

Attachment A: Eligible Departmental Proposals
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Department	ID	Title	Estimated Project Total	Tab #
Recommended				
Capital Projects	Cap-FR-01	New Morgue and Public Health Lab	\$ 27,246,560	1
Clerk- Recorder-Assessor	CRA-FR-01	Enterprise Level Consolidated County GIS Map	\$ 450,000	2
Community Development Comm.	CDC-FR-01	Funds for Affordable and Supportive Housing via the County Fund for Housing (CFH)	\$ 5,000,000	3
Equity Office	EO-FR-01	Community Engagement Partnership (ARPA)	\$ 400,000	4
Equity Office	EO-FR-02	Language Access	\$ 310,000	5
Health Services	DHS-FR-03	Concurrent Hazard Preparedness Planning	\$ 52,000	6
Health Services	DHS-FR-06	Crisis Stabilization Unit (CSU) Capital Improvements - Generator	\$ 335,000	7
Health Services	DHS-FR-10	Psychiatric Health Facility Operations	\$ 1,687,500	8
Recommended with Modification				
Child Support Services	DCCS-FR-01	Sonoma County Child Support Services Outreach and Education Program	\$ 200,000	9
Dept of Emergency Management	DEM-FR-01	Emergency Congregate Shelter Program Enhancement	\$ 628,596	10
Dept of Emergency Management	DEM-FR-02	2030 Comprehensive Mass Care Capabilities Development Project	\$ 420,000	11
Economic Development Board	EDB-FR-01	Access Sonoma Broadband	\$ 12,000,000	12
Health Services	DHS-FR-09	Equity in Disaster Response and Resilient Recovery	\$ 13,461,910	13
Human Services	HSD-FR-04	CalFresh Mobile Office	\$ 600,000	14
IOLERO	IOLERO-FR-01	Community Oriented Policing Program	\$ 328,632	15
Probation	PROB-FR-02	Homes 4 the Homeless Vocational Youth Training Program	\$ 675,000	16
Sheriff's Office	SHF-FR-03	Enhanced Law Enforcement Training in De-escalation and Cultural Responsiveness	\$ 485,682	17
Additional Eligible Projects for Consideration				
Health Services	DHS-FR-01	AOD Prevention Partnership - Opioid Overdose Prevention	\$ 150,000	18
Health Services	DHS-FR-08	ACCESS Initiatives: Interdepartmental Multi-Disciplinary Expansion Team Cohorts and IBM Contract for Data Bridge - Supporting COVID-19 Response	\$ 4,014,379	19
Human Services	HSD-FR-01	Older Adult Collaborative Care Management	\$ 2,973,300	20
Permit Sonoma	PRMD-FR-01	Records Digitization	\$ 1,796,000	21
Probation	PROB-FR-01	Case Management and Transitional Housing for Homeless Defendants with Mental Illness and Substance Abuse Disorder	\$ 1,943,487	22
Sonoma County Water Agency	SCWA-FR-01	Russian River Sanitation District Electrical Upgrade at Vacation Beach	\$ 4,485,956	23
Sonoma County Water Agency	SCWA-FR-02	Russian River Sanitation District Critical Replacement Projects	\$ 2,343,531	24
Transportation & Public Works	TPW-FR-01	Stormwater Management of Green Valley Road with Green Valley Creek Restoration	\$ 1,450,000	25
Transportation & Public Works	TPW-FR-02	CSA 41 Fitch Mountain Water System Tank Replacement	\$ 1,000,000	26
Transportation & Public Works	TPW-FR-03	CSA 41 Freestone Infrastructure Improvements	\$ 500,000	27
Transportation & Public Works	TPW-FR-04	CSA 41 Jenner - Water Meter Replacement and Generator Installation	\$ 250,000	28
Not Recommended				
Auditor-Controller-Treasurer-Tax Co	ACTTC-FR-01	ACTTC - Public Lobby Health & Safety Permanent Glass Barriers	\$ 100,000	29
Community Development Comm.	CDC-FR-02	Coordinated Entry System Expansion and Support	\$ 2,000,000	30
Sheriff's Office	SHF-FR-01	Adult Inmate Phone Calls	\$ 120,000	31
Include in Community Funding Discussion				
Community Development Comm.	CDC-FR-03	Roseland Business Incubator	\$ 1,435,000	32
Community Development Comm.	CDC-FR-04	Homeowner Mortgage Assistance	\$ 4,698,809	33
Community Development Comm.	CDC-FR-06	Sweetwater Springs Water Main Replacement	\$ 851,753	34
Economic Development Board	EDB-FR-02	Premium Pay to target employees	\$ 5,200,000	35
Human Services	HSD-FR-03	Universal Basic Income Pilot	\$ 8,954,875	36
UCCE	UCCE-FR-01	Community-based emergency food access networks- UCCE	\$ 593,200	37

County of Sonoma

American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
General Service Department, in consultation with Sheriff's Office and Department of Health Services	Keith Lew	

Project Title

RESPONSE REQUIRED

New Morgue and Public Health Lab on County Government Center Campus

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

Sonoma County's Public Health Lab – a lynchpin resource

The proposed project supports essential services to the entire county of Sonoma by fulfilling the longstanding and urgent need for new modern, safe facilities for public health laboratory and morgue functions.

As the last public health lab standing between the State lab in Richmond, CA and the Humboldt County lab, the Sonoma County Public Health Lab (SCPHL) provides fundamentally crucial human and environmental testing services to Sonoma, Mendocino, Lake, and Humboldt Counties. In addition to COVID-19, the lab tests and monitors a wide range of communicable diseases such as influenza, tuberculosis, whooping cough, sexually transmitted infections, and measles. Environmental services include testing local drinking water, river and ocean beaches, and farmed shellfish for fecal contamination; rabies testing; and testing ticks for Lyme disease. Both the Lab and Morgue serve multiple jurisdictions including Lake, Mendocino and Humboldt County forensics. The lab facilitates the interaction between the health care community and state and federal agencies for unusual and exotic diseases, and provides training and reference testing to local clinical laboratories.

The SCPHL plays a key role in public safety by providing infectious disease data for local health policy planning, and emergency testing support to first responders and Northern California clinical laboratories. The SCPHL is one of 4 laboratories in California that perform shellfish testing; one of California's 14 CDC Laboratory Response Network-biological (LRN-B) labs; and the only local lab that performs dairy testing.

The current Public Health Laboratory is located at 3313 Chanate Road, adjacent the former Sutter Hospital, occupying approximately 3,000 square feet. It has been clear for some time that Public Health laboratory (Lab) and Morgue must be relocated, as the Chanate campus itself was declared surplus by the Board of Supervisors and will be sold. Aside from this, the 1920's era building has insurmountable limitations, particularly in electrical and telecommunications infrastructure, which are crucial to a modern laboratory's operations.

Not surprisingly, the lab's operating conditions have been profoundly challenged in response to the COVID-19 pandemic. The facility, which had normally processed approximately 15,000 tests annually, tested nearly 175,000 COVID-related specimens over the past 16 months since March 2020. After the advent of the COVID-19 vaccine, Public Health has received more than 27,000 vials of vaccine, resulting in nearly 188,000 doses distributed to our community.

New variants and resulting surges in infection rates underline the importance of supporting the Public Health Lab's work in our ongoing fight to quell this and other pandemics. The pandemic highlighted the fact that the facility lacks modern infrastructure to accommodate technological needs of existing and emerging laboratory technology and is inefficient in its configuration, as it was never originally intended to be a laboratory. Limitations include:

- Lack of dedicated 20amp outlets for large lab equipment.
- Lack of data ports for computer workstations and new lab equipment that requires access to the internet, or remote access from vendor technical support teams.
- Insufficient and unreliable heating and cooling in the primary lab area. The room is freezing in the winter. Additionally, the current BSL3 lab has an evaporative cooler that creates an excessively humid environment and does not adequately cool the space in the summer. These adverse conditions affect personnel, equipment, and test reagents/assays in the room.
- Exhaust system: Design of negative pressure system in the BSL3 lab is unreliable, creating a safety hazard for staff and inefficiencies in lab operations during the pandemic, because we have to stop working when repairs are being performed.
- Exhaust system lacks dedicated duct with a dedicated exhaust fan so if one unit has a problem the backup currently will not run independently.
- Scratched Formica countertops are difficult to properly decontaminate, and are uneven/not level in places. Facility needs solid surface laboratory grade countertops.
- Biosafety cabinets, autoclaves, and steam generator are all approaching their end of life.
- Narrow doorways and limited space configured as a series of small rooms were not designed to be a laboratory, and contribute to difficulties sourcing and placing large pieces of lab equipment.
- Space is not ADA compliant and many workstations are ergonomically challenged, contributing to staff discomfort and potential injury.
- Lab expanded into vacant space in the building to accommodate SARS-CoV-2 sequencing equipment and work space, which is carpeted and required installation of 20 amp outlets. Public Health plans to apply for an ELC Advanced Molecular Detection construction grant for this part of the new lab.
- Lacks an area for specimen drop-off by lab submitters, and an adjacent specimen receiving/processing room.
- Lab is located in a wildfire hazard zone and has had to stop operations and evacuate the premises.
- Facility lacks a loading dock

Sonoma County Sheriff's Office Coroner Bureau Morgue – a mandated service

The current County Morgue is a 7,550 square foot facility constructed in 1935 as a mechanical building serving the former Norton Center clinic on Chanate Road. The building was adapted from its former use to current functions in 1989. The facility does not need current building codes or the functional needs of the Sheriff's Office Coroner Bureau. Prior to the pandemic of 2020, with a case load of 326 autopsies, the facility was already at capacity. The facility is insufficient in size, ventilation, and electrical capacity. The facility lacks modern infrastructure to accommodate the technological needs of the medical examiner and Coroner detectives and is inefficient in its configuration. Below is a list of a few of the current facility's deficiencies:

- The configuration of the current facility does not allow easy transition between sterile and non-sterile functional areas. Separation is needed between these areas to reduce the possibility of spreading any infectious diseases.
- The Morgue currently has only two autopsy rooms but based on workload needs three with direct access to cold storage.
- The cooler storage area is too small to accommodate current activities and requires a separate entrance and a segregated area for donor services.
- A covered sally port is needed to transport bodies into the facility with screening to limit visibility.
- Facility flooring needs to be non-porous.

- Lacks proper facility security including an automatic proxy gate for secure vehicular access as well as cameras, exterior security lighting, motion detectors, gate and door operators, and internal paging system
- The existing emergency generator is not large enough to power the entire facility.
- Current location is difficult to access and does not easily accommodate parking of refrigerated semi-tractor trailers in the case of mass casualties.

As existing older structures, neither building is constructed to current seismic safety standards and both are at increased risk of structural failure. This risk is increased due to the location of the facilities within the Alquist Prolo Seismic Fault zone, which increases the probability of a major seismic event occurring on the property. Recent geotechnical studies have identified 11 minor faults running underneath the Public Health lab building and three major faults immediately to the east and west of the existing structure. The essential services nature of both the Public Health lab and the mandated services performed at the Morgue warrant new facilities that are built to modern safety and seismic standards.

Both functions can be combined into a single facility totaling approximately 23,000 square feet. A potential site has been identified with proximity to the Sheriff's Office, and consistent with future plans for the County Government Center. General Services recommends an accelerated development of this project to address operational shortfalls, to facilitate the sale of Chanate, and to add value to the County. Accelerated development includes programming and 30% design (Bridging Documents), funding for which is currently being pursued in partnership with Health Services. The first year funding represented below, is for subsequent completion of design documents and permitting only, with construction funding to follow in FY22-23.

This facility is a part of the Fire Resiliency and Recovery program as defined in the County's Five Year Capital Improvement Plan. A modern new facility would be designed consistent with the Board of Supervisors Strategic Plan Resilient Infrastructure pillar Goal 1, objective 1 and Goal 2, objective 1.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

General Services proposes to accomplish this project through design-build bridging procurement. Design-build is a proven procurement vehicle that reduces project delivery time by assigning design risk to the contracted DB entity. However, the design phase where the space program and technical requirements are specified for a medical examination facility combined with a public health laboratory is highly complex therefore a bridging design is warranted. Creating a bridging design document will convey specific functional requirements to the design-build team. The design will be limited to conceptual design as this will allow flexibility to design-builders to design within budget. Assuming a start date in Q3 of FY21/22, the following schedule is proposed:

	Start	Finish
RFQ/P Bridge Documents	Q3 2022	Q1 2023
Procurement	Q4 2022	Q1 2024

Design/Build	Q1 2024	Q4 2025
Commissioning	Q4 2025	Q1 2026
Completion	Q1 2026	

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$0
Capital Costs	\$26,252,160
Other (5% budget for movable machinery, lab equipment and specialized medical devices)	\$994,400
Estimated Total Project Costs	\$27,246,560
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$27,246,560

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Budget estimates and comparable projects nationwide have been estimated at \$710/SF per cost estimates prepared for the County Government Center project by Turner and Townsend Cost Estimators. Costs are as follows:

Construction (23,000 sf @ \$710/SF)	\$16,330,000
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Site Development	\$ 1,750,000
Contingency (10%)	\$ 1,808,000
Subtotal Construction	\$19,888,000
Design and Permits (12%)	\$ 2,386,560
Staff Management and Inspection (20%)	\$ 3,977,600
PROJECT D/B COST	\$26,252,160
TOTAL PROJECT COST FURNISHED WITH EQUIPMENT	\$27,246,560

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED

NACo Guidance:

Per NACO Guidance, Eligible Expenses include 1. SUPPORT PUBLIC HEALTH RESPONSE.

Prevent and Mitigate COVID-19

- Capital Investment to public facilities to which the existing facilities are inadequate
- Ventilation Improvement on existing facilities by replacement of inadequate facilities

Improving the Design and Execution of Health and Public Health Programs

- Improvements to data or technology infrastructure

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Pager>

Indicate N/A if not applicable

Pillar: Resilient Infrastructure

Goal 1: Invest in County buildings and technology to enhance service delivery and improve employee mobility

Objective 1: Design the new County Center to be carbon neutral and zero waste; and pursue carbon reduction and zero waste plans for remaining County facilities.

Goal 2: Invest in capital systems to ensure continuity of operations and disaster response.

Objective 1: Strengthen critical communications infrastructure, interoperability, and information technology tools relied upon during disasters.

Department Lead for these Objectives: General Services Department

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

RESPONSE REQUIRED

RE: The Public Health Lab and Morgue

The lab's data regarding how COVID-19 in particular has affected particular ethnic/racial community sectors has been seminally important in developing a fact-based, science-driven strategy to combat these deficiencies and target resources to the areas that most need it.

Re: The Project

1. The Project endeavors to incorporate minority and small business subcontracting goals similar to Federal requirements.
2. Project could include in the procurement process a minority business outreach effort to facilitate business relationships between experienced large Prime design-build entities and minority owned subcontractors.
3. Project dollar volume meets the threshold for Project Labor Agreement to which labor would be engaged to help meet equity goals.
4. Potential negative impacts include reduced competition and pricing. Widespread advertisement of contracting opportunity may help mitigate this impact.
5. Services provided through the Public Health Laboratory and the Morgue are provided equally to all in Sonoma County.
6. Yes, community engagement is a key business process incorporated in projects.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

Project will be designed to consider modern processes required in a Public Health Laboratory and in Medical forensics. Design will endeavor to facilitate the work of staff, through a modern facility layout and technological improvements.

Cost savings will be achieved as a result of no longer having to maintain the existing aging buildings which needed costly and ongoing repairs and maintenance.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

Yes. Both the Morgue and Public Health lab have supported community needs during COVID-19. The Public Health Lab was and still is performing a critical function for the County during the COVID-19 Pandemic. The lab has been responsible for COVID testing, and is the primary point of distribution for vaccination supply coming into the County, and continues testing and analysis. The Morgue is responsible for all medical examinations and has served to receive casualties from the pandemic.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Yes. Request R200026 in the 2021-2026 Capital Improvement Plan

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

NA

Will your proposal leverage community partnerships? If yes, explain?

Yes: The Morgue is a regional facility for Sonoma as well as Lake, Mendocino, and Humboldt Counties. The Public Health facility contains a Public Health Lab Bio-Safety Level 3 regional laboratory, servicing a three county region, which includes Sonoma, Mendocino, and Lake Counties.
Improving these facilities will allow them to better serve these communities.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

NA

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



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Department	Department Contact	Oracle Planning Fund Request #(s)
Clerk-Recorder-Assessor-Reg of Voters / Information Systems Department	Deva Proto	CRA-FR-01

Project Title

Enterprise Level Consolidated County GIS Map

Summary of Project

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The County Clerk-Recorder-Assessor-Registrar of Voters Department, in collaboration with other County departments, including Information Systems, Auditor-Controller-Treasurer-Tax Collector, Permit Sonoma, Emergency Management, Economic Development, Transportation Public Works, Human Services, Health Services and the Office of Equity is proposing the creation of an enterprise level geospatial map for county data. The goal would be to increase and accessibility, and to provide data to inform both the members of the public and the institutions that serve them about needs, areas of opportunity, and current realities in our communities. The County would also achieve operational efficiency due to departments being able to load data into one enterprise level system, and some data would be able to be pulled live into the map.

The map would be a single location of information in a geospatial format for county residents and business. Instead of having to visit the websites or offices of multiple departments (which requires someone to know what departments and/or divisions have what specific responsibilities), the map would be a way to provide the information in an easy to access and understand format. Most of the data is currently available online, but members of the public are required to have a high level of governmental knowledge, as well as navigate numerous, different interfaces and technology, in order to access the data.

As an example, to locate the [permit history](#), [zoning](#), [most recent deed](#), [assessed value](#), [previous tax value](#), [school district](#), [elected representatives](#), and [county evacuation zone](#) for a specific property in unincorporated Sonoma County, a member of the public would have to visit four different department pages, seven different separate webpages, and search six different ways in different web interfaces. The lack of coordination and a consistent presentation view for geospatial data creates barriers for access, transparency and usage of data.

Making information easily available and accessible would also reduce the need for members of the community to come into the respective offices, reducing travel time, transit costs, and transportation emissions and ensuring that the people who do come in for assistance enjoy the benefits of coordinated multi-departmental and multi-jurisdictional information sharing. Adding government and other service information available to a resident would also benefit those searching for assistance, as they or a service navigator could more easily find what offices and what services are offered near them.

The website would need to be easily updated during an emergency, in order to provide comprehensive evacuation, disaster footprint and related information. The main portion of the page could be dedicated to emergencies during the duration of the event, and be linked to from several websites (county, sheriff, emergency management) to facilitate information sharing.

Making information easily available and accessible would also support data-informed decision making by local government. In King County, Washington, census data could be included to inform decision makers about a specific area's racial, ethnic, and gender demographics, education attainment, and languages spoken at home.

This, combined with information about assessed value, voter turnout, park access, and property sales, would also support equity in decision making.

Due to the level of expertise needed to work with the different departments and systems, and the time required to onboard and train staff, the CRA-ROV and ISD recommends that a vendor be procured to build the initial site and work with the specific subject matter experts in each department. A requirement of the project would be that the County of Sonoma hosts and retains ownership of all the data and code related to the system. Once the initial site has been built, the County would take on the ongoing maintenance as part of the regular duties of the ISD GIS division. To make this feasible, there would need to be a reduction in the number of separately maintained department specific webpages, so that the GIS team would be able to absorb the maintenance duties in their regular course of work. Once the initial site has been built, new data layers would be able to be added, as identified and needed.

As an initial project, the property data in the geospatial map could include:

- Assessor Parcel Number
- Assessed Value
- District/Elected Officials (for all districts in county)
- Election precincts
- Property Tax Value
- Breakdown of property tax funding (school, county, district, etc)
- Business Revenue, if any*
- Recent Sale History
- Last change in ownership (deed) document
- Permit History
- Zoning
- Affordable Housing Production*
- Housing Burden*
- Jurisdiction (unincorporated or incorporated city)
- Groundwater
- Evacuation Areas
- Census tract-level data (including income, race, gender, education and language)
- Prior disaster footprints (fire/flood/pandemic/vaccination GIS data)
- COVID case data
- Hospital Capacity
- Vaccinations
- COVID Testing Locations
- Epidemiology data

Other valuable data layers may include:

- Adopt-a-Road Program
- County-maintained bridges
- County-maintained roads
- Planned paving projects map
- Vegetation
- Tree canopy cover
- Regional Parks
- Open Space properties
- Williamson Act properties

- Government service locations (government/economic assistance)
- Nonprofit service locations (food pantry, social services, housing, rental assistance)
- Libraries
- Transportation/bus routes
- Voting history by precinct
- Election polling places
- Flood plains
- Road closures
- Geological hazard zones
- Law Enforcement use of force*
- Nativity/ancestry*
- College readiness*
- School attendance/disconnected youth*
- Social Determinants of Health
- Human Development Index by Census tract
- Prevalence of Communicable Diseases
- EMS Data
- Opioid Use/Overdose Data
- Behavioral Risk and Protective Factors for Noncommunicable Diseases
- Prevalence and Control of Chronic Diseases
- Maternal, Child and Adolescent Health
- Housing and Safety Net Usage Data
- Oral Health
- Alcohol
- Injury/death data
- Summary Measures of Health variables

Allowing all the data to be accessed via one portal would create greater transparency and access for the public, and create efficiencies and facilitate information sharing between County departments and other governmental jurisdictions. The data provided would allow geographic decision making to be considered within existing data to better inform decisions related to disadvantaged communities and equity. This approach will also be able to allow for improved consistency when developing offering online services and workflows that include data from multiple departments and systems.

Examples of existing webpages for other jurisdictions that combine enterprise level data in a consolidated GIS map format:

King County, WA: <https://localscape.spatalest.com/#kingcountyassessor/Tax>

Arriving at the data indicators is also an opportunity for an equity design process and could utilize the newly-created ARPA Equity Work Group to provide input on the indicators. Additionally, there are many different equity data collection and collaborative planning efforts that are currently happening within our County that can support the co-creation of data indicators to capture on this dashboard. This work will allow us to more deeply understand our current baseline or our best areas for creating new outcomes with people most disproportionately impacted. The update to the Portrait of Sonoma is an example of one of those opportunities for alignment with this project, with a goal to support a just and equitable recovery with APRA funds.

* Data from Bay Area Equity Atlas

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

The project would begin with a Request for Proposal in early 2022, with initial data gathering work projected to begin in mid-2022. The project would be completed in phases, with the first phase required to be completed and live to the public by the end of 2023, and the entire project completed by the end of 2025.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$450,000
Capital Costs	\$0
Other (describe)	\$0
Estimated Total Project Costs	\$450,000
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$450,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

Estimated costs for the project include \$250,000 for the vendor contract, \$100,000 for Information Systems labor costs, \$50,000 for Information Systems hardware/software costs, and \$50,000 for department subject matter experts and system costs for integration.

Once the initial site has been built, the County would take on the ongoing maintenance as part of the regular duties of the ISD GIS division. To make this feasible, there would need to be a reduction in the number of separately maintained department specific webpages, so that the GIS team would be able to absorb the maintenance duties in their regular course of work. Once the initial site has been built, new data layers would be able to be added, as identified and needed.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

Support public health response (pg 3): Inclusion of health data can support longer term public health areas of investment and service provision, as well as continue to support COVID emergency response efforts

Expenses to improve efficacy of economic relief programs (pg 10): The creation of a new platform allows for improvement in the efficacy of programs addressing negative economic impacts, via data analysis and improvements to data and technology infrastructure.

Having a single website that links COVID case data, hospital capacity, vaccinations, and testing locations would be an enhancement to our public data systems and public communication efforts. It provides the public opportunity to locate resources on the map (vaccination sites, testing) which would support mitigation & prevention efforts. Linking case data and hospital capacity identifies which areas are the hardest hit, which would then inform decisions related to economic relief programs.

The response to COVID-19 has been data driven. The Department of Health Services has received multiple requests from the public for more complete access to this data. Access to public health data around COVID-19 and related health issues ensures transparency and will empower the public to understand public health policy decisions and the reasons for mitigation measures.

COVID-19 has impacted the economic, physical, and mental health of Sonoma County community members through business closures, lay-offs, social isolation and deferred care. Part of the path to recovery will be understanding the full extent of these impacts. A searchable database of community health will help to inform leadership and community members of the areas of greatest need/focus moving forward.

Sonoma County is fortunate to have unique and collaborative community partnerships such as Health Action (a coalition of community health and business leaders) and its neighborhood chapters which are focused on taking action to improve community health. For these chapters to be effective and evaluate the impacts of their efforts, they need access to up-to-date community data such as that proposed here.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>
[Strategic Plan 1 Pager](#)

Pillar: Organizational Excellence

Goal 1: Strengthen operational effectiveness, fiscal reliability, and accountability

Objective 2: Establish a master list of technology needs that support operational/service improvements by mid-2022, identify enterprise solutions, and develop fiscal strategies to fund and implement improvements.

Goal 2: Increase information sharing and transparency and improve County and community engagement

Objective 4: Develop a new website that is more customer friendly, community focused, and supports County and community needs by 2022.

Department Lead for this Objective: County Administrator's Office and Information Systems Department

Pillar: Resilient Infrastructure

Goal 1: Invest in County buildings and technology to enhance service delivery and improve employee mobility

Objective 3: Develop and implement technology tools that enhance employees' ability to work remotely and promote virtual service delivery models in order to reduce County facility space needs.

Department Lead for this Objective: Information Systems Department

Pillar: Race Equity & Social Justice

Goal 3: Ensure racial equity throughout all County systems and services.

Objective 1: Establish a racial equity analysis tool by 2022 for departments to use for internal decision-making, policy decisions and implementation, and service delivery.

Objective 2: Establish regular and publicly available reports on racial equity in County policies, programs, and services.

Goal 4: Engage key community stakeholders in developing priorities to advance racial equity.

Objective 3: Begin implementing strategies for regular community engagement to guide racial equity efforts

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

Generally, those who would find accessing data via the disparate departments, divisions and systems would have a high level of technical and government structure knowledge, in order to know where to look as well as how to retrieve information. Community members who experience underservice and/or structural and institutional marginalization tend to have a harder time accessing or leveraging available information. This enterprise level

website would allow for easier access not only for those community members, but for all people who are looking for easily accessible data.

It is not uncommon for citizens to visit government offices to meet their needs when they experience difficulty attempting to complete their tasks online. As government offices are typically only open during routine business hours this results in citizens needing to take time off from work and travel to the County government complex in Santa Rosa. What should be a routine visit is typically more complex under pandemic restrictions, and clients increase their risk of contracting COVID when congregating in public places (public transit, lobbies, clinics, waiting rooms, etc.).

Improving access to services not only streamlines common service requests, but it increases the ability of all citizens, including those from disadvantaged communities, to conduct business from any location they desire without the need for traveling. This reduces the communities carbon footprint due to fuel, paper waste, etc. and also helps manage the size and costs of public facilities designed as customer service centers.

Additionally, the data provided would allow governmental agencies to view spatial data through an equity lens, in order to better make equitable decisions for the community. Government agencies, such as the cities of Tacoma, Austin and Oakland have leveraged GIS data similar to what would be available via this portal to visualize racial inequities related to housing, tree canopy and accessible bike lanes.

Articles Related to GIS & Equity:

<https://www.esri.com/about/newsroom/arcuser/using-geography-to-apply-an-equity-lens-to-projects-and-policies/>

<https://www.esri.com/about/newsroom/blog/austins-map-of-tree-equity/>

<https://www.esri.com/en-us/lg/industry/government/city-of-tacoma-to-address-affordable-housing-and-housing-inequalities-with-gis>

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Services streamlined to improve self service online are consistent with digital transformation desired at all levels of government. Results include increased accuracy and responsiveness, flat or reduced personnel costs, lower volumes of paperwork, and reduced manual effort necessary to assist clients with process requests due to

Does the project support a community need based on COVID-19, if so, describe.

This project supports the increased community need for accessible, online, understandable enterprise level data. Due to COVID-19, there has been an increase in requests for remote services, as well as an interest in data that can be used to inform equitable policy decisions.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

N/A

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

N/A

Will your proposal leverage community partnerships? If yes, explain?

N/A

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

N/A

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY2122 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Community Development Commission	Dave Kiff	CDC-FR-01

Project Title

Funds for Affordable and Supportive Housing via the County Fund for Housing (CFH)

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

Sonoma County's continued shortage of housing units with services that can support persons moving out of homelessness can slow transition through the housing pipeline (homelessness -> shelter -> supportive interim housing -> supportive housing or affordable housing).

The Sonoma County Fund for Housing (CFH) is a longstanding (since 2003), respected local funding source. CFH funds are available for affordable rental and ownership projects located in cities and towns as was in the County unincorporated area. CFH's project eligibility flexibility is greater than that of CDBG or HOME or related State or Federal grant programs, allowing for more local discretion and control in grant or loan awards, and can serve as vitally important matching funds for these other sources.

The CFH typically receives funds from the General Fund, reinvestment and revitalization funds, developer in-lieu fees, hotel bed taxes, and loan repayments and loan reprocessing fees.

In the 2020 round of funding, following the Fall 2020 Notice of Funding Availability CDC posted over \$8.6M was requested for projects that included multifamily affordable housing consisting of one two and three bedroom apartment units and single-family homes consisting of two and three bedroom houses including:

- 52 units of affordable multifamily housing in Windsor
- 23 affordable units in Cloverdale providing permanent supportive housing focusing on special needs populations
- 94 units in Santa Rosa of affordable senior housing for those displaced by the 2017 Tubbs Fire
- 42 units of affordable housing which includes
- 13 No Place Like Home units for persons homelessness and mental health issues in Petaluma
- 16 homes designed for affordable, first-time homeownership in Windsor
- 54 units of permanent supportive housing for the homeless in Santa Rosa.

Available CFH funding was only \$2.3M, combined with \$8.9K PLHA funding available resulted in a shortfall of \$5.3M.

This proposal requests an allocation of \$5M from ARPA funds that would be added to the Fall 2021 County Fund for Housing release and awarded competitively following a process that includes:

- Public release of a NOFA;
- CDC staff review, analysis and report of applications submitted;
- Review by the Community Development Committee; and
- Review and final approval by the Board of Supervisors (anticipated in January or February 2022).

Affordable housing is a cornerstone in eliminating disparities and in improving outcomes for low-income communities, the underserved and homeless populations. If approved, this funding request will benefit the

community by enabling the CDC to invest the money in projects that create safe, quality affordable housing that may otherwise be out of reach for the vulnerable people below the average median income in Sonoma County.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

These CFH funds can be awarded to projects via a NOFA process by June 30, 2022. If the awards are prioritized in terms of which projects can be completed the most quickly, all funds can be expended not later than June 30, 2024.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$0
Capital Costs	\$5,000,000
Other (describe)	\$0
Estimated Total Project Costs	\$5,000,000
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded;

application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

The ARPA request is substantial, but still not significant enough to meet demand. However, leveraged with other funds such as tax credits, city funds, HOME/CDBG/ESG, and more, these flexible CFH resources can get multiple projects across the funding finish line.

CFH funds can be expended quickly and without additional staffing, as current staff at the CDC already administer a smaller CFH amount on a regular basis.

CDBG DR MHP is funded through the State via Housing and Community Development. This funding ties back to the Tubbs wild fire and the resulting Disaster Declaration DR4344. This funding is restricted to multifamily housing and already spoken for. CDC posted a NOFA on April 26, the application period closed on May 28 and the available money will be allocated to eligible applicants.

CFH projects are already prioritized in terms of other funds that can be leveraged further.

“The CFH funding policies further the goals of the County’s General Plan Housing Element, and the Board of Supervisors Strategic Priorities. In accord with the funding policies the Commission has established the top three guiding principles and priorities for this funding cycle. As such, the Commission will recommend awarding funds to the most competitive proposals that best meet the following priorities:

- Projects that demonstrate Commission funds will be leveraged against total development costs at least 7:1
- Projects demonstrating advanced readiness via (a) entitlements; (b) financing commitments; (c) permitting
- Project developers who can demonstrate previous success obtaining federal tax credits and/or state funding to develop housing within the last seven years
- Projects that can demonstrate existing support from other jurisdictions via letters of support, funding commitments, etc.”

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

From the Funding Fact Sheet (Item #3, Page 5):

As described below, Treasury has also designed these provisions to take into consideration the disproportionate impacts of the COVID-19 public health emergency on those hardest-hit by the pandemic:

3. Serving the hardest-hit communities and families

While the pandemic has affected communities across the country, it has disproportionately impacted low-income families and communities of color and has exacerbated systemic health and economic inequities. Low-income and socially vulnerable communities have experienced the most severe health impacts. For example, counties with high poverty rates also have the highest rates of infections and deaths, with 223 deaths per 100,000 compared to the U.S. average of 175 deaths per 100,000.

Coronavirus State and Local Fiscal Recovery Funds allow for a broad range of uses to address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households. Eligible services include:

- Investments in housing and neighborhoods, such as services to address **individuals experiencing homelessness, affordable housing development** (our emphasis added) housing vouchers, and residential counseling and housing navigation assistance to facilitate moves to neighborhoods with high economic opportunity;

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-YearStrategic-Plan-2021-26-English/StrategicPlan1Pager>

[Strategic Plan Pivot Table](#) (handy tool to see leads for each objective/sort by pillars and goals/etc).

Pillar: Healthy and Safe Communities

Goal #3: In collaboration with cities, increase affordable housing development near public transportation and easy access to services.

Objective #2: Identify and leverage grant funding sources for permanent supportive and affordable housing development

Objective #3: Create incentives for developers to promote affordable housing development in the county.
Department Lead for this Objective: Dave Kiff, Marc Chandler, Michael Gause

Goal #4: Reduce the County's overall homeless population by 10% each year by enhancing services through improved coordination and collaboration.

Objective #5: Continue to collaborate with local partners, including the Continuum of Care, to advance planning and policies to address homelessness

Department Lead for this Objective: Dave Kiff, Michael Gause

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

The construction of quality affordable and supportive housing assists in eliminating disparities and in improving outcomes for low-income communities and communities of color Countywide, as it enables safe, quality housing close to jobs, schools, and services that may otherwise be out of reach for persons below the average median income in Sonoma County.

Quality construction aligned with quality park space and on-site services can improve housing stock and public services to low-income communities.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Additional housing supply, especially supportive housing supply, can significantly reduce the cost of homelessness – from the dollars spent to the extensive human, societal, and emotional costs.

Does the project support a community need based on COVID-19, if so, describe.

The COVID-19 pandemic, especially in Summer 2021, highlighted how vulnerable our unhoused population is to a pandemic. Further, the nature of the pandemic limited our ability to shelter these individuals in congregate settings, leading to greater need for both non-congregate spaces and for places to transition people from noncongregate shelters to more permanent housing with support services.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Yes. Generation Housing’s May 2021 report shows a deficit of 27,958 housing units built between 2000 and 2018 for persons who earn below the median area income, with another 38,360 in units needed for this same income level between now and 2030. Gen H’s report is linked [here](#).

https://generationhousing.org/wp-content/uploads/2021/06/gh_report_housing_need_2030_FINAL_06-092021.pdf

Is your project included in the County’s 5-year Capital Plan?

If so, please indicate which project

N/A

Is your project included in the County’s Recovery & Resiliency Framework?

The Framework can be found [here](#).

Yes. From page 13 of the Executive Summary of the Framework:

Vision: Sonoma County envisions a housing market that is in balance; is resilient and climate smart at the regional, neighborhood, and homeowner scale; is affordable to area workers and individuals with access and functional needs; is where communities of color and other historically disadvantaged groups, including individuals with limited or no English proficiency and immigrants, have equal and fair access; respects designated community separators and urban growth boundaries; has a diversity of homes located near transit, jobs and services; and is where the economy is vital. To achieve this vision, the County is embracing a new regional approach to produce 30,000 new housing units by 2023.

Goals: Over the next several years, the County will focus on attracting new and expanded sources of capital to incentivize the creation of housing for all income levels; increasing regulatory certainty by changing the County's business model and actively seek opportunities to deepen regional cooperation; supporting rebuilding fire destroyed homes; and exploring the use of County-owned property to attract housing development that aligns with County goals.

Will your proposal leverage community partnerships? If yes, explain?

Yes. This proposal relies on the community expertise and knowledge of our partners in the affordable housing development community and within advocacy groups like Generation Housing. Those projects that have significant local support will inevitably rank more highly in the review process for CFH funds.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Representatives from affordable housing developers, Generation Housing, representatives from cities, and members of the Continuum of Care Board.

County of Sonoma
American Rescue Plan Act (ARPA) High Level Funding Request



INSTRUCTIONS

This is intended to be a higher-level proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on August 31, 2021 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due on September 21; the CAO will be sending out the detailed proposal instructions as soon as possible.

These high level funding requests are due on **July 9, 2021**.

Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget SharePoint Site; email your analyst when the request has been saved in that location.

Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
	Alegría De La Cruz	EO-FR-01

Project Title

RESPONSE REQUIRED *Community Engagement & Partnerships: Strategy and Structure*

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project, including any extra help or limited-term position changes that are being requested. This summary will be what is presented to the Board of Supervisors for their consideration.

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

This item requests a Consultant to consider and analyze the existing community engagement vehicles at the County of Sonoma, including the Commission on the Status of Woman and the Commission on Human Rights, and

to develop a Community Engagement Strategy in collaboration with the County Communications Team, to guide efforts to achieve equitable participation and access to government services and resources to communities traditionally underserved and communities of color. A strategy alone, however, will not address the needs that County departments and sister agencies have to further the County’s commitment to racial equity and culturally sensitive and responsive engagement, and to create capacity in and build connections to the communities we serve.

Many government institutions include an Office or Division of Community Engagement and Partnerships to develop and maintain partnerships to support the development of solutions to challenges facing underserved and underrepresented communities living within their jurisdictions and to connect those community members to the tools and resources available to them within those institutions. While the County of Sonoma enjoys a robust communications team to support its departments and to communicate to the public, the community engagement function remains a challenge for many departments working to increase or create capacity to include meaningful public participation in government processes. Many of our most entrenched challenges require cross-sector and multi-departmental collaborations. A Division or Office of Community Engagement and Partnerships can bring additional guidance to connect our County departments with the wisdom and lived experiences from the community members we serve, as well as with the community-based organizational partners on whom we rely, so that they can support their efforts.

Project Term

State the duration of the project including start and end date for any term-limited positions (earliest start date is 11/3/21 and latest end date is 12/31/2024).

RESPONSE REQUIRED

The project would begin with hiring a consultant in early 2022, with initial analysis, research, and community feedback gathering work projected to begin in mid-2022. The project would be required to be completed and live to the public by the end of 2022, culminating with a cost and legal analysis presented to the Board of Supervisors

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time limited* only)	\$0
Services and Supplies	\$150,000
Capital Costs	\$0
Other Consultant/Contract	\$250,000
Estimated Total Project Costs	\$400,000
Anticipated Alternate/ Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$400,000

* Include a Statement of Special Funds Activities if proposing the use of Fund Balance

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Also describe additional funding sources that will be utilized (i.e. if this request is being paired with an awarded grant to enhance the scope of an existing project).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Costs include hiring a consultant, with additional costs for stipends for community engagement and focus groups, as well as interpretation and translation costs.

We would work to include all communities who experience marginalization in county communication and engagement. Stipends are a regularly used tool by CBOs to value the work of community members.

- Please check to confirm General Services and Information Services have been consulted regarding space needs and costs associated with your request have been included in the fiscal impacts above.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with. To the extent possible, please indicate the page number(s) and element(s) included in this guidance: <https://home.treasury.gov/system/files/136/SLFRP-Fact-Sheet-FINAL1-508A.pdf>. If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

RESPONSE REQUIRED

Leveraging community wisdom and solutions and creating an infrastructure for community voices inside of County decisions and implementation of programs supports the following ARPA elements:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control, including support for vulnerable populations to access medical or public health services, enhancement of public communication efforts, and support for prevention efforts
- Address negative economic impacts caused by the public health emergency, including delivering assistance to workers and families
- Rebuilding public sector capacity, including investing in targeted outreach and impact evaluations
- Serving the hardest-hit communities and families, including addressing health disparities and the social determinants of health, through funding for community health workers, and public benefits navigators

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>

Indicate N/A if not applicable

Pillar: Race Equity & Social Justice

Goal: 4

Objectives 1-3:

- **Objective 1:** Establish a process for engagement and collaboration with community members and stakeholder groups, and launch a community engagement strategy by the end of 2022 with a focus on racial equity.
- **Objective 2:** Collaborate with community members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts.
- **Objective 3:** Begin implementing strategies for regular community engagement to guide racial equity efforts.

Department Lead for this Objective: Alegría De La Cruz

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

Indicate N/A if not applicable

This project proposal addresses an entire goal in the Strategic Plan to establish a process and develop and launch a strategy for community engagement with those members of our community who have long experienced underrepresentation and underservice.

Describe how this project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

This project will assist in the reshaping of the County's standing Commissions, and can create future efficiencies by placing community engagement responsibilities within a department or office that is more directly responsible and responsive to the Commissions' missions and future recommendations, as well as other community engagement efforts, generally.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

There was a clear need for the County's Department of Health Services to connect community members and community-based organizations to rapidly changing priorities and access to funding.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

Yes. "A more engaged citizenry can lead to better organizational decisions, more efficient resource allocation, reduced conflict, and enhanced quality of life for community residents."
https://www.rural.palegislature.us/Effective_Citizen_Engagement.pdf

County of Sonoma
American Rescue Plan Act (ARPA) High Level Funding Request



INSTRUCTIONS

This is intended to be a higher-level proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on August 31, 2021 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due on September 21; the CAO will be sending out the detailed proposal instructions as soon as possible.

These high level funding requests are due on **July 9, 2021**.

Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.

Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Office of Equity	Alegria De La Cruz	EO-FR-02

Project Title

RESPONSE REQUIRED *Language Access Planning & Policy*

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project, including any extra help or limited-term position changes that are being requested. This summary will be what is presented to the Board of Supervisors for their consideration.

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

This item requests a Consultant to evaluate the County’s existing language access provision, assess additional departmental and agency needs, and to develop a report of the infrastructure and capacity needed to successfully implement a County-wide Language Access Policy.

The County of Sonoma does not have a County-wide policy or protocol to ensure consistent language access for members of the public who are non-dominant language (non-English) speakers. While many departments are required and resourced, through their funding streams, to provide language access services, others remain without clear guidance as to their legal requirements and without resources to interpret and translate for people who are non-dominant language speakers.

To achieve equitable access to the same high-quality services to which English speakers have access, we must ensure that every community member with whom our staff cannot communicate directly in their primary language has access to a qualified interpreter and high-quality translated documents. We also have a need for a County-wide protocol to address visual and auditory access for people who are blind or have low-vision and who are Deaf or hard of hearing.

In California, the American Community Survey (ACS) reports that 15.9 million people speak a language other than English at home, representing 44 percent of the state population (U.S. Census Bureau, 2016). Of this group, 6.7 million people, or 19 percent of the state population, speak English “less than very well.” Among Californians with limited English, 3.4 million speak Spanish, 315,000 speak other Indo-European languages, 1.2 million speak Asian and Pacific Island languages, and 88,000 speak “other languages,” which include Latin American Indigenous languages (U.S. Census Bureau, 2016). In Sonoma County, the ACS reports that 25.6% of the population speaks a language other than English. People who are not fully proficient in English are twice as likely to experience poverty than English speakers (Batalova and Zong, 2015), making them especially likely to be eligible for County services.

Project Term

State the duration of the project including start and end date for any term-limited positions (earliest start date is 11/3/21 and latest end date is 12/31/2024).

RESPONSE REQUIRED

This project was identified as a priority early in the creation of the Office of Equity, with a proposed timeline of completion by end of 2021. However the Office lacks sufficient capacity to address this critical need at this time. A significant amount of research, a County-wide department survey, and initial fiscal analysis have all been completed at this stage and will facilitate this work being done more quickly. A consultant will be hired in early 2022 with the analysis and policy options presented to the Board by 2023.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time limited* only)	\$0
Services and Supplies	\$60,000
Capital Costs	\$0
Other Consultant/Contract	\$250,000
Estimated Total Project Costs	\$310,000
Anticipated Alternate/ Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0

Total ARPA Funding Request	\$310,000
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* Include a Statement of Special Funds Activities if proposing the use of Fund Balance

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Also describe additional funding sources that will be utilized (i.e. if this request is being paired with an awarded grant to enhance the scope of an existing project).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Costs are for consultant services, with additional costs for stipends for community engagement and focus groups, as well as interpretation and translation costs.

Please check to confirm General Services and Information Services have been consulted regarding space needs and costs associated with your request have been included in the fiscal impacts above.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with. To the extent possible, please indicate the page number(s) and element(s) included in this guidance: <https://home.treasury.gov/system/files/136/SLFRP-Fact-Sheet-FINAL1-508A.pdf>. If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

RESPONSE REQUIRED

Serving the hardest-hit communities and families (Page 5)
 Assessing and creating the infrastructure leading to a Language Access Policy supports a population disproportionately impacted by the pandemic. By ensuring that we create clear and consistent guidelines to communicate with non-english speakers, we are removing barriers that often limit these communities’ ability to access government resources, in this case they recover from the economic and health impacts of this pandemic.

Strategic Plan Alignment

*Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.*

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>

Indicate N/A if not applicable
 Pillar: Race Equity & Social Justice
 Goal: 4

Objectives: 4

- **Objective 4:** Develop and establish a language access policy for the County of Sonoma by end of 2021.

Department Lead for this Objective: Alegría De La Cruz

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

Indicate N/A if not applicable

A language access plan will allow the county to fully administer aid to all of its residents. In past events, non-English speakers have been left behind. Each department in Sonoma County differs on its language access policy so there is no uniform system to track quality of language access nor payment for these services. The county must adopt this plan in order to make a more equitable Sonoma County while also creating a more efficient local government.

Describe how this project lead to future efficiencies or cost savings (indicate n/a if not applicable)

By tracking costs the county as a whole and its departments will be better equipped to view their finances in regards to language access and to plan and adequately budget for these costs. If department needs are similar, departments can support each other in sharing costs.

Does the project support a community need based on COVID-19, if so, describe.

Yes. Supporting the creation of a language access plan will increase equitable access for families and communities trying to recover from the economic and health impacts of this Pandemic.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

https://internews.org/wp-content/uploads/legacy/2018-10/Internews_Information%20Assessment_Northern%20California_Sept2018.pdf

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October (date TBD); the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be expended by December 31, 2024. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Health Services	Tina Rivera	DHS-FR-03

Project Title
Concurrent Hazard Preparedness Planning

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

Responding to various disasters, wildfires, wind events and most recently while responding to an infectious respiratory disease pandemic have created unique challenges and strains on public health. Many guidance documents, resources, and toolkits have been developed to address issues related to a single disaster event; however, few resources exist to target the immediate and continuing impacts and challenges associated with concurrent disasters.

Due to experiencing concurrent hazards during the fall of 2020, the Glass Fire compounded by a COVID-19 outbreak, Sonoma County Department of Health Services (DHS) experienced firsthand the challenges in dealing with concurrent hazards. With COVID-19 as a backdrop, planning and response activities must continue to occur to be able to effectively deploy resources for other disasters which may unfold simultaneously. This involves focused planning and engagement of partners on how the DHS response and provision of medical and health support would shift or need to be adapted to prevent the transmission of COVID-19 or another highly transmissible infectious disease in a disaster sheltering operation.

To meet this critical gap, DHS will work with a contractor who will coordinate and facilitate workshops, orientation seminars, and planning meetings with DHS staff and partner organizations on the Medical Health Shelter Field Operations Guide (FOG), and integrate needed improvements into the final plan. The contractor will ensure that the plan integrates a focus on working in a concurrent disaster scenario. The contractor will also provide expertise and technical assistance to DHS's Public Health Division in the coordination of medical/health disaster shelter services during declared disasters. The contractor will provide expertise in disease prevention and control in disasters, medical care and population public health preparedness, healthcare system planning, and collaborative process facilitation. The contractor, in collaboration with the County's DHS Public Health Preparedness staff, will perform the following activities:

1. Coordinate and facilitate orientation seminars for DHS staff and community partner agencies on the Medical/Health Shelter FOG.
2. Provide expertise and technical assistance to integrate all needed improvements identified during orientation seminars and planning meetings into the final Medical/Health Shelter FOG.
3. Modify and edit relevant aspects of the Medical/Health FOG to integrate strategies to prevent the transmission of highly infectious diseases such as COVID-19 in shelters.

Through the above activities, DHS will ensure plans and jurisdictional response action incorporate the latest guidance and direction from the California Department of Public Health, the Centers for Disease Control and Prevention (CDC) and the Federal Emergency Management Agency (FEMA) on concurrent hazard planning. Further, DHS will identify and prioritize critical risk-reduction strategies and risk-mitigation efforts in coordination with community partners and stakeholders.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

1/1/2022 – 12/31/2022

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$0
Capital Costs	\$0
Other (describe) Contract	\$52,000
Estimated Total Project Costs	\$52,000
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$52,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

The requested funding would cover the consultant’s hourly wage, time spent with coordination and workshops with community partners, time spent with Preparedness staffing and Health Services leadership and drafting and finalizing the findings. The project will have a specific course of work and should be finished in its entirety in 2022.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

Supports public health response: The use of ARPA funds would assist in COVID-19 mitigation efforts in support of county public health and public safety. The work provided by the contractor will focus on working in a concurrent disaster scenario and provide expertise and technical assistance to DHS's Public Health Division in the coordination of medical/health disaster shelter services during declared disasters.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Pager>

Pillar: Organizational Excellence

Goal: Strengthen Operational effectiveness

Objective: Develop training and staffing structures that effectively support disaster services work and emergency operations, particularly for late-scale and ongoing events.

Department Lead for this Objective: Andrea Dos Santos, Section Manager, Public Health Preparedness

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?

4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

The impacts of disasters are disproportionately greater in groups impacted by inequities, also referred to as vulnerable communities. Underlying inequities in social and material resources and health status are exacerbated in disasters. Sonoma County DHS is committed to incorporating health equity into emergency planning and the delivery of public health, environmental health, medical and behavioral health services at evacuation shelters and Temporary Evacuation Points to reduce the disproportionate impact of disasters on the health of vulnerable individuals and communities.

Dissemination of the Medical/Health FOG will help promulgate the message that shelter medical, behavioral, public health and environmental health services will be provided to all shelter residents in an equitable manner that respects the diversity of shelter residents. Shelter services will be provided in a manner that addresses the cultural context and language and physical access needs of shelter residents.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

NA

Does the project support a community need based on COVID-19, if so, describe?

The concurrence of wildfires and the global pandemic presents unique challenges for disaster management and public health. To better meet the needs of the public and to prevent further spread of COVID-19 in a concurrent disaster situation involving widespread evacuation and sheltering operations, careful planning involving multiple county stakeholders must take place to mitigate disease spread.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

NA

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

NA

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

NA

Will your proposal leverage community partnerships? If yes, explain?

This work will leverage community partnerships with key stakeholders that are involved in disaster planning for shelter operations in Sonoma County; including, Department of Emergency Management, Human Services, the American Red Cross, Community Organizations Active in Disaster, the Medical Reserve Corps, and other public and private partners.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

NA

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October (date TBD); the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be expended by December 31, 2024. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Health Services	Tina Rivera	DHS-FR-06

Project Title

RESPONSE REQUIRED

Crisis Stabilization Unit (CSU) Capital Improvements - Generator

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The Crisis Stabilization Unit (CSU) is a critical program with Sonoma County's health, mental health, homeless and law enforcement service systems. The CSU facility requires remodeling to improve the health & safety of clients and staff. This includes upgrades responsive to the COVID pandemic, public service power shutoffs and wildfires. This request encompasses three projects.

1. Generator – The CSU has been impacted by public safety power shut offs and other losses of power during wildfire emergencies between 2018 and 2020. It will be difficult to continue to operate the CSU if we continue to experience indeterminant or extended power outages. Evacuations of the CSU are extremely difficult requiring identification of available and agreeable locked psychiatric settings out of the area, specialized transportation and management of complex health and safety needs. Evacuations are further complicated by the fact that resources in nearby counties to which we would evacuate, have been simultaneously impacted by disasters. Given this, evacuations for power shutoffs that do not accompany evacuation orders are unnecessarily unsafe and costly. This project will provide a generator to allow the CSU to continue to operate during power shutoffs.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

These projects will commence 1/1/22 and be completed by 12/31/24.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time limited* only)	\$0
Services and Supplies	\$0
Capital Costs (Generator - \$335,000)	\$335,000
Other (describe)	\$0
Estimated Total Project Costs	\$335,000
Anticipated Alternate/ Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$335,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

Funding request of approx. \$335,000 to purchase and install generator- Updated quote would need to be provided for final estimated costs.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

(FUNDING FACT SHEET PAGE 3#1) Supporting the public health response for COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff. Specifically, services eligible for funding are those that address behavioral healthcare needs exacerbated by the pandemic, including:

(FUNDING FACT SHEET PAGE 4)

- Mental health treatment
- Substance misuse treatment
- Other behavioral health services

Strategic Plan Alignment

*Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.*

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Indicate N/A if not applicable

Pillar: Healthy & Safe Communities

Goal1: Expand integrated system of care to address gaps in services to the County's most vulnerable

- Objective 2: Identify gaps in the Safety Net system of services and identify areas where departments can address those gaps directly, and seek guidance from the Board when additional resources &/or policy direction is needed.

Department Lead for this Objective:

Pillar: Organizational Excellence

Goal 1: Strengthen operational effectiveness, fiscal reliability & accountability.

- Objective 1: Align the Board of Supervisors strategic priorities, policy & operational goals with funding & resources.

Goal 4: Seek out grant funding to enhance programs & improve infrastructure

Objective 1: secure total of \$60 million in grant funding by 2026 for strategic priorities, including technology tools, climate resiliency, and other capital projects

Department Lead for this Objective:

Pillar: Resilient Infrastructure

Goal 2: Invest in capital systems to ensure continuity of operations and disaster response.

- Objective 2: Invest in electric power resiliency projects at County facilities, including Veteran's Buildings, se for evacuation sites, warming/cooling center, or as alternative work facilities for delivery of critical services.

Department Lead for this Objective:

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*

This project does not have very direct race equity implications; however, to the degree that communities of color and low-income communities are disproportionately served within the crisis continuum including

hospital emergency departments, law enforcement contacts and psychiatric crisis services, health and safety improvements to the CSU will benefit these communities.

2. *Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
We see no potential negative impacts, specific to communities of color for low income communities, of these projects.
3. *Does this project address specific racial and/or economic inequities in Sonoma County?*
See #1.
4. *Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*
The 3rd component of this project, CSU Health and Safety Planning and Remodeling will include input from individuals served by the CSU.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

The generator will avoid costs associated with unnecessary facility evacuations.

Does the project support a community need based on COVID-19, if so, describe.

Of the DHS programs that have operated during the pandemic maintaining continuity of operations, none may have functioned under circumstances as difficult as those experienced by the CSU and its staff. The program facility, and the staff, have been negatively impacted by this experience. It is necessary to invest in the CSU to enhance its capabilities.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

N/A

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

N/A

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

N/A

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

County of Sonoma

American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request#(s)
Health Services	Tina Rivera	DHS-FR-10

Project Title

RESPONSE REQUIRED
Psychiatric Health Facility Operational Costs

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

There is a need for a local locked psychiatric facility (PHF) to serve Sonoma County residents. This will ensure individuals access emergency psychiatric services more timely. The PHF will serve approximately 633 Sonoma County residents annually. Individuals in psychiatric crisis who do not stabilize within 24 hours under the care of the Crisis Stabilization Unit (CSU) must be transferred to a psychiatric facility for additional care. The state and county shortage of psychiatric hospital beds results in inappropriately long stays at the CSU and hospital emergency rooms and, frequently, individuals transfer out of Sonoma County away from support systems and service providers. The PHF will be the first such facility in Sonoma County and will offer 14 beds dedicated to local residents. It enables DHS to provide acute psychiatric services in a timely manner, improving treatment, and increasing the availability of CSU beds for others in crisis. Qualifying as a Medi-Cal facility, the PHF will offset county costs for adults (age 22 – 65) by approximately 50 percent by drawing down federal dollars for which many other hospitals are ineligible.

In May 2020 the Board delegated authority to the Director of the General Services Department to negotiate and execute a Master PHF Lease and Development Agreement with University Partners and Crestwood Behavioral Health, Inc. for the leasing, design, construction, and maintenance-operations of a PHF for the County at the former Valley of the Moon Children's Center at Los Guilicos. The Master agreement addresses the urgent need in the County for guaranteed psychiatric beds and includes a 'treatment bed/services' agreement for Crestwood Behavioral Health, Inc. to use the property as a sixteen (16) beds PHF.

In July 2020 the County executed the Master PHF Lease and Development Agreement with University Partners and Crestwood Behavioral Health, Inc. The design and construction of the facility is expected to be completed by the end of December 2020, with a projected occupancy in January/February 2022.

The Department anticipates a budget shortfall of \$1.5 million annually for the local match beginning in FY 2021-2022 and is actively seeking a funding source to close this funding gap.

The remaining two (2) beds will be assigned exclusively to Marin County clients under a separate agreement between Marin County and Crestwood Behavioral Health, Inc.

Without a PHF that the County can rely on for access, the County currently cannot meet demand for psychiatric inpatient hospitalization. There simply are not enough beds in the area for the amount of persons needing acute care. DHS estimates that this shortage of acute inpatient beds impacts dozens of county residents every month. In addition, there are significant impacts on local emergency rooms and our law enforcement system where many individuals who are arrested could be better served in a PHF.

Opening a PHF within Sonoma County will close the gap in psychiatric crisis care continuum, improve client care, address negative impacts experienced by other local services and realize cost savings. DHS will have a resource, eligible for Medi-Cal payments, to which it can transfer individuals when crises exceed 24 hours. This will provide improved client care, increase the availability of CSU beds, reduce the impact of unreimbursed CSU episodes and significantly decrease the cost of acute hospitalizations.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

1/1/2022-12/31/26

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$0
Capital Costs	\$0
Other Crestwood Contract	\$1,687,500
Estimated Total Project Costs	\$1,687,500
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$1,687,500

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

\$375,000 a year to of funding to help address the gap for operating the PHF and/or program expansion needs for 4.5 years for a total of \$1.69m.

County has had discussions with the 3 hospitals asking for their support but there is uncertainty if that funding will be realized. Staff will continue to seek future funding and provide annual reports on such efforts.

Total estimated annual cost of PHF \$5,110,000, funding from Measure O and Federal Financial Participation.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED

ENHANCE BEHAVIORAL AND MENTAL HEALTH SERVICES

Funding new or enhanced services that meet behavioral health needs exacerbated by the pandemic, as well as related public health needs

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>

[Strategic Plan 1 Pager](#)

[Strategic Plan Pivot Table](#) (handy tool to see leads for each objective/sort by pillars and goals/etc).

Indicate N/A if not applicable

Pillar: Healthy and Safe Communities Pillar

Goal: 1: Expand integrated system of care to address gaps in services to the County's most vulnerable.

Objective: 2: Identify gaps in the Safety Net system of services and identify areas where departments can address those gaps directly, and seek guidance from the Board when additional resources and/or policy direction is needed.

Department Lead for this Objective: Department of Health Services

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

RESPONSE REQUIRED

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
 - a. The PHF will serve racially and ethnically diverse Medi-Cal beneficiaries, all of whom are low income. It will provide services to these individuals, for the first time, in Sonoma County, close to their support systems.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
 - a. A PHF that did not have practices that supported diversity, equity and inclusion could provide a harmful service to racially and ethnically diverse individuals, as well as those who are low income. The contractor, Crestwood Behavioral Health, has a very active diversity plan, diversity training program and an Equity, Diversity and Inclusion workgroup. We believe that this work, along with our partnership, will ensure that DEI is an area of focus for this program.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
 - a. Ethnically and racially diverse individuals, as well as those who are low income, can have barriers to access to quality healthcare services. Access to the PHF will be advantageous to them.*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*
 - a. The project has included community engagement, including a meeting arranged by supervisor Gorin, between the Oakmont neighborhood residents, DHS and Crestwood. During the meeting, DHS and Crestwood described the project and answered resident questions. After the meeting,*

the president of the neighborhood Association indicated that they were satisfied with our responses.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

While there may not be an overall cost savings with the opening of this contract, there are specific areas in which it will. Adults, ages 21-65, served in non-Medi-Cal hospitals are not eligible for Medi-Cal benefits. When placed in the PHF they are eligible for Medi-Cal which covers approximately 50% of the cost. Similarly, to the degree the PHF makes CSU beds available, hospital emergency rooms will experience savings related to more timely transfers.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

Yes. The need for, and shortage of, psychiatric beds has become a significantly more problematic dynamic during Covid. The PHF, contracted to DHS, will alleviate the issue significantly.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

Yes. As described, the inability to locate psychiatric inpatient services has a negative impact upon individuals in psychiatric crisis, and reduces the functioning of the CSU and hospital emergency rooms. The PHF will mitigate many of these issues.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

No

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

No

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

Sonoma County has enlisted the support, including financial support, of private health systems operating in Sonoma County. They have contributed over \$600,000 to the establishment of the PHF.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

N/A

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Child Support Services	Renate A. Amantite	DCSS-FR-01

Project Title

Child Support Services Outreach and Education Campaign

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

The Department of California Child Support Services (DCSS) program, established over 46 years ago, plays an important role in facilitating financial and medical support for millions of children across the country. In 2020, Sonoma County Department of Child Support Services (DCSS) served over 10,000 families and distributed 34 million in child support to families in need. The child support program focus has expanded beyond the core functions of locating parents, the establishment of paternity and support obligations, and the enforcement of support obligations. Today, the program provides family-centered strategies that support successful outcomes for children through parental engagement, health care coverage, economic stability, and more. County child support agencies have become more creative and have identified new and innovative ways to implement our program. Working together with parents, stakeholders, and service providers, we are committed to customer service, collaboration, and innovation in our service delivery.

DCSS strives to improve program performance and customer service while remaining focused on finding creative solutions to meet the needs of families. The program collaborates with county and community partners to enhance and improve operations and service delivery. Despite regular efforts, the child support caseload has been in a decline throughout the state of California; the caseload in Sonoma County is no exception.

ARPA funding and the Board of Supervisor's approval of this proposed Child Support Services Outreach and Education program will allow Sonoma County to fulfill a long known and unmet need to reduce informational barriers and eliminate access barriers to the attainment of child support services. The Department of Child Support Services ARPA funding proposal is for an outreach van, outreach advertisements and materials to expand the awareness of the program and improve access to services; ultimately increasing support to families and improving the lives of Sonoma County children. The DCSS outreach and education program will allow highly skilled and dedicated Sonoma County child support specialists to improve the delivery of services by going directly into our communities to meet clients "where they are" and provide direct assistance.

Barriers and Opportunities:

- Lack of Information:
 - Many families don't know exactly what we do, and we are too-commonly confused with Child Welfare or Child Protective Services.
- Misconceptions:
 - In addition, misconceptions of our program being "anti-dad" are exceptionally damaging, considering the rise in single-father households, more shared custody, and increased income levels for paying mothers.
 - Further misconceptions are related to the legal work we do for families. We do not represent either parent legally; we apply the law equally and find the best outcome for the children.

- Access to DCSS is challenging and public transportation is limited; mobile services provide multiple opportunities
- Outreach to Low-income and homeless residents
- Develop Local partnerships
- Provide Services in all areas of the county

Our office location is not central and offers limited public transportation. Our outreach van will serve as a mobile office and allow us to establish and publish a regular schedule and reduce the travel burden that often limits the rendering of services for those with the greatest struggles. The outreach efforts into the community will offer a bridge to services and a helpful solution for both custodial and non-custodial parents; expanding delivery of services will improve the equitability of access. Family and county demographic information will allow us to best align our resources to increase support for those most in need of our services and help us narrow the disparities in access and support provided.

Sonoma County’s DCSS outreach and educational efforts will improve the department’s active engagement with current, potential and future families. Education will assist in countering some of the misconceptions about the program and services available. When parents understand the scope of services we provide and commitment we deliver to their individual situation, we will ultimately increase the number of child support families served and outcomes for vulnerable children.

The DCSS Outreach van also helps fill another critical need and helps foster the sustainability and resilience for some of our more challenged citizens. The ability to deploy a mobile van/workstation into the community for continuity of operations to meet family needs when our office is closed due to the upcoming disasters or power outages awaiting us.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

The Sonoma Child Support Services Outreach campaign will run from 12/15/21 through 12/31/24 with all funds obligated by 12/31/2021 and expended by 12/31/2026. Once approved, the priority will be the procurement of the Outreach van using already established specs provided by the two other Child Support County agencies. Following the design and purchase, we anticipate receipt of the van in June of 2022 and our first community outreach activity to begin in July 2022.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time limited* only)	\$0
Services and Supplies	\$200,000
Capital Costs	\$0
Other Consultant/Contract	\$0
Estimated Total Project Costs	\$200,000
Anticipated Alternate/ Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$200,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

Project costs:

\$150,000 - DCSS Outreach van - Modeled after two other County vans

15,000 - Fuel, Maintenance and Insurance

15,000 - Signage, printing materials, event booth fees, logo promo items, staff logo shirts etc.

20,000 - Advertising, billboards, educational videos

\$200,000 - ARPA fund request

Salary and Benefits costs of department staff needed to support this program to be paid with annual State and Federal Child Support allocated funding (no general fund contribution). The cost of the purchase of the van is an initial estimate based on similar purchases from other Counties. If the proposal is selected to move forward a more detail breakdown of costs will included with the assistance of the County's Fleet department.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

The Sonoma County Child Support Outreach and Education program aligns with objective of "Serving the hardest-hit communities and families." (Funding Fact Sheet, FFS, #3 pg. 5). Families in need of child support services are often our families who struggle socially, economically and face the greatest racial inequalities and many of these are the families recognized as suffering a disproportionate share of the negative impacts from the Covid pandemic. This proposal promotes healthy childhood environments by enhancing services for child welfare-involved families and foster youth.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Pager>

The Sonoma County Child Support Outreach and Education program aligns with objective of "Serving the hardest-hit communities and families." (Funding Fact Sheet, FFS, pg. 3) and supports the following three Board of Supervisors Strategic Plans:

1. Healthy & Safe Communities Pillar, objective 1 and 2, expanding integrated system of care to address gaps in services to the County's most vulnerable and establishing equitable and data driven distribution of services.
2. Racial Equity and Social Justice Pillar objective 1, fostering a County organizational culture that supports the commitment to achieving racial equity.

The Child Support Outreach campaign will allow Child Support Case workers to travel to Sonoma County's most economically challenged and underserved clients and help eliminate the transportation burdens and barriers that often limits access to services. The DCSS office is located by the airport and is not in a central location and lacks adequate public transportation options. The use of client and demographic data will allow us to effectively target our outreach and education efforts to help us meet the families in most need, those who are hindered by racial disparities and grave economic disadvantage. The outreach van will also help overcome a second significant barrier to access, the barrier of misinformation about what the Child Support Service program is and what services are offered. Child Support Specialists will make personal connections throughout Sonoma County, help bridge trust issues and show our citizens with actions that demonstrate the department's commitment to supporting them. We will be able to collaborate with our partnering agencies and strengthen bonds that will ultimately improve outcomes for shared populations. The outreach and educational efforts will increase the number of families served and ultimately this will improve the quality of lives of children. These efforts will strengthen the Healthy and Safe Communities and Racial Equity and Social Justice Pillars.

3. Organizational Excellence Pillar, objective 3, becoming an employer of choice with a diverse workforce that reflects our community and an employer with a positive work culture that results in engaged and developed employees.

DCSS is proud of the diversity within the department and the Outreach and Education campaign will allow us to maximize the talents of our child support specialists, including our racially diverse employees, who possess advanced public and community engagement skills. This project provides the employees the opportunity to go into our underserved neighborhoods that exist in each of our 5 supervisorial regions. The experience of being able to go meet families where they are and offer real time assistance will improve outcomes for children. Making a difference in these communities will also serve to improve staff morale and their sense of contribution. With quarterly meetings, our outreach team will share their experiences and stories, and help remind all staff of the impact they collectively make. The increase in families served will revitalize and empower staff. The information gathered from the field work will assist in identifying process improvements as well as content strategies for educational videos. The Child Support Outreach and Educational Campaign not only serves and better lives of families, but will also elevate and enhance our staff which will continue to strengthen our organizational excellence.

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?
5. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
6. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
7. Does this project address specific racial and/or economic inequities in Sonoma County?
8. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

Data shows that in some parts of Southwest Santa Rosa, the Russian River corridor, Sonoma Valley and unincorporated areas in northwest and northeast Sonoma County, poverty rates for children under age 18 exceed 40% which highlights areas to increase outreach efforts to families in need.

According to the U.S. Census Bureau, nearly 20 million children under age 18 are eligible for child support services; two-thirds of these children are served by the IV-D program in the country. Approximately half (52%) of the families served by the IV-D program have incomes below the poverty threshold.

Poverty in Sonoma County:

Below 100% Poverty Level - Percent of Households



Poverty rate by age



Race in Sonoma County:

Poverty rates vary significantly by ethnicity and significant disparities exist, especially for Sonoma County Hispanics, who experience a much higher rate of poverty (21.8%) than Whites or Asians.

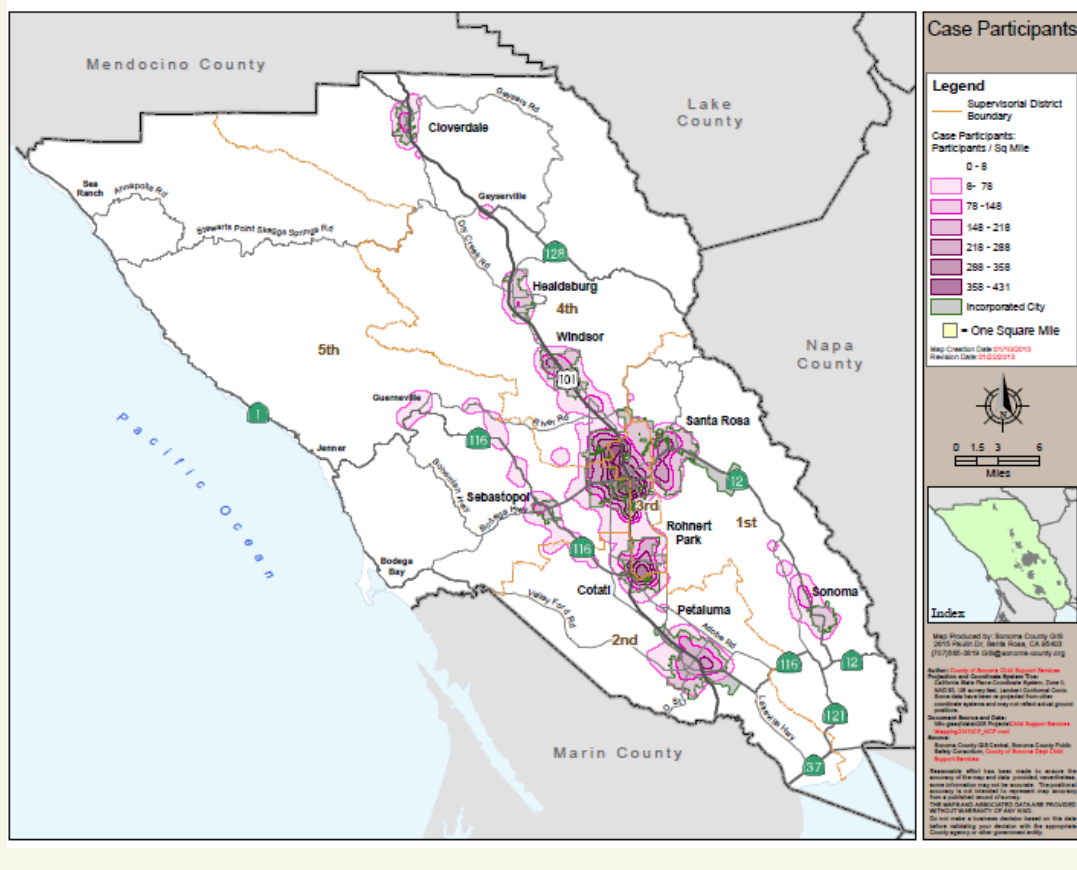
At DCSS we recognize the income, racial and ethnicity disparities and geographical challenges of our population. We are committed to provide access and services to the diverse and under-served families.

Caseload:

Sonoma Co. Households	190,689
Single-parent Households with Children as a Percentage of Households with Children in Sonoma County	29.13%
DCSS Caseload (Jun, 2021)	10,125

The caseload decline has prompted the department to look into barriers and prospective opportunities. Child support eligible families are less likely to access services due to lack of information or misconceptions. Access may play a role in those seeking out services. One of the most effective outreach strategies is through personal community outreach, by meeting needy communities where they are.

The map below presents an overview of our participants by Supervisorial Districts.



District	Percent
1st	14%
2nd	15%
3rd	27%
4th	20%
5th	24%

Data Sources:

- 1 - <https://sonomacounty.ca.gov/Health/Public-Reports/Health-Need-Assessments/Demographics/>
- 2 - Characteristics of Families Served by the Child Support (IV-D) Program: 2016 U.S. Census Survey Results by Elaine Sorensen, Arthur Pashi, and Melody Morales
- 3 <https://censusreporter.org/profiles/05000US06097-sonoma-county-ca/>
- 4 <https://www.kidsdata.org/topic/789/low-income-families10/table#fmt=1204&loc=1409,338,2&tf=107&sortColumnId=0&sortType=asc>

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Child Support is one of the most cost-effective government programs, collecting an impressive \$2.80 for every dollar spent in Sonoma County.

During the 3.5 year Sonoma County Child Support Outreach and Education campaign, we expect positive outcomes will demonstrate a long term need for continuation of the program. The short term ARPA funding makes the launch of this vital expansion of services possible. For the continuation of the program, we plan to share our successful results and the best practices we learn with our local County partners in the North and Bay areas and form an Outreach partnership to share in the costs involved in continuing our program and launching their program. Neighboring counties often share child support families who live across County boundaries and partnerships help support all our families. All County child support agencies are experiencing a reduction in their caseloads so the need for community outreach is universal and this future outreach partnership will benefit and supports all our local counties. The costs to be shared would be the ongoing maintenance, fuel, and equitable share of funding set aside for the eventual replacement of the vehicle as well as the cost of other outreach materials.

Does the project support a community need based on COVID-19, if so, describe.

Families in need of child support service tend to be some of the most socio-economically challenged and who have and continue to be disproportionately impacted by the Covid pandemic. Those at the lower end of the economic spectrum were a remain more susceptible to experiencing job losses and subjected to increased health risks while needing to continue working and performing higher risk work throughout the pandemic. They often lack the financial safety net needed to manage through economic losses, from job loss, work hour reductions and family illnesses. A small level of hardship often results in a snowball of further economic, social and racial decline. While many Sonoma County citizens have a healthy level of resiliency allowing them to recover from Covid and other hardships, many of our Sonoma County child support families will take years to recovery from the impacts of the pandemic. The DCSS Outreach and Education program will provide active and immediate assistance to these families by listening to their needs, identify solutions and working with them to achieve the services and support they deserve.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

There are two predominant barriers to services for our most racially and economically disadvantaged and underserved clients. Our location, near the airport, is not central and offers very limited public transportation options. Co-located services at the Economic Services division of Human Services and the Petaluma Service Center have validated the need for Child Support services in multiple areas in the County.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

The DCSS Outreach program will play a vital role in alignment with the County's Recovery and Resiliency Framework by providing a mobile outreach van to ensure continuity of services and improve responsiveness and access to services during Sonoma County's upcoming disasters and hardships. The presence of Child Support at the Local Assistance Centers during past disasters validated the need for these vital services in the County's recovery and resiliency.

Will your proposal leverage community partnerships? If yes, explain?

Yes, the funding to initiate this program will have significant wide-scope benefits including the ability to share our outreach and mobile office van with other Sonoma County departments, especially our County safety net partners. We also plan to partner with neighboring Counties and help them launch their outreach and education programs. By utilizing a mobile unit, Child Support can participate and partner with local community agencies at family service provider events, schools, Hispanic community events, faith-based organizations, employment service events and many more. We believe this partnership provides sustainability for our program and will allow us to share our resources and services with the ultimate outcome of expanded program awareness and service delivery to families and children.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

The Safety Net Collaborative has started to discuss the ARPA proposals that will likely target similar populations for services. Human and Health services as well as our Justice partners have common community groups and needs. We will work with the Safety Net departments to develop the list of community groups to provide the whole person care model as demonstrated by ACCESS Sonoma and other partners formed through Upstream Investments.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Emergency Management	Chris Godley	

Project Title

RESPONSE REQUIRED
Emergency Congregate Shelter COVID-19 Program Enhancement

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

COVID-19 has underscored the need for the County and partner cities to improve their capacity to provide readily accessible and effective sheltering of residents evacuated from their homes and enhance the capabilities to do so in view of the need to socially distance evacuated residents. Current approaches to mass sheltering (i.e. congregate (settings) include placing large numbers of evacuees in close proximity which places them at risk for communicable disease. The transmission rate of the new Delta variant of COVID-19 is especially problematic in maintaining appropriate protective measures. The best answer is to establish multiple, smaller shelter locations – each with significantly increased socially distanced ‘clusters’. The long-term need to develop and maintain this capability to conduct mass sheltering in a pandemic environment is due to the potential rise of another variant for which the current vaccines prove less effective – meaning that congregate sheltering missions may be forced to operate in a pandemic environment for many years.

Another consideration is the equitable delivery of mass care and shelters services. This proposal would increase the ability of local governments and key community partners to open and operate congregate shelters. Rather than consolidating all residents into a few massive shelters along the Highway 101 urban corridor, additional smaller shelters could be established closer to evacuated areas or even in affected neighborhoods. This would allow residents to remain socially connected with each other and their communities. This is especially critical as disasters tend to disproportionately impact areas of older, substandard, or high-density housing. Residents with fewer means to care for themselves (i.e. rent hotel rooms) rely more on mass care and shelter resources and building greater capacity will more effectively support these residents and support their transition into a healthy and sustained long-term recovery.

In Sonoma County, some improvements have been made in policy and in developing congregate shelter equipment and supplies that can accommodate this sheltering-in-COVID approach. However, a significant capability gap exists when assessing the potential demand immediately following a major disaster incident in a COVID pandemic environment.

The Department of Emergency Management proposes to obtain critical congregate shelter equipment and supplies sufficient to meet the potential maximum demand for sheltering 1% of the County’s population and provide the capabilities of conducting sheltering operations in a COVID-19 pandemic environment.

Equipment and supplies will be developed as complete shelter packages that will be stored initially in the DEM warehouse and long-term in the Community Emergency Resource Centers currently under development as well as with partner cities and community based organizations. Receiving agencies would use existing staff and facilities to store and maintain these supplies and equipment.

The parallel ARPA project request for funding development of a comprehensive Operational Area Care & Shelter program would support management of this proposal including procuring, storing, and distributing equipment and supplies. That project would also develop the sustainable staffing and training program needed to maximize the capabilities of the resources procured in this project. If the parallel ARPR project request is not funded, DEM will work to execute the same scope of work but it may take much longer to complete although we may not be able to identify and train sufficient staff to fully utilize the resources.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

Project to procure, organize and store equipment and supplies to take approximately six month utilizing existing County staff. Forecasted start date: December 2021. Forecasted completion date: August 2022.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$0
Capital Costs	\$0
Other (describe)	\$0
Estimated Total Project Costs	\$0
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$0

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Congregate Shelter equipment and supplies to be developed include:

Requested Item	Qty	Cost/Unit	Total Cost	Justification
102x24 shelter trailer	6	\$13,619.00	\$81,714.00	Storage for additional cots requested
AFN/ADA Cots	993	\$ 199.00	\$197,607.00	If 1% of county population seeks shelter and 20% of those have access and functional needs = 993 ADA cots. Currently on hand: 251
ADA Toilet/Shower Trailer	1	\$88,590.00	\$88,590.00	6 toilet, 450 guest/hour capacity shower trailer to support mass shelter operations.
Military-style Cots	3,401	\$ 51.52	\$175,192.51	If 1% of county population seeks shelter and 80% of those do not have access and functional needs = 3,601 military (not AFN) cots. Currently on hand: 1,983
8,000 watt Portable Generator	5	\$ 999.99	\$4,999.95	For refrigeration, device charging, emergency lighting for 5 large shelters.
Privacy dividers for shelters	1,028	\$ 48.99	\$50,361.72	Privacy barriers to support evacuees physical social distancing and support longer term sheltering. Assumes only 1/5th of clients will remain longer term (5+days).
Hygiene Kits	3,700	\$ 3.50	\$12,950.00	Supports client comfort, hygiene and health.
Blankets	5,144	\$ 1.92	\$9,876.48	Supports client comfort and health.
Pillows	10,288	\$ 0.71	\$7,304.48	Supports client comfort.
Total:			\$628,596.14	

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

RESPONSE REQUIRED

Element: 1. Support Public Health Response

Sub-element: Prevent and Mitigate COVID-19

This project addresses the potential use of funds that support the prevention and mitigation in congregate living facilities by enabling the safe sheltering of disaster survivors as well as potentially supporting the isolation and quarantine of evacuees.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>

[Strategic Plan 1 Pager](#)

[Strategic Plan Pivot Table](#) (handy tool to see leads for each objective/sort by pillars and goals/etc).

Indicate N/A if not applicable

Pillar: Organizational Excellence

Goal: 1 - Strengthen operational effectiveness, fiscal reliability, and accountability

Objective: 6 - Develop training and staffing structures that effectively support disaster services work and emergency operations, particularly for large-scale and ongoing events

Department Lead for this Objective: CAO and DEM

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

RESPONSE REQUIRED

Disasters disproportionately impact individuals with Access and Functional Needs, those without financial or housing security, and communities of color. The project's goal is to ensure that the County and partners jurisdictions and agencies can fully meet the critical shelter needs of all residents in times of disaster. No negative impacts can be expected to communities of color or low income by making shelter facilities more accessible and

functional. Community engagement would be needed to include these communities and solicit input prior to disasters and feedback following.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

Procurement of congregate shelter supplies now in bulk will reduce the cost for each item and provide for immediate deployment rather than waiting for commercial or other government resources to arrive.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

Yes. Should congregate shelters need to be established during a COVID-19 upsurge or dangerous variant, significant additional protections will be required including expand social distancing at each shelter site, developing many smaller shelter sites in lieu of a few large ones, and physical barriers such as the privacy screens to prevent transmission. The equipment and supplies requested will support the protective measures.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

Yes, the After Action Report for the 2019 Kincade Fire identified congregate shelter equipment as an area needing improvement (Findings 11 and 18). The AAR is at <https://sonomacounty.ca.gov/DEM/pdfs/2019-Kincade-Fire-After-Action-Report-March-2020/>

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

Safety Element

Yes:

Priority Project 2 – Work with the community to identify hazards, risks, mitigation strategies, including evacuation routes.

With the county’s experience of recent disaster events, developing accessible and responsive emergency congregate shelter capabilities is an urgent priority for local residents.

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

Yes. The emergency shelter program is working with an extended set of stakeholders including the American Red Cross, the Community Organizations Active in Disaster (COAD), and additional community based organizations that will be integrated as resources become available to them.

The COAD consists of member organizations that include safety net groups who collaborate with community, nonprofit, and faith-based organizations, government agencies, schools and private businesses to serve the most vulnerable in their community. Many of the COAD member organizations serve low income individuals as well as communities of color. DEM supports COAD and actively participates in activities including working committees focusing on communications, access & functional needs, preparedness, and food access. A COAD representative is part of the County’s Emergency Operations Center (EOC) staffing plan.

This project will also leverage the existing partnerships that DEM and HSD with operational area stakeholders including cities, schools, special districts, private sector organizations and social service/community service provider organizations.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

Yes. The emergency shelter program is working with an extended set of stakeholders including the American Red Cross, the Community Organizations Active in Disaster (COAD), and additional community based organizations (ex. COPE and schools) that will be integrated as resources become available to them.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Emergency Management / Human Services	Chris Godley /	

Project Title

RESPONSE REQUIRED

Comprehensive Mass Care COVID-19 Capabilities Development Project

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

COVID-19 has underscored the need for the County and partner cities to improve their capacity to provide readily accessible and effective sheltering of residents evacuated from their homes and enhance the capabilities to do so in view of the need to socially distance evacuated residents. Current approaches to mass sheltering (i.e. congregate (settings) include placing large numbers of evacuees in close proximity which places them at risk for communicable disease. The transmission rate of the new Delta variant of COVID-19 is especially problematic in maintaining appropriate protective measures. The best answer is to establish multiple, smaller shelter locations – each with significantly increased socially distanced ‘clusters’. The long-term need to develop and maintain this capability to conduct mass sheltering in a pandemic environment is due to the potential rise of another variant for which the current vaccines prove less effective – meaning that congregate sheltering missions may be forced to operate in a pandemic environment for many years.

Another consideration is the equitable delivery of mass care and shelter services. This proposal would increase the ability of local governments and key community partners to open and operate congregate shelters. Rather than consolidating all residents into a few massive shelters along the Highway 101 urban corridor, additional smaller shelters could be established closer to evacuated areas or even in affected neighborhoods. This would allow residents to remain socially connected with each other and their communities. This is especially critical as disasters tend to disproportionately impact areas of older, substandard, or high-density housing. Residents with fewer means to care for themselves (i.e. rent hotel rooms) rely more on mass care and shelter resources and building greater capacity will more effectively support these residents and support their transition into a healthy and sustained long-term recovery.

In Sonoma County, some improvements have been made in policy and in developing congregate shelter equipment and supplies that can accommodate this sheltering-in-COVID approach. However, a significant capability gap exists when assessing the potential demand immediately following a major disaster incident in a COVID pandemic environment.

The Departments of Emergency Management and Human Services propose a two-year project to develop a sustainable and comprehensive mass care and shelter program that will meet the needs of County residents and visitors relative to the potential impacts of climate change-influenced disasters as forecast for the year 2030. The project will utilize term-limited staff to lead efforts in capabilities gap analysis; development of policies, plans, and tools; logistics planning; contingency contracting for goods/services; and critical equipment; and staff training program. As an alternative, a contractor could be hired to address some aspects of the program however, County staff would be unable to direct the contractor in regards to worksite, specific actions to be undertaken and the timing of work.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

Project forecast start date: November 2022.
Forecasted completion date: October 2024.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$0
Capital Costs	\$0
Other (describe)	\$0
Estimated Total Project Costs	\$0
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$0

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

Project Coordinator (Term-Limited, Human Services)	\$340,000
Policies/Plan development (contractor)	\$ 25,000
Mass Care Equipment	<u>\$ 55,000</u>
Total	\$420,000

This project would also manage the development of the parallel DEM Emergency Congregate Shelter COVID-19 Program Enhancement project submitted separately under the ARPA program.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED

Element: 1. Support Public Health Response

Sub-element: Prevent and Mitigate COVID-19

This project addresses the potential use of funds that support the prevention and mitigation in congregate living facilities by enabling the safe sheltering of disaster survivors as well as potentially supporting the isolation and quarantine of evacuees.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>

[Strategic Plan 1 Pager](#)

[Strategic Plan Pivot Table](#) (handy tool to see leads for each objective/sort by pillars and goals/etc).

Indicate N/A if not applicable

Pillar: Organizational Excellence

Goal: 1 - Strengthen operational effectiveness, fiscal reliability, and accountability

Objective: 6 - Develop training and staffing structures that effectively support disaster services work and emergency operations, particularly for large-scale and ongoing events

Department Lead for this Objective: CAO and DEM

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately

impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

RESPONSE REQUIRED

Disasters disproportionately impact individuals with Access and Functional Needs, those without financial or housing security, and communities of color. The project’s goal is to ensure that the County and partners jurisdictions and agencies can fully meet the critical shelter needs of all residents in times of disaster. No negative impacts can be expected to communities of color or low income by making shelter facilities more accessible and functional. Community engagement would be needed to include these communities and solicit input prior to disasters and feedback following.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

N/A

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

Yes. Should congregate shelters need to be established during a COVID-19 upsurge or dangerous variant, significant additional protections will be required including expand social distancing at each shelter site, developing many smaller shelter sites in lieu of a few large ones, and physical barriers such as the privacy screens to prevent transmission. The ability to manage multitudes of shelters does not currently exist. The policies, plans, procedures, and training developed in this project will support the needed COVID-19 protective measures.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

Yes, After Action Report for the 2019 Kincade Fire identified congregate shelters as an area needing improvement (Findings 11 and 18). The AAR is at <https://sonomacounty.ca.gov/DEM/pdfs/2019-Kincade-Fire-After-Action-Report-March-2020/>

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

Safety Element

Yes:

Priority Project 2 – Work with the community to identify hazards, risks, mitigation strategies, including evacuation routes.

With the county's experience of recent disaster events, developing accessible and responsive emergency mass care and shelter capabilities are an urgent priority for local residents.

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

Yes. The emergency shelter program is working with an extended set of stakeholders including the American Red Cross, the Community Organizations Active in Disaster (COAD), and additional community based organizations that will be integrated as resources become available to them.

The COAD consists of member organizations that include safety net groups who collaborate with community, nonprofit, and faith-based organizations, government agencies, schools and private businesses to serve the most vulnerable in their community. Many of the COAD member organizations serve low income individuals as well as communities of color. DEM supports COAD and actively participates in activities including working committees focusing on communications, access & functional needs, preparedness, and food access. A COAD representative is part of the County's Emergency Operations Center (EOC) staffing plan.

This project will also leverage the existing partnerships that DEM and HSD with operational area stakeholders including cities, schools, special districts, private sector organizations and social service/community service provider organizations.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

The mass care project would work with an extended set of stakeholders including the American Red Cross, the Community Organizations Active in Disaster (COAD), and volunteer/community based organizations.

County of Sonoma

American Rescue Plan Act (ARPA) Preliminary Funding Request



Department	Department Contact	Oracle Planning Fund Request #(s)
Economic Development Board	Calvin Sandeen	\$12,000,000

Project Title

RESPONSE REQUIRED

ACCESS SONOMA BROADBAND LAUNCH

Summary of Project

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

On June 8th 2021, the Board of Supervisors provided funding and direction to EDB staff to evaluate governance structures for a publicly governed broadband agency. That entity is referred to herein as Access Sonoma Broadband, which currently operates as an informal organization in collaboration with counties and broadband consortiums throughout Northern California. .

This proposal would provide such an agency with necessary start-up funding and resources to leverage state and federal broadband infrastructure dollars. This proposal requests the Board of Supervisors to allocate \$2 million for Access Sonoma Broadband's operational costs to administer the organization's startup activities and facilitate broadband deployment projects from December 2022 to December 2024. Access Sonoma Broadband will require staffing to administer, operate, and manage the new utility and network deployment projects. Funding will specifically support staffing over a time limited period until the organization becomes financially sustainable and is able to generate revenue from its deployed broadband infrastructure. The head-count will vary during the ramp-up period to align with start-up activities. As shown in the table below, several termed positions are included during the start-up of the organization in the first and second year of operation, along with their estimated salaries. The organization will require more staff as its operations and network expands. Assumptions in this proposal are based on financially viable and successful models nationwide, including: [Nevada County, California](#); [Loveland, Colorado](#); and [Ammon, Idaho](#).

This proposal also requests the Board of Supervisors to allocate \$10 million to Access Sonoma Broadband in order to leverage future broadband infrastructure funding opportunities, as a matching component to a larger grant, or to support bond/loan options. Based on the passage of SB 156, we anticipate Sonoma County will receive an estimated \$31 million from the California legislature over the next few years to deploy broadband infrastructure capable of providing services at 100 megabits per second (mbps). Based on current data, there are approximately 8,677 unserved household in Sonoma County at a speed threshold of 100 (mbps). The total cost to deploy broadband infrastructure to Sonoma County's unserved households is difficult to forecast and could range from a few thousand dollars per household, to tens of thousands per household due to the region's unique topography. Based on a [report](#) published by the North Bay/North Coast Broadband Consortium (NBNCBC), The total cost to deploy broadband infrastructure capable of 100 mbps to Sonoma County's unserved households could range between \$50 million to \$350 million, depending on a multitude of factors that are specific to each community and evaluated case by case during project development. For more information, please read the infrastructure funding details in the section below.

Based on our estimates, there could be a potential funding shortage that grant programs through SB 156 cannot entirely support, which may require additional funding solutions. In addition to state funding, Access Sonoma Broadband will pursue other funding sources at the local, state, and federal level. Funding sources could include

grants, as well as public investment opportunities, such as California’s new [Broadband Loan Loss Reserve Fund](#). In order to successfully pursue these opportunities, staff anticipated local funds will be needed, either as a matching component to a larger grant or as a bond/loan requirement.

Startup Funding Detail:

START UP CATEGORY	COST
Staffing (2 years)	\$1,380,000
Contracts/Office Space/Equipment/Vehicles/etc.	\$620,000
TOTAL START UP REQUEST	\$2,000,000

Access Sonoma Broadband Staffing

POSITION TITLE	SALARY	2022/23	2023/24
Deputy Director of Broadband	\$150,000	1	1
Broadband Engineering Manager	\$120,000	1	1
Network Operations Controller	\$80,000		1
Field Services Technicians	\$55,000		2
Installation Technician	\$50,000		2
Communications & Marketing Coordinator	\$75,000	1	1
Customer Service Representative	\$50,000		2
Accountant & Utility Rate Analyst	\$75,000	1	1
Annual FTE Costs		\$495,000	\$885,000

Position Descriptions and Purpose

During the start-up phase, some of the expectations of each position may shift to meet the needs of the organization. However, from examining other municipally owned broadband networks as well as the current incumbents, each position has its purpose, been thoroughly tested in the market, and is the nature of properly building and managing a broadband utility. Descriptions for each position are listed below, and may provide additional insight where the County could utilize existing positions to support the startup operations of Access Sonoma Broadband.

Position Title	Description and Purpose
Deputy Director of Broadband	The Deputy Director of Broadband is the leader in directing all activities of the broadband utility. This position determines the objectives and establishes operating procedure to create and maintain utility soundness while ensuring optimum service to customers.
Broadband Engineering Manager	The Broadband Engineering Manager is responsible for designing and engineering broadband networks and provides supervisory work over the Network Operations Controllers and Service Technicians. They provide professional and technical support over broadband services including network architecture, reliability, cost evaluations, risk mitigation, and construction design for fiber-optic network to ensure optimum service to customers.
Network Operations Controller	The Network Operations Controller is responsible for overall network engineering support, including diagnosing, troubleshooting and resolving issues through monitoring, testing, and servicing equipment. This position works directly with engineering to provide specifications for network architecture, evaluate technologies to enhance capabilities, and perform needs assessments.
Field Services	Field Services Technicians are primarily responsible for the installation

Technician	of fiber, including fiber drops to residential and business customers. They coordinate with engineering, the MDU & BDP Account Manager, Designers and Warehouse personnel to ensure accurate and efficient construction activities.
Installation Technician	Installation Technicians are primarily responsible for fiber and equipment installation, and troubleshooting for customer fiber installations. This involves working inside, underneath and around customer's homes and businesses to install wiring, outlets and equipment as needed. This position will work with customers to demonstrate equipment, troubleshoot, and explain service features.
Communications & Marketing Coordinator	The Communications & Marketing Coordinator coordinates the marketing, branding, advertising, sales and public relations for the broadband utility. They utilize multiple marketing techniques to reach a broad range of customers with a goal of enhancing brand awareness, driving website traffic and engaging and acquiring customers.
Customer Service Representative	The Customer Service Representative assists customers over the phone and in-person with a wide variety of questions, requests and troubleshooting regarding their broadband utility service.
Accountant & Utility Rate Analyst	The Accountant & Utility Rate Analyst performs a variety of analytical duties. These include strategic financial planning and scenario analysis, gathering data for rate studies and fee updates, assembling and maintaining long-range financial planning, assembling annual budgets and producing various general accounting reports.

Infrastructure Funding Detail:

As state broadband grant and funding programs develop, it is difficult to quantify the amount of funding we are requesting in this proposal without having more information on program parameters, such as the [Broadband Loan Loss Reserve Fund](#) (e.g. financial terms and requirements). While the opportunity exists, the Board of Supervisors should dedicate a portion of the County's ARPA funding for broadband infrastructure in anticipation of developing funding programs, in order to leverage additional sources of funding. California Public Utilities Commission (CPUC) staff members notified EDB staff that entities applying to the Broadband Loan Loss Reserve Fund might be considered more competitive/attractive in their applications if they supplement their applications with their own additional broadband infrastructure funding. Doing so adds additional assurance to the funding agencies that a project may be more successful to implement financially.

The costs to deploy broadband infrastructure in Sonoma County are also difficult to quantify due to a multitude of factors (e.g. topography, existing assets, number of households, etc.) which is usually identified more clearly during the design, engineering, and construction process. In the [California Broadband Action Plan](#), the CPUC has estimated that the average cost to deploy broadband infrastructure per household is approximately \$6,800/household. The NBNBC analyzed the local average cost per household during regional broadband deployment projects and found that costs may be higher per household, ranging from \$10,000 to \$40,000 per household in some circumstances. The table below shows the cost to deploy to unserved communities without access to 100 mbps using four different cost metrics. The table also shows how much funding the County of Sonoma should anticipate from SB 156, as well as the amount of funding required to deploy broadband infrastructure to the remainder of unserved residents in Sonoma County. The County of Sonoma may need to identify additional funding sources to fill the funding gap, which shows the importance of allocating ARPA funding towards broadband infrastructure to increase our chances to succeed in obtaining additional funding.

EDB staff based the \$10 million infrastructure request based on these factors, as well as taking into consideration the limited amount of ARPA funding available to the County of Sonoma. In addition, staff also considered that local governments have not made major investments in broadband infrastructure in the past, which also influenced the requested funding amount. The Board of Supervisors may adjust the requested amount of infrastructure funding based on this information.

Average Cost per household		Sonoma County Unserved Households @ 100 mbps download (2019 Data)	Estimated Total Broadband Deployment Cost	Estimated Broadband Infrastructure Funds Received from SB 156	ARPA Infrastructure Funding Request	Broadband Infrastructure Funding Gap
California Cost Model	\$ 6,800.00	8,677	\$59,003,600	\$ 31,000,000	\$ 10,000,000	\$ 18,003,600
NBNCBC Low Estimate	\$ 10,000.00	8,677	\$86,770,000	\$ 31,000,000	\$ 10,000,000	\$ 45,770,000
NBNCBC Medium Estimate	\$ 25,000.00	8,677	\$216,925,000	\$ 31,000,000	\$ 10,000,000	\$ 175,925,000
NBNCBC High Estimate	\$ 40,000.00	8,677	\$347,080,000	\$ 31,000,000	\$ 10,000,000	\$ 306,080,000

Project Term

START DATE: 1/1/22

END DATE: 12/31/2026

ACCESS SONOMA BROADBAND TIMELINE		
Activity	Start	Complete
Governance structure identification and selection	Oct-21	Jan-22
Broadband business plan	Oct-21	Mar-22
Launch start up activities and formalization	Apr-22	Dec-22
Obtain broadband infrastructure funding	Jun-22	Ongoing
Hire staff	Dec-22	Dec-24

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$2,000,000
Services and Supplies	\$0
Capital Costs	\$10,000,000
Other (describe)	\$0
Estimated Total Project Costs	\$12,000,000
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$12,000,000

Narrative Explanation of Estimated Project Costs

The requested funding amount for staffing is based on the estimated number of positions and associated salaries listed in the table shown above. Broadband infrastructure grants usually allow 15% of total funding requests to be used for administrative overhead costs, which will be factored into staffing costs as well. However, significant staff work will be needed to prepare for, apply and account for grant-related activities before any grant funds are received. The remainder of startup funds covers other operational needs, such as contracts, office space, equipment, vehicles, etc. The funding request covers two years while Access Sonoma Broadband formalizes and becomes operational and financially sustainable, primarily through network lease revenue and cost savings. EDB staff researched similar governmental entities that are local, like [Sonoma Clean Power](#) and discovered that

startup funding cost were similar in scope. In addition, over [30 case studies](#) of municipal broadband networks nationwide, governments have developed successful solutions to create financially viable organizations for this purpose. EDB is in the process of hiring a consultant to create a business plan for Access Sonoma Broadband over 2021-2022, which will include a financial analysis showing a 10-year profit/loss forecast based on operational costs and revenue streams.

We anticipate broadband infrastructure funding to be available starting in 2021-2022 from several state and federal agencies. We understand ARPA funds may not be used to match other federal grants; however, they may supplement state grant funds. Through the passage of SB 156, California legislators have approved billions in broadband infrastructure funds, which we expect ARPA funding could supplement. We will also apply for federal broadband infrastructure funding to supplement these funds for additional network deployment projects. In addition to grant funding, Access Sonoma Broadband will generate additional revenue by:

- leasing network infrastructure to customers
- public/private financing
- receiving funding from other member organizations

As broadband infrastructure grant and public financing programs develop over the course of 2021-2022, EDB staff will have a more comprehensive analysis of match, loan, or bond funding requirements and will be able to provide more information how to allocate the \$10 million requested here to leverage additional broadband infrastructure funding. EDB plans to identify and select a governance structure for Access Sonoma Broadband by the 3rd quarter of FY 2021/22 in order to begin pursuing state and federal funding in 2022 under the new governmental structure.

ARPA Eligibility

The NACo Guidance lists broadband infrastructure several times throughout the document. For example, on page 2, it says

“Water, sewer and broadband infrastructure: Make necessary investments to improve access to clean drinking water, invest in wastewater and stormwater infrastructure and provide unserved or underserved locations with new or expanded broadband access”

Broadband has its own section in the document as well, which amplifies one of ARPAs priorities to allocate funding towards broadband infrastructure deployment projects.

Strategic Plan Alignment

Pillar: Resilient Infrastructure Pillar

Goal: Goal 4: Implement countywide technological solutions to promote resiliency and expand community access.

Objective:

Objective 1: Leverage funding and seek grants to expand communications infrastructure within the community to improve equitable access to broadband, wireless, and cell phone services.

Objective 2: Leverage existing fiber optic infrastructure and grant opportunities to expand wireless and broadband access across County.

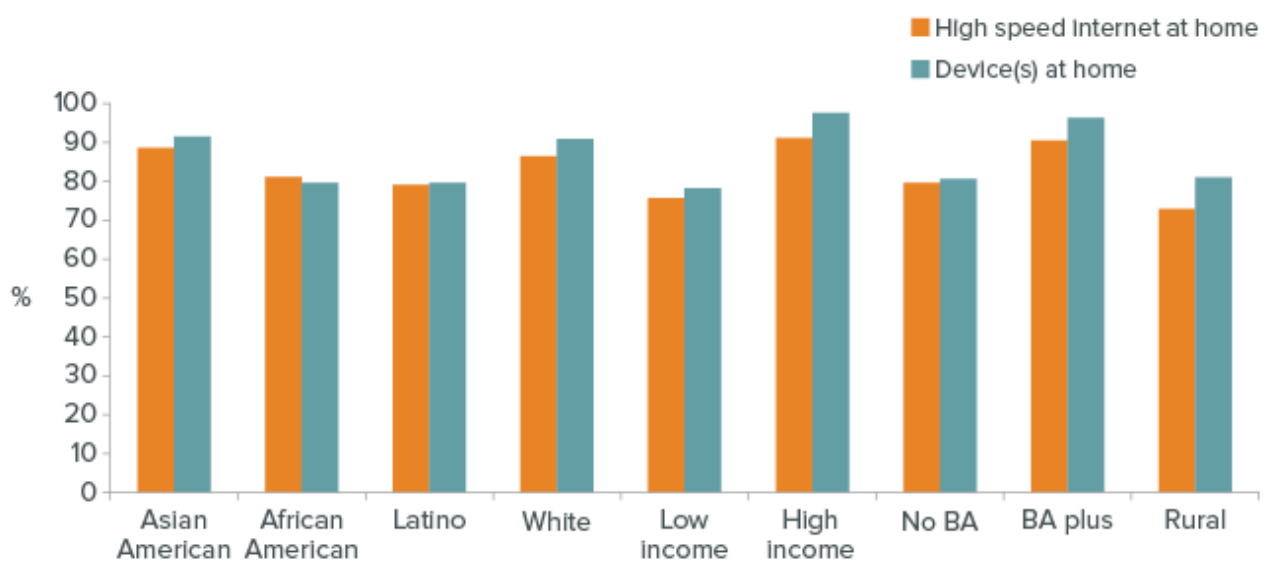
Department Lead for this Objective: County Administrator’s Office and Economic Development Board

Racial Equity and Social Justice

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.

Based on a [report published by the Public Policy Institute of California](#), “Seventy-nine percent of Latino households and 81% of African-American households had broadband subscriptions in 2019, compared to the statewide average of 84%. Broadband subscription rates are lower among adults 65 and older (82%), as well as among rural (73%), low-income (76%), and less-educated (80%) households.”

Gaps in access to broadband and devices persist



SOURCE: American Community Survey, 2019.

NOTES: Low-income households earn less than \$50,000 annually; high-income households have incomes above \$100,000.

Access Sonoma Broadband will prioritize broadband accessibility to communities of color as well as affordable access to low-income households. Long term, the organization will develop community based programs throughout low-income communities and communities of color to promote broadband adoption via digital literacy training, technology access, and affordability. There are existing funding programs that support digital inclusion and equity, such as the Federal Communications Commission’s Emergency Broadband Benefit program and the California Public Utilities Commission Broadband Adoption program. Access Sonoma Broadband will leverage all available funding programs that directly support this effort to ensure digital inclusion and equity is included and to ensure financial viability for the organization.

2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.

So far, we have not identified any potential negative impacts. We will ensure we are working collaboratively with community-based organizations to proactively engage communities of color and low-income communities to ensure all priorities are met throughout the scope of this project.

3. Does this project address specific racial and/or economic inequities in Sonoma County?

This project promotes accessibility to online resources and technology, which has become an economic inequity in many low-income communities and communities of color. Broadband access gives communities a better opportunity to compete in our local economy by having access to critical resources supporting various facets of life, including education, public safety, workforce, livability, and much more.

4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

Yes, the estimated project budget and timeline includes resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

This project will result in a long-term solution to develop broadband infrastructure effectively into all areas of the County wherever there is a need. In addition, this project could result in cost savings for the county, cities, and residents by having access to a more affordable broadband network delivering internet services to residents and public facilities, which can save money from what each is paying for other expensive internet service alternatives. Based on data included in the 2019 Sonoma County Broadband Strategic Plan and shown below, the County of Sonoma and five cities spend over \$2.2 million per year on current internet circuits. These costs could potentially be reduced if the County and cities own infrastructure and have the ability to control the quality and cost of their subscribed internet services. For example, the city of Ammon, Idaho has seen an [86% cost savings](#) by investing in its own open access network and shifting from its traditional leased internet circuits.

		Data Circuits and Internet Service Annual Expenditure (Based on 2019 Data)						
		Sonoma County	Santa Rosa	Petaluma	Windsor	Healdsburg	Rohnert Park	Total Annual
Annual Spend		\$ 1,466,058	\$ 425,500	\$ 76,068	\$ 62,117	\$ 150,000	\$ 30,000	\$ 2,209,743
# of Connections		100	20	11	6	8	8	153

Does the project support a community need based on COVID-19, if so, describe.

Yes, this project supports broadband expansion, which has become a community need to telecommute for both work and school. COVID-19 has spotlighted the lack of availability and increased demand for internet access at home and at work. As stated in the NACo Guidance document,

“The COVID-19 public health emergency has underscored the importance of universally available, high-speed, reliable and affordable broadband coverage as millions of Americans rely on the internet to participate in, among critical activities, remote school, healthcare and work. Recognizing the need for such connectivity, the ARPA provides funds to state, territorial, local and tribal governments to make necessary investments in broadband infrastructure”

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Yes, the project meets a known unmet community need. For more information, please access the following links:

Sonoma County broadband Strategic Plan: <http://www.mendocinobroadband.org/wp-content/uploads/Sonoma-County-Broadband-Strategic-Plan.pdf>

Access Sonoma Broadband Action Plan: http://sonomaedb.org/PDF/_Current-Initiatives/06_08_21_EDB_Access-Sonoma-Plan_ENGLISH-ADA/

Is your project included in the County’s 5-year Capital Plan?

N/A

Is your project included in the County’s Recovery & Resiliency Framework?

Yes, the ORR framework specifically mentions building out broadband infrastructure. Under GOAL E2 in the framework, one of the action items recommends expanding broadband infrastructure across the county in order to support local businesses to thrive by ensuring access to resources, developing partnerships, and providing entrepreneurial support

Will your proposal leverage community partnerships? If yes, explain?

Yes, this proposal will leverage public private partnerships, primarily through leasing [open access network](#) infrastructure to internet service providers. EDB's efforts are focused on creating a publicly governed broadband entity that deploys, owns, and manages broadband infrastructure and services. In this model, the infrastructure would be owned by Access Sonoma Broadband, through a government sponsored entity, such as a joint power authority or 501(c)(3) nonprofit. Access Sonoma Broadband will lease its infrastructure to internet service providers to deliver internet services to end users on the same network, similar to other public utility infrastructure. More than 30 open access networks are currently in operation across the United States. The proposal will also leverage community partnerships with cities and other jurisdictions while coordinating network deployment projects to align with community priorities. This could involve public-public-partnerships between local governments when trying to pursue state and federal broadband infrastructure funding as well as governing strategic decision making for network deployment projects.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan.

Utilities

- PG&E
- Special Services Districts

Education

- Sonoma County Office of Education
- Santa Rosa Junior College
- Sonoma State University
- Chico State University

Community Based Organizations

- West County Health Services
- Los Cien
- La Luz Center
- Salvation Army
- Petaluma Technical Advisory Committee
- Russian River
- Sea Ranch Association
- Sonoma County Farm Bureau

County of Sonoma and Allied Agencies

- Sonoma County Administrator's Office
- Sonoma County General Services
- Sonoma County Office of Equity
- Sonoma County Sheriff's Department
- Sonoma County Information Services Department
- Sonoma County Library
- Sonoma County Fairgrounds

County Sponsored Agencies

- North Bay North Coast Broadband Consortium
- Access Sonoma Broadband
- Broadband Alliance of Mendocino County

Internet Service Providers

- Sonic
- Comcast
- AT&T

- Verizon
- Frontier
- Race Communications
- Hunter Communications
- GigabitNow
- Fixed Wireless Providers (AVISIP, WebPerception, MoTech, Further Reach, Sky Fiber, Black Mountain)

State Agencies and Partners

- CENIC
- California Public Utilities Commission
- Rural County Representatives of California
- California State Association of Counties
- California Emerging Technology Fund
- Regional Broadband Consortia
- CAFWD
- California Broadband Council
- California Office of Emergency Services
- California Department of Food and Agriculture
- California Democratic Rural Caucus

State and Federal Legislators

- Asm. Jim Wood
- Sen. Mike McGuire
- Congressman Mike Thompson
- Congressman Jared Huffman

Federal Agencies

- United States Department of Agriculture
- Federal Communications Commission
- National Telecommunications and Information Administration
- Economic Development Administration
- Housing and Urban Development

Cross Jurisdictional

- County of Mendocino
- County of Marin
- County of Mendocino

Public Safety

- Santa Rosa Fire Department
- Forestville Fire Department
- Timber Cove Fire Department

Cities

- Town of Windsor
- City of Santa Rosa
- City of Petaluma
- City of Sonoma
- City of Healdsburg
- City of Cloverdale
- City of Cotati
- City of Rohnert Park
- City of Sebastopol

Tribes

- Kashia Rancheria
- Dry Creek Rancheria

Unserved Communities

- Sonoma Valley/Springs
- Timber Cove
- Jenner
- Bodega Bay
- Occidental
- Guerneville
- Monte Rio
- Cazadero
- Chalk Hill

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October (date TBD); the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be expended by December 31, 2024. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Office of Equity	Alegría De La Cruz	DHS-FR-09
Department of Health Services	Tina Rivera	

Project Title

RESPONSE REQUIRED

Equity in Disaster Response and Resilient Recovery

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The COVID-19 Pandemic has not only further provided a spotlight on the systemic inequities that exist in Sonoma County, it has also highlighted the necessity of engaging communities who have been historically marginalized in the development and implementation of services aimed at meeting immediate and long-term needs.

Communities rendered vulnerable by systemic inequities are experiencing the harshest outcomes during the Pandemic and have a continued need for support services that lead to healthy and thriving communities across Sonoma County. As members of communities who have been historically marginalized and recently disproportionately burdened for more than a year of this pandemic, specific culturally and linguistically appropriate strategies designed to meet the healing and wellness needs of Black, Indigenous, People of Color (BIPOC) communities must be utilized to cement the culturally conscious emergency response efforts and to support a healthy community recovery. Following the lead of the Latinx Health Work Group (now named Equity Health Work Group) and the Equity Centered Design process that created CURA, as the County moves towards long term recovery, authentic engagement of BIPOC communities is necessary to ensure that services are designed and delivered in a culturally responsive manner, taking into account each community's unique needs.

The Sonoma County Department of Health Services (DHS) and the Office of Equity put forward the following joint proposal consisting of two independent strategies that together will result in a community recovery and healing process in support of Sonoma County's BIPOC communities:

1. DHS will support existing culturally and linguistically responsive healing interventions focusing on BIPOC communities aimed at meeting immediate needs.
2. The Office of Equity will facilitate the creation of a comprehensive understanding of the preferred structure for a culturally responsive disaster services, as well as long-term recovery needs of BIPOC communities, and will work to direct resources to support solutions that meet these needs.

By investing in addressing the immediate unmet needs of BIPOC communities at this point in the pandemic, creating a structure and a funding source to quickly distribute immediate disaster relief for those community members most impacted by the next disaster, and setting forth a long term recovery strategy focused on addressing the deepening racial and ethnic inequities that result from multiple disasters, Sonoma County will begin to shift its systems to create and achieve equity in its disaster response and long term recovery efforts.

Strategy One – Addressing Immediate Needs: As identified in the Sonoma County Recovery and Resiliency Framework, investing in post-disaster mental health and resiliency needs are an essential part of community recovery. To this end, the Sonoma County Department of Health Services seeks to support and fund existing culturally responsive community-level solutions that support healing and wellness within BIPOC communities.

In 2012, the UC Davis Center for Reducing Health Disparities, in collaboration with the California Department of Mental Health, led an extensive process for identifying community-defined needs and strength based promising practices to reduce disparities in mental health as part of the California Reducing Disparities Project (CRDP). Their research confirms that current disparities in mental health care for BIPOC populations are severe, persistent, and

well documented. BIPOC community members have less access to mental health services than do whites, are less likely to receive needed care, and are more likely to receive poor quality care when treated. The reasons range from poor access and quality of care, limited insurance coverage, ineffective communication between provider and patient, patients' lack of trust, doctors' assumptions about the distribution of disease and their inability to perceive severity among minorities, and low minority representation in the workforce with implications for health insurance coverage.¹

Utilizing recommendations developed through the CRDP process, as well as from its Equity Health Work Group, DHS will issue a Request for Proposals in order to support local, established organizations to expand and enhance healing and wellness services focusing on BIPOC communities. DHS will seek to fund community supports that contain some variation of the following elements:

- The creation and utilization of Healing Navigators (trusted community messengers) to disseminate information about mental health issues and treatment, as well as how and where to access services. Implement peer-to-peer strategies, such as peer support and mentoring programs, that focus on education and support services.
- Engagement and partnerships with community and faith-based entities to develop and implement strategies that promote social inclusion, reduce stigma and recognize the importance of spirituality as an important element to one's well-being.

Successful applicants will receive funding for two years in order to ensure the successful development and implementation of community-led initiatives that will support the more immediate healing of communities who have been historically marginalized.

Strategy Two – Understanding and Addressing Immediate and Long Term Recovery Needs:

Recent studies have uncovered the relationship between disasters and social inequity. As stated in *Damages Done: The Longitudinal Impacts of Natural Hazards on Wealth Inequality* (available at: <https://academic.oup.com/socpro/article/66/3/448/5074453?login=true>), “[s]ociological research on disasters has long documented how less-privileged residents often suffer losses in economic as well as social and cultural resources after hazards hit, while more-privileged residents, by contrast, tend to recover more quickly and may even benefit financially... Prior research also points out how these inequalities are not simply a function of physical damages incurred but also of how recovery resources are designed and distributed in ways that ripple forth unequally throughout affected areas...” This article acknowledges the “dual ubiquity of natural hazard damages and social inequalities” and calls for a new way of understanding and addressing the intersection of social stratification and natural hazards throughout the United States.

The recent lessons learned and the nascent collaborations that have resulted from the poly-crises of a global pandemic and concurrent wildfires provide valuable information about the efficacy and reach of investments, programs, and services to the most impacted low income communities and communities of color. The County has made great strides in strengthening its culturally-responsive disaster response capacity, including the creation of the Department of Emergency Management with bilingual and bicultural staff, its upcoming revision of a culturally-responsive Emergency Operations Plan (and the first county in the State to implement the new requirements of SB 160), and in the creation of CURA, the COVID Urgent Response and Aid. The opportunity for community evaluation of recent efforts is unprecedented and ripe. Engaging with the communities in need and served by recent efforts will support strengthening the structure for the collaborative disaster response created to respond to COVID-19 and can help to cement the structure to support surge capacity when the next disaster

¹ Aguilar-Gaxiola, S., Loera, G., Méndez, L., Sala, M., Latino Mental Health Concilio, and Nakamoto, J. (2012). Community-Defined Solutions for Latino Mental Health Care Disparities: California Reducing Disparities Project, Latino Strategic Planning Workgroup Population Report. Sacramento, Ca: UC Davis, 2012.

occurs. Engaging with the communities who continue to experience needs to secure their long term recovery from this pandemic will also ensure that the County's long term recovery efforts are directed and focused on community needs.

While recent experiences have lent themselves to understanding the significant need for long-term recovery services, little is known about the elements that should be included in long term recovery efforts focused on BIPOC communities in Sonoma County. The Sonoma County Recovery and Resiliency Framework highlights the need to understand and address social inequities in order to advance opportunities for all communities and recommends the creation of a comprehensive community needs assessment that assesses disparities and needs related to health, well-being and self-sufficiency. Due to long established systemic inequities, the COVID-19 Pandemic presented undue challenges for BIPOC communities, as such a specialized and intentional process is necessary to truly understand the long-term recovery needs of these communities.

Authentic and ongoing community engagement will be key to ensuring the success of this effort. As stated in the *Analysis of Impediments to Healthy and Thriving Communities*, a focused study on the importance of community engagement commissioned by the Sonoma County Community Development Commission: *"As a method of seeking feedback on the specific barriers faced by community members, Community Engagement directly connects institutions to the communities they serve to ensure that systems change and policy making are responsive to and reflective of the needs, desires, and ideas of the community members themselves."*

As recently discussed and approved by the Board of Supervisors, the Sonoma County Office of Equity will develop an ARPA Equity Workgroup to advise the County in its investments in community based organizations to address disproportionately negative impacts from the COVID pandemic. This project proposes that the Work Group also be utilized to assist in the institutionalization of a culturally responsive disaster response network of community based organizations, with capacity for both immediate and long term needs. While there is one Work Group, there needs to be additional staff capacity in the Office of Equity to develop this disaster response network infrastructure as well as to develop the longer term recovery strategy.

Through the utilization of consulting services, the Office of Equity will ensure that the process will be authentically guided by the community and focused on engaging all sectors of Sonoma County in identifying and supporting the disaster emergency and long-term recovery needs of BIPOC communities. The process will include: strategies for building and sustaining relationships with communities who have been historically marginalized; neighborhood-level engagement strategies led by trusted messengers; further building the connection of policy makers and government officials to local BIPOC communities; and through intentional systems change - making changes to policies and procedures to those systems that can and have excluded BIPOC communities and the smaller, grassroots organizations that serve them - in Sonoma County. This process will result in a comprehensive and deep understanding of services and support that are necessary to implement in order to truly promote healing amongst BIPOC communities.

Comprehensive community engagement with BIPOC communities will create a clearer understanding of the kind of structure necessary for immediate surge capacity and for longer term recovery needs. Timely and effective response to these needs necessitates that resources be available to support interventions identified by communities themselves. Following completion of the community engagement process, the Office of Equity will work with the ARPA Equity Workgroup to engage local partners to co-design and implement the strategies identified by the community as being critical to the recovery process.

Working with Human Services' Upstream Investments team to support an equity-driven and results based process, the Office of Equity will work with community members to identify and support local organizations with

expertise and true connections to BIPOC communities to engage with the community to build the structure and identify the services needed to support the healthy recovery of BIPOC communities.

As part of this strategy, funding for consulting services to support the design and implementation of the engagement strategy, as well as funding to support the implementation of services and activities identified by the community as being critical to long-term recovery, will be necessary. It is anticipated that the first cycle of community engagement of this strategy be completed by September 2022 with identified interventions launched in January 2023 and continuing through December 31, 2026.

Resources Needed: All of the above proposed activities are allowable expenses under the American Rescue Plan Act of 2021 as outlined in the ARPA Fact Sheet. Temporary staff at both DHS and the Office of Equity will be necessary to support the implementation of these strategies, however, given the proposed strategies are time-limited in nature, they will not result in ongoing staffing costs past the completion of the strategies. Funding to support both the immediate healing-centered services described as part of Strategy One, as well as the longer-term needs identified through the community engagement process described in Strategy Two, will also be needed. All ARPA funding will be obligated by December 31, 2024 and expended by December 31, 2026; it is anticipated that ongoing funding will be needed to support the ongoing community-defined interventions and the Office of Equity will partner with other governmental departments, as well as community leaders, to identify and leverage ongoing funding to support these efforts.

The resources requested here below include funds for immediate distribution of emergency resources directed to communities most deeply impacted by the disaster. The three main areas of immediate assistance needed after the initial sheltering efforts include emergency financial assistance, rental or relocation assistance, and food support. While rental/relocation and food resources can more typically be included in reimbursable disaster response costs, emergency financial assistance directed to impacted low income communities of color may not initially be available without directed County resources. In the recent COVID-19 example, it took almost 9 months from the declaration of emergency for funds to begin to flow to impacted low income communities of color. This collaboration created through the community engagement process described above can provide the readily available structure through which resources can flow in a culturally responsive way.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

1/1/2022 – 12/31/2026

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$861,910
Services and Supplies	\$0
Capital Costs	\$0
Other Contract for Community Needs	\$12,600,000
Estimated Total Project Costs	\$13,461,910
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$13,461,910

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

The projected budget includes the necessary costs to ensure success. Time-limited staffing is included to oversee the development and execution of each project elements. Both the Department of Health Services and the Office of Equity is requesting one temporary Departmental Analyst (a total of two positions) to support the project. The Department Analyst allocated to DHS will be in place for a total of one and one-half year (1/1/22-6/30/23) in addition the Departmental Analyst allocated to the Office of Equity will be in place for three years. Total staffing cost is \$861,910.

The project budget also contains funding that will be subcontracted to local entities: \$1,600,000 to support the community engagement process; a total of \$11,000,000 is requested to meet the long-term recovery needs of the BIPOC community.

	TOTAL
Department of Health Services	
Personnel - Departmental Analyst	\$303,319

Funding for Immediate Need Community Interventions (Subcontracts)	\$3,000,000
Office Of Equity	
Personnel - Departmental Analyst	\$558,591
Funding for Community Engagement Process (Subcontract)	\$1,600,000
Funding for Long-Term Need Community Interventions (sub-contract)	\$8,000,000
TOTAL	\$13,461,910

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

RESPONSE REQUIRED

The Funding Fact Sheet puts forth several elements of ARPA that are aligned with the proposed project.

From page 1 of the Funding Fact Sheet, the proposed project supports a strong and equitable recovery process. The project supports services to address behavioral healthcare needs exacerbated by the pandemic.

Aligned with priority services identified on page 4 of the Funding Fact Sheet, the proposed project will support:

- Mental Health Treatment
- Crisis Intervention
- Other behavioral Health Services
- Services to outreach to promote access to both health and social services

As identified as a priority area on page 5 of the Funding Fact Sheet, the proposed project will support the needs of BIPOC communities, one of the hardest-hit communities during the Pandemic. Specifically, the project aligns with the aim of:

- Addressing health disparities and the social determinants of health through funding public benefits navigators (referred to as Healing Navigators in the narrative)
- Promoting healthy childhood environments through exposure to community healing events and other interventions targeting BIPOC youth.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Indicate N/A if not applicable

Pillar: Healthy & Safe Communities Pillar

Goal 1: Expand integrated system of care to address gaps in services to the County's most vulnerable.

Objective 2: Identify gaps in the Safety Net system of services and identify areas where departments can address those gaps directly

Pillar: Racial Equity and Social Justice Pillar

Goal 4: Engage community members and stakeholder groups to develop priorities and to advance racial equity.

Objective 1: Establish a process for engagement and collaboration with community members and stakeholder groups, and launch a community engagement strategy by the end of 2022 with a focus on racial equity

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e., translation, interpretation), outreach, etc.?

RESPONSE REQUIRED

This project will advance racial and economic equity by co-designing with BIPOC communities through the ARPA Equity Workgroup and ongoing meaningful community engagement. The Office of Equity will work closely with county departments and BIPOC community leaders to mitigate fragmentation and ensure that both immediate and long term needs are addressed and systems transformation is achieved. Working with both county departments and community will give the County a better opportunity to disrupt the ongoing challenges faced during this disaster and better serve BIPOC communities.

The ample local research that has been conducted delineates the types of inequities faced by BIPOC community members pre and post disasters, through this process, we will be able to more directly address the gaps in service provision and provide hyperlocal interventions to support and enhance the services already in existence. These interventions will aim to support individuals and families gain full agency and live healthy and thriving lives.

Through ongoing meaningful engagement, County government will be able to create long lasting relationships and increased participation of BIPOC communities, which is key to a healthy a thriving Sonoma County.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

N/A

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

As stated in *The 4Rs of COVID-19 Recovery* publication produced by BARHII, reconnecting communities following a significant time of isolation, as well as ensuring access to mental wellbeing resources, is a critical part of community receiver from COVID-19 and associated actions.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

The project addresses the unmet need of access to mental wellbeing resources for BIPOC communities as put forward in BARHII's [The 4Rs of COVID-19 Recovery](#) publication.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

Elements of the proposed project are included in the County's Recovery & Resiliency Framework. Specifically, Strategy Area Four, Safety Net Services, contains three goals specific to this project:

- Ensure the post-fire (COVID) mental health and resiliency needs of the community are met (SN2)
- Build capacity with cross sector partners and community members to improve coordination and communication (SN3)
- Understand and address inequities to advance opportunities for all (SN4)

The project ensures post disaster mental health & resiliency services by providing resources to support community-led solutions targeting BIPOC communities. Additionally, the proposed project builds community capacity through expanding collaboration among wellness service providers and provides for Healing Navigators to support resource navigation and benefits enrollment. Following the proposed comprehensive community engagement strategy, policy makers will understand, and have the resources to address, inequities that exist within the community that may hinder the recovery process.

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

The proposed project will leverage three separate sets of community partnerships:

- The project will partner with culturally and linguistically appropriate community and faith-based organizations from throughout the County to address the immediate and long-term healing and wellness recovery needs of the BIPOC community.
- The project will partner with Sonoma County Health Services to expand opportunities for access to county administered mental health and wellness programming
- The proposed project will partner with policy makers to ensure full engagement in a community-led process aimed at identifying the long-term recovery needs of the BIPOC community.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Latinx Health Work Group, ARPA Equity Work Group, NAACP, Los Cien, NBOP, IDTF, Love & Light, North Bay Jobs with Justice.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October (date TBD); the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be expended by December 31, 2024. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Human Services	Candice Guasco	

Project Title
CalFresh Mobile Office

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

Procurement of a customized mobile office to provide increased access to CalFresh benefits while decreasing the need for the client to travel to a brick and mortar location. The mobile office will be a singular vehicle with the capacity to provide on-demand services, including application assistance, on-site interviews, ongoing case maintenance and issuing EBT cards in real time to clients. The Mobile Office will also support Medi-Cal applications, case inquires and connecting residents with additional services and programs offered by Human Services. The ability to deploy the mobile office allows the Human Services Department to provide access to services for underserved communities, high-risk individuals, residents with mobility or transportation issues and be a new resource in disaster response efforts. This maximizes access points to the CalFresh program, for all Sonoma County residents, regardless of geographic location and household situation. The Mobile Office will operate in accordance with federal, state and local regulations as it pertains to the CalFresh and Medi-Cal programs, with the added benefit of being mobile, increasing client reach.

The State of California has directed counties to increase CalFresh participation by at least 15% in the next FFY. Access to benefits is cited as a major obstacle in counties with rural communities and the mobile vehicle can assist in alleviating that obstacle. Sonoma County has agricultural workers with limited access to transportation to our (3) public offices. The lack of transportation and rural location created unnecessary hardships on those families during COVID-19 and in recent fire disasters. Many of the agricultural families expressed concerns over having access to enough food during the fires, evacuations and that was compounded with COVID-19 limitations. Our Community Based Organizations have been advocating for a greater county presence in North, West and East county, while our offices are located in Santa Rosa and Petaluma. With the Mobile Office, we could bring our services to these families where transportation is no longer a barrier to services. Additionally, the ability to serve areas in the county that do not have consistent outreach opportunities could increase CalFresh participation, which in turn will decrease Hunger Insecurity in our community. During the pandemic, the ability to reach our high-risk residents was difficult, however, the ability to deploy a mobile office to those locations would have provided safe and secure options for the residents and our staff. The Mobile Office would be to assist in decreasing potential exposure incidents while serving ill and potentially contagious individuals in a smaller and controlled setting.

The Mobile Office will be staffed with Economic Assistance Eligibility Specialists, ensuring bilingual staff are available to support our threshold languages. Translation services would be available via our contracted provider via phone inside the Mobile Office and all forms and notices will be made available in the household's preferred language. The Mobile Office will provide residents the same level of assistance as our fixed locations to ensure consistent, equitable and respectful treatment is consistently experienced. Providing access to CalFresh in underserved communities is a necessity for Sonoma, bringing services to households where they are is critical to supporting our residents.

The Mobile Office will be designed and built using models from San Mateo County and specific needs the Economic Assistance Division has identified to best serve our diverse demographic. The Mobile Office will be a 40ft, 2021 Ford F-650 Chassis, standard cab unit (estimated size of unit does not require a commercial license).

The vehicle will be equipped with a generator to provide power supply for network access, EBT printer functionality and lap top connectivity. The customized vehicle will come equipped with all cables/wiring for network connections, including an IT rack. The unit will be equipped with an approved EBT printer and PIN selection device, with approval from the EBT administrators in conjunction with federal and state regulations. Also, a small safe will be installed in the unit to allow EBT card stock to be safely maintained at all times.

Additionally, the functionality of the Mobile Office allows almost immediate deployment during times of disaster, including being stationed at emergency shelters to provide replacement benefit and card requests, decreasing administration time and providing the household support in their crisis. The Mobile Office can also serve as an independent LAC location, at any location that has clearance for the vehicle. This eliminates space requirements when locating a LAC location where space is limited. The Mobile Office is not a full mobile command center or disaster response unit, but can serve multiple households at the same time, maximizing the time allocated in any one location and decreasing processing time when benefits can be made available in real-time when applicable. The ability to hold multiple outreach or response events in a single day, across the county, is an untapped solution to increasing client services.

In the first year of the Mobile Office, our scope of service estimates the number of residents that will be served is between 1,800-3,240. Using an estimate of 10-15 deployments per month serving 15-18 residents at a time for non-disaster responses deployments only. However, if the Mobile Office was to be deployed as a Disaster Response office or LAC, the anticipated number would increase as a result.

Scope of service estimates are based on frequency of deployments, length of time at each location and whether the Mobile Office is used in a disaster response capacity.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

After receiving approval for the project, completing any necessary RFP's, bid approval and finalizing customization for the design and specifications, the contract can be entered and the Mobile Office can be completed in approximately 8-10 months. Based on start date, the fund expenditure and project completion would be in late 2022.

The ongoing costs for the Mobile Office will be based on routine maintenance, fuel and potential network costs, which can be evaluated for inclusion in the annual operating budget per department and division as appropriate.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$100,000
Capital Costs	\$500,000
Other (describe)	\$0
Estimated Total Project Costs	\$600,000
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$600,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

2021-year model Ford F-650 chassis (regular cab – seats 3 people)
- Estimated unit price \$ 500,000
IT/Network/Security Upgrades
- Estimated \$ 75,000
Maintenance/Fuel
- 1 st year estimate \$10,000
▪ This estimate is dependent on total deployments in the first year of usage
Safe for EBT Card Stock
- \$300 for unit
- \$500 for instalation
Class B Licenseing (based on the final vehicle size and specs)
- Estimated \$ 7,000/per driver for driving school and licensing fees
Outreach/Engagement Campaigns
- \$ 2,000

\$600,000

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please cite the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

The Mobile Office would address economic impacts experienced by residents in the county by increasing accessibility to CalFresh. By addressing communities who have experienced inequitable impacts of COVID cases and economic hardships, this allows opportunities to increase the economic stability of lower income, high-risk and underserved residents. Increasing CalFresh participation provides immediate financial support via a safety net program that allows access to purchase food for the household, while increasing economic spending in the county. CalFresh spending results in a local economic return of \$1.89 on the dollar, increasing the participation in the program serves a dual purpose, which results in an overall positive impact for residents and the economy.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

The Mobile Office is in alignment with the Strategic Plan's *Healthy & Safe Communities Pillar*, *Racial Equity and Social Justice Pillar* and *Resilient Infrastructure Pillar*. The purpose of the Mobile Office is to provide increased access to safety net programs, while focusing on under-served and under-represented residents. The Mobile Office concept removes geographic, socio-economic and physical obstacles experienced by Sonoma County residents. Coordination of benefit access to ensure equitability in service delivery options using data from socio-economic will assist in decreasing disparities in identified groups. The ability to deploy the Mobile Office in emergency and disaster settings will bring services to residents in crisis, increasing access to safety net programs in a positive and timely manner. Decreasing the need for residents to travel to a brick and mortar location during a disaster also allows strategic coordination of services across the county. This option encourages the collaboration of CBO's and other community networks to streamline communication of services available in times of high need.

While the Mobile Office concept falls under three of the Strategic Plan Pillars, it specifically meets the following Objective:

Healthy and Safe Communities Goal 1/Objective 2 - Identify gaps in the Safety Net system of services and identify areas where departments can address those gaps directly, and seek guidance from the Board when additional resources and/or policy direction is needed. The Mobile Office will be able to address identified areas of service

gaps on both a geographic and socioeconomic focus, providing local support in those communities. The mobility of the unit will increase timely access points to safety net programs by direct assistance for CalFresh and Medi-Cal and link residents to additional programs and services available, increasing service connections and client support.

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

The Mobile Office will increase access points to underserved communities, which are a combination of socio-economic, racial disparity, disabled and housing impacted county residents. Providing services where the residents are located, eliminates the lack of transportation, increases visibility and opportunities for community engagement. Establishing consistent visual exposure and demonstrated interactions that uphold the county's Racial Equity and Social Justice expectation, will increase trust in those communities. As a safety net program, CalFresh serves residents when they are in a time of need. By establishing trusted relationships and providing consistent and equitable services, we can reach more individuals where they feel safe. If the Mobile Office can create a foundation of trust in an underserved community, the number of residents accessing the benefits will increase. Stabilization of the household's economic situation can be evaluated with additional county programs, once the immediate service need is met. Decreasing Hunger Insecurity in low-income and communities of color is the focus. However, with the ability to connect the household to more services can strengthen their options for self-sufficiency.

The potential negative impact that may be experienced with the Mobile Office is initial hesitation on community residents. This can be mitigated by community education campaigns, working with trusted partners to announce the Mobile Office, services offered and even holding a few small special events to introduce the community to the staff and new office option.

The ability to do concentrated outreach efforts on identified communities that have barriers to accessing CalFresh is unlimited. Working with county partners, advocates and internally available data can provide a map to underserved communities, many of which have increased needs since COVID-19. We will meet the residents in their community, provide them a safe and secure space to apply for, receive and inquire on benefits. Eliminating physical barriers and establishing trusted connections will lead to decreased inequity over time.

The estimated budget does include outreach/engagement allocation and can be developed during the construction of the unit.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Increasing access to the CalFresh program has been a focus for many years, including expansion of Economic Assistance staff into the South County Neighborhood Services office. While increasing staff in fixed, physical locations remain a necessity, bringing services to them is a competing priority. In order to remove obstacles to services, clients need options that do not require them traveling to a fixed location. The Mobile Office concept allows the full-service experience as being in a fixed location, but without the requirement to travel there. With strategic mapping of priority communities, we can increase accessibility, which may help bridge geographic needs. The Mobile Office can be located in more location in a single day, increasing resident access and in doing so, increase participation with limited staff resources.

Does the project support a community need based on COVID-19, if so, describe.

Yes, the Mobile Office would create access to CalFresh in rural, transportation impacted, and low-income communities that have been impacted most by COVID-19. These communities have suffered great impacts from COVID-19 and the economic ripple. The COAD Food Group has identified food insecurity during COVID-19 as a primary concern amongst homeless, elderly and disabled, agriculture-based households and non-citizens. Providing access to food remains a top priority in the pandemic, economically disadvantaged and ongoing disaster impacted communities. This was recognized ten-fold during the fires in 2020 and community partners have expressed the need to increase visibility and access to the Human Services Department. The Mobile Office can increase application access, benefit delivery and as a result, increased food security for all residents.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Yes. Using data compiled from JobsEQ and internal data, we have identified areas with unmet need and have provided initial figures here and attached maps to illustrate those components.

Initial Areas of Concentration based on demographics, geographic location using zip codes and CalFresh Participation rates (as of 2019):

95407, 95425, 95436, 95446, 95448, 95472, 95476, 94928 and 95492

We also used the 2020 Sonoma County Homeless Census Report to ensure areas of focus directly correlated to high homeless concentrations:

West County, Rohnert Park, Petaluma and Santa Rosa

Our initial efforts and site locations would be focused on the zip codes above which do layer onto the areas with higher homeless residents. We believe this approach provides a broad scope of access to all residents and their unique needs while covering an edge-to-edge concept geographically.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Yes, indirectly as it relates to safety net programs, economic stability, disaster response and food needs.

Will your proposal leverage community partnerships? If yes, explain?

Yes, the CalFresh program works collaboratively with several CBO's that engage in application assistance, nutrition services, community education and advocacy. We would coordinate comprehensive access plans to maximize outreach efforts, community engagement and identifying communities in need of the Mobile Office. By scheduling events in collaboration with our CBO's would allow opportunities for the application assistors to secure applications, coordinate interviews and engaging community participation. We would explore operating events highlighting the CBO's unique focuses and services to further enhance the nexus between the county and trusted community partners. Using shared messaging and social media campaigns extends the reach of information, and reinforces the established trust residents have with the CBO's.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Redwood Empire Food Bank, Catholic Charities, Redwood Community Health Coalition, Petaluma Bounty, Interfaith, 211 of Wine Country.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
IOLERO	Karlene Navarro	IOLERO-FR-01

Project Title

RESPONSE REQUIRED
Community Oriented Policing Project (COPP)

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

Community Oriented Policing is an approach to law enforcement that encompasses multiple, varied strategies. One of the basic premises of community-oriented policing is to create law enforcement strategies that maximize both effective crime prevention and public trust in the police. Community-oriented policing philosophy emphasizes the “co-production” of public safety by both the police and the community meaning the police should work in collaboration with the community to define, prioritize and address crime and policing issues in the community.

While the concept of community-oriented policing theory has been around for a long time, there aren't any clear criteria for implementing community-oriented policing because the mission of each law enforcement agency is supposed to be guided by the community it serves. This community-driven aspect is the focus of IOLERO's community-oriented policing project (COPP). IOLERO has partnered with the Department of Criminology and Criminal Justice at Sonoma State University (SSU) and The Redwood Consulting Collective to conduct a study based on community surveys and focus groups to help inform us in a scientific and objective way as to what this communities' experiences are with law enforcement and what this community would like to see the future of policing look like in Sonoma County.

The premise of IOLERO's community-oriented policing program is steeped in its mission of improving the relationship between the community and the Sonoma County Sheriff's Office (SCSO) with a focus on the County's most underserved communities. By surveying the communities' feelings about the SCSO, the researchers will be able to address issues that have negatively affected relations between the community and the SCSO, if any, before and during the pandemic. Through this work, IOLERO aims to design a community-oriented policing program focused on repairing existing damage by enhancing trust, crisis response, cultural sensitivity and de-escalation.

In late April 2021, the IOLERO director and the researchers have met with management at the Sonoma County Sheriff's Office (SCSO) to review and discuss the project. Sheriff's Office management has been very supportive, offering their feedback, use of their facilities (for focus groups and surveys) and partnership for the project. On May 2, 2021, the researchers gave an overview of the project at a Community Advisory Council (CAC) meeting where the CAC and the community asked questions and participated in a conversation about the project. The advertisement for the meeting can be read here: <https://myemail.constantcontact.com/Reminder---We-want-your-input-on-Community-Oriented-Policing.html?soid=1134131664636&aid=1dHs-buBQLw> The video from that meeting may be viewed here: <https://sonomacounty.ca.gov/Community-Advisory-Council/Calendar/Community-Advisory-Council-Meeting-May-3-2021/> The researchers plan to further engage with the SCSO, the CAC and the community at different phases of the study. The researchers also met with Paul Gullixson, the County's Communication Manager and Sylvia Lemus, County Communications Specialist to discuss partnering with the

County during the survey portion of the study in order to reach the broadest section of the community possible (i.e., accessing County sampling frames, demographic information and County distribution lists).

The goal is to use the results of this study to create a criterion for what community-oriented policing should look like in Sonoma County. The mission of IOLERO's COPP is to find an innovative, community-responsive approach to strengthening the relationship between the community and the Sheriff's Office (SCSO). In order to respond specifically to the needs of the different Sonoma County communities, with a focus on underserved communities and communities of color, our project includes three phases.

Phase I – Research: Phase I includes a literature review, applying for and securing funding for all phases of the project and conducting surveys and focus groups (data collection) in Sonoma County.

The literature review informs and frames the rest of the study and will be completed by Professor Asencio and the SSU interns. The literature review includes studying the large body of literature including research and theoretical work that exists on community-oriented policing. The researchers are evaluating how IOLERO's COPP fits within this body of research, what we can learn from past empirical studies, and how we can apply those concepts to our COPP.

Through pre-study development discussions with IOLERO, the SCSO, the CAC and the community, the researchers are developing strategic learning questions which are intended to meet the information needs of the stakeholders in order to inform our future action (i.e., to implement a community-oriented policing program). The strategic learning questions are designed to tell us how we should partner with the SCSO to design and implement a model of community-oriented policing that will meet Sonoma County's needs. A strategic learning question is not the same as a question that would appear on a survey or in focus group discussion. Strategic learning questions are the very broad. In order to get to the answer, many different related questions must be asked and the answered during the focus groups and surveys. For example, one of the broad questions we want to answer is through this study is - "What is the relationship between the Sonoma County community and the Sonoma County Sheriff's Office? To get to an answer to this question, a researcher would ask a lot of different questions first.

The strategic learning questions that have been developed thus far by the researchers are:

1. How do members of the community define "Community-Oriented Policing?" While the research literature provides a definition of this concept, we are interested to learn how different members of the community and the SCSO define community policing.
2. Do community members perceive community-oriented policing differently than law enforcement officers? If so, how do these perceptions differ?
3. When community members think of community-oriented policing, what examples come to mind? We're interested in hearing local examples or examples they've heard of from other places.
4. What community-oriented policing practices does the SCSO currently engage in? We're interested in learning if these practices are formal or informal, sporadic or consistent, voluntary or required.
5. How does the SCSO communicate its expectations related to community-oriented policing to its deputies? As part of this question, we're interested in learning about the extent to which SCSO training addresses elements of community-oriented policing.
6. How does the SCSO evaluate the extent to which their deputies are engaging in community-oriented policing practices and how does this factor into the annual evaluations of deputies?

7. What do community members think results from community-oriented policing practices? We are interested in learning what impact the community expects to see from community-oriented policing. We want to find out if there are examples of this impact in Sonoma County and specifically with the SCSO.

8. What is the nature of the current relationship between community members and the SCSO? And, how - if at all - has this relationship been affected by the COVID-19 pandemic? We are interested in learning about perceptions of the SCSO and relationships with the SCSO among different groups within the community. We also want to learn about the specific practices that SCSO deputies are engaged in to build relationships with community members in their areas.

9. What are community members' priorities in regards to the SCSO and community-oriented policing? How - if at all - have priorities shifted in light of the COVID-19 pandemic?

Once the strategic learning questions are finalized, they will be used to develop the focus group questions for an in-depth discussion with community members. The data collected during the focus groups will inform the questions for our county-wide survey.

Before the researchers can do any data collection involving human subjects, the study must get approval from the Institutional Review Board (IRB). The IRB is constituted of a diverse group of academic researchers and community advocates. In accordance with federal regulations, the IRB has the authority to approve, require modifications, or disapprove the research plan. The purpose of IRB review is to assure, both in advance and by periodic review, that appropriate steps are taken to protect the rights and welfare of humans participating as subjects in the research.

The researchers will target specific communities for focus groups including the Spanish-speaking and undocumented communities, the broader Latinx community, the African American Community, schools and educators, the business community, other under-represented communities, the SCSO deputies, the Windsor, Sonoma and Guerneville communities (where the SCSO has satellite offices and the potential for a town-centered approach to community-oriented policing).

Focus groups of SCSO deputies will be conducted to examine how the deputies feel about community-oriented policing, the amount of community-oriented policing that is already happening in the community, and the level of value they feel is placed on it by the SCSO. For example, it will be important to learn whether the deputies feel like their efforts in community-oriented policing are considered and valued when they apply for promotions within the SCSO.

After the data collection is completed, the second phase will include a period of data coding and interpretation by IOLERO's research partners at Sonoma State University and Redwood Consulting Collective.

Phase II –Initial Implementation (Pilot Program): This phase will include a period of interpretation of the study results and the development of training materials and a training program to implement a COPP at the SCSO. Once the data is interpreted, IOLERO's goal is to work with the SCSO to design community-oriented policing program and training that is responsive to the needs of the communities we surveyed. The COPP will be implemented by the SCSO in partnership with IOLERO. IOLERO will assume auditing functions over implementation of the program. During this phase of the COPP, a third-party will provide training to the SCSO employees because it would be a conflict of interest for the training to be implemented by the researchers or SCSO management. During training and initial implementation of the program, Dr. Asencio, the head researcher will be evaluating the training and implementation to assess compliance with the study results.

Phase III – Evaluation and Assessment for Future Sustainability of the COPP: As stated, the evaluation portion of the study will commence during the training and implementation. The evaluation portion of the study will evaluate the effectiveness of the training and implementation in order to address any gaps identified in the initial study. After a period of initial implementation and assessment, IOLERO and the SCSO will work together to determine the viability and cost of continuing the COPP. At that time, if it is determined that the COPP is succeeding and has potential for long-term positive impact on the community-sheriff relationship, a presentation will be made to the Board of Supervisors to provide a progress update and consider making COPP a continuing program in Sonoma County.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

Currently, the program is in the study development phase.

Phase I (Research)- will begin in January of 2022 with planning, literature review and data collection (surveys and focus groups) Data coding and interpretation will occur in late spring of 2022.

Phase II (Initial Implementation (Pilot Program)– COPP design and training development is tentatively planned for the Summer of 2022. Full COPP implementation is planned for February 2023 and will be ongoing.

Phase III – (Evaluation and Assessment for Future Sustainability of the COPP): Begins February 2023 with Evaluation of how the study is being implemented.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$328,632
Capital Costs	\$0
Other (describe)	\$0
Estimated Total Project Costs	\$328,632
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$328,632

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

The estimated budget costs for this project includes three phases (research, data, and reporting), the initial training costs for SCSO deputies and sergeants, and miscellaneous cost for the outreach and facilitation of focus group meetings. The requested \$328,632 of ARPA funds include the following:

- Phase I – Research (Planning, Literature Review, Study Design & Data Collection: \$76,500
- Phase II –Initial Implementation (Pilot Program): \$184,632
- Phase III – Evaluation and Assessment for Future Sustainability of the COPP: : \$67,500
- **Total: \$328,632**

Once a COPP is established, the US Department of Justice offers multiple grant opportunities to further enhance Community Oriented Policing Programs that require various levels of local match funds. Some of these grants include:

- Community Violence Intervention Programs
- School Violence Prevention Programs
- Crisis Intervention
- Tolerance, Diversity & Anti-Bias Training

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED

This request aligns with the Funding Fact Sheet item #3: **Serving the hardest hit communities and families – “Addressing health disparities and the social determinants of health, through funding for community health workers, public benefits navigators, remediation of lead hazards, and *community violence intervention programs*”**. The project also aligns with the guidelines on page 21 of the FAQ which address how funds can be used for community violence intervention.

“In communities where an increase in violence or increased difficulty in accessing or providing services to respond to or mitigate the effects of violence, is a result of the pandemic they may use funds to address that harm. This spending may include: Community Violence Intervention (CVI) programs, including capacity building efforts at CVI programs like funding and training additional intervention workers”

“Programs or services that provide or facilitate access to health and social services and address health disparities exacerbated by the pandemic. This includes Community Violence Intervention (CVI) programs, such as: Evidence-based practices like focused deterrence, street outreach, violence interrupters, and hospital-based violence intervention models, complete with wraparound services such as behavioral therapy, trauma recovery, job training, education, housing and relocation services, and financial assistance; and, other Capacity-building efforts at CVI programs like funding more intervention workers; increasing their pay; providing training and professional development for intervention workers; and hiring and training workers to administer the programs.”

CVI’s are just one of the many approaches within the over-arching fundamental principles of community oriented policing programs. Through partnering together, IOLERO, SCSO, focus groups, and individual community members, will develop the specific methods and strategies that will support collaborative solutions to address threats to the safety of the community.

IOLERO’s COPP addresses the disproportionate public health and safety impacts of the pandemic on the hardest-hit communities. Once IOLERO has the data from the community through the COPP surveys and focus groups, IOLERO will work with the researchers SCSO, the CAC and community members to design a community-oriented policing program that addresses the community response. IOLERO’s COPP specifically aligns with the following ARPA elements:

1. Supporting the public health response by helping to improve enforcement of public health orders and public communication efforts (NACo, p.5; FFS, p.3): The data collected by surveys and focus groups will examine how the sheriff office’s perceived refusal or inconsistent enforcement of health order impacted the communities’ relationship with and attitude toward the SCSO. COPP design will focus on ways to repair damage and strengthen the existing relationship.
2. Responses to IOLERO’s surveys and focus groups will likely draw information about the communities’ feelings and opinions about the COVID-19 prevention and mitigation efforts at the Sonoma County Jail (NACo, p.5, FFS, p.3) COPP design will focus on improvements for future communicable disease policy including keeping people who are incarcerated in communication with their loved-ones and the outside world.
3. Responses to IOLERO’s surveys and focus groups will likely draw information about the communities’ crisis intervention needs and how the SCSO’s services can be improved and tailored to respond to those needs (NACo, p.6, FFS, p.3)
4. Responses to IOLERO’s surveys and focus groups will likely draw evidence that will assist IOLERO and the SCSO to design community violence intervention strategies within the COPP. One of the primary goals of the COPP is to strengthen trust between the community and the SCSO so that community members feel more comfortable calling the SCSO for help in the event of a violent crime and cooperating with the SCSO for the duration of the investigation of the reported crime (NACo, p.7, FFS, p.5)

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Pager>

Indicate N/A if not applicable

IOLERO's COPP aligns with two of the County's strategic pillars – (1) Healthy and Safe Communities and (2) Racial Equity and Social Justice. The project's alignment with the Racial Equity and Social Justice pillar and its objectives are discussed on the following page in response to the next question. Our COPP's alignment with the Healthy and Safe Communities pillar is discussed below in this section.

Healthy and Safe Communities: Sonoma County's collective well-being and prosperity are impacted by ensuring that Sonoma County provides quality and equitable housing and public safety services, as well as health and human services for all. IOLERO's mission is to help develop improved, more transparent and equitable public safety services with the SCSO. One of the main goals of this COPP is to determine how the community feels about the public safety services it is receiving from the SCSO, how those services can be improved and how the community can partner with the SCSO to "co-produce" equitable public safety services.

Goal #2: Establish equitable and data driven distribution of services (Obj. #1, 2 & 3): The objectives within this goal of the strategic plan are to integrate the system of care to address gaps in services to the County's most vulnerable, track data, eliminate gaps in services and mitigate the negative impacts caused by lack of access to services by racial and ethnic groups that are underserved. The County seeks to address the issue of barriers between "safety net" departments (Human Services, Health Services, Community Development Commission, Probation, Child Support, and others) The population of people served by IOLERO is shared by the other "safety net" departments mentioned in the County's strategic plan. Often times IOLERO's complainants are on probation, homeless and/or receiving services from Human Services. IOLERO's COPP will make a valuable contribution to the County's desire to make sure community members of Sonoma County receive coordinated care, in addition to having their complaints with the SCSO resolved, no matter how the individual enters the Safety Net System. Currently, when a community members files a complaint with IOLERO, they are provided with an introductory letter that includes information about an array of County services that might provide them with mental health and substance abuse support and legal help.

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

RESPONSE REQUIRED

1. **Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.** IOLERO's COPP will gather data of first-impression from the community with a focus on underserved communities. The COPP will also present an opportunity for focus groups to provide their in-depth input in order to develop a community-oriented policing program that includes racial and economic equity. Members of the most underserved communities such as the unsheltered, communities of color, immigrants, low-income and the LGBTQ communities, often become victims of crimes, however these communities are less likely comfortable approaching law enforcement for assistance. As a result, law enforcement agencies need to make a concerted effort to engage and build more trust with these vulnerable communities. These goals are the heart of IOLERO's COPP.
2. **Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts:** N/A
3. **Does this project address specific racial and/or economic inequities in Sonoma County?** Yes, the focus groups will specifically concentrate on the Spanish-speaking and undocumented communities, the broader Latinx community, the African American Community and other under-represented, vulnerable communities. In order to have a balanced and well-rounded data set other focus groups will include schools and educators, the business community, sheriff's deputies, and residents of Windsor, Sonoma and Guerneville (where the Sheriff's Office has satellite offices and the potential for a town-centered approach to community-oriented policing) (see p.4 above for more information about the anticipated focus groups).
4. **Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?** Yes, a large portion of this project is dedicated to conducting focus groups and wide-reaching surveys within the Sonoma County community, with a focus on underserved communities, for the purpose of learning as much as possible about what this communities' experiences are with law enforcement and what this community would like to see the future of policing look like in Sonoma County. During the current study development phase, the researchers have already met with SCSO management, the CAC and the community members who attended the May CAC meeting.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

- One of the main goals of IOLERO's COPP is to help the Sheriff's Office respond more specifically and efficiently to the communities needs. By gaining a better understanding of how the community defines and prioritizes crime, and how the community wants to be policed, IOLERO can assist with the SCSO's response to calls for service which will reduce response times, arrests and incarceration. Further, designing a COPP that improves the community-Sheriff relationship by increasing the use of de-escalation tactics and culturally sensitive crisis intervention will in turn reduce the need to use force resulting in fewer injuries (community members and deputies) and costly lawsuits against the County.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

As Sonoma County continues to experience positive COVID-19 cases daily, the community need to strengthen and repair its trust in law enforcement is more important than ever.

As discussed in more detail above (p.6, section entitled “ARPA Eligibility”), one of the symptoms of the disproportionate impacts of Covid-19 on vulnerable communities was the struggle between local government and the sheriff’s office to enforce health orders. Based on stories in local media and social media many community members reportedly feel that the sheriff’s office chooses to enforce the health order selectively against poor people or people of color but not against wealthier property owners or members of certain churches. The health order acrimony has seemingly created additional erosion of the communities’ trust in the SCSO. IOLERO’s COPP study seeks to delve deeper into this issue to find out directly from community members and SCSO what actually happened with health order enforcement, how the community views health order enforcement and what the community desires from the SCSO related to health order enforcement.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

Yes, the relationship between some Sonoma County communities and the SCSO is strained. IOLERO has made strides toward providing increased transparency, improved policies such as a new de-escalation policy and other changes that contribute to strengthening the community-sheriff relationship. However, the more can be done. This study will enable us to get to the heart of the issues between the community and the SCSO, determine what problems actually exist, if any, which specific communities the issues exist within, and how we can bring the all the County’s different communities together with the SCSO together to work in partnership.

Is your project included in the County’s 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County’s Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

There is the possibility that during focus groups and surveys, community members may communicate concerns or issues related to the SCSO’s handling of evacuations during the fires. If this topic arises, there may be a discussion about how to incorporate best practices for fire response into the SCSO’s community-oriented policing procedures.

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

In the spring of 2020, IOLERO teamed up with the Department of Criminology and Criminal Justice Studies from Sonoma State University (professors and interns led by Dr. Asencio) and Dr. Silvana McCormick from Redwood Consulting Collective in Santa Rosa to conduct a study based on community surveys and focus groups to help inform us in a scientific and objective way as to what this communities' experiences are with law enforcement and what this community would like to see the future of policing look like in Sonoma County. The IOLERO director and the researchers have met with management at the SCSO to review and discuss the project and SCSO management has been very supportive, offering their feedback, facilities (for surveys and focus groups) and partnership for the project. Once the data is collected and interpreted, the researchers will be consulting with SCSO management on design and implementation of the COPP.

The researchers have already met with the CAC and the community members who attended the May CAC to discuss the project and their feedback was incorporated into the study development. The researchers plan to meet periodically with the CAC, SCSO management and the community throughout the study.

Working directly with community groups and individuals is an integral component for any crime reduction strategy. By engaging important and relevant stakeholders in the community who have tremendous knowledge, resources, and capacity to collaborate on issues of shared concern, law enforcement can improve responses to problems, reduce citizens' fears and concerns, and increase the overall satisfaction with police services.

Partnering with community groups, deputies may be able to better understand the intricacies of the communities in which they work, identify critical community resources for individuals in need, and build a connection with vulnerable populations, who may be unwilling or unable to approach law enforcement for assistance. Through this process an essential trust will be established, reducing the likelihood of negative reactions.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

As stated, the IOLERO director and the researchers have met with SCSO management, the Community Advisory Counsel (CAC) and the community members who attended the CAC meeting. The advertisement for the meeting can be reviewed here: <https://myemail.constantcontact.com/Reminder---We-want-your-input-on-Community-Oriented-Policing.html?soid=1134131664636&aid=1dHs-buBQLw>

The agenda, minutes and video of the meeting can be viewed here: <https://sonomacounty.ca.gov/Community-Advisory-Council/Calendar/Community-Advisory-Council-Meeting-May-3-2021/>

The researchers plan to meet with targeted communities for the focus group portion of the study including the Spanish-speaking and undocumented communities, the broader Latinx community, the African American community, schools and educators, the business community, the deputies, other under-represented communities, the Windsor, Sonoma and Guerneville communities (where the Sheriff's Office has satellite offices and the potential for a town-centered approach to community-oriented policing).

The researchers also met with Paul Gullixson, the County's Communication Manager and Sylvia Lemus, County Communications Specialist to discuss partnering with the County during the survey portion of the study in order to reach the broadest section of the community possible (i.e., accessing County sampling frames, demographic information and County distribution lists).

The data drawn from the surveys and focus groups will be coded, studied, and interpreted by the researchers and used to design an implementation plan for IOLERO's COPP.

County of Sonoma

American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request#(s)
Probation Department	Vanessa Fuchs	PROB-FR-02

Project Title

RESPONSE REQUIRED

Homes 4 the Homeless Vocational Youth Training Program

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

In the summer of 2021, the Probation Department entered into an innovative partnership with Homes 4 the Homeless and the Boys and Girls Club of Sonoma-Marin to provide a meaningful construction project and vocational training for local youth. This program had the added benefit of maximizing existing space and construction equipment located at the Probation Camp, which is currently unoccupied due to low population levels. The results of this collaboration were two fully-operational and attractive shower/bathroom units to be deployed to sanctioned homeless camps or services centers. More information on the collaboration may be found here: <https://homes4thehomeless.org/vocational-youth-training-program/>

According to the terms of the project, the Boys and Girls Club was responsible to identify, transport, and supervise participants of the program two (2) days a week (Tuesdays and Thursdays) for a six (6) hour session each day for a total of four (4) weeks. The California Department of Rehabilitation, in separate partnership with the Boys & Girls Club of Sonoma-Marin, provided wages and Workers Compensation Insurance for youth participants. The Probation Camp's Probation Industries Crew Supervisors (PICS) provided proper safety gear, as well as instruction to safely use tools in and around the Camp shops. Homes 4 the Homeless staff and volunteers oversaw the shower/bathroom build and ensured the structure meets building code and the work meets the quality expectations of the design.

Based on the success of this pilot project, the Probation Department is proposing an additional 3-year partnership with Homes 4 the Homeless and one or more local community based organizations who serve youth and young adults up to age 24 years (transitional-age youth) to construct an additional 5 modular shower/restroom units per year, or 15 units total. In addition to the technical education, participants will be provided training and practice on "soft skills" such as resume writing, mock interviews, dress and grooming, etc. At any given time, up to 8-10 youth or young adults will be enrolled in the program, with an estimated 40-50 local youth served annually. Stipends will continue to be provided to youth enrolled in the program, either through the Department of Rehabilitation funding or through other local workforce investment programs and grants.

Youth participants will learn valuable vocational skills in construction building modular shower/bathroom unit(s) for those experiencing homelessness. Homes 4 the Homeless has partnered with several communities to provide modular units that are safe, warm, dry and meet the required codes and certifications of the local jurisdiction as well as leadership in navigating the myriad of code, zoning, political and public relation issues that may arise throughout the planning and implementation of the project. Upon completion of the structures Homes 4 the Homeless will transport the shower/bathroom unit(s) to the designated location.

This program, like the pilot project, will be open to all genders, and the Department will work closely with community groups and the Sonoma County Office of Equity to elicit broad demographic and geographic

representation by removing barriers to participation, i.e. language, transportation, etc. Priority for participation in the program will be given to youth referred by the Probation Department, or transitioning back to the community from an out-of-home placement program. However, referrals may come from partner community based organizations and/or schools as an early intervention to avoid justice involvement by vulnerable youth or young adults.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

Upon award of funds, Probation will open a solicitation for CBO partner(s) in January 2022. The Department expects to initiate the program in March-April 2022, obligate all funds by December 31, 2024 and complete all project builds by September 1, 2025.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$75,000
Services and Supplies	\$750,000
Capital Costs	\$0
Other (describe)	\$0
Estimated Total Project Costs	\$825,000
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$150,000
Total ARPA Funding Request	\$675,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded;

application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Each unit will cost approximately \$50,000 to complete. This estimate includes costs to provide orientation, transportation, daily meals, initial clothing and work boots to participants, staffing to provide project coordination and participant instruction, in addition to the hard costs of constructing each unit. Building supplies costs have been extremely volatile based on factors like wildfires and re-building efforts, as well as supply-chain disruptions from the pandemic. If materials costs exceed funding, alternative funding will be pursued, or the number of construction projects will have to be scaled back. The proposal anticipates purchasing materials in bulk from local suppliers to reduce shipping costs and storing materials at the Probation Camp in order to experience best pricing. The Department also anticipates requiring approximately \$25,000 per year toward overtime and extra help costs associated with Probation staff monitoring participants and coordinating program activities on the Probation Camp campus.

Assuming that some number of youth served by this program will fit the criteria of Division of Juvenile Justice Realignment as defined in SB 823, the Department will contribute up to \$50,000 per year from DJJ Realignment funding toward this program.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please cite the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

RESPONSE REQUIRED

- θ Support public health response: Fund COVID-19 mitigation efforts, medical expenses, behavioral health care and certain county public health, public safety, human services and other related staff.

θ This section also covers program and service activities that address: – Housing insecurity, lack of affordable housing or homelessness – Impacts of COVID-19 on education, including new or expanded learning services, assistance to high-poverty school districts, needs of students – Childhood health or welfare, including childcare, home visits by health professionals, parent educators and social service professionals, and services for child welfare-involved families and youth.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page/Strategic-Plan-Pivot-Table> (handy tool to see leads for each objective/sort by pillars and goals/etc).

Indicate N/A if not applicable

N/A

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

RESPONSE REQUIRED

1. This project provides meaningful public benefit projects and career technical education to youth and young adults with emphasis on engagement of low-income communities and communities of color. Our goal is to interrupt bias that reserves opportunities for the advantaged who have resources to navigate systems. We will extend focused engagement efforts to Black, Indigenous, and Latino young people and low-income communities, including individuals with justice involvement. Engagement efforts and program development will be guided by an advisory group with representatives from these communities, including those with lived experience with justice involvement. Advisory group guidance will shape how we extend access to opportunities often reserved for white, cisgender males. It will also help the program operationalize values of welcoming relationships, belonging and belief in the potential of all, oriented to

understanding cultural features as beautiful, worthy, and as sources of strength and resilience, not habits to correct.

2. Despite engagement plans, the remote location of the program may make it hard for people without a car to engage. As such, the RFP process to engage a community-based partner will include a plan to address any transportation needs of program participants.

Our referral sources have their own systems that also may be stacked against low-income and BIPOC, and could result in reinforcing advantage for those who catch their eye, demonstrate familiar and favored ways of moving through the world, or have the resources to navigate their processes. Outreach strategies guided by the advisory group, as well as education on expectations around the DEI values driving this project.

In collaboration with the advisory group we will develop training and behavioral expectations to prevent the program from reinforcing white cultural norms and micro-aggressions that work to exclude people of color – e.g., What do you look like when you show up? What’s in your hair? What are you eating? What are you putting on your skin? Why do you speak that way? Who’s at home? Aren’t you grateful? Isn’t this the kind of work you should like? Why are you overreacting? We’re all the same.

The contracting process will require culturally responsive programming, full access to programming by speakers of Spanish. The advisory group will shape the selection process and assist with its execution. Program design, implementation and evaluation will be accountable to the advisory group, as well as to program participants via an active feedback process.

3. This project will provide multiple modular shower/bath units for existing or developing homeless service programs. These units not only support public health initiatives by providing clean safe facilities, but more importantly give those living unsheltered the dignity of adequate, comfortable, private access to sanitation. In Sonoma County Black, Indigenous and Latino youth are disproportionately justice-involved compared to their representation in the County population. Pathways to prosperous, self-sufficient futures are well-established as protective against further justice involvement, and we seek to address this disparity by assertively engaging these communities in the program.
4. The Department and H4H are currently developing a robust outreach plan to ensure all segments of Sonoma County youth have access to this program, including working with community-connected organizations and school partners. Outreach development will be guided by and accountable to the advisory group.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

Basic hygiene is one of the number one preventative measures against the spread of COVID-19 and other communicable disease. The units constructed by this program will provide much needed access to sanitation for those living unsheltered, which continues to be a very vulnerable population for COVID-19.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

Multiple reports have been published highlighting the lack of sufficient number of skilled tradespersons. Just one:

<https://www.businesswire.com/news/home/20210318005265/en/U.S.-Skilled-Trades-Labor-Shortage-Heightens-as-In-Demand-Jobs-Remain-Unfilled-the-Longest>

A recent Brookings Inst study highlights the value of improving access to employment consistent with this program design:

Improve on-ramps to employment for teens and young adults, particularly for those without post-secondary credentials. These on-ramps to employment can take many forms. In addition to the work-based learning programs in high school referenced above, nonprofits and community-based groups can offer them as well, and such organizations may be especially appropriate for older youth who are past high-school age and unsure about college. Programs for these young adults not in high school or college typically offer work readiness and technical skills development, often in combination with academics, mentoring, supportive services, and paid internships or stipends. Well-designed programs align training with local employer needs and look for employment opportunities with potential for advancement.

<https://www.brookings.edu/research/pathways-to-high-quality-jobs-for-young-adults/>

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

N/A

Will your proposal leverage community partnerships? If yes, explain?

H4H is supported by a broad, diverse set of community stakeholders including local construction/building trades leaders, non-profits, law enforcement agencies, and business leaders. This proposed program provides a unifying concept that can eventually be replicated in other communities. The Department will rely on existing connections with these partners and local government to implement the program successfully.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Already described elsewhere.

DRAFT

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request#(s)
Sheriff's Office	Heidi Keith	SHF-FR-03
Sheriff's Office		
Project Title		
RESPONSE REQUIRED		
<i>Enhanced law enforcement training in de-escalation and cultural responsiveness.</i>		

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The proposed project would enhance Sheriff's Office training to include additional internal and external trainings for staff in the areas of de-escalation and cultural responsiveness. This enhanced training would align with the objectives of the County's Strategic Plan and further contribute to a healthy and safe community.

De-escalation is currently taught through many courses the Sheriff's Office provides, including crisis intervention, strategic communications, biased based policing, defensive tactics, and force options simulator trainings. One of the most significant components of de-escalation training is crisis intervention training. The existing program covers an initial training centered on crisis intervention, but lacks any advanced or ongoing courses. This project would allow the Sheriff's Office, in coordination with the Sonoma County Mental Health team, to develop and offer ongoing crisis intervention training as part of the Office's de-escalation training program. The current program educates deputies about mental health issues that can cause crisis situations resulting in the need for an emergency response including law enforcement, and how to manage and de-escalate the crisis situation so the subject can be better evaluated by mental health professionals. Development of an advanced or ongoing crisis intervention training would greatly expand the knowledge base of deputies responding to frequent mental health calls.

In addition to crisis intervention training, this project would focus on other de-escalation training needs. Some of the additional components of this project would be force simulation and force science training, as well as additional POST De-escalation training that are offered, but not currently POST-mandated.

The second focus area of this program is the expansion of the existing training program to include cultural responsiveness training. Deputies are currently required to make frequent contact with schools, businesses, and community members that they encounter during their shifts. However, these interactions are not sufficient for deputies to adequately evaluate the cultural basis for each person they contact. The proposed project would allow the Sheriff's Office to meet directly with representatives from different demographic groups. These representatives, selected by Sheriff's Office managers, with input from the Community Outreach Team and the Community Roundtable for Equity, Engagement, and Diversity, would provide an overview of the cultural-specific issues that may arise during deputy interactions. Representatives would be able to provide feedback and address common concerns they hear from their specific communities regarding the relationship between the Sheriff's Office and their community, and inform staff about any problems that are being discussed within their communities. This expansion of the Sheriff's Office training program to include interactive opportunities to engage with the community on the subject of cultural responsiveness will allow deputies to gain a greater understanding of cultural-specific issues, sensitivities, and dynamics in the areas they work that will affect how they communicate with the members of the community that they engage with.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

If awarded funds, the Sheriff's Office will develop and identify trainings to take place between 12/15/21 and 12/31/26.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$383,207
Services and Supplies	\$2,475
Capital Costs	\$0
Other (de-escalation training software)	\$100,000
Estimated Total Project Costs	\$485,682
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$485,682

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

The estimated project cost includes labor costs for community liaisons, class instructors, and deputies attending trainings. Funds are included for Force Science and POST Simulator train-the-trainer courses. The project cost estimate assumes 190 Deputies and 29 sergeants will attend 8 hours of annual crisis intervention training and 4 hours of annual de-escalation training.

The \$100,000 for in services and supplies covers a de-escalation training software for the Sheriff's Office's Use of Force Simulator.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please cite the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED

Funding Fact Sheet #1: Supporting the public health response

- Services to address behavioral healthcare needs exacerbated by the pandemic (mental health treatment, crisis intervention)

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Indicate N/A if not applicable

Pillar: Healthy and Safe Communities Pillar

Goal: 5 – Continue to invest in public safety so that residents and visitors feel safe in our community

Objective: 1 – Continue to invest in cultural responsiveness and de-escalation training and techniques for County law enforcement workforce.

Department Lead for this Objective: Sheriff’s Office

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

RESPONSE REQUIRED

1. This project focuses on increased training for law enforcement in the areas of de-escalation, crisis intervention, and cultural responsiveness. A focus on cultural responsiveness advances racial equity in the community served by the Sheriff's Office.
2. There are no negative impacts of this project on communities of color and low-income communities.
3. This project addresses the need for cultural responsiveness when law enforcement respond to call-outs in communities of color or low-income communities in Sonoma County.
4. Yes, the estimated budget and timeline include resources and time to ensure sufficient community engagement and outreach.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

This project could have a positive impact on liability exposure.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

Mental health issues and the associated crisis intervention needs have been dramatically exacerbated by the COVID-19 pandemic. This project will address the community's need for law enforcement training to specifically address mental health crisis call-outs, which have become more and more frequent.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

The following study is a thorough evaluation of de-escalation that was completed by a commission of law enforcement, mental health professionals, District Attorney's, Defense Attorney's, law enforcement oversight, and other community members that contributed to a detailed analysis of what is being done and how it can be done better.

This publication utilized the input from these professionals in order to evaluate the current problems with de-escalation, identify strategies to solve the problems, develop actions to reinforce the strategies, and discuss potential results of these actions. It demonstrates the currently unmet needs in communities across the state, and offers strategies for improvement.

https://post.ca.gov/Portals/0/post_docs/publications/DeEscalation.pdf

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

N/A

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

Yes, aspects of this proposal, particularly increased funding for cultural responsiveness training, will allow the Sheriff's Office to develop new partnerships with the community. Those partnerships will be with community representatives from a variety of cultural demographics.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

Sheriff's Office staff, including outreach personnel and deputies assigned to various zones within the unincorporated area of the County, will work with community members as part of the implementation plan for the cultural responsiveness training. Sheriff's staff would meet with representatives from different groups of community members selected to represent cultural demographics that interact with the Sheriff's Office. These representatives would be able to provide insight regarding cultural-specific matters that may arise when Sheriff's Office staff are investigating whether a crime has occurred. These representatives would provide feedback and insight regarding common concerns that their cultural demographic holds about the relationship between the Sheriff's Office and their community. This cultural responsiveness training will expand upon the Crisis Intervention Program, which has already developed partnerships and engaged the mental health community.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October (date TBD); the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be expended by December 31, 2024. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Health Services	Tina Rivera	DHS-FR-01

Project Title

Alcohol and Drug (AOD) Prevention Partnership - Opioid Overdose Prevention
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Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The opioid epidemic continues across the nation, state and Sonoma County. The increase in overdose deaths, particularly fentanyl overdoses, during COVID-19 has been a particularly tragic outcome. DHS will leverage its involvement in the AOD Prevention Partnership, a collaborative of Sonoma County health care entities, to make Narcan – a life saving intervention medication for individuals experiencing an opioid overdose – available across our communities.

The Opioid Overdose Prevention project will be a time-limited project designed to support Narcan Education and Distribution. The project will include outreach to pharmacies, essential steps for first responders, information for prescribers, safety advice for clients and family members, and recovery resources. This project will leverage the work of the Opioid Prescription Drug Subcommittee of the AOD Prevention Partnership. We will develop a train-the-trainer model with key change champions in our safety net partners. The project will highlight a stigma-reduction campaign to increase public awareness and understanding relative to the impact of opioid use and the benefits of Narcan as an emergency intervention. The project will also include development of an outreach packet and toolkit for pharmacies to increase access to Narcan and promote safe medicine disposal within their facilities.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

The project will operate 1/1/22 through 12/31/24.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time limited* only)	\$0
Services and Supplies	\$37,500
Capital Costs	\$0
Other Consultant/Contract	\$112,500
Estimated Total Project Costs	\$150,000
Anticipated Alternate/ Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$150,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

The funds will be used to pay a time-limited contracted project manager position at \$75K and the remaining \$25K would be utilized for developing and printing Narcan education materials as well as an outreach packet of materials for pharmacies. These funds would also cover community forums on Narcan education and distribution.

Opioids are included as one of the four priority areas identified in Sonoma County 5-year (2020-2025) Alcohol and Other Drug Strategic Prevention plan approved by the state DHCS. The plan outlines how we will spend our annual Substance Abuse Prevention and Treatment Block Grant Prevention set-aside funds. There is an opportunity expand upon our existing opioid prevention efforts happening in the county. This time-limited project can provide needed funds to focus on preventing drug overdose deaths.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

(FUNDING FACT SHEET PAGE 3#1) Supporting the public health response for COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff. Specifically services eligible for funding are those that address behavioral healthcare needs exacerbated by the pandemic, including:

(FUNDING FACT SHEET PAGE 4)

- Mental health treatment
- Other behavioral health services

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Pillar: Healthy and Safe Communities Goals and Objectives

Goal 1: Expand integrated system of care to address gaps in services to the County's most vulnerable.

Objective 2: Identify gaps in the Safety Net system of services and identify areas where departments can address those gaps directly, and seek guidance from the Board when additional resources and/or policy direction is needed.

Pillar: Racial Equity & Social Justice

Goal 3: Ensure racial equity throughout all County policy decisions & service delivery

Objective 2: Establish regular and publicly available reports on racial equity in County policies, programs, and services

Pillar: Organizational Excellence

Goal 1: Strengthen operational effectiveness, fiscal reliability & accountability.

Objective 5: Align the Board of Supervisors strategic priorities, policy & operational goals with funding & resources.

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

RESPONSE REQUIRED

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
 - a. SUD disorders disproportionately impact low-income communities and communities of color. SUD disorders correlate to low income, and the impacts of systemic racism are contributing factors to substance use within communities of color. Education, training and Narcan availability is an important, life-saving, effort that will address these disparities.*

2. *Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
 - a. DHS does not foresee negative impacts of these services on communities of color and low-income communities.
3. *Does this project address specific racial and/or economic inequities in Sonoma County?*
 - a. Yes, as outlined in question 2, individuals from communities of color and lower income communities, who have substance use disorders, are at-risk for disproportionately negative health and social outcomes.
4. *Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*
 - a. The AOD Prevention Partnership will target inclusion of representatives from communities of color and low income communities in project design and delivery.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

Opioid education and Narcan distribution efforts save lives, realizing the associated cost savings.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

Overdoses and overdose deaths have increased during the pandemic. This project will address this need directly.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

Yes, recent DHS reporting confirms a 63% increase in fentanyl overdose deaths during the pandemic.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

N/A

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

Yes, this project leverages the existing AOD Prevention Partnership, a coalition of Sonoma County health care providers.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

The project will outreach to communities of color and low income communities to ensure their input in the project design and implementation.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October (date TBD); the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be expended by December 31, 2024. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
<u>Health Services</u>	<u>Tina Rivera</u>	<u>DHS-FR-08</u>

Project Title

ACCESS Initiatives: Interdepartmental Multi-Disciplinary Expansion Team Cohorts and IBM Contract for Data Bridge - Supporting COVID-19 Response

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

Project Summary IMDT cohorts

Sonoma County has utilized the ACCESS Initiative Interdepartmental Multi-Disciplinary team technology, infrastructure, and its specialized cohorts of staff to effectively respond to the COVID-19 pandemic. This summary will highlight project necessity, project impact, and discuss rationale for a one-time staffing investment to support the pandemic impacted community with this funding.

Project Necessity and Rationale:

The homeless community has been greatly impacted by COVID-19. As of 07/14/21, three local shelters have been on COVID-19 related lockdowns: Redwood Gospel Mission, COTS Mary Isaak Center, and Sam Jones Hall. The Delta variant has contributed to a spike in cases with over 77 confirmed COVID-19 positives at Sam Jones Hall alone with 9 vaccinated individuals having been hospitalized thus far. Two different Interfaith Shelter Network (IFSN) locations have experienced COVID-19 outbreaks as well and are being supported with testing. These shelter outbreaks and related emergency room COVID-19 positive cases have resulted in the necessity to re-open the ACS this week.

As of 7/9/21 there are 175 homeless COVID-19 vulnerable persons sheltered at 6 different Non Congregate Shelter (NCS) locations: Astro Motel, Holiday Inn Windsor, FEMA trailers at D-Lot and the Ballfield, Mickey Zane Place, and Elderberry Commons. Dozens more are wait listed and ready for referrals to open, and there is capacity to serve 85+ more individuals. Having over 260 individuals needing case management at these sites alone in the future state necessitates a minimum of 13 FTE staff dedicated. With the recent shelter outbreaks and having vaccinated individuals hospitalized the ongoing need to support and protect COVID-19 vulnerable homeless and the community at large is clear.

In the HEART Expansion (CERG) and IMDT expansion there are a total of 10 FTE who carry caseloads. This has necessitated some overlap work to support COVID-19 impacted individuals by the HEART team and High Needs Homeless team (HNH).

To meet the ongoing pandemic need Sonoma County secured a CMPS COVID-19 Emergency Response Grant (CERG). This expansion to the HEART team accounts for 5 FTE that case manage COVID-19 vulnerable, but funding is set to expire before end of CY2021 in November. Without supplemental ARPA funding to respond to COVID-19 this would mean at least 100 individuals needing case management would go unserved at any given moment in time. COVID-19 education, protective equipment, and supplies are provided as part of the outreach work this team does. Additionally, the public health investigator conducts rapid testing, coordinates testing at vulnerable communicate locations, helps with contract tracing, and coordinates routinely with the ACS to effectively isolate COVID-19 positive and exposed persons who need to quarantine. A housing navigator for long term housing solutions, an eligibility specialist to connect to necessary benefits, and a program manager round out this team and would not be able to respond to the pandemic absent funding.

The IMDT expansion brings an additional 5 FTE case workers who have primarily been utilized to support the COVID-19 impacted homeless. The structure of this team largely mirrors the HEART Expansion (CERG), but includes extra emphasis on social workers and a social worker supervisor to better support individuals with disabilities and families.

HEART team has necessary overlapping work with homeless outreach and encampment work. Many individuals in encampments are exposed or at risk to COVID-19.

High Needs Homeless does both outreach and case management. This team specializes in homeless with qualifying mental health conditions which represent a significant subset of the homeless population, and many of these individuals are vulnerable and impacted by COVID-19.

A minimum of 3.0 FTE worth of work among High Needs Homeless and HEART is needed to shore up case management deficits with the two teams being utilized to support COVID-19.

It is extremely difficult to assess the ongoing need for COVID-19 "long haulers" at this time and a subset of those served with acute needs by this project will likely have ongoing need that will extend for years or longer.

Project IMPACT thus far:

Presently over 200 COVID-19 vulnerable persons are receiving case management with a majority being housed at NCS sites and served by HEART Expansion (CERG) and IMDT Expansion. Numbers would approach or exceed the 260 figure referenced earlier, however, staffing up extra help has been an obstacle to fully employing the HEART Expansion (CERG) team.

COVID-19 outreach and case management has benefitted over 550 unique homeless individuals as of May 2021.

- 45% Have been placed in shelter or temporary housing
- 21% have been placed in permanent housing
- 9% have been connected to higher level mental health services through behavioral health
- 73% have received CalFresh benefits

Project Plan Overview:

Work across all these specialized cohorts in relation to COVID-19 vulnerable and impacted homeless is a one time pandemic response, although it is difficult to project the duration of this pandemic given the recent spike in cases. Regardless of the duration of the pandemic, ongoing support on the back end for the impacts of the pandemic is needed. Individuals that are homeless as a result of COVID-19 need help once transitioned to permanent housing to establish long term stability.

Teams will provide case management to 260 COVID-19 vulnerable and impacted homeless persons at a time with an aim of reducing burden of care and improving their stability and self-sufficiency. These services provided by 5.0 FTE on both HEART Expansion (CERG) and IMDT Expansion supplemented by 3.0 FTE shared across different case management roles with HNH and HEART.

Individuals will be matched to a case worker that meets their primary need: Mental Health with Behavioral Health Clinicians, Substance Use with AODS Counselors, disabilities and complex social needs = Social Workers, and generic or lower acuity needs with Senior Client Support Specialists.

A primary objective is long term housing and the least restrictive and most cost-effective solution. This objective is accomplished through a variety of solutions including coordinated entry enrollment, housing vouchers, sober living environments, shared housing, and affordable rentals. To accomplish this objective, there are two 1.0 FTE Housing Negotiator / Inspector that specialize in overcoming housing obstacles such as evictions and criminal histories. Once housed individuals receive case management until fully adjusted and stable in their new home which typically runs about 6 months in duration but could be as long as 12 months or more in some cases.

Teams will provide community outreach to an average of four locations per week in Sonoma County with emphasis on coverage for all county districts according to need. This outreach includes homeless encampments that are active county priorities for enforcement, collaborations with cities and community outreach teams, and outreach at local homeless shelters. Important to this outreach is the role of the public health investigator. There is 1.0 FTE on HEART and HEART Expansion for this job class which provides COVID-19 education, coordinating and conducting testing, supporting COVID positive and exposed homeless persons, and doing outreach to community partners. These roles are essential to mitigating staff, public, and target population risk.

The role of partly funded HEART staff is to support individuals who are COVID-19 vulnerable at encampments and at Los Guilicos Village.

High Needs Homeless partly funded staff are to emphasize support to qualifying mentally ill homeless who have COVID-19 vulnerable.

Eligibility workers are an essential part of the teams that help connect individuals with life stabilizing benefits such as Medi-Cal, Cal Fresh, Social Security, and General Assistance. There is a 1.0 FTE eligibility specialist on the HEART Expansion (CERG) and one on the IMDT expansion team.

Individuals served to receive the following according to personal need:

- Outreach and Engagement
- Connection to COVID-19 testing, isolation, and treatment
- COVID-19 education and screening
- Distribution of PPE, sanitizer, gift cards, and supplies
- Care Plan and Client Goal Development
- Initial Assessment
- Referral to Services
- Program Navigation and Targeted/Customized support
- Coordinated, Interdepartmental Care Management
 1. Behavioral Health Treatment
 2. Employment and income security
 3. Suitable and Stable Housing
 4. Food Security
 5. Physical Health Services
 6. Disability Management
 7. Substance Use (Treatment or Harm Reduction)
 8. Reduced Recidivism
 9. Pro-Social Behaviors

Because of the recent spike in cases, difficulties forecasting the duration of the pandemic, and need to support the back end impacts and stability of COVID-19 on the community funding is requested through 12/31/24 for staffing a time limited COVID-19 response.

Health Services is also requesting funding to develop a technology “bridge” between Watson Care Manager (IMDT database) and CDC’s CoC and SCHA databases, to provide bed counts, utilization and availability for contracted providers of housing programs (Homekey sites, SCHA, PSH and others). The projected cost for the bridge is \$200,000, which will be built in consultation with IBM and appropriate CDC/SCHA database vendors. This will provide regular and detailed information to WCM via an API (Application Programming Interface), allowing for a real view of the scale, scope and utilization of non-emergency beds available throughout the CDC and County. It is anticipated that CDC staff will facilitate the development of and continuing management of the bridge.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

This project started in May 2020 with IMDT cohorts providing support in response to the COVID-19 pandemic at the original Sonoma State University Non Congregate Shelter (NCS) location.

Funding is requested as outlined in “Narrative Explanation of Estimated Project Costs” section from 12/15/2021 through 12/31/2024

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$3,814,379
Services and Supplies	\$0
Capital Costs	\$0
Other IBM Contract	\$200,000
Estimated Total Project Costs	\$4,014,379
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$4,014,379

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

The Department is requesting to extend the IMDT Expansion cohort program through June 30, 2024 Current cost estimates for FY22/23 & FY23/24 include 5 DHS staff and 5 Non-DHS staff with associated staffing costs. These positions are currently time limited ending 6/30/22 - The Department would return to the board with an updated staffing plan which may include extending time limited staff, adjusting staffing and job classes.

	<u>FTE's</u>	<u>FY22/23</u>	<u>FY23/24</u>	<u>Total</u>
<u>DHS Staff*</u>	<u>5.0</u>	<u>\$948,955</u>	<u>\$977,424</u>	<u>\$1,926,379</u>
<u>Non-DHS Staff</u>	<u>5.0</u>	<u>\$930,000</u>	<u>\$958,000</u>	<u>\$1,888,000</u>
<u>Total</u>		<u>\$1,878,955</u>	<u>\$1,935,424</u>	<u>\$3,814,379</u>

*DHS Staffing includes associated staffing costs.

Access IBM \$200,000 to develop "bridge" between WCM and CDC's CoC and SCHA databases

DHS IMDT Expansion (5.0 FTE Time Limited 6/30/22)	
Behavioral Health Clinician Intern	1.0
Public Health Investigator	1.0
Interdepartmental Multidisciplinary Team (IMDT) Manager	1.0
AODS Counselor I/II	2.0
	5 FTE
Non-DHS IMDT Expansion (5 FTE)	
Social Services Supervisor I – HSD	1.0
Social Services Worker III – HSD	1.0
Social Services Worker III – HSD	1.0
Senior Eligibility Specialist – HSD	1.0
Housing Negotiator/Inspector - CDC	1.0
	5 FTE

Staffing model (Classifications/fte) may change based upon program needs

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

<p><u>Funding Area Fact Sheet:</u></p> <p>Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control (Pg. 1)</p> <p>The staff funded by the ARP funding proposal for this provide direct support with stabilizing case management services, COVID-19 testing, coordinating COVID-19 related healthcare connections, educate about the virus, provide PPE and sanitizer, and assist with coordinating NCS and ACS placements that provide supportive isolation and quarantine.</p> <p>Address public health and economic challenges that have contributed to inequal impact of the pandemic on certain populations (Pg. 1)</p> <p>Homeless have endured some inequal impact as a population due to challenges sheltering them in congregate setting. Support to stabilize, connect, and case manage with NCS sites will help address this disparity relative to non-homeless persons.</p>
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Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral health care, and certain public health and safety staff (Pg. 3)

The teams employ behavioral health staff that provide direct support services to mitigate COVID-19 risk to vulnerable homeless persons and keep the community safer at large to prevent the spread of COVID-19 via homeless populations.

Services and programs to contain and mitigate the spread of COVID-19 Including: (Pg. 3 & 4)

Support for vulnerable populations to access medical or public health services

Other behavioral health services – team members provide comprehensive case management services. Within their specialties and training workers provide additional support. An AODS counselor may educate and support a person on relapse prevention. A behavioral health clinician would coach and support with coping skills for mental illness.

Crisis intervention – The collective teams have 3 behavioral health clinicians that have been 5150 trained, certified, and provide crisis mental health support whenever possible during hours of operation.

Services or outreach to promote access to health and social services – case workers connect and collaborate with healthcare workers from local clinics (FQHCs), refer to higher levels of mental health care when needed (behavioral health Access Team – SCBH), connect individuals to essential benefits through eligibility workers on team, and collaborate with child welfare and adult protective services to protect and support vulnerable elders, disabled adults, and children.

NACo Analysis of Fiscal Recovery Fund Guidance

Support Public Health Response: Fund COVID-19 mitigation efforts, medical expenses, behavioral health care and certain county public health, public safety, human services, and other related staff (Pg. 2)

Our providers from department of health services, human services, and community development commission provide direct case management support, COVID-19 education, PPE, sanitizer, supplies, coordinate isolation, coordinate and provide COVID-19 testing, and work to coordinate supportive AODS and MH services. These measures help keep homeless persons in supportive Non-Congregate Shelters (NCS) to mitigate COVID-19 community risks.

More narrowly defined, ARP Recovery Funds may be used for “payroll and covered benefits expenses for public safety, public health, health care, human services, and similar employees, to the extent that their services are devoted to mitigating or responding to COVID-19” (Pg. 3)

The teams proposed for ARP funding are either exclusively or almost entirely being used to support COVID-19 impacted and vulnerable homeless, or support a significant sub population that meets these criteria. The HEART Expansion (CERG) is 100% COVID-19 dedicated grant funded with funds expiring November CY 2019. The IMDT Expansion had devoted the vast majority of their time and staffing to support COVID-19 vulnerable at NCS sites. HEART and HNH provide support to a smaller subset of COVID-19 vulnerable patients, but all clients served have been directly impacted by COVID-19 even if not high risk in terms of health vulnerability.

Funding payroll and covered benefits for county workers who primarily or partially work regularly to mitigate or respond to the COVID-19 emergency. (Pg. 6)

Noted above, this supports that the subset of teams who work less frequently with COVID-19 vulnerable homeless would qualify as “partially work” is language used.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Pager>

The project is included in, and directly affects aspects of, the Healthy and Safe Communities Goals and Objectives of the 5-year Strategic Plan. Specifically, the work of the IMDT and this project supports the County in making progress on Goals 1, 2 and 4.

Pillar: Healthy and Safe Communities

Goal: #1 , 2, & 4 – Objective, Department Lead and Participants listed below:

Goal 1: Expand integrated system of care to address gaps in services to the County’s most vulnerable.

Goal 1 Objective 1: Seek legislation to eliminate barriers to data sharing between Safety Net departments (Human Services, Health Services, Community Development Commission, Probation, Child Support and others) by 2023. Department Lead: County Administrator’s Office Participants: Safety Net Departments

Goal 1 Objective 2: Identify gaps in the Safety Net system of services and identify areas where departments can address those gaps directly, and seek guidance from the Board when additional resources and/or policy direction is needed. Department Lead(s): Department of Health Services and Human Services Department Participants: Safety Net Departments

Goal 1 Objective 3: Create a “no wrong door” approach where clients who need services across multiple departments and programs are able to access the array of services needed regardless of where they enter the system. Department Lead(s): Department of Health Services and Human Services Department Participants: Safety Net Departments

Goal 2: Establish equitable and data-driven distribution of services

Goal 2 Objective 1: Safety Net departments will begin tracking data using results-based accountability (RBA) for key programs to establish common outcome measures, such as increased service access and utilization by communities of color, or decreased homelessness and poverty rates across the County. Department Lead: Human Services Department Participants: Safety Net Departments and County Administrator’s Office

Goal 2 Objective 2: Develop and implement dashboard tracking tools to collect data on common outcome measures across Safety Net departments by 2026 Department Lead: Human Services Department Participants: Safety Net Departments and Information Systems Department

Goal 2 Objective 3: Identify and eliminate data gaps for underrepresented groups, and collaborate with the community to implement measures to mitigate the negative impacts caused by the lack of access to services by racial and ethnic groups that are disproportionately under-served by 2026. Department Lead(s): Department of Health Services, Human Services Department, and Office of Equity.

Goal 4: Reduce the County’s overall homeless population by 10% each year by enhancing services through improved coordination and collaboration.

Goal 4 Objective 1: Conduct a peer review of neighboring counties, other agencies, and successful models in other states to identify best practices for preventing and reducing homelessness through various housing options and

supportive service models. Department Lead(s): Department of Health Services, Human Services Department, and Community Development Commission

Goal 4 Objective 2: Partner with cities to build a strategic plan for homeless prevention and housing strategies by 2023. Department Lead(s): Community Development Commission

Goal 4 Objective 3: Increase investment in programs that treat underlying causes of homelessness, including substance abuse, mental illness, poverty, and lack of affordable housing. Department Lead(s): Department of Health Services, Human Services Department, and Community Development Commission Participants: County Administrator's Office

Goal 4 Objective 4: Create a housing resource tool for Safety Net departments to efficiently assist residents with accessing available housing by 2022. Department Lead(s): Department of Health Services and Human Services Department Participants: Safety Net Departments

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*

This project will be further alleviating economic and racial disparities in Sonoma County, seeking to support the most undeserved and unhoused in our community. Information from the 2018 census indicates that the majority of people living in Sonoma County identify as

White (86.8%). Some identify as Hispanic or Latino (27.2%). Few identify as multi-racial (4.0%) and even fewer identify as Black or African American (2.1%). In 2019, the number people experiencing homelessness at the PIT was 2,951, with 994 of those staying in shelters or transitional housing programs, and 1957 unsheltered, or in cars, parks, tents, sidewalks or other places not meant for habitation. The percentages of individuals experiencing homelessness and identifying as White was significantly lower than the percentage of individuals identifying as White county-wide in 2019 (65% vs. 86.8%).

By contrast, the percentage of individuals experiencing homelessness and identifying as either Alaska Native or American Indian (6%) or Black and African American (9%) was disproportionately higher than the county's census numbers (1% and 2%, respectively). This demonstrates that individuals in these racial groups are disproportionately more likely to be homeless in Sonoma County.

The proposed project will continue to address this racial disparity of those experiences of homelessness in communities of color, by further connecting those communities to services by increasing outreach and engagement opportunities. Additionally, those experiencing homelessness are often extremely low income, which the IMDT works to address this via benefits enrolments, and income enhancement efforts when possible.

- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*

Negative impacts are not expected because of this project. This project supports the sustainability of programs and allowing for increased effectiveness of those programs, further enhancing the lives of more vulnerable community members. While not a negative impact of this project, the program is faced with a challenge around adequate shelter and shelter resources compared to need, but this project will help streamline access to those existing services.

3. Does this project address specific racial and/or economic inequities in Sonoma County?

This project will address the specific racial and economic inequities noted above, by continuing to improve awareness of, access to, and enrolment in IMDT and County services for those experiencing homelessness. Given that homelessness disproportionately affects communities of color in Sonoma County, the project will increase the in-reach and access to IMDT services in those communities, while further broadening resources for those underserved community members.

4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

The core activities of the IMDT and the work funded by this project is conducting outreach and engagement activities to the most underserved in the community. This project will increase outreach staffing and related services, to improve connection to an appropriate IMDT cohort and enrolment in services. IMDT has multiple bilingual staff and access to interpretation and translation services as needed, as well as employs a diverse staff comprised of an array of economic, racial and ethnic backgrounds to provide a more comprehensive and culturally competent array of services to the community.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

By increasing IMDT outreach, engagement and ultimately enrolment in services to return those experiencing homelessness into housing, the County of Sonoma and broader community will experience greater cost savings as it relates to frequency of use of emergency services, hospitalizations, incarcerations and related services that are exponentially more cost intensive than these outreach and supportive services.

The cost of going to the emergency room is much higher than managing a condition and preventing an emergency. Utilizing health care, mental health and other services in only emergency situations leads to poorer health and personal outcomes. Additionally, costs are passed on to the health care, law enforcement and judicial systems. This project would help reduce those costs and provide more proactive services for health and other areas. IMDT partners with our local county hospitals, law enforcement, skilled nursing and related entities to identify these at risk individuals, provide integrated care management, and connect them with clinics and primary care providers for health outcomes that are both better for the individual and lower cost to the community.

Does the project support a community need based on COVID-19, if so, describe.

The project activities focuses on individuals experiencing homelessness, who are at higher risk of COVID due to increased health issues and exposure risk due to being unhoused. According to the 2020 Sonoma County Homeless Count, chronically, homeless individuals experience more severe, negative, health outcomes due to their prolonged experience of homelessness as they often lack access to economic, health, and housing resources and supports. In Sonoma County only 27% of the homeless population are enrolled in Medi-cal. Nearly 80% are

unemployed, almost 40% report alcohol and drug abuse, 35% have psychiatric conditions, 23% report chronic health conditions and 1 in 4 report a physical disability. The Centers for Disease Control and Governor Newsom identified the homeless population as a specific high-risk population and recommend alternate temporary housing to support isolation and quarantine. A special focus is seniors, age 65 and older. In the current Coordinated Entry System, 294 individuals (10% of total served) identified as 65 or older.

The Safety Net Collaborative established the County's multi-agency, interdisciplinary team (IMDT) to conduct extensive outreach and intensive care management to homeless individuals. This care delivery model will be employed to coordinate and provide an array of services to homeless individuals to mitigate the spread of COVID-19 amongst homeless individuals and the widespread community. COVID-19 services include outreach and engagement; health education; referral for social, medical and behavioral services; screening and referral to non-congregate housing; provision of temporary quarantine/isolation housing; food; transportation and case management, and ultimate placement into permanent supportive housing or affordable housing.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

This project is addressing unmet community need, specifically for those experiencing homelessness, frequent utilizers of county and community services and those who are not successfully connecting to those services. The need for services is clear and the Board has declared addressing homelessness and further shoring up of the safety net collaborative as a main priority. This need can be seen in the reports linked below:

Sonoma County 2020 Homeless County Report - <https://sonomacounty.ca.gov/CDC/Homeless-Services/PDFs/2020-Homeless-Count-Full-Report/>

Cal Lab Study: High Utilizers of Multiple Systems in Sonoma County - <https://www.capolicylab.org/wp-content/uploads/2020/07/High-Utilizers-of-Multiple-Systems-in-Sonoma-County.pdf>

KPMG Report - Improving Integration and Outcomes to Benefit County Residents - <https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=4910252&GUID=8DE39A9B-E73B-449C-91C1-5D2CAB1599FF>

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A - not applicable

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Yes, IMDT's work was addressed in Goal S3 of the Framework, which aimed to "Build capacity with cross sector partners and community members to improve coordination and communication. That specific Goal S3 has been deemed accomplished in prior years, but the result of that effort is the ACCESS Sonoma initiative implemented via the day-to-day work of the IMDT and its partners. This proposed funding and project would further expand and enhance the progress made to date of the IMDT, increasing the staffing, as well as broadening the number of clients that can be supported.

Will your proposal leverage community partnerships? If yes, explain?

The Sonoma County Safety Net Collaborative is comprised of the Department of Health Services, Human Services Department, Child Support Services, Probation, Community Development Commission (housing and homeless services department), Sheriff's Office, Public Defender, District Attorney, the Courts and an array of community health, mental health, shelter and homeless services providers. IMDT and the ACCESS initiative are, at their core, collaborative efforts bringing in the array of county and community providers to provide unique, comprehensive and timely resources to those in critical need. IMDT's success to date has been a direct result of these partnerships, which manifest in physical form during weekly IMDT meetings that bring in 50+ representatives from these organization and departments to discuss care coordination.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

As noted above, ACCESS initiative and IMDT works closely with all community service providers daily. This project would provide sustainability to the project and further support that integration, coordination and de-duplicated service provision amongst providers. As it is continuing existing efforts that will otherwise be eliminated due to end of grant funding, an implementation plan is not applicable in this case. Rather, this would be a continuation of existing implementation efforts conducted prior.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

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- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Human Services Department	Paul Dunaway	HSD-FR-01

Project Title

Older Adult Collaborative Care Management

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

The **Older Adult Collaborative Care Management** project is an integrated, multidisciplinary effort between community based social services and primary care to address the increased needs of low-income older adults in Sonoma County due to COVID-19 impacts. There has been significant decline in medical and mental health wellness during the past 18 months. Consequences from social isolation include physical, mental and cognitive health deficits. While older adults have struggled to stay connected to services in their community, the services that exist have also struggled. Many senior service providers rely on volunteerism and donations. The ability to fundraise has been almost non-existent and volunteers are at a scarcity. Compromises to an already fragile system puts older adults at risk in their ability to stay living at home.

Resource request:

3 Social Services Worker IV positions - \$161,900 x 3 = \$485,700

1 Social Services Supervisor II position - \$177,500

1 Clinical Psychologist Specialist - \$187,900

\$140,000 Purchase of Services annually

Total = \$991,500 annually

Proposed intervention

A large and growing body of evidence suggests that ongoing case management services that support Social Determinants of Health (SDoH) coupled with primary care for older adults has proven to extend an older adult's ability to live independently in the community and significantly increase their wellbeing. Aside from increasing quality of life, it is less costly for the individual and society. Simple access to stable housing, nutritious food, and reliable transportation—contribute to health outcomes. (Dzau et al., 2017a; Health Research & Educational Trust, 2017; Kaiser and Cafer, 2018; Williams et al., 2008).

Improving social conditions is likely to reduce health disparities and improve the health of the overall U.S. population. (Abbott and Elliott, 2017; CDC, 2018). [Integrating Social Care into the Delivery of Health Care: Moving Upstream to Improve the Nation's Health - PubMed \(nih.gov\)](#) Utilizing the resources of a team of 3 Social Service Worker IVs, a Social Services Supervisor II, a Clinical Psychologist Specialist and \$140,000 in Purchase of Service funds, Sonoma County Adult and Aging will be able to collaborate with Federally Qualified Health Centers (FQHCs) throughout the County to integrate social services into the healthcare system in a streamlined approach to meet the psychosocial and medical needs of low-income older adults in a collaborative approach to care.

Three Social Services Worker IVs will work collaboratively with partnered FQHC primary care teams and provide comprehensive person-centered care coordination and care planning to isolated and high utilizer older adults at risk of premature nursing home placement. The Clinical Psychologist Specialist,

hired through Sonoma County Behavioral Health, will provide cognitive capacity assessments for individuals with symptoms of dementia as well as expert consultation on the increasingly complex behavioral health needs due to the pandemic. The team will leverage the \$140,000 Purchase of Services to assist individuals to stabilize their housing, transportation, care needs including durable medical equipment, and to fund vendor services that may include home modifications. The Social Services Supervisor II will oversee the team and provide consultation to the Social Services Worker IVs and assist with leveraging other Adult and Aging and community resources including In Home Supportive Services, Adult Protective Services, Public Guardian, Veterans Services, and the Aging and Disability Resource Hub.

Impact

The team will engage the high utilizers of care in primary care in a person-centered planning approach that will prevent unnecessary self-neglect, emergency room and hospital visits, and skilled nursing facility placement. The older adults served through this model will remain independent in their own homes and increase their engagement with friends, family, and their community through increased access to resources and care.

120 high utilizer older adults will be served annually. The average annual cost of nursing home placement for older adults in California is \$110,000. [Cost of Long-Term Care | California Partnership for Long Term Care \(rureadyca.org\)](#) The annual cost for 120 older adults in nursing homes is \$13,200,000. The total cost of this proposal (\$991,500) is a cost-effective strategy to addressing the needs of low-income older adults in Sonoma County. A collaborative social service and health approach will also reduce the likelihood of Emergency Room visits. Identifying supports and resources utilizing preventive case management services is an upstream and cost-effective solution for older adults that would otherwise be prematurely placed in skilled nursing care.

Background

Sonoma County is home to 134,385 older adults (ages 60+). Older adults constitute 27% of the total population and is projected to grow dramatically in the coming years. More than 8,500 (16%) of Sonoma County's older adults live below the federal poverty level. The federal poverty level for a single person in 2021 is **\$12,880**. ([Mission and Description | Area Agency on Aging | Services | Adult & Aging | Human Services | County of Sonoma \(ca.gov\)](#)) A more accurate portrayal of Sonoma County's older adult's economic security is found in the Elder Economic Security Standard Index (EESSI). "The Elder Index is a measure of the incomes that retired adults need to meet basic monthly expenses without assistance and to age in their own homes." The Elder Index is specific to household size, location, housing, and health status. It includes the cost of Housing, Health care, Transportation, Food, and Miscellaneous essentials. According to the Elder Index, a single older adult renter in poor health in Sonoma County needs **\$33,336/year** to meet their basic needs. ([The Elder Index: Measure of Senior Economic Security \(ncoa.org\)](#)) People of lower socioeconomic status (SES) have a higher burden of poor health than those of higher SES, including both a higher prevalence of most diseases and worse outcomes. (Heiman, 2015; NASEM, 2019b). ([Integrating Social Care into the Delivery of Health Care: Moving Upstream to Improve the Nation's Health - PubMed \(nih.gov\)](#)) Such health inequities are unnecessary, avoidable, and unjust and are not explained by differences in access to medical services or by individuals' genetic and behavioral factors. (Adler and Rehkopf, 2008; Bor et al., 2017)

A measurement of how older and dependent adults are doing is the number of Adult Protective Services (APS) calls. In June, when the community started returning to normal with families gathering and services resuming, more people in need were identified and there were a record number of callers reporting abuse made to Sonoma County APS. Social workers conducting home visits found that the needs of older adults were also much more complex after being neglected for the last 18 months. If left alone, conditions will deteriorate to the point where they can't stay living independently in their place of choice. If discovered and given the right resources, they can. APS is allowed to keep a case open for 30 days to do an investigation. Ongoing services, like case management, are very limited. Longer term case management for older adults with complex needs in coordination with their primary medical home is a proven solution.

An additional measure of need is evidenced by the 5,646 people enrolled in the Assisted Living Waiver and 4005 on the waitlist as of May, 2021. Many, if not all of the people on the waitlist would benefit from having a social worker who can help them stay safely living in their home.

<https://www.dhcs.ca.gov/services/ltc/Pages/AssistedLivingWaiver.aspx> These are people who are low income Medi-Cal recipients who can't afford the high cost of assisted living.

Existing models and community partnerships to leverage

Sonoma County Adult and Aging has engaged Petaluma Health Center and Rohnert Park Health Center for the past 6 years in a Collaborative Care model embedding a Social Services Worker IV into primary care to provide community-based care coordination to patients that are 65 and older. This effort was funded for the first 5 years by the Archstone Foundation. The findings from this evidence-based grant demonstrated that these patients had significantly reduced depression symptoms and improved quality of life accessing healthcare services. With the support of Adult and Aging and the Archstone Foundation, West County Health Centers collaborated with West County Community Services on a similar initiative for the past 3 years (2018-2021) and had equally positive outcomes for older adult patients. Finally, Adult and Aging Services will be embarking on an expanded version of this intervention in September 2021 with Santa Rosa Community Health through a 3-year MHSIA Innovations funded grant.

Opportunities for Sustainability

There are many opportunities for sustainable resources that already exist in other states and ones that are coming as new opportunities to California. The primary opportunity will be to partner with healthcare payers such as Medicare Advantage plans, and Medicare Fee for Service Providers and private healthcare. Numerous models in other states offer case management and services for Social Determinants of Health including Integrated Care Collaborative in New York (<https://www.wnyicc.org/>) and Elder Services of the Merrimack Valley in Massachusetts (<https://www.esmv.org/>) to name a few. This is an untapped resource that Sonoma County can pioneer given ARPA funding.

In 2021, Governor Newsom and the California Department of Aging released the Master Plan for Aging ([Master Plan for Aging \(ca.gov\)](https://www.ca.gov/master-plan-for-aging)). This proposal aligns with the Master Plan for Aging Bold Goal #2 called Health Reimagined. Strategy A of Health Reimagined is called "Bridging Health Care with Home". Not only does the Master Plan for Aging call for more integration between health care and social services, it provides a future funding mechanism through a separate initiative called CalAIM. CalAIM is for Medi-Cal

recipients and funds enhanced case management services as well as in-lieu of services through contracts with local Medi-Cal managed care plans. While Sonoma County Adult and Aging takes advantage of the ARPA funding and addresses the impact of COVID-19 on older adults, it is very likely that additional resources will be realized through the Governor’s Master Plan for Aging.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

The Collaborative Care Adult Case Management program will run from January 2022 to December 2024.

- December 15, 2021 to February 2022: Partnership contracts will be created with 3 FQHCs
- January 2022 to March 2022: Social Worker and Psychologist recruitments
- March 2022 to July 2022: implementation and startup client/patient enrollment
- June 2022 to December 2024: Research and obtain sustainable resources – continue client/patient care
- April 2022 to December 2024: evaluation - continue client/patient care

Estimated Project Costs and Funding Sources

Estimated Project Costs			
Salaries and Benefits (Extra help or time-limited* only)	\$2,553,300		
Services and Supplies	\$420,000		
Capital Costs	\$0		
Other (describe)	\$0		
Estimated Total Project Costs	\$2,973,300		
Anticipated Alternate/Leveraged Funding Sources			
List here; provide a detailed description in the narrative below	\$0		
Total ARPA Funding Request	\$2,973,300		

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Resource request:

3 Social Services Worker IV positions - \$161,900 x 3 = \$485,700

1 Social Services Supervisor II position - \$177,500

1 Clinical Psychologist Specialist - \$187,900

\$140,000 Purchase of Services annually

Total = \$991,500 annually

All of the positions being requests will be time limited for the duration of this project. Extensive efforts will be made to obtain healthcare payer options during this project for sustainability beyond the time limits. The most likely and replicable from other state examples is contracting with major healthcare insurance providers such as Medicare, Medicaid and private health insurance providers.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

RESPONSE REQUIRED

ARPA eligibility includes:

- Services to address behavioral healthcare needs exacerbated by the pandemic including
 - Mental health treatment
 - Substance Misuse treatment
 - Crisis intervention
 - Services or outreach to promote access to health and social services
- Serving the hardest-hit communities and families
 - Addressing health disparities and the social determinants of health, through funding for

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Indicate N/A if not applicable

Pillar: Healthy and Safe Communities Pillar

Goal: Expand integrated system of care to address gaps in services to the County's most vulnerable.

Objective: Create a "no wrong door" approach where clients who need services across multiple departments and programs are able to access the array of services needed regardless of where they enter the system.

Department Lead for this Objective: Department of Health Services and Human Services Department Participants: Safety Net Departments

Pillar: Racial Equity and Social Justice Pillar

Goal: Engage community members and stakeholder groups to develop priorities and to advance racial equity

Objective: Collaborate with community members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts

Department Lead for this Objective: Office of Equity

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

RESPONSE REQUIRED

Sonoma County Adult and Aging was recently awarded a Mental Health Services Act grant to embed a social worker at Santa Rosa Community Health providing social services to older adults with a focus on Latinx older adults. Lessons learned from that program will be transferred to this one. The Latinx community may hesitate to seek assistance of government agencies. This project joins two points of entry streamlining access to services and therefore providing assistance to those most in need.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

Through improving the lives of older adults, a primary goal is to prove the effectiveness to existing healthcare providers. Extensive efforts will be made to obtain healthcare payer options during this project for sustainability beyond 2024. The most likely and replicable from other state examples is contracting with major healthcare insurance providers such as Medicare, Medicaid and private health insurance providers.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

People of all ages experienced isolation during COVID-19. Even before COVID-19, 19% of Sonoma County seniors reported living alone and 13% of Sonoma County senior reported living in geographically isolated areas. The largest proportion of individuals that were hospitalized and died from the COVID-19 virus were older adults. As COVID-19 restrictions lessen and the community is able to reengage with isolated older adults, it is evident by the record number of calls to Adult Protective Services in June 2021 that older adults in Sonoma County have experienced significant hardship during the pandemic. They are more at-risk than ever before and need increased support to remain safely in the community.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

[Collaborative care management of late-life depression in the primary care setting: a randomized controlled trial - PubMed \(nih.gov\)](#)

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

Strategy Area 4 Safety Net Services

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

Yes – the proposal will leverage existing and new community partnerships with the network of Federally Qualified Health Centers (FQHCs) in Sonoma County.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

The Adult and Aging Division will engage the Area Agency on Aging Advisory Council (consisting of Board of Supervisors appointed members), the Sonoma County Aging and Disability Resource Hub Steering Committee, and Redwood Community Health Coalition (the umbrella organization for FQHCs in Sonoma County).

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Permit Sonoma (PRMD)	Regina De La Cruz	PRMD-FR-01

Project Title
Records Digitization

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

Permit Sonoma seeks to digitize all records creating universal real-time access to all public records resulting in significant business efficiencies for the agency and our customers that include: small business owners and their employees, homeowners in underserved unincorporated areas of the county, and the Latinx community. (CR) homeowners are not generally members of underserved communities.

PROBLEM

On 17 March 2020, Permit Sonoma stopped taking or using paper for its operations because of the threat of transmission of COVID-19. While electronic business has resulted in numerous and substantial process improvements, the digital realm cannot accommodate documents that are not in digital form such as:

- 1) Paper permit applications and plans for project finished or in progress as of the above date;
- 2) Historical documents such as community plans and maps; and
- 3) A large volume of property records in various formats – paper, parchment, linen, microfilm, microfiche, and others.

NEED

Digitization of these records will gain enormous efficiencies by allowing agency employees to access and share documents crucial to their internal practice (research, analysis, etc.) and external practice (customer service, community engagement, etc.).

Productivity will increase as we have experienced with present e-permitting because documents would be available in real time with or without staff assistance. Agency records are essential to customers conducting due diligence before acquiring property, home inspections as part of home purchases, and appraisals in the finance and refinance process. Citizens would benefit from direct access to policy documents for their research.

Digital records can also be linked to other county databases such as the Assessor's Office, Recorder's Office, Clerk's Office, and the Auditor Controller Treasurer Tax Collector making it easier for citizens unfamiliar with the county bureaucracy to search for documents comprehensively.

SOLUTION

Prepping – Prepping is required for all records in paper form. Individual documents must be categorized into their respective document types, staples, paper clips and bindings must be removed and records must be aligned with their associated Address, Parcel Number and system record number. This work requires the oversight of existing staff with the institutional knowledge of our business. The work itself, however, would be best performed with extra help or term limited staff. Once all physical forms of records have been prepped for scanning, the need for this temporary staff will conclude.

Scanning – The scanning and indexing of the prepped documents will be handled by Softfile, the county’s current records vendor, through our existing BPO. Softfile has the capacity to digitize all types of physical records and an establish workflow that allows for the delivery of electronic files to OnBase, the County’s EDMS system.

Technology – Once digitized, we need to enhance the existing technology to allow for equal access to all. This includes 24 hour online capabilities as well as in person services. While this technology is already well developed, we need to add security features that allow viewing but not printed of intellectual property such as plans and documents prepared by licensed professionals.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

12/15/21 – 9/30/23

Estimated Project Costs and Funding Sources

• Softfile Scanning	\$300,000.00
• Preppers – Extra Help SOA's – 16,640 hours @ \$28/hr	\$466,000.00
• Scanning of Microfilm -	\$750,000.00
• OnBase Portal development for public viewing -	\$50,000.00
• Historic documents from library	\$200,000.00
• Contingency -	\$30,000.00
TOTAL	\$1,796,000.00

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

- **Staffing** – Extra Help staff will be exclusively assigned to the task of document preparation. We anticipate a total of 16,640 hours to complete all work.
- **Scanning** – The digitization will take the bulk of requested funding. Because we have historical records in various formats, some of the more delicate documents such as; parchment and linen will require special handling. In addition, digitization of microfilm requires specialty equipment and these task are best left to professionals in the industry. We anticipate a total of \$1,250,000 for this much needed work.
- **Technology** – OnBase portal development as well as Accela integrations will be necessary to ultimately serve the public effectively. We anticipate \$50,000 for this effort
- **Contingency** – We are requesting a \$30,000 contingency for any unforeseen expenses associated with the project

There is an opportunity for Permit Sonoma’s Tech Fee to leverage funding once the department implements the comprehensive fee study, in FY 2022-23. The restructure of the Tech Fee cannot be implemented or collected until the Board of Supervisors approves fiscal policy and a new fee ordinance.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

Funding Fact Sheet – Page 4

Rebuilding public sector capacity, by rehiring public sector staff and replenishing unemployment insurance (UI) trust funds, in each case up to pre-pandemic levels. Recipients may also use this funding to build their internal capacity to successfully implement economic relief programs, with investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations.

CR) cannot see the “rebuild” capacity, when access to digital records was not available pre-pandemic. Nor how the digitization builds capacity to “successfully implement economic relief programs, with investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations.” Is there a connection between

access to digital records and a community member being able to achieve economic relief? Example of say tourism industry members needing the records to access pandemic state/federal funding? If not, I think we are looking at a project eligible under Revenue Loss, and at this point we have yet to be granted that eligibility avenue.

In multiple interviews with Small Business Administration staff, they have informed the Director that they have experienced a record number of business seeking assistance – winding down, maintaining existing operations, or starting during the pandemic and struggling because of it. Part of the information they need is not available to them because they cannot access agency paper documents. Without this information, they can't take the next step in their business plan. The Board, after significant advocacy by the business community, has invested millions of dollars in an on-line permitting and documentation system. What good is it if the information is on paper? This information gap impacts especially small businesses that lack the resources to track down paper documents. With electronic documentation, business owners can keep their shop doors open while doing their due diligence.

The department has the technology and the infrastructure in place that allows the public to search for electronic documents. Most of the content is missing because only a small percentage of the paper plans, documents, and microfiche have been digitized. When searching for documents in the system, only those documents that are digitized return to view.

This project is directly related to the advancement of our technology structure, technology infrastructure and the delivery of services to an online forum. The community will have online access to all plans and documents for every property within the unincorporated county. There will be no need to drive to the office and request old microfiche or paper copies of records.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Pillar: Organizational Excellence

Objective: Strengthen operational effectiveness, fiscal reliability, and accountability.

Department Lead for this Objective: Tennis Wick

The Records Digitization Program will strengthen operational effectiveness by providing a common digital platform for customer direct access at any time to records at no charge.

Pillar: Organizational Excellence

Objective: Increase information sharing and transparency and improve County and community engagement.

Department Lead for this Objective:

By providing direct access to all department records on a common digital format available at any time at no charge, the agency will share information in a more meaningful and transparent manner

Pillar: Racial Equity and Social Justice

Objective: Ensure racial equity throughout all County policy decisions and service delivery

Department Lead for this Objective: Tennis Wick

The current multi-platform approach requires in-office visits during agency hours. This approach causes two problems for non-English speakers, predominately Latinx customers. First, while Permit Sonoma provides in-office translation, the experience has significantly less value if the Spanish-speaking customer has to take by memory or by notes the translation of the English document away with her. If she can view the document at her business or home, she will be able to review the document on her own time regardless of agency hours with necessary support to interpret the information. If the customer needs in-office assistance, it will always be available.

Pillar: Resilient Infrastructure

Objective: Implement technological solutions to promote resiliency and expand community access

Department Lead for this Objective: Tennis Wick

Currently, customers must view documents in the office or wait days or weeks to have them organized, converted and scanned into PDF's to be e mailed to them. By digitizing documents, customers can view them at their business or home without having to visit the agency, a trip that can require a business day for those living in outlying communities. In times of emergency response, we've seen several closures of the county facilities. Online delivery of these services will eliminate the need for an in office visit.

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

The current multi-platform approach requires in-office visits during agency hours. This approach causes two problems for non-English speakers, predominately Latinx customers. First, while Permit Sonoma provides in-office translation, the experience has significantly less value if the Spanish-speaking customer has to take by memory or by notes the translation of the English document away with her. If she can view the document at her business or home, she will be able to review the document on her own time regardless of agency hours with necessary support to interpret the information. If the customer needs in-office assistance, it will always be available.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Self Service records retrieval will reduce the need for staff in the retrieval process allowing more time for higher value activities.

Does the project support a community need based on COVID-19, if so, describe.

The Records Digitization program furthers this principle by supporting department customers – homeowners and businesses – by making due diligence, research, financing and permitting faster and less expensive since records vital to property improvement will be accessible from their homes and places of work at any time and at no cost.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

N/A

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

COMMUNITY PREPAREDNESS & INFRASTRUCTURE (Goals)

Strategy Area 1 Goal 1

The proposed actions for priority implementation include establishing a first-class comprehensive warning program with innovative technology and state of the art situational

awareness; meeting future challenges by redesigning the County Emergency Management Program, providing additional resources, and recommitting to the County's public safety missions; leading, supporting and training community liaisons to build and sustain individual and neighborhood preparedness, including underserved populations; and making County government more adaptable to provide continued services in disasters through comprehensive planning, a more empowered workforce, and improved facilities and technology.

The Records Digitization project directly contributes to Community Preparedness & Infrastructure strategic area by improving access to property records in an electronic format and protecting our historical records from damage in future events. Property records are critical to the recovery process as property owners attempt to rebuild. These records can make the difference in insurance settlements as well as the design and replacement of damaged or destroyed structures. We currently provide many records in a self-service, online environment. Digitizing the remainder of the historical documents will ensure all records are available 24 hours a day/7 days a week, regardless of our facility availability.

Will your proposal leverage community partnerships? If yes, explain?

N/A

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

N/A

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Probation	David Koch	PROB-FR-01

Project Title

RESPONSE REQUIRED

Transitional Housing for Homeless Defendants with Mental Illness and Substance Abuse Disorder

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

Project at a Glance

The Problem: Defendants with mental illness are over-incarcerated. A disproportionate number of such individuals are of color, and almost all are low-income.

A Solution: Although allowing individuals with mental illness to remain in the community while awaiting trial could pose safety risks, modern criminal justice programs mitigate these risks to low levels. Our program restores liberty to qualifying individuals and safeguards the community by providing intensive community monitoring, housing, assistance with medications and other health services, transportation to court dates, and behavioral intervention.

Number of Individuals Served to Date: 155

Number of Community-Based Organizations Collaborating on This Project: 8

Percentage of Requested Funds Allocated to Community-Based Organizations: 100

Focus on Data-Driven Decision-Making: A Probation Department Program Planning and Evaluation Analyst and an external contracted evaluator are currently collecting and evaluating data, the results of which will drive program improvements.

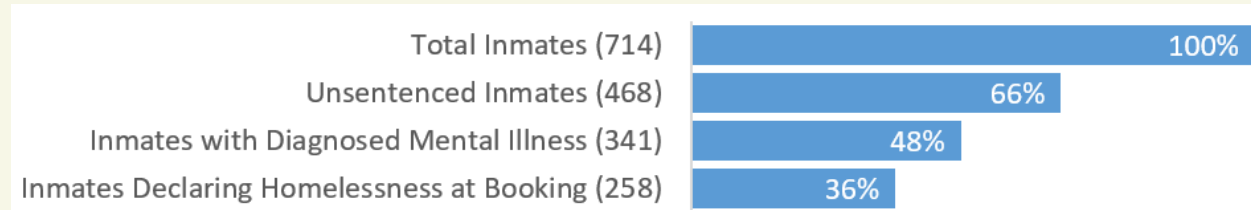
Project Summary

As the Sheriff's Office has lamented, the Main Adult Detention Facility serves as Sonoma County's largest mental health care facility, owing to the disproportionate number of inmates with mental illness. Many inmates are defendants awaiting trial who, in addition to mental illness, also struggle with substance use and homelessness (see chart below). In many cases, courts order these high-needs individuals to remain incarcerated while awaiting trial not necessarily because of the severity of their alleged crimes but rather because of the risks their mental health conditions could pose to themselves and the community. While necessary for public safety, incarceration of such individuals effectively punishes them for having mental illness, may not provide the treatment they need, and unnecessarily increases jail populations and costs.

To solve these difficult problems, the Probation Department, the Department of Health Services, and InterFaith Shelter Network initiated a pilot program that provides community case management for defendants with mental illness and substance abuse disorder, along with supportive transitional housing for those who are also homeless. The program's guiding strategy is to provide courts an option for defendants who can safely remain in the community pretrial if provided the necessary supports. This pilot program began in July 2018 with a grant from

the federal Bureau of Justice Assistance that funds services through December 2021. Recognizing the importance of this program to the overall criminal justice system, the Community Corrections Partnership agreed to fund an additional six months of service through June 2022. Additionally, on August 31, 2021 the Board will consider approving Measure O funding to support most of the needed case management through December 2024. As of June 2021, 155 unique individuals have been released from incarceration into the program.

Main Adult Detention Facility Selected Data (as of July 21, 2021)



Source: Sonoma County Sheriff's Office Inmate Population Summary Report

Grant funding covers the following community-based organization-provided services:

- An eight-bed transition house provides evidence-based supportive housing and 24-hour monitoring.
- Community case managers collaborate with jail staff to address the individual needs of defendants and provide a warm handoff to avoid service gaps. Once individuals are released, case managers connect them with services, obtain medications, address health issues, provide transportation to court and therapeutic appointments, accompany them to court, and provide other assistance as needed for a successful pretrial experience.
- A contracted external evaluator, Resource Development Associates, will study program effectiveness and provide recommendations for improvements.

Grant funding leverages many additional services, funded by Measure O (pending approval on 8/31), the Community Corrections Partnership, or General Fund. These services, for which ARPA funding is not requested, include the following:

- Case Management: On August 31, 2021, the Board will consider the Department of Health Services' implementation plan for Measure O funds; the plan includes \$160,000 per year for three years to fund most of the needed case management.
- Screening and assessment: The Department of Health Services conducts screenings, assesses individuals for mental illness and substance use disorders, and identifies appropriate services.
- Specialized caseloads: The Probation Department has specialized pretrial caseloads to address individual mental health needs and provide additional services for those with a higher risk of offending.
- Cognitive Behavioral Intervention: The Probation Department is collaborating with InterFaith Shelter Network to deliver evidence-based Cognitive Behavioral Intervention classes to help defendants improve their functioning in the community.
- Information sharing: The Probation Department, Department of Health Services, and Sheriff's Office share information to determine eligibility and enable individuals to access needed services.

All County staff working on this program has alternate, ongoing funding sources. No ARPA funding is requested or needed for staffing.

Requested funding would run the pilot program for an additional 4.5 years. In addition to reducing jail populations and providing community support and housing, extending the pilot would provide our evaluator additional data to determine program effectiveness and make recommendations for improvement should the Board wish to continue services after December 2026.

Possible funding sources to continue services beyond 2026 include the Community Corrections Partnership and the dedicated pretrial funding from California that will begin in FY 21-22 as part of the State’s initiative to reduce pretrial detention. If no funding sources are identified by July 2026, then we will stop accepting new referrals and begin winding down services.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

We request ARPA funding for the period July 1, 2022, to December 31, 2026.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$0
Capital Costs	\$0
Other (describe): Contract Costs	\$2,473,487
Estimated Total Project Costs	\$2,473,487
Anticipated Alternate/Leveraged Funding Sources	
Community Corrections Performance Incentives Fund	\$50,000
Measure O	\$480,000
Total ARPA Funding Request	\$1,943,487

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Based on current contract costs with InterFaith Shelter Network for case management and housing, estimated projects costs would be as follows:

Fiscal Year	Budget
22-23	410,186
23-24	422,491
24-25	435,166
25-26	448,221
26-27 (through 12/26)	227,423
Total	\$1,943,487

A Bureau of Justice Assistance grant will fund the project through December 2021. The Community Corrections Partnership will provide funding from January 2022 through June 2022. The BJA grant provides \$75,000 for external evaluation of program effectiveness. Probation’s Community Corrections Performance Incentives Fund would provide an estimated additional \$50,000 to evaluate data gleaned from the 4.5 years of service that ARPA would fund. The cost estimate assumes Measure O (pending 8/31 approval) will fund three years of case management beginning January 2022.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED

Funding Fact Sheet

1. Supporting the public health response (page 3)
 - Services to address behavioral healthcare needs exacerbated by the pandemic
3. Serving the hardest-hit communities and families (page 5)
 - Addressing health disparities and the social determinants of health

- Investments in housing and neighborhoods

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Indicate N/A if not applicable

Objective 1

Pillar: Healthy and Safe Communities

Goal: Continue to invest in public safety so that residents and visitors feel safe in our community.

Objective: Expand detention alternatives with the goal of reducing the jail population, from pre-pandemic levels, by 15% at the end of 2022, while simultaneously reducing recidivism amongst the supervised offender population.

Department Lead for this Objective: Probation

Objective 2

Pillar: Healthy and Safe Communities

Goal: Reduce the County's overall homeless population by 10% each year by enhancing services through improved coordination and collaboration.

Objective: Increase investment in programs that treat underlying causes of homelessness, including substance abuse, mental illness, poverty, and lack of affordable housing.

Department Lead for this Objective: Department of Health Services, Human Services Department, and Community Development Commission

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

RESPONSE REQUIRED

1. Our program advances economic and racial equity by focusing on Sonoma County’s lowest-income individuals and on the pretrial defendant population, in which Black, Indigenous, and Latinx individuals are overrepresented.

Economic Equity: Many program participants have no income, and most are homeless or lack a stable, safe, and sober living environment. ARPA guidance asks two questions to identify “economically disadvantaged” participants:

1. Do the primary intended beneficiaries earn less than 60 percent of the median income for the relevant jurisdiction (which is the county in our case)? Yes. Of the 132 individuals who received our program services and for whom we have income data, 99 percent earned less than 60 percent of Sonoma County’s median income.
2. Are over 25 percent of intended beneficiaries below the federal poverty line? Yes. In our program, 89 percent of beneficiaries have been below the poverty line.

Immediate improved outcomes include moving program participants out of jail and into supportive services. Beyond the immediate benefits, freeing low-income communities from incarceration while awaiting trial advances equity because “pretrial detention significantly and negatively affects the length of the sentence in cases that involve a sentence of incarceration*.” Simply put, absent programs like this one, low-income individuals will likely spend more time in jail.

Racial Equity: To address racial equity, the Probation Department reviewed this funding request with Office of Equity Director De La Cruz and will continue consulting her office on strategies to best serve communities of color. Additionally, we collect and analyze relevant program data internally, as well as externally via Resource Development Associates, our contracted external evaluator. The table below shows racial compositions of Sonoma County and pretrial program participants. While the program has served Black individuals at four times the racial makeup of Sonoma County, it has served other non-white individuals at lower levels. We will continue working with the Office of Equity and Resource Development Associates to identify any barriers that might reduce participation among lesser-served groups. As we identify barriers, we will work with InterFaith Shelter Network, the Superior Court, and our County justice partners to remove them.

Race/Ethnicity in Sonoma County and in Pretrial Program

Race/Ethnicity	% Total Population	
	Sonoma County	Pretrial Program*
White/non-Hispanic	66%	66%
Hispanic/Latino	27%	19%
Asian/Pacific Islander	5%	2%
African American/Black	2%	8%
American Indian/Alaska Native	1%	1%
Unknown	0%	3%

* Based on 155 program participants through June 2021.

2. As our project specifically aims to benefit low-income communities, we anticipate no adverse impacts.
3. Our project addresses inequities in housing and mental health care in Sonoma County.
4. Our contract requires that InterFaith Shelter Network “provide language assistance via staff interpreters, arrangements with local organizations providing interpretation or translation services, or other interpretation

services.” To ensure maximal outreach, a Behavioral Health Clinician evaluates each pretrial inmate for possible program participation.

* Sacks and Ackerman (2012) *Bail and Sentencing: Does Pretrial Detention Lead to Harsher Punishment?* Criminal Justice Policy Review. <https://doi.org/10.1177/0887403412461501>

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

This project can reduce costs by reducing the number of jail inmates. According to the Sheriff’s Office, jail costs \$221 per inmate per day.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

As the *Funding Fact Sheet* states, “The pandemic ... has disproportionately impacted low-income families and communities of color and has exacerbated systemic health and economic inequities.” This project supports health and economic inequities for low-income individuals.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

This project addresses the well-documented community problems of homelessness and inadequate mental health care.

Is your project included in the County’s 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County’s Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

The project addresses the “Housing” and “Safety Net Services” strategic areas of the *Recovery & Resiliency Framework*

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

The project would strengthen the County's relationship with InterFaith Shelter Network and the many non-profit health services organizations detailed below, all of which have helped develop this program and hope to continue working with us.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

In implementing this project, the Probation Department and Department of Health Services regularly engage with the Community Development Commission and many community groups, including the Sonoma County chapter of the National Alliance on Mental Illness; Santa Rosa Community Health; West County Community Services; Providence Health System; Sonoma County Peer Council; and our service provider, InterFaith Shelter Network. Additionally, our monthly implementation meetings include individuals who have lived experience with mental illness and the criminal justice system.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October (date TBD); the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be expended by December 31, 2024. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Sonoma Water	Joan Hultberg	SCWA-FR-01

Project Title

RESPONSE REQUIRED
Russian River Sanitation District Electrical Upgrade at Vacation Beach

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

Project Description/Scope:

The Russian River County Sanitation District (District) is operated and managed by Sonoma County Water Agency under contract, and Sonoma Water employees are authorized to act on the District's behalf. The project presented for your consideration is an electrical rehabilitation project that will improve public safety, improve service to the District's customers, and reduce the risk of sanitary sewer overflows at Vacation Beach. The District proposes to replace a 43 year old medium voltage feeder with a low voltage feeder that will deliver power to the Lift Station and allow for remote operation of the Station. The Lift Station sits within an area that experiences frequent winter flooding. Relocating the control equipment to the District Treatment Plant at 18400 Neeley Road in Guerneville, CA will allow for safe and consolidated operation of the Lift Station.

The District's wastewater collection, treatment, and disposal facilities serve approximately 8,160 customers in unincorporated Sonoma County (areas of Rio Nido, Vacation Beach, Guerneville, and Guerneville Park). In 2018 the State Water Resources Control Board commissioned an income survey of the District in order to establish the median household income level for state and federal funding programs and sources, and subsequent analysis of the survey results showed that the District's service area classifies as a Disadvantaged Community with a median household income under 80% of the State's average.

The District began operations in 1983. The facilities are approaching the end of their useful life, with most being over 35 years old. An interruption of service (e.g., failure) at the headworks, force main, or any one of the lift stations could lead to a raw sewage spill, endangering health and safety of the public and environment in surrounding areas which includes popular recreation and tourist destinations in the lower Russian River. The District has limited funds available due to the small size of its ratepayer base and, as a financially disadvantaged community, ratepayers are unable to absorb significant rate increases that would be required to fund capital improvement projects.

The Vacation Beach Lift Station is a part of the District collection system. Due to the topography of the District, wastewater collection delivery to the treatment plant relies on the operation of a number of lift stations to pump water throughout the system. Any mechanical or electrical system failure at a lift station presents a high risk of a sanitary sewer overflow, which results in significant public health and safety risks.

Since its installation in 1978, other public infrastructure projects have been completed in the areas adjacent to the medium voltage cable route that have resulted in access points to the cable (such as electrical junction boxes) being paved over and buried, making them inaccessible.

This lack of accessibility, combined with its inadequate reliability and safety, have made this project a high priority for the District.

There are multiple issues with the current electrical system that reduce the overall system reliability:

- The general area is subject to extreme flooding events during the winter season, and physical access to the lift stations becomes limited and poses a safety hazard to mechanics and electricians. The lift station electrical equipment is within the 500-yr floodplain. The access to the station (access gate, stairs up to the platform) is all within the 100-yr floodplain.
- During flooding events, it is unsafe and often impossible to make repairs in the event of a failure until the waters recede, during which time the sanitary sewer system will often overflow.
- The Vacation Beach Lift Station has a District owned transformer mounted to wooden utility poles, similar to an electric utility pole-mounted transformer, to keep it elevated above the floodwaters. The pole, transformer and conductors are vulnerable to damage from falling trees and branches during winter storm events.
- Although there are electrical protection mechanisms at the treatment plant that protect the medium voltage cable from electrical failure, these protection mechanisms lack overcurrent and ground fault protection devices that ensure the safety and reliability of the system.

This project will replace the aged and unreliable medium voltage feeder with a low voltage feeder that will deliver power to the Lift Station and allow for remote operation of the Station. The Lift Station sits within an area that experiences frequent winter flooding. Relocating the control equipment to the Treatment Plant will allow for safe and consolidated operation of the Lift Station.

The proposed project would provide design engineering, construction, and inspection services to reconfigure the electrical systems at the Vacation Beach lift station in order to minimize or eliminate the issues noted above. The District will relocate the existing controls from the Vacation Beach Lift Station to the Treatment Plant to allow for remote operation of the station.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

The term of this project is from 12/15/21 to 11/30/2026 (60 month duration). We are estimating somewhat generously to account for potential right of way negotiations.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	
Capital Costs	\$5,131,707
Other (describe)	\$0
Estimated Total Project Costs	\$5,131,707
Anticipated Alternate/Leveraged Funding Sources	
District labor (OH not reimbursable under ARPA)	\$645,751
Total ARPA Funding Request	\$4,485,956

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Detailed Breakdown

District Labor*	\$1,435,000.00
Consultants – (Design, Enviro, ROW, Inspection)	\$ 982,503.00
Construction Contractor	\$2,714,204.00
Total Project Cost	\$ 5,131,707.00

* \$645,751 of the District labor shown is OH (overhead) costs that are not reimbursable under the ARPA program rules and were pulled out of the Funding Request amount. Ineligible OH costs will be covered by the District Construction Fund.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Task	Activity ^{1,2}	Estimated Costs					Total
		Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	
		2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	
1	Task 1 - PM and Design	\$101,827	\$712,788	\$101,827	\$50,913	\$50,913	\$1,018,268
2	Task 2 - CEQA Compliance	\$168,402	\$336,804	\$56,134	\$0	\$0	\$561,340
3	Task 3 - Survey and Right-of-Way	\$92,255	\$184,509	\$15,376	\$7,688	\$7,688	\$307,515
4	Task 4 - Construction Management	\$0	\$0	\$0	\$265,190	\$265,190	\$530,380
5	Task 5 - Construction	\$0	\$0	\$0	\$2,714,204	\$0	\$2,714,204
Total Estimated Cost/Year		\$362,483	\$1,234,101	\$173,337	\$3,037,995	\$323,791	\$5,131,707

1 - Staff costs to be allocated to year in which actually incurred

2 - Contract and agreement costs to be allocated to year in which contract/agreement is awarded or executed.

Estimated projects costs by task are shown above, including overhead costs not reimbursed by ARPA funding. The project will not require any extra help or time-limited staff.

The District has no other outside funds to leverage, as grant projects currently underway are federally funded, making ARPA funds ineligible as match. The District has recently secured \$2.23M in FEMA funds to upgrade its secondary clarifiers at the treatment plant. The Vacation Beach project may be eligible for future FEMA funding, but FEMA requires a sizeable match (at least 25% of the grant amount) and not all costs (such as full overhead rates on labor) are reimbursable, resulting in higher actual local cost share. This higher local cost share is problematic for several reasons discussed early in the application including the District’s current financial status, its small rate payer base, and its status as a financially disadvantaged community. Furthermore, the length of time typical between FEMA application and obligation of funds is substantial and could delay this important work.

The District has looked diligently for other grant sources to fund its aging infrastructure, but due to their nature, these projects are considered “deferred maintenance projects,” or are mandated by regulatory agencies, both of which are ineligible under most grant funding programs. We have tried to capture wastewater infrastructure funding from the Department Water Resources (DWR) Integrated Regional Water Management program for wastewater infrastructure projects, but have never been selected for funding, in part because the project does not benefit multiple communities and the District can use rates to generate revenue.

The District recently obtained \$810K (no match required) from the State Water Resources Control Board’s Clean Water State Revolving Fund to perform an assessment and preliminary designs to improve or replace the aging headworks and lift stations mechanisms. Once the assessment/preliminary design is completed, there is approximately \$8M in low interest construction funding available to the district to complete those designs and construct some of the projects. But this amount is not nearly enough to cover all the upgrades and replacements needed to restore the District’s infrastructure and bring systems up to current health, safety, and design standards and codes.

All grants and loans have financial consequences, and grant funds are mostly not available for wastewater infrastructure except through FEMA programs that require a minimum 25% match, with additional un-reimbursable costs.

The District is already paying \$368,000 in debt service annually on outstanding bonds and loans. This amount drops in FY24-25 to approximately \$124,000 if no further loans are sought before then. Loans are available but the District struggles to maintain the minimum debt service coverage required by the loans, and would result in increasing rates to cover debt service.

The Long Range Financial Plan currently shows a negative fund balance of \$1.5M in FY23-24. Without a source of funding, the District will not be able to construct this important/priority project and it would have to be delayed further unless Sonoma Water concluded it needed to subsidize the project with monies from its General Fund. Any subsidies for projects in this District would reduce Sonoma Water's ability to assist other sanitation districts that may also have critical needs.

We had hoped to construct this project within a few years of the 2019 Floods. If ARPA funds are awarded, it would result in an average savings of up to \$500 per Equivalent Single Family Dwelling per year over the funding period.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please cite the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

RESPONSE REQUIRED

The Russian River CSD's Vacation Beach Electrical Project aligns with ARPA's element "Investing in Water and Sewer Infrastructure." It also aligns with the EPA's Clean Water State Revolving Funds project eligibility criteria, as the District is a publicly owned treatment works as defined in CWA section 212.

The District is formally categorized as an economically disadvantaged community, or DAC, based upon an income survey commissioned by the State Water Resources Control Board's Division of Financial Assistance. This study, issued in October 2018, determined the median household income of residents in the District was approximately \$43,000 per year, which is less than 80% of the median household income in the state of California.

Strategic Plan Alignment

*Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.*

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>

[Strategic Plan 1 Pager](#)

Indicate N/A if not applicable

Pillar: Organizational Excellence

Goal: Seek out grant funding to enhance programs and improve infrastructure

Objective: Secure a total of \$60 million in grant funding by 2026 for strategic priorities, including technology tools, climate resiliency, and other capital projects.

Department Lead for this Objective: County Administrator's Office

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

RESPONSE REQUIRED

1. Residents of the District are members of an economically disadvantaged community, and ratepayers of the District face a number of challenges. With a local economy largely based on tourism, the cumulative effects of repetitive flooding, wildfires, and the continuing COVID-19 pandemic, the economic future is uncertain.

The District's wastewater collection, treatment, and disposal facilities serve approximately 8,160 residents in unincorporated Sonoma County (areas of Rio Nido, Vacation Beach, Guerneville, and Guerneville Park). In 2018 the State Water Resources Control Board commissioned an income survey of the District in order to establish the median household income level for state and federal funding programs and sources. Subsequent analysis of the survey results showed that the District's service area classifies as a Disadvantaged Community with a median household income under 80% of the State's average.

One of the problems inherent with a small district is a limited customer base to fund operations and maintenance. With a smaller rate base, costs must be borne by fewer customers. The District community now pays the second highest sanitation rates of Sonoma County's county sanitation districts, second only to Occidental, whose median household income is above the state average.

The funding of this project will help to stabilize sanitation rates in the District. It will also improve the safety and reliability of a critical service – sanitary waste collection and treatment – to a small, disadvantaged community. This project will reduce sanitary sewer overflows related to the loss of power at the lift station, and increase the safety and reliability of the electrical feeder. In addition,

relocating the lift station electrical controls will improve the aesthetics and safety of the station in the Vacation Beach neighborhood. Moving the electrical and control equipment to the treatment plant facility will also improve safety of the community and District staff by eliminating the need to access the lift station itself during flood events.

2. The District sees no potential negative or adverse impacts of the project on communities of color and low-income communities. We expect positive local support for this work, as it will reduce potential local sanitary sewer overflows and remove aesthetic blight of some existing equipment.
3. Aging infrastructure disproportionately affects lower income residents, if capital improvement costs are reliant upon sewer rates. The District has limited funds available due to the small size of its ratepayer base and, as a financially disadvantaged community, ratepayers are unable to absorb significant rate increases required to fund capital improvement projects.
4. The estimated budget and timeline includes costs related to community engagement and outreach, and translation and interpretation as needed.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

The Vacation Beach Lift Station Voltage Feeder Replacement Project will replace an aged and unreliable medium voltage feeder with a low voltage feeder that will deliver power to the Lift Station, improve safety and accessibility and allow for remote operation of the station. These improvements will reduce the risks of mechanical or electrical failure and subsequent sanitary sewer overflows, which result in health risks to the public and steep fines from environmental regulators.

The project is one part of a larger plan to replace the District's aging infrastructure. Due to the economic challenges of the ratepayers, the District works hard to keep rates as low as possible.

The District has already secured \$2.23M in FEMA funds to upgrade its secondary clarifiers at the treatment plant, and \$810K to perform an assessment and preliminary designs to improve or replace the aging headworks and lift stations mechanisms from the State Water Resources Control Board's Clean Water State Revolving Fund. Once that is completed, there is approximately \$8M in low interest construction funding available to the district to complete those designs and construct some of the projects. But this money is not enough to cover all the upgrades and replacements needed to restore the District's infrastructure and bring systems up to current health, safety, and design standards and codes.

Does the project support a community need based on COVID-19, if so, describe.

The project does support a community need based on COVID-19, due to the pandemic's effect on the local economy and in particular on a disadvantaged community. The current exceptional drought is further impacting the economy of the Russian River area. Grant funding for this project will help to stabilize sewer rates for the community. See additional details on financial impacts in the Estimated Project Costs Section above.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Under its National Pollution Discharge Elimination System Permit (NPDES NO. CA0024058, June 17, 2021), the District is required to plan and implement mitigations to ameliorate potential risks associated with

extreme weather events and changing conditions resulting from climate change. The District is subject to Notices of Violation (e.g. Notice of Violation dated April 14, 2021) to the NPDES Permit and fines in the event of sewer overflows that result in significant threat to human health or the environment.

The proposed project is intended to build resiliency and prevent sewer overflows that adversely impact the community.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Yes, it is in the 2021-2026 Capital Improvement Plan:

Name: Lift Station Electrical Resiliency Project (Vacation Beach)

Function Area: Development Services

Department/Division: Sonoma Water / Russian River County Sanitation District

Request: WA20006

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

The Vacation Beach project meets the spirit of the County's Recovery & Resiliency Framework and aligns with the Natural Resources strategic area by protecting public health and safety, and contributing to enhanced recreational opportunities and economic vitality. By removing an above ground connection to a transformer, undergrounding the electrical lines at the site and streamlining controls at the treatment plant, the project will mitigate against lift station electrical power supply failures and potential sanitary sewer overflows during flood events.

Will your proposal leverage community partnerships? If yes, explain?

The District serves approximately 8,160 customers of which more than 96% are residential. These customers are our stakeholders. We engage with them through social media, biannual newsletters, press releases, public tours, and our website that provides information on the budget, rate setting information, audited financial statements, rebates, the District's Local Hazard Mitigation Plan, safe medicine disposal, operation and maintenance of the District, and more. We are also available during office hours to respond to customer questions. Using these strategies, we are able to collaborate and communicate with our stakeholders.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

The District will engage with Russian River Watershed Protection Committee and the community prior to project implementation (via public meeting or flyer) to provide information on project implementation, benefits, and costs associated with this project.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October (date TBD); the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be expended by December 31, 2024. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Sonoma Water	Joan Hultberg	SCWA-FR-02

Project Title:

RESPONSE REQUIRED
Russian River Sanitation District Critical Replacement Projects

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The Russian River County Sanitation District (District) is operated and managed by Sonoma County Water Agency under contract, and Sonoma Water employees act on the District's behalf. The project presented for your consideration will replace critical pieces of equipment in danger of failing due to age and outdated technology. Replacement of a single-walled underground diesel tank is a regulatory requirement mandated by SB 445 to avoid fuel leaks and environmental contamination. Components of the ultraviolet disinfection system have reached their end of life and replacement pieces are no longer supported or manufactured. Flowmeters are needed at the headworks and at the pipeline that transfers wastewater to the clarifiers. Failure of any one of these elements will result in permit violations, costly fines, and expensive clean up costs.

The District's wastewater collection, treatment, and disposal facilities serve approximately 8,160 customers in unincorporated Sonoma County (areas of Rio Nido, Vacation Beach, Guerneville, and Guerneville Park). In 2018 the State Board commissioned an income survey of the District in order to establish the median household income level for state and federal funding programs and sources, and subsequent analysis of the survey results showed that the District's service area classifies as a Disadvantaged Community with a median household income under 80% of the State's average.

The District began operations in 1983. The facilities are approaching the end of their useful life, with most being over 35 years old. An interruption of service (e.g., failure) at the headworks, force main, or any one of the lift stations could lead to a raw sewage spill, endangering health and safety of the public and environment in surrounding areas which includes popular recreation and tourist destinations in the lower Russian River. The District has limited funds available due to the small size of its ratepayer base and, as a financially disadvantaged community, ratepayers are unable to absorb significant rate increases that would be required to fund capital improvement projects.

Critical Replacement 1: Underground Diesel Tank at the Main Lift Station (\$1,056,900)

The underground diesel fuel tank at Russian River main lift station provides fuel for the back up power supply generator. This project proposes to replace the underground tank with an above ground tank and enclosure by 2025 in order to meet current health and safety code requirements.

Effective September 25, 2014, Senate Bill (SB) 445 (Stats. 2014, Ch. 547) changed the underground storage tank (UST) regulatory program regarding design and construction of USTs. Specifically, this change requires permanent removal of any UST designed and constructed before January 1, 1984 that does not meet the requirements of certain Health and Safety Codes. USTs must be removed before December 31, 2025. Penalties for systems out of compliance are \$500 to \$5,000 per day per underground storage tank.

ARPA funds will be used to remove the existing single walled UST, and to design and construct a replacement fuel storage tank that is above ground and enclosed by a structure.

Critical Replacement 2: Ultraviolet (UV) Disinfection System Upgrade (\$1,137,470)

This work will involve the installation and integration of new components to allow the UV disinfection system to continue to function into the next decade while maintaining compliance to strict regulatory requirements.

The District's UV disinfection system was constructed at the treatment plant in 2012 and began operation that same year. Since this time, many of the electrical and control components have become outdated and are no longer supported by the manufacturer. The technology employed by UV systems advances rapidly, in parallel with the microchip and computer industries. As such, the current UV disinfection system requires component upgrades that will enable continued support by the manufacturer without needing to replace the entire system at this time.

Failure to upgrade the UV disinfection system could result in the treatment facility being out of compliance with its NPDES (National Pollutant Discharge Elimination System) permit. In addition, if the UV system fails, customers would be required to limit their use of the sanitary sewer, until the system is repaired or replaced. Benefits of the upgrade to the community are the avoidance of costly fines, emergency repairs, and cleanup costs.

Critical Replacement 3: Flowmeter Replacement and Installation (\$459,450)

Two new flowmeters are needed to improve system performance, water balance, and avoid violations of the District's NPDES permit. This work includes the replacement of the headworks influent ultrasonic/Parshall Flume meter and installation of a new meter on the mixed liquor pipeline that transfers wastewater to the clarifiers.

Due to the physical nature of the collection system and the surging of low flows of wastewater to the treatment plant, the current influent meter has an error rate up to 40%. This is because the meter performs most accurately with constant flows rather than surging flows. The addition of a mixed liquor meter is needed to help maintain water balance and to provide flow automation, which will help plant operations staff efficiently manage the treatment plant.

The influent meter replacement requires construction of a large concrete vault, the installation of valves, a 16-inch Toshiba magmeter and various appurtenances including controls and minor electrical improvements. The mixed liquor meter installation requires severing the mixed liquor pipeline in the upper portion of the transfer pump gallery approximately twelve feet from the gallery floor. This meter will require control and minor electrical improvements to accommodate its installation. Both installations require a plant shutdown which will involve plant staff and the routing of influent to basin #3 for as little as time as possible to minimize shutting down plant processes.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

All work proposed herein would be performed between 7/1/22 and 12/31/25 (42 month duration). We are using the regulatory deadline of 12/31/25 that is required for the UST subproject as the current end date. However, we believe we could potentially complete all work sooner depending upon staff availability and construction

conditions. The estimated costs table by fiscal year represents our current view of what could be possible if we do not hit any unforeseen roadblocks and shows a potential end date of 06/30/2025.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$0
Capital Costs	\$2,653,820
Other (describe)	\$0
Estimated Total Project Costs	\$2,653,820
Anticipated Alternate/Leveraged Funding Sources	
District labor (OH not reimbursable under ARPA)	\$310,289
Total ARPA Funding Request	\$2,343,531

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Detailed Breakdown

District Labor*	\$ 689,530
Consultants - Design, Enviro, ROW, Inspection	\$ 586,290
Construction Contractor	\$ 1,378,000
Total Project Cost	\$ 2,653,820

* \$310,289 of the District labor shown is OH (overhead) costs that are not reimbursable under the ARPA program rules and were pulled out of the Funding Request amount. Ineligible OH costs will be covered by the District Construction Fund.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Task	Activity ^{1,2}	Estimated Costs				Total
		Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	
		2021-2022	2022-2023	2023-2024	2024-2025	
1	Design	\$0	\$713,700	\$222,560	\$0	\$936,260
2	CEQA	\$0	\$73,060	\$26,910	\$0	\$99,970
3	Right-of-Way	\$0	\$35,230	\$0	\$0	\$35,230
4	Inspection	\$0	\$0	\$126,360	\$78,000	\$204,360
5	Construction	\$0	\$0	\$568,000	\$810,000	\$1,378,000
Total						
Estimated Cost/Year		\$0	\$821,990	\$943,830	\$888,000	\$2,653,820

1 - Staff costs to be allocated to year in which actually incurred

2 - Contract and agreement costs to be allocated to year in which contract/agreement is awarded or executed.

Estimated projects costs by task are shown above, including overhead costs not reimbursed by ARPA funding. The project will not require any extra help or time-limited staff.

The District has no other funds to leverage, as grant projects currently underway are federally funded, making ARPA funds ineligible as match. The District has recently secured \$2.23M in FEMA funds to upgrade its secondary clarifiers at the treatment plant. The Vacation Beach project may be eligible for future FEMA funding, but FEMA requires a sizeable match (at least 25% of the grant amount) and not all costs (such as full overhead rates on labor) are reimbursable, resulting in higher actual local cost share. This higher local cost share is problematic for several reasons discussed early in the application including the District’s current financial status, its small rate payer base, and its status as a financially disadvantaged community.

Furthermore, the length of time typical between FEMA application and obligation of funds is substantial and could delay this important work.

The District has looked diligently for other grant sources to fund its aging infrastructure, but due to their nature, these projects are considered “deferred maintenance projects,” or are mandated by regulatory agencies, both of which are ineligible under most grant funding programs. We have tried to capture wastewater infrastructure funding from the Department Water Resources (DWR) Integrated Regional Water Management program for wastewater infrastructure projects, but have never been selected for funding in part because the project does not benefit multiple communities and the District can use rates to generate revenue.

The District recently obtained \$810K (no match required) from the State Water Resources Control Board’s Clean Water State Revolving Fund to perform an assessment and preliminary designs to improve or replace the aging headworks and lift stations mechanisms. Once the assessment/preliminary design is completed, there is approximately \$8M in low interest construction funding available to the district to complete those designs and construct some of the projects. But this amount is not nearly enough to cover all the upgrades

and replacements needed to restore the District's infrastructure and bring systems up to current health, safety, and design standards and codes.

All grants and loans have financial consequences, and grant funds are mostly not available for wastewater infrastructure except through FEMA programs that require a minimum 25% match, with additional un-reimbursable costs.

The District is already paying \$368,000 in debt service annually on outstanding bonds and loans. This amount drops in FY24-25 to approximately \$124,000 if no further loans are sought before then. Loans are available but the District struggles to maintain the minimum debt service coverage required by the loans, and would result in increasing rates to cover debt service.

The Long Range Financial Plan currently shows a negative fund balance of \$1.5M in FY23-24. Without a source of funding, the District will not be able to construct these important/priority project and it would have to be delayed further unless Sonoma Water concluded it needed to subsidize the project with monies from its General Fund. Any subsidies for projects in this District would reduce Sonoma Water's ability to assist other sanitation districts that may also have critical needs.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

RESPONSE REQUIRED

The District's Critical Replacement Project aligns with ARPA's element "Investing in Water and Sewer Infrastructure." It also aligns with the EPA's Clean Water State Revolving Funds project eligibility criteria, as the District is a publicly owned treatment works as defined in CWA section 212.

The District is formally categorized as an economically disadvantaged community, or DAC, based upon an income survey commissioned by the State Water Resources Control Board's Division of Financial Assistance. This study, issued in October 2018, determined the median household income of residents in the District was approximately \$43,000 per year, which is less than 80% of the median household income in the state of California.

Strategic Plan Alignment

*Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.*

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Pillar: Organizational Excellence

Goal: Seek out grant funding to enhance programs and improve infrastructure

Objective: Secure a total of \$60 million in grant funding by 2026 for strategic priorities, including technology tools, climate resiliency, and other capital projects.

Department Lead for this Objective: County Administrator's Office

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

RESPONSE REQUIRED

1. Residents of the District are members of an economically disadvantaged community, and ratepayers of the District face a number of challenges. With a local economy largely based on tourism, the cumulative effects of repetitive flooding, wildfires, and the continuing COVID-19 pandemic, the economic future can look uncertain.

The District's wastewater collection, treatment, and disposal facilities serve approximately 6,305 residents in unincorporated Sonoma County (areas of Rio Nido, Vacation Beach, Guerneville, and Guerneville Park). In 2018 the State Water Resources Control Board commissioned an income survey of the District in order to establish the median household income level for state and federal funding programs and sources. Subsequent analysis of the survey results showed that the District's service area classifies as a Disadvantaged Community with a median household income under 80% of the State's average.

One of the problems inherent with a small district is a limited customer base in order to fund operations and maintenance. With a smaller rate base, costs must be borne by fewer customers. The District community now pays the second highest sanitation rates of Sonoma County's county sanitation districts, second only to Occidental, a much more affluent community.

The funding of this project will help to stabilize sanitation rates in the District. It will also improve the service and reliability of a critical service – sanitary waste collection and treatment – to a small, disadvantaged community. The project presented will replace critical pieces of equipment in danger of failing due to age and outdated technology. Failure of any one of these elements will result in permit violations, costly fines, and expensive clean up costs.

2. The District sees no potential negative or adverse impacts of the project on communities of color and low-income communities. The project will prevent public health safety dangers and environmental contamination by avoiding sanitary sewer overflows and continuing to insure proper disinfection of wastewater.

3. Aging infrastructure disproportionately affects lower income residents, if capital improvement costs are reliant upon sewer rates. The District has limited funds available due to the small size of its ratepayer base and, as a financially disadvantaged community, ratepayers are unable to absorb significant rate increases required to fund capital improvement projects.
4. The estimated budget and timeline includes buffers for community engagement and outreach, including translation and interpretation as needed.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

The District's project will replace several aged and unreliable system components to improve safety and accessibility and allow for improved and more reliable operation of the collection and treatment systems. These improvements will reduce the risks of mechanical or electrical failure and subsequent sanitary sewer overflows, which result in health risks to the public and steep fines from environmental regulators.

Due to the economic challenges of the ratepayers, the District works hard to keep rates as low as possible. These projects are part of a larger plan to replace the District's aging infrastructure.

The District has already secured \$2.23M in FEMA funds to upgrade its secondary clarifiers at the treatment plant, and \$810K to perform an assessment and preliminary designs to improve or replace the aging headworks and lift stations mechanisms from the State Water Resources Control Board's Clean Water State Revolving Fund. Once that is completed, there is approximately \$8M in low interest construction funding available to the district to complete those designs and construct some of the projects. But this money is not enough to cover all the upgrades and replacements needed to restore the District's infrastructure and bring systems up to current health, safety, and design standards and codes.

Does the project support a community need based on COVID-19, if so, describe.

The project does support a community need based on COVID-19, due to the pandemic's effect on the local economy and in particular on a disadvantaged community. The current exceptional drought is further impacting the economy of the Russian River area. Grant funding for this project will help to stabilize sewer rates for the community. See additional details on financial impacts in the Estimated Project Costs Section above.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Under its National Pollution Discharge Elimination System Permit (NPDES NO. CA0024058, June 17, 2021), the District is required to plan and implement mitigations to ameliorate potential risks associated with extreme weather events and changing conditions resulting from climate change. The District is subject to Notices of Violation (e.g. Notice of Violation dated April 14, 2021) to the NPDES Permit and fines in the event of sewer overflows that result in significant threat to human health or the environment.

The proposed project is intended to build resiliency and prevent sewer overflows that adversely impact the community.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Yes, two of the three critical replacement projects are included in the 2021-2026 Capital Improvement Plan:

Name: UV System Retrofit

Function Area: Development Services
Department/Division: Sonoma Water / Russian River County Sanitation District
Request: WA21015

Name: Main Lift Diesel Tank Replacement
Function Area: Development Services
Department/Division: Sonoma Water / Russian River County Sanitation District
Request: WA19028

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

The Critical Replacement Projects project meets the spirit of the County's Recovery & Resiliency Framework and aligns with the Natural Resources strategic area by protecting public health and safety, and contributing to enhanced recreational opportunities and economic vitality. Implementation of these projects will result in improved public health and safety by reducing the risks of system failure. Removal of the UST will provide environmental protection as well as improved public health and safety by avoiding potential soil contamination by diesel fuel.

Will your proposal leverage community partnerships? If yes, explain?

The District serves approximately 8,160 customers of which more than 96% are residential. These customers are our stakeholders. We engage with them through social media, biannual newsletters, press releases, public tours, and our website that provides information on the budget, rate setting information, audited financial statements, rebates, the District's Local Hazard Mitigation Plan, safe medicine disposal, operation and maintenance of the District, and more. We are also available during office hours to respond to customer questions. Using these strategies, we are able to collaborate and communicate with our stakeholders.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

The District will engage with Russian River Watershed Protection Committee and the community prior to project implementation (via public meeting or flyer) to provide information on project implementation, benefits, and costs associated with this project.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
TPW	Johannes Hoeverstz	TPW-FR-01

Project Title

Stormwater Management of Green Valley Road with Green Valley Creek Restoration

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

This application is a request for \$1.45 Million for the preliminary design phase of a project for stormwater management of Green Valley Road through Green Valley Creek Restoration. The preliminary design process will include project scoping, preliminary engineering and environmental permitting. The project will be guided by the design and permitting process. The result of Phase 1 of this project is a 'shovel-ready' project, poised to take advantage of future funding opportunities.

Transportation and Public Works, (TPW), together with our partners at Sonoma Water, have determined there are substantial community benefits as well as mutual benefits to both departments in reducing the flooding of Green Valley Creek at Green Valley Road in the Graton area of Sonoma County.

The goal of the project is to restore Green Valley Creek while simultaneously increasing the hydraulic capacity. Creek restoration will include habitat improvements, biological diversity and watershed sustainability. There is a long-standing issue with Green Valley Creek overflowing at a 1-2 year storm frequency. The overflowing creek waters severely flood Green Valley Road. The flooding causes closure of Green Valley Road for months at a time, as the flood waters do not quickly recede. The closure of Green Valley Road causes a lengthy detour for the Graton community.

The restoration work will be extensive and require environmental permits that will be challenging to obtain. An extensive design process is necessary to resolve this complex issue and allow our departments to seek future construction funds from a Hazard Mitigation grant. This project will result in a 'shovel-ready' project, poised to take advantage of future funding opportunities.

Our departments are working cooperatively together and have determined the following long-term plan to address the complicated solution to this issue:

- TPW to apply for and secure funding of the design and environmental permitting phase for the project
- TPW and Sonoma Water to enter an agreement where TPW funds the design and Sonoma Water manages and oversees the design consultant for the project
- Once the project is designed, Construction funds from a future Hazard Mitigation Grant can be sought

The goals of the project are to enhance the biological diversity, sustainability of this watershed, improve the creek corridor and increase the hydraulic capacity of Green Valley Creek.

This project will mitigate the impact of fish stranding. Biological diversity will be improved and sustained with the minimization of rescuing fish stranded by the flood waters. Creek corridor improvements will benefit the watershed and community.

Creek capacity at this location is approximately at the 1-2 year storm frequency. This project goal is to increase capacity, thus reducing the frequency of flooding and road closure.

As defined in Sonoma County's Strategic Plan Pillar on Resilient Infrastructure, resiliency is improving our essential function and preventing community impacts caused by disasters. Reducing the flooding on Green Valley Road allows TPW to improve our essential function of providing safe transportation on County roads to our residents and preventing community impacts of road closure caused by flooding events.

The project relies of a unity of effort between TPW and Sonoma Water, as discussed in the Sonoma County Recovery and Resiliency Framework, as we work together to support common objectives. Collaboration with partners is one of five core values identified in the Strategic Plan and leveraging funds is one of three guiding principles in the Strategic Plan.

The project is also in alignment with the Recovery and Resiliency Framework. This project will enhance community resiliency by investing in County infrastructure including flood protection. This project directly contributes to Goal #5 Support, Invest and Expand in Flood Protection.

Recent trends in weather conditions have shifted our focus to sustainability in watershed conditions. Improvements made to the Green Valley Creek corridor will allow us to be better prepared to withstand flooding events.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

Projected timeline of Engineering Design of the Project:

Secure project scoping, engineering design and permitting funds 12/21-6/22

Enter Agreement with SCWA for design consultant 7/22-8/22

Preliminary Engineering Design and Environmental Permitting 8/22-6/24

Completion of ARPA funds 8/24

Future Construction phase timing dependent on funding source

Apply for future grants 1/24-12/24

Construction 1/25-12/26, cost estimate is \$2-4M

Project would not move forward without securing construction funds.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$1,450,000
Capital Costs	\$0
Other (describe)	\$0
Estimated Total Project Costs	\$1,450,000
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$1,450,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

This project includes a complicated issue that requires a long-term plan to resolve. The plan is for TPW to secure funding for the project scoping, engineering design and environmental permitting phase. Once that funding is secured, TPW and Sonoma Water will enter an agreement whereby Sonoma Water will use these funds to manage and oversee the design consultant. Once the preliminary engineering phase is complete and the project is defined, future construction funds from a Hazard Mitigation Grant will be sought. The preliminary engineering phase is necessary to define the project and determine construction costs.

TPW in conjunction with Sonoma Water has determined that project scope definition through preliminary engineering design and environmental permitting will cost \$1.45Million. See details below:

Design \$500,000
Environmental \$750,000
Right-of-way \$120,000
Project Management \$80,000
Project Total \$1,450,000

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

This project aligns with ARPA’s Invest in Water, Sewer and Broadband Infrastructure element. Excerpts from the Funding Fact Sheet, page 3 final bullet point Item titled “Invest in Water, Sewer and Broadband Infrastructure”, with sentence “support vital wastewater and stormwater infrastructure” and page 7 Item 6. “Investing in Sewer and Water Infrastructure” whose 3rd paragraph discusses “managing and treating stormwater or sub-surface drainage water.”

Consistent with the Interim Final Rule which states that water/sewer infrastructure investments need to align with project eligibility of Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF), the goals of this project conform with the Clean Water Act by addressing the impairments of Green Valley Creek, a tributary to the Russian River. The impairments include sediment transport and thermo exposure. Restoration of Green Valley Creek will reduce the transport of sediment and add riparian canopy for shade.

This project aligns with the Watershed Partnership element of Sec 603c7 of the Clean Water State Revolving Fund with TPW's project partnership with Sonoma Water and by mitigating the sediment transport and rising temperature impairments of the creek.

Water quality will be improved by mitigating the sediment transport and reducing the thermo exposure with added riparian canopy.

The project will also improve the biological habitat for the creek.

This project will invest in stormwater management by restoring Green Valley Creek and increasing the ability of the creek waters to stay within the banks of the creek more frequently.

TPW will benefit by partnering with Sonoma Water on this creek restoration project because our Road system will be greatly improved by the reduction of flood water damage.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>
[Strategic Plan 1 Pager](#)

Pillar: 1- Resilient Infrastructure

Goal: #3 Continue to invest in critical road, bridge, bicycle and pedestrian infrastructure

Objective: #1 Continue to maintain road segments, including designated turnouts where feasible, increase efforts on vegetation removal, drainage features, and improve pavement conditions in neighborhoods.

Department Lead for this Objective: Janice Thompson

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

These activities help our county prepare for upcoming flood disasters, most likely to impact residents and businesses in geographically isolated locations. More densely populated areas benefit from a greater degree of stormwater infrastructure (drainage culvert systems, enhanced vegetation removal, larger roadways, etc.). Those in more isolated areas of the county are not only more likely to suffer property loss in the event of a flood disaster due to the area's topography and vegetation, but also have fewer evacuation options. By focusing on creek restoration that increases the hydraulic capacity of the creek and lessens the frequency of roadway flooding, we not only help to fortify the roadway, but also reinforce evacuation routes for affected residents.

TPW is creating a more expansive transportation route for those located in rural settings, either by choice or necessity. Flood attenuation and the accompanying reduction in road closure allows TPW to offer a viable evacuation route to lower income populations and the community at large.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

On-going road maintenance of Green Valley Road and flood recovery costs would be greatly reduced. Green Valley Road is often closed for long periods of time due to flood waters from Green Valley Creek, thus restricting use of the road and causing lengthy detours. Recently this road was closed for 60 days straight from flooding.

Does the project support a community need based on COVID-19, if so, describe.

n/a

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

n/a

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

n/a

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Yes, this project location is within Flood event disaster area. The Stormwater Management of Green Valley Road with Green Valley Creek Restoration would be included in the County's Recovery and Resiliency Framework with a Core Principle of Resilience and Sustainability, Strategy Area #5 Natural Resources discusses stream management to support watershed resiliency and to protect public health and safety. This project is in direct support of watershed resiliency with improving the creek corridor and increasing hydraulic capacity. Public health and safety are improved with the reduction in flooding on Green Valley Road, allowing the road to be accessible and used for evacuation if needed.

Goal #2 discusses flood attenuation while sustaining ecological function and biological diversity. One of the proposed actions under this goal is to "improve stream corridor conditions" which would be accomplished with restoration of Green Valley Creek. Using the best available science and engineering during the preliminary design phase of the project will ensure the community receives the most impactful resolution.

Will your proposal leverage community partnerships? If yes, explain?

n/a
[Project location is not within the Lower Russian River Municipal Advisory Committee (MAC).]

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

n/a

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Transportation and Public Works	Olivia Welch	TPW-FR-02

Project Title
CSA 41 Fitch Mountain Water System Tank Replacement

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The project proposed below aligns with ARPA's Invest in Water and Sewer Infrastructure element, two of the counties strategic pillars: Climate Action and Resiliency and Resilient Infrastructures, as well as the Drinking Water State Revolving Fund's resiliency projects, specifically for storage.

Fitch Mountain is a community located in Sonoma County, to the east of the City of Healdsburg. The community consists of approximately 338 residential water connections, which are located in a "high" wildland fire danger zone (Sonoma County General Plan 2020). The current tanks used for water storage are aged, made of wood, and in need of replacement. New steel water tanks with increase water storage and robust resistance to fire damage are imperative to providing disaster resiliency to the community and surrounding area.

This application requests \$1 Million for the following work to replace three water storage tanks:

- Project management
- Data collection and site investigation
- Environmental reviews
- Engineering design plans
- Construction bid documents
- Bid assistance
- Construction support services
- Cost of materials
- Cost of labor

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

The project would commence on 12/15/2021 and be completed by 12/31/2026

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Engineering Design Plans	\$300,000
Construction Support Services	\$100,000
Construction Costs	\$600,000
Estimated Total Project Costs	\$1,000,000
Anticipated Alternate/Leverage Funding Sources	
Grant funds, if available, will be applied for, which could lower overall costs, however we are presuming no grant funding will be approved.	\$0

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

The projected maximum cost is \$1,000,000 for updating critical infrastructure associated with the Fitch Mountain Water System. The department will pursue matching grant opportunities if available during the timeline to implement updates, and remainder fund returned to the general fund.

The project as planned today includes:

- Staff time and consulting costs for engineered design plans (onetime expense): \$300,000
 - Project management
 - Existing document review, data collection and site investigation
 - Topo and boundary survey
 - Geotechnical investigation
 - Hazardous materials characterization

- Tank relocation plan
- Environmental review documents
- Engineering design and bid documents preparation
 - 30%, 60%, 90% and 100% PS&E
- Bid assistance Includes costs for engineering design firm and county staff
- Construction Support Services: \$100,000
 - Support on construction engineering and geotech observation and testing
- Demolition of three old storage tanks and three new storage tanks installed at same locations: \$600,000
 - Project management
 - Bid preparation and awarding contract
 - Cost of three new 100,000 gallons stainless steel tanks
 - Demolition costs of tanks and foundations
 - Construction of new foundations
 - Construction/installation of new tanks
 - Planning, materials and execution of providing community water while water tank is out of service
 - Includes costs of chosen firm and county staff

Staff will continue to apply for any applicable grants relative to system upgrades, however, the current budget as proposed would accommodate all improvements. If the system is approved for grants, any unused funding would be returned to the general fund.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED

This plan aligns with ARPA’s Invest in Water and Sewer Infrastructure element, specifically on page 7 Item 6. “Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change. Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.”

This plan also aligns with the Drinking Water State Revolving Fund’s resiliency projects outlined on page 19 in Section 4.1 of the Drinking Water State Revolving Fund Eligibility Handbook.

The Interim Final Rule allows uses of the Fiscal Recovery Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency's (EPA) Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF).

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Indicate N/A if not applicable

Pillar: Climate Action and Resiliency

Goal: Continue to invest in wildfire preparedness and resiliency strategies

Objective: Expand outreach and education on vegetation management and provide additional resources to land owners to help mitigate fire risk.

Department Lead for this Objective: General Services Department and Permit Sonoma

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

RESPONSE REQUIRED

- 1) This project eliminates the economic disparity of a small community compared to that of larger ones that have the economies of scale to have a reliable source of water for consumption and disaster preparedness.
- 2) No negative impacts are envisioned with this project.
- 3) Yes, to the extent the improvements provide more stable reserves of water that serve not only Fitch Mountain but the surrounding community when a source of water is needed for reliable consumption and fire suppression.

4) *The timeline of this project provides sufficient time to engage with the community. The Fitch Mountain community is continuously appraised of all projects related to their water system and the project proposed here is no exception. There will be time for community meetings, questions and responses.*

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

N/A

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

N/A

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

N/A

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

Yes, within community preparedness and infrastructure. This project would ensure critical infrastructure is protected and operational to provide this community a reliable water source.

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

N/A

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

N/A

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Transportation and Public Works	Olivia Welch	TPW-FR-03

Project Title

CSA 41 Freestone Infrastructure Improvements

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The project proposed below aligns with ARPA's Invest in Water and Sewer Infrastructure element, as well as the Drinking Water State Revolving Fund's resiliency projects, specifically for Category 1 – Treatment, Category 2 – Transmission and Distribution, Category 3 – Source, and Category 4 - Storage.

Freestone is a census designated community located in Sonoma County, approximately equidistant from Sebastopol and Bodega Bay. The community consists of approximately thirty-two dwellings (residential and commercial), which are generally older structures of wood construction built prior to 1920. The community is located in a "high" wildland fire danger zone (Sonoma County General Plan 2020). The current water system for this community is inadequate to deal with events associated with power outages, drought and other emergencies. An updated water treatment system is imperative to providing reliable water for consumption and disaster resiliency to the community and surrounding area.

The treatment system, comprised of filtration equipment, controls equipment, raw water supply, disinfection, instrumentation and power supply, all of which have major deficiencies that without upgrade could endanger the entire community by lack of water supply and water treatment during critical times. Of particular importance is the minimal raw water supply and storage, which both feeds the treatment plant, and provides resiliency in the face of natural disasters. We will be replacing the 2,500 gallon plastic raw water storage tank with a 10,000 gallon steel raw water storage tank. The two wells and one spring that currently provide water for the system supply approximately two and one half to five gallons per minute, depending on the time of year. While this is adequate for day to day use by the community, it is not sufficient in the case of a fire emergency or severe drought. We are proposing to identify and secure an alternative water source to increase drought resiliency. Also, we are proposing to purchase and install a back-up generator that could power the entire water system in order to add resiliency if needed to collect and treat water for use by the community in times of power outages or natural disasters.

Replacing the existing water system with a multi-barrier water filtration system, designed and fabricated especially for this community would include:

- Chemical feed station comprised of chemical feed pumps, chemical tanks, chemical tank sensors, chemical feed flow verification sensors, auto vent valves.
- Wet instrument station comprised of online chlorine analyzer, turbidimeter and controller.
- Master utility control station comprised of enclosure, industrial PC, router/gateway, FL ethernet switch, software package, industrial logic controller, radio telemetry, air system, transient voltage surge suppressor, Quint Smart IQ series power supply, Quint Smart IQ series UPS and Quint battery.

- Filter Station comprised of clarifier/filter station, flow meter, piping assemblies and inlet/outlet, rinse and backwash valves.
- Pump station comprised of SP series booster pumps, MS Series motor and variable frequency drive motor control.
- Radio telemetry network comprised of radio telemetry and tank level sensor.
- Pump station comprised of enclosure, variable frequency drive motor control, industrial logic controller and FL ethernet switch.
- Water treatment plant tanks comprised of new source water tanks, contact/transfer tank, and tank level sensors.
- Back-up generator to run the treatment system in the case of power outages, to continue providing reliable water.

This proposal is a request for \$500,000 to achieve the following:

- 1) Update the existing treatment system which would include a new steel raw water storage tank. The current 2,500 gallon plastic tank is undersized for the existing system. A 10,000-gallon steel raw water tank would ensure reliable water for consumption in times of power outages, drought, or other emergencies. There is a failing wood tank that can no longer provide use as water storage. This tank needs to be removed and the new raw water tank would be installed in its place.
- 2) Replace the existing water system to provide water consumption reliability.
- 3) Install a back-up generator to operate the water system in a time of power outages.
- 4) Install a new water pump in the finished water tank that could help reduce pressure fluctuations in the distribution system.
- 5) Install fire resistant siding and roofing on the Freestone Treatment Plant. The treatment plant is imperative to treating drinking water and providing reliable water for consumption.
- 6) Acquire additional water source/sources for the community to increase drought resiliency and ensure reliable water sources for consumption.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

The project would commence on 12/15/2021 and be completed by 12/15/2023

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$55,000
Updated Treatment System / with Labor	\$175,000
Fire Resistant Roofing and Siding (hardi plank and tin roof)	\$45,000
Demo of Wood Tank / Install of New 10K Gallon Steel Raw Storage Tank	\$35,000
New Water Pump/with labor	\$25,000
New Water Source - new well and piping or alt source	\$85,000
New Generator, electrical, propane tank and associated labor	\$80,000
Estimated Total Project Costs	\$500,000
Anticipated Alternate/Leveraged Funding Sources	
Grant funds, if available, will be applied for, which could lower overall costs, however we are presuming no grant funding will be approved.	\$0

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

The projected maximum cost is \$500,000 for updating critical infrastructure associated with CSA 41 Freestone.

The project as planned to day includes:

- Staff time to Oversee the work (one-time expense): \$55,000
- Updated Treatment System: \$175,000
- Demolition of old Storage Tank and new 10,000 gallon steel raw tank installed at same location: \$35,000
- New Water Source: \$85,000 well construction and piping labor. Two options will be explored, one utilizing an existing well, the second option being the installation of a new well.
- Fire Resistant Roofing and Siding: \$45,000 (hardiplank siding, tin roof to be placed on existing structure).
- New water pump (auxiliary pump): \$25,000 (updated electrical, labor for installation, updating necessary infrastructure)
- New generator, including a necessary power source, electrical and associated labor: \$80,000

Staff will continue to pursue any applicable grants relative to system upgrades, however, the current budget as proposed would accommodate all improvements. If ARPA funds are approved for this project, and the system is subsequently approved for grants, any unused funding would be returned to the general fund.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

This plan aligns with ARPA’s Invest in Water and Sewer Infrastructure element, specifically on page 7 Item 6.

“Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change. Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.”

Additionally, the Interim Final Rule allows uses of the Fiscal Recovery Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency’s (EPA) Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF). This proposed plan aligns with the Drinking Water State Revolving Fund’s resiliency projects outlined on page 19 in Section 4.1 of the Drinking Water State Revolving Fund Eligibility Handbook. Examples specific to this project can be found on pages 10 and 11 in Tables 3.1, 3.2, 3.3 and 3.4 in the Eligibility Handbook.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Pager>

Pillar: Climate Action and Resiliency

Goal 1: Continue to invest in wildfire preparedness and resiliency strategies

Objective 2: Expand outreach and education on vegetation management and provide additional resources to land owners to help mitigate fire risk.

Department Lead(s): County Administrator's Office

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

- 1) This project eliminates the economic disparity of a small community compared to that of larger ones that have the economies of scale to have a reliable source of water for consumption and disaster preparedness.*
- 2) No negative impacts are envisioned with this project.*
- 3) Yes, to the extent this community cannot afford the improvements proposed, and the improvements provide reliable water for consumption.*
- 4) Yes.*

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Automation of critical components in water treatment and distribution are built into this project which will lower the cost of ongoing operation.

Does the project support a community need based on COVID-19, if so, describe.

N/A

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Yes, the community needs increased raw water storage and an additional reliable water source. There has been an instance where water was trucked into the community, due to insufficient quality water supply. This action was costly to the small water system, yet necessary to keep local businesses open and operable as well as having sufficient water for consumption. Drilling another well, with quality water, would provide the necessary additional water supply to the system.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Yes, within community preparedness and infrastructure. This project would ensure critical infrastructure is protected and operational to provide this community water.

Will your proposal leverage community partnerships? If yes, explain?

N/A

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Will work with the residents and local businesses in Freestone and Gold Ridge Fire Protection District.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Transportation and Public Works	Olivia Welch	TPW-FR-04

Project Title
CSA 41 Jenner - Water Meter Replacement and Generator Installation

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The project proposed below aligns with ARPA's Invest in Water and Sewer Infrastructure element, as well as the Drinking Water State Revolving Fund's resiliency projects, specifically for Category 1 – Treatment, Category 2 – Transmission and Distribution, and Category 4 - Storage.

Jenner is a community located in Sonoma County, approximately three quarters of a mile from where the Russian River meets the Pacific Ocean. The community consists of approximately 127 structures (residential and commercial). The current water system is operating at a water reporting loss of approximately 30 to 40 % per month due to aging water meters. Replacing the failing water meters is imperative for the Jenner community.

The water meters currently in place were installed in approximately 1992 and have an approximate life span of 30 years. Water meters are a mechanical device and at the end of their 30-year life span, accuracy cannot be assumed. The water meters are nearing the end of their life expectancy and, as proven by the high percent of water loss each month, no longer accurately measure water usage. Operating at such a high water loss creating a barrier to securing sufficient revenues to maintain the system. In an effort for water conservation the proposed water meters would allow for real time reading of water usage, which can alert to leaks in the system, pipe breaks, water theft, and support water conservation efforts.

The Jenner Water System operates on a single water source and a single power source from PG&E. In alignment with the Drinking Water State Revolving Fund, we are looking to improve the resiliency of the Jenner Water System, in the case of power outages and natural disasters, by installing back up power sources. In order to ensure continued access to clean water for consumption we are proposing to install a generator and propane tank at the lower diversion (to get the water up to the treatment plant) and at the treatment plant. In recent years PG&E has implemented Public Safety Power Shutoffs which could leave the Jenner Community with no way to collect or treat water for consumption.

This proposal is requesting \$250,000 for the following work:

- Replace the existing water meters with Badger E-series residential water meters
- Installing a generator at the water diversion point
- Installing a generator at the treatment plant

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

The project would commence on 12/15/2021 and be completed by 12/15/2024.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$35,000
Water Meters and associated labor	\$65,000
Generators, electrical, propane tanks and associated labor	\$150,000
Total ARPA Funding Request	\$250,000
Grnt funds, if available, will be applied for, which could lower overall costs, however we are presuming no grant funding will be approved	\$0

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

The project maximum cost is \$250,000 for installing water meters and installing critical infrastructure for reliable water sources for consumption and natural disaster preparedness. DTPW will pursue matching grant

opportunities if available during the timeline to implement updates, and remainder fund returned to the general fund.

The project as planned today includes:

- Staff time to oversee the work (one-time expense): \$35,000
- Water meters and the labor and materials needed for installation: \$65,000
- Generators and required infrastructure for implementation: \$150,000

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED

This plan aligns with ARPA’s Invest in Water and Sewer Infrastructure element, specifically on page 7 Item 6. “Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change. Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.”

This plan also aligns with the Drinking Water State Revolving Fund’s resiliency projects outlined on page 19 in Section 4.1 of the Drinking Water State Revolving Fund Eligibility Handbook. Examples specific to this project can be found on pages 10 and 11 in Tables 3.1, 3.2 and 3.4 in the Eligibility Handbook.

The Interim Final Rule allows uses of the Fiscal Recovery Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency’s (EPA) Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF).

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Pager>

N/A

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

RESPONSE REQUIRED

- 1) N/A
- 2) No negative impacts are envisioned with this project.
- 3) No.
- 4) Yes.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

Automation of critical components in water treatment and distribution are built into this project which will increase revenues and lower the cost of ongoing operation.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

N/A

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Yes, in the event of a PG&E PSPS or an unplanned power outage, this community cannot collect water from their water diversion. For reliable water for consumption and natural disaster resiliency this community needs to be able to collect and treat water which can be achieved with the purchase an installation of generators.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Yes, within community preparedness and infrastructure.

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable
N/A

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable
N/A

County of Sonoma

American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request#(s)
Auditor Controller Treasurer Tax Collector's office	Julianne Kamplain – ASO II	

Project Title

ACTTC - Public Lobby Health & Safety Permanent Glass Barriers

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

The Auditor-Controller-Treasurer-Tax Collector requests funding for safety improvements to the office's public facing lobby. The current design does not provide sufficient safety barriers to protect its employees and the public from public health concerns due to the recent COVID-19 pandemic.

The current layout consists of an open lobby design. During collection periods there can be thousands of visitors daily. Ensuring a safe facility is key to maintaining operations and maintaining staffing levels. This project would ensure the public lobby design is updated to meet pandemic operational needs with permanent safety glass barriers, and not the current plastic Plexiglas in the lobby. Similar to the permanent structure at CAO/BOS office.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

Anticipated start date of 1/1/2022 with an estimated completion of 2/31/2022.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$100,000
Capital Costs	\$0
Other (describe)	\$0
Estimated Total Project Costs	\$100,000
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$100,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Est. based on previous remodel cost. Until such time we can obtain a formal proposal from the vendor.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED- Allowable use of funds under CAT A COVID-19 Mitigation and Prevention

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>

[Strategic Plan 1 Pager](#)

[Strategic Plan Pivot Table](#) (handy tool to see leads for each objective/sort by pillars and goals/etc).

N/A applicable

Pillar:

Goal:

Objective:

Department Lead for this Objective:

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

RESPONSE REQUIRED

N/A not applicable

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

N/A not applicable

Does the project support a community need based on COVID-19, if so, describe.

N/A not applicable

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

N/A not applicable

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A not applicable

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

N/A not applicable

Will your proposal leverage community partnerships? If yes, explain?

N/A not applicable

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

N/A not applicable

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department’s ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Community Development Commission	Dave Kiff, Interim Executive Director	CDC-FR-01

Project Title

RESPONSE REQUIRED

Coordinated Entry System Expansion and Support

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

Coordinated Entry Systems (CES) are HUD-mandated front-door pathways to housing solutions for individuals and families experiencing homelessness. Sonoma County's CES has been in operation since early 2015, first as a pilot for families experiencing homelessness as well as individuals experiencing chronic homelessness. In 2018, the Community Development Commission, along with other key stakeholders, took part in creating a comprehensive set of policies to ensure that CES followed HUD regulations in assessment, referral, and prioritization of individuals experiencing homelessness. Following that, an overall evaluation of CES by the Technical Assistance Collaborative, a HUD technical assistance provider, was conducted. This revealed that there were challenges with the Operator being a nonprofit provider and possible conflicts of interest.

In 2020, the Continuum of Care Board began discussions of bringing on a new Operator for Coordinated Entry. The new Coordinated Entry Advisory Committee (CEA) under the CoC Board drafted language for a Letter of Intent to operate CES. One response was received, leading the CEA and CoC Board to develop a formal Request for Proposals (RFP) for a new Operator. This RFP will be released in August 2021 with responses due to the CoC Board in September 2021. Once an Operator is chosen, annual renewable funds from HUD that are granted to the Lead Agency, CDC, will be utilized for CES. However, these funds, totaling roughly \$349,000, are and have always been, inadequate to fully operate CES across the CoC's geography. Given the scale and scope of CES, at least \$1 million annually would be needed to fully staff CES and respond to inquiries from individuals experiencing homelessness. Call volume has dramatically increased since the COVID-19 pandemic, often leading to delays in answering inquiries. Additionally, the current operator will lose one of their only drop in locations due to construction. This would put a further strain on a system that already has limited access times due to their staffing limitations. Currently, call volumes are such that it takes days or even weeks to respond to all inquiries. This also leads to long wait times for permanent supportive housing and rapid re-housing referrals resulting in beds remaining open for extended periods of time that should be filled by individuals experiencing homelessness and in some cases these are the most vulnerable individuals.

The CEA committee is also implementing new changes to the CES system to reduce the scope of work that CES is required to do. Some changes are removing emergency shelter referrals from CES and only providing referrals to Rapid Rehousing and Permanent Supportive Housing projects and by expanding CBO operated access sites. This would reduce the amount of time that CES staff have to staff access sites and can then shift time to providing technical assistance to new operators. Access sites can also be expanded to other organizations like hospitals, FQHCs or any other organization that serves individuals experiencing homelessness. This would allow much easier access for individuals across the county. Assessment is one of the key components of CES and properly assessing individuals can be technical. CES staff are the most well trained and can provide technical assistance to new or existing access sites however given the demands of the current CES system, this is not possible with current staffing.

A one-time, time-limited investment in ARPA funds for increased staffing would provide a bridge to identifying additional funding to fully support CES in the future. This proposal identifies two years of funding to enhance staffing for CES while additional funds are identified, likely through reallocated Continuum of Care renewal funds and/or new funds from the State of California. Hiring five (5) additional FTEs to provide service navigation and on the ground training and monitoring that would provide the necessary linkage to services and supports for CES and would increase access to individuals who may lack the means to normally access CES services.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

The Continuum of Care Board will choose a new operator for the Coordinated Entry System in the fall of 2021. Until then, the current Operator, Catholic Charities, will continue in the role until the transition occurs. The start date of this request will be 1/1/22 through 12/31/23. Funds will be obligated immediately and will be expended by 1/1/24.

Estimated Project Costs and Funding Sources

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

NA

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

The current budget for CES, approximately \$349,000 funds 5.0 FTE for the current operator in staffing along with small operating costs. These funds are renewed annually. This is insufficient for County-wide coverage with over 2,700 individuals experiencing homelessness at any point in time. By increasing the staffing budget to account for double (10 FTE) with a higher, clinical skill-set, CES could expand and provide increased assessment and triage for individuals in the most need, including specialized populations such as families, transition age youth, and chronically homeless single adults. The \$349,000 could be leveraged with ARPA funds and ARPA funds could be used as a grant match. If funds were available for an additional 5 FTE, the operator could greatly expand access and reduce wait times for referrals to housing programs. Additionally, operating costs could increase technology to provide live field assessments and linkage to Whole Person Care/Watson Care Manager.

\$2,000,000 is requested to fund the expanded CES program for 2 years at \$1,000,000 annual cost.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

RESPONSE REQUIRED

From the Funding Fact Sheet (Item #3, Page 5):

As described below, Treasury has also designed these provisions to take into consideration the disproportionate impacts of the COVID-19 public health emergency on those hardest-hit by the pandemic:

3. Serving the hardest-hit communities and families

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Pager>

Indicate N/A if not applicable

Pillar: Healthy and Safe Communities

Goal: Goal 1 Expand integrated system of care to address gaps in service to the County's most vulnerable.

Objective: Create a "no wrong door" approach where clients who need services across multiple departments and programs are able to access the array of services needed regardless of where they enter the system.

Department Lead for this Objective: Michael Gause Ending Homelessness Manager with support from Department Analyst, Thai Hilton.

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

RESPONSE REQUIRED

1) The Coordinated Entry System (CES) is designed to refer eligible clients to homeless service projects based on their vulnerability and their needs both physical as well as mental. CES uses a prioritization tool to establish a client's vulnerability. Projects that participate in CES operate through a Housing First lens and clients are not

denied due to active drug use, criminal record or credit score. This system ensures that personal bias is taken out of referral decisions and opens the homeless service system of care is open to all persons.

2) CES operates 20 different access sites. Access sites are locations where CES staff are available to assess and enroll clients into the CES system. Due to limited staffing and large geographic nature of Sonoma County, some individuals may have difficulty accessing access sites due to time limitations. This may disproportionately impact communities of color or low-income communities as they may lack the technological resources to find the access sites or may lack transportation to get to an access site. The CEA Committee has been working on changes to the CES system to mitigate these issues. CEA Committee is weighing changes to the CES system to help clients better access CES. Some of the proposed changes include: leveraging partner agencies to be access sites to increase opportunities to access CES and removal of shelter referrals from CES to allow CES to spend more staff time on training partners and referring clients to permanent housing programs.

3) Yes, this project serves all individuals experiencing homelessness in Sonoma County. Communities of color are disproportionately represented in the homeless community as shown in the annual Point in Time Count. This project ensures that these individuals have equal access to homeless service programs.

4) Yes, this project is already in operation. This request would allow for expanded services which would increase access to the system.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

With additional funding/ staff this project could better train community partners to be CES access sites to increase the number of access sites in the county run by partners and decrease those run by CES staff. If partners are trained and access sites can be increased, future CES staffing time can be redirected to other operations and lead to cost savings. Additionally, if staffing is increased, referrals to Rapid Re-housing and Permanent Supportive Housing projects can be done more quickly reducing the amount of time available beds sit empty.

Does the project support a community need based on COVID-19, if so, describe.

Yes, many individuals experiencing homelessness are at risk of complications due to COVID-19. Being able to quickly assess and refer those individuals who are at the most risk of dying due to their homelessness would allow for individuals to more quickly exit homelessness. This would decrease the number of individuals living in congregate settings such as shelters or in encampments and may help in reducing the spread of COVID-19 and would align with State and Federal priorities in safely placing individuals in private non-congregate settings that provide safety from COVID-19 effects.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Yes, the 2019 HOME Sonoma County Coordinated Entry Evaluation found that access points were minimally staffed and hard to access. Enhancing Access Points with increased staffing would also assist with addressing disparities in race and ethnicity as well as underserved areas in more remote geographic areas of the County (ex, West County, North County, Sonoma Valley).
<https://sonomacounty.ca.gov/WorkArea/DownloadAsset.aspx?id=2147578192>

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

N/A

Will your proposal leverage community partnerships? If yes, explain?

Yes, community partners are essential to the success of the CES system. If community partners are trained on assessment and enrollment, access to the system will be easier and more geographically equitable.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

The CEA Committee is made up of community members, elected officials, and local service providers. This committee holds public meetings where public input is sought. The committee is responsible for implementing changes to the CES system and has identified increased access as an important step to improvement of the system. This committee or a sub group of this committee would assist in developing a proposal and implementation plan.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department
Sheriff

Department Contact
Assistant Sheriff Eddie Engram

Oracle Planning Fund Request #(s)
SHF-FR-01

Project Title

Inmate Phone Calls

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

This project requests funding to continue to provide free phone calls to inmates of the Sonoma County Adult Detention Division for the next two years.

For a period of time during the height of the Covid-19 pandemic, the Sheriff’s Adult Detention Facilities temporarily suspended in person inmate visiting based on guidance from Public Health officials. During the visitation suspension, the Sheriff worked with the County’s inmate phone service provider to provide phone debit cards and later free 10-minute calls to each inmate at no cost to them or their friends and families. Due to the uncertain duration and future impacts of the pandemic, the Sheriff is requesting American Rescue Plan Act funds to allow 10-minutes of free calling to each inmate daily, for the next two years.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

This project can begin 12/15/21 and will continue for 24 months after the start date.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$120,000
Capital Costs	\$0
Other (describe)	\$0
Estimated Total Project Costs	\$120,000
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$120,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

Currently, free calls for inmates are costing approximately \$4,000 per month, based on an inmate population of 700. The actual cost of calls depends on the inmate population, the number of inmates that utilize the benefit, and the vendor rates. The Sheriff’s Office is in the process of changing vendors due to a change in organizational ownership of the prior provider. The request of \$120,000 assumes one year of free 10 minute calls daily at a population of 700 and a second year of calls at a population of 1,000, plus approximately \$3,500 to allow for any rate variance during the funding period.

ARPA funds will insure inmates have access to free phone calls while the contract rates are being adjusted to align with pending California Public Utilities Commission changes. The Sheriff’s Office Detention Division receives inmate phone services from Legacy, and anticipates that the transition to GTL will occur in August 2021. The Sheriff’s Office acknowledges the costs of telephone communication for the incarcerated and their families may appear to be unreasonable, however, the safety and security measures required of

communication systems within a jail environment require a significant amount of infrastructure and expense to establish and maintain. The rates charged for Sonoma County inmate phone services (\$0.21/minute for debit/prepaid and \$0.25/minute for collect calls) meet the current Federal Communications Commission's (FCC) inmate calling service rates, and those initially proposed by California Public Utilities Commission (CPUC) staff in April 2021 for interim rate relief for inmate phone services.

To clarify a misrepresentation contained in the FY 20-21 Grand Jury Report – County Jail Inmate Telephone and Commissary (page 24, paragraph 2): The service rate charged by Sonoma County according to the CPUC Proposed Decision regarding Interim Rate Caps (July 2021) pre-paid, call per minute rates charged to Sonoma County inmates are well below the county jail state average of \$0.31/minute.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

RESPONSE REQUIRED

1. **SUPPORT PUBLIC HEALTH RESPONSE**
PREVENT AND MITIGATE COVID-19, Supporting isolation and quarantine & Prevention and mitigation in congregate living facilities, such as: Jails and incarceration settings

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>

[Strategic Plan 1 Pager](#)

[Strategic Plan Pivot Table](#) (handy tool to see leads for each objective/sort by pillars and goals/etc).

Indicate N/A if not applicable

Pillar: Racial Equity and Social Justice

Goal: Establish equitable and data-driven distribution of services

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide. **Providing free phone calls to all inmates during the pandemic will ensure an equal distribution of services.***
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts. **No negative impacts have been identified.***
- 3. Does this project address specific racial and/or economic inequities in Sonoma County? **This project address a significant portion of low income and diverse set of residents of Sonoma County.***
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc? **This project connects incarcerated individuals to their loved ones increasing accessibility of inmates with individuals outside the detention facilities.***

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

This project will defer the need to use other funding sources, such as the General Fund from having to fund this important service.

Does the project support a community need based on COVID-19, if so, describe.

This project will support individuals isolated or in quarantine as a result of COVID.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

N/A

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

No, it is not a capital project

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

No

Will your proposal leverage community partnerships? If yes, explain?

No

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

N/A

County of Sonoma

American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

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- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department

Community Development Commission

Department Contact

Dave Kiff

Oracle Planning Fund Request #(s)

CDC-FR-03

Project Title

RESPONSE REQUIRED

Roseland Business Incubator

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The Roseland Mercadito was an emergency response to Covid to begin fostering and creating opportunities for first time, start-up businesses for Latino residents of Sonoma County. The project consisted of converting the former Dollar Tree store in Roseland to a market place for small first- time business owners.

The list of tenants is provided below.

Sinaloa Novedades
Arte Mexicano
JC's Discount Shop
Sanchez Artesanias
Rodriguez Alebrijes
El Rincon De La Lucha
Bazar Chilango
Nutrista
Decoraciones Alicia
MIPC Doctor
Hollywood Center
Studio y Moday D y Y
Perfumes Karina

The Community Development Commission leased the space for below market rent to a small local business set up to operate the Mitote Food Park (Notre Mire Inc) and Notre Mire provided the following services

- Free or low rent sublet space.
- Assistance with incorporating, registering with the City and State, securing Liability insurance
- Marketing and product development
- Advertising
- Merchandising

The building that houses the Mercadito will be demolished to make way for the Roseland Village Development Project (or Tierra De Rosas). If a relocation site is not established, the businesses will need to secure a new lease on their own. Most of the tenants occupy small spaces (under 300 square feet) and this amount of space is much smaller than what is usually available for lease in the open market.

A similar sized commercial (5,000 to 7,000 square feet) commercial building would be master leased. The grant would pay for a pre-paid 3 year lease, and capital to design, permit and renovate the space. The grant would also be used to fund operations for a 3 year period. At the end of the lease, successful businesses would “graduate” and move into larger commercial spaces elsewhere in the area. The tenants that remain could relocate back to the site, into a 7,500 square foot Mercado Building proposed as part of the overall master plan. This could be a final location for some of the tenants that are housed in the interim location.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

Start – 1/1/2022
 Lease secured for Relocation space – Mid-2022
 Buildout and permitting complete – beginning 2023.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$0
Capital Costs	\$0
Other (describe)	\$0
Estimated Total Project Costs	\$0
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$0

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Site Acquisition – a 3- year lease for a replacement commercial space within the Roseland Neighborhood. A 5,000 square foot space will cost \$30 per square foot per year, or \$150,000 per year, for rent and operating expenses. The 3- year lease would cost a total of **\$450,000**.

Temporary site - Site Renovation – 5,000 square feet of space with a cost of \$50 per square foot to renovate, or **\$250,000**

Operational Subsidy - \$10,000 per month to fund full time staff to operate and train potential tenants. (36 months - **\$360,000**.

Tenant Build Out for Mercado Building: The tenant improvement portion of the buildout at the 7,500 square foot Mercado building will cost \$50 per square foot, or **\$375,000**.

TOTAL BUDGET - \$1,435,000

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED

This project directly compensates entrepreneurs that were impacted by Covid 19. The businesses that occupy the Mercadito are all owned by People of Color, mainly Latino, and residents of the Roseland neighborhood.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>

[Strategic Plan 1 Pager](#)

Racial Equity and Social Justice Goals

Goal 4: Engage community members and stakeholder groups to develop priorities and to advance racial equity.

Objective 2: Collaborate with community members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts.

Department Lead(s): Office of Equity

Pillar:

Goal:

Objective:

Department Lead for this Objective:

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.

2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e., translation, interpretation), outreach, etc.?

RESPONSE REQUIRED

1. The project provides direct financial assistance (through below market rent, and technical assistance) to a low-income community that is predominantly Latino.
2. No negative impacts
3. There are racial and economic inequities in the Roseland neighborhood, as compared to the rest of Sonoma County. The area is predominantly Latino, and businesses in the area have historically not had access to conventional financing for real estate acquisition, start-up capital, or other operating funds.
4. The Community is strongly behind the project.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

NA

Does the project support a community need based on COVID-19, if so, describe.

Many of the businesses in the existing Mercadito were established during Covid out of desperation. With no employment opportunities, and no access to unemployment compensation, the businesses that started at the Mercadito were economic lifelines to the families.

The County and Operator hired local high school Latino youth to paint murals on the inside of the building.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

No

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

No

Will your proposal leverage community partnerships? If yes, explain?

Yes, the City of Santa Rosa and the Sonoma County Economic Development Board were integral in establishing the Mercadito. They will support the relocation and search for a new location for the project.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Sonoma County Latino Chamber of Commerce

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

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- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Community Development Commission	Dave Kiff Interim Executive Director	CDC-FR-04

Project Title

RESPONSE REQUIRED
Homeowner Mortgage Assistance

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The Homeowner Mortgage Assistance Program (Program) will assist eligible homeowners with delinquent mortgages in making mortgage payments on owner occupied primary residences to avoid foreclosure, displacement, and possible homelessness in Sonoma County.

The Program will allocate funding to eligible homeowners in amounts based on their documented delinquent mortgage amounts. The Program will consider delinquencies dating back to April 1 2020 when the mandatory Covid 19 shutdowns began to have significant adverse effects on the majority of the workforce. With an expected three-year implementation period and a total mortgage assistance budget of \$3,000,000.00 the program can be expected to provide approximately one million dollars annually to directly support families and individuals threatened with losing their primary residence.

Homeowners will submit applications with income, expense and loan/housing cost documentation included. Staff will review applications and determine eligibility. Permanent staff experienced in the Emergency Rental Assistance Program and Housing Rehabilitation Loan Program application review process coupled with capable Community Based Organizations will implement this program following established application review procedures and funding practices regularly used.

The eligibility requirements for the Program shall governed by ARPA regulations and are expected to include but not be limited to;

- Income qualification. (Persons whose income is at or below 80% Area Median Income (AMI) would qualify Persons who's AMI is below 50% and 30% would be given priority)
- Homeownership verification.
- Verification of homeowner insurance.
- Verification of assets. (Presence of assets such as stocks or luxury items that if liquidated could bring the mortgage up to date and or provide future payment may disqualify a person.
- Property taxes are current or an extension has been requested and approved.
- Verification of delinquent mortgage.

Upon approval, eligible homeowners will be notified of the funding amount available to them for assistance. The Community Development Commission or CBO implementing the program will make payment in the form of a two party check or electronic funds transfer to the homeowner and/or the lending institution/ mortgage holder of record to bring their mortgage current and/or pay off debt assumed to avoid foreclosure.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

The program would commence outreach on Dec 16, 2021 the end date of the program will be ultimately determined by the effects and duration of the Covid 19 Pandemic the community. To that end, and considering a possible 6 month window between commencement of outreach and initial funding assistance being provided a three and a half year duration is requested concluding the programs work on or about June 31, 2025

Estimated Project Costs and Funding Sources

Salaries and Benefits	\$1,069,454
Services and Supplies	\$7,545
Capital Costs	
Other Mortgage Assistance	\$3,000,000
Estimated total project costs	\$4,067,999
Total ARPA Funding Request	\$4,698,809

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

Salaries and Benefits for existing permanent full time employees include:

One Administrative Aide to review applications submitted by homeowners for eligibility regarding:

- Income qualification.
- Homeownership verification.
- Verification of insurance.
- Verification of assets.

One Community Development Specialist II to

- Prepare grant documentation.
- Prepare payments.

Senior housing finance specialist to review work.

Executive Secretary to prepare documentation for executive review.

Executive director or Assistant Executive Director to review and provide final approval on grants.

One member of the accounting team to track and manage financial.

Alternately, if a Community Based Organization (CBO) is identified that can implement the outreach, application intake and review portion of this program effectively and to the benefit of the community and County, a portion of the salaries and benefits shown in the table above may be used to financially support the CBO organization in implementing those portions of the program.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- *Other resource found by department (include the link/page number)*

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

RESPONSE REQUIRED

Homeowner Assistance Fund

As the economic fallout from the COVID-19 crisis took form, millions of Americans were faced with the pressures of having to decide between making mortgage payments and other essential obligations. This was especially true for the low-income communities and communities of color who bore the brunt of this crisis. Across the country, one in 10 homeowners with a mortgage are behind on payments. The law takes immediate steps to help Americans stay in their homes and keep a roof over their heads.

The American Rescue Plan provides nearly **\$10 billion** for states, territories, and Tribes to provide relief for our country’s most vulnerable homeowners.

Strategic Plan Alignment

*Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.*

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Indicate N/A if not applicable

Healthy and Safe Communities Pillar Provide equitable access to quality housing, health, and human services for all.

Goal 4: Reduce the County’s overall homeless population by 10% each year by enhancing services through improved coordination and collaboration.

Objective 3: Increase investment in programs that treat underlying causes of homelessness, including substance abuse, mental illness, poverty, and lack of affordable housing.

Department Lead(s): Department of Health Services, Human Services Department, and Community Development Commission Participants: County Administrator’s Office

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*

4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

The outreach for this program will be conducted throughout Sonoma County with an emphasis on outreach in low-income communities. Bilingual outreach will be implemented equally and targeted toward communities and areas based on known demographics to ensure the Non-English speaking communities are notified and encouraged to apply for the assistance. Bilingual staff will be available to assist applicants with the application process.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

This project will prevent homeowners from going into default on their mortgages, allowing them to stay in their homes and continue to live a safe, dignified life. This in turn will allow them the ability to continue to be productive members of the community and supporting local businesses and paying property taxes.

Does the project support a community need based on COVID-19, if so, describe.

The project will assist in keeping people in their homes allowing a safe place to self-isolate and recover in the event they contract Covid 19. Thereby reducing the spread of the virus.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

NA

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

NA

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

NA

Will your proposal leverage community partnerships? If yes, explain?

Yes, this proposal will leverage partnerships with Community Based Organizations, and lending institutions.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Outreach will include contacting lending institutions to collaborate in identifying local residents at risk of foreclosure as well as local institutions such as West County Community Services.

County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Community Development Commission	Marc Chandler	

Project Title

RESPONSE REQUIRED
Sweetwater Springs Water Main Replacement

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

The new Monte Rio Bridge is partially designed and will be funded by State Highway funds. The County of Sonoma is managing the project and will be the owner of the bridge. Sweetwater Springs Water District (SSWD) has an eight-inch ductile iron water main attached to the existing bridge. This eight-inch water main is the only means to deliver potable water to the disadvantaged communities of Monte Rio and Villa Grande. Additionally the water main being replaced supplies water to approximately 90 fire hydrants throughout those communities, providing life saving fire suppression resources.

SSWD must fully fund the design and construction of the new eight-inch ductile iron water main that will be attached to the downstream underside of the new bridge.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

Design of the Bridge is 35% complete. Design of the eight-inch water main attachment is 35% complete. Design of the bridge project and water main attachment project will be completed by 12/31/2021. Construction is scheduled to begin 01/01/2024 and completed by 12/31/2026.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$3,708
Services and Supplies	\$0
Capital Costs	\$794,720
Other (describe) (Design)	\$53,325
Estimated Total Project Costs	\$851,753
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$851,753

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

Sweetwater Springs Water District Preliminary Engineer's Estimate for	
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Subtotal	\$660,030
District Inspection for WM tie-ins	\$2,240
20% Contingency	\$132,450
Total Construction Cost	<u><u>\$794,720</u></u>

Monte Rio Bridge Water main Relocation

Item No.	Item Description	Estimated Quantity	Unit of Measure	Unit Cost	Item Total
1	Traffic Control System	1	L.S.	\$30,000	\$30,000
2	Asphalt Concrete Trench Paving (Permanent)	40	Ton	\$300	\$12,000
3	8-inch Water Main HDPE (Open Trench)	380	L.F.	\$275	\$104,500
4	8-inch Water Main DIP (on bridge)	1,040	L.F.	\$375	\$390,000
5	8-inch Gate Valve	4	Each	\$2,000	\$8,000
6	1-inch Single Water Service with 5/8-inch Meter	8	Each	\$3,500	\$28,000
7	Temporary Blow Off	3	Each	\$1,000	\$3,000
8	Fire Hydrant and Valve Assembly	2	Each	\$8,500	\$17,000
9	Remove and Salvage Existing Hydrant	2	Each	\$500	\$1,000
10	Water Main Tie In	3	Each	\$6,000	\$18,000
11	8 x 8 x 8 inch Tee	2	Each	\$1,000	\$2,000
12	Backflow Preventer	1	Each	\$2,500	\$2,500
13	Trench Bracing and Shoring	1	L.S.	\$7,500	\$7,500
14	Abandon Water Main and Appurtenances	1	L.S.	\$5,000	\$5,000
15	2-way Blue Reflective Marker (Fire Hydrant)	2	Each	\$50	\$100
16	Mobilization	1	L.S.	\$31,430	\$31,430

\$53,325.00 expense for Design brings the project total to \$848,045
\$3,708.00 for Community Development administration of funds.
Total project cost \$851,753.00

Sweetwater Springs Water District (SSWD) will self-fund the match or balance of the funding for this project. SSWD has applied for State Revolving Fund Drinking Water loan funding and this potential funding could also help leverage ARPA funding.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)

- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

Capital Projects Fund

The COVID-19 crisis starkly illuminated key shortcomings – and inequalities – in U.S. infrastructure. While some communities were able to adapt to the pandemic with remote or socially-distanced options for work, education, and health care, others lacked the infrastructure needed to do so, compounding the disruptions of the pandemic and exacerbating existing inequalities, with long-term consequences for American families. One particularly salient infrastructure challenge has been the digital divide and the absence of foundational conditions that enable network connectivity and access. As more and more areas of work and education move online, this divide risks leaving many American families behind.

Recognizing these challenges, the American Rescue Plan provides \$10 billion for states, territories, and Tribes to cover the costs of capital projects like broadband infrastructure.

The Capital Projects Fund takes critical steps to addressing these challenges laid bare by the pandemic, especially in rural America and low- and moderate-income communities, helping to ensure that all communities have access to the high-quality, modern infrastructure needed to thrive, including internet access.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

Indicate N/A if not applicable

Pillar: Resilient Infrastructure Pillar Enhance community resilience to fire and other hazards by investing in County facilities and infrastructure, including roads, buildings and property, communications, and flood protection.

Goal 3: Continue to invest in critical road, bridge, bicycle, and pedestrian infrastructure.

Objective 2: Increase investment by 5% annually on preventive maintenance on all road infrastructure/facilities.

Department Lead(s): Transportation and Public Works.

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

This project replaces the only water main that is a means to deliver potable water to the disadvantaged communities of Monte Rio and Villa Grande serving approximately 1100 residents and businesses. This project does not discriminating against any persons regarding race, color, income.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

This project will provide improved water supply to the Monte Rio community.

Does the project support a community need based on COVID-19, if so, describe.

NA

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

NA

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

NA

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Though not specifically mentioned, this project would be covered in the Community Preparedness and Infrastructure section as this water main will support firefighting efforts in the Monte Rio area.

Will your proposal leverage community partnerships? If yes, explain?

The proposal will support an existing partnership between Sweetwater Springs Water District and the County of Sonoma in supporting West County with a safe bridge and clean drinking water.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

The community engagement has already occurred. The County of Sonoma has completed this task.

County of Sonoma

American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request#(s)
Economic Development Department	Sheba Person-Whitley	

Project Title

RESPONSE REQUIRED

Grants to Provide Premium Pay for Essential Workers

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

Since its onset in March 2020, COVID-19 and its related exposure risks have disproportionately impacted the members of our community who have the least access to the necessary mitigation resources. This includes workers in healthcare (40.8% of workplace cases), caregivers (29.4%) food and beverage (28.9%) and agriculture (23.3%), and is particularly impactful for those at the bottom end of the pay scale, who were required to stay on the job to the benefit of the rest of our community, and who also have limited or no access to leave benefits. In line with funding priorities provided through the Coronavirus State and Local Fiscal Recovery Funds allotted through the American Recovery Plan Act (ARPA) the EDB proposes to address inequities in pay and benefits by providing premium pay through time-limited grants available to key industry sectors. This project will offer an income enhancement to employed individuals in the target occupations/industries and will provide an opportunity for businesses to recruit and retain workers in high demand occupations to assist in our recovery. Importantly, this project will also help restore economic stability to households that are dependent upon this income,

Rationale

The Sonoma County economy is highly reliant on the hospitality, food, agriculture, and closely linked arts and entertainment sectors, which collectively contribute over \$1.5 billion to the Gross Regional Product. In addition, workers in health, sanitation, childcare and transportation were critically important in the response to the Coronavirus pandemic. In each of these industries, and for many of these occupations, workers must be physically present at their jobs, exposing them to health and safety hazards inherent to Coronavirus transmission.

At the same time, private sector workers in the above occupations are among the most numerous, yet lowest paid in the county. Pre-pandemic (1st quarter 2020) wage figures from the California Employment Development Department (EDD) for a sample of occupations are presented below:

Occupational Title	Employment Estimates	Mean Hourly Wage
Home Health and Personal Care Aides	6,740	\$14.79
Cashiers	5,900	\$15.41
Maids and Housekeeping Cleaners	1,790	\$15.64
Waiters/Waitresses	5,090	\$15.87
Farmworkers and Laborers	2,770	\$16.17
Childcare Workers	1,030	\$16.26
Cooks, Restaurant	2,970	\$16.81
Receptionists and Information Clerks	1,470	\$17.12

Local businesses are reporting significant difficulties in attracting and retaining workers in customer-facing positions, especially for jobs that are compensated at the lower end of the wage scale. A recent Pew Research

report found that nearly 2/3 of adults currently unemployed or under-employed have seriously considered changing their occupation or field of work. This has resulted in a constrained recovery for many sectors that has been. However, only minimal wage growth is evident in post-pandemic data, and those small increases have not effectively served as an incentive to bring workers back to riskier work environments. Suppressed wages can compound other challenges businesses face in hiring and retaining workers, including limited access to affordable housing and robust public transportation. Additionally, some of the benefits, such as enhanced unemployment compensation, are set to soon expire.

Preliminary Plan Outline

This project will provide one-time grants to employers in the sectors listed above to offer premium pay to existing or new workers. Funds will “pass-through” the employers to their employees in any of the following ways, at the selection of the employee:

- hourly premium pay
- one-time bonus
- increase to employee benefits (e.g., additional sick/vacation accrual, health/dental/vision, etc.)

EDB staff will engage representatives from the social service sector in developing the final guidelines for the grant program to ensure that the parameters are inclusive of traditionally marginalized communities.

Grant applications will be evaluated by reviewers drawn from the following groups: EDB Staff and board, WIB staff and board, community partners, and employers who are not eligible to apply. Reviewers will also reflect geographic, ethnic, and gender diversity. Evaluation criteria will include:

- Demonstration of Need. (Applicants will be required to submit proof that they 1) serve low/moderate income level individuals predominantly (more than 50%), 2) employ low/moderate income individuals predominantly (more than 50%), or 3) have a business location in a qualified census tract.)
- Capacity of Applicant to effectively utilize the funds and report in a timely manner.
- Impact of the grant on the continued viability of the employer, employees, sector, and community.
- Description of how the grant will allow the employer time to develop a longer-term, viable plan for sustaining its business model including maintaining its workforce.
- Completeness and clarity of the application.

For the purposes of illustration, but subject to input from the Board of Supervisors, this proposal provides the following benefit structure for employees in specified industries and occupations:

- Identified employee recipients/beneficiaries must currently earn (pre-benefit) between \$13.00 and \$20.00 per hour before taxes; fringe benefits and employer-paid taxes excluded.
- Award must be entirely additive, and may be offered as an hourly premium, not to exceed \$5.00 per hour, an equivalent lump sum, or an equivalent contribution to new fringe benefits not currently offered.
- Maximum grant to any single employer shall be capped at \$30,000, but may be less at the discretion of staff, and will be determined based upon actual salaries and benefit figures submitted with the application.
- Awards must be made available directly to employees. Acceptable uses exclude any non-payroll expenses, such as tenant improvements, operating expenses, equipment or supplies.

Outreach

EDB staff will implement a multi-pronged outreach program to ensure an equitable distribution of the funds. A centerpiece of the plan is to engage up to five (5) community organizations who have a history of serving historically marginalized populations to provide outreach, technical assistance with the application process and

reporting requirements, and to help ensure equity in distribution across geographic, income and cultural lines. These contracts will also serve to provide a portion of these relief funds to the social sector organizations that are also experiencing COVID-19 related losses. Additionally, EDB will reach out, with bi-lingual communications across multiple paid/earned traditional media and social channels.

Reporting Requirements

Grantees will be required to provide a two-part final report on the project: financial and narrative. The financial report will document the amount and specific application of the benefit to employees, demonstrating that funds were expended according to the stated eligible expenses. The narrative report will provide a description of:

- how the grant assisted their business including positive and negative impacts, if any;
- the current status of their employee complement;
- any updates to their business model that they have and/or anticipating making as they evolve from COVID-19 impacts;
- any recommendations to the county for other assistance that might be provided in the future.

Industries Served

The ARPA legislation provides that essential work involve regular in-person interactions or physical handling of items that have been handled by others. Final industry and occupation determination will be made during project design. It is recommended that these awards be made available to private-sector employers, from the for-profit and non-profit sectors, exclusively. The occupations below are a sample provided by the legislation and are subject to modification and input:

- Staff at nursing homes, hospitals and home-care settings
- Workers at farms, food production facilities, grocery stores
- Workers at restaurants, hotels, arts and entertainment venues
- Janitors and sanitation workers
- Truck drivers, transit staff and warehouse workers
- Childcare workers, educators and school staff

Additions to the above list could include industries critical to the local economy, which provide necessary in-person services.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

Duration

The project proposed here would begin in January 2022, ending in August 2022. A draft timeline is included below.

- December 2021 – Board of Supervisors makes final departmental ARPA fund determinations

- December 2021 – Community partners and non-profits solicited for outreach and technical assistance contracts
- January 2022 – Final plan, including eligible industries/occupations, program requirements/terms drafted by EDB staff in consultation with County Administrator, County Counsel, community partners and Board of Supervisors staff
- January 2022 – Outreach and technical assistance contracts executed
- January 2022 – Funding solicitations and outreach to qualified businesses
- February 2022 – Applicant notifications, agreements developed and funded
- February – June 2022 – Period for which premium pay is applicable
- June 2022 – Final reports from employers due
- August 2022 -- department compliance reporting completed.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$0
Services and Supplies	\$5,175,000
Capital Costs	\$0
Other (describe)	\$0
Estimated Total Project Costs	\$5,175,000
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$5,175,000

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

The estimated project costs outlined in the above table include the following:

- \$5,000,000 to be made available as pay premium grants to employees, through their employers. This figure represents roughly six months provision of a \$5.00 pay premium at full-time equivalent employment for 1,041 individuals.
- \$100,000 to be awarded to a local non-profit to assist with grant administration, disbursements, tax documentation and other related needs.
- \$75,000 to be awarded to at least five local community organizations to assist with outreach and technical assistance for applicants to ensure equitable access to and distribution of funds.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

RESPONSE REQUIRED

This project aligns with *Providing Premium Pay for Essential Workers* as outlined on page 6 of the Funding Area Fact Sheet dated May 10, 2021.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/>

[Strategic Plan 1 Pager](#)

[Strategic Plan Pivot Table](#) (handy tool to see leads for each objective/sort by pillars and goals/etc).

Indicate N/A if not applicable

Pillar: Racial Equity

Goal: 4: Engage community members and stakeholder groups to develop racial equity strategies and to advance racial equity

Objective: 2: Collaborate with community members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts.

Department Lead for this Objective: Office of Equity

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

- 1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.*
- 2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.*
- 3. Does this project address specific racial and/or economic inequities in Sonoma County?*
- 4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?*

RESPONSE REQUIRED

This project will involve partnership with the Office of Equity, as well as leverage community partnerships, EDB staff and utilize specific equity metrics to ensure priority distribution to low-income individuals and families, as well as communities of color disproportionately impacted by the Coronavirus pandemic.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

N/A

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

Yes – This project provides for a mechanism to assist lower-wage workers and the households that depend on their income to restore economic stability.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

Yes. According to data from [Add Year of Study] Economic Modeling Specialists International (EMSI), nearly 42% of wage earners in Sonoma county earn less than \$20/hr. This project will utilize place and population-based interventions highlighted by *A Portrait of Sonoma County* to bolster earnings among the sectors and occupations most affected by COVID-19.

http://ssrc-static.s3.amazonaws.com/wp-content/uploads/2015/08/05141006/English_Complete_POSC.pdf

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

N/A

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

Yes – as previously noted, the EDB will utilize these partnerships through contracts to ensure equitable access through outreach and technical assistance as needed.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

Examples (not an exclusive list) would include: Los Cien, La Luz, Latino Service Providers, Raizes Collective, La Plaza de Cultura, Corozon Healdsburg, CAP Sonoma, Hispanic Chamber of Commerce, Black Chamber of Commerce, local chambers (to include a focus on unincorporated areas), Community Foundation, United Way, First Five, 4Cs, Farm Bureau, Winegrowers, Sonoma County Hospitality Organization, Sonoma County Tourism, and other industry groups.

**County of Sonoma
American Rescue Plan Act (ARPA) Preliminary Funding Request**



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October (date TBD); the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be expended by December 31, 2024. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
Human Services Department	Oscar Chavez	HSD-FR-03

Project Title

Universal Basic Income Pilot

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on November 2, 2021 and funds must be fully expended by December 31, 2024. ARPA projects must be completed within this timeframe. Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

“Overcoming poverty is not a gesture of charity. It is an act of justice. It is the protection of a fundamental human right, the right to dignity and a decent life.” – Nelson Mandela, former President of South Africa.

Poverty in Sonoma County

Sonoma County has not escaped the scourge of poverty nor inequity. While child poverty is less prevalent in Sonoma County than across the state and country, an estimated 11% of Sonoma County children are currently living below the poverty level. Disaggregating Sonoma County’s poverty data by race and ethnicity also illustrates important disparities: an estimated 18% of Black or African American residents, 15% of Native Hawaiian or Other Pacific Islander residents, 12% of Hispanic or Latinx residents, 12% of American Indian or Alaska Native residents, and 9% of Asian residents are living below the poverty level, compared to just 8% of white residents (1). In the long term, research shows that poverty is associated with adverse health and well-being outcomes.

Existing government safety net programs like CalFresh (SNAP), CalWORKs (TANF), and the Earned Income Tax Credit (EITC) help families to stay afloat; without these programs, an additional 1.1 million California children would be in poverty (2). However, the financial assistance provided by these safety net programs is not enough to enable families to thrive. Furthermore, asset limits and restrictive eligibility criteria can deter families from applying or enrolling in safety net services. Income thresholds and program requirements can also make it difficult for families to successfully transition from poverty to economic stability.

For example, in order to qualify for CalWORKs, the state’s cash assistance and employment services program known locally as SonomaWORKS, **a family of four can have earnings of no more than \$1,916 per month.** The SonomaWORKS program provides comprehensive wrap-around supports for families, including a monthly cash aid grant; subsidized child care; payments for transportation, car repairs, and other ancillary expenses; housing support; nurse home visits; job search assistance; subsidized education and training; and referrals for domestic violence services, mental health and substance use services, and legal aid. However, for a family of four, the standard SonomaWORKS benefit is only \$1,060 per month. Even with the maximum CalFresh allotment of \$680 per month for a family of four and additional SonomaWORKS payments for childcare, transportation, ancillary expenses, and housing support, this income is often not sufficient for families. **Living wage estimates suggest that a family of four with one working parent requires about \$7,000 in monthly income and a family of four with two working parents requires nearly \$10,000 in monthly income in order to meet their basic needs in Sonoma County (3).**

Another important factor is that as families start to increase their income, the SonomaWORKS cash aid grant amount may decrease. For example, “unearned” income (such as unemployment insurance benefits) counts dollar for dollar against the grant; if a family of four receives \$500 in unemployment insurance benefits, then their cash aid grant would decrease from \$1,060 to \$560 per month. Earnings also count against the cash aid grant, but to a lesser extent: if a parent in a family of four works a \$15/hour job for 20 hours per week, then the family’s cash aid grant would decrease from \$1,060 per month to \$685 per month. If that parent works a \$15/hour job for 40 hours per week, then the cash aid grant would decrease to \$35 per month. This is often referred to as the “benefits cliff,” where families are forced to choose between maintaining the level of their cash aid grant or working additional hours. When income crosses a certain threshold – **typically \$996 plus the income already factored into the family’s budget** – the family is required to report the change within ten days and may no longer be eligible for a SonomaWORKS cash aid grant.

There are **just under 1,200 families** currently enrolled in the SonomaWORKS program. Statewide estimates suggest that about 60% of eligible California families enroll (4), so **an additional 800 families in Sonoma County are likely eligible for SonomaWORKS but not enrolled.** Additional families may qualify for SonomaWORKS based on their income level, but remain ineligible due to citizenship status, criminal record, or other reasons. Collectively, **an estimated 10,000 children live in poverty** in our community. Additionally, transition-aged youth (youth ages 18-25) are another group of Sonoma County residents challenged by economic fallout related to the COVID pandemic. In 2020, transitional-aged youth (TAY) comprised 25% of the homeless population identified during the annual point-in time census ([Homeless Count | Homeless Services | Community Development Commission | County of Sonoma \(ca.gov\)](#)). Transition-age youth that are exiting foster care are another subpopulation of this age group that have increased difficulty moving out of poverty. In Sonoma County, approximately 250-350 youth between 18-25 have either exited foster care or will be exiting foster care in the near future and have additional risk for falling into poverty without additional supports.

Universal Basic Income

The simplest way to fix the lack of income for individuals and families is to give them income. During the pandemic, both the federal and state governments provided income to most households without conditions in the form of stimulus checks. For families enrolled in SonomaWORKS, this additional income was excluded from eligibility calculations and

allowed families to have more income without losing any cash aid or risk any SonomaWORKS services. This was a rare opportunity for families to breathe a little bit, make an extra payment on their credit card or invest in something for their future.

Universal Basic Income (UBI) is exactly like the stimulus program except that individuals or families receive income without conditions or repercussions every month. UBI is a standard social service in countries like India and has been piloted in multiple jurisdictions in California, most visible perhaps being the Stockton model launched in 2019 by former Mayor Michael Tubbs. Closer to home, Santa Clara, Oakland, San Francisco and Marin are in early stages of developing UBI programs. These California pilots have been spurred by recent policy guidance from the CA Department of Social Services that allows for a waiver for CalWORKs programs in which the income from UBI going to families is excluded in income calculations and therefore does not jeopardize families' cash assistance nor wrap around services. Rather, the waiver provides an opportunity for very low-income families to experience an extended period of time where they have more income and subsequently more stability and economic prosperity. It is with these conditions that parents feel more comfortable jumping into vocational training and career planning because that "benefit cliff" has been removed.

As mentioned previously, the city of Stockton launched the Stockton Economic Empowerment Demonstration (SEED) initiative (5). SEED was the nation's first mayor led guaranteed income demonstration project. SEED provided 125 randomly selected community residents with \$500 per month for 24 months. There were no work requirements or other strings attached for residents to receive the money, making this resource completely unconditional for those selected to participate. A preliminary evaluation was conducted by independent evaluators and the analysis results were quite promising. Key findings include, but are not limited to: reduction in income volatility and fluctuations in month-to-month income that households face; a 12% increase in recipients' finding full-time employment; decrease in recipients' symptoms of depression and anxiety, and; alleviation of financial scarcity for recipients, enabling new opportunities for self-determination, choice, goalsetting and risk-taking for participants.

Furthermore, aggregate spending analysis was also conducted in SEED's first year to determine what recipients were spending the \$500 on. Analysis of monthly expenditures revealed that the largest spending category was food, followed by sales/merchandise, which also includes food purchases at wholesale clubs and larger stores like Walmart and Target. Other main spending categories each month were utilities, auto care and transportation. Less than 1% of monthly purchases that were tracked were for tobacco and alcohol (5).

As mentioned above, the City of Oakland has the largest program in the Bay Area, offering \$500 per month to 600 families earning below Oakland's median household income, which is about \$65,000 for a four-person family. In San Francisco, an effort offering \$1,000 a month for 130 artists and 150 Black and Pacific Islander pregnant women is underway. Marin County is also supporting 135 low-income women of color with \$1,000 per month. Lastly, Santa Clara County's pilot program provides \$1,000 per month to 72 foster youth (6). Although our Bay Area neighbors are in the early stages of implementation, Santa Clara County has been able to witness individual success stories already. Participants receiving UBI that are also in financial mentorship programs have seen their credit scores increase significantly. Santa Clara UBI recipients report a feeling of empowerment that comes with sensible fiscal planning. One participant reported they were able to meet a savings goal that put them on the road to home ownership. Yet another participant of Santa Clara's UBI effort graduated college, while another is now a financial mentor to their peers (7).

Along with the depth of international and national research, these California pilot UBI efforts have gotten the attention of Gov. Newsom. Former Mayor of Stockton and SEED champion, Michael Tubbs, now serves as a special advisor to Gov. Newsom and has been instrumental in developing funding for the state's newly passed UBI pilot program. Last month, California bi-partisan lawmakers passed a guaranteed income expansion state-wide, the nation's first state-funded guaranteed income program (16). The California \$35 million program will go toward monthly payments to foster youth phasing out of the system as well as pregnant women. It will be distributed to local organizations in cities and jurisdictions that have committed to guaranteed income programs. There won't be any restrictions on how eligible recipients spend the funds. By implementing the UBI pilot in Sonoma County, the County will be well positioned to apply for State funding for ongoing sustainability as the local UBI is prioritizing the same eligible populations of TAY foster youth and pregnant women.

At the broader level, numerous studies have been conducted on the impacts of UBI and income equity. In their extensive review on income inequality, *The Spirit Level: Why equality is better for everyone*, Wilkinson and Pickett explore patterns of income inequality using data from 23 high-income countries and 50 U.S. states. These researchers concluded that more equal societies fare better across a range of health and social issues, and that inequality leads to worse outcomes not just for those living in poverty, but for everybody (9).

Furthermore, in the absence of a truly universal and unconditional program delivered at scale, researchers have explored policies and programs that share some features with UBI, using them to draw conclusions about the policy's likely impacts. The impacts from these UBI-type programs on individual outcomes across contexts has been summarized at length in several literature reviews (10). Findings from a broad synthesis of existing reviews and reports of the UBI literature are overall positive that UBI-type programs help ameliorate poverty and increase economic security through investment, savings and productivity with minimum impacts on labor force participation. Positive outcomes have also been observed regarding education levels and health status (11).

Finally, in January 2021, researchers with the Stanford Basic Income Lab (BIL) published their study, *Healthy Communities and Universal Basic Income: A Conceptual Framework and Evidence Review* (12). This report examined not only the individual level impacts of UBI previously cited, but also the potential positive outcomes UBI has for communities as a whole. BIL researchers identified socio-cultural measures to examine how UBI-type programs impact community norms and processes and influence the way that people living in a community relate to one another. Indicators of socio-cultural change identified in BIL's report include social relationships as well as civic and political engagement. Two studies reviewed by BIL provided support to the idea that UBI-type programs can impact how people relate to their social networks. Lower-income households with at least one qualifying child receiving a significant Earned Income Tax Credit (EITC) refund reported directing funds towards goods or activities they could not typically afford and made larger financial investments for their futures such as paying down debt or accumulating savings, activating a sense of social inclusion and social engagement that living with financial challenges did not.

Two additional studies reviewed regarding citizenship and civic engagement demonstrated that EITC recipients were more likely than nonrecipients to be registered to vote, vote in non-presidential elections and participate in a larger number of political activities (13). Housing has also been the main focus of numerous qualitative studies examining mobility. Qualitative analysis (14) of EITC recipients in Boston and Illinois found that the EITC facilitated home ownership, which enabled recipients to move to neighborhoods that were more desirable due to closer proximity to work, children's schools and grocery stores. Another study found that monthly \$1,000 increases improved housing outcomes for single mothers and their children by reducing cost burdens and decreasing living with non-nuclear family adults and in multigenerational co-residences (15).

UBI in Sonoma County

Human Services Department proposes to implement a UBI pilot program targeted at very low-income families and transitional age youth with risk factors. The program will leverage existing systems and supports such as the SonomaWORKS program, Extended Foster Care, community-based organizations already deeply enmeshed with these communities such as Community Action Partnership, Social Advocates for Youth, VOICES and others. Families who are receiving cash assistance through SonomaWORKS or who would be qualified for SonomaWORKS based on earnings alone will be eligible for UBI. Transitional age youth who are exiting the foster care system will also be eligible. UBI payments of \$500 per adult plus \$100 per child will be issued monthly to enrolled individuals and families. The UBI program will be housed in community-based organizations so that individuals and families are able to access the myriad services available in those agencies. For example, Community Action Partnership of Sonoma County runs a Family Resource Center with numerous services and supports tailored to low-income families such as *Mobility Coaches*, who provide financial literacy coaching, parenting education and support, whole-family services, Head Start and Early Head Start and various housing assistance programs.

The goal of the UBI Pilot is to decrease child poverty in Sonoma County. The objective is to leverage all available sources of income and social supports to boost the income of our lowest-wage families so that they can jump the curve and access the economic prosperity of Sonoma County. SonomaWORKS staff will be collocated in the CBO offices to coordinate service planning and to outreach to new families. A successful outcome is for families to receive both SonomaWORKS cash aid and UBI payments as this will provide the best chances for real stability and growth. Job Link of Sonoma County is already integrated both physically and programmatically with SonomaWORKS so all of the employment services of Job Link will be available to individuals and families receiving UBI.

The UBI Pilot will run for 3 years, from January 1, 2022 to December 31, 2024. UBI payments will be issued for 24 months from July 1, 2022 through June 2024. The first six months will be for startup and the last six months will be to finalize and publish the process and outcomes evaluation. The startup period will be used to establish contracts with CBOs, to determine UBI parameters and amounts and to conduct community outreach. The UBI evaluation will cover the entire duration of the UBI program and will measure process and outcome data centering on experiences of UBI recipients and progress to self-sufficiency at the conclusion. The evaluation will build off of recent findings of other UBI programs in CA and will endeavor to add to the body of knowledge on ending poverty.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

The UBI Pilot will run from January 2022 through December 2024.

January – June 2022: Start-up, contracts, UBI eligibility criteria, amounts, procedures, CalWORKs waiver, community outreach.

July 2022 – June 2024: UBI eligibility, enrollment, payments. Close pilot June 2024.

April 2022 – December 2024: Evaluation of program; final report December 2024.

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only)	\$274,875
Services and Supplies: Subcontractor Staff Salaries and Benefits (7 contracts with .25 FTE admin staff @ \$40,000/year) = \$280,000 Monthly Income Payments (\$500 per adult + \$100 per child x 500 adults + 1,000 children) = (\$250,000 + \$100,000 = \$350,000) = \$350,000 x 24 months = \$8,400,000 (Number of families served can be scaled based on budget)	\$8,680,000
Capital Costs	\$0
Other (describe)	
Estimated Total Project Costs	\$8,954,875
Anticipated Alternate/Leveraged Funding Sources	
List here; provide a detailed description in the narrative below	\$0
Total ARPA Funding Request	\$8,954,875

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high-level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

Salary and benefits are for .5 FTE Program Planning and Evaluation Analyst, time-limited for 3 years (2021-2024) to stand up the program, create and release RFPs, initiate and monitor contracts, coordinate UBI services with CalWORKs, foster care, and other county-run safety net programs serving target population.
Services and supplies include contracts with seven or more CBOs to do outreach, eligibility, enrollments, issue UBI payments, monitor and report on expenditures and participate in evaluation. Contract amount includes costs of staff, supplies and subsidies to carry out UBI program based on estimated pilot participation size of 500 adults and 1000 children ____.
As previously mentioned, on July 15, 2021, California legislature passed with bi-partisan support, the nation’s first state funded guaranteed income program. The UBI pilot program allocated \$35 million to toward monthly payments TAY foster youth phasing out of the system as well as pregnant women. It will be distributed to local organizations in cities and jurisdictions that have committed to guaranteed income programs and there will not be any restrictions on how

eligible recipients spend the funds. Sonoma County Human Services Department plans on applying for these state funds to build on the foundation laid by this local pilot program. By implementing the UBI pilot in Sonoma County, the County will be well positioned to apply for State funding for ongoing sustainability as the local UBI is prioritizing the same eligible populations of TAY foster youth and pregnant women as the state pilot effort.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please cite the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the “revenue replacement” category.

The UBI Pilot aligns with “Address Negative Economic Impact” on the NACo Guidance sheet, page 1. The pandemic has shown that health and economic risks to vulnerable individuals, people of color and to families struggling to make ends meet are significantly greater than to people with adequate and stable income. Families receiving government public assistance are often required to work in exchange for their benefits. The jobs that don’t push them off of aid are very low paying and without pathways to self-sufficiency, leaving people trapped in dead-end jobs. The pandemic exacerbated this disconnect and added more pressure for these folks to “get to work” despite added health risks and less health protections.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Pager>

Value: EQUITY

Pillar: Healthy and Safe Communities Pillar

Goal: **Expand integrated system of care to address gaps in services to the County’s most vulnerable.**

Objective 2: Identify gaps in the Safety Net system of services and identify areas where departments can address those gaps directly

Department Lead for this Objective: Oscar Chavez, Katie Greaves

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc.?

The UBI Pilot is by definition an equity strategy, designed specifically for low-income communities which also happen to be disproportionately made up of people of color. UBI payments will be limited to individuals and families living in poverty and will not impose any quid pro quo conditions on UBI recipients. Coupling added income with no “in-exchange-for” requirements acknowledge the oppressive and white supremacist roots of the social services safety net

system in which basic human needs were secondary to contributions to the economy, for example having to work for food stamps. Because of the disproportionately high rates of child poverty in Latinx households (~20% compared to 7% in white households), the UBI Pilot will provide more assistance to Latinx families than to White families and as such to address racial and economic inequities in Sonoma County.

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

The UBI Pilot Project will be an opportunity to analyze efficiencies and cost savings locally. Currently, as described previously, there is a body of research that suggests that UBI payments produce a return on investment by ultimately decreasing the number of individuals needing public assistance to survive. UBI is also touted as a springboard for low-skilled workers to have the bandwidth to take more and advanced training, preparing for jobs of the future, as opposed to staying in a dead-end job because of living paycheck to paycheck. UBI combined with SonomaWORKS cash aid and employment services would minimize the “benefits cliff” or “welfare trap” and give low-income communities more voice and choice in their lives which in turn results in improved well-being and more engagement in schools and neighborhoods.

Furthermore, this project will lead to future efficiencies by leveraging project successes into sustainable funding seeking from the state’s newly passed UBI pilot program mentioned previously. The state will be allocating \$35 million toward monthly payments to foster youth phasing out of the system as well as pregnant women, with distribution to local organizations in cities that have committed to guaranteed income programs. By committing to this pilot for guaranteed income, Sonoma County will be well positioned to apply for State funding for ongoing sustainability and future financial efficiencies for the priority populations of TAY foster youth and pregnant women.

Sonoma County would also like to build on these successes in California to contribute to the UBI learning community that has grown recently. For example, the SEED model has also inspired mayors across the United States (including mayors of: Los Angeles, Newark, Atlanta, Jackson, St. Paul and Seattle), who recently launched ‘Mayors for a Guaranteed Income,’ further building on SEED and looking to Stockton as a model (8).

Does the project support a community need based on COVID-19, if so, describe.

COVID-19 has exacerbated the disparity between parts of the community who can access health care, good jobs and subsequently housing, and those who cannot. Families who would be served by the UBI Pilot are in the latter category due to a variety of reasons yet all of them are worthy of health care, good jobs and affordable housing. COVID-19 has caused people to lose their jobs and has caused people to be forced to work at risk to themselves and their families in order to have any income. UBI doesn’t level the playing field but it does give families struggling the most a little lift, a little breathing room, a little bit more choice.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Sadly, Sonoma County residents experience significant disparities in their earned annual income across racial, ethnic and gender lines as well as neighborhood location. According to the Bay Area Equity Atlas, in 2019, out of the 9 Bay Area counties, Sonoma ranks the lowest in regards to annual median income. Sonoma County residents annual median income is \$54,705, compared to the highest earning county, and our close geographic neighbor, Marin County, where residents’ median annual income is reported at \$87,254.

When the data is disaggregated by race and ethnicity we see even greater disparities. For example, in Sonoma County a White resident earns an annual median income of \$64,482, a Black resident earns \$61,734, an Asian or Pacific Islander resident earns \$52,707, a Native American resident earns \$49,087, while a Latinx earns an annual median income of \$38,164. When looking at our most populated city, Santa Rosa, the disparity can also be seen. In Santa Rosa, a White resident earns \$60,021, while a Latinx resident earns \$36,774.

Furthermore, Sonoma County annual median income compared to the state as whole also reveals a disparity. In Sonoma County, the median annual income has declined since 2000, from \$54,289 to 2019’s estimate median income of \$49,982. In contrast, in California, the annual median income in 2000 was \$56,108 and \$52,683 in 2019.

Finally, in Sonoma County, White men have an annual median income of \$73,908, compared to White women who earn \$57,730. Black men earn \$65,032 compared to Black women who earn \$61,082. Latino men earn \$40,704 in annual median income compared to only \$32,908 earned by Latina women.

Retrieved from: <https://bayareaequityatlas.org/indicators/median-earnings#/?breakdown=2>

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

No

Will your proposal leverage community partnerships? If yes, explain?

The UBI Pilot will be most successful if able to leverage existing safety net services and systems to create a comprehensive and strong safety net that doesn't just catch people but springboards them onto a new curve. Ideally, UBI would be coupled with other income programs like CalWORKs, CalFresh, Earned Income Tax Credit, along with social services like parenting groups, financial literacy, education and employment services, home visiting programs, subsidized child care, Head Start and clinical services.

The UBI Pilot will be structured as a collaborative effort between the Human Services Department, community-based organizations, parents' groups, and other county departments.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

The following community-based organizations have either been engaged in planning conversations for the implementation of the UBI pilot for Sonoma County or have been identified as optimal partners based on populations served, location within the county, mission alignment with Human Services Department as well as skills and experience with income stability and financial assistance programming. The below listed community-based organizations prioritize serving very low-income families and transitional age youth with risk factors. These community-based organizations are already deeply enmeshed with the UBI priority communities previously mentioned:

1. Community Action Partnership of Sonoma County*
2. Social Advocates for Youth
3. VOICES
4. Petaluma People's Services
5. West County Community Services
6. El Corazon
7. First 5 Sonoma
8. City of Santa Rosa
9. La Luz

*Lead partner due to having a well-established Family Resource Center.

Sources:

1. Database: [American Community Survey, Poverty Status in the Past 12 Months](#)
2. Database: [Stanford Center on Poverty and Inequality, California Poverty Measure](#)
3. Database: [MIT Living Wage Calculation for Sonoma County, California](#)
4. Database: [Legislative Analyst's Office, Estimating the CalWORKs Take-Up Rate](#)
5. Report: [SEED Preliminary Analysis-First Year Final Report](#)
6. News Article: [Universal basic income for Fresno-area farmworkers? Some local leaders are pushing for it](#)
7. News Article: [County of Santa Clara Starts First-in-Nation "Universal Basic Income" Program for Young Adults Transitioning Out of Foster Care](#)
8. Journal Article: Bidanure, Juliana, Sean Kline, Camille Moore, Brooks Rainwater, and Catherine Thomas. 2018. "Basic Income in Cities: A Guide to Experiments and Pilot Projects." Stanford, CA: National League of Cities and Stanford Basic Income Lab. https://www.nlc.org/sites/default/files/2018-11/BasicIncomeInCities_Report_For%20Release%20.pdf.
9. Journal Article: Pickett, K. E., and R. G. Wilkinson. 2015. "Income Inequality and Health: A Causal Review." *Social Science & Medicine*. <https://www.ncbi.nlm.nih.gov/pubmed/25577953>.
10. Journal Article: Arcaya, Mariana C., Reginald D. Tucker-Seeley, Rockli Kim, Alina Schnake-Mahl, Marvin So, and S. V. Subramanian. 2016. "Research on Neighborhood Effects on Health in the United States: A Systematic Review of

Study Characteristics.” *Social Science & Medicine* 168 (November): 16–29.

<https://doi.org/10.1016/j.socscimed.2016.08.047>.

11. Journal Article: Hasdell, Rebecca. 2020. “What We Know about Universal Basic Income: A Cross-Synthesis of Reviews.” Stanford, CA: Basic Income Lab.
https://basicincome.stanford.edu/uploads/Umbrella%20Review%20BI_final.pdf.
12. Report: https://basicincome.stanford.edu/uploads/healthy-communities_ubi-paper_final.pdf
13. Journal Article: Shanks-Booth, Delphia, and Suzanne Mettler. 2019. “The Paradox of the Earned Income Tax Credit: Appreciating Benefits but Not Their Source.” *Policy Studies Journal* 47 (2): 300–323.
<https://doi.org/10.1111/psj.12305>.
14. Journal Article: Mendenhall, Ruby, Karen Z. Kramer, and Dylan Bellisle. 2018. “Low- and Moderate-Income Families’ Avenues to Mobility: Overcoming Threats to Asset Accumulation and Remaining in Undesirable Neighborhoods.” *Research in Social Stratification and Mobility* 53 (February): 26–39. <https://doi.org/10.1016/j.rssm.2017.12.001>.
15. Journal Article: Pilkauskas, Natasha, and Katherine Micheltore. 2019. “The Effect of the Earned Income Tax Credit on Housing and Living Arrangements.” *Demography* 56 (4): 1303–26. <https://doi.org/10.1007/s13524-019-00791-5>.
16. News Article: <https://www.capradio.org/articles/2021/07/16/california-invests-in-guaranteed-income-35-million-will-support-monthly-payments-for-pregnant-women-foster-youth/>

County of Sonoma

American Rescue Plan Act (ARPA) Preliminary Funding Request



INSTRUCTIONS

This is intended to be a preliminary proposal for departmental projects eligible for ARPA Funding. The Board will review all submitted proposals on September 14 and will select which proposals for which they would like a more detailed proposal. These more detailed proposals will be due in October 22; the CAO will be sending out the detailed proposal instructions as soon as possible.

ARPA funds are limited term in nature; they must be allocated by December 31, 2024 and expended by December 31, 2026. As such proposals should emphasize capital investments. Additionally, given the one-time nature of these funds, departments are encouraged to submit proposals that do not include adding limited-term positions unless the position is directly tied to a one-time effort or capital investment (e.g. project manager overseeing the construction of a building or development of new training materials).

- These preliminary funding requests are due on **August 3, 2021**.
- Please complete this form and save it to your department's ARPA folder in the FY21-22 Budget Sharepoint Site; email your analyst when the request has been saved in that location.
- Please also complete the high-level overview form in Oracle Planning (No Cost Accounting -> Funding Requests (Use for ARPA) -> Funding Request Overview)

Department	Department Contact	Oracle Planning Fund Request #(s)
UCCE Sonoma	Mimi Enright	1

Project Title

RESPONSE REQUIRED

Coordinating Emergency Food Response for Health Equity

Summary of Project

It is anticipated that the Board of Supervisors will make ARPA funding decisions on December 14, 2021. Funds must be appropriated by December 31, 2024 and fully expended by December 31, 2026. ARPA projects must be completed within this timeframe.

Use this space to provide a summary of the project. Projects are to be clearly one-time in nature. For example, investing one-time resources to train staff/develop on-going training materials for the community/invest in capital projects or systems. Requests that include staffing are discouraged unless there is a clear explanation of how they will support a one-time, time-limited project. This summary will be what is presented to the Board of Supervisors for their consideration.

Responses should not exceed 3 single spaced pages

Please see the position detail form for additional information related to position changes.

RESPONSE REQUIRED

UC Cooperative Extension (UCCE) seeks funding to conduct a 3-year project to create community-based emergency food access networks. The primary objective of this project is to address disproportionate public health impacts from pandemic-induced food insecurity for low-income communities and communities of color in Sonoma County, including Latinx communities. The secondary objective of this project is to expand community resilience to future public health emergencies and natural disasters. The proposed project uses a social determinants of health framework, applies an equity lens across all planned activities, and centers the needs of those disproportionately impacted by food insecurity and health inequities.

UCCE Sonoma will oversee administration of 6 mini-grants awarded to community-based organizations (CBOs) located directly in under-resourced communities across the County to help address the immediate food needs of priority populations hardest hit by the pandemic—including people quarantining due to COVID-19—as well as mitigate barriers to accessing existing food distribution resources and facilitate coordination of emergency food response during the pandemic and future disasters. This proposed project will also support the emergency food system and service providers to respond to the lived experience, expertise, and resilience of low-wage, essential agriculture and food system workers who are often Latinx, immigrants, and people of color. Building on the work of UCCE Sonoma staff that has been conducted since the 2017 wildfires to the present-day pandemic in collaboration with members of the Sonoma County Food Systems Alliance, Sonoma County Food Recovery Coalition, and the Community Organizations Active in Disaster (COAD) Food Access Group, we propose the following project activities:

1. **Coordinate and convene emergency food distribution stakeholders across the County** to leverage expertise of local food assistance providers and local knowledge of demographics, geography, and community needs to support efficient and effective emergency food relief efforts. UCCE will provide central coordination and oversight of this project including financial administration of a mini-grant program and evaluation of the project's impacts. UCCE will convene a network of CBOs on a quarterly basis for overall project management, sharing of promising practices, and impact evaluation.
2. **Recruit and train up to 6 Community Health Workers** from within CBOs to serve as “emergency food navigators and networkers” to: mitigate food insecurity, address barriers to access existing emergency food distribution efforts, strengthen community-based emergency food networks, and support Mutual Aid Networks (e.g. CURA) located within communities disproportionately impacted by the pandemic to expand awareness and reach of existing emergency food distributions using culturally and linguistically responsive training, resource referrals, and linkages with supportive infrastructure.
3. **Expand the capacity of and strengthen emergency food networks** (including producers, gleaners, distributors, food hubs, restaurants, caterers, grocery stores, and institutional food services) to establish and facilitate local connections that maximize food recovery efforts that build community resilience.

4. **Assess needs, inventory, and map emergency food infrastructure**, including CBOs and Mutual Aid Networks, organizational capacity to scale-up preparation and distribution of emergency food, as well as local community gardens, farms, commercial kitchens, cold storage, generators, and volunteer capacity that can address ongoing chronic food insecurity as well as be activated in disasters to respond to crisis food insecurity.
5. **Conduct evaluation** of the project's impact and disseminate findings of model project, needs assessment, inventory, and map.

This project will provide broader positive community impacts by providing upstream support to communities disproportionately impacted by the pandemic. In addition, it will build improved food security during disasters and longer term regional community food resilience with greater integration of the local food economy throughout all stages of the disaster toward long-term recovery.

Project Term

State the duration of the project including start and end date for the project. Earliest start date is 12/15/21; funds must be obligated by 12/31/2024, and all funds must be expended with work performed and completed by 12/31/2026.

RESPONSE REQUIRED

01/01/2022 to 12/31/2024 for 3 year project

Estimated Project Costs and Funding Sources

Estimated Project Costs	
Salaries and Benefits (Extra help or time-limited* only): 3 year time limited position at .40 FTE for University of California employee to administer and coordinate project and manage project evaluation	\$100,000
Services and Supplies: Materials & supplies \$10K/year/region; translation services (\$7200); mapping & inventorying facilitation consultant (\$10,000); publication costs (\$8000)	\$205,200
Capital Costs	\$0
Other: Sub awards to CBO's for regional emergency food coordination (6 contracts with community organizations at \$15K/year/org; \$5K/year for lead CBO org); travel & meeting costs (\$3000)	\$288,000
Estimated Total Project Costs	\$593,200
Anticipated Alternate/Leveraged Funding Sources	
USDA AMS RFSP grant (see notes below)	\$0
Total ARPA Funding Request	\$593,200

Include a Statement of Special Funds Activities if proposing the use of Fund Balance

*Departments are encouraged to submit requests that do not require adding staff, even if time-limited, due to the limited term nature of ARPA funding.

Narrative Explanation of Estimated Project Costs

Provide a high level explanation of the estimated project cost (bulleted list is sufficient). If additional staff are being requested (extra help or limited term only) please explain how they are time-limited in nature and will not be used in an on-going capacity.

Describe additional funding sources that will be leveraged. If this request is being paired with a grant explain whether ARPA funds can be used if the grant is not awarded; provide details on the status of the grant (i.e. awarded; application pending. If pending, explain the status of the application process and note if funds have been received from this source previously).

Explain any funding sources that can be leveraged if ARPA funds are awarded (i.e. if ARPA funds can be used as a grant match).

RESPONSE REQUIRED

- **UCCE Personnel costs** for a limited-term University of California Cooperative Extension Program Specialist (.40 FTE) for 3 year project term to administer and coordinate project and manage project evaluation; project team will strategize on longer term funding for project based on demonstrated value identified by the project evaluation.
- **Sub-awards for mini-grants** to 6 community based organizations for hiring Community Health Workers to establish, coordinate, assess needs, map, and inventory regional emergency food networks.
- **Travel and meeting costs** to support convening and collaboration.
- **Materials and supplies** to build infrastructure and capacity to meet community food needs (\$10K/year/region); translation for meetings (quarterly meetings with participant organizations over 3 year project team at \$600/meeting for translators); facilitation consultant to guide process across network for assessing needs, mapping, and inventorying (\$10,000); map & inventory publication costs (\$8,000)
- **In-kind** time by UCCE North Bay Systems Advisor, Julia Van Soelen Kim, will be provided for program development, academic oversight, and evaluation.

Potential grant funding that could be leveraged: USDA AMS Regional Food Systems Partnership grant application submitted in July 2021 (application pending) could offset funding requirements for 3 CBOs and coordinate CBO participation for a total offset of \$150,000.

ARPA Eligibility

Explain which element(s) of ARPA the project aligns with.

Please site the specific item (and page) from one of these two resource documents:

- [NACo Guidance](#)
- [Funding Fact Sheet](#)
- Other resource found by department (include the link/page number)

If you are uncertain about how a project aligns with ARPA, please contact your CAO analyst.

NOTE: projects that do not align with an ARPA category may still be submitted as some amount of the award will have a more flexible use under the "revenue replacement" category.

RESPONSE REQUIRED

NACo Guidance, page 7, Address Disparities in Public Health Outcomes: In recognition of the disproportionate impacts of the COVID-19 pandemic on health outcomes in low-income communities in Sonoma County and the importance of mitigating these effects, the Interim Final Rule identifies a broader range of services and programs that will be presumed to be responding to the public health emergency when provided in these communities. By extension, the proposed networks of Community Health Workers will serve as food resource navigators and connect communities with access to federal and community food benefits that they are not currently readily gaining access to based on the social determinants of health.

NACo Guidance, page 8, Address Negative Economic Impacts: Provide assistance to households most disproportionately impacted by negative economic impacts of the COVID-19 public health emergency, specifically related to awareness and access to federal food assistance programs.

Strategic Plan Alignment

Please indicate which Strategic Plan **OBJECTIVE** will be furthered by this project. Note: if listed, item must tie to a specific objective, and not simply be in alignment with a general pillar or goal.

Link to the Strategic Plan: <https://sonomacounty.ca.gov/Board-of-Supervisors/Strategic-Plan/PDF/Five-Year-Strategic-Plan-2021-26-English/Strategic-Plan-1-Page>

[Strategic Plan Pivot Table](#) (handy tool to see leads for each objective/sort by pillars and goals/etc).

Indicate N/A if not applicable

Pillar: Racial Equity & Social Justice

Goal: Engage community members and stakeholder groups to develop priorities and to advanced racial equity

Objective: Collaborate with community members and stakeholder groups to develop racial equity strategies for County emergency response, economic recovery and resiliency planning efforts.

Department Lead for this Objective: Office of Equity

Racial Equity and Social Justice

In January of 2021, the Sonoma County Board of Supervisors adopted a five-year strategic plan that included a Racial Equity and Social Justice pillar. The ARPA guidance specifically calls out how the pandemic has disproportionately impacted low-income families and communities of color. Please answer the questions below to describe how the project supports the Racial Equity and Social Justice pillar.

For additional resources please refer to the [Racial Equity Tool Kit](#), which the Board adopted on November 17, 2020.

1. Describe how your project advances racial and economic equity and/or reduces or eliminates disparities and improve outcomes for low-income communities and communities of color Countywide.
2. Identify potential negative impacts of your project on communities of color and low-income communities, and describe what strategies your Department recommends to mitigate any potential adverse impacts.
3. Does this project address specific racial and/or economic inequities in Sonoma County?
4. Does the estimated project budget and timeline include resources and time to ensure sufficient community engagement, accessibility (i.e. translation, interpretation), outreach, etc?

This project will support and build community-based emergency food access networks across the County's geography that are broadly inclusive and focused on achieving racial equity in food access. We seek to create equitable and responsive mechanisms for the emergency food system to incorporate the lived experience,

expertise, and resilience of low-wage, essential agriculture and food system workers, many of whom are Latinx or people of color, immigrants, with varying levels of literacy, or already living in poverty. The model we are proposing is grounded in recognizing the critical role that community-based networks play in building trust to facilitate access to emergency food distribution. The project's engagement and network building with Mutual Aid Networks will help address the immediate food needs of priority populations hardest hit by the pandemic. The Racial Equity Toolkit cites that "to eliminate racial inequities in our communities, developing a 'collective impact' approach firmly grounded in inclusion and equity is necessary. Government can play a key role in collaborations for achieving racial equity, centering community, and leveraging institutional partnerships." The proposed project is based on strengthening community-based relationships with CBOs and government partners developed during the pandemic emergency food response and previous disasters. The three year timeframe proposed for the project will ensure adequate time to create the network, build the relationships with CBOs and Mutual Aid Networks, provide training and infrastructure to meet the needs of the network, incorporate learnings into existing emergency food response, and evaluate project impact.

This project responds to challenges and opportunities in the emergency food response system documented in evaluation efforts and after action reports led by UC Cooperative Extension after the [2017, 2019 & 2020 fires](#), and [pandemic response evaluation](#).

Describe how this will project lead to future efficiencies or cost savings (indicate n/a if not applicable)

Indicate N/A if not applicable

The project will lead to better access to emergency food resources for community members disproportionately impacted by the pandemic and successive disasters. It will build the individual, neighborhood, and community-level resiliency to remove barriers to service during a disaster, during a recovery phase, or in addressing ongoing food insecurity. This project will make it more possible for households to increase their own emergency kits and for communities to increase self-sufficiency during the first 72 hours of a disaster. It will also increase awareness of federally funded food relief programs, including pandemic-specific programs including Pandemic EBT.

Does the project support a community need based on COVID-19, if so, describe.

Indicate N/A if not applicable

Food needs skyrocketed during the pandemic. Ensuring delivery of food to community members disproportionately impacted by COVID including newly unemployed individuals, vulnerable individuals needing to isolate, and/or individuals needing to quarantine was critical to prevent and reduce the spread of COVID. The COAD Food Access Group learned that many community members, especially undocumented community members, were not aware of or comfortable with accessing existing emergency food distribution services. The project will build a model based on trusted community networks to increase access to food services, expand awareness of federal food benefit programs, and help ensure COVID safety precautions can be successfully followed by COVID+ individuals.

Does this meet a known unmet community need? If yes, please provide a link to a report/study/etc.

Indicate N/A if not applicable

As mentioned above, this project responds to challenges and opportunities for the emergency food response system documented in evaluation efforts led by UC Cooperative Extension after the [2017 fires](#), [2019 & 2020 fires](#), and [pandemic response evaluation](#) conducted during COAD Food Access Group meetings. Despite extensive evaluation efforts across organizations including strong anecdotal information about the skyrocketing food insecurity, unmet access to food services is not feasible to measure. The intent of the proposed project is to better identify pockets of food needs in our community that are not currently being served due to a variety of

barriers including a lack of trust of service providers within immigrant communities, lack of transportation or distribution to locations, lack of refrigeration or infrastructure at trusted regional service providers, lack of culturally appropriate foods, lack of internet or phone access to get informed about resources, and other barriers identified in the reports.

Is your project included in the County's 5-year Capital Plan?

If so, please indicate which project

Indicate N/A if not applicable

N/A

Is your project included in the County's Recovery & Resiliency Framework?

The Framework can be found [here](#).

Indicate N/A if not applicable

The Recovery & Resiliency Framework, Strategy Area 4, Safety Net Services, Goal 1 includes a requirement to inventory and map local food resources available throughout the county during disasters. This project will achieve that goal.

Will your proposal leverage community partnerships? If yes, explain?

Indicate N/A if not applicable

The project has been developed from work that has been conducted since the 2017 wildfires by members of the Sonoma County Food Systems Alliance, Sonoma County Food Recovery Coalition and the Community Organizations Active in Disaster (COAD) Food Access Group during the pandemic, as well as local community based organizations and mutual aid networks providing emergency food support. UCCE Sonoma will provide a central coordination role in this project for the community based organizations working in this critical space as well as the structure for the financial administration of the project and the evaluation of the project impact.

Describe which community groups you have or will engage with in developing this proposal or to create an implementation plan

Indicate N/A if not applicable

Key community groups who have and will be engaging on this project include CURA, Sonoma County COAD and the COAD Food Access Group (representing 30 community organizations involved in food access), Sonoma County Food System Alliance, Sonoma County Food Recovery Coalition, Petaluma Bounty, La Familia Sana, Sonoma Family Meal, Interfaith Sustainable Food Collaborative, Ceres Project as well as the community based organizations and mutual aid networks involved directly in emergency food support.