

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
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FROM: **Name:** Janene Grigsby
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This agenda item is being submitted for consideration by the Community Corrections Partnership Executive Committee (CCPEC) at their meeting on February 3, 2025.

Title/Subject/Description: Request to approve funding for Community Advisory Board (CAB) meeting meals.

Background Information: The CAB was recently established by the Alameda County Board of Supervisors. CAB meetings are open, public meetings that are held on the first Tuesday of the month from 6:15 pm to 8:15 pm. The CAB provides meals during the meeting due to the time of their meetings and to encourage participation.

Fiscal Impact*, if any: \$10,800 total; \$600/meal, per month to cover 18 months of CAB meals, January 2025 through June 2026.

Recommended action to be taken: Approve \$10,800 to cover the cost of providing meals for the CAB's regular monthly meetings.

**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: _____

Print Name and Title: _____

Section 1: Requesting Funding for a New Idea

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: _____

Print Name and Title: _____