



Sacramento  
Employment and  
Training  
Agency

November 3, 2020

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925 Del Paso Blvd., Suite 100  
Sacramento, CA 95815

Main Office  
(916) 263-3800

Head Start  
(916) 263-3804

Website: <http://www.seta.net>

Ms. Karen Malkiewicz, Principal  
Elk Grove Unified School District  
8401-B Gerber Road  
Sacramento, CA 95828-3711

**RE: CFDA #: 93.569**

Dear Ms. Malkiewicz:

Congratulations! Pursuant to action taken by the SETA Governing Board on October 29, 2020, Elk Grove Unified School District has been awarded \$63,014 in Community Service Block Grant (CSBG), CARES-Act Supplemental funds to operate a Family Self-Sufficiency program. The term of Contract #20C022FSS-CARE will be November 2, 2020 through March 31, 2022.

In order to proceed with the contract process, the following documents, provided to you electronically, must be completed and submitted to SETA:

- ☐ Board Resolution
- ☐ Quarterly Projections
- ☐ Program Budget and Cost Allocation Plan in the amount of \$63,014
- ☐ Evaluation/Monitoring Standards Form

Time is of the essence; therefore, please submit the completed documents to **Lorena.Correa@seta.net** no later than **Tuesday, November 17, 2020.**

If you have any questions or need assistance in completing these forms, please contact me at (916) 274-6390.

Sincerely,

*Lorena Correa*

Lorena Correa  
Workforce Development Analyst III

cc: Jennifer Barrett-Grove  
Michelle King

***Preparing People for Success: in School, in Work, in Life***