

## AGENDA ITEM REQUEST

Community Corrections Partnership Executive Committee (CCPEC)

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

*Email requests to [ProbationCommunityPrograms@acgov.org](mailto:ProbationCommunityPrograms@acgov.org).*

TO: Community Corrections Partnership Executive Committee (CCPEC)  
c/o Alameda County Probation Department  
Marcus Dawal, Interim 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:** \_\_\_\_\_

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

**Title/Subject/Description:** Click here to enter text.

**Background Information:** Click here to enter text.

**Fiscal Impact\*, if any:** Click here to enter text.

**Recommended action to be taken:** Click here to enter text.

*\*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 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?

### **Fiscal Impact**

- What is the total proposed budget for your proposed 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 deliverable 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?

### **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 milestone 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 your proposed 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 proposed increase.
  - If the proposed budget is lower than that of the previous contract, please explain why.

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

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