S.H. COWELL
FOUNDATION

RECEIVED
AUG - 7 2019
NVUSD-SUPERINTENDENT

July 18, 2019

Rosanna Mucetti
Superintendent
Napa Valley Unified School District
2425 Jefferson Street
Napa, CA 94558

Re: Grant #19-01557

Dear Dr. Mucetti:

I am very pleased to inform you that the Cowell Foundation has approved an outright $250,000 place-based renewal grant to align and enhance academic support for Latino students to Napa Valley Unified School District. A check for $250,000 is enclosed.

Also enclosed are copies of this letter and of the General and Specific Reporting Requirements. These documents outline the terms of your grant; please read them carefully. One copy of each document requires your signature to acknowledge your receipt of the grant check and your acceptance of the grant terms. You may return the signed copies either by mail or electronically through the Foundation's internet portal. Please retain one signed copy of each document for your files.

The first progress report on the grant is due January 31, 2020. Please contact your program officer, Anu Cairo, if you have any questions about this grant or the reporting requirements. We will look forward to hearing of your progress.

Sincerely,

Ann Alpers

Ann Alpers
President

AA:br/enclosures

CHECK RECEIVED AND TERMS ACCEPTED BY NAPA VALLEY UNIFIED SCHOOL DISTRICT:

Rosanna Mucetti

Rosanna Mucetti, Superintendent

8/7/19
Date

S. H. Cowell Foundation
General Requirements of Grant
Napa Valley Unified School District
Grant #19-01557
APPROVED 07/18/2019

This grant has been awarded to **Napa Valley Unified School District** contingent upon your acceptance of the following requirements. Full compliance will protect your agency, its governing board and the Cowell Foundation (the Foundation). By signing the copy of this document and the award letter you accept each of the following conditions and requirements:

1. Reporting. You are required to submit full and complete reports on the grant project continuing until the work is completed as described in the attached Specific Reporting Requirements. These reports must include both a narrative and financial section. Reports are very important as they provide the basis upon which the Foundation staff determines that use of the grant funds is in conformity with the conditions of the grant as approved by the Cowell Board of Directors.

2. Use of Funds. This grant, and any interest earned from investment of the grant funds, may be used only for the purposes stated in our award letter. Any change in purpose or scope of the project, or any major budget change, must be communicated promptly to the Foundation. If the Foundation does not agree to modify the grant, any funds not expended on the approved project budget must be returned to the Foundation together with the interest earned.

3. Deadlines. Grant conditions which have not been met within the specified time limits may result in cancellation of the grant and a requirement that all unexpended funds, excluding such funds as are necessary to meet non-cancellable obligations that were specifically enumerated in the grant budget, be returned to the Foundation. Contact the Foundation immediately if it appears that a deadline will not be met.

4. Payment of Grants. In the case of all grants that are not payable outright, including multi-payment, multi-year, matching grants and pledges; payment and continued funding are conditioned upon the submission of specific progress reports to the Foundation as described in the attached Specific Reporting Requirements. The contents of the reports will be used by the Foundation staff in the determination whether there is sufficient evidence of progress toward grant objectives and outcomes in order to support each past and future payment. Payments are not automatic and are conditioned upon receipt and approval of the reports.

5. Acknowledgement of Grant. The Foundation does not expect you to incur advertising or public relations expenses in announcing receipt of this grant. However, you may acknowledge the grant publicly, including the use of the Foundation name. Any press release mentioning the Foundation should be submitted to the Foundation for approval *before* distribution.

6. Bookkeeping Procedure. Please show the grant funds separately on your books of account and maintain an accurate record of the funds received and expenses incurred under this grant in accordance with generally accepted accounting principles. Please keep on file books of account and records relating to this grant for at least four years after the Foundation's receipt of your final report.

7. Tax Status. In accepting this grant you are confirming that your organization is: (i) one that is described in IRS Code Section 501(c)(3) and is not classified as a private foundation; or (ii) a governmental entity or a political subdivision thereof within the meaning of IRC Sections 115 or 170(c)(1); or (iii) a state college or university within the meaning of IRS Code Section 511(a)(2)(B); and that your tax-exempt status, under the foregoing statutes or any successors thereto, remains in full force and effect, having not been revoked, rescinded or modified; and that you will notify us of any change in your organization's tax-exempt status.

8. Lobbying. No part of the grant funds can be used contrary to the law in an attempt to influence legislation [within the meaning of Section 4945(d)(1) of the Internal Revenue Code], or to influence the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive [within the meaning of Section 4945(d)(2) of the Internal Revenue Code].

9. Evaluation. For the purposes of making any financial audits, verifications or program evaluations, the Foundation requires reasonable access to your files, records, and personnel.

10. Violations of Conditions. Any violation of the conditions set forth above will require a return to the Foundation of any grant funds involved in the violation. The Foundation reserves the right to discontinue, modify or withhold any payments due under this grant award or to require a refund of any grant funds if, in its judgment, such action is necessary to comply with the requirements of any law or regulation affecting the Foundation's responsibilities under this grant award.

Please countersign and return the attached copy of this document to the Foundation signifying that you understand and agree to the requirements stated above. Two signatures from your organization are required as specified below.

Ann Alpers

Ann Alpers
President

SIGNED AND AGREED TO BY NAPA VALLEY UNIFIED SCHOOL DISTRICT:

_____ _____

Rosanna Mucetti, Superintendent Date

S. H. Cowell Foundation
Specific Reporting Requirements
Napa Valley Unified School District
Grant #19-01557
APPROVED 07/18/2019

The Foundation requires reports from all of its grantees. We encourage you to submit your reports online through the Foundation's internet portal. I'll contact you about this as the report due-dates approach. Please make sure all correspondence includes the grant number above.

Please, don't wait until a progress report is due before contacting me about a prospective budget adjustment, a major change in the scope and timing of the funded work, or a significant personnel change. Instead, promptly contact Program Assistant Brittany Redelfs at redelfs@shcowell.org to schedule a conversation with me.

A progress report on this grant is due January 31, 2020. It must include the following:

1. A general narrative review of the grant-funded work to-date, including activities, achievements, challenges and adjustments to the work plan, as well as emerging insights and unanticipated results.

2. Specific statements of progress and presentations of evidence with respect to the grant objectives that were expressed in your proposal including all subsidiary deliverables and progress indicators. ***For your reference, the objectives are reproduced in the attached "Exhibit A".***

3. If applicable, a summary of other noteworthy activities in your organization and your community, including anything that changes the context for your grant-funded work.

4. A year-to-date financial statement that compares the project budget that was submitted with your grant proposal to actual income, from all sources, and actual expenses. If the Foundation has approved adjustments to the grant budget, then the statement should show both the original and the adjusted budget figures, as well as the actual figures.

A final report on this grant is due July 31, 2020. It must include the following:

1. A review of grant-funded activities, challenges and achievements, specifically in the period since the last report and in summary over the entire grant period.

2. Cumulative statements and evaluation of evidence in regard to each grant objective enumerated as expressed in the attached Exhibit "A".

3. If applicable, a description of new partners, funders, awards or other recognition received during the grant period in connection with the grant-funded work.

4. Reflections on lessons learned in the development and management of the grant-funded work that might improve your work or that of others, including the Foundation.

5. A financial statement that compares the original grant budget to actual income from all sources, including any interest earned on the grant funds, and to actual expenses. If the Foundation has approved adjustments to the grant budget, then the statement should show both the original and the adjusted budget figures, as well as the actual figures. If applicable, append a request in regard to the use of any unexpended grant funds.

Anu Cairo
Program Director

SIGNED AND AGREED TO BY NAPA VALLEY UNIFIED SCHOOL DISTRICT:

Rosanna Mucetti, Superintendent

Date

S. H. Cowell Foundation
Exhibit A: Grant Objectives
Napa Valley Unified School District
Grant # 19-01557
APPROVED 07/18/2019

1. Improve instructional strategies to move more Latino students toward proficiency in ELA and Math.
   A. 75% of Learning Collaborative teachers will demonstrate gains in their abilities to apply High Impact Strategies that increase students' surface, deep and transfer understanding.
   B. 100% of Latino students who have demonstrated proficiency in ELA and Math will maintain proficiency, demonstrating one year's growth in one year's time.
   C. 20% of Latino students performing below grade level will reach or make significant progress towards proficiency, demonstrating "increased" or "significantly increased" growth on District benchmarks and/or CAASPP scores.

2. Increase Latino student engagement by promoting agency, connectedness and voice in the classroom, school and community.
   A. 75% of students will demonstrate high levels of classroom engagement and will be able to articulate learning intentions, success criteria and the next steps needed to advance their own learning.
   B. 85% of Youth Leadership Academy members will demonstrate increased agency in school and community, as measured by growth in the 4 C's of Critical Thinking, Communication, Collaboration and Creativity.
   C. 10% more students at all Learning Collaborative school campuses will report high levels of student engagement and connection on the 2019 California Healthy Kids Survey.

3. Grow instructional leadership capacity to implement practices that move Latino students towards proficiency.
   A. All Learning Collaborative schools will demonstrate mastery in strategies and practices that move low-performing Latino students significantly closer to achieving proficiency.
   B. All Learning Collaborative principals will demonstrate greater skills in leading change in instructional practices.
   C. All NVUSD leaders will be able to articulate the work, progress and goals of the Learning Collaborative.