

AGENDA ITEM REQUEST

Community Corrections Partnership Executive Committee (CCPEC)

Note: This agenda item request is due at least six (6) weeks prior to the CCPEC meeting.

Email requests to ProbationCommunityPrograms@acgov.org.

TO: Community Corrections Partnership Executive Committee (CCPEC)
c/o Alameda County Probation Department
Brian Ford, Chief Probation Officer
1111 Jackson Street, P.O. Box 2059
Oakland, CA 94604-2059

FROM: **Name:** Gina Temporal
Title: Contracts Administrative Manager
Agency/Organization/Department: Alameda County Probation Department
Address: 1111 Jackson Street, Oakland, CA
Phone #: 510-599-3638 **Alternate Phone #:** 510-208-1003
Email: gitemporal@acgov.org

This agenda item is being submitted for consideration by the Community Corrections Partnership Executive Committee (CCPEC) at their meeting on March 17, 2025.

Title/Subject/Description: Annual Allocation for AB 109 Funded Programs and Resources – Vendor Engagement, Vendor Workshops & Stipends

Background Information: ACPD is requesting funding to support a variety of vendor engagement related activities. Funding will be used to support vendor workshops, vendor engagement, contract kick-off meetings and stipends for community-based organizations. Examples of funding use include but are not limited to, food, rental costs, swag, and miscellaneous supplies to host events.

Fiscal Impact*, if any: \$150,000

Recommended action to be taken: Approve the annual allocation to fund this item for the next fiscal year.

**When requesting funding, please answer the questions in either Section 1 or 2 below. If requesting funding for a new program idea, answer the questions in Section 1. If requesting funding for a program with an existing AB 109-funded contract, answer the questions in section 2.*

Signature: *Gina Temporal*

Print Name and Title: Gina Temporal, Contracts Administrative Manager

Section 1: Requesting Funding for a New Idea

ACPD is requesting funding to support a variety of vendor engagement related activities. Funding will be used to support vendor workshops, vendor engagement, contract kick-off meetings and stipends for community-based organizations. Examples of funding use include but are not limited to, food, rental costs, swag, and miscellaneous supplies to host events.

Vendor Workshops: ACPD would like to host a series of vendor engagement workshops to create a strong, mutually beneficial relationship between the ACPD and the network of community-based organizations. Vendor Workshops will focus on improving communication, creating a better understanding of the county procurement process, enhancing service delivery, aligning us on expectations, and allowing vendors to network with one another, share best practices, and discuss challenges. Funding would be used to purchase food, cover rental costs if necessary and offer stipends to community-based organizations.

Vendor Engagement: ACPD would also like to host engagement events between contracted providers and the Deputy Probation Officers to increase program visibility and build relationships. ACPD would like to host an annual vendor outreach expo to engage with our contracted providers, foster collaboration with our Deputy Probation Officers, and discover new learning opportunities. The expo format can create a dynamic environment for vendors to interact directly with our team, ask questions, showcase their offerings, and gain valuable insights into your ACPD's needs. Funding would be used to purchase food, cover rental costs if necessary and offer stipends to community-based organizations.

Contract Kick-Off Meetings: ACPD utilizes an active contract management style which includes hosting 4-hour kick off meetings with new contracted providers. Contract kick-off meetings are essential for ensuring a smooth start to a new partnership, setting clear expectations, and aligning all parties involved. The goal is to establish a mutual understanding of goals, timelines, roles, and responsibilities. Funding would be used for light refreshments.

Stipends: Stipends will be used to incentivize participation, compensate for time, or increase attendance. Stipends are for community-based organizations only.

Addressed in the Logic Model

A logic model from the Programs and Services Workgroup may be attached in lieu of answering the following questions:

- What part of the AB 109 population do you propose to serve? (For example: unhoused individuals, clients disengaged from Probation services etc.)
- Which client needs are being addressed? (For example: housing, employment, substance abuse etc.)
- What are the objectives and benchmarks for success of the proposed program/activity?

- What are the resources and activities required by an organization to make the program successful? (For example: staffing, development of workshops etc.)
- How will Probation Officers inform clients about the program/activity?
- If referrals don't come from Probation, how will clients be informed of the program/activity?

Background Research

- Is the initiative evidence-based or a promising new idea?
- If this is an evidence-based program, what does the research say about it?
- If there is existing research, was the research done on a population similar to the population the program anticipates serving?
- Is Probation funding any similar activities?
- If Probation is funding similar activities, what is unique about this program/activity, why is it necessary?
- Lived experience can often provide a layer of knowledge often not captured by traditional research methods. Please provide any anecdotal knowledge based upon lived experiences that contributes to or strengthens your proposed program/activity.

Fiscal Impact

- What is the total proposed budget for this program/activity?

Section 2: Request to Renew or Extend an Existing Contract

Information About the Program

- What part of the AB 109 population was served under the previous contract? (For example: unhoused individuals, clients disengaged from Probation Services, etc.)
- What client needs were addressed? (For example: housing, employment, substance abuse etc.)
- How many people did your organization serve under the contract?
- How many people was your organization expected to serve under the contract?
- Please provide a summary of the program.
- Please provide a list of the objectives achieved by the program/activity.
- Did your organization invest any resources to make the program/activity successful? (For example: staffing, development of workshops etc.)
- Did you do any outreach to the target population, outside of referrals by Probation? If so, what were the results of your outreach?
- Describe how successfully your organization achieved your contract milestones and the other contract deliverables?

Background Research

- Is the program/activity evidence based or a promising new idea?
- If the program/activity is an evidence-based program, what does the research say about it?
- If there is existing research, was the research done on a population similar to the population served?
- How do milestones/contract deliverables compare to the outcomes of similar work in other jurisdictions?
- Is Probation funding any similar activities?
- If Probation is funding similar activities, what is unique about this program/activity, why is it necessary?
- Lived experience can often provide a layer of knowledge often not captured by traditional research methods. Please provide any anecdotal knowledge based upon lived experiences that contributes to or strengthens your proposed program/activity.

Program Data

- How many people were referred to the program/activity by Probation?
- Why should the contract be extended/renewed rather than going out to bid?
- Please provide program milestones and other contract deliverable data.
- Has this contract been extended before? If so, how many times and why?

Fiscal Impact

- What is the total proposed budget for the requested program/activity?
- What was the total budget for the program/activity under the previous contract?
 - If the proposed budget is higher than that of the previous contract, please justify the increase.
 - If the proposed budget is lower than that of the previous contract, please explain.

Signature: *Gina Temporal*

Print Name and Title: Gina Temporal, Contracts Administrative Manager