

STANDARD AGREEMENT - AMENDMENT

STD 213A (Rev. 4/2020)

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED 17 PAGES

AGREEMENT NUMBER M101857-7100	AMENDMENT NUMBER 2	Purchasing Authority Number EDD-7100
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1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Employment Development Department

CONTRACTOR NAME

California Community Foundation

2. The term of this Agreement is:

START DATE

May 1, 2024, or upon final approval, whichever comes later

THROUGH END DATE

September 30, 2026

3. The maximum amount of this Agreement after this Amendment is:

\$17,000,000.00 (Seventeen Million Dollars and Zero Cents)

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

The Agreement entered into May 1, 2024, by and between the Employment Development Department, hereinafter referred to as the EDD, and the California Community Foundation, hereinafter referred to as the Contractor, is hereby amended to:

Increase the total amount of the Agreement by \$3,000,000.00 to reflect the new total amount of \$17,000,000.00 for emergency funds and to revise the Scope of Work

Specific:

- Delete Exhibit A, Scope of Work, in its entirety and replace with revised Exhibit A
- Delete Exhibit B, Budget Detail and Payment Provisions, in its entirety and replace with revised Exhibit B
- Add Attachment B-3, Budget Narrative into this Agreement

All other terms and conditions shall remain the same.

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

California Community Foundation

CONTRACTOR BUSINESS ADDRESS

717 West Temple Street

CITY

Los Angeles

STATE

CA

ZIP

90012

PRINTED NAME OF PERSON SIGNING

Carol Bradford Worley

TITLE

Senior Counsel and Charitable Advisor

CONTRACTOR AUTHORIZED SIGNATURE

DocuSigned by:
Carol Bradford Worley

DATE SIGNED

3/3/2025

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STATE OF CALIFORNIA

CONTRACTING AGENCY NAME Employment Development Department				
CONTRACTING AGENCY ADDRESS 722 Capitol Mall		CITY Sacramento	STATE CA	ZIP 95814
PRINTED NAME OF PERSON SIGNING Lauren Prizmich		TITLE Chief Office of Procurement, Contracting & Admin.		
CONTRACTING AGENCY AUTHORIZED SIGNATURE Tony Scheeler		DATE SIGNED		
CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL		EXEMPTION (If Applicable) SCM Vol. 1 section 4.06; CERF Grant per Senate Bill 162 (Statutes of 2021); California Unemployment Insurance Code section 14531		

Digitally signed by Tony Scheeler
Date: 2025.03.04 17:58:09 -08'00'

**EXHIBIT A
SCOPE OF WORK
(Standard Agreement)**

1. This Agreement is entered into by and between the Employment Development Department, hereinafter referred to as the EDD, and the California Community Foundation, hereinafter referred to as the Grantee, for the purposes of implementing the CA Jobs First, Catalyst Program. The purpose of the Catalyst funding is to support each region's Jobs First Collaboratives to invest in pre-development activities, enabling regions to develop projects and maximize investment opportunities.
2. The Grantee will comply with the terms and conditions set forward in this Agreement, guidance provided by the EDD and the Inter-Agency Leadership Team during the agreement period, the Solicitation for Proposal (SFP) for the Catalyst Program Year 2023-24, and the Grantee's response to the SFP, which, by this reference are both incorporated and made part of the Agreement. For transfer of program responsibility, the Department of Finance approves of an interagency agreement to give the solicitation and contracting duties to the Governor's Office of Business and Economic Development (GO-Biz). The EDD shall retain funding and payment responsibilities.
3. The project representatives during the term of this Agreement will be:

State Agency

Employment Development Department
Attn: Adriana Avalos
722 Capitol Mall, MIC 50
Sacramento, CA 95814
Phone: 916-839-9958
E-Mail: adrianac.avalos@edd.ca.gov

Fiscal Agent

California Community Foundation
Attn: Carol Bradford-Worley
717 W Temple Street
Los Angeles, CA 90012
Phone: (213) 452-6233
E-mail: CBWorley@calfund.org

Changes to the EDD contract representative will not require an amendment to the Contract.

4. Responsibilities of the Fiscal Agent

Responsibilities of the Fiscal Agent: The scope of services provided by the fiscal agent include, but are not limited to:

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Control of the Fund: Establish, manage, and maintain an appropriate system of internal controls, accounting records, and documentation of the receipt and disbursement of the funds for review or reproduction upon written request by the EDD according to Generally Accepted Accounting Procedures, other state regulatory requirements, and the direction of the EDD.

The Recipient of Advance Payment must deposit any funds received as an advance payment into a federally insured, interest-bearing account that provides the ability to track interest earned and withdrawals. Any accumulated interest shall be deemed to be grant moneys, subject to federal laws and regulations, and the recipient shall report interest earned on the advanced payment to the administering state agency.

Program Ledgers and Monthly Reporting: maintain a separate ledger for each program that shows the total amount of funds available for each program, and monthly program deductions (i.e., payments to subcontractors). At a minimum, each ledger entry must include the subcontractor agreement number, invoice date, payment date, and a description of the payment. Individual divisions may require additional ledger information. The Fiscal Agent will prepare and disseminate financial reports on a monthly basis, or as requested, in formats prescribed by the EDD.

Sub-Contract/Sub-Awarding Administration and Disbursement of Funds: Enter into agreements with vendors and other third parties to support the identified programs on behalf of the Collaborative. Disburse funds in satisfaction of payment obligations under each agreement. The Fiscal Agent shall disburse funds based upon invoices reviewed and approved by the personnel designated by the lead applicant when in support of the Catalyst grant. The Fiscal Agent must assist the EDD with the timely closing out of grants and programs with respect to the Jobs First Collaborative agreements. The Fiscal Agent must also ensure funding is encumbered and expended by timelines set by the EDD.

Audits: Cooperate with the EDD exercising lawful authority, or their respective agents, by providing all documentation promptly upon request.

Public Records: Cooperate with the EDD in responding to any requests under the Public Records Act for records related to the Fiscal Agent.

Memorandum of Understandings (MOUs): Fiscal Agent and Regional Convenor(s) MOU must include a mutual agreement of each entity's roles and responsibilities and a commitment to work together to achieve the goals, objectives, and deliverables of the Catalyst Program. MOUs must be submitted to the EDD upon request.

Reporting: Prepare and disseminate reports pursuant to State reporting requirements including, but not limited to the reporting requirements contained in California Unemployment Insurance Code, Section 14531(g).

Accounts: Maintain System for Award Management (SAM) account and have Unique Entity ID number.

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Other Services: Provide financial or contract management services on an as-needed basis (e.g., conducting competitive bidding) to ensure the smooth administration of the funds as required by funding requirements and direction by the EDD.

5. Catalyst Program Requirements

A. Collaboration with the Inter-Agency Team:

Project monitoring and oversight is essential to ensure the Project stays within scope and is completed on schedule and within budget in accordance with this Agreement. The Grantee is required to work with the Inter-Agency Team and participate in regularly scheduled reporting meetings. The Grantee may be required to participate in larger CA Jobs First convenings in person or virtually depending on the scope of the meeting.

B. Collaboration with the Program Evaluator:

The State will pursue a statewide developmental evaluation to explore the success of the Regional Investment Initiative and of the activities awarded through the Catalyst Program alongside other grant activities. The Grantee is required to participate in that evaluation by providing the requested data and information. Therefore, throughout the period of performance, the Grantee and its' subrecipients and subcontractors must document lessons learned and effective practices ascertained through this project. At designated points throughout the fiscal year, the Inter-Agency Leadership Team may set annual priorities, evaluate progress against goals and objectives, discuss new strategies to improve program outcomes and align available funding to maximize results for the State.

C. Communities of Practice:

Collaboration across regions will be required to create collectively a more resilient statewide economy that brings equal opportunities to every region. Awardees will be required to participate in Communities of Practice meetings. These convening's will ensure progress, share best practices and lessons learned across the regions, and provide technical assistance by the state.

D. The established Jobs First Collaboratives, with the support of the Regional Convener, are expected to adhere to the following activities:

- i. Continue to expand regional outreach and engagement activities, ensuring inclusion of disinvested communities;
- ii. Continuously update research to keep plans current for future funding opportunities and planning processes;
- iii. Coordinate Implementation Phase application process;
- iv. Collaborate with the GO-Biz Community & Place-Based Solutions team and the U.S. Economic Development Administration to develop Economic Development Districts where they do not currently exist;
- v. Track the projects identified by the Jobs First Collaboratives, including applications and awards for additional funding from other sources.
- vi. Identify projects in the exploratory, last mile, and ready-to-go categories.

E. Sector Investment Coordinators: Ensure that the region identifies no more than five positions or sub-contracts, either as new staff at the Conveners or at another identified

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organization in the region. The positions will execute the following activities on behalf of the Jobs First Collaborative:

- i. Work within the Jobs First Collaborative on industries prioritized in the Planning Phase;
 - ii. Support the Jobs First Collaborative in cataloguing projects that will support the proliferation of the prioritized industries and enhance high-quality job creation; label these projects as “exploratory” (agreed-upon ideas that are at the very initial phases) and “last-mile” (agreed-upon projects that need the final piece of the puzzle to begin development), or identify projects as non-viable;
 - iii. Work with the GO-Biz staff and regional partners to find and apply for state, federal, and private grants;
 - iv. Align Jobs First Collaborative -identified projects with federal funding;
 - v. Liaise with workforce and economic development partners, High Road Training Partnerships, community-based organizations, and others capable of contributing to the success of the project to build an ecosystem around identified industries or sectors;
 - vi. Provide or procure Technical Assistance for Implementation grant applications and administration.
- F. The Jobs First Collaborative must identify projects labeled as “exploratory” or “last mile,” with the intent of identifying viable projects that could become “ready-to-go” or any projects that may be non-viable. These projects must align with existing Regional Investment Initiative priorities of equity, sustainability, job quality and access, economic competitiveness, and economic resilience. Projects must also adhere to federal, program specific Justice40 guidelines. The State, in partnership with Jobs First Collaborative, may provide additional guidance on project requirements, project selection criteria, and project readiness criteria. Pre-development activities include, but are not limited to:
- i. Feasibility studies; market analysis; environmental assessments, surveys, and remediation; site acquisition; site and development plans; project designs; permitting; establishing a regional tax increment financing district (TIF); drafting and negotiating Community Benefits Agreements and Community Workforce Agreements; establishing public-private partnerships, Community Development Corporations and Community Development Financial Institutions; revolving loan funds; joint powers authorities; financial planning (e.g., preliminary budget and construction financing); with the goal of establishing long-term funding opportunities for implementation of Planning Phase regional strategies;
 - ii. Basic environmental infrastructure pre-development, construction, and development of long-term operations and maintenance plans for infrastructure such as: clean water supply systems; wastewater systems; waste disposal systems; pollution control services;

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- iii. Support costs for building and sustaining the capacity of project leads and partners, such as: investments in partner and local staff development; funding new and/or critical positions; acquiring or utilizing tools and resources to increase partner capacity for project planning and implementation; organizational capacity activities such as access to financial services or legal review; developing new pilot or demonstration projects and programs; participation and/or partnership with existing workforce programs; providing or securing technical assistance for partners.

After receiving Catalyst funds, ready-to-go projects may be eligible for additional funding from local, state, or federal governments, philanthropy, or private investors, or that align and complement state or federally funded projects. The Catalyst Program funds may also be identified in federal grant applications as matching funds.

6. Required Notices

The Grantee shall promptly notify the EDD, in writing, of the following items:

- A. Events or proposed changes that could affect the scope, budget or work performed under this Agreement. The Grantee agrees that no substantial change in the scope of the Project will be undertaken until written notice of the proposed change has been provided to the EDD and the EDD has given written approval for such change. Requested changes to scope of work and/or budget are subject to contracting processes and procedures which may take 2-4 months for approval.
- B. Any public or media event publicizing the accomplishments and/or results of this Agreement and provide the opportunity for attendance and participation by the Inter-Agency Team representatives. The Grantee shall make such notification at least 21 calendar days prior to the event.
- C. The initiation of any litigation or the threat of litigation against the Grantee regarding the Project or that may affect the Project in any way. Grantee shall notify the EDD within 10 calendar days.

7. Agreement Amendments

The Grantee will have the opportunity to submit modifications during the period of performance to accurately reflect necessary adjustments for the success of the Catalyst program. All modifications will require written approval from the EDD. Except as otherwise specified, the Grantee must request and obtain prior written approval before any modification (amendment) to this Agreement is valid.

A. Request for amendments must:

- i. Be prepared, in writing, on official letterhead and signed by the Authorized Signatory or designee on file with the Department.
- ii. Include a detailed explanation of the proposed amendment, reason for the amendment, and the effect of not approving the request.

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- iii. Include a copy of the document(s) requested for amendment that shows the requested changes.

B. Funding Amendments:

- i. The proposed funding is based on the anticipated availability of relevant funds. Should funding availability change, the EDD reserves the right to make any necessary amendments to the Agreement amount. The EDD may add additional funds to this agreement based on the availability of funds under the Regional Investment Initiative Program.

C. Period of Performance Amendments:

- i. Failure to successfully meet Catalyst scope of work requirements may result in full or partial de-obligation of the funding and/or a shorter period of performance of this contract.
- ii. Amendment extensions beyond September 30, 2026, are subject to legislative changes, funding expenditure timeline extensions, and/or final approval from the Inter-Agency Leadership team. Catalyst Program may be extended to run parallel to the Implementation Phase under the Regional Investment Initiative Program, given the intent of the Catalyst program.

D. The EDD reserves the right to request project modifications and agreement amendments as necessary for the success of the project.

E. The Inter-Agency Team can update the program guidelines to allow for amendments, i.e., "If the Governor declares a state of emergency, excess funding can be allocated for the purpose of economic recovery and workforce services enhancement consistent with the program's goals."

F. No oral understanding or change not incorporated in this Agreement is binding on any of the parties.

8. Glossary of Terms

Regional Investment Initiative: The Regional Investment Initiative is designed as a two-phase grant structure (Planning Phase and Implementation Phase) that supports bottom-up regional planning processes and invests in projects to advance regional economic and community development. The initiative focuses on five objectives: equity, sustainability, job quality and access, economic competitiveness, and economic resilience. During the Catalyst Program (2023-2024) each region must adhere to the two core goals: Strengthen Jobs First Collaboratives social infrastructure to allow for continued regional inclusive planning and will enable regions to build a pipeline of viable, ready-to-go aligned projects. In turn, this will maximize funding opportunities by capitalizing on federal, state, and private investments, as well as alleviating timeline constraints by enabling aligned projects to compete for funding beyond the lifetime of the program.

Pre-development funds will expand on the work of the Planning Phase and catalyze projects in disinvested communities across the state while giving regions the flexibility to design projects that meet their needs. These funds will enable communities across California to develop projects that

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align with the vision of the Jobs First Collaboratives and position them to access additional federal, state, and private funds.

Jobs First Collaboratives: The Jobs First Collaboratives will be composed of an administrative Fiscal Agent, a Regional Convener, and a wide range of diverse partners reflecting the diversity of each region. Catalyst grants will be administered jointly by the Fiscal Agent and Regional Convener.

Inter-Agency Leadership Team: The Inter-Agency Leadership Team, comprised of the Labor and Workforce Development Agency and the Governor's Office of Business and Economic Development, is responsible for planning, oversight, and decision-making for the Regional Investment Initiative

Inter-Agency Team:

- A. The Labor and Workforce Development Agency (LWDA): The LWDA will provide oversight to ensure that Regional Investment Initiative and this project remain in alignment with labor and workforce development objectives.
- B. The EDD: The EDD's Workforce Services Branch (WSB) will be responsible for the management and execution of this grant, including the administration of and accountability of this project.
- C. The Governor's Office of Business and Economic Development (GO-Biz): The GO-Biz will provide support with outreach, capacity building, and technical assistance intended to support and guide processes and deliverables for this project.

9. Execution of Economic Recovery & Resiliency Initiatives

I. Overview This Scope of Work (SOW) defines the roles and responsibilities of the Los Angeles Economic Development Corporation (LAEDC) as the Regional Convener and the California Community Foundation (CCF) as the Fiscal Agent in executing the Economic Recovery and Resiliency initiatives funded by the State of California Governor's Office of Business and Economic Development (GoBiz). The total funding allocated for this initiative is \$3 million, with a maximum of 10% allocated for administrative costs. The project will conclude no later than September 30, 2026.

II. Roles and Responsibilities

A. LAEDC - Regional Convener

The **Los Angeles County Economic Development Corporation (LAEDC)** will lead regional coordination efforts, ensuring stakeholder engagement and implementing key economic recovery and resiliency initiatives. These efforts will be executed through the following teams:

1. **LAEDC Research Team** – Collects and analyzes economic data, tracks business recovery, and develops insights for policy recommendations.

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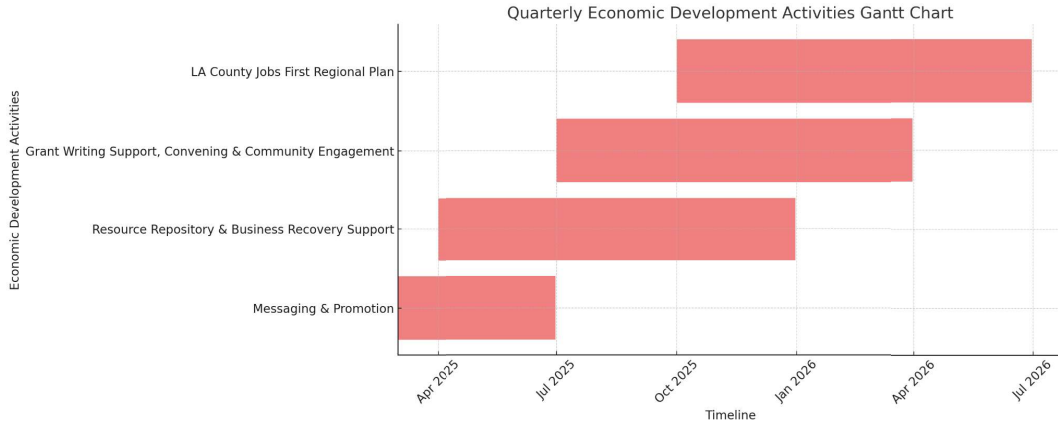
2. **LAEDC Business Assistance Team** – Engages directly with affected businesses, provides resources, and facilitates access to support services.
3. **LAEDC California Jobs First Team** – Oversees regional coordination, stakeholder engagement, and economic impact strategy integration.
4. **Adaptability to Emerging Needs** – Responds to unforeseen challenges and opportunities, ensuring flexibility in addressing economic conditions, disaster impact assessments, and policy shifts.

Key Deliverables

- **Messaging & Promotion** – Support GoBiz and regional partners in launching the “*LA is Open for Business*” campaign to boost economic confidence following wildfire impacts.
- **Business Services, Resource Repository & Business Recovery Support (Virtual & In-Person)** – Develop and maintain a comprehensive repository of business recovery resources, including but not limited to business assistance programs, grants, and financial tools. Create a business toolkit with best practices, resources, and training. Advance Business Recovery Centers (virtual and/or in-person) in LA County to support businesses impacted by wildfires. Additionally, provide targeted business resilience services.
- **Grant Writing Support, Convening & Community Engagement** – Facilitate coordination among CBOs, city, county, and state agencies to support grant applications for recovery funds; conduct centralized engagement activities to assist businesses, workers, and homeowners affected by wildfires; collaborate with core partners in Altadena to advocate for community-led recovery, economic mobility, housing stability, small business support, and public-private funding strategies; develop a roadmap for recovery and resilience.
- **LA County Jobs First Regional Plan Update** – Provide data-driven recommendations for medium- and long-term recovery strategies, ensuring alignment with the LA County Comprehensive Economic Development Strategy.

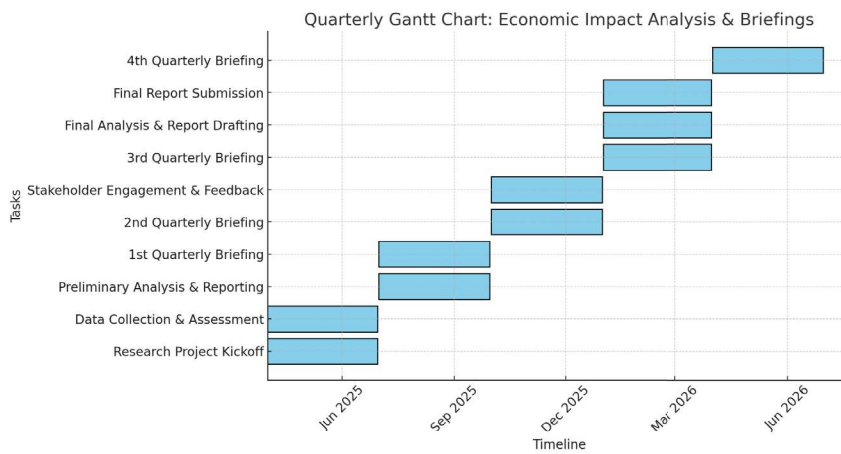
**EXHIBIT A
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Key Deliverables Timeline (Tentative)



- **Economic Impact Analysis & Quarterly Briefings** – Assess the impact of wildfires on businesses, workers, industry sectors, and demographics, ensuring an inclusive approach that considers racial, industry, and geographic disparities. Develop a quarterly webinar series (a series of four free-to-public briefings) to share out key economic recovery metrics and other elements/efforts germane to the wildfire recovery for policymakers and stakeholders.

Summary of Research Activities & Timeline (Tentative)



Project Q1 2025 (April-June 2025)

1. Research Project Kickoff

- Establish project team and objectives.
- Define data sources and key metrics.

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- Develop an assessment framework.

2. Data Collection & Assessment

- Gather economic and demographic data on wildfire-affected businesses, workers, and industries.
- Identify key economic recovery indicators.

Q2 2025 (July-September 2025)

3. Preliminary Analysis & Reporting

- Analyze racial, industry, and geographic disparities.
- Conduct initial impact assessments.
- Develop preliminary recovery insights.

4. 1st Quarterly *LA Fires: An Economic Update Briefing*

- A current economic snapshot of the wildfire recovery
- Integrate data for policymakers and stakeholders.
- Focus on Palisades and Altadena impact areas.

Q3 2025 (October-December 2025)

5. 2nd Quarterly *LA Fires: An Economic Update Briefing*

- A current economic snapshot of the wildfire recovery
- Integrate data for policymakers and stakeholders.
- Focus on Palisades and Altadena impact areas.

6. Stakeholder Engagement & Feedback

- Present findings to policymakers and community stakeholders.
- Gather input to refine dashboard and final analysis.
- Address community concerns.

Q4 2026 (January-March 2026)

7. 3rd Quarterly *LA Fires: An Economic Update Briefing*

- A current economic snapshot of the wildfire recovery
- Integrate data for policymakers and stakeholders.
- Focus on Palisades and Altadena impact areas.

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8. Final Analysis & Report Drafting

- Consolidate findings into a comprehensive report.
- Refine insights based on stakeholder feedback.
- Ensure policy recommendations align with data.

9. Final Report Submission

- Submit the Economic Impact Analysis report.
- Provide recommendations for resilience planning.
- Support ongoing disaster mitigation efforts.

Q4 2026 (April-June 2026)

10. 4th Quarterly *LA Fires: An Economic Update Briefing*

- The final current economic snapshot of the wildfire recovery in the yearlong four-part webinar series
- Integrate data for policymakers and stakeholders.
- Focus on Palisades and Altadena impact areas.

III. Project Timeline & Reporting

- **Quarterly Reporting:** Both the LAEDC and the CCF will partner on submitting reports detailing progress, financial status, key challenges, and achievements.
- **Stakeholder Meetings:** Regular meetings with GoBiz, city and county representatives, and local business leaders to track program effectiveness.
- **Final Report:** A comprehensive assessment detailing the economic impact of recovery initiatives, recommendations for sustained economic resilience, and an evaluation of the Business Recovery Center concept.

B. CCF - Fiscal Agent CCF will provide financial oversight, compliance management, and grant administration services as follows:

Financial Management & Compliance:

- Establish and manage an internal control system to track funds and disbursements.
- Ensure compliance with Generally Accepted Accounting Principles (GAAP) and state regulatory requirements.
- Provide monthly financial reports to GoBiz and LAEDC.

Grant Administration & Disbursement:

- Process payments to subcontractors and partners based on approved invoices.
- Ensure funds are allocated effectively, with adherence to state guidelines.
- Support the administration of up to 10% of total funds (\$300,000) for administrative costs.

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Support for Grant Writing through LA N Sync:

- Equip and support collaboratives that may include non-profits, academia, local government, and corporate/private sector when applicable in identifying and applying for competitive State or Federal funding opportunities aligned with wildfire recovery initiatives and for deploying legal professionals if and when needed.
- Provide direct capacity-building grants to community partners that need to rapidly scale up or shift existing operations in order to comply with the new federal funding environment and achieve “government grant readiness”.

IV. Project Timeline & Reporting

- **Quarterly Reporting:** Both the LAEDC and the CCF will partner on submitting reports detailing progress, financial status, key challenges, and achievements.
- **Stakeholder Meetings:** Regular meetings with the GoBiz, city and county representatives, and local business leaders to track program effectiveness.
- **Final Report:** A comprehensive assessment detailing the economic impact of recovery initiatives, recommendations for sustained economic resilience, and an evaluation of the Business Recovery Center concept.

V. Conclusion This Scope of Work ensures a structured approach to wildfire-related economic recovery, leveraging LAEDC’s convening power and CCF’s fiscal expertise. By implementing targeted strategies, the initiative will provide essential resources to affected businesses and communities, fostering economic resilience across Los Angeles County.

**EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS
(Standard Agreement)**

1. Invoicing and Payment

- A. The total amount of this Contract shall not exceed **Seventeen Million Dollars and Zero Cents (\$17,000,000)**. The EDD will closely monitor the Contract expenditures through the end of September 30, 2026.
- B. All invoices must be submitted on a monthly basis, 30 days after the end of the month. If invoices are not received timely, written justification must be provided within 15 days of the due date.
- C. All final invoices must be submitted by November 20, 2026. Any remaining unspent funds will be disencumbered after November 30, 2026, unless preauthorized by the EDD.
- D. No more than \$1.5 million for compliance and grant administration (e.g., fiscal oversight) is allowed.
- E. All invoices must be submitted using the invoice template provided after the signing of this contract and include:
- Progress Status Report
 - Supporting documentation (ie., ledgers, receipts, subcontracting receipts) for each charge.

Submit all invoiced and reporting requirements to the email listed below:

**Employment Development Department
Central Office Workforce Division
Special Initiatives Support Unit 1
722 Capitol Mall, MIC 50
Sacramento, CA 95814
Email: CERFAdmin@edd.ca.gov**

- F. Invoices must be submitted even if there are \$0 expenditures for the reporting month. If \$0 expenditures a detail description must be provided in the progress status monthly report.
- G. Quarterly projected expenditures must be submitted to the EDD by the end of each quarter using the template provided after signing this contract.
- H. Contract amendments to the budget summary are not required for shifts between line items that cumulatively remain under 10% of the total award as last approved. All requests for budget shifts must be submitted to and approved by the EDD.

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BUDGET DETAIL AND PAYMENT PROVISIONS
(Standard Agreement)

2. Withholding of Grant Disbursements

- A. The EDD may withhold all or any portion of the grant funds provided for by this Contract the event that that the Grantee has materially and substantially breached the terms and conditions of this Grant Agreement, including submission of required reports and data.
- B. The EDD will not reimburse the Grantee for costs identified as ineligible for grant funding. If grant funds have been provided for costs subsequently discovered to be ineligible, the EDD may either withhold an equal amount from subsequent payments to the Grantee or require repayment of an equal amount to the state by the Grantee.
- C. In the event that grant funds are withheld from the Grantee, the EDD designee shall notify the Grantee of the reasons for withholding and advise the Grantee of the time within which the Grantee may remedy the situation leading to the withholding.

3. Budget Contingency Clause

- A. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional and legislative appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays which would occur if the Agreement were executed after that determination was made.

This Agreement is valid and enforceable only if (1) sufficient funds are made available by the State Budget Act of the appropriate State Fiscal Year(s) covered by this Agreement for the purposes of this program; and (2) sufficient funds are made available to the State by the United States Government or by the State of California for the Fiscal Year(s) covered by this Agreement for the purposes of this program. In addition, this Agreement is subject to any additional restrictions, limitations or conditions established by the United States Government and/or the State of California, or any statute enacted by the Congress and Legislature, which may affect the provisions, terms or funding of the Agreement in any manner.

The parties mutually agree that if the Congress and/or Legislature does not appropriate sufficient funds for the program, this agreement shall be amended to reflect any reduction in funds.

The EDD has the option to terminate the agreement under the 30-day termination clause or to amend the Agreement to reflect any reduction of funds.

**ATTACHMENT B-3
BUDGET NARRATIVE
(Standard Agreement)**

Overview

The Los Angeles County Economic Development Corporation (LAEDC) serves as the **Regional Convener** and California Community Foundation serves as the Fiscal Agent for the Economic Recovery and Resiliency Initiatives, supported by funding from the **State of California Governor's Office of Business and Economic Development (GoBiz)**. The total budget for this initiative is **\$3 million**, allocated strategically across key activities to support wildfire-impacted businesses, workers, and communities in Los Angeles County. The funding supports economic impact analysis, business recovery support, grant writing, community engagement, and targeted policy recommendations to foster long-term resilience.

Budget Categories & Justification

1. Economic Impact Analysis & Quarterly Briefings - \$620,000

These funds support **research, data collection, and analysis** to assess the impact of wildfires on businesses, workers, industry sectors, and demographics. The approach includes:

- **Quarterly Webinars:** A series of four **free-to-public briefings** will be hosted to share economic recovery metrics and insights with policymakers and stakeholders.
- **Equity-Based Analysis:** The research will consider **racial, industry, and geographic disparities** to inform inclusive economic recovery strategies.
- **LA County Jobs First Regional Plan Update:** Development of **data-driven recommendations** to support medium- and long-term recovery efforts, aligning with the **LA County Comprehensive Economic Development Strategy**.

2. Marketing & Communications Outreach - \$200,000

This allocation funds the **"LA is Open" campaign**, a regional marketing initiative to restore business confidence in wildfire-impacted areas. It includes:

- Public outreach efforts to promote economic recovery.
- Development of marketing materials for businesses.
- Engagement with community stakeholders to reinforce positive economic narratives.

3. Resource Repository & Business Recovery Support (Virtual & In-Person) - \$750,000

These funds are dedicated to the creation and maintenance of a **comprehensive resource repository** for business recovery. Activities include:

- Developing a **toolkit** with best practices, resources, and training materials.
- Establishing **Business Recovery Centers (virtual and in-person)** to provide targeted support to wildfire-impacted businesses.
- Offering **direct business resilience services**, including financial tools, grant assistance, and workforce recovery resources.

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BUDGET NARRATIVE
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4. Grant Writing Support, Convening & Community Engagement - \$900,000

To ensure access to recovery funding, this allocation supports:

- **Grantwriters:** Hire grantwriters through LA n Sync to identify and pursue state and federal funding opportunities for recovery funds.
- **Grant Writing Assistance:** Coordination with **community-based organizations (CBOs), city, county, and state agencies** to facilitate grant applications for recovery funds.
- **Community Engagement:** Centralized activities to assist **businesses, workers, and homeowners** affected by wildfires.
- **Regional Collaboration:** Partnerships with key stakeholders in **Altadena and other affected areas** to advocate for economic mobility, small business support, and public-private funding strategies.

Recovery Roadmap: Development of a structured framework to guide future resilience planning efforts.

5. Operations/Other - \$230,000

This allocation provides flexibility to address **unforeseen operational challenges and opportunities** that arise during program implementation. It allows for quick responses to **economic conditions, disaster impact assessments, policy shifts, and emerging recovery needs**, ensuring adaptability throughout the duration of the project.

6. Administration (10% indirect) - \$300,000

Administrative costs cover essential program oversight, financial management, reporting, and compliance efforts. This ensures that all activities align with state regulatory requirements and adhere to best practices in financial accountability. These funds help manage program execution, stakeholder coordination, and contractual obligations.

Total Budget Allocation: \$3,000,000

This budget ensures a **structured and strategic approach** to economic recovery and resilience following wildfire impacts in Los Angeles County. The initiative is designed to provide **targeted business support, economic analysis, and policy recommendations** while engaging **regional partners and affected communities** in the recovery process.

This funding framework ensures that LAEDC and CCF can effectively execute its **role as a regional convener and fiscal agent**, leveraging their expertise to build a more resilient local economy.

**ATTACHMENT B-3
BUDGET NARRATIVE
(Standard Agreement)**

Budget Summary				
Line Item		CCF	LAEDC	Total
1	Economic Impact Analysis & Quarterly Briefings & LA County Jobs First Regional Plan Update	--	\$ 620,000	\$ 620,000
2	Marketing and Communications Outreach	--	\$ 200,000	\$ 200,000
3	Business Services: Resource Repository & Business Recovery Support (Virtual & In-Person)	--	\$ 750,000	\$ 750,000
4	Grant Writing Support, Convening & Community Engagement	\$ 800,000	\$ 100,000	\$ 900,000
5	Operations/Other	\$ 190,000	\$ 40,000	\$ 230,000
6	Admin/Indirect (@10% of total)	\$ 110,000	\$ 190,000	\$ 300,000
		\$ 1,100,000	\$ 1,900,000	\$ 3,000,000