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	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).

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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.

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☐   **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.*

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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

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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)

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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.

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

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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.

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

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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

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