



CITY COUNCIL STAFF REPORT

DATE: May 18, 2011

CONSENT CALENDAR

SUBJECT: ACCEPTANCE OF A \$60,000 GRANT FROM ORANGE COUNTY/INLAND EMPIRE REGIONAL SMALL BUSINESS DEVELOPMENT CENTER FOR THE COACHELLA VALLEY INNOVATION HUB (CVIHUB) PROGRAM

FROM: David H. Ready, City Manager

BY: Community & Economic Development

SUMMARY

The Small Business Development Center has been working with the Governor's office of Economic Development to help the original six iHub designees gain access to grant funding for the iHub Initiative. The City of Palm Springs, as the managing partner for the CViHub Program, applied for the \$60,000 grant and has been awarded funding through December, 2011.

RECOMMENDATION:

1. Accept the Orange County/Inland Empire Regional Small Business Development Center grant award; and
2. Authorize the City Manager, or his designee, to execute all necessary documents.

STAFF ANALYSIS:

On May 14, 2010 the Governor's office of Economic Development issued official notification to the Coachella Valley Innovation Hub (CViHub) about its designation as one of six new iHubs in the State of California. The CViHub is a regional partnership between the Cities of Desert Hot Springs, Cathedral City and Palm Springs.

In the early stages of developing the iHub Initiative State Staff sought the assistance from the Small Business Development Center Lead Office to extend a grant program to the inaugural six iHub designees to advance specific aspects of each unique iHub program.

The City of Palm Springs, as the managing partner for the CViHub, applied for and has been awarded a \$60,000 grant to conduct a targeted business outreach survey; host

ITEM NO. 2.H.

industry specific workshops and seminars; design marketing and collateral material and retain a consultant to coordinate some of the work for the iHub Program.

The core purpose of the CViHub is to advance entrepreneurship in clean technology development and move products or services from an idea to commercialization. The grant from the SBDC allows iHub staff to initiate programs to identify existing businesses engaged in clean innovative technologies within the three jurisdictions. The grant will be used to conduct specific industry workshops and seminars that helps start up companies grow, and develop other client services that also results in product commercialization and job creation. And, the grant will be used to off set the cost to develop the CViHub website and other collateral material.

FISCAL IMPACT:

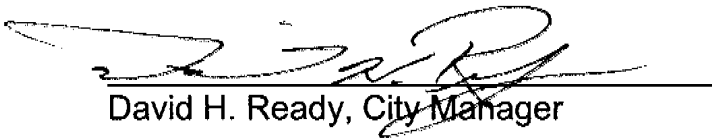
There is no impact to the General Fund. Match funding in the amount of \$30,000 is required and will be paid from the iHub Account 117-2022-54095, under the Economic Recovery Plan.



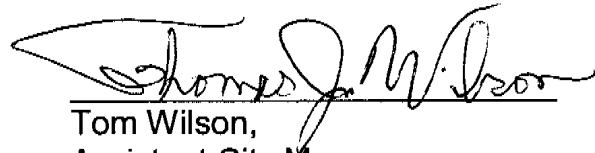
John Raymond, Director
Community & Economic Development



Cathy Van Horn, Administrator
Community & Economic Development



David H. Ready, City Manager



Tom Wilson,
Assistant City Manager

Attachments: Subrecipient Commitment Form

Prime Recipient: **CSU Fullerton Auxiliary Services Corporation (CSUF ASC)**
 on behalf of: **California State University, Fullerton (CSUF)**
 c/o CSUF Office of Grants and Contracts
 800 N. State College Boulevard, CP-205, Fullerton, CA 92834
 Tel.: (657) 278-2106; Fax: (657-278-3000); Email: ogc1@fullerton.edu

Date: (mm/dd/yy)

SUBRECIPIENT COMMITMENT FORM

SUBRECIPIENT INFORMATION

Subrecipient Legal Name:	<input type="text" value="City of Palm Springs"/>		
Subrecipient's PI:	<input type="text" value="Cathy Van Horn"/>	CSUF's PI:	<input type="text" value="Dmitry Kihanin"/>
Prime Sponsor:	<input type="text" value="U.S. Small Business Administration"/>		
CSUF Proposal Title:	<input type="text" value="Orange County / Inland Empire Regional SBDC Network 2011"/>		
Subrecipient Total Funds Requested:	<input type="text" value="60,000"/>	Performance Period Begin: (mm/dd/yy)	<input type="text" value="3/11/2011"/>
<input type="checkbox"/> ARRA Funded		Performance Period End: (mm/dd/yy)	<input type="text" value="12/31/2011"/>

SECTION A: Proposal Documents

The following documents are included in our subaward proposal submission and covered by the certifications below:

- Statement of Work (required)
- Budget and Budget Justification (required)
- This Subrecipient Commitment Form (required) completed and signed by Subrecipient's Authorized Official
- Small/Small Disadvantaged Business Subcontracting Plan, in agency-required format (required for proposals over \$550,000)
- Biosketches of Key Personnel in agency-related format

Other

SECTION B: Special Review and Certifications

1. **Facilities and Administrative Rates** included in this proposal have been calculated based on:
 - Subrecipient's federally-negotiated F&A rates for this type of work, or a reduced F&A rate that Subrecipient hereby agrees to accept. (If this box is checked, a copy of your F&A rate agreement must be furnished to CSUF before a subaward will be issued.)
 - other rates (please specify the basis on which the rate has been calculated in Section D: Comments)
 - Not applicable (no indirect cost requested)

2. **Fringe Benefit Rates** included in this proposal have been calculated based on:
 - Rates consistent with or lower than Subrecipient's federally-negotiated rates. (If this box is checked, please send a copy of your FB rate agreement to CSUF before a subaward will be issued.)
 - Based on actual rates.
 - Other rates (please specify the basis on which the rate has been calculated in Section D: Comments)

3. **Subrecipient Business Status:**

<input type="checkbox"/> Large Business	<input type="checkbox"/> Institution of Higher Education	<input type="checkbox"/> Foreign Owned
<input type="checkbox"/> Small Business	<input type="checkbox"/> Nonprofit Organization	<input type="checkbox"/> For profit organization

If a small business, identify business classification (*certified by the Small Business Administration)

<input type="checkbox"/> Small Disadvantaged Business (SDB)* (8a)*	<input type="checkbox"/> Service-disabled veteran-owned business (SDVOSB)
<input type="checkbox"/> Women-owned small business (WOSB)	<input type="checkbox"/> HUBZone small business*
<input type="checkbox"/> Veteran-owned small business (VOSB)	<input type="checkbox"/> Alaska Native Corporation (ANC) (43USC1601)
<input type="checkbox"/> Minority Serving Institution (e.g., HBCU, HSI, MI, etc.)	

4. **Affirmative Action Compliance:**
 Indicate in accordance with the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2) that your organization has:
 - a written affirmative action program has been developed and is on file
 - a written affirmative action program has not been developed and is not on file
 - not previously had contracts subject to the written affirmative action programs

5. Human Subjects: Yes No

Exemption Number or IRB Approval Date: (mm/dd/yy) _____

IRB Number: _____

(Note: Surveys, interviews, observations, or use of secondary data may be considered human subjects research. Contact your institution's IRB office for guidance.)

If answer to the above is "Yes" copies of the determination of exemption or IRB approval must be provided before any subaward will be issued. Please send the documents to CSUF Office of Grants and Contracts as soon as they become available. Please indicate the CSUF PI's name, Project Title, and subcontract number (for reference), if available.

If "Yes" and NIH funding is involved

Have all key personnel involved completed human subjects training? Yes No

Note: All key personnel engaged in human subjects research must take NIH human subjects training or other human subjects research training (http://grants.nih.gov/grants/policy/hs_educ_faq.htm) as required by NIH.

Does your organization/institution have a Federalwide Assurance (FWA) Number? Yes No If "Yes" provide number: _____

6. Animal Subjects: Yes No Approval Date:(mm/dd/yy) _____

IACUC Number: _____

If "Yes" copies of the IACUC approval must be provided before any subaward will be issued. Please obtain approval and forward required documents to the CSUF Office of Grants and Contracts, as soon as they become available. Please indicate the CSUF PI's name, Project Title, and subaward number (for reference), if available.

Does your organization/institution have a PHS Animal Welfare Assurance Number? Yes No If "Yes" provide number: _____

Is your organization/institution AAALAC accredited? Yes No If "Yes" provide number: _____

7. Responsible Conduct of Research (RCR):

The prime sponsor of this project is:

National Institutes of Health

Policy: NIH requires that all trainees, fellows, participants, and scholars receiving support through any NIH training, career development award (individual or institutional), research education grant, and dissertation research grant must receive instruction in responsible conduct of research. This policy will take effect with all new and renewal applications submitted on or after January 25, 2010, and for all continuation (Type 5) applications with deadlines on or after January 1, 2011. This Notice applies to the following programs: D43, D71, F05, F30, F31, F32, F33, F34, F37, F38, K01, K02, K05, K07, K08, K12, K18, K22, K23, K24, K25, K26, K30, K99/R00, KL1, KL2, R25, R36, T15, T32, T34, T35, T36, T37, T90/R90, TL1, TU2, and U2R. This policy also applies to any other NIH-funded programs supporting research training, career development, or research education that require instruction in responsible conduct of research as stated in the relevant funding opportunity announcements.

Compliance: NIH policy requires participation in and successful completion of instruction in responsible conduct of research by individuals supported by any NIH training/ research education/fellowship/career award. It is expected that course attendance is monitored and that a certificate or documentation of participation is available upon course completion. NIH does not require certification of compliance or submission of documentation, but expects institutions to maintain records sufficient to demonstrate that NIH-supported trainees, fellows, and scholars have received the required instruction.

Resources: The NIH Research Training website (<http://grants.nih.gov/training/extramural.htm>) includes additional information on instruction in responsible conduct of research and links to the Office of Research Integrity (<http://ori.hhs.gov/>), links to instructional materials, and examples of programs that have been regarded as good models for instruction in responsible conduct of research (<http://bioethics.od.nih.gov/researchethics.html>). The National Academy Press has published the 3rd. edition of the classic, *On Being a Scientist*, and is available online at http://books.nap.edu/catalog.php?record_id=12192

National Science Foundation

Statutory Requirement: "The Director shall require that each institution that applies for financial assistance from the Foundation for science and engineering research or education describe in its grant proposal a plan to provide appropriate training and oversight in the responsible and ethical conduct of research to undergraduate students, graduate students, and postdoctoral researchers participating in the proposed research project."

Certification Regarding Responsible Conduct of Research (RCR):

The AOR is required to complete a certification that the institution has a plan to provide appropriate training and oversight in the responsible and ethical conduct of research to undergraduates, graduate students, and postdoctoral researchers who will be supported by NSF to conduct research. Additional information on NSF's Responsible Conduct of Research (RCR) policy is available in the Award and Administration Guide (AAG), Chapter IV.B.

Institutional Responsibilities:

- A. An institution must have a plan in place to provide appropriate training and oversight in the responsible and ethical conduct of research to undergraduates, graduate students, and postdoctoral researchers who will be supported by NSF to conduct research. As noted in NSF Grant Proposal Guide (GPG) Chapter II.C.1e, institutional certification to this effect is required for each proposal.
- B. While training plans are not required to be included in proposals submitted to NSF, institutions are advised that they are subject to review, upon request.
- C. An institution must designate one or more persons to oversee compliance with the Responsible RRCR training requirement.
- D. Institutions are responsible for verifying that undergraduate students, graduate students, and postdoctoral researchers supported by NSF to conduct research have received training in the responsible and ethical conduct of research.

8. Cost Sharing:

Yes No Amount

(Cost sharing amounts and details should be included in the Subrecipient's budget)

9. Conflict of Interest (applicable to DHHS, NSF, or any other sponsor that has adopted the federal financial disclosure requirements):

Not applicable because this project is not being funded by NIH, NSF, or CDC

Subrecipient hereby certifies that it has an active and enforced conflict of interest policy that is consistent with the provision of 42 CFR Part 50, Subpart F "Responsibility of Applicants for Promoting Objectivity in Research". Subrecipient also certifies that, to the best of the institution's knowledge: (1) all financial disclosures have been made related to the activities that may be funded by or through a resulting agreement, and required by its conflict of interest policy; and, (2) all identified conflicts of interest have, or will have, been satisfactorily managed, reduced or eliminated in accordance with Subrecipient's conflict of interest policy prior to the expenditure of any funds under any resultant agreement.

Subrecipient does not have an active and/or enforced conflict of interest policy and hereby agrees to abide by CSUF's policy

10. Fiscal Responsibility:

The Subrecipient certifies that its financial system is in accordance with generally accepted accounting principles and (mark all that apply):

- has the capability to identify, in its accounts, all Federal awards received and expended and the Federal programs under which they are received
maintains internal controls to assure that it is managing Federal awards in compliance with applicable laws, regulations and the provision of contracts and grants
complies with applicable laws and regulations
can prepare appropriate financial statements, including the schedule of expenditures of Federal awards
there are no outstanding audit findings. If there are findings, submit a copy of the most recent report that describes the findings and steps to be taken to correct the finding.

11. Debarment, Suspension, Proposed Debarment:

Is the PI or any other employee or student participating in this project debarred, suspended or otherwise excluded from or ineligible for participation in Federal assistance programs or activities? If "Yes" please explain in Section D: Comments.

The Subrecipient certifies that they: (answer all questions below)

- Are / Are Not presently debarred, suspended, proposed for debarment, or declared ineligible for award of Federal Contracts
Are / Are Not presently indicted for, or otherwise criminally or civilly charged by a governmental entity
Have / Have Not within three (3) years preceding this offer, been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property
Have / Have Not within three (3) years preceding this offer, had one or more contracts terminated for default by any Federal Agency

SECTION C: Audit Status

1. A-133 Audit Status

- A. Does the Subrecipient receive an annual audit in accordance with OMB Circular A-133?
If "Yes", has the audit been completed for the most recent fiscal year?
If "No", when is it expected to be completed: (m/d/yy)
B. Were any audit findings reported? (If "yes", explain in Section D: Comments below)
Note: A complete copy of Subrecipient's most recent report, or the Internet URL link to a complete copy must be furnished to CSU Fullerton Auxiliary Services Corporation before a subaward will be issued.
C. If "No", does the Subrecipient receive overall federal funding of at least \$500,000 per year?
D. Subrecipient is a: For-profit entity that expends Federal or Sub-Federal funds and has a DCAA audited rate
For-profit entity that does not expend Federal funds or have annual audits
Foreign entity

Note: If Subrecipient does not receive an A-133 audit, the CSU Fullerton Auxiliary Services Corporation will require the Subrecipient to complete an Audit Certification and Financial Status Questionnaire, and may require a limited scope audit before a subaward will be issued.

2. Federal Funding Accountability and Transparency Act (FFATA)

Location of Subrecipient (City/State/Congressional District/County):
Note: If primary place of performance is different than Location of Subrecipient, provide location where project will be performed (City/State/Congressional District/Country)

DUNS Number of Subrecipient receiving award:
Is Subrecipient owned or controlled by a parent entity?
If "Yes", please provide DUNS number and location (City/State/Congressional District/Country) of parent entity.

Is Subrecipient currently registered in Central Contractor Registration (www.ccr.gov)?

SECTION D: Comments (please attach additional pages if necessary)

APPROVED FOR SUBRECIPIENT

The information, certifications, and representations above have been read, signed, and made by an authorized institutional representative of the Subrecipient named herein. The appropriate programmatic and administrative personnel involved in this application are aware of agency policies in regard to subawards and are prepared to establish the necessary inter-institutional agreements consistent with those policies. By their signatures below, Subrecipient and its Principal Investigator certify (1) that the information submitted within the application is true, complete and accurate to the best of the Subrecipient's and PI's knowledge; (2) that any false, fictitious, or fraudulent statements or claims may subject the Institution and PI to criminal, civil, or administrative penalties; and (3) that the PI agrees to accept responsibility for the scientific conduct of the project and to provide the required progress and other administrative reports as required if an award is made as a result of the prime recipient's application.

Any work begun and/or expenses incurred prior to execution of a subaward agreement are at the Subrecipient's own risk.

Signature of Subrecipient's Authorized Institutional Representative

Signature of Subrecipient's Principal Investigator

Date

Date

Name and Title of Authorized Institutional Representative

TIN or EIN of Subrecipient's Organization/Institution

Address

City, State, Zip

Email Address

Name and Title of Administrative Point of Contact

Address

City, State, Zip

Phone

Fax

Email Address

[Print Form](#)

Cathy Van Horn

From: Snider, Sean [ssnider@Exchange.FULLERTON.EDU]
Sent: Tuesday, March 01, 2011 3:08 PM
To: Cathy Van Horn
Cc: 'plopez@fullerton.edu,'
Subject: Sean Snider Contact Information

Great to meet you! Look forward to setting up the webinar.

<p>Sean Snider Orange County / Inland Empire Lead ... Associate Director (657) 278-3195 Work 714-515-9762 Mobile ssnider@fullerton.edu 800 N. State College Blvd, SGMH0 4210 Fullerton, CA 92831 USA www.leadsbdc.org</p>

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Orange County / Inland Empire Regional Network

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