## Agenda Item Request

Community Corrections Partnership Executive Committee (CCP EC)

Note: Agenda item requests are due at least 5 (five) business days prior to CCP EC meeting.

TO: Community Corrections Partnership Executive Committee (CCP EC)

c/o Alameda County Probation Department

Wendy Still, Chief Probation Officer

1111 Jackson Street, P.O. Box 2059

Oakland, CA 94604-2059

FROM: **Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Title**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Agency/Organization/Department**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone** **#:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Alternate** **Phone** **#:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Submitted are the following agenda item(s) to be considered by the Community Corrections Partnership Executive Committee (CCP EC) at the meeting of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

**For new funding:**

* Who is the target population?
* What are the inputs and resources?
* Summary and objectives of the proposed initiative (often included)
* Fiscal Impact (currently included)
* Why is the funding necessary?
* Which client needs are being addressed?
* Is the initiative evidence based or a promising new idea?
* What does the research say about this particular type of programming?
* How will Probation let clients know about the service/program? If they plan on using a third party to alert clients about the survey, who are they and why were they chosen.

**For contract renewals:**

* Who is the target population?
* What are the inputs and resources?
* What client needs are being addressed?
* What are the objectives of the current/previous contract – if there are milestones, please list them.
* Was there any evaluation of the vendors performance on the prior contract, if so, provide a brief summary.
* Describe how successfully the current/prior vendor achieved the milestones and the other contract deliverables?
* How did Probation and the provider let clients know about the service/program? If they used a third party what were the results of their work?
* If not answered above:
  + How many clients was the vendor expected to serve?
  + How many clients were actually served?
  + Is this a contract extension or going out to bid, why?
  + Has this contract been extended? If so, how many times and why?
* How many people were referred to the Program by Probation?
* How many people started the program?
* How may people completed the program?
* How many people started the program but did not complete it, what were their outcomes?
  + Qualitative data, why or why not, input from the clients.

**Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Print Name and Title**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_