

**FUNDING AGREEMENT  
BETWEEN  
COUNTY OF SAN MATEO AND  
STUDENT CONSERVATION ASSOCIATION**

This agreement ("Agreement") is made as of the date upon which it is signed by both parties, between County of San Mateo, Parks Department with its principal place of business at 455 County Center, 4th Floor, Redwood City, CA 94063, ("County" or "County Parks") and the Student Conservation Association at 689 River Road, Charleston, NH 03630 (SCA).

**Exhibits and Attachments**

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A – Conservation Crews Budget

**Primary Goal**

Over 100 youth and young adults are engaged in immersive, meaningful environmental service and educational programming in a partnership of Student Conservation Association (SCA), San Mateo County Parks and other local nonprofit and land-managing agencies. SCA will assist the land managing agencies in promoting and realizing sustainable land and resource management projects while engaging youth in hands-on activities that help these partners reach their conservation goals.

**Scope of Work**

**I. Three Summer Youth Conservation Crews (July-August 2015)**

**A. Golden Gate National Recreation Area (PO-00671833)**

One five-week-long youth crew will perform trail and other maintenance work along the San Vicente Trail at the National Park Service's recently acquired Rancho Corral de Tierra, located near Montara. This trail work will allow the public to more safely access the national park land, and will help keep the public on the trails and away from sensitive natural vegetation and wildlife areas.

Nine volunteer crew members and two crew leaders will provide 1,200 hours of work. SCA will provide over 50 hours of environmental education, job readiness training, outdoor recreation, green jobs exposure and other skill-building to each crew member, plus over 60 hours of leader training to each of the SCA crew leaders.

Projects will include the following:

- The crew will reroute approximately 300 linear feet of trail, and resurface approximately 700 feet of trail.
- The crew will help close and/or rehabilitate over 1,070 feet of social (unauthorized) trails.
- The crew will construct a 25 linear foot drainage lens.
- The National Park Service will import over 20 tons of material to accomplish the above goals.

**B. San Mateo County Parks (PO-006706190)**

One 5-week-long youth conservation crew with nine crew members (ages 16-19) and two adult crew leaders will work in County Park Districts 1 and 4. This trail work will allow the public to more safely access these

parks, and will help keep the public on the trails and away from sensitive natural vegetation and wildlife areas. The crew will log 1,200 hours of volunteer labor hours in county parks. SCA will provide over 50 hours of environmental education, job readiness training, outdoor recreation, green jobs exposure and other skill-building to each crew member, plus over 60 hours of leader training to each of the SCA crew leaders. Projects will include the following:

- At Junipero Serra County Park: Demolition and reconstruction of a 30-foot retaining wall on the Live Oak Nature Trail; culvert repair; and trail tread repair.
- At Fitzgerald Marine Reserve: Repair and reconstruction of a split rail fence; construction of peeler log stairs; invasive plant removal; and creek restoration.
- At San Pedro Point County Park: Trail maintenance including tread improvement and drainage improvement.
- At Quarry Park: Elimination of unauthorized social trails.

C. “Roving Crew” working with other San Mateo County Partners (PO-00674006)

One 5-week-long conservation crew of nine crew members and two adult crew leaders will log over 1,200 hours of volunteer labor hours in city parks and other open spaces in San Mateo County, and in support of nonprofit environmental projects within the county. SCA will provide over 50 hours of environmental education, job readiness training, outdoor recreation, green jobs exposure and other skill-building to crew members, plus over 60 hours of leader training to the SCA crew leaders. Projects will include the following:

- Covering up social trails, doing habitat restoration (native plant watering, weeding), trail maintenance, and trail signage at City of Redwood City’s Stulsaft Park
- Habitat restoration (native plant care, weeding, mulching), vegetation monitoring, and trail signage at Cooley Landing in East Palo Alto
- Working with the San Francisco Public Utilities Commission on San Francisco Watershed land, brushing and realigning Skyline trail, helping maintain a Valley Oak plantation, installing deer cages, mulching, planting trees, removing invasive vegetation, enhancing bird nesting areas

**II. School Year Youth (Teen) Crews (December 2015 – May 2016)**  
(PO-00680716, PO-00680717, PO-00680718)

Three volunteer Youth Crews, made up of 10 to 12 teens from East Palo Alto/Menlo Park, Redwood City or Daly City and two adult crew leader positions per crew. School Year Crews participate in monthly camping, service and environmental education trips and evening meetings over a five or six month period.

**III. One Winter Adult Conservation Corps Team (January - March 2016)** (PO-00674786)

14-week corps team, 5 adult members and 1 Project Leader, doing work for San Mateo County Parks and/or other land management agencies in the county.

**IV. Public Service Day (TBD, possibly in conjunction with Martin Luther King Jr. holiday)**

A one-day volunteer project that engages 85 or more San Mateo County residents at a San Mateo County Park.

**V. SCA Program Interns** (PO-0068847 & PO-0068848)

Two part-time Program Interns (3-5 months each) to help SCA staff recruit members, and manage gear and logistics. The interns will log over 160 volunteer hours on projects including:

- Interns will assist staff in doing outreach/recruitment to over 200 county youth
- interns will learn to manage camping gear and tools related to SCA programs
- Interns may take advantage of getting a Wilderness First Aid certification

### **Crew Member Goals**

- Career Exploration: Youth are prepared and motivated to search for, obtain and retain employment pursuant to their interests and skills. They build awareness of career options and related pathways, especially in the conservation field, in the green economy, and within SCA.
- Youth Development: Young people are transformed into healthy, productive adults through meaningful conservation service which provides a solid sense that they can contribute to the fabric and productivity of a more sustainable society.
- Leadership: Youth develop confidence and skills that will serve them in personal and professional interactions, community action and the natural world
- Community Stewardship: Youth understand that the health of the land is interconnected with the health of the community. They are empowered and inspired to improve their communities through the direct action of hands-on work projects that build their job skills.

Among other progress indicators, SCA teen member survey outcomes in San Mateo County will show that:

- At least 90% of members will be more aware of conservation issues within their community
- At least 90% of members will feel more confident continuing to complete a task even if it is hard
- At least 80% of members will be more knowledgeable about or interested in jobs related to the environment
- At least 80% of members will report that they have gained valuable teamwork experience
- At least 80% of members will report that they have a better sense of what it takes to be a successful employee

### **Evaluation**

SCA carefully evaluates its programs using member surveys, compilations of work outputs, and evaluations by program partners. Crew Members, Leaders and Interns complete pre- and post-program evaluations. SCA has partnered with the Search Institute of Minneapolis to develop a tool and a study to measure the impact of SCA's Conservation Crew programs. SCA's Program Quality Department uses the results to reinforce success in the program model and to respond to challenges identified by the results. SCA also follows up with long-term outcome surveys at six and 24 months post-program. In 2014, the Search Institute study found that SCA experiences develop conservation values, as well interpersonal skills, leadership qualities, social responsibility, and a deeper connection to the natural world. These skills and qualities will empower young people to be more effective conservation and community leaders.

### **County agrees:**

- To provide \$341,000 of Measure A upon receipt and approval of bi-annual submittals. Administrative fees shall not exceed 10%. County agrees to make full payment to SCA within thirty (30) days of receipt of SCA's properly prepared invoice(s).

### **The Parties agree:**

- The cost to County under this Agreement is not to exceed \$341,000 (Three Hundred Forty One Thousand

dollars).

- b. Subject to compliance with all terms and conditions, the term of this Agreement shall be from July 1, 2015, through June 30, 2016.
- c. SCA shall maintain a current general liability insurance of not less than \$1,000,000 per occurrence for bodily injury and property damage, subject to the usual and customary policy conditions (including standard exclusion on vehicles licensed for highway use and on property in the care, custody and control of the policyholder). County may be named as an additional insured to the extent its interest may appear.
- d. Each party hereto shall indemnify and save harmless the other party from all claims, suits and actions for or on account of any injuries or damages occasioned by the other party's act of negligence or by the act of negligence of any its employees or volunteers and at its own cost and expense shall defend any and all such claims, suits or actions. For the right of indemnification in favor of any party to remain in effect, that party (the notice party) shall give the other party (the recipient party) prompt written notice of any claim or threat of a claim which may give rise to such right of indemnification. The notice party shall give the recipient party the opportunity to defend any such claim or proceeding being defended. Without the recipient party's written consent, the notice party shall not settle, compromise, or adversely affect in any manner the defense of such claim.
- e. This Agreement may be terminated at any time by mutual agreement of the Parties or by unilateral decision of either party provided at least thirty (30) days written notice is given to the other party. Upon such written notification, SCA will invoice County for expenses and obligations incurred to date. Amendments to the Agreement may be proposed by either party and shall become effective upon written approval by both Parties.
- e. The Parties shall cooperatively review and mutually approve all press releases and public relations and outreach material related to the Project prior to publication.
- f. Randy Rupp, Operations Director is hereby designated to serve as Student Conservation Association's representative in implementation of this Agreement. Cecily Harris, Development Consultant is designated to serve as County's representative in the implementation of this Agreement.
- g. The terms of this Agreement shall be construed in accordance with the laws of the State of California. The venue for any court proceedings on the Agreement will be San Mateo County Superior Court.

STUDENT CONSERVATION  
ASSOCIATION

SAN MATEO COUNTY

By:

**E-Signed** : 07/01/2015 07:57 PM CDT  
**Valerie J Bailey**  
vbailey@thesca.org  
IP: 75.68.120.73  
**Sertifi Electronic Signature**  
DocID: 20150701194730926

Title:

Date:

By:

Marlene Finley  
Title: Parks Director

Date:

**Student Conservation Association  
Conservation Crews Budget  
FY 2015/2016**

**EXHIBIT A**

[illegible]

Recruiting, Enrollment, Evaluation, Assessment	\$ 1,500	\$ -	\$ 1,360	\$ 1,360	\$ 1,224	\$ 816		\$ -	\$ -	\$ 6,260
Risk Management	\$ 1,000	\$ -	\$ 720	\$ 720	\$ 648	\$ 432		\$ -	\$ -	\$ 3,520
Program Support (IT, Agreements, Insurance, Regional/National infrastructure)	\$ 6,700	\$ -	\$ 8,744	\$ 8,744	\$ 6,973	\$ 12,847	\$ 300	\$ 5,000	\$ -	\$ 49,308
Local Staff Management	\$ 59,554	\$ -	\$ 7,060	\$ 7,060	\$ 7,060	\$ 8,300	\$ 3,690		\$ -	\$ 92,724
<b>Subtotal</b>	\$ 125,002	\$ 3,915	\$ 62,749	\$ 62,689	\$ 59,615	\$ 106,734	\$ 11,203	\$ 5,000	\$ 7,995	\$ 444,902
Indirect Costs	\$ 18,750	\$ 587	\$ 9,412	\$ 9,403	\$ 8,942	\$ 16,010	\$ 1,680	\$ -	\$ -	\$ 64,786
<b>TOTAL EXPENSES</b>	<b>\$ 143,752</b>	<b>\$ 4,502</b>	<b>\$ 72,161</b>	<b>\$ 72,092</b>	<b>\$ 68,557</b>	<b>\$ 122,744</b>	<b>\$ 12,883</b>	<b>\$ 5,000</b>	<b>\$ 7,995</b>	<b>\$ 509,688</b>
<b>REVENUES</b>										
					\$ 2,954	\$ 5,337				
<b>Measure A Grant Funds</b>										
for Direct Expenses	\$ 80,872	\$ 3,915	\$ 26,575	\$ 26,575	\$ 59,088	\$ 106,734	\$ -	\$ -	\$ 6,865	\$ 310,624
for Indirect Expenses	\$ 8,087	\$ 392	\$ 2,658	\$ 2,658	\$ 5,909	\$ 10,673	\$ -	\$ -	\$ -	\$ 30,376
								<b>Measure A Funds</b>		<b>\$ 341,000</b>
<b>Agency Partners (fee for service &amp; In-Kind)</b>										
San Mateo County Parks (SMC Parks Foundation)	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -		\$ -	\$ -	\$ 30,000
Golden Gate Natl. Rec. Area/NPS	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 25,000
JobTrain	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 5,000	\$ -	\$ 5,000
Esri Software (in kind)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
<b>SCA In-Kind Contributions</b> (discount to SCA Program Management costs + use of SCA vehicles)	\$ 36,494	\$ 195	\$ 17,929	\$ 12,860	\$ 3,560	\$ 5,337	\$ -	\$ -	\$ 1,130	<b>\$ 77,505</b>
<b>SCA Philanthropy</b>	\$ 18,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,883	\$ -	\$ -	<b>\$ 31,183</b>
<b>TOTAL REVENUES</b>	<b>\$ 143,752</b>	<b>\$ 4,502</b>	<b>\$ 72,161</b>	<b>\$ 72,092</b>	<b>\$ 68,557</b>	<b>\$ 122,744</b>	<b>\$ 12,883</b>	<b>\$ 5,000</b>	<b>\$ 7,995</b>	<b>\$ 509,688</b>