
| Phone Number: | <b>(831) 466-5786</b>                      |

Applying for Multiple Grants:

|  |            |
|--|------------|
| Complete as applicable   |            |
| Are you applying for a grant in another category? (Yes / No)   | <b>YES</b> |
| <p>If yes, describe your capacity for managing and completing the Contractor's Responsibility for each grant.</p> <p>The Santa Cruz County Office of Education's (Santa Cruz COE's) Student Support Services Department has been managing multiple federal, state and local grants for more than two decades. The current Executive Director has taken the lead in this area for the past seven years. Most relevant to this application are the current and active grants from MHSA (Mental Health Services Act via County Behavioral Health), MHSSA (Mental Health Student Services Act via MHSOAC), two SAMHSA (Substance Abuse and Mental Health Services Act, one direct and one via the California Department of Education (CDE), known as CalWell) Awards, Kaiser, Department of Health Care Services (DHCS) State Capacity Grant for the Multi-Payer Fee Schedule, School Health Demonstration Project (SHDP), SBHIP (School Based Health Incentive Program), SEL (Social Emotional Learning), several Tobacco Use Prevention Education (TUPE) grants, as well as allied work with Foster Youth Services Coordinating Grant, the McKinney-Vento Homeless Student Grant, Probation Diversion funding and finally public health awards for prevention and early intervention with regards to opioid use and health education requirements.</p> <p>In all of these efforts and more, the Santa Cruz COE has developed robust systems of programming, evaluative and fiscal tracking, reporting and implementation. This comes from a core "hub" of staff internal to the Student Support Services Department, which includes three managers in addition to the Executive Director, a fiscal analyst and a department coordinator. Key staffing partners from other departments, such as the Fiscal Director for Business Services, the Director of Human Resources and even the County Superintendent all support meeting deadlines, hiring, producing reports and elevating the vision and impact of the programming endeavors. Perhaps equally as strong are the non-Santa Cruz COE partners in the non-profit, managed care and government entities that help with pass-through funds and contracting, direct services and a braided approach to sharing resources and providing services. Taken all together this community of colleagues, departments and agencies provides a solid foundation for ensuring the Santa Cruz COE, and especially the Student Support Services Department, are able to meet deadlines, outcomes and spending plans.</p> |            |

## ATTACHMENT 1-3 – Proposed Program

| Proposed Program |  |
|------------------|--|
| 7.C.1.           | <p>Describe the MHSSA program that is being proposed.</p> <p>The Santa Cruz County Office of Education (COE) proposes a program to increase supports, prosocial activities, and life experiences for our students in care (Foster Youth), students and families in transition (Homeless Youth), and students who are system-impacted through Probation. There has also been an increase of students in these groups who identify as LGBTQ+ and/or have mental health needs. To better meet the need and fit of services, the first element of this program will provide more opportunities for these vulnerable and often marginalized students to build relationships with safe adults, and in turn, more natural support in their life. Increased natural support for our students has also been identified as an area of need during the System Improvement Planning Process (SIPP) with our partners at the Santa Cruz County Human Services, Child Family Services and Juvenile Services divisions. As a key collaborative partner, Santa Cruz COE is positioned to leverage and clear pathways for these students through the lens of education through four activities: linkages and access to extracurricular opportunities, career exploration through informational interviews with professionals in the field, college tours highlighting specific support programs on campus students will have access to in the future, tutoring to support academic development and success, and accessible field trips.</p> <p>The second element of the proposed program focuses on internal training and capacity building within our COE FosterEd and SIT programs as well as Santa Cruz County Probation to better serve students and families. These programs provide direct service in different ways. Our FosterEd program currently supports every foster youth in our county with an assigned Educational Liaison, and Educational Champion, a case plan and an education team. FosterEd receives referrals directly from child welfare and the age ranges can vary between 5-20. In this model, we have strong partnerships with school districts, Child Welfare, Dependency Court, CASA, Children’s Behavioral Health, Independent Living Program, Community Agencies, youth and families.</p> <p>The Santa Cruz COE Students in Transition program helps to identify and serve McKinney-Vento eligible students, collecting and distributing materials crucial to the success of needy students, including the provisioning of tutors and bus passes for economically disadvantaged students, and serving as an informational hub for the many liaisons, counselors, and principals who deal directly with students attending school and living in in transitional environments. Santa Cruz COE has also leveraged our FosterEd model to create TransitionEd where our Foster Ed Educational Liaisons serve McKinney-</p> |



Vento (Homeless) students who need an educational case manager to support them. In this model, a student is referred to the SIT program as McKinney-Vento eligible and screened for higher service of need, then the SIT coordinator conducts an immediate needs assessment to see what basic needs are needed to help increase stability. A Homeless/FosterEd Educational Liaison then identifies and coordinates the student's education team and creates a case plan that is monitored.

As an important partner in our Santa Cruz County system of care, the Santa Cruz County Probation program has already made a commitment to join efforts, strengthen and expand vital projects in school mental health, and bolster coordination of high levels of services faced by youth who are multi-system involved. This work has also paralleled the current efforts to strengthen trauma-informed processes under AB2083.

These programs frequently connect with students, families, and larger teams- and our staff hears needs and identifies barriers in these conversations. We also learn how we can better help them thrive through our FosterEd Annual Report, FYSCP Grant, and CDE Annual Count for Homeless Youth. Staff professional background varies, so approaches, lenses, and knowledge used when interacting with students are different. Through feedback, these programs have identified key training topics: Supporting LGBTQ+ Students, Post-Secondary Options in Santa Cruz County, Resource Mapping, and Mental Health and Wellness. Providing professional training to staff will increase the tools and knowledge needed to effectively serve our foster youth, homeless youth, and youth system-impacted through probation.

The third and last element of the proposed program is providing external training and capacity building to community partners, professional learning networks, and wellness spaces on school campuses that wrap foster youth, homeless youth, and youth system-impacted. Santa Cruz COE plans to offer and coordinate training/presentations around the same topics: Supporting LGBTQ+ Students, Post-Secondary Options in Santa Cruz County, Resource Mapping, and Mental Health and Wellness. As part of this program, we plan to educate school counselors, Wellness Center staff, community partners, such as those at Encompass' Thrive Hive, a wellness space for transition-age youth who serves current and former foster and probation placement youth, as well as youth experiencing homelessness ages 15-24 across Santa Cruz County. This robust Wellness Space is also in close proximity to Santa Cruz COE. To build our own capacity within the COE, we also plan to make closer connections to COE's programs such as the Companion Project, Suenos, and Career Advancement Charter- all programs that support student well-being, education, and post-secondary success.

|        |  |
|--------|--|
| 7.C.2. | Identify the Marginalized and Vulnerable Youth population(s) being targeted with this program. |
|--------|--|

Foster youth, students in transition (homeless students), justice-involved youth through Santa Cruz County Probation will be the target of this program.

Santa Cruz County (SCC) is a mid-sized county on the central coast of California and is the 25th biggest county by total population and ranked 12th in population density. Out of approximately 38,000 students there were 157 foster youth cumulatively enrolled in SCC (K-12). According to our internal case management and teaming tool, EdTeamConnect (ETC), we served a cumulative of 157 students in 2022-23 and our April 2024 point-in-time count was 101 youth. 12 of those students are non-minor dependents who are post-secondary.

Santa Cruz COE is also committed to the educational equity and elevating student opportunities so that all students, regardless of their housing status, will reach their full potential. There are several housing challenges in our community from an extremely high cost of living that contributes to the rate of homelessness in our community. Santa Cruz County has been named the most expensive rental market in the nation and the impacts of the 2023 storms and 2020 CZU Lightning Complex fires have displaced a significant number of residents, including students. Out of 1,804 total individuals experiencing homelessness in Santa Cruz during the 2023 Point in Time (PIT) count, 224 were unaccompanied children (under 18) and transition-age youth (18-24). This population makes up 18% of the total homeless population in Santa Cruz. For our McKinney-Vento students, our countywide homeless enrollment count is 2,170 students according to the 2022-2023 DataQuest reports- 6% of our student population. According to the 2022-2023 Annual Count of Homeless Students in Schools, Santa Cruz County identified 2,709 McKinney-Vento Students, a rate 45% higher than the average across California. Leveraging an already strong partnership with our Santa Cruz County Student Services Directors from our biggest 6 LEAs with the COE Students in Transition program, we imagine our initiative can help create stronger cross-sector connections between schools and community-based agencies so our McKinney-Vento students can thrive. Last, but not least to note, our FosterEd and Students in Transition program have adapted their model so that McKinney-Vento students and families who need more educational liaison advocacy and support are now assigned to a Homeless/FosterEd Liaison. This adapted model has planted seeds to start supporting this population in new ways and this initiative will help to offer more than what we can currently.

In addition, the Santa Cruz County Office of Education has a long history of partnership with the Santa Cruz County Probation Juvenile Probation Department. In this grant proposal, the aim is to first and foremost attend to wards of the Juvenile Justice, especially those returning from out-of-home and out-of-county placement, and who identify as LGBTQ+. Additionally, the desire and plan is to serve youth on Juvenile Probation, still living with their families and who are gender fluid or identify as LGBTQ+.

|          |   |
|----------|---|
|          | The same services and resources will be offered as described for those in the foster care system and/or experiencing homelessness.  |
| 7.C.3.   | <p>Will foster youth be the target of the program?</p> <p>Yes, foster youth will be one of the target populations of this program. Of the 87 who are attending school in Santa Cruz County, the majority 36 (41%) attend in South County's Pajaro Valley Unified School District (PVUSD), a rural area with a majority of low socioeconomic status and Latino/a/x students. The school districts with the second largest population of foster youth are the Santa Cruz County Office of Education (SCCOE) Alternative Education Department with 15 and Santa Cruz City Schools (SCCS) with 14. The rest of the youth are spread throughout the remaining 8 school districts, with 0 to a handful in each district, which have student populations that represent a variety of income and ethnic demographics. Of the 87 foster youth attending school in SCC, 14 are in Family Maintenance (FM), living with their biological families, and 71 are living in foster homes or relative placements. Two are living in Short Term Residential Therapeutic Programs (STRTPs). All students, regardless of placement type or county of origin, will be served proactively through the FosterEd case management process from the time their dependency case opens (or when they start attending school in SCC) until when their dependency case closes. This includes Juvenile Justice involved-youth who are on placement order. This is a service we are able to provide due to our relatively small overall foster youth count and our staffing.</p> |
| 7.C.3.a. | <p>If yes, please explain how and where they will be served.</p> <p>Foster Youth will be served through our FosterEd program and leveraging systems and partnerships that currently exist in the CFT teaming model from Child Welfare and the Ed team meeting model with FosterEd. In these team meetings, we are able to engage with teams and the youth about student strength and interests, offer and link services and programs, and case manage next steps. We hope to offer a more robust menu of experiences and activities for students in these team meetings to include field trips and college tours, creating more engagement and connection with natural supports and life experiences.</p> <p>The last two years, Santa Cruz COE Foster Youth Services Coordinating Program (FYSCP) , which is essentially our FosterEd program, has been engaged in utilizing AB 130 funding to support foster youth. The funding was used for tutoring- specifically a contract with Tutorme for 500 hours of virtual tutoring to support students in North County and students in South County who needed virtual tutoring. AB 130 funding also supported the transition to college/career for foster youth by engaging in a contract with Your Future is Our Business to provide individual and group services based on student interest to help students with career exploration. Lastly, the AB 130 funds supported</p>  |



|          |   |
|----------|---|
|          | <p>case management by plugging students into enrichment activities such as after school programs, summer campus, outdoor experiences, mentoring, college exploration, and other opportunities, as well as support with building transportation plans for students. AB 130 funds sunset in June 2024. These services have been valued by our students and resources families over the past two years. A key piece to this is that we have the infrastructure and systems set up to start offering similar services if selected for this grant.</p>   |
| 7.C.4.   | <p>Will justice involved youth be the target of the program?</p> <p>Yes, justice-involved youth will be a target of the program. As an important partner in our Santa Cruz County system of care, the Santa Cruz County Probation program has already made a commitment to join efforts, strengthen and expand vital projects in school mental health, and bolster coordination of high levels of services faced by youth who are multi-system involved. As noted prior, the target populations in this group will be those with active Juvenile Justice Court cases, both in-home and out-of-home placements (wards). This work has also paralleled the current efforts to strengthen trauma-informed processes under AB2083.</p>  |
| 7.C.4.a. | <p>If yes, please explain how and where they will be served.</p> <p>Justice-involved youth from Santa Cruz County Probation will be served through the case-management and teaming procedures there. These students will have increased access enrichment activities and exposure to future natural supports, career exploration, and connections to higher education and subsequent tours.</p>   |
| 7.C.5.   | <p>Provide support as to how this program and target population(s) were determined. Support in the form of data collected and assessed will be given priority.</p> <p>These target populations were determined through our countywide assessment of educational data related to academics, school climate, attendance, and career/college readiness through graduation rates. Foster Youth, Homeless Students, and Justice-Impacted youth, disproportionately are struggling in these areas. This was also determined at the District level through the LCAP progress as many of our local LEAs have specific goals related to these subgroups.</p> <p>The Students in Transition Program submitted the Educational for Homeless Children and Youth (EHCY) Grant this year and the data assessed to determine strategies was analyzed from our local Point in Time (PIT) count and California Annual Homeless Education Data Collection. For our McKinney-Vento students, our countywide homeless enrollment count is 2,170 students according to the 2022-2023 DataQuest reports- 6% of our student population. According to the 2022-2023 Annual Count of Homeless Students</p> |

|        |   |
|--------|---|
|        | <p>in Schools, Santa Cruz County identified 2,709 McKinney-Vento Students, a rate 45% higher than the average across California.</p> <p>For our FosterEd program, DataQuest shows a Chronic Absenteeism Rate of 40.1% for foster youth, as compared to a countywide rate of 26.4% for all students. In addition, the Four-Year Cohort Graduation Rate for 2022-23 was 55.6%, as compared to an 86.2% rate for all Santa Cruz County students. The 2022-23 Five-Year Cohort Graduation Rate was 84.6% as compared to 89.1% for all students. The one-year high school completion rate for 2022-23 that we tracked internally through ETC was 75% (this includes 4th, 5th and 6th year seniors who graduated). In 2022-23, rates increased but students in foster care are still not graduating at the same rate as their peers. This is an additional reason why Santa Cruz COE is focused on clearing the path to postsecondary options. Additionally, these need areas were identified in our Executive Advisory Council survey: assisting students with transition to college/career (62.5%) and building inclusive and trauma-informed cultures (56.3%). Our program proposal hopes to support both of these need areas for our students in care.</p> <p>Santa Cruz County Family and Children’s Services and Juvenile Probation also shared data through their County Self-Assessment (CSA) and System Improvement Plan (SIP) processes. The data showed a need for natural support for these youth. There was an emphasis on if physical permanency cannot be reached, we need to focus on emotional permanency which ties into the relational and emotional supports. Agencies need to collaborate to provide more opportunities for connection and prosocial activities to expand the net.</p> |
| 7.C.6. | <p>Identify where this program will be located.</p> <p>This program will be centralized at the Santa Cruz County Office of Education in the Student Support Services Division and within the Students in Transition and FosterEd programs. The Executive Director of the Student Support Services Division also is a part of broader systems working within the county such as the AB 2083 Workgroup and the Santa Cruz County Behavioral Health Collaborative and has intertwined these pieces, thus having close relationships with the leaders of these groups.</p>  |
| 7.C.7. | <p>Identify the schools and school district(s) in which services will be provided.</p> <p>The program will provide services to students in multiple LEAs in our county. The students served within FosterEd, TransitionEd, SIT, and Santa Cruz County Probation are concentrated within our six largest districts: Santa Cruz City Schools School District, Scotts Valley Unified School District, San Lorenzo Valley Unified School District, Live Oak School District, Soquel Union Elementary School District, Pajaro Valley Unified School District, and our own Santa Cruz County COE Alternative Education Department.</p>  |

|        |  |
|--------|--|
|        | <p>Services to all Districts will include:</p> <ul style="list-style-type: none"> <li>• Providing Santa Cruz COE coordinated field trips and college tours to McKinney-Vento students, Foster Youth, and students on probation enrolled in their District</li> <li>• Providing tutoring and mentorship opportunities to these groups of students enrolled in their District</li> <li>• Providing access to enhanced career exploration, informational interviews, and mentorship from a professional in the community to these groups of students enrolled in their District</li> <li>• Continuing to support these groups of students as well as the District Liaisons as an Information Hub</li> <li>• Providing training to COE and District staff in the following topics: Supporting LGBTQ+ Students, Post-Secondary Options in Santa Cruz County, Resource Mapping, and Mental Health and Wellness</li> </ul>  |
| 7.C.8. | <p>Identify any partners involved that are outside of the MHSSA partnership of County Behavioral Health, County Office of Education, School Districts, or charter schools.</p> <p>Additional partners involved in our pending program include Your Future Is Our Business (YFIOB), Santa Cruz County Probation, Santa Cruz County Child Welfare Services, The Diversity Center, Cabrillo College, and University of California- Santa Cruz.</p>  |
| 7.C.9. | <p>Describe the roles and responsibilities of each partner in the proposed program.</p> <p>Santa Cruz COE will partner with each of these entities to clear pathways to expanded life experiences and prosocial activities for students and increased capacity and knowledge for staff through intentional training.</p> <p><i>Your Future Is Our Business (YFIOB):</i> Santa Cruz COE has previously partnered with YFIOB to offer career exploration and mentorship with foster youth using AB 130 funds. In this new contract, the same services will be offered. YFIOB will provide sustainable career activities for students and work with education teams to develop systems that support those activities to advance the implementation of the CTE pathways, as well as enhance the success of Santa Cruz County transition age foster, justice-impacted youth, and homeless youth through increasing their postsecondary preparation and matriculation. YFIOB will work with FosterEd, SIT, and Probation staff to provide Work Based Learning services to high school students in these programs in order to assist in the transition to college and career. YFIOB will engage with students and their education Teams. YFIOB will also continue to participate in the College or Bust subcommittee.</p> |

*Santa Cruz County Probation:* Santa Cruz County Probation will be a close partner in identifying students that would benefit from the proposed services in this grant through their programming. Santa Cruz County Probation will be co-learning with COE staff in professional learning, co-collaborating with COE in field trip opportunities, and continue to attend and participate in EAC and other spaces that support these populations.

*Santa Cruz County Child Welfare Services:* Santa Cruz County Child Welfare Services will be involved as an integral part of supporting foster youth and probation youth and the teaming in FosterEd. This government entity and the social workers tied to the cases will continue to collaborate with Homeless/Foster Youth Liaisons and learn about the robust offerings that might help support a student and expand natural support. Santa Cruz County Child Welfare Services will continue to attend the Executive Advisory Council.

*The Diversity Center:* Santa Cruz COE will contract with the Diversity Center to provide LGBTQ+ training and education to COE internal staff, Santa Cruz County Probation, and community-based organizations. Diversity Center will continue to partner with SIT, FosterEd, and Probation while offering presentations and information to the high school Wellness Centers, and in connection with the MHSSA Companion Project navigation team.

*Cabrillo College:* Santa Cruz COE will be working closely with the Rising Scholars, Guardian Scholars/NextUp, and Basic Needs programs at Cabrillo College- our local community college- to clear pathways for students and create a supportive bridge to post-secondary that meets the needs of our student groups so they can further their education and expand natural supports. The program coordinators for these programs will coordinate with staff at COE to plan college tours and provide presentations to external partners such as District school counseling staff and community-based organizations that wrap these students (Child Welfare, Probation, CASA of Santa Cruz, etc.). Cabrillo College will also continue to participate in the College or Bust subcommittee.

*University of California- Santa Cruz:* Santa Cruz COE will be working closely with the Underground Scholars, Resilient/Hope Scholars, EOP and Basic Needs programs at UCSC college- our local four-year UC- to clear pathways for students and create a supportive bridge to post-secondary that meets the needs of our student groups so they can further their education and expand natural supports. The program coordinators for these programs will coordinate with staff at COE to plan college tours and provide presentations to external partners such as District school counseling staff and community-based organizations that wrap these students (Child Welfare, Probation, CASA of Santa Cruz, etc.). We will also be coordinating with the Career Center to hire tutors/student mentees. UCSC will continue to participate in the College or Bust subcommittee.

|           |  |
|-----------|--|
|           |  |
|           | <p>Will the proposed program offer Peer Support services?</p> <p>No, the proposed program is not offering Peer Support services.</p>   |
| 7.C.10.a. | <p>If yes, please explain how this will be done and the services that will be provided.</p> <p>These services are not being offered via this grant proposal but can be researched and supported through other avenues and funding sources.</p>   |
| 7.C.11.   | <p>Will the proposed program offer student mentoring services?</p> <p>Yes, our program will offer student mentoring services through our tutoring and career exploration components. For tutoring, we plan to partner with the University of California- Santa Cruz, one of our local institutions of higher education, and engage in an agreement with their Career Center to offer a Work Study opportunity to tutor foster youth, homeless youth, and justice-involved youth.</p> <p>Through the career exploration component, we plan to partner with Your Future is Our Business (YFIOB), a nonprofit in Santa Cruz County that provides sustainable career activities for students. One key activity will be connecting with professionals in our community and offering an opportunity for mentorship.</p>  |
| 7.C.11.a. | <p>If yes, please explain how this will be done and the services that will be provided.</p> <p>For tutoring and mentorship with UCSC, we plan to intentionally engage and recruit for these tutors within the UCSC Resilience Scholars programs, as these programs support current and former foster youth, formerly incarcerated students and/or those with incarcerated family members, students who experienced chronic homelessness prior to the age of 18, and other students with adverse circumstances that qualify them for independent status. These hired UCSC tutors will meet with identified students needing academic support at the student's school or at the COE, trying to mitigate barriers such as cost and transportation.</p> <p>A few key activities that YFIOB offers, and we plan to engage with, are coordinated informational interviews that align with student career interests as well as mentorships our foster youth, homeless youth, and justice-impacted youth in secondary school would have access to. This increased student mentoring services will enhance the success of Santa Cruz County transition age foster, homeless, and probation youth through increasing their post-secondary preparation and matriculation.</p> |



## ATTACHMENT 1-4 – Proposed Plan

| Proposed Plan |  |
|---------------|--|
| 7.D.1.        | <p>Provide a proposed plan that describes how the proposed program will be implemented.</p> <p>Santa Cruz COE SIT and FosterEd staff will take the following steps to implement our program to grow natural support networks and clear the paths to postsecondary options for students to thrive.</p> <p><b>First Element:</b> Increase supports, prosocial activities, and life experiences for our students in care (Foster Youth), students and families in transition (Homeless Youth), and students who are system-impacted through Probation.</p> <p>Our first step will be to convene our partners and garner input in key spaces that already have representation from each entity such as our FYSCP Executive Advisory Council (EAC), College or Bust subcommittee, Cabrillo Guardian Scholars/NextUp Advisory Group and Youth Homeless Response Team (YHRT) meetings on our four key activities: linkages and access to extracurricular opportunities, career exploration through informational interviews with professionals in the field, college tours highlighting specific support programs on campus students will have access to in the future, tutoring to support academic development and success, and accessible field trips. We will also meet with Santa Cruz County Probation more intentionally to understand their student-centered teaming model and co-create systems to identify students needing these supports and how we can coordinate to provide them.</p> <p><i>Linkages and Access to Extracurricular Opportunities:</i> Santa Cruz COE will crowdsource and curate a list of extracurricular opportunities that are available in the community and provided by Districts as extended learning opportunities. We will also revisit our student strength questionnaire as part of our intake process for SIT and FosterEd to include student interests that might match opportunities in the community. After this process, we will work with Probation to ensure they have aligned student strength and interest questions as well.</p> <p><i>Career Exploration:</i> Santa Cruz COE will use and adapt the referral systems we created and used for career exploration with Foster Youth with AB 130 funds, so McKinney-Vento students and justice-impacted youth in Santa Cruz Probation can also utilize these services. This will involve engaging in the contract process with YFIOB, meeting with SIT/FY programs and Probation, and co-creating the referral flow for career exploration services. Leads from YFIOB, SIT, FosterEd, and Probation will meet quarterly to check in, share data, and adapt processes as needed.</p> |

*College Tours and Field Trips:* Santa Cruz COE will first connect with the UCSC and Cabrillo project coordinators of supportive programs to coordinate best days for college tours and to ensure the content of the tour is intentional and meaningful to our students. We would then determine transportation needs based on who is interested in attending. We would also connect with CASA of Santa Cruz as this person sometimes supports driving students to events. Other students might need extra support with transportation, so we would determine how to best do that with either paid transportation or utilizing COE vehicles. For field trips, we would connect with other agencies to determine locations of interest- especially for younger students who are foster or homeless.

*Tutoring:* Santa Cruz COE will revive a partnership with UCSC and their Career Center that was in place prior to COVID. We will engage in the contracting process and submit their Application for Student Assistance Under the Federal College Work-Study Program. We will then work with our Business department and Human Resources to complete the agreement and hire student tutors. Afterwards, we will create a process to request tutoring through SIT, FosterEd, and Probation. COE will meet quarterly with Probation and we will meet with tutors more frequently.

**Second Element:** Internal Training and Capacity Building

Santa Cruz COE will connect with Probation to determine indicated times/windows for training for staff in SIT, FosterEd, and Probation. A contract with the Diversity Center will be created to provide training about LGBTQ+ students. Cabrillo College and UCSC program coordinators from supportive programs will be contacted to also support the staff in learning about Post-Secondary Options for students in Santa Cruz County and start making connections with staff in local institutions of higher education (IHE). We will leverage our existing partnership with County Behavioral Health and our current MHSSA project staff- The Companion Project- to provide additional training on Mental Health and Wellness related topics as they get identified. Last but not least, we will work with our existing spaces of cross-sector partnerships to start resource mapping different services and extracurricular activities in a singular document so all entities that wrap our students can refer to it and promote prosocial activities.

**Third Element:** External Training and Capacity Building

Santa Cruz COE will provide community partners, professional learning networks, and wellness spaces on school campuses that wrap foster youth, homeless youth, and youth system-impacted training as well. Santa Cruz COE plans to offer and coordinate training/presentations around the same topics: Supporting LGBTQ+ Students, Post-Secondary Options in Santa Cruz County, Resource Mapping, and Mental Health and Wellness. As part of this program, we plan to educate school counselors, Wellness Center staff, community partners, such as those at Encompass' Thrive Hive- a wellness space for

|        |   |
|--------|---|
|        | <p>current and former foster- and probation-placement youth ages 15-24. To do this, we plan to engage with the directors of the community organizations and county agencies to determine the best days for collaborative learning.</p> <p>To build our own capacity, we plan to make closer connections to COE’s programs such as the Companion Project (MHSSA Project), Suenos, and Career Advancement Charter. We plan to do this by learning more about these programs, meeting with them and locating intersections in our work and what a clear pathway between these programs might look like. This will help us clear capacity within our own organization and create coherence.</p>   |
| 7.D.2. | <p>Provide milestones and timeframes for each milestone, including the expected dates when services will be provided.</p> <p><b>Year 1 Milestones, Expected Dates and Timelines:</b></p> <ul style="list-style-type: none"> <li>● Convene Key Community Partners, Collect Input, Start Co-Creating Systems <ul style="list-style-type: none"> <li>○ August 15, 2024: Santa Cruz COE Connect with Probation</li> <li>○ August 30, 2024: College or Bust Subcommittee</li> <li>○ September 1, 2024: Santa Cruz COE connect with YHRT</li> <li>○ September 1, 2024: FosterEd Executive Advisory Committee</li> </ul> </li> <li>● Initiate Contracts with YFIOB, Diversity Center, and UCSC <ul style="list-style-type: none"> <li>○ August 1, 2024- September 30, 2024</li> </ul> </li> <li>● Co-Create Systems for Referral Pathways for Tutoring, YFIOB Services, and needs around extracurriculars with Probation <ul style="list-style-type: none"> <li>○ September 1, 2024- October 30, 2024</li> </ul> </li> <li>● Plan and activate one field trip and one college tour <ul style="list-style-type: none"> <li>○ October 1, 2024- December 15, 2024 Plan and activate one field trip</li> <li>○ February 1, 2025- April 30, 2025 Plan and activate one college tour</li> </ul> </li> <li>● Coordinate and Attend LGBTQ+ Training Sessions for Internal Staff <ul style="list-style-type: none"> <li>○ September 1, 2024- February 1, 2025</li> </ul> </li> <li>● Collaborate with Cabrillo College and UCSC for Increased Training Internally <ul style="list-style-type: none"> <li>○ August 1, 2024- October 1, 2024</li> </ul> </li> <li>● Hire two UCSC Student Tutors, onboard, and create systems to serve students <ul style="list-style-type: none"> <li>○ October 1, 2024- November 1, 2024</li> </ul> </li> </ul> |

**Year 2 Milestones, Expected Dates and Timelines:**

- Initiate Contracts with YFIOB, Diversity Center, and UCSC
  - July 1, 2025- August 1, 2025
- Collaborate with Cabrillo College and UCSC to coordinate training for external partners and community
  - August 1, 2025- October 1, 2025
- Check on Systems for Referral Pathways for Tutoring, YFIOB Services, and needs around extracurriculars with Probation
  - September 1, 2025- October 30, 2025
- Plan and activate two field trips and two college tours
  - October 1, 2024- December 15, 2024 Plan and activate two field trips
  - February 1, 2025- April 30, 2025 Plan and activate two college tours
- Coordinate and Attend LGBTQ+ Training Sessions for External Partners Staff
  - September 1, 2025- February 1, 2026
- Engage with Wellness Center Staff at the secondary high schools through training
  - September 1, 2025- February 1, 2026
- Hire two UCSC Student Tutors, onboard, and create systems to serve students
  - October 1, 2025- November 1, 2025

**Year 3 Milestones, Expected Dates and Timelines:**

- Collaborate with Cabrillo College and UCSC to coordinate training for external partners and community
  - August 1, 2026- October 1, 2026
- Initiate Contracts with YFIOB, Diversity Center, and UCSC
  - July 1, 2026- August 1, 2026
- Check on Systems for Referral Pathways for Tutoring, YFIOB Services, and needs around extracurriculars with Probation
  - September 1, 2026- October 30, 2026
- Plan and activate two field trips and two college tours
  - October 1, 2026- December 15, 2026 Plan and activate two field trips
  - February 1, 2027- April 30, 2027 Plan and activate two college tours
- Coordinate and Attend LGBTQ+ Training Sessions for External Partners Staff

|          |  |
|----------|--|
|          | <ul style="list-style-type: none"> <li>○ September 1, 2026- February 1, 2027</li> <li>● Engage with Wellness Center Staff at the secondary high schools through training <ul style="list-style-type: none"> <li>○ September 1, 2026- February 1, 2027</li> </ul> </li> <li>● Hire two UCSC Student Tutors, onboard, and create systems to serve students <ul style="list-style-type: none"> <li>○ October 1, 2026- November 1, 2026</li> </ul> </li> <li>● Publish “live” resource mapping of extracurriculars, sports, and other activities that are available and accessible for foster youth, homeless youth, and McKinney-Vento youth by season <ul style="list-style-type: none"> <li>○ October 1, 2026- November 1, 2026</li> </ul> </li> </ul>  |
| 7.D.3.   | <p>If hiring staff, describe the plan and steps needed to hire staff.</p> <p>For this proposed project, we will be funding .5 FTE an existing Santa Cruz COE Homeless/FosterEd Liaison that is already knowledgeable about the SIT &amp; FosterEd processes, services from community-based organizations, and the needs of our District partners.</p>  |
| 7.D.3.a. | <p>How long would it take to complete the hiring process?</p> <p>Santa Cruz COE will be funding .5 FTE an existing Santa Cruz COE Homeless/FosterEd Liaison, so will not have to engage in the hiring process. The benefit to this is that we can start implementing our proposed plan at a quicker pace. The existing Santa Cruz COE Homeless/FosterEd Liaison also has been an active collaborator with the community partners we hope to engage with through the previous AB 130 activities, FosterEd-related EAC meetings, College or Bust Subcommittee, and other spaces with our cross-sector partners.</p>  |
| 7.D.4.   | <p>If hiring a contractor, describe the plan and steps needed to hire a contractor.</p> <p>Santa Cruz COE will be contracting with two nonprofits and an institute of higher education to implement our activities. We have previously contracted with the Diversity Center and Your Future is Our Business, so we would meet with them and let them know of the services we need to support our plan. We would then process the contracts for these organizations through the COE, then meet to determine logistics to deliver the services. Santa Cruz COE previously has contracted with UCSC’s Career Center to hire student tutors in conjunction with the Work Study program there. We would work with our Business Department and Human Resources to hire these students. Then they would get onboarded and cleared through a background check.</p> |



|          |   |
|----------|---|
|          |   |
| 7.D.4.a. | <p>How long would it take to complete the hiring process?</p> <p>To contract with Diversity Center, Your Future is Our Business (YFIOB) and UCSC should take close to a month to initiate, process, and complete before services can be rendered.</p> <p>More specifically, the Santa Cruz COE Business Department requires that all contractors complete a “contractor’s checklist” which includes providing proof of insurance, proof of fingerprint clearance if working with any students or school sites directly, a W-9 form, and various other assurances described in a 5-page contract template. Additionally, contractors need to provide a scope of work and a total cost for services. Approximately 11 people review and sign the contract, and once completed, a purchase order is set up to receive and pay for invoices related to the contract. This whole process can take anywhere from one-to-many weeks, depending on any issues that may arise. For this grant and these two contracts, given the history of the candidate’s contract experience in other realms, it is estimated that a contract can be in place within 2-4 weeks of a grant award notice.</p> |
| 7.D.5.   | <p>What is the goal of the proposed program?</p> <p>The goal of the proposed program is to clear the pathway to emotional permanency for foster youth, homeless youth, and justice-impacted youth by providing opportunities for life experiences and academic support, which increases the likelihood of connecting with others to build a broader net of natural support. This will lead to better social, emotional and academic outcomes for students in these groups. A secondary goal is to clear a more inclusive path by training staff in SIT, FosterEd, and Probation in LGBTQ+ and Mental Health Topics, as well as building knowledge in post-secondary options in our community.</p>   |
| 7.D.6.   | <p>What are the expected outcomes from the program?</p> <p>The expected outcomes from the program includes:</p> <ul style="list-style-type: none"> <li>• Increased access to prosocial activities/life experiences for foster youth, students in transition, and justice system-impacted youth to gain natural supports, protective factors, and prevent negative outcomes</li> <li>• Build capacity within COE to learn about postsecondary career/college pathways, mental health, wellness, and LGBTQ+ topics as well as how to best serve students with intersectional needs</li> </ul>   |

|          |  |
|----------|--|
|          | <ul style="list-style-type: none"> <li>Educate and train Districts, community based organizations, and other entities postsecondary career/college pathways, mental health, wellness, and LGBTQ+ topics as well as how to best serve students with intersectional needs</li> </ul>   |
| 7.D.7.   | <p>Describe how you will monitor and determine the success of the proposed program.</p> <p>Santa Cruz COE is ready to monitor and collect data to determine the effectiveness of the program. To monitor, we will build check-in meetings with our key partners to get a pulse on the data and any anecdotal feedback we have received from families, students, and staff at each agency. We will engage in data-checkpoints and will share the data collected on a quarterly basis to see what needs to be adapted, changed, and altered to meet the needs of students better. We also plan to revisit our expected outcomes to see if we are making progress towards reaching those. We also will be checking annual data from the Districts to see if there is a decrease in disproportionality in categories such as Academics, Chronic Absenteeism, Suspension, and Graduation Rates.</p>   |
| 7.D.7.a. | <p>Describe the data that will be collected.</p> <p>Data will be collected in various ways to ensure effectiveness and positive impact of this project. Monthly, Santa Cruz COE will meet with our partners in Probation, reflect on processes and make adaptations if needed, and then share data on how many students from each program are engaged in any of the activities provided.</p> <p>At the end of each academic year, will be conducting empathy interviews and focus groups with students who choose to utilize any of the activities we provide- such as attending a college tour, field trip, tutoring, extracurricular, or sport where the project was able to support their participation. We will collect this qualitative data and highlight trends and themes. This will inform any adaptations into the next year.</p> <p>For the internal and external trainings, we are planning to use a feedback and survey tool from the participants and learn how the new knowledge presented could be used in their setting or in direct conversations with families and students. The survey will be a mix of open ended questions and scaled questions.</p> <p>Through our FosterEd EAC meetings, we also collect data each year for our FYSCP reporting. Probation and Child Family Services also collect data for their annual SIPP reporting. We collectively hope that our efforts are shown through that data as well.</p> |
| 7.D.8.   | <p>Explain how this will achieve the goals of the MHSSA.</p> <p>MHSSA has identified vulnerable youth populations as a place to focus through feedback. This program focuses on the homeless and foster students, and students who</p>   |

|          |   |
|----------|---|
|          | are connected to probation. MHSSA is prioritizing blending academic and social emotional support for these students, and we envision that happening by leaning into preventative and proactive activities that are accessible and have limited barriers to participation, increasing the likelihood a student could connect with an adult and add more protective factors and natural support to their life. We are also educating the existing team of adults around each student so support can be differentiated and matched to the student's needs, interests, and identity.  |
| 7.D.9.   | <p>What is the estimated number of students that will be served annually through the proposed program?</p> <p>The estimated number of students that will be served annually through the proposed program will be an estimated 100 students through FosterEd, Probation, and Students in Transition programs.</p>  |
| 7.D.9.a. | <p>Provide support as to how the number was determined. Support in the form of data collected and assessed will be given priority.</p> <p>Currently in our FosterEd program we support 83 secondary school-age students total spread out in 35-40 caseloads per FosterEd Liaisons. 12 of these students are in the TransitionEd program. This data is collected by our FYSCP Coordinator and Homeless Project Coordinator at the Santa Cruz COE. Even though this may be a smaller number of McKinney-Vento students compared to the larger California Annual Count of Homeless Students, the TransitionEd students are identified as needing increased support through a screening process- so would be ideal candidates for this program. Santa Cruz County Probation also serves secondary school-age youth within their program as evidenced by the annual report and SIPP process.</p> |

## ATTACHMENT 1-5 – Budget Worksheet

|       |   |   |           |           |           |  |
|-------|---|---|-----------|-----------|-----------|--|
| 7.E.1 | Proposed Budget   |   |           |           |           |  |
|       | Description   | Year 1  | Year 2    | Year 3    | Total     |  |
|       | Hire Staff  |   |           |           |           |  |
|       | .5 FTE of Santa Cruz COE Homeless/FosterEd Education Liaison                | \$39,672  | \$41,656  | \$43,739  | \$125,067 |  |
|       |   |   |           |           |           |  |
|       | Other Personnel Services Cost   |   |           |           |           |  |
|       | Benefits for .5 FTE of Santa Cruz COE Homeless/FosterEd Education Liaison   | \$22,804  | \$23,945  | \$25,142  | \$71,891  |  |
|       |   |   |           |           |           |  |
|       | Hire Contractors  |   |           |           |           |  |
|       | Diversity Center  | \$27,075  | \$27,075  | \$27,075  | \$81,225  |  |
|       | Your Future is Our Business   | \$10,000  | \$10,000  | \$10,000  | \$30,000  |  |
|       | Tutoring  | \$25,200  | \$25,200  | \$25,200  | \$75,600  |  |
|       |   |   |           |           |           |  |
|       | Other Costs   |   |           |           |           |  |
|       | Registration and Entry to Extra Curricular Activities                       | \$7,000   | \$7,000   | \$7,000   | \$21,000  |  |
|       | Transportation for College Tours and Field Trips                            | \$10,000  | \$10,000  | \$10,000  | \$30,000  |  |
|       | Indirect Rate COE/County Combined (COE at 7.83; County at 7.17 = 15% total) | \$21,739  | \$21,739  | \$21,739  | \$65,217  |  |
|       |   |   |           |           |           |  |
|       | Total   | \$163,490   | \$166,615 | \$169,895 | \$500,000 |  |
|       |   | Provide a description of the proposed expenditure for each line listed in the Proposed Budget.                    |           |           |           |  |
|       |   | Hire Staff  |           |           |           |  |
|       |   | .5 FTE Homeless/FosterEd Education Liaison to leverage existing work and partnerships to increase                 |           |           |           |  |
|       |   | This grant would cover \$39,672-\$43,739 per year in wages, increasing 5% for wages and benefits, year over year. |           |           |           |  |

### **Other Personnel Services Cost**

These benefit costs are simply the overhead of the internal staffing salary costs for the .5 FTE Homeless/FosterEd Education Liaison. They include PERS contributions, Health and Welfare benefits, Social Security and MediCare commitments, State Disability and Workers Comp requirements and finally other retiree accruals as needed. In total, for the .5 FTE designated amount in this grant, the cost is \$22,804-\$25,142 per year, and as noted above increases 5% per year, hence the range.

Again, with the commitment of funds from the other braided funding indicated from FYSCP Grant dollars, local County Contract dollars, and School District contributions, as well as Title IV-E drawdown in partnership with Child Family Services, revenue set-asides will continue this grant work. Following the completion of this grant, the minimum amount utilized for the sustainability efforts, particularly for coordinating the Life Experience and Academic Supports components, including extending current contracts to support this Initiative, will be at 50%, meaning more than \$80,000 per year.

### **Hire Contractors**

*Diversity Center:* The \$27,075 annual agreement will be for Santa Cruz COE to partner with the Diversity Center to provide a LGBTQ+ training series for our internal staff of the FosterEd and SIT programs, as well as Santa Cruz County Probation and other partners. This training series will help staff build knowledge in cultivating inclusivity through exploring gender expression, identity, and LGBTQ+ awareness. It will help increase the capacity of these programs and agencies to support the students that they serve- especially those that identify as LGBTQ+ students.

*Your Future is our Business:* The \$10,000 annual agreement will be for Santa Cruz COE to partner with Your Future is Our Business to provide coordinated informational interviews that align with student career interests as well as mentorships to our foster youth, homeless youth, and justice-impacted youth. This partnership program has previously been successful for our high-school aged foster youth over the last two-years during a pilot using AB 130 dollars. Student feedback indicated these activities were the most beneficial to their post-secondary goals, so Santa Cruz COE will expand this partnership to include students in transition and justice impacted youth connected to Santa Cruz County Probation.

*Tutoring:* The \$25,200 annual allotment will be for Santa Cruz COE to partner with University of California- Santa Cruz Career Center / Resilient Scholars programs to hire UCSC students to provide tutoring and mentorship to foster youth, homeless youth, and justice-impacted youth at Santa Cruz Probation.



## Other Costs

*Registration:* This amount, totaling \$7,000 each year, is to support students and families with registration, entry fees, and other associated costs that might exist for extra-curricular activities including, but not limited to, sports, clubs, camps, workshops, and other extracurricular opportunities aligned to the student's interests. This line item aims to remove the initial financial barrier that might limit student access, and increase opportunities for prosocial activities and natural support from safe adults including coaches, program leaders, and others who run these activities.

*Transportation:* This amount, totaling \$10,000 each year, is to support foster youth, McKinney-Vento students, and justice-impacted students through Santa Cruz Probation in attending college tours, field trips, and associated costs. Often, transportation is a barrier for these students to attend these types of learning and life experiences, so this will help alleviate that obstacle.

*Indirect Rates at COE and County:* This amount, totaling 15% of the grant, is the required contribution to each agency's overhead and administrative costs to help support the fiscal, accounting and transactional components of the grant. The Santa Cruz COE has an assigned indirect rate, given by the CDE, for fiscal year 2024-25 of 7.83%. The County of Santa Cruz, being the designated recipient of the grant funds, with the COE as the lead applicant, has requested a similar indirect rate for their back-end work. Since the maximum indirect rate was set at 15%, and since the COE cannot change their rate unless specified in a grant RFA, the remaining percentage was allocated to the county at 7.17%. This was calculated using an indirect rate worksheet set at 1.15 which calculates the amount by backing in the indirect costs from the total grant amount, so essentially indirects are not taken on indirects. It makes sense programmatically, but does not produce the same number as if simply multiplying the total grant amount by .15. Ultimately, it allows for more of the grant dollars to be used on programming! Therefore, we simply took the total award amount over three years, plugged it into the spreadsheet and divided by three to get an annual amount. The final amount taken will entirely depend on actual expenditures, as none are taken until the money is spent.

California Department of Education FY 24/25 Approved Indirect Rate 7.83%  
<https://www.cde.ca.gov/fg/ac/ic/>

**PAYEE DATA RECORD**

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)  
STD 204 (Rev. 03/2021)

**Section 1 – Payee Information**

**NAME** (This is required. Do not leave this line blank. Must match the payee's federal tax return)

County of Santa Cruz

**BUSINESS NAME, DBA NAME or DISREGARDED SINGLE MEMBER LLC NAME** (If different from above)

**MAILING ADDRESS** (number, street, apt. or suite no.) (See instructions on Page 2)

701 Ocean St., Room 100

**CITY, STATE, ZIP CODE**  
Santa Cruz, CA 95060

**E-MAIL ADDRESS**  
traci.turner@santacruzcountyca.gov

**Section 2 – Entity Type**

Check one (1) box only that matches the entity type of the Payee listed in Section 1 above. (See instructions on page 2)

☐ **SOLE PROPRIETOR / INDIVIDUAL**

☐ **SINGLE MEMBER LLC** *Disregarded Entity owned by an individual*

☐ **PARTNERSHIP**

☐ **ESTATE OR TRUST**

☒ **Government**

☐ **CORPORATION** (see instructions on page 2)

☐ **MEDICAL** (e.g., dentistry, chiropractic, etc.)

☐ **LEGAL** (e.g., attorney services)

☐ **EXEMPT** (e.g., nonprofit)

☐ **ALL OTHERS**

**Section 3 – Tax Identification Number**

Enter your Tax Identification Number (TIN) in the appropriate box. The TIN must match the name given in Section 1 of this form. Do not provide more than one (1) TIN. The TIN is a 9-digit number. **Note:** Payment will not be processed without a TIN.

**Social Security Number (SSN) or Individual Tax Identification Number (ITIN)**

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

OR

**Federal Employer Identification Number (FEIN)**

9 4 - 6 0 0 0 5 3 4

• For **Individuals**, enter SSN.

• If you are a **Resident Alien**, and you do not have and are not eligible to get an SSN, enter your ITIN.

• Grantor Trusts (such as a Revocable Living Trust while the grantors are alive) may not have a separate FEIN. Those trusts must enter the individual grantor's SSN.

• For **Sole Proprietor or Single Member LLC (disregarded entity)**, in which the sole member is an individual, enter SSN (ITIN if applicable) or FEIN (FTB prefers SSN).

• For **Single Member LLC (disregarded entity)**, in which the sole member is a business entity, enter the owner entity's FEIN. Do not use the disregarded entity's FEIN.

• For all other entities including LLC that is taxed as a corporation or partnership, estates/trusts (with FEINs), enter the entity's FEIN.

**Section 4 – Payee Residency Status (See instructions)**

☒ **CALIFORNIA RESIDENT** – Qualified to do business in California or maintains a permanent place of business in California.

☐ **CALIFORNIA NONRESIDENT** – Payments to nonresidents for services may be subject to state income tax withholding.

☐ No services performed in California

☐ Copy of Franchise Tax Board waiver of state withholding is attached.

**Section 5 – Certification**

*I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the state agency below.*

**NAME OF AUTHORIZED PAYEE REPRESENTATIVE**  
Traci Turner

**TITLE**  
Accounting Manager

**E-MAIL ADDRESS**  
traci.turner@santacruzcountyca.gov

**SIGNATURE**

**DATE**  
6/27/24

**TELEPHONE** (include area code)  
831-454-2704

**Section 6 – Paying State Agency**

Please return completed form to:

**STATE AGENCY/DEPARTMENT OFFICE**

**UNIT/SECTION**

**MAILING ADDRESS**

**FAX**

**TELEPHONE** (include area code)

**CITY**

**STATE**

**ZIP CODE**

**E-MAIL ADDRESS**

## Generative Artificial Intelligence (GenAI) Disclosure & Factsheet

### Bidder/Offer Information

MHSOAC MHSSA Round 4 RFA - Category 1

Solicitation Number

Santa Cruz County Office of Education

Bidder ID/Vendor ID (optional)

831-466-5600

Business Name

400 Encinal Street

Business Telephone Number

Santa Cruz CA 95060

Business Address

City

State

Zip Code

### GenAI Disclosure & Factsheet

Will you be using or offering GenAI technology, model, or service (collectively, "system")? ☐ Yes ☒ No (If No, skip to Signature section of this form.)

If yes, provide details regarding the GenAI system"). See *GenAI Disclosure & Factsheet Definitions* at the end of this form for more information.

Failure to disclose GenAI to the State and submit the detailed description may result in disqualification and may void any resulting contract.


|   |  |
|---|--|
| 1. GenAI Model Name, Version (including number of parameters) |  |
| 2. Model Owner  |  |
| 3. Overview   |  |
| 4. Purpose  |  |
| 5. Intended Domain  |  |
| 6. Model Training Data  |  |
| 7. Model Information  |  |

|                        |  |
|------------------------|--|
| 8. Input and Outputs   |  |
| 9. Performance Metrics |  |
| 10. Optimal Conditions |  |
| 11. Poor Conditions    |  |
| 12. Bias               |  |
| 13. Test Data          |  |

Explain below how you are ensuring the GenAI system is not adversely affecting "decisions that materially impact access to, or approval for, housing or accommodations, education, employment, credit, health care, and criminal justice." (AB 302, Department of Technology: High-Risk automated decision systems: inventory).

Signature

By signing this document, I certify that I have identified and disclosed, if any, all GenAI components in the proposed solution or service.

  
Signature

6/28/24  
Date



## ATTACHMENT 1-8 – Final Submission Checklist

Complete this checklist to confirm the items in your application. Place a check mark or “X” next to each item that you are submitting to the Commission. For your application to be complete, all required attachments, along with this checklist, must be returned with your application.

| Included | Attachment     |   |
|----------|----------------|---|
| X        | ATTACHMENT 1-1 | Grant Application Cover Sheet /<br>Minimum Requirements (Existing Grantees) |
| N/A      | ATTACHMENT 1-2 | Grant Application Cover Sheet /<br>Minimum Requirements (New Applicants)    |
| X        | ATTACHMENT 1-3 | Proposed Program  |
| X        | ATTACHMENT 1-4 | Proposed Plan   |
| X        | ATTACHMENT 1-5 | Budget Worksheet  |
| X        | ATTACHMENT 1-6 | Payee Data Record (STD 204)   |
| X        | ATTACHMENT 1-7 | Generative Artificial Intelligence (GenAI)                                  |
| X        | ATTACHMENT 1-8 | Final Submission Checklist  |