

**NO STRINGS ATTACHED:
County of Santa Clara Board Inventory Items**



**2023-24 Santa Clara County
Civil Grand Jury**

June 11, 2024

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GLOSSARY AND ABBREVIATIONS

| | |
|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 501(c)(3) | A specific Internal Revenue Service tax category for nonprofit organizations that are exempt from federal income tax. There are many types of nonprofit organizations; but those that qualify for 501(c)(3) status can say that donations made to them are tax deductible. |
| Adopted Budget | The budget document formally approved by the Board after public hearings and deliberations on the Recommended Budget. The Adopted Budget sets the funding levels for County departments for the following fiscal year. |
| Balanced Budget | A budget in which projected revenue equals projected spending. |
| Board | The County of Santa Clara's five-member Board of Supervisors that establishes policies to address issues affecting the day-to-day operation of County government and is responsible for approving the County's budget. |
| Budget Hearings | Public sessions where the Board reviews and discusses the Recommended Budget prepared by the Office of the County Executive. |
| Community-Based Organization (CBO) | A local organization that provides services in the community. Public entities frequently contract with CBOs to fill in gaps or meet the unique needs of the County population. |
| Discretionary Spending | Optional government spending that is not mandated by law or contract. |
| Fiduciary Duty | The legal responsibility to act solely in the best interest of another party. |
| Fiscal Year (FY) | The County of Santa Clara's fiscal year begins July 1 and ends June 30 of the following year. |

| | |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Grant | A sum of money given by a government or other organization where the grantor does not expect to receive anything in return for giving the funds. |
| Inventory Items | One-time grants or sponsorships proposed by individual Board Supervisors and approved by the Board. |
| Recommended Budget | A budget proposed by the Office of the County Executive each year based on projected expenditures and revenues outlining the County Executive's recommendations for funding levels for each County department. |
| Sponsorship | A type of donation by the County to support an event that is not organized and controlled by a County agency/department, Board office, and/or County Board or Commission. |
| Supervisory District | One of five defined areas of the County, each represented by an elected Supervisor. |

SUMMARY

The Board of Supervisors (Board) for the County of Santa Clara (County) annually approves millions of dollars in one-time funding to various 501(c)(3) nonprofits ancillary to the established budget process. The Board refers to these one-time grants as “inventory items.” In the 2023-2024 fiscal year, the County’s Adopted Budget included approximately 200 such inventory items totaling \$8.1 million (County of Santa Clara, 2023). Inventory items are proposed by each member of the Board and collectively approved by the Board.

The 2023-24 Santa Clara County Civil Grand Jury (Civil Grand Jury) heard that the purpose of the inventory item program was to create a positive impact on the community and fill an important gap by supporting small, start-up nonprofits that would otherwise struggle to get funding through normal channels (such as County contracts with higher barriers to entry; for example, a competitive Request for Proposal process that a nascent organization may struggle to navigate). The Civil Grand Jury’s investigation has revealed that this stated purpose is not the reality of the program. Large established nonprofits are the primary beneficiaries of inventory item grants and several aspects of the administration of the inventory item program raise serious concerns.

Each Supervisor handles the inventory item application and selection process differently. There are no clear and consistent rules, and each Supervisor's criteria for selection vary, leading to a lack of transparency about who is eligible for the inventory item grant. Applicant organizations’ proposals are not required to align with County strategic priorities and there are no established criteria for granting these discretionary funds. As of the beginning of 2024, there was no known process to vet applicants for duplicate requests or potential conflicts of interest. After the funds are allocated, there is no formal process for holding the organization accountable for how the funds were used.

From time to time, the County administers grants for specific purposes. Typically, when the County offers a grant, recipients are required to provide a service to the public that the County is either not providing or that needs to be supplemented. There is no process with inventory items to determine whether this condition has been satisfied. Until March 2024, the Board had imposed no limits on the total dollar amount allocated except for a one-time cap enacted during the COVID-19 pandemic. The lack of a funding cap has caused uncertainty and unpredictability for the Office of the County Executive (County Executive’s Office), where the Board-appointed County Executive is responsible for developing the County budget.

During the Civil Grand Jury’s investigation, the Board formed an Ad Hoc Committee to make recommendations for establishing inventory item guidelines. In early 2024, the Board voted to set a temporary limit of \$7 million for FY 2024-25, approved the use of a new cover sheet to streamline the approval process, and created a new website for improved transparency. However,

these initial steps fall short of what the Board should require to maintain the public trust and fulfill its fiduciary duties.

BACKGROUND

County Revenues and Expenditures

Every year, California’s 58 counties adopt local budgets that provide a framework and funding for public expenditures. County budgets are interrelated with federal and state budgets because a significant portion of county revenue comes from federal and state funding sources. Further, because counties perform many functions required by the state and receive substantial state funding, county budgets are shaped by state budget choices.

Revenue is the estimated amount of money a county earns and receives that can be used for services and other purposes. A county’s ability to raise revenue is limited. For example, counties cannot increase the property tax rate to increase support for county-provided services, and the ability to raise other taxes requires voters’ approval.

While revenue to the counties can be significant—over \$10 billion in this County—those revenues are often allocated to specific services, and counties have only a limited amount of discretionary funds that a board can allocate consistent with local priorities (County of Santa Clara, 2023). Expenditures are how counties allocate revenue. State and federal revenues are typically allocated to health and human services, roads, transit, and other services. Thus, local revenues are important because they are mostly discretionary and can be spent on various local priorities.

Budgeting in the public sector differs significantly from the private sector. A common practice in the private sector is for businesses to give gifts and charitable contributions to generate goodwill for the company; however, this conduct is prohibited with public funds. Counties are limited in how they can use those funds. California’s Constitution, article XVI, section 6, expressly prohibits “gifts” of public resources, often referred to as the ban on “gifts of public funds.” The legal test for determining whether funds are a gift is determining whether a valid public purpose justifies the use of public resources in the manner proposed. Government entities can grant funds to organizations consistent with a public purpose, for example, for the purpose of providing a service that complements or enhances a service that the public agency provides itself.

County Budget Process

Counties develop and adopt their annual budgets according to rules outlined in state law. Rules pertaining specifically to county budgets are found in the County Budget Act (Cal. Gov. Code sections 29000 to 29144). The budget development process must also adhere to the Ralph M. Brown Act (Cal. Gov. Code section 54950 et seq.), which requires that the Board’s deliberation about budgeting take place during public meetings.

Per the County Budget Act, both recommended and Adopted Budgets must be balanced, which means that the funding sources must equal the financing uses. The process of putting forth a Recommended Budget is the responsibility of the County Executive, the top administrator of the County whom the Board appoints.

Every year, the County Executive proposes a Recommended Budget for the following fiscal year – that is, July 1 through June 30 – that outlines suggested funding levels for each County department. The Board reviews the County Executive’s recommendations and makes revisions during its annual budget workshops and hearings. After the public hearings, the Board approves and publishes the Adopted Budget, which sets the funding levels for County departments for the following fiscal year.

County Grants

The County allocates funds to various goods and service providers, including nonprofit community-based organizations (CBOs), through procurement contracts and grants. Grant funding allocation can be managed by the County Executive’s Office or, with delegated authority from the Board of Supervisors, by an individual County department and/or agency. Needs, requirements, and restrictions are typically spelled out on the department’s website, and a detailed application process is included. Typically, County grant funding includes open and competitive solicitation for qualified applicants. After funding, County staff actively monitor recipients of these funds to ensure specific standards and criteria have been met.

County Sponsorships

Section 3.68.2 of the Board Policy Manual defines sponsorships as a

... type of Donation by the County to support an event, including but not limited to, a conference, meeting, awareness campaign, educational seminar, social or cultural gathering, performance, or concert that is not organized and controlled by a County Agency/Department, Board office, and/or County Board or Commission.

Section 3.68.3 states that sponsorships may be made only with the express authorization of the Board, or an agent of the County authorized by the Board for a specified purpose: “... [S]ponsorships must support an activity, event, or program that serves a County purpose.”

The criteria for sponsorships are:

- That they should not exceed \$5,000 per grantee.
- Board approval must occur at least 30 days before the event/activity so the County can be appropriately acknowledged as a sponsor. (The Board can waive this requirement at any time.)

- If an event is focused in one supervisorial district, the Board Supervisor should be involved in initiating the request.
- Total sponsorships per fiscal year shall not exceed \$20,000 per Supervisor.

County Supervisors' Use of "Inventory Items"

In the County, individual Board Supervisors may submit budget proposals for one-time funding to nonprofit organizations of their choosing that are independent of the formal funding processes described above. Board modifications are referred to as "inventory items": one-time grants or sponsorships that modify the Recommended Budget (see [Appendix 1](#)). It is important to note that inventory item grants come from public funds.

Despite extensive efforts, the Civil Grand Jury could not find the original parameters, guidelines, or authorization for inventory items. The Civil Grand Jury learned that the practice dates back more than 25 years and was initially referred to as "Add-Backs" or the "ABC List" until 1999, when they were named "inventory items." Inventory items may or may not be aligned with County priorities because there are no established criteria for granting these discretionary funds. At the end of the fiscal year, inventory items are included on the budget hearing agenda, and the Board votes on them for inclusion in the Adopted Budget.

In 2012, the Board approved changes to the budget process that provided some structure for funding inventory items (see [Appendix 2](#)). The Board called for all inventory items greater than \$100,000 or involving the addition/deletion of staff positions to be presented to a Board committee prior to the budget hearing. In addition, the Board approved a "Budget Inventory Proposal Form" to be completed by the Supervisors specifically to provide consistency in reviewing inventory items and to incorporate comments from the County Executive's Office related to the item (see [Appendix 3](#)). However, the Board's proposed form was strictly a budgetary tool and is no longer used.

Inventory items may be subject to California Government Code section 84308 ("Levine Act"). The Levine Act requires a party (or their agent) to a proceeding involving a license, permit, or other entitlement to disclose any contribution of more than \$250 that the party (or their agent) has made to a member of the Board of Supervisors or any other elected county officer within the 12 months prior to the proceeding. A Board Member who has received such a contribution must also recuse from the proceeding unless they return the contribution within a specified timeframe. The Levine Act also prohibits, during the proceeding and for 12 months following a final decision, a party (or their agent) from contributing more than \$250 to any member of the Board of Supervisors or to any other elected county officer who may participate in the proceeding. This California law aims to prevent "pay-to-play" politics. Pay-to-play refers to activities that unfairly influence public

officials seeking contracts, licenses, permits, or other entitlements. The law was enacted to promote transparency and fairness in the governmental decision-making process.

As a response to budget challenges brought about by the COVID-19 pandemic, the Board approved Board Policy 4.21 in May 2020 which temporarily capped the amount of inventory items at \$500,000 per supervisorial district for FY 2020-21. No further caps or limitations on inventory items had been adopted before the start of the Civil Grand Jury investigation.

METHODOLOGY

The Civil Grand Jury investigated the inventory item process by:

- Interviewing over a dozen people with knowledge of the inventory item process.
- Watching videos of Board meetings.
- Reviewing the County Charter, County ordinances, the Board Policy Manual, and Rules of the Board.
- Reviewing several inventory item proposals from all five County Supervisorial districts.
- Reviewing Civil Grand Jury reports from other counties on discretionary spending.

The Civil Grand Jury used these sources of information to analyze facts, and develop findings and recommendations for this report.

INVESTIGATION

As the County’s Supervisors recognized at a January 2024 Board of Supervisors meeting: “There is no external source or influence that could impose restrictions or guidelines for this process if the Board does not propose and adopt them” (Ellenberg and Arenas, January 2024).

Total Value and Number of Inventory Item Awards

The Civil Grand Jury reviewed lists of approved inventory items by all Supervisors over multiple terms in office and found no pattern in the funding based on the number of awards granted, number of recipients, and dollar allocations by district. Year over year, the total dollar amount of approved inventory items varied considerably, as did the number of inventory items offered (see Figure 1).

| Fiscal Year | Total Cost | Count of Items |
|--------------|----------------------|----------------|
| 2010-11 | \$ 2,867,786 | 19 |
| 2011-12 | \$ 7,003,882 | 23 |
| 2012-13 | \$ 2,589,818 | 26 |
| 2013-14 | \$ 1,863,731 | 18 |
| 2014-15 | \$ 4,000,370 | 23 |
| 2015-16 | \$ 11,194,648 | 41 |
| 2016-17 | \$ 9,661,334 | 45 |
| 2017-18 | \$ 8,428,915 | 57 |
| 2018-19 | \$ 8,014,402 | 71 |
| 2019-20 | \$ 6,631,843 | 77 |
| 2020-21 | \$ 2,000,000 | 45 |
| 2021-22 | \$ 4,664,907 | 154 |
| 2022-23 | \$ 8,728,888 | 211 |
| 2023-24 | \$ 8,063,395 | 200 |
| Total | \$ 85,713,919 | 1010 |

Figure 1: Amount and Count of Inventory Items by Fiscal Year. Data from the County of Santa Clara Budget and Finance website.

Supervisors attribute the differences in funding amounts to geographic location and population size relative to need. Densely populated districts with a lower average income may have a higher need for inventory item funds. Additionally, some Supervisors prefer to give smaller amounts to many organizations, while others allocate larger amounts and focus on fewer organizations that further their legislative priorities. Thus, the inventory item process is not guided by an organizational philosophy when choosing how the inventory items are awarded. The chart below (Figure 2) shows the difference in proposed spending between Supervisorial Districts from year to year (see [Appendix 1](#) for a complete report on historical Board spending on inventory items).

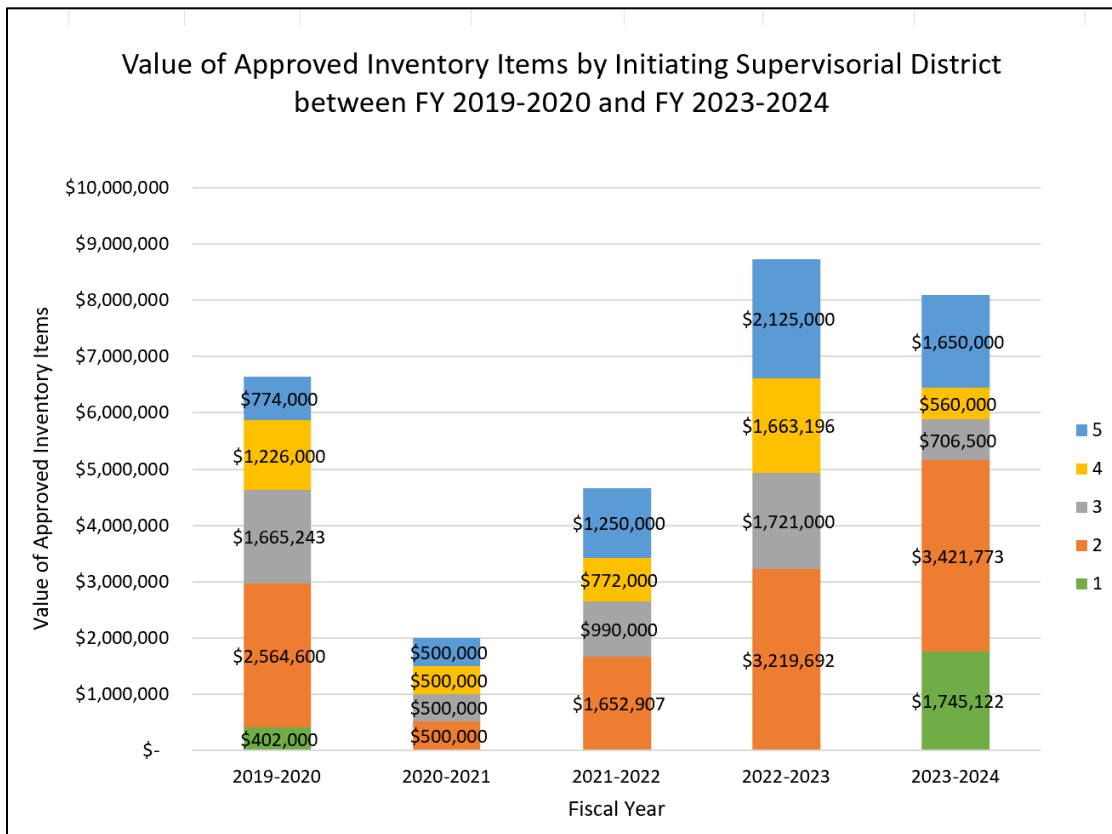


Figure 2: Total Value of Approved Inventory Items by Supervisorial District over five years. Excerpt from Appendix 1.

The Civil Grand Jury frequently heard that inventory item funding is small relative to the overall County budget, which has doubled from \$5 billion to over \$10 billion in less than 10 years. In a January 2024 Board meeting, one Supervisor was quick to point out that the proposed expenditure for inventory items is less than one-tenth of one percent of the County’s overall budget, and therefore, insignificant. Nevertheless, it represents millions of public dollars of discretionary, annual funding. Further, inventory items are unique because they reflect funding allocations recommended by individual supervisors as opposed to funding recommendations made by the County Executive’s Office. Currently, the County is projecting a budget deficit of \$180-\$380 million for FY 2024-25 (County of Santa Clara, 2024). The Board acknowledged at the same January 2024 Board meeting that “...County Administration is asking departments to reduce their budgets, some by more than 15% of their General Fund allocations...” (Ellenberg and Arenas, 2024). Supervisors also recognize that they should be “setting an example of our own efforts” to utilize public funds responsibly, equitably, and transparently (see [Appendix 4](#)). No amount of money is insignificant when the County budget must be reduced, and every expenditure should be scrutinized.

Solicitation and Eligibility Requirements for Inventory Items

The Civil Grand Jury investigated the solicitation and eligibility requirements for awarding inventory items during FY 2023-24. The County itself has no formalized process and leaves it to the individual Supervisor to create guidelines. The Civil Grand Jury found that no two Supervisors had the same process from start to finish (see [Appendix 5](#) for a sampling of Supervisor application and eligibility information).

Most Supervisors solicited applicants via email or individual newsletter distribution lists. One Supervisor accepted applications by invitation only. The Civil Grand Jury discovered that several inventory item recipients learned about the funding opportunity from a third party instead of from a Supervisor directly.

Only one Supervisor had a formal application with requirements and guidelines for submission, which was available on the Supervisor's website. One Supervisor had an informal list of 10 requirements and questions that needed to be answered and submitted for consideration. This list was sent out after the recipients reached out to the Supervisor about the inventory item opportunities. The remaining Supervisors had minimal requirements for application and eligibility available upon request. None of the Supervisors asked applicants to identify which of the Board's strategic priorities the proposal supported.

The lack of a consistent and documented process for solicitation and eligibility of inventory items raises questions of equity and transparency across districts. Without a uniform application process, the County is unable to develop a comparative assessment for each inventory item applicant's request. A formal and consistent application process would enable a healthy vetting process.

Additionally, the inconsistent inventory item application process across Supervisorial Districts allows nonprofits to solicit inventory item funding from more than one Supervisor without disclosing that they have made multiple requests. Only one of the five Supervisors asked applicants if they applied for grants from other Supervisors. A review of the top inventory item recipients in FY 2023-24 (Figure 3) shows that certain organizations have been awarded inventory item grants from as many as three Supervisors. The Civil Grand Jury heard that this typically occurs when an organization serves a community across multiple districts; however, there is no check done to verify this. Moreover, nothing prevents the same organization from receiving funding from the inventory item program in addition to other County funding. The Supervisors are unaware of whether their recipient organizations have applied for and/or received inventory items, grant funds, or contracts from other County programs.

NO STRINGS ATTACHED

| Proposal Name | Sponsor(s) | Amount | Years in Operation |
|-------------------------------------------------------------------------------------------|----------------------|-----------|--------------------|
| East Side Union High School District Education Foundation | Arenas/Lee/Chavez | \$275,000 | 15 |
| Bay Area Housing Corporation's Making Homes Work Program Una Casa Mas | Simitian | \$250,000 | 7 |
| Camp Via West (Via Services Inc) | Simitian | \$250,000 | 79 |
| Carry the Vision | Arenas | \$249,396 | 14 |
| Jose Valdes Math Foundation | Lee/Chavez/Simitian | \$235,000 | 35 |
| International Children Assistance Network (ICAN) | Arenas/Chavez | \$189,345 | 20 |
| African American Community Service Agency | Chavez/Arenas/Lee | \$185,000 | 46 |
| Elevate Community Center | Chavez/Lee/Ellenberg | \$185,000 | 3 |
| Community Health Partnership | Arenas | \$175,000 | 31 |
| Community Solutions - Direct Support to Survivors of Gender Based Violence | Arenas | \$155,000 | 52 |
| AACI - Health Resources in the Cadillac Winchester Neighborhood | Ellenberg | \$150,000 | 51 |
| Homelessness Services and Support | Simitian | \$150,000 | 23 |
| Latina Coalition of Silicon Valley | Chavez/Arenas | \$150,000 | 23 |
| African American Cultural Center | Ellenberg | \$100,000 | 17 |
| Amigos de Guadalupe Center for Justice and Empowerment - Cesar Chavez Family Home Project | Chavez | \$100,000 | 12 |
| Children's Discovery Museum of San Jose | Chavez | \$100,000 | 34 |
| Collaborating Agencies' Disaster Relief Effort (CADRE) | Chavez | \$100,000 | 35 |
| Human Agenda | Arenas | \$100,000 | 22 |
| Next Door Solutions to Domestic Violence | Chavez | \$100,000 | 53 |
| Parents Helping Parents | Chavez | \$100,000 | 48 |
| PARTI Program | Chavez | \$100,000 | 24 |
| SOMOS Mayfair | Chavez | \$100,000 | 27 |

Figure 3: Top Inventory Item Recipients in FY 2023-24 Based on Dollars Allocated. Data from the County of Santa Clara Budget and Finance website (see [Appendix 6](#) for full dataset).

The Inventory Item Selection Process

The method of selecting applicants for inventory item funds differed with each Supervisor. Most Supervisors utilize County staff to review the requests, although one Supervisor created a volunteer Community Review Panel of County residents to review applications.

The Civil Grand Jury repeatedly heard that the inventory item grants fill an unmet need for one-time funds for small, less established nonprofits in the County who may lack the resources or contacts to apply for traditional County funding. Supervisors used the terms “mini grants” and “microgrants” to describe inventory items grants in Board meetings. The Civil Grand Jury could not determine a consistent County definition of these terms, but with an average grant amount in FY 2023-24 of \$41,000, most of these awards cannot be considered small.

When actual grant recipients, grant amounts, and allocation frequency are reviewed, the reality of the program becomes evident (see Figure 4). Most of the FY 2023-24 recipients are well-established nonprofits, not small startups. One has over \$69 million in assets. The oldest organization dates back 79 years, while only two began operating in the past decade. Some of the organizations also have existing procurement contracts with the County. The top recipient by dollars allocated in the last fiscal year, East Side Union High School District Education Foundation, received a total of six inventory item grants from three different Supervisors in 2023. Although many of the CBOs may be worthy, many do not appear to be connected to the business of the County.

NO STRINGS ATTACHED

| Fiscal Year |
|-------------|
| 2021-22 |
| 2022-23 |
| 2023-24 |

| Proposal Name | Sponsor(s) | Amount | 3 Year Total |
|---------------------------------------------------|------------------------|-----------|--------------|
| African American Community Service Agency (AACSA) | Chavez | \$20,000 | \$455,000 |
| African American Community Service Agency (AACSA) | Chavez/Ellenberg/Lee | \$250,000 | |
| African American Community Service Agency (AACSA) | Chavez/Arenas/Lee | \$185,000 | |
| Parents Helping Parents | Chavez/Ellenberg/Lee | \$60,000 | \$410,000 |
| Parents Helping Parents | Chavez/Ellenberg/Lee | \$80,000 | |
| Parents Helping Parents | Simitian/Chavez/Arenas | \$270,000 | |
| International Children Assistance Network (ICAN) | Chavez | \$75,000 | \$403,640 |
| International Children Assistance Network (ICAN) | Chavez | \$139,295 | |
| International Children Assistance Network (ICAN) | Arenas/Chavez | \$189,345 | |
| Community Health Partnership | Ellenberg | \$65,000 | \$365,000 |
| Community Health Partnership | Simitian | \$125,000 | |
| Community Health Partnership | Arenas | \$175,000 | |
| Hispanic Foundation of Silicon Valley | Lee/Chavez | \$75,000 | \$350,000 |
| Hispanic Foundation of Silicon Valley | Lee/Chavez | \$225,000 | |
| Hispanic Foundation of Silicon Valley | Chavez | \$50,000 | |
| FIRST 5 Santa Clara County | Ellenberg | \$100,000 | \$325,000 |
| FIRST 5 Santa Clara County | Ellenberg | \$150,000 | |
| FIRST 5 Santa Clara County | Ellenberg | \$75,000 | |
| SOMOS Mayfair | Lee | \$25,000 | \$320,000 |
| SOMOS Mayfair | Lee/Chavez | \$175,000 | |
| SOMOS Mayfair | Chavez/Lee | \$120,000 | |
| Hope Services | Ellenberg | \$5,000 | \$315,322 |
| Hope Services | Chavez/Lee/Simitian | \$285,000 | |
| Hope Services | Chavez | \$25,322 | |
| Elevate Community Center | Lee | \$20,000 | \$305,000 |
| Elevate Community Center | Chavez/Ellenberg/Lee | \$100,000 | |
| Elevate Community Center | Chavez/Ellenberg/Lee | \$185,000 | |
| East Side Education Foundation | Lee | \$10,000 | \$300,000 |
| East Side Education Foundation | Chavez | \$15,000 | |
| East Side Education Foundation | Arenas/Lee/Chavez | \$275,000 | |

Figure 4: Top 10 inventory item recipients over the past three years. Data from the County of Santa Clara Budget and Finance website.

The Inventory Item Approval Process

Based on the current budget schedule, all inventory items are placed directly on the final budget for approval and undergo budget hearings only if the amount is over \$100,000. Inventory items less than \$100,000 are placed directly on the budget consent calendar hearing agenda for approval. Consent calendar items are approved in a single motion with no discussion and therefore receive little to no genuine scrutiny. Although items can be pulled off the consent calendar for discussion, the Civil Grand Jury could find no evidence of this occurring in the case of inventory items. Nor were there any instances where Supervisors refused to approve each other's inventory items. Consequently, the approval of each Supervisor's inventory items by the Board is mostly a

formality. Supervisors can easily avoid scrutiny by making the awards less than \$100,000 or awarding multi-year awards even though grants are supposed to be one-time. The net result is such that a single elected official has largely unregulated autonomy to award money to a particular organization of their choosing.

Accountability and Oversight of Inventory Items

Prior to disbursing funds, the County of Santa Clara Clerk of the Board of Supervisors (Clerk) requires that inventory item grant recipients sign a Grant Agreement (see [Appendix 7](#)) which primarily defines the terms of disbursement. The Grant Agreement also states which expense the grant will be used for; however, the information required is minimal and there are no established performance measures.

After funds are disbursed, there is no formal County process for assuring accountability or measuring outcomes. Some Supervisors request that the recipients report back, but in practice, this request is not consistently enforced. The lack of oversight and follow-up leaves the County unable to fulfill its fiduciary duty to monitor and control the expenditure of County funds.

Conflicts of Interest and Political Favoritism

The existing funding process of inventory items creates an environment susceptible to conflicts of interest and political favoritism, or, at the very least, creates the perception of these issues. A conflict of interest occurs when the private interests and the official responsibilities of a person could compromise their judgment, decisions, or actions. Conflicts of interest in government are so serious that they are regulated. For instance, the California Fair Political Practices Commission states, “a public official has a disqualifying conflict of interest in a governmental decision if it is foreseeable that the decision will have a financial impact on his or her personal finances or other financial interests.” It further states that under these circumstances, “there is a risk of biased decision-making that could sacrifice the public’s interest in favor of the official’s private financial interests.” (California Fair Practices Commission, n.d.). Because inventory item allocations do not go through the regular budget process, many County officials view inventory items as political favoritism.

Outside of the Levine Act, the County currently has no mechanism to measure or monitor whether inventory item grants directly or indirectly benefit constituents who are key political community supporters within a Supervisor’s District. It is logical to conclude that an inventory item proposed by an individual Supervisor would garner political support for that individual Supervisor from the recipients and their clients. A memorandum from the County Executive’s Office from the Budget Director dated September 5, 2023, suggested that because inventory items are subject to the Levine Act, it would be helpful for County Counsel to review them (see [Appendix 1](#)). But the Levine Act

only governs inventory item grants that are given to applicants who, either directly or through an agent, also make campaign contributions. It does not address other potential sources of conflict or favoritism.

Budgetary Impact of Inventory Items

The lack of parameters on the inventory item program and the unpredictability of inventory item allocation have historically hindered the budget process led by the County Executive's Office. As previously stated, the County Executive's Office is tasked with developing a balanced Recommended Budget without knowing the exact total of inventory item funding. Under the current process, the County Executive's Office provides a suggested spending guideline for each Supervisor in the Recommended Budget, but it is up to individual Supervisors to decide whether to abide by this recommendation. For example, in FY 2023-24, the County Executive's Office Recommended Budget allocation was \$500,000 per Supervisor or \$2.5 million total, but the total inventory items the Board approved was \$8.1 million—more than three times the recommendation. The County budget process begins several months prior to the end of the year. Inventory items are a last-minute addition, thus creating the need for the County Executive's Office to reduce other County expenditures to accommodate the inventory item expenditure. While the County grapples with massive deficits, it appears wasteful to set aside millions for Supervisors to allocate as they wish.

After the Board inserts its inventory items into the budget at the end of the budget workshop process, the County Executive's Office must revise the Recommended Budget funding to accommodate the Board's inventory item allocations. While an \$8.1 million inventory item funding allocation may be small when compared to the entire County budget, this is not an insignificant sum of money. When the County Executive needs to cut the budget, additional funding of inventory items means that other priorities are not funded, and existing programs and positions may be cut altogether.

Recent Changes to the Inventory Item Process

The Civil Grand Jury studied the strengths and weakness of the Supervisors' inventory item grant customs and practices for over a year. Recently, the Board acknowledged issues with transparency, accessibility, equity, predictability, and procedural uniformity surrounding inventory items. On January 23, 2024, Supervisors Ellenberg and Arenas brought forth a Board Referral detailing the lack of controls in place, confirming the lack of standardized notification and communication processes (see [Appendix 4](#)). The Board voted to temporarily cap inventory item spending at \$1 million per Supervisorial District, with an additional \$2 million to be divided among the Supervisorial Districts in an equitable manner to meet areas that have higher needs. County staff were directed to return to the March 12, 2024, Board meeting to provide other options on how to

allocate the additional \$2 million of funding. The \$7 million total cap represents a 16% increase over the five-year inventory item funding average of \$6 million, even though the County is currently facing a budget deficit. The five-member Board voted to approve the above guidelines with three yes votes, one no vote, and one abstention.

On March 12, 2024, County staff and the Office of the County Counsel proposed Board Policy revisions establishing inventory item guidelines for FY 2024-2025 and FY 2025-2026 (see [Appendix 8](#)). The referral included amending Policy Manual Section 4.21 relating to a cap on budget inventory items, creating a cover sheet (see [Appendix 9](#)) for all budget inventory items applications, and approving an equity metric to determine the distribution of up to \$2 million in funding to support inventory items in FY 2024-2025 based on relative need by Supervisorial District. The Board voted 4-1 to accept these recommendations. In April 2024, the County updated its website to include information about the inventory item process, including links to the new cover sheet, individual Supervisor application processes, and required Levine Act compliance forms for applicants. While the Civil Grand Jury commends the steps the Board has taken to improve transparency and accessibility of the existing inventory item process, unaddressed gaps still exist. Self-imposed guardrails voted on and approved by the Board are not enough to address the lack of consistency and accountability or the potential for political favoritism in the current process. The Board has already shown that they can and will change the guidelines at any time, as evidenced by reforms passed in 2012 and 2020 and later abandoned.

CONCLUSION

The Board asserts that inventory items provide a niche one-time funding mechanism for less established, small 501(c)(3) nonprofits within the County. However, a review of grant recipients and award amounts does not support this claim. The current inventory item process has no known Board authorizing resolution, no consistent operational rules or controls, no permanent funding limits, and no specific accountability process. Further, the absence of a consistent set of application requirements for inventory items—including the organization’s mission, the funding purpose, and expenditure and progress reporting—creates uncertainty about whether the Board is fulfilling its responsibility to provide oversight of the appropriateness and productiveness of public funds expenditures. While the Board voted in March 2024 to accept the use of a new cover sheet for inventory items to promote transparency and efficiency, the Board has taken such action previously, but never implemented the new process. The lack of consistent guidelines prevents the County Executive’s Office from providing effective control over the expenditure and use of County funds and makes it more difficult to provide a balanced budget. Lastly, the Board’s current approach to inventory items does not address the potential for political favoritism and conflicts of interest in the award process.

The inventory item program, as outlined by the Board, purports to have merit and admirable intentions; however, without a fundamental change in how the program is managed, it continues to have the appearance of being a tool for political favoritism.

FINDINGS AND RECOMMENDATIONS

Finding 1

The Board's role is primarily policymaking, oversight, and providing legislative authority. The Board does not have day-to-day operational responsibilities. As such, the Board is ill-equipped to administer and monitor the inventory item grant program.

Recommendation 1

The County should put the direction and management of the inventory item grant program under the County Executive's Office and the Board should provide the County Executive with whatever policy direction the Board finds appropriate for an inventory item grant program.

Finding 2

Although the County has implemented an informational cover sheet, the County's current inventory item program does not have a consistent solicitation approach, eligibility requirements, or approval criteria, creating great inconsistencies across the Supervisorial Districts in the manner in which County funds are recommended to be awarded.

Recommendation 2

The County should use a common online application process for all applicants, regardless of Supervisorial District. The application should include, at a minimum, the following information:

- Applicant organization's mission.
- Size of the applicant organization.
- Specific amount being requested.
- Applicant organization's annual budget.
- Proposed summary program budget, including any indirect and/or administrative fees.
- Description of how funds will be used and what County priorities they support.
- The amount of matching or other grant or contract funds available or already received by the organization.
- Anticipated measurable outcomes for the proposed program.

Finding 3

The existing inventory item program has failed to meet the Board’s stated purpose, which is to give one-time grants to small, start-up CBOs, which would not otherwise have the means or expertise to request grants.

Recommendation 3

The County should create a consistent set of rules and guidelines for review and approval of inventory item awards that meets their goal of supporting smaller organizations, considering but not limited to the following:

- Limit inventory item grants to organizations that do not have an existing contract with the County.
- Set an annual \$250,000 cap on total inventory item grants that each Supervisorial District can award.

Finding 4

The current inventory item program lacks effective recipient accountability to ensure inventory item grant money is used for its approved purposes, making it difficult for the County to judge the program’s effectiveness.

Recommendation 4

The County should require recipients to provide annual progress reports and financial reports, and, if needed, the County should audit the organization’s expenditure records.

Finding 5

Under the current process, a single elected official has largely unregulated autonomy to award public funds to a particular organization of their choosing using a system that lacks transparency. There is no way to avoid the appearance of favoritism in a grant program that the Board administers itself.

Recommendation 5

If the County does not agree with the previous four recommendations, then it should eliminate the current inventory item program entirely.

REQUIRED RESPONSES

Pursuant to California Penal Code section 933(b) et seq. and California Penal Code section 933.05, the 2023-24 Santa Clara County Civil Grand Jury requests responses from the following governing body:

| Responding Agency | Findings | Recommendations |
|-----------------------|---------------|-----------------|
| County of Santa Clara | 1, 2, 3, 4, 5 | 1, 2, 3, 4, 5 |

APPENDIX 1: Analysis Of Board Spending On Inventory Items

The following report was created by the County in 2023 upon request of the Board to analyze historical spending on inventory items.

County of Santa Clara


Office of the County Executive

County Government Center, East Wing
70 West Hedding Street
San Jose, California 95110
(408) 299-5105



DATE: September 5, 2023

TO: Honorable Board of Supervisors
James R. Williams, County Executive

FROM: Gregory G. Iturria, County Budget Director 

SUBJECT: Analysis of Historical Board Spending on Inventory Items

A. INTRODUCTION

At the Board of Supervisors meeting on May 10, 2023 (Item Nos. 26 and 27), at the request of Supervisor Ellenberg, the Board approved a request to Administration to provide an analysis of historical Board spending on inventory items, to support follow-up committee discussions. This off-agenda report intends to respond to that request.

B. BACKGROUND

On March 14, 2023 (Item No. 66), consistent with prior years, the Board approved several processes related to the adoption of the Fiscal Year (FY) 2023-2024 budget, including the process related to inventory items, which read, in part, as follows:

Board of Supervisors proposals to modify the Recommended Budget for a one-time grant or sponsorship are referred to as [inventory items]. Inventory items are subject to the Levine Act, and consultation with County Counsel may be helpful for inventory items specifying a particular recipient of public funds. Inventory [items] do not include ongoing operational proposals impacting County operations. As such, inventory [items] do not include restoring a budget reduction, augmenting or reducing funding for an existing program, or funding a new service or program. Operational analysis, impact analysis, and implementation recommendations for operational proposals will be prepared by Administration upon direction by the Board through the

Board’s normal Referral to Administration process at any time during the fiscal year.

This report uses the current definition of inventory items, which refers to one-time grants or sponsorships that modify the Recommended Budget.

For the purposes of the analysis in this report, a *single* inventory item that is jointly initiated by two Supervisorial Districts is considered to be *two separate* inventory items, each for half the value of the original inventory item and initiated by a single Supervisorial District. There have only been a few inventory items that have been jointly initiated during the five most recent budget processes (i.e., for fiscal years between FY 2019-2020 and FY 2023-2024).

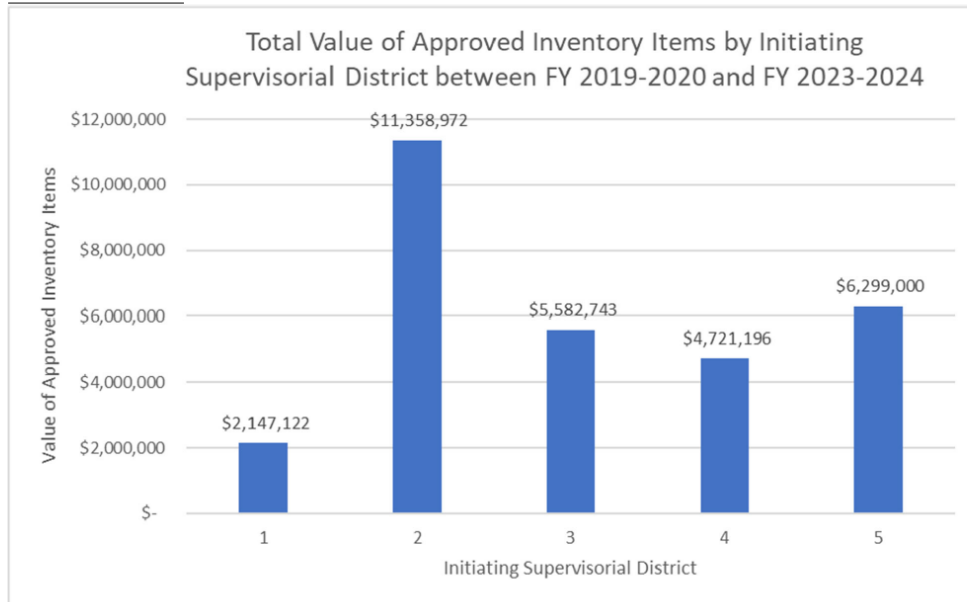
C. ANALYSIS

C.1. Chart #1 Analysis

During the five most recent budget processes, the total value of Board-approved inventory items has varied widely between the initiating Supervisorial Districts, as shown in Chart #1 in Section C.2, below.

To illustrate this wide range, the value of Board-approved inventory items initiated by Supervisorial District 2 (i.e., \$11.4 million) is more than five times the amount initiated by Supervisorial District 1 (i.e., \$2.1 million).

C.2. Chart #1

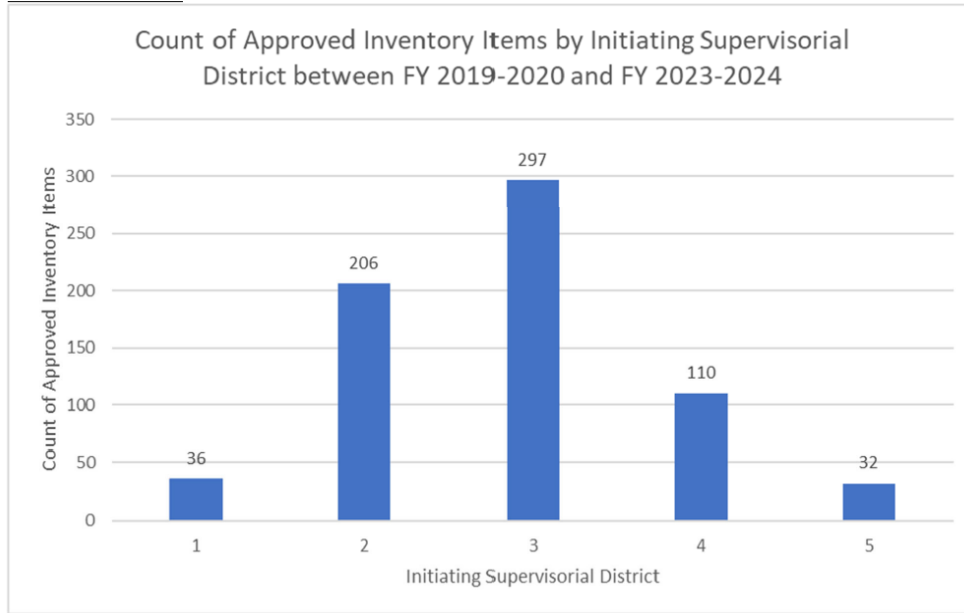


C.3. Chart #2 Analysis

Similarly, the number of Board-approved inventory items has varied widely by initiating Supervisorial District, as shown in Chart #2 in Section C.4, below.

To illustrate this wide range, the number of Board-approved inventory items initiated by Supervisorial District 3 (i.e., 297) is more than nine times the number initiated by Supervisorial District 5 (i.e., 32).

C.4. Chart #2



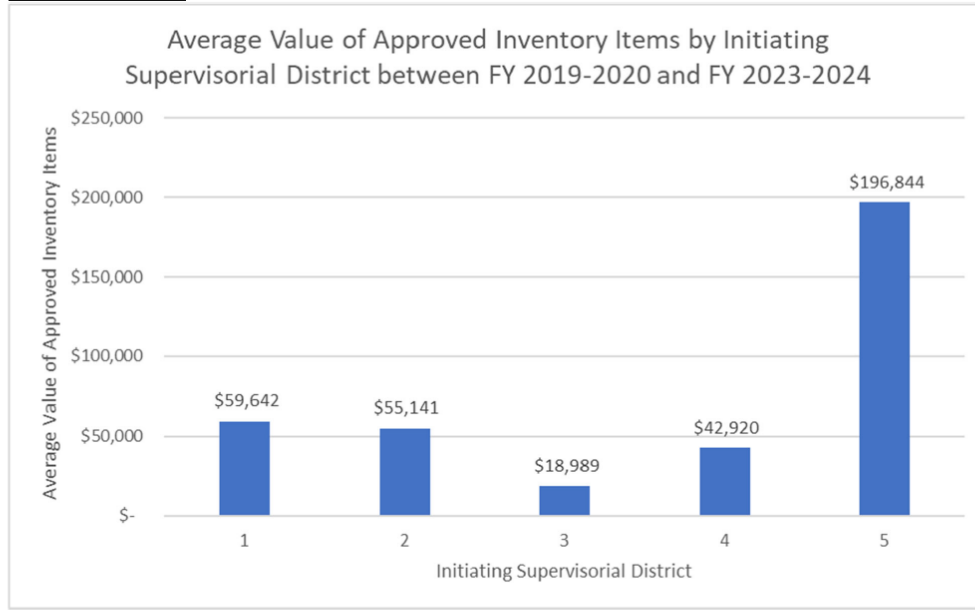
C.5. Chart #3 Analysis

Also similarly, the average value of Board-approved inventory items has varied widely by initiating Supervisorial District, as shown in Chart #3 in Section C.6, below.

To illustrate this wide range, the average value of Board-approved inventory items initiated by Supervisorial District 5 (i.e., \$196,800) is more than 10 times the average value of those initiated by Supervisorial District 3 (i.e., \$19,000).

Charts #2 and #3 in Sections C.4 and C.6 indicate that Supervisorial District 3 has initiated many, smaller inventory items, while Supervisorial District 5 has initiated fewer, larger inventory items. This has resulted in similar total values over the past five fiscal years for both Supervisorial Districts (i.e., \$5.6 million vs \$6.3 million), as shown in Chart #1 in Section C.2.

C.6. Chart #3

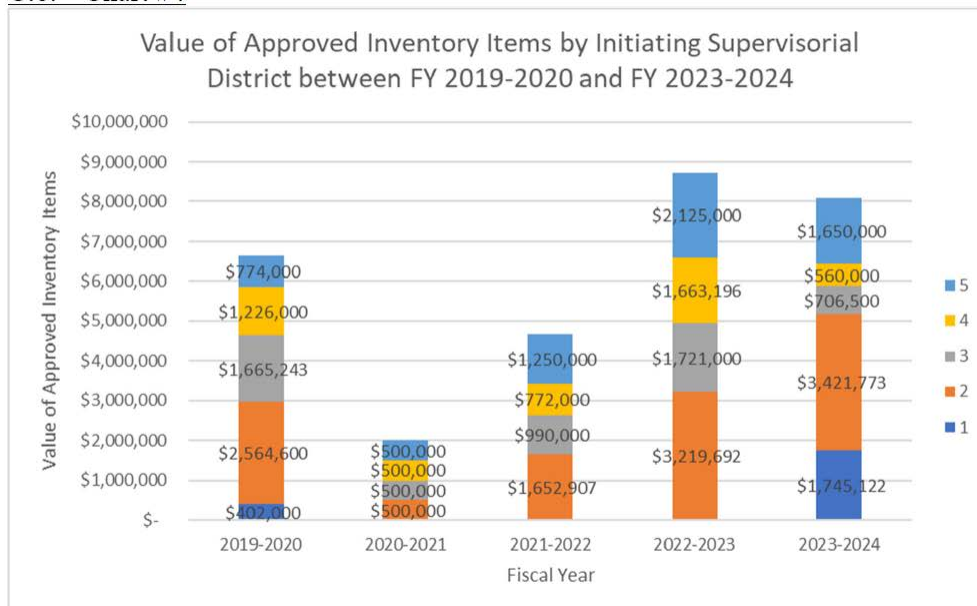


C.7. Chart #4 Analysis

The value of the inventory items has also varied widely from fiscal year to fiscal year, as shown in Chart #4 in Section C.8, below.

Board Policy 4.21, adopted on May 12, 2020 (Item No. 23) and initiated by a referral from Supervisors Ellenberg and Simitian, limited the amount of inventory items at \$500,000 per Supervisorial District, for FY 2020-2021 only. This explains why the total value of the inventory items for FY 2020-2021 is much less than other fiscal years.

C.8. Chart #4

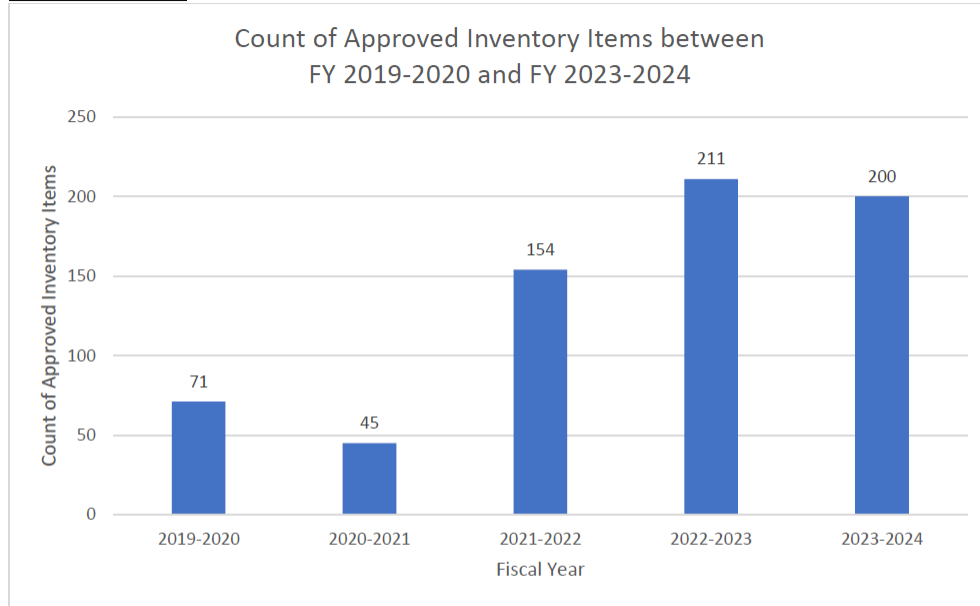


C.9 Chart #5 Analysis

The number of Board-approved inventory items has varied widely from fiscal year to fiscal year, as shown in Chart #5 in Section C.10, below.

To illustrate the wide range, the number of Board-approved inventory items in FY 2022-2023 (i.e., 211) is more than four times the number in FY 2020-2021 (i.e., 45). As discussed before, Board Policy 4.21 likely explains this wide range.

C.10 Chart #5



C.11 Chart #6 Analysis

Except for FY 2019-2020, which had an average value of \$93,400 per inventory item, the average value of inventory items has remained around \$40,000 per inventory item for the past five fiscal years. This pattern is shown in Chart #6 in Section C.12, below.

C.12 Chart #6



D. CONCLUSION

The value, number, and average size of Board-approved inventory items varies widely by initiating Supervisorial District.

The value and number of Board-approved inventory items varies widely from fiscal year to fiscal year as well. However, the average size of Board-approved inventory items has remained stable for the past four fiscal years, at around \$40,000 per inventory item, although it was significantly higher in FY 2019-2020.

Through the referral process, the Board may choose to direct Administration to draft a new Board Policy related to the inventory item process, similar to how the Board directed Administration to draft Board Policy 4.21, which changed the inventory item process for FY 2020-2021.

- c: Chief Board Aides
 - Greta S. Hansen, Chief Operating Officer
 - Tony LoPresti, County Counsel
 - Tiffany Lennear, Clerk of the Board of Supervisors

- Mary Ann Barrous, Agenda Review Administrator
- Jason McCluskey, Budget Analyst
- Shawn Whiteman, Program Manager II

APPENDIX 2: 2012 Budget Process Reform

In 2012, the Board approved changes to the budget process which provided additional structure around the process of funding inventory items.

County of Santa Clara
Office of the County Executive



63615 A

DATE: September 25, 2012
TO: Board of Supervisors
FROM: Jeffrey V. Smith, County Executive
Mary Stephens, County Budget Director
SUBJECT: Revised Budget Modification (Inventory) Process

RECOMMENDED ACTION

Under advisement from June 26, 2012 (Item No. 6): Consider recommendations from the Office of the County Executive relating to revised budget modification process for future fiscal years.

Possible action:

- a. Accept report from the Administration relating to revised budget modification process for future fiscal years and information on the feasibility of incorporating into an ordinance any proposed policies relative to the revised process.
- b. Approve budget modification process and calendar for the Fiscal Year 2014 Recommended Budget process in concept, with additional details to be provided in the annual joint memorandum from the President of the Board of Supervisors and the County Executive defining specific milestones and deadlines for the annual budget process, to be provided for Board consideration no later than the first regularly scheduled Board of Supervisors meeting in March 2013.

FISCAL IMPLICATIONS

There are no fiscal implications associated with the acceptance of this informational report.

REASONS FOR RECOMMENDATION

This report is provided in response to the Board of Supervisors' referral (June 26, 2012, Agenda Item No. 6):

At the request of Vice President Yeager and Supervisor Cortese, the Board directed Administration to revise the budget process for future fiscal years for report to the Finance and Government Operations Committee on August 8, 2012 and subsequently for report to the Board on August 21, 2012. Further, Supervisor Cortese requested that County Counsel provide information relating to the feasibility of incorporating into an ordinance any proposed policies relative to this referral.

The Board's referral was further detailed in a memorandum from Vice President Yeager and Supervisor Cortese, including the following key direction for a revised budget process:

- a. *Budget Inventory Items for next and future fiscal years must originate as referrals to Administration during the Budget Workshop. Administration will report back on these Budget Inventory Item referrals to the appropriate Board Policy Committees in advance of the Budget Hearing. Final action on the Budget Inventory Items and Administration recommendations will be taken at the Budget Hearing.*

NO STRINGS ATTACHED

1. Administration's reports-back shall include verified cost estimate(s), appropriate source(s) of funds, and Administration's recommendation to the Board on the Inventory Item proposal, taking into account broader county programmatic needs/priorities and Administration's recommendations for possible alternative uses of the funds requested by the Board Member(s).
2. Inventory Item transmittals from Board Member(s), together with the corresponding transmittals from Administration including staff analysis and recommendations, will be considered by the Board for final action during the Budget Hearing.
- b. Presentation of the County Executive's Recommended Budget to the Board Policy Committees and to the Board during the Budget Workshop shall draw the Board's attention to the differences between the original departmental budget requests and the County Executive's recommendations.
- c. The Budget-Related Referrals (Budget Letters) process shall be reserved for questions and requests for information not related to Budget Inventory Items.
- d. Administration shall report back to the Finance and Government Operations Committee at its meeting on August 8, 2012 (and subsequently to the Board of Supervisors at its meeting on August 21, 2012) with a revised schedule for preparing the County Executive's Recommended Budget, as well as with revised schedules for Board consideration of the budget through the Board Policy Committees, the Budget Workshops, and the Budget Hearing, which accommodate this revised process.

Report from Administration

FY 2014 Recommended Budget Process

The following table outlines the milestones and deadlines that will apply to the FY 2014 Recommended Budget process. Additional discussion of some of these milestones follows this table.

| | Milestone | Deadline |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 1. | FY 2014 Initial Base Budget provided to Board of Supervisors | First Board Meeting in December 2012 |
| | <i>The initial calculation of the FY 2014 base budget will serve to determine if FY 2014 is expected to be a deficit, maintenance or growth budget year. If a budget deficit is expected, an overall reduction strategy will be provided for Board consideration, including reduction targets for departments and labor.</i> | |
| 2. | FY 2013 Mid-Year Budget Review and Updated Calculation of FY 2014 Base Budget | First Board Meeting in February 2013 |
| 3. | FY 2014 Budget Submittals from Departments due to County Executive | February 28, 2013 |
| 4. | Budget Process Memo from President of the Board of Supervisors and the County Executive | First Board Meeting in March 2013 |
| | <i>The annual joint memo from the President of the Board of Supervisors and the County Executive will provide additional process definition and details as necessary.</i> | |
| 5. | Review of Department Budget Submittals by Board Policy Committees | March-April 2013 |
| 6. | Analysis of Department Budget Submittals by Office of Budget & Analysis; Development of County Executive recommendations, and production of the FY 2014 Recommended Budget | March-April 2013 |
| 7. | Publication of FY 2014 Recommended Budget | May 1, 2013 |
| | <i>The Office of Budget & Analysis will provide a supplemental report to the FY 2014 Recommended Budget document comparing Department budget submissions to the County Executive's recommendations. See discussion below.</i> | |
| 8. | Budget Workshop | Week of May 6, 2013 |

NO STRINGS ATTACHED

| | Milestone | Deadline |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| | <i>The agenda for the Budget Workshop, including the specific order of the agenda and the number of days allocated for the Workshop will be defined in the annual Budget Process memo from the President of the Board of Supervisors and the County Executive (see #4 above)</i> | |
| 9. | Requests for Budget-Related Information | May 6 – June 1, 2013 |
| | <i>The term "Request for Budget-Related Information" replaces Budget Letter Referrals from prior years. All requests for information will be fulfilled prior to the June Budget Hearing. See discussion below.</i> | |
| 10. | Submission of Budget Inventory Proposals to Administration from Board Policy Committees and Board Members (see discussion below) | June 1, 2013 |
| | <i>OBA will develop a "cover sheet" or form to be filled out by the Board office for each Inventory item, including spaces to validate expenditure and revenue information. This form will be included as an attachment to the annual Budget Process memo from the President of the Board and the County Executive at the 1st Board meeting in March 2013.</i> | |
| | <i>Inventory items \$100,000 and greater or involving position changes MUST be considered by the appropriate Board Policy Committee and submitted to the Administration by that Committee prior to June 1, 2013</i> | |
| | <i>Inventory items less than \$100,000 and not involving position changes may be considered by the appropriate Board Policy Committee and submitted to the Administration by that Committee prior to June 1, 2013, or may be submitted directly to the Administration to be agendized for the June Budget Hearing prior to June 1, 2013.</i> | |
| 11. | June Budget Hearing | June 17, 18, 19 & 21 |
| 12. | Final Regular Board Meeting of FY 2013 | June 25, 2013 |
| 13. | Special Board Meeting for 2nd Reading and Adoption of Budget Salary Ordinances | June 26, 2013 |

Highlighting Differences between Department Requests and County Executive Recommendations

Department budget submissions are generally required to be provided to the Office of Budget & Analysis (OBA) at the end of February each year. Department budget "requests" are a separate and distinct product in the budget process. The County Executive's recommendations may or may not include Department requests. However, because the Department requests are distributed to Board offices, and in most cases agendized for discussion at the Board policy committees, it is easy for process stakeholders to confuse what Departments have requested with what the County Executive recommends.

In order to meet the Board's desire for additional clarification in this area, OBA would be tasked with preparing a supplemental report, for distribution with the annual Recommended Budget, reflecting the original departmental budget requests with notations that indicate whether each request is

- recommended by the County Executive as requested by the department,
- recommended by the County Executive with substantive changes from the original department request
- not recommended by the County Executive

The goal would be to distribute this supplemental report along with the Recommended Budget document, so each Board office would have this tool immediately available to assist in the review of the County Executive's Recommended Budget.

The Administration prefers that presentation of the County Executive's Recommended Budget, either at Board Policy Committee meetings or at the Budget Workshop, be focused on explaining and understanding what is being recommended, as opposed to highlighting differences between Department requests and the County Executive's recommendations. However, a supplemental report can highlight the differences and will

help each Board member determine if he/she has specific information needs relative to the budget decision-making process.

Budget-Related Referrals (Budget Letters) vs. Requests for Budget-Related Information

The Administration proposes that the term “Request for Budget-related Information” replace the existing term “Budget-Related Referrals (Budget Letters)” in the annual budget process. While this may be viewed as a matter of semantics, the effort is to draw a brighter line between two different types of informational requests that occur during the budget process:

1. Requests focused on a Board member’s need/desire for additional information regarding recommendations in the County Executive’s Recommended Budget to support the decision-making process, and
2. Requests for analysis, research, and/or program evaluation needed to develop a Budget Inventory Item, including the specific fiscal impact of a proposal or assessment of the feasibility of a proposal.

Requests for Budget-related Information are to be submitted to OBA. OBA will track requests beginning the same day that the Recommended Budget is distributed. OBA will oversee the process of providing responses to Requests for Budget-related Information with the goal of providing full responses prior to the June Budget Hearing so Board members have the data required to make an informed vote on the County Executive’s recommendations.

Requests for analysis, research, and/or program evaluation needed to develop a Budget Inventory Item, including the specific fiscal impact of a proposal or assessment of the feasibility of a proposal, are not considered Requests for Budget-related Information.

Budget Inventory Items

The Administration understands the Board’s desire to create a process by which each Board Inventory Item will receive increased scrutiny. The biggest challenge is, quite simply, time.

In recent processes, Budget Inventory Items were accepted for consideration at the annual Budget Hearing as long as the proposals were agendaized for discussion at a Board policy committee meeting or a full meeting of the Board of Supervisors within as little as 2-3 days before the publication of the June Budget Hearing Agenda. Within these time frames, staff was challenged to simply verify action language for the agenda – there was not adequate time for the Administration to verify cost estimates, identify appropriate funding sources, or develop recommendations to the Board for each Inventory item.

The June 26th Board referral suggests that Budget Inventory Items be required to originate as referrals during the May Budget Workshop. The referral further suggests that each referral (Inventory Item) then be considered at a Board policy committee meeting, with an accompanying report from the Administration, prior to the June Budget Hearing. Depending on when each of the Board policy committee meetings is scheduled, there could be only a matter of days between the referral and the required report-back by the Administration at the policy committee meeting.

Despite the challenges presented by the calendar, there are some process steps and/or restrictions the Administration recommends to improve the information flow for Inventory Items, and therefore enhance the Board’s decision-making process relating to such Items.

1. OBA will develop a form to guide Board offices in the creation of Inventory items. The form, which would be a required attachment to all Inventory Items, would assist the Board, the Administration, and the public in understanding if the Inventory Item is an alternative proposal to one of the County Executive’s recommendations, an enhancement of an existing service/program, an allocation of funds for a new service/program, a grant to a community partner or other government agency, etc.

NO STRINGS ATTACHED

The form will also guide the user in developing Recommended Action and Fiscal Implication language that would clearly describe the action required by the Board and the funding needs.

This form will include a space for the Administration to provide comments regarding fiscal and policy implications of the Inventory item. A process could be developed to provide Board members with the Administration's comments off-agenda on a flow basis so that information is provided as soon as it is available, with the requirement that the Administration's portion of the form be completed in sufficient time to post the information with the June Budget Hearing Agenda.

2. Budget Inventory Items of \$100,000 or more, or involving the addition/deletion of positions, will be required to be considered in the appropriate Board policy committee before being agendized for consideration at the Budget Hearing. In order to assure a reasonable amount of time for the Administration to provide comments before the June Budget Hearing, policy committees would be required to meet before June 1 to consider such items. The Administration's comments would be agendized as "supplemental information" for each Inventory Item on the Budget Hearing agenda.
3. Budget Inventory Items less than \$100,000 and not involving the addition/deletion of positions could be submitted directly to the Administration to be agendized, with the Administration's comments, for the June Budget Hearing. In order to assure a reasonable amount of time for the Administration to provide comments before the June Budget Hearing, items of this nature would be required to be submitted before June 1.

Feasibility of Incorporating into an Ordinance any Proposed Policies Relative to the Revised Process

County Counsel was consulted on the feasibility of amending the Ordinance Code to revise the budget process and confirms changes to the process may be made by amending the Ordinance Code.

However, the Administration recommends that the budget process definitions resulting from this referral be considered work process definitions only and not Board policies. Each fiscal year is unique in terms of the flexibility of funding and Board priorities, and each budget process may require additional process steps or a redefining of traditional process steps to accommodate the current situation.

The annual budget process memo, jointly authored by the President of the Board and the County Executive, should continue to be used as the vehicle for defining the budget process each year, allowing for changes based on an evaluation of the most recent process.

In order to assure maximum knowledge and understanding of the process by all stakeholders, the annual budget process memo should be displayed as a "Hot Item" on the County's website for reference throughout the process.

LINKS:

- Linked To: 62166 : 6. Revised Budget Modification (Inventory) Process
- Linked From: 64585 : Accept report from the Finance and Government Operations Committee relating to the meeting of September 13, 2012. (Yeager)

APPENDIX 3: Budget Inventory Proposal Form

The Inventory Proposal Form was created as part of the budget reforms approved in 2012.

BOARD OF SUPERVISORS BUDGET INVENTORY PROPOSAL FORM

FY 2014

SUMMARY INFORMATION AND COMMENTS FROM ADMINISTRATION

The following information must be provided as an attachment to each Inventory Proposal. Proposals must be prepared in standard legislative file format, including a Recommended Action, Fiscal Implications and Reasons for Recommendation. ALL INVENTORY PROPOSALS MUST BE SUBMITTED TO THE ADMINISTRATION NO LATER THAN June 1, 2013.

| 1. PROPOSAL SUBMITTED TO ADMINISTRATION FROM: | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Board Policy Committee | |
| <ul style="list-style-type: none"> Date of Committee Meeting | |
| <ul style="list-style-type: none"> Supervisorial District(s) Originating Proposal | |
| <ul style="list-style-type: none"> Date Submitted to Administration | |
| - OR - | |
| Individual Supervisorial District(s) | |
| <ul style="list-style-type: none"> Date Submitted to Administration | |
| <p>NOTE: Inventory Items \$100,000 and greater or involving position changes MUST be considered by the appropriate Board Policy Committee and submitted to the Administration from that Committee, not from individual Board members.</p> | |

| 2. TYPE OF PROPOSAL | Indicate YES or NO for each item. If YES provide additional information as requested |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| Alternative to specific County Executive recommendation in the Recommended Budget document (If YES, specify page number and Recommendation title in the Recommended Budget) | |
| Department request not included in the County Executive Recommended Budget. | |
| Change in resources for an existing County program or service (If YES, indicate name of existing program or service) | |
| Change in resources for an existing contract program or service (If YES, indicate if resources are to be allocated to a specific contractor or if allocation of resources will be based on a competitive process) | |
| Resources for a new County program or service | |
| Resources for a new contract program or service (If YES, indicate if resources are to be allocated to a specific contractor or if allocation of resources will be based on a competitive process) | |
| Grant to Government Entity or Non-profit (If YES, please describe any conditions of the grant or indicate "no conditions") | |

BOARD OF SUPERVISORS BUDGET INVENTORY PROPOSAL FORM
SUMMARY INFORMATION AND COMMENTS FROM ADMINISTRATION

FY 2014

| 3. FISCAL/STAFFING IMPLICATIONS | Indicate YES or NO for each item. If YES provide additional information as requested |
|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| Proposal increases or decreases net County cost on an ongoing basis | |
| Proposal increases or decreases net County cost on a one-time basis | |
| Proposal adds new County positions (if YES, list FTE and Job Classification for each position) | |
| Proposal deletes existing County positions (if YES, list FTE, Job Classification and filled/vacant status for each position) | |

| 4. BUDGET INVENTORY PROPOSAL NUMBER (Assigned by Administration) | |
|-------------------------------------------------------------------------|--|
| Proposal Number | |
| Date Assigned | |
| Budget Hearing Agenda Item Number | |

| 5. COMMENTS FROM THE ADMINISTRATION | |
|--------------------------------------------|--|
| Date Proposal Reviewed | |
| Comments | |

APPENDIX 4: Board Referral Relating to a Board Policy Establishing Inventory Guidelines For Fiscal Year 2024-2025 And Fiscal Year 2025-2026

This Board referral outlines proposed changes to the current inventory item process.

County of Santa Clara
Supervisorial District Four



24-2182

DATE: January 23, 2024 (Item No. 14)

TO: Board of Supervisors

FROM: Susan Ellenberg, Supervisor; Sylvia Arenas, Supervisor

SUBJECT: Board referral to relating to a Board Policy establishing inventory guidelines for Fiscal Year 2024-2025 and Fiscal Year 2025-2026.

RECOMMENDED ACTION

Approve referral to Administration and County Counsel to report to the Board on March 12, 2024 with a Board Policy establishing inventory guidelines for Fiscal Years (FY)2024-2025 and 2025-2026. (Ellenberg/Arenas)

Recommended action:

- a. A standardized cover letter attachment to be included with all inventory requests to enable more efficient processing by the Clerk of the Board.
- b. Options to create a public facing website to disseminate inventory information.
- c. Initially recommend a cap of \$1 million per Supervisorial district for inventory items for each of the next two fiscal years, in light of the County's overall fiscal situation.
- d. Re-evaluate Supervisorial district inventory items cap for FY 2025-2026 during the following mid-year budget based on updated budgetary finance projection information.
- e. Options to consider an equity tool that would ensure districts with higher need receive additional dollars for distribution in their district, with a total Countywide amount of \$2 million for FY 2024-2025 for this purpose.
- f. Administration to propose additional funding for Request for Proposal (RFP) for items that regularly are funded through the inventory processes.

FISCAL IMPLICATIONS

REASONS FOR RECOMMENDATION AND BACKGROUND

The “inventory” practice, whereby each Supervisor submits a list or “inventory” of items they would like to see funded in the County fiscal budget, first appeared several decades ago. Each Supervisor’s list is shared with all Board members during spring budget hearings and historically have been approved without individual discussion regarding **Packet Pg. 127**.

Very rarely, if ever, have inventory items not been approved by the Board. In recent years, the practice has been for inventory items to fund one-time projects, but there are no formal guidelines for any aspect of the practice. For example: there is no standardized notification process for communicating to the public the existence of the opportunity to apply for inventory grants, no standardized application form or process, no agreed upon cap either for individual grants or overall inventory items, and no agreed upon criteria or area of focus for funding. Even within offices, there is not necessarily consistency in the application or granting process from year to year. There are no consistent expectations around funding within Supervisorial districts or across the County. Some organizations receive inventory funds year after year, some are denied funds based on criteria that change from year to year, and many are unaware of the existence of the opportunity to apply. Establishing clear guidelines for the inventory process presents an opportunity for the Board of Supervisors to demonstrate a shared commitment to responsible fiscal policy and public transparency.

Advantages of the inventory grant process include opportunities for small organizations to secure grants without lengthy or complicated applications for which they may not have the organizational infrastructure to complete. It allows for “mini-grants” to seed small events or pilot programs and creates opportunities for Supervisors to learn about a range of needs in their district that may not have otherwise come to light. It also allows Supervisors to direct funding to issues that are important to them and their constituents, though they may not rise to the level of Board or organizational priority.

In a unique exception to the foregoing description regarding lack of structure and predictability, in 2020, the first year of the COVID-19 pandemic, the Board of Supervisors voted to restrict inventory spending to \$500,000 per Board office for one year.

Making further changes to the inventory system would require the Board to again voluntarily set limits on our own process. Beyond the general parameters of State law prohibiting gifts of public funds and requiring that public funds be spent for a public purpose, there is no external source or influence that could impose restrictions or guidelines for this process if the Board does not propose and adopt them. Each Supervisor is elected by district and should strive to meet the needs of their constituents within the context of overall responsibility for the health and fiscal responsibility of the organization and the population of the entire County. However, the current practice lacks transparency, predictability, equitable distribution of funds, and alignment with County priorities. The current practice of inventory grants should be revised, if it is to continue, by the stewards of these public dollars.

We welcome input from our colleagues on whether adding this additional allocation would be helpful, or if it would overly complicate the inventory process.

This referral requests that the Board of Supervisors agree to an inventory grant cap as set forth above given the County’s current fiscal situation.

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NO STRINGS ATTACHED

In this very difficult financial time, with the State budget projecting a major multi-billion dollar deficit and our own County having to balance a budget with a structural deficit ranging between \$180-380 million, County Administration is asking our departments to reduce their budgets, some by more than 15% of their General Fund allocations to hit contingency reduction targets. As elected leaders and policy makers for this organization, setting an example of our own efforts to invest County funds responsibly, equitably, and with a focus on core community needs is an important precursor to expecting others to make difficult decisions among competing worthy needs.

This referral aims to improve public transparency, predictability, and equitable allocation of discretionary public dollars. It also aims to preserve individual Board offices' ability to allocate some discretionary funding to projects that meet their district's needs while acknowledging the appropriateness and fiscal responsibility of setting limits for a practice which, contrary to other contracting and grant processes, is not broadly noticed, isn't consistent across offices, and is not subject to clear guidelines.

Over the past 10 years, the number of inventory items processed each year has grown from 41 to over 200, and the total amount of money allocated has ranged from a low of \$2M up to \$11M at its highest. County administrative staff is tasked with conducting outreach to and coordination with every grant recipient to collect legally required information and distribute the funds. There are cases nearly every year when one or more grant recipients do not have the documentation or nonprofit standing status required to receive public funds. The creation of a standardized cover sheet to be attached to all applications would ensure that administration would have much of the information at the outset required to distribute funding to recipients. Each Board office would retain autonomy over the contents of its application.

Establishing a cap for total inventory spending would result in more reliable data being incorporated into the Recommended Budget. Reducing unknown variables enables the Board and Administration to make better informed decisions throughout the budget approval process. Given the current structural deficit, it should be a priority to reduce uncertainty to ensure that department reductions are implemented at appropriate levels.

Establishing a base spending limit for each of the five Board offices with an additional pool of funds distributed according to an equity measure enables the Supervisors to meet funding requests from their communities while recognizing that need is not uniform across the County. Administration to return to the Board with an equity model based on existing measures which can be applied at the supervisorial district level. As an example, the table below outlines the allocation for each supervisorial district if the Healthy Places Index were to be used as an equity measure. Other examples of existing measures to be considered include the 2022 Gun Violence Report and Medi-Cal enrollment.

The Healthy Place Index is a weighted measure incorporating 23 different indicators. It is based on publicly available information, and it has been proven effective.

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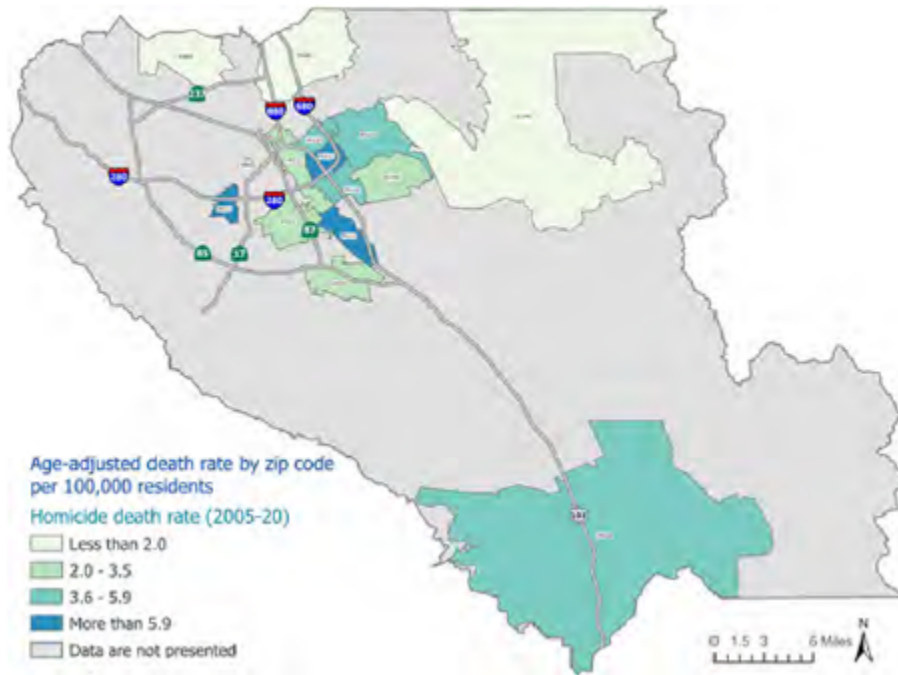
NO STRINGS ATTACHED

resource distribution during COVID relief efforts. Using that measure and presuming the recommended spending limits described above were adopted, the resulting district office allocations would look like this:

| Office | Base Allocation | Healthy Places Index (HPI) Rating | Relative Share of Need based on HPI Rating | Additional Funds Based on Equity Tool | Total Allocation |
|------------|-----------------|-----------------------------------|--------------------------------------------|---------------------------------------|------------------|
| District 1 | \$1 Mil | 76.1 | 18.71% | \$374,200 | \$1,374,200 |
| District 2 | \$1 Mil | 46.2 | 30.82% | \$616,400 | \$1,616,400 |
| District 3 | \$1 Mil | 78.5 | 18.14% | \$362,800 | \$1,362,800 |
| District 4 | \$1 Mil | 81.2 | 17.54% | \$350,800 | \$1,350,800 |
| District 5 | \$1 Mil | 96.3 | 14.79% | \$295,800 | \$1,295,800 |

Nationwide, firearm deaths increased to a record level in 2020, the highest in the past 40 years. Here in our county, the age-adjusted firearm death rate was 4.8 per 100,000 people in 2020, the highest rate in the past decade. The 2022 Gun Violence Report findings include the age-adjusted homicide rate map in Figure 28 which shows zip codes located in the cities of San José and Gilroy had higher homicide rates compared to other zip codes.

Figure 28. Homicide rate



References:

1. May 12, 2020 BOS Item 23 (Leg. File #101265) – Approval of \$500,000 Inventory Spending Cap Per Supervisorial District
https://sccgov.ig2.com/Citizens/Detail_LegiFile.aspx?Frame=SplitView&MeetingID=12194&MediaPosition=&ID=101265&CssClass=
2. Sep. 5, 2023 Off-Agenda Report re: Analysis of Historical Board Spending on Inventory Items
3. October 3 BOS Report (Item #18) re: Updated Fiscal Forecast and Budget Planning for Fiscal Year 2024-2025
https://sccgov.ig2.com/Citizens/Detail_LegiFile.aspx?Frame=&MeetingID=14905&MediaPosition=&ID=117644&CssClass=
4. Nov. 3, 2023 Memo from CEO to Departments re: Budget Reductions Required to Address the County’s Structural Deficit

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5. *Cost of Gun Violence in Santa Clara County*, Public Health Department, August 2022
publichealth.sccgov.org/sites/g/files/exjcpb916/files/documents/SCPubHealth_2022_Gun_Violence_Report.pdf

CHILD IMPACT

The recommended action will have no/neutral impact on children and youth.

SENIOR IMPACT

The recommended action will have no/neutral impact on seniors.

SUSTAINABILITY IMPLICATIONS

The recommended action will have no/neutral sustainability implications.

CONSEQUENCES OF NEGATIVE ACTION

The report will not be received.

STEPS FOLLOWING APPROVAL

APPENDIX 5: Sample Inventory Item Application Requirements

The following samples illustrate the wide range of criteria used by individual Supervisors during the inventory item application process.

Sample 1:

SECTION 1 OF 3

Name of the Organization: _____

Organization Address: _____

Name of Primary Contact (This is the person who is tasked with communicating with District 3 and County Staff): _____

Primary Contact Email Address: _____

Primary Contact Direct Phone Number: _____

Is Applicant registered as a 501(c)3?

Yes

No

If yes, provide your 501(c)3 number. If you do not have your own 501(c)3 status, please enter "N/A" and answer the next question. _____

If no, provide the name of the entity that will act as your fiscal agent, and its 501(c) 3 number. You will also have to execute and file the "Certification of Fiscal Agency" form. _____

PLEASE NOTE: If you do not provide your own 501(c)3 number, or that of a fiscal agent, your application will not be reviewed.

SECTION 2 OF 3

ORGANIZATION ELIGIBILITY

The amount of funding that your organization can apply for is determined by the size of your annual budget. Please note the eligibility requirements here:

1. Tier One - \$5,000 Microgrants
 - Annual budget of no more than \$100,000
2. Tier Two - \$15,000 Grants
 - Annual budget of no more than \$250,000
3. Tier Three - \$25,000 Grants
 - Annual budget of no more than \$500,000

PLEASE NOTE that there are different application requirements for the different grant tiers. If you have questions, please visit our website before submitting your grant application:

<https://district3.sccgov.org/d3urjgent23>.

PLEASE ALSO NOTE that applicants may be awarded funding amounts that are lower than what was requested.

Which grant tier are you applying for?

- Tier One - \$5,000 Microgrants
 - Tier Two - \$15,000 Grants
 - Tier Three - \$25,000 Grants
 - Other funding request: _____
-
-

Have you requested funding for your organization or proposal from any other County Supervisor?

- Yes
- No

If the answer to the prior question was "yes," please identify the Supervisor from whom you have requested funding: _____

SECTION 3 OF 3

DOCUMENT SUBMISSION

In this section, please upload all the required documents that are indicated below. All applications that are submitted are required to meet the following formatting.

1. Applications must be in Times New Roman and size 12 font, double-spaced, and with one-inch margins. There will be different page limits for the different tiers because the amount of information requested will be greater for Tiers that provide more funding. However, for all tiers, all applicants must provide the following information:
 - A. Introductory Narrative of the Organization (maximum two pages);
 - B. Project Proposal or Project Narrative (maximum three pages);
 - C. Potential impacts on (1) youth, meaning under 18 years old, (2) seniors, meaning 65 and older, and (3) sustainability (maximum two page);
 - D. Social media handles/website (if any);

- E. Primary contacts and references; and
- F. Verification under penalty of perjury that the applicant meets the eligibility requirements to apply for the grants, including annual budget caps.

2. Page Caps

- A. Tier One - \$5,000 Microgrants: Applications will be **no more than three (3) pages**.
- B. Tier Two - \$15,000 Grants: Applications will be **no more than five (5) pages**, and must include a proposal budget to show how grant funds will be used and if the proposal is being funded from other Santa Clara County sources. Applicants will also commit to submitting a year-end report.
- C. Tier Three - \$25,000 Grants: Applications will be **no more than seven (7) pages**, and must include a budget showing how the grant funds will be used and if there the proposal is being funded from other Santa Clara County sources. Applicants will commit to submitting a year-end report.

Please note that the maximum page count for each section must be tailored by the applicant to fit into the page caps that are imposed in each tier. For example, though the maximum page count for each section is greater than the maximum number of pages allowed for a Tier One Microgrant, the applicant is empowered to determine how to use the space that they are allotted to supply ALL the information that is required in the application.

Cover pages, photos, information brochures, and other supplemental information will **NOT** count against maximum page counts.

Please upload your Grant submission in PDF format. For Tier Two and Tier Three applicants, your proposed budget should be included with file you upload here. Please only upload **ONE** file and use the name of your Organization as the name of the file.

Please upload any and all supplemental information in PDF format. Please only upload **ONE** file, and use the name of your Organization, plus "supplemental," as the name of the file.

NO STRINGS ATTACHED

If your organization will have a fiscal agent, please upload the "Certification of Fiscal Agency" here in PDF Format. Electronic signatures will be accepted if the signatory is the same person as the Primary Contact for the Organization.

If you have questions, please visit our website before submitting your grant application.

<https://district3.sccgov.org/d3urjgent23>.

Which policy priority is your application addressing? For a description of the policy areas, please visit the website. If you are not able to check off at least one of these boxes, your application will not be considered.

- Unhoused
- Racial Justice
- Green
- Equity
- Neighborhoods
- Transparency

Sample 2:

At a minimum, the requests should meet the following criteria (please limit request letters to no more than three pages plus a budget attachment):

1. Be submitted on letterhead of the organization requesting the funding
2. Be submitted by a registered 501c3 organization or an organization with a nonprofit tax status
3. Include the specific amount of the funding being requested
4. Include the manner in which the funds will be expended
5. Include whether the organization has an existing contract(s) with the County of Santa Clara
6. Include the outcomes of the program/activities that will be funded
7. Include if the proposed program/activities are evidence-based or considered best practice
8. Include a summary budget of the requested program/activities, including any indirect and/or administrative expenses that will be covered by the County funding
9. Include if the funding for the proposed program/activities will be leveraged by other funding sources
10. Include background information about the organization

These grants are one-time in nature so organizations should consider how funding outside the County will be identified and made available in future years if the intent is to continue the program or activity.

Sample 3:

Thank you for your email. To be considered for inventory funding, simply submit your proposal to our office as soon as you can. Your proposal should include the amount of funding being requested, the purpose to which it would be put, and the expected outcomes and/or benefits to the residents of the 5th Supervisorial District associated with your proposal.

APPENDIX 6: FY 2023-24 Budget Hearing Inventory of Budget Request

FY 2023-24 Budget Hearing
Inventory of Budget Requests/Proposals

| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi-Year |
|------|---------------------------|-------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 1 | 115778 | AACI - Health Resources in the Cadillac Winchester Neighborhood | To support monthly visits to enroll in healthcare, two health fairs, a minimum of two health education workshops, partnering with community based organizations in creating targeted programming for youth, families, and elderly | Grant | Ellenberg | \$ 150,000 | |
| 2 | 115779 | African American Cultural Center | Support the pre-development design of the African American Community Services Center | Grant | Ellenberg | \$ 100,000 | |
| 3 | 115780 | California Native Plant Garden Association | Initiate a pilot re-entry workforce development program focusing on regenerative, organic, and ecological principles | Grant | Ellenberg | \$ 45,000 | |
| 4 | 115791 | Silicon Valley Jewish Family Services | Initial support of leasing additional office space, obtain furniture, software, marketing and outreach to pilot the Older Adult Mental Health Program | Grant | Ellenberg | \$ 50,000 | |
| 5 | 115792 | Caminar LGBTQ Youth Space | To assist in outfitting the LGBTQ Youth Space with furniture and supplies | Grant | Ellenberg | \$ 5,000 | |
| 6 | 115797 | Elevate Community Center "Stabilizing Families" Legal Services Pilot | Provide legal services for low-income individuals and families in areas of domestic violence and family law, with an emphasis on providing court representation | Grant | Ellenberg | \$ 125,000 | |
| 7 | 115795 | First5 Feasibility Study for Expansion of Home Visiting Services for Children | Aid the study by FIRST 5 of home visiting services provided across various systems including funding sources, family eligibility, service needs and gap assessment, and recommendations for expansion | Grant | Ellenberg | \$ 75,000 | |
| 8 | 115796 | Santa Clara Parade of Champions | Sponsor the Santa Clara Parade of Champions (SCPOC) annual community building event on October 7, 2023 | Sponsorship | Ellenberg | \$ 10,000 | |
| 9 | 115613 | ACT for Mental Health | To support therapeutic services for low-income clients without Medi-Cal and clients engaged in the Court Scholarship program | Grant | Lee | \$ 20,000 | |
| 10 | 115598 | African American Community Services Agency - Policy/Advocacy Program | Support staff time, professional development, marketing and outreach activities of the Policy /Advocacy Program to make systemic changes that benefit the County's disenfranchised communities through town halls, workshops, and other civic engagement activities | Grant | Lee | \$ 10,000 | |
| 11 | 115586 | Alliance Renewal Kingdom Ministries | Enable the Milpitas Family Health Net program to provide financial support for immediate needs such as housing, dental care, food, utilities and fuel to financially challenged Milpitas Unified School District families and students | Grant | Lee | \$ 3,000 | |
| 12 | 115593 | Alum Rock - Santa Clara Street Business Association | Support the coordination of proactive outreach and programming to return the Alum Rock - Santa Clara Street small business community to pre-pandemic strength | Grant | Lee | \$ 3,000 | |
| 13 | 115677 | Animal Assisted Happiness | Provide therapeutic and educational benefits to youth in need through access of mobile barnyard programs, private and group visits, and vocational education program | Grant | Lee | \$ 5,000 | |

NO STRINGS ATTACHED

FY 2023-24 Budget Hearing
Inventory of Budget Requests/Proposals

| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi-Year |
|------|---------------------------|-------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 14 | 115614 | Asian American Center of Santa Clara County - Increase Disaster Preparedness | Increase disaster preparedness and resilience of targeted county residents by promoting the enrollment in the County AlertSCC system | Grant | Lee | \$ 10,000 | |
| 15 | 115644 | Asian American Nonprofit Foundation - Building Community Resiliency Through Healthy Minds | Launch the Building Community Resiliency Through Healthy Minds pilot program, creating workshops, and building an online navigation tools for mental healthcare resources | Grant | Lee | \$ 5,000 | |
| 16 | 115667 | Asian Pacific American Leadership Institute (APALI) | Support the Board Leadership Academy, a six-week program seeking to increase the number of AAPI and inclusive representation on nonprofit boards | Grant | Lee | \$ 15,000 | |
| 17 | - | - | - | - | - | - | - |
| 18 | 115648 | Association of Vietnamese Elderly of the Bay Area | Support weekly radio programming which informs audience of County and City of San Jose resources and services, as well details on its annual events | Grant | Lee | \$ 2,000 | |
| 19 | 115571 | AWO | Support Stories in Schools Pilot Program, serving six Middle/High Schools in Santa Clara County to unpack racism, stereotypes, microaggressions, and implicit bias in a classroom setting | Grant | Lee | \$ 3,000 | |
| 20 | 115587 | Bay Area Older Adults | To support multisensory walks, environmental education, and volunteering in CalEPA disadvantaged and low-income communities | Grant | Lee | \$ 5,000 | |
| 21 | 115624 | Bay Area Tutoring Association | Support the modified pilot project Youth Justice Academic Success Initiative with an in-house education/social service navigator | Grant | Lee | \$ 10,000 | |
| 22 | 115630 | Bill Wilson Center | Assist in the completion of space renovation at the Westminster Presbyterian Church, which includes a Rapid Rehousing Program and Family Advocacy Services, and drop-in center for unhoused families | Grant | Lee | \$ 15,000 | |
| 23 | 115678 | BLOOM Catering BLOOM USA | To support the food-giveback program, delivering food boxes to various communities in need of emergency food assistance | Grant | Lee | \$ 15,000 | |
| 24 | - | - | - | - | - | - | - |
| 25 | 115617 | Chopsticks Alley Art | Expand and improve the number and range of free art classes and workshops offered to include Latinx culture with the focus remaining on Southeast Asian art and cultural traditions | Grant | Lee | \$ 10,000 | |
| 26 | - | - | - | - | - | - | - |
| 27 | - | - | - | - | - | - | - |
| 28 | 115594 | Community Seva | Aid the Healthy Feet for Healthy Body program to increase efforts in distributing 1,000 new shoes and socks to the unhoused population | Grant | Lee | \$ 15,000 | |
| 29 | 115573 | CompassPoint Mentorship | To cover costs of rent, teacher salaries, materials, and food in support of the youth summer camps in Alviso and Milpitas | Grant | Lee | \$ 5,000 | |

NO STRINGS ATTACHED

FY 2023-24 Budget Hearing
Inventory of Budget Requests/Proposals

| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi-Year |
|------|---------------------------|-----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 30 | 115609 | Contemporary Asian Theater Scene (CATS) | Support the Silicon Valley Asian Pacific Film Festival in its 9th year featuring films, documentaries, and film shorts via in-person (2-day event), and online (10-day event) | Grant | Lee | \$ 5,000 | |
| 31 | 115611 | Creative Learning Foundation | Support the "Empathy for Homelessness" art contest, collection of toiletries and clothes/blankets for distribution, and provide mental health meditation classes | Grant | Lee | \$ 4,000 | |
| 32 | 115640 | Double Ten Celebration Committee San Francisco Bay Area | To support various events including annual flag raising and banquet, as well as convening the Formosa Melody Music Center from Taiwan, cultivating an understanding and appreciation of Taiwanese culture | Grant | Lee | \$ 1,000 | |
| 33 | 115574 | Duo Duo Animal Welfare Project DBA Duo Duo Project | To fund the Capacity Building initiative and ramp up advocacy impact to educate the community and foster social and animal justice leadership. The funds will help with infrastructure digital fundraising, community engagement strategies, and cover consulting services | Grant | Lee | \$ 2,000 | |
| 34 | 115585 | East Side Union High School District Education Foundation | Support the Spartan East Side Promise summer program ensuring East Side students meet CSU requirements, providing orientations, counseling, mentoring, and scholarship opportunities | Grant | Lee | \$ 5,000 | |
| 35 | 115625 | Elevate Community Center | Expanding legal services to low-income individuals through the continuation of drop-in legal clinics and expanding services through free community legal clinics | Grant | Lee | \$ 10,000 | |
| 36 | 115622 | Empower and Excel | Assist the "Caring and Feeding the Unhoused" program to obtain hygiene items, food, and supplies to make blankets | Grant | Lee | \$ 15,000 | |
| 37 | - | - | - | - | - | - | - |
| 38 | - | - | - | - | - | - | - |
| 39 | 115672 | Friends of Hue Foundation | Enhance the housing resource directory to feature addition information relating to service eligibility, establish an in-language phone bank directing clients to service providers, and promote services | Grant | Lee | \$ 10,000 | |
| 40 | 115641 | Garden to Table Silicon Valley | Implement microgreen growing programs at the two San Jose senior centers | Grant | Lee | \$ 10,000 | |
| 41 | 115645 | Grace Solutions | Enable the mobile services team to have a case manager present to facilitate a higher level of support to the unsheltered | Grant | Lee | \$ 20,000 | |
| 42 | 115575 | Green Foothills | Offset the costs of four (4) participants in the Green Foothills Leadership Program that strengthening civic knowledge, exploring bias and privilege to enhance civic leadership inclusivity | Grant | Lee | \$ - | |

NO STRINGS ATTACHED

FY 2023-24 Budget Hearing
Inventory of Budget Requests/Proposals

| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi-Year |
|------|---------------------------|------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 43 | 115715 | Guadalupe River Park Conservancy | Contribute to the Guadalupe River Park & Gardens Repairs and Enhanced Stewardship Support to strengthen park operations ensuring outdoor spaces are safe and accessible to the community | Grant | Lee | \$ 10,000 | |
| 44 | 115599 | Healthier Kids Foundation | Expand the My HealthFirst Program in Milpitas Unified School District providing wellness checks for social and emotional health and possible referral of services to participating students | Grant | Lee | \$ 20,000 | |
| 45 | 115646 | Hello Angels Foundation | Support collaboration with various organizations to distribute hot meals, beanies, gloves, undergarments and tents to the unhoused and low-income families and individuals | Grant | Lee | \$ 15,000 | |
| 46 | 115668 | Helping Hands Silicon Valley | Enable the continuation of core initiatives Respite Motel Stay Program, Communication Support Program, Outdoor Survival Essentials Program, and the Transportation Support Program | Grant | Lee | \$ 15,000 | |
| 47 | 115649 | Hope for the Unhoused | To provide emergency shelter, supplemental provision of food, tents, and sleeping bags to the unhoused in Milpitas, as well as host cleanup events | Grant | Lee | \$ 20,000 | |
| 48 | - | - | - | - | - | - | - |
| 49 | 115631 | Hunger at Home | Support the Food Security Program rescuing high volumes of perishable and nonperishable food from local businesses to feed food insecure populations through distribution centers and home deliveries | Grant | Lee | \$ - | |
| 50 | 115627 | Jose Valdés Math Foundation | To fund the Jose Valdés Math Program, a summer program for students from low-income families to obtain academic support in math | Grant | Lee | \$ 10,000 | |
| 51 | 115612 | Joyful Learning Educational Development Center | To continue services for neighborhood empowerment and involving parents in community empowerment through providing access to resources (i.e. childcare, substance abuse treatment, etc.), workshops for parents regarding Adverse Childhood Experiences, and a center that includes youth with disabilities, behavioral, speech, and mental disorders to access | Grant | Lee | \$ 2,000 | |
| 52 | 115642 | Keep Coyote Creek Beautiful | To support Mr. Adventure's Journey to Coyote Creek, a Coyote Creek Environmental Education course that covers topics about local creeks including the water cycle, wildlife, and habitat. There will be presentations to roughly five different elementary schools to educate them about Coyote Creek and nature through visual props, plants, and other natural objects | Grant | Lee | \$ 5,000 | |

NO STRINGS ATTACHED

FY 2023-24 Budget Hearing
Inventory of Budget Requests/Proposals

| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi-Year |
|------|---------------------------|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 53 | 115590 | Latinas Contra Cancer | To support the Irma Ferrer Memorial Health Justice Fellowship, a 10 month leadership opportunity for college and graduate level Latina students in creating just and equitable access to healthcare for the Latino community, specifically cancer related | Grant | Lee | \$ 10,000 | |
| 54 | 115662 | Latinos United for a New America (LUNA) | To support staff and home and neighborhood meeting and action-organizing costs, and maintenance of the LUNA workspace in support of neighborhood organizing efforts | Grant | Lee | \$ 5,000 | |
| 55 | 115589 | LEAD Filipino | To fund facility rental, program materials, refreshments, scholarships and speaker honoraria associated with the Awareness in Action Program | Grant | Lee | \$ 10,000 | |
| 56 | 115651 | Lighthouse of Hope Counseling Center | Provide case management services to unhoused residents who participate in the Raynor Park Christian Church Safe Place Program | Grant | Lee | \$ 10,000 | |
| 57 | 115632 | Logos Christian Fellowship | To provide an on-site "bag groceries program" for vulnerable families, individuals, seniors, and homeless persons throughout Santa Clara County that are at greater risk of hunger and dying from lack of food supplies due to the fact that they are low-income, historically under-served and vulnerable to lack of access to high quality food due to their location in Santa Clara County | Grant | Lee | \$ 5,000 | |
| 58 | 115633 | Mama D 2nd Chance | To enable the provision of door-to-door hot meals and groceries to vulnerable families, individuals, seniors and the unhoused within Santa Clara County | Grant | Lee | \$ 10,000 | |
| 59 | 115606 | Military Officers Association of America | Aid in placing at-risk veterans in housing programs, direct food delivery to those veterans lacking mobility or access to transportation, and other services benefitting veterans | Grant | Lee | \$ 5,000 | |
| 60 | 115663 | Mothers Against Murder | Inform Asian community who may be victims of crime, including hate crimes, of available financial and other resources | Grant | Lee | \$ 3,000 | |
| 61 | 115643 | Neighborhood Hands | To support program expenses for weekly cleanups, including cleaning stipends for unhoused partners and unhoused leaders | Grant | Lee | \$ 5,000 | |
| 62 | 115664 | New Beginnings Family Services | To support the Youth Summer Program providing daily drop-in services, family assessments, access to workshops, youth groups, and other preventative resources to parents and children in risk of foster care placement | Grant | Lee | \$ 5,000 | |
| 63 | 115665 | No Time to Waste | Assist in purchase of a cargo van to support the 7/200: Feed the Need program streamlining operations, increasing immediate impact of food recovery deliveries | Grant | Lee | \$ 10,000 | |

NO STRINGS ATTACHED

FY 2023-24 Budget Hearing
Inventory of Budget Requests/Proposals

| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi-Year |
|------|---------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|----------------|---------------------|------------|
| 64 | 115620 | Omnivare Networks | Improve mental and behavioral health of low-income families by organizing three free multi-generation social therapy activities for the low-income families to address needs | Grant | Lee | \$ 3,000 | |
| 65 | 115670 | Opening Doors 2020 | To support the mobile unit which assists in providing hot meals and hygiene kits near Saint James Park, San Jose | Grant | Lee | \$ 10,000 | |
| 66 | 115666 | Our Daily Bread Our Daily Bread, Fiscal Agent - St. Thomas Episcopal Church | Allow for the continued distribution of take-out meals to those in need, meals are offered at the Saint Thomas Episcopal Church, Sunnyvale | Grant | Lee | \$ 15,000 | |
| 67 | 115601 | Parents Helping Parents | Support simultaneous translation services during workshops and provide document translation services to better serve the families of children with special needs | Grant | Lee | \$ - | |
| 68 | 115596 | People Acting in Community Together (PACT) | Facilitate research, policy development, and design campaigns to promote effective democratic participation through staff time, communication and translation services, meetings and events | Grant | Lee | \$ 5,000 | |
| 69 | 115673 | Prosperity Lab | Support targeted multilingual outreach campaigns to small businesses in specific San Jose and Milpitas neighborhoods providing information relating to free resources, business trainings, and individual assistance | Grant | Lee | \$ 20,000 | |
| 70 | 115604 | San Jose Spotlight | Update and maintain the "Get Involved" tab of the website informing readers of local government meetings, events and associated information | Grant | Lee | \$ 5,000 | |
| 71 | - | - | - | - | - | - | - |
| 72 | 115679 | Silicon Valley Community Media | To assist in the production of the "All of Us Belong Right Here" competition that highlights and honors the stories of Asian American contributions to the broader community | Grant | Lee | \$ 3,000 | |
| 73 | - | - | - | - | - | - | - |
| 74 | 115621 | Silicon Valley Leadership DBA Leadership Sunnyvale | To support the one-day workshop "Urban Plan - Discovering the Fundamental Forces in Development," simulating the processes and challenges of large-scale in-fill projects | Grant | Lee | \$ 3,000 | |
| 75 | 115680 | Silicon Valley PRIDE | Provide community concert events during the fall and spring months creating a safe and inclusive space for all LGBTQ+ community members and allies, promoting visibility and acceptance, and promoting community engagement in equity and social justice movements | Grant | Lee | \$ 10,000 | |
| 76 | - | - | - | - | - | - | - |
| 77 | 115682 | Society of Heart's Delight | Launch the "Chinese Immigrants in Silicon Valley," photoblog project promoting interracial and intercultural communication and understanding | Grant | Lee | \$ 4,000 | |

NO STRINGS ATTACHED

FY 2023-24 Budget Hearing
Inventory of Budget Requests/Proposals

| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi- Year |
|------|---------------------------------|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------|------------------------|----------------|
| 78 | 115628 | SOMOS Mayfair | Integrate and expand the Diamantes Mutual Aide Support Network, created in response to the COVID-19 pandemic, into the existing Leadership Development model resulting in a powerful foundation to meet local challenges | Grant | Lee | \$ 10,000 | |
| 79 | 115629 | SOMOS Mayfair - HUB | To support the Three Hubs, which includes three sites in East San Jose with on-site services to facilitate access to resources, two community engagement hubs for residents to convene, and a digital hub for member to access resources online | Grant | Lee | \$ 10,000 | |
| 80 | 115683 | South Bay Youth Changemakers | Support a political home for Asian American young adults to become civically engaged and grounded in racial justice and equity | Grant | Lee | \$ 10,000 | |
| 81 | - | - | - | - | - | - | - |
| 82 | 115603 | Step Forward Foundation | Offer full scope of legal representation to survivors of human trafficking, domestic violence and other crimes towards immigrants who need legal assistance through additional staff capacity and refer additional clients to wraparound services | Grant | Lee | \$ 20,000 | |
| 83 | 115689 | Sunnyvale Education Foundation | Allow financially challenged Sunnyvale School District students to attend Walden West Outdoor School providing a sense of independence and a deeper understanding of the natural world | Grant | Lee | \$ 5,000 | |
| 84 | 115655 | Taiwanese and Chinese American Federation of Northern California | To resume the opening ceremony and 10-day event celebrating Taiwanese and Chinese American athletics | Grant | Lee | \$ 1,000 | |
| 85 | 115684 | Teatro Visión | To support the Dia de Muertos production of La Muerte Baila, including eight public performances to celebrate diversity and promote a positive cultural identity | Grant | Lee | \$ 5,000 | |
| 86 | 115661 | The Family Giving Tree | Obtain backpacks and school supplies to be distributed to students living at or below poverty level | Grant | Lee | \$ 15,000 | |
| 87 | 115669 | The United Effort Organization | Allow for the continued use case management software to streamline processes, effectively support clients, and meet program goals | Grant | Lee | \$ 5,000 | |
| 88 | 115696 | To Be Empowered | Support Leadership Through Musical Therapy program bringing tools for problem solving, healing, and creativity to Latino youth overcoming substance use and managing mental health disorders | Grant | Lee | \$ 7,000 | |
| 89 a | 115702 | Tully Road Eastridge Business Association Tully Road Eastridge Business Association, Fiscal Agent -Prosperity Lab | Build capacity and disseminate information to hard-to-reach businesses and continue to expand community engagement | Grant | Lee | \$ 2,500 | |
| 89 b | 115702 | Tully Road Eastridge Business Association Tully Road Eastridge Business Association, Fiscal Agent -Prosperity Lab | Build capacity and disseminate information to hard-to-reach businesses and continue to expand community engagement | Grant | Chavez | \$ 2,500 | |

NO STRINGS ATTACHED

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| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi- Year |
|------|---------------------------------|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------|------------------------|----------------|
| 90 | 115657 | Unhoused Response Group | Support the Death Prevention Project to provide camp showers, COVID-19 kits, hygiene kits, as well as other necessities to the unhoused | Grant | Lee | \$ 10,000 | |
| 91 | 115638 | Upper Room Rehabilitative Services | Provide free and counseling, with resources such as food banks, classes, training programs, and workforce strategies to promote support, guidance, and positive transition towards stability and sustainable employment | Grant | Lee | \$ 5,000 | |
| 92 | 115685 | V-Heart | Promote safe, cooperative, healthy neighborhoods through media and community events | Grant | Lee | \$ 3,000 | |
| 93 | 115674 | Viet-American Youth Association | Support the Mid-Autumn Youth Summit promoting education, sports, and culture for Vietnamese youth, gaining life and leaderships skills | Grant | Lee | \$ 3,000 | |
| 94 | 115675 | Vietnamese American Roundtable | Expand the community storytelling Com Gia Dinh Project by developing community events to raise awareness on social and racial justice | Grant | Lee | \$ 15,000 | |
| 95 | 115676 | Vovinam Viet-Vo-Dao of America | To continue the monthly food distribution program distributing food and hygiene supplies to approximately 100 persons | Grant | Lee | \$ 4,000 | |
| 96 | - | - | - | - | - | - | - |
| 97 | - | - | - | - | - | - | - |
| 98 | 115690 | Agape Silicon Valley | Purchase basic necessities to the unhoused population, including safety equipment, tents, undergarments, and batteries | Grant | Lee | \$ 15,000 | |
| 99 a | 115691 | School of Arts and Culture | To support the Los Mercaditos Hunger Relief Program, which will address food insecurity in the East San Jose community heavily impacted by the COVID-19 pandemic | Grant | Lee | \$ 10,000 | |
| 99 b | 115691 | School of Arts and Culture | To support the Los Mercaditos Hunger Relief Program, which will address food insecurity in the East San Jose community heavily impacted by the COVID-19 pandemic | Grant | Chavez | \$ 15,000 | |
| 100 | 115694 | Latino Business Foundation Silicon Valley | To support the Single Mother Business Owner Program targeting the needs as both mothers and business owners through tailored business education, childcare, financial support, and community building support groups | Grant | Lee | \$ 15,000 | |
| 101 | 115695 | National Alliance on Mental Illness (NAMI) | Support mental wellness and encourage independence for persons diagnosed with a mental health condition through the Community Peer Program, which includes a warmline and support groups | Grant | Lee | \$ 10,000 | |

NO STRINGS ATTACHED

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| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi-Year |
|------|---------------------------|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 102 | 115697 | Valley Medical Center Foundation | To support the unhoused, via the Valley Homeless Health Program, with resources to aid medical recovery and helping providers build trust with patients | Grant | Lee | \$ 25,000 | |
| 103 | 115785 | Camp Via West (Via Services Inc.) | Match 1:1 basis to provide funding to develop brand-new turf for a sport court to include ADA-compliant bathrooms, storage for sports equipment, and concession stand provide food and water for campers | Grant | Simitian | \$ 250,000 | |
| 104 | 115761 | Parents Helping Parents | To provide mental health group sessions in English and Spanish for families with children with intellectual/developmental disabilities. The matching grant of \$125,000 over three years | Grant | Simitian | \$ 125,000 | Y |
| 105 | 115774 | Bay Area Housing Corporation's Making Homes Work Program Una Casa Mas | Provide home modifications, on a needs-basis, for individuals with intellectual and developmental disabilities The matching grant of \$250,000 to be dispersed over two years | Grant | Simitian | \$ 250,000 | Y |
| 106 | 115781 | West Valley College of Adaptive Arts' Workforce and Apprenticeship Program | Support the CAA Apprenticeship Program, featuring two training tracks for Receptionist positions and Teacher's Aide positions designed for individuals with intellectual/developmental disabilities. The grant funding is over two fiscal years | Grant | Simitian | \$ 250,000 | Y |
| 107 | 115721 | Korean American Community Services | To provide the local Korean American community with social services and case management support, senior wellness classes, health screenings, transportation services, and health screenings | Grant | Lee | \$ 15,000 | |
| 108 | 115757 | Youth Science Institute Expansion | Expand the Youth Science Institute programming with additional classes to participating schools and introduce base program to the West Valley and North County, with a focus on Title I schools. The grant is \$62,500 a year for two fiscal years | Grant | Simitian | \$ 125,000 | Y |
| 109 | 115758 | O'Neill Sea Odyssey Marine Educational Program | Grant one-time amount of \$250,000 over two years to O'Neill Sea Odyssey marine educational program to expand programming to additional Title I schools in Santa Clara County. The marine biology based educational program is offered to 4th - 6th graders and students with disabilities in all grades to foster an understanding of marine ecosystems and environmental stewardship. | Grant | Simitian | \$ 250,000 | Y |
| 110 | 115831 | Community Solutions - Direct Support to Survivors of Gender Based Violence | Economic support to survivors of sexual assault, domestic violence, and workplace crimes to increase safety and economic independence | Grant | Arenas | \$ 100,000 | |
| 111 | 115830 | Community Solutions - Partial Department of Justice Accreditation | Explore feasibility of partial accreditation through the Recognition and Accreditation Program administered by the Executive Office for Immigration Review | Grant | Arenas | \$ 55,000 | |

NO STRINGS ATTACHED

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|------|---------------------------|------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 112 | 115809 | Prosperity Labs | Create fifteen Business Websites for clients, which will also include domain hosting costs for one year, and consultation with an Outreach Associate to support technical, marketing and brand support. | Grant | Arenas | \$ 20,000 | |
| 113 | 115838 | Rebekah Children's Services | Obtain play therapy toys and supplies for treatment rooms, which are essential to the healing process of children and youth to prevent and resolve trauma | Grant | Arenas | \$ 6,013 | |
| 114 | 115813 | Homelessness Services and Support | Match 1:1 basis with the City of Cupertino, Town of Los Gatos, and Reach Potential Movement (through the Los Altos Mountain View Community Foundation) to provide services and support for residents experiencing homelessness | Grant | Simitian | \$ 150,000 | |
| 115 | 115798 | Town of Los Gatos Senior Services | Establish Adult Day Services programming and case management services for adults 60 years and older in the Town of Los Gatos | Grant | Simitian | \$ 125,000 | |
| 116 | 115784 | Jose Valdés Math Foundation | Provide transportation services over three consecutive summers for grades 3 to 7 students of Mountain View Whisman School District to the Common Core Summer Academy Program which seeks to provide equal opportunity for underrepresented youth to succeed in mathematics | Grant | Simitian | \$ 125,000 | Y |
| 117 | 115847 | Green Foothills | Provide training and leadership development for environmental justice activists through the Leadership Program | Grant | Arenas | \$ 43,713 | |
| 118 | 115832 | Community Agency for Resources, Advocacy and Services (CARAS) | Provide youth programming and direct intervention supportive services to underserved South County youth | Grant | Arenas | \$ 50,000 | |
| 119 | 115835 | Evergreen Islamic Center | Support the construction of a new kitchen in the new community center located at the Evergreen Islamic Center, allowing for community events, stocking non-perishable groceries to be distributed to underserved communities, and other vulnerable communities | Grant | Arenas | \$ 30,000 | |
| 120 | 115853 | Morgan Hill Kiwanis Youth Fund | To support the Turnaround Scholarship Program offering scholarships to graduating at-risk high school seniors to continue education | Grant | Arenas | \$ 15,000 | |
| 121 | 115842 | St. Catherine, Morgan Hill, Conference of the St. Vincent de Paul Society of Santa Clara | Provide unhoused individuals or families the ability to secure shelter, through a security deposit and first month's rent | Grant | Arenas | \$ 120,000 | |
| 122 | 115839 | Youth Alliance | Assist in the creation of the Youth Impact Center to provide career path opportunities in technology, youth programming, and leadership training opportunities in Gilroy | Grant | Arenas | \$ 180,000 | |
| 123 | 115834 | Carry the Vision | To assist in the initial start-up phase of the Employment Social Enterprise through the Workforce Development Initiative | Grant | Arenas | \$ 150,000 | |

NO STRINGS ATTACHED

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|------|---------------------------|--------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 124 | 115844 | Human Agenda | To fund legal, accounting, and business development activities and procure staff for operational purposes for Latina-owned collective for immigrant Latina entrepreneurs | Grant | Arenas | \$ 100,000 | |
| 125 | 115840 | Community Health Partnership | Provide educational support to underserved communities to better navigate the healthcare system, and make well-informed healthcare decisions | Grant | Arenas | \$ 175,000 | |
| 126 | 115843 | Parents Helping Parents | Conduct workshops to ensure underserved families participate in public benefits programs, maximize benefits, and improve income conditions for South County families | Grant | Arenas | \$ 45,000 | |
| 127 | 115856 | East Side Union High School District Education Foundation | Increase the total amount of scholarships distributed to Silver Creek and Oak Grove High School students who may be struggling with enrollment fees, and other ancillary and unexpected costs | Grant | Arenas | \$ 25,000 | |
| 128 | 115849 | San Martin Neighborhood Association | Promote community empowerment for San Martin residents through meetings, events, revitalization projects, and more | Grant | Arenas | \$ 10,000 | |
| 129 | 115857 | Californians for Justice | Provide year-round opportunities for youth leaders from East Side San Jose to develop and refine leadership skills and political education to advocate for issues that affect them | Grant | Arenas | \$ 30,000 | |
| 130 | 115841 | Step Forward Foundation | Increase capacity of the Family Justice Center program, offering immigration and family law legal services and form filing assistance | Grant | Arenas | \$ 50,000 | |
| 131 | 115854 | Winter Faith Collaborative Winter Faith Collaborative, Fiscal Agent - Grace Solutions | Provide basic needs services for the unhoused community through the Mobile Shower Hygiene Services Program | Grant | Arenas | \$ 30,000 | |
| 132 | 115852 | Empowering Our Community for Success | Provide free outdoor enrichment, and educational opportunities for at-risk youth from disadvantaged communities | Grant | Arenas | \$ 51,000 | |
| 133 | 115845 | First California Health Center | Assist in first phase with such items as systems development, infrastructure development, as well as staff development to offer daily meals and to offer behavioral health appointments to target populations towards the end of year one | Grant | Arenas | \$ 50,000 | |
| 134 | 115851 | International Children Assistance Network | Provide Asian American high school and college students to access Youth Health Circles pilot initiative | Grant | Arenas | \$ 50,000 | |
| 135 | 115858 | Latina Coalition of Silicon Valley | Expand leadership development program for Latinas in South Santa Clara County by providing resources and support | Grant | Arenas | \$ 50,000 | |
| 136 | 115863 | Latino Leadership Alliance | Advance Latino professional development, specifically targeting members who may not have access, resulting in key local leadership positions | Grant | Arenas | \$ 50,000 | |

NO STRINGS ATTACHED

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|------|---------------------------|-------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 137 | 115855 | Nueva Vida (Carry the Vision) | To provide residents with family activities in their park and community, as well as outings, experiences, and adventures, and it will establish a fair and equitable model for distributing opportunities to families. | Grant | Arenas | \$ 99,396 | |
| 138 | 115846 | Catholic Charities of Santa Clara County | To support the expansion of Youth Empowerment for Success program in San Ysidro/Miller Park and Gilroy through individualized case management, home visits, advocacy, crisis mediation, and other resources | Grant | Arenas | \$ 85,000 | |
| 139 | 115916 | Asian Americans for Community Involvement - Dental Clinic | Upgrade equipment, medical record digitization and integration, and office integration at the newly acquired dental clinic | Grant | Chavez | \$ 40,000 | |
| 140 | 115932 | Asian Americans for Community Involvement | Transition domestic violence shelter to renewable solar power | Grant | Chavez | \$ 40,000 | |
| 141 | 115763 | African American Community Service Agency | To assist the STEAM and Family Health Services program which address long standing inequities, ease financial burden, and preserve quality of life | Grant | Chavez | \$ 100,000 | |
| 142 | 115777 | Almaden Valley Counseling Service | To support the Counselor-on-Campus Program, specifically support three interns who will provide behavioral health services to children | Grant | Chavez | \$ 32,706 | |
| 143 | 115773 | Alum Rock Santa Clara Street Business Association | To retain the part-time Business Resilience Coordinator position and support an intensive outreach initiative | Grant | Chavez | \$ 25,000 | |
| 144 | 115793 | Amigos de Guadalupe Center for Justice and Empowerment - Cesar Chavez Family Home Project | To assist the ongoing campaign to renovate and preserve the Cesar Chavez Family Home, to ultimately serve as a neighborhood-based service center for underserved families | Grant | Chavez | \$ 100,000 | |
| 145 | 115783 | Bay Area Family | Support community outreach program geared toward single parents, the unhoused, and seniors for the span of one year | Grant | Chavez | \$ 50,000 | |
| 146 | 115786 | BAYMEC Community Foundation | To support the celebration and preservation of local queer culture through oral and visual history | Grant | Chavez | \$ 20,000 | |
| 147 | 115807 | BOLDLY ME | Allow for the purchase of the Social Emotional Well Being and Mindfulness Modules, which will be accessible for all school districts in Santa Clara County | Grant | Chavez | \$ 30,000 | |
| 148 | 115848 | Collaborating Agencies' Disaster Relief Effort (CADRE) | Create a solid Voluntary Organizations Active in Disaster foundation for emergency management in non-governmental sector to strengthen community disaster recovery | Grant | Chavez | \$ 100,000 | |
| 149 | 115906 | Cancer CAREpoint | Meet the needs of over 40 households in financial distress due to cancer diagnosis as well continuing outreach in the Spanish and Vietnamese communities | Grant | Chavez | \$ 40,000 | |
| 150 | - | - | - | - | - | - | - |
| 151 | - | - | - | - | - | - | - |
| 152 | 115815 | Children's Discovery Museum of San Jose | To support the construction of the 4,000 square foot outdoor play space - Exploration Portal | Grant | Chavez | \$ 100,000 | |

NO STRINGS ATTACHED

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| 153 | 115929 | Children's Musical Theater San Jose (CMT) | Support the Community Access Program that provides theater engagement and educational opportunities to nearly 10,000 students, with a focus on underserved and at-risk youth | Grant | Chavez | \$ 25,000 | |
| 154 | - | - | - | - | - | - | - |
| 155 | 115928 | College of Adaptive Arts | Launch an Equitable Workforce and Inclusiveness Program geared at advancing the equitable interests of the College of Adaptive Arts students | Grant | Chavez | \$ 50,000 | |
| 156 | 115820 | Community Cycles of California | Support Holiday Children's Bicycle Giveaway, bicycle mechanic course, free mobile repair clinics, and retain one employee | Grant | Chavez | \$ 59,400 | |
| 157 | 115787 | EAH Housing | Support the Winter Wonderland holiday event of Markham Plaza | Grant | Chavez | \$ 1,500 | |
| 158 | 115927 | East Side Union High School District Education Foundation | Support the Spartan East Side Promise , which guarantees enrollment to San Jose State University for students meeting CSU A-G requirements | Grant | Chavez | \$ 20,000 | |
| 159 | 115933 | EASTSIDE EDUCATION INITIATIVE: Latino Education Advancement Foundation (LEAF) | Support community engagement necessary to elevate issues of relative funding of East Side schools, and the development and provision of parent workshops | Grant | Chavez | \$ 75,000 | |
| 160 | 115822 | Elevate Community Center | To allow for free community legal clinics to Santa Clara County residents | Grant | Chavez | \$ 50,000 | |
| 161 | - | - | - | - | - | - | - |
| 162 | 115926 | Empower and Excel | To acquire STEAM material for sessions, incentives for program participants, and nutritious lunch for Valley Palms students who participate | Grant | Chavez | \$ 10,000 | |
| 163 | 115788 | Family Alliance for Counseling Tools & Resolution | Support the provision of essential services for immigrant and refugee communities through support for personnel costs of direct service staff and program supplies | Grant | Chavez | \$ 21,000 | |
| 164 | 115789 | First California Health Center, Inc. | To meet increased needs of comprehensive services of the unhoused and reentry populations | Grant | Chavez | \$ 25,000 | |
| 165 | 115937 | Good Karma Bikes | To assist in securing a new location to provide services and job training to those who depend on bike transportation | Grant | Chavez | \$ 25,000 | |
| 166 | 115907 | Green Foothills | Aid two participants in the Leadership Program resulting in effective environmental advocacy campaigns grounded in social justice. | Grant | Chavez | \$ 25,000 | |
| 167 | 115823 | Guadalupe River Park Conservancy | Support the Guadalupe River Park Steward, Cultivate, & Connect community initiative activities | Grant | Chavez | \$ 60,000 | |
| 168 | 115925 | Happy Hollow Foundation | Meet the need for college access support for underserved students in East Side Union High School District, with 54% of the students graduating without meeting the requirements for a 4-year college | Grant | Chavez | \$ 25,000 | |

NO STRINGS ATTACHED

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| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi-Year |
|------|---------------------------|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 169 | 115945 | Heart of Hope Asian American Hospice Care | Continue providing culturally, linguistically competent emotional services in areas of suicide prevention, health webinars, and emotional support hotlines | Grant | Chavez | \$ 30,000 | |
| 170 | 115790 | Hispanic Foundation of Silicon Valley | Support STEM classes and parent education programs to increase the number of Latinos who obtain college degrees | Grant | Chavez | \$ 50,000 | |
| 171 | 115799 | Hope Services | Fund the Homestart early intervention services and Mental Health services | Grant | Chavez | \$ 25,322 | |
| 172 | 115801 | Hunger at Home | To distribute food to unhoused and other food insecure individuals and families throughout Santa Clara County | Grant | Chavez | \$ 50,000 | |
| 173 | 115951 | International Children Assistance Network (ICAN) | Continue Healing Circles pilot program to address PTSD and mental health issues experienced by seniors who survived the Vietnam War and migration | Grant | Chavez | \$ 139,295 | |
| 174 | 115947 | Immigrant Resettlement and Cultural Center (IRCC) | To allow for cultural events in the Vietnamese community promoting immigrant integration | Grant | Chavez | \$ 35,000 | |
| 175 | 115924 | Jose Valdes Math Foundation | To retain teaching staff who are part of the six-week math instruction program | Grant | Chavez | \$ 100,000 | |
| 176 | - | - | - | - | - | - | - |
| 177 | 115902 | Justice At Last | Allow for outreach and build awareness with organizations that work with vulnerable populations in San Jose, such as Next Door Solutions, Life Moves, and Front Door Communities | Grant | Chavez | \$ 10,000 | |
| 178 | 115909 | Latinas Contra Cancer | Aid Patient Advocacy, Support Groups, and Emergency Assistance services for cancer survivors which assist in decreasing cancer-related disparities in the Latinx population | Grant | Chavez | \$ 75,000 | |
| 179 | 115803 | Latina Coalition of Silicon Valley | Allow Latinas to participate in the PALA boot camp, cover such items as personnel costs, program expenses, and overall overhead costs | Grant | Chavez | \$ 100,000 | |
| 180 | 115881 | LEAD Filipino | Expand the Holistic Healing and Civic Literacy programming, specifically this funding will support the addition of one part-time Community Health Worker | Grant | Chavez | \$ 50,000 | |
| 181 | 115950 | Little Italy San Jose Foundation | Renovate Little Italy San Jose Cultural Center and Museum and relocation of Famiglia Meduri's Poor House Bistro home and business | Grant | Chavez | \$ 50,000 | |
| 182 | 115806 | Loaves & Fishes Family Kitchen | Enable the provision of 50,000 meals to families, children, and seniors by providing food, packaging materials, transport, and personnel | Grant | Chavez | \$ 75,000 | |
| 183 | 115901 | Local Color San Jose | Support individual artist stipends, materials for public art production, necessary equipment, and program management, and indirect operational expenses for the purpose of installation of public wall murals in San Jose | Grant | Chavez | \$ 25,000 | |

NO STRINGS ATTACHED

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| 184 | 115810 | Logos Christian Fellowship | Upgrade outdoor community center module, purchase a refrigerator and freezer, and provide a stipend for a Community Outreach Coordinator | Grant | Chavez | \$ 50,000 | |
| 185 | 115816 | MACLA | Support the monthly South First Friday performances that promote healthy living practices and celebrate the arts | Grant | Chavez | \$ 40,000 | |
| 186 | 115817 | Madre-A-Madre | To allow for three events and staff time for the Madre-A-Madre leadership | Grant | Chavez | \$ 30,000 | |
| 187 | 115818 | Mama D 2nd Chance | Provide hot meals and groceries to families, seniors and individuals, and the unhoused, as well as providing year round tutoring in math, science, and high preparation | Grant | Chavez | \$ 25,000 | |
| 188 | 115819 | Martha's Kitchen | Purchase and distributed 7,936 meals to unhoused residents in District 2 | Grant | Chavez | \$ 25,000 | |
| 189 | 115821 | Monterey Corridor Business Association | Help build capacity and dissemination of information for newly formed business association around the Monterey Corridor, specifically to members who have been less engaged and customers via the business association marketing plan | Grant | Chavez | \$ 5,000 | |
| 190 | 115825 | NAMI Santa Clara County | Expand Ending the Silence educational presentation program to middle and high school students in Santa Clara County | Grant | Chavez | \$ 20,000 | |
| 191 | 115949 | New Beginnings Family Services | To support staff and facilities needs to address the high demand for low and no-cost services, courses, and classes as part of the Family Services Prevention Model | Grant | Chavez | \$ 80,000 | |
| 192 | 115827 | Next Door Solutions to Domestic Violence | Aid the Domestic Violence Housing First program which assists survivors remain housed or obtain housing through tailored services | Grant | Chavez | \$ 100,000 | |
| 193 | 115833 | No Time To Waste Food | To purchase a cargo van to support the Feed the Need program | Grant | Chavez | \$ 25,000 | |
| 194 | 115908 | Parents Helping Parents | To support staffing at the three locations, cost of renting space in Gilroy, as well as bilingual community relations coordinators | Grant | Chavez | \$ 100,000 | |
| 195 | 115923 | PARTI Program | Continue the 12-month High Impact Program, transforming a100 youth voices in communities of color in East San Jose who face health and economic disparities using whole child support and aligned evidence based practices | Grant | Chavez | \$ 100,000 | |
| 196 | - | - | - | - | - | - | - |
| 197 | - | - | - | - | - | - | - |
| 198 | 115836 | Resource Area For Teaching (RAFT) | To provide scholarships for low-income students to attend RAFT STEAM Dream Camp, expand the reach of the RAFT Maker Mobile program, and provide supplemental training to educators | Grant | Chavez | \$ 50,000 | |

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| 199 | 115837 | San Jose Museum of Quilts and Textiles | Support programming, general operations, including hands-on community programs, and a Community Engagement Coordinator | Grant | Chavez | \$ 20,000 | |
| 200 | 115905 | San Jose Public Library Foundation Resilience Corps | Support the Professional Development Program for young adults employed by Resilience Corps | Grant | Chavez | \$ 21,000 | |
| 201 | 115899 | San Jose State University: AAPI Perspectives | Matching a grant that allows for youth training program, development of a perpetual digital oral history archive, multi-media based documentary short and/or series, and continued curriculum for local educators | Grant | Chavez | \$ 25,000 | |
| 202 | 115922 | Santa Clara County Office of Education (SCCOE) | Implement a community-based recreation pilot program to support post-secondary students with special needs who are currently enrolled in and attending SCCOE classrooms | Grant | Chavez | \$ 15,000 | |
| 203 | - | - | - | - | - | - | |
| 204 | 115944 | Shine Together | Support young mothers to attain education, financial literacy, as well as health and wellness | Grant | Chavez | \$ 50,000 | |
| 205 | - | - | - | - | - | - | |
| 206 | - | - | - | - | - | - | |
| 207 | 115850 | Society of Heart's Delight (SHD) | Partner with San Jose Police Department to reach more people and ensure community is receiving accurate, timely, and useful information about public safety, and implement In Conversation with Our Diverse Cultural Leaders and Interview series | Grant | Chavez | \$ 10,000 | |
| 208 | 115919 | SOMOS Mayfair | Enable the Ben Painter Family Resource Center and Preschool Cooperative to provide essential wrap-around services, free preschool education, and support economic sustainability of Alum Rock families | Grant | Chavez | \$ 100,000 | |
| 209 | 115943 | Step Forward Foundation | To support the Legal Collaboration Model program providing pro bono legal case management to immigrants, refugees, survivors | Grant | Chavez | \$ 50,000 | |
| 210 | 115942 | Stroke Awareness Foundation | Support ongoing operations to prevent stroke related deaths through education, outreach, as well public information campaigns | Grant | Chavez | \$ 25,000 | |
| 211 | 115954 | The Health Trust | Implement skill-building workforce development program for Housing Services and HIV/AIDS Services staff to enhance client services | Grant | Chavez | \$ 28,100 | |
| 212 | - | - | - | - | - | - | |
| 213 | - | - | - | - | - | - | |
| 214 | - | - | - | - | - | - | |
| 215 | 115895 | University Neighborhoods Coalition (UNC) | Partnering with Phantom Galleries to seek San Jose based artists of color to install utility box and wall murals | Grant | Chavez | \$ 4,950 | |

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Inventory of Budget Requests/Proposals

| Item | Workshop Legislative File | Proposal Name | Description | Proposal Type | Sponsor(s) | One-Time Allocation | Multi-Year |
|-------------------------|---------------------------|-----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------|---------------------|------------|
| 216 | 115862 | Veggielution | Research and create a Community Food Hub Feasibility Plan to address county-wide food insecurity | Grant | Chavez | \$ 50,000 | |
| 217 | 115940 | Vietnamese American Roundtable | Support Capacity building and cultural events during 2023 and 2024 | Grant | Chavez | \$ 30,000 | |
| 218 | 115939 | Vietnamese Elderly Association of the Bay Area | Funding will be used for cultural events, outreach and education targeting the elderly community and gaining access to resources | Grant | Chavez | \$ 50,000 | |
| 219 | - | - | - | - | - | - | - |
| 220 | 115938 | YMCA of Silicon Valley | Bridge an opportunity gap by providing socioeconomically disadvantaged youth opportunity to participate in the Y Summer Enrichment Day Camp | Grant | Chavez | \$ 86,000 | |
| 221 | 115934 | EASTSIDE EDUCATION INITIATIVE: Hispanic Foundation of Silicon Valley (HFSV) | Assist with development of the advocacy plan targeting equitable funding for East Side schools for the Eastside Education Initiative | Grant | Chavez | \$ 75,000 | |
| 222 | 115935 | EASTSIDE EDUCATION INITIATIVE: Silicon Valley Education Foundation (SVEF) | Implementation of the research-based practices and outcomes of the college and career readiness pillar of the program as well as the Core Subject Proficiency in STEM pillar | Grant | Chavez | \$ 75,000 | |
| 223 | 115941 | Valley Verde | To provide ongoing year-round services to food insecure families shifting to healthy food access and healthy cooking resulting in improved health outcomes | Grant | Chavez | \$ 25,000 | |
| 224 | 115953 | Opening Doors | Provide funding of staff and supplies in support of the Food Sovereignty Program | Grant | Chavez | \$ 50,000 | |
| 225 | 115967 | African American Community Service Agency | Sponsor the 43rd Annual Juneteenth in Streets Fair, June 15, 2023, attracting participants from the entire Bay Area | Sponsorship | Arenas | \$ 75,000 | |
| Total, all items | | | | | | \$ 8,083,395 | |

APPENDIX 7: Grant Agreement Template

This grant agreement template defines the terms of both inventory items funding and other County grants.

County of Santa Clara

Office of the Clerk of the Board of Supervisors
County Government Center, East Wing
70 West Hedding Street, 10th Floor
San Jose, California 95110-1770
(408) 299-5001 TDD 993-8272



Tiffany Lennear
Clerk of the Board

GRANT AGREEMENT (FY 2023-24)

This Grant Agreement is made between the County of Santa Clara (“County”) and _____ (Grantee), effective _____. A grant in the total amount of \$_____ (“Grant”) to be disbursed to the Grantee was approved by the Board of Supervisors (“Board”) on June 15, 2023. This Grant Agreement shall be effective upon approval of all parties. The following terms and conditions apply to the Grant:

1. **PURPOSE AND ACTIVITY.** Grant funds may only be used by the Grantee for _____
_____.

[**OPTIONAL:** INCLUDE PERFORMANCE MEASURES IF PART OF BOARD APPROVAL AND INDICATE TIMEFRAME FOR REPORTING BACK ON PERFORMANCE MEASURES.]

[**OPTIONAL:** Grant funds may not be used for [INSERT RESTRICTIONS OR DELETE]. [**OPTIONAL:** INCLUDE MATCHING FUNDS REQUIREMENT IF PART OF BOARD APPROVAL.]

This Grant Agreement is not a pledge or commitment by the County to make any other grants or contributions to Grantee.

2. **DURATION OF GRANT-FUNDED ACTIVITY.** Grant funds shall be spent on programs or activities, as approved by the Board, from _____ to _____. Any Grant funds that remain unexpended after this period shall be returned to the County.
3. **DISBURSEMENT.** Funds shall be made available to the Grantee consistent with Board direction. Prior to disbursement of any funds by the County, Grantee shall file with the County a current Certificate of Status issued by the California Secretary of State and documenting the Grantee’s active status or active status of the Grantee’s designated fiscal agent. The Certificate of Status shall be emailed to [INSERT EMAIL ADDRESS]. Failure to remain in active status during the term of this Grant Agreement shall be grounds for termination by the County. Grantee shall submit proof of compliance with Board direction within five (5) business days after the funds are expended by Grantee or within

NO STRINGS ATTACHED

30 days after funds are disbursed to Grantee, whichever comes first. If Grant funds are not expended within 30 days, Grantee shall provide an explanation to the Clerk of the Board of Supervisors, including an estimated date for the expenditure. In this case, proof of compliance shall be submitted when the Grant funds are ultimately expended. If matching funds or other conditions are required, proof must be provided prior to disbursement.

4. **ACKNOWLEDGMENT.** Grantee shall acknowledge disbursement by County by email to the Clerk of the Board of Supervisors at AdminUnit@cob.sccgov.org no later than five (5) business days after receipt. Grantee shall also acknowledge the contribution of the County in its annual reports and all publications related to the County-funded program, event, or activity.
5. **RECORD KEEPING.** Grantee shall maintain records, including original receipts and invoices, demonstrating compliance with the Grant Agreement and with conditions associated with matching funds (if any) for a period of seven (7) years. The County may request these records, which shall be provided no later than five (5) business days after request. Grantee shall further comply with any reasonable requests for information about program activities and any reporting requested by the County, and any audit or investigation regarding the proper use of funds. If subsequent reporting on performance measures is required in Paragraph 1, Grantee shall provide a report to the Clerk of the Board of Supervisors in the timeframe specified.
6. **RETURN OF FUNDS.** Grantee shall return any and all funds that the County determines were not used for the purpose(s) approved by the Board. The funds shall be returned within five (5) business days after the County's determination.
7. **DUTY TO DEFEND, INDEMNIFY AND HOLD HARMLESS.** To the maximum extent allowed by law, Grantee shall indemnify, defend and hold harmless the County and its officers, agents, and employees from any claim, liability, loss, injury or damage arising out of, or in connection with, performance of this agreement by the Grantee and/or its agents, employees or sub- contractors, excepting only loss, injury, or damage caused by the sole negligence or willful misconduct of personnel employed by the County.
8. **GENERAL RESTRICTIONS:**
 - a. **Compliance with all laws.** Grantee shall comply with all applicable laws and regulations in the spending of Grant funds. The Grantee shall (a) not use any Grant funds for religious worship, instruction, or proselytization or to pay for equipment or supplies to be used for religious worship, instruction, or proselytization; (b) not use any Grant funds to construct, rehabilitate, or restore any property that is used for religious worship, instruction, or proselytization; (c) not use any Grant funds to engage in partisan political activities or participate in, or endorse, events or activities that advocate for or against political parties, political platforms, political candidates, proposed legislation, or elected officials including any "campaign activities" as defined by state law; and, (d) comply with all applicable laws concerning nondiscrimination and equal opportunity in employment and contracting, including but not limited to the following: Santa Clara County's

NO STRINGS ATTACHED

policies for contractors on nondiscrimination and equal opportunity; Title VII of the Civil Rights Act of 1964 as amended; Americans with Disabilities Act of 1990; the Age Discrimination in Employment Act of 1967; the Rehabilitation Act of 1973 (Sections 503 and 504); the Equal Pay Act of 1963; California Fair Employment and Housing Act (Gov. Code § 12900 et seq.); California Labor Code sections 1101, 1102, and 1197.5; and the Genetic Information Nondiscrimination Act of 2008. In addition to the foregoing, Grantee shall not discriminate against any subcontractor, employee, or applicant for employment because of age, race, color, national origin, ancestry, religion, sex, gender identity, gender expression, sexual orientation, mental disability, physical disability, medical condition, political belief, organizational affiliation, or marital status in the recruitment, selection for training (including but not limited to apprenticeship), hiring, employment, assignment, promotion, layoff, rates of pay or other forms of compensation. Nor shall Grantee discriminate in the provision of services provided under this grant because of age, race, color, national origin, ancestry, religion, sex, gender identity, gender expression, sexual orientation, mental disability, physical disability, medical condition, political beliefs, organizational affiliations, or marital status.

- b. **No Assignment.** Grantee may not assign or delegate performance of this Grant Agreement or of the project to any other person or entity, without the prior written consent of the County.
 - c. **Governing Law, Forum.** This Grant Agreement shall be governed by and construed in accordance with the laws of the State of California, without reference to its conflict of laws provisions. Any disputes or proceedings between the County and Grantee arising from or concerning this Grant Agreement shall be brought in the state or federal court in the counties of Santa Clara, San Francisco, or Sacramento in the sole discretion of the County. Grantee hereby consents to the personal jurisdiction and venue of such courts.
 - d. **Ownership.** The County retains all rights, title, and interest in and to the County's name, seal, and logos.
9. **TERMINATION AND EXPIRATION.** The County may terminate the Grant Agreement for convenience at any time, for any reason, without penalty or liability. This Grant Agreement shall expire by its own terms on June 30, 2024. Paragraphs 1, 5-9 shall survive termination or expiration of the Grant Agreement.
10. **AGREEMENT EXECUTION.** Unless otherwise prohibited by law or County policy, the parties agree that an electronic copy of a signed agreement, or an electronically signed agreement, has the same force and legal effect as an agreement executed with an original ink signature. The term "electronic copy of a signed agreement" refers to a transmission by facsimile, electronic mail, or other electronic means of a copy of an original signed agreement in a portable document format. The term "electronically signed agreement" means an agreement that is executed by applying an electronic signature using technology approved by the County.

NO STRINGS ATTACHED

11. **AUTHORITY.** The person(s) signing this Grant Agreement on behalf of Grantee represents and warrants to County that he or she has the requisite legal authority and power to execute it, and to bind Grantee to the obligations contained herein.

ACCEPTED AND AGREED TO:

COUNTY OF SANTA CLARA:

RECIPIENT:

By: _____

By: _____

Name: Tiffany Lennear

Name: _____

Title: Clerk of the Board of Supervisors

Title: _____

Date: _____

Date: _____

APPROVED AS TO FORM AND LEGALITY:

By:

Date:

APPENDIX 8: Budget Inventory Item Guidelines and Amended Board Policy 4.21

County of Santa Clara
Office of the County Executive



24-4813

DATE: March 12, 2024 (Item No. 16)

TO: Board of Supervisors

FROM: James R. Williams, County Executive
Tony LoPresti, County Counsel

SUBJECT: Budget Inventory Item Guidelines and Amended Board Policy 4.21

RECOMMENDED ACTION

Under advisement from January 23, 2024 (Item No. 14): Consider recommendations relating to budget inventory guidelines. (Office of the County Executive/County Counsel)

Possible action:

- a. Receive report relating to establishing budget inventory guidelines for Fiscal Year (FY) 2024-2025 and FY 2025-2026.
- b. Adopt Board Policy Resolution amending Board of Supervisors' Policy Manual Section 4.21, relating to a cap on budget inventory items, and direct the Clerk of the Board to include Policy in Board of Supervisors' Policy Manual.
- c. Approve cover sheet for all budget inventory items, to be completed by individual offices of the Board of Supervisors in consultation with potential recipients.
- d. Approve an equity metric to determine distribution of up to \$2 million in funding to support inventory items in FY 2024-2025 based on relative need by Supervisorial District.

FISCAL IMPLICATIONS

There is no immediate impact to the County General Fund as a result of the recommended action. Budget inventory items are considered through the budget modification process, and any fiscal impacts of these recommendations will be accounted for in that process. The \$7 million inventory item cap for FY 2024-2025 envisioned through recent Board direction is 16% greater than the average of prior years of inventory item spending, although lower than the total amount approved last year for the current year's budget. Over the past five years, the total value of all approved inventory items has averaged \$6.02 million per year.

The recommended action would provide predictability in terms of the amount of funding anticipated for inventory items. This clarity will allow Administration to bring forward

necessary recommended budget reductions to offset anticipated inventory spending, given the County's budget deficit.

REASONS FOR RECOMMENDATION AND BACKGROUND

This report responds to the referral from Supervisors Ellenberg and Arenas, approved by the Board at the January 23, 2024 Board of Supervisors meeting (Item. No. 14), requesting Administration and County Counsel report back at the March 12, 2024 meeting with various options for consideration related to the budget inventory process, whose action also specifically adopted the numeric amounts presented in this report. An ad hoc committee of the Board of Supervisors, consisting of the same supervisors, was previously convened to consider recommendations related to this process.

Budget inventory items are proposals from the Board of Supervisors to modify the County's Recommended Budget, typically to provide funding for one-time grants or sponsorships for community-based organizations. At the January 23, 2024 meeting, the Board adopted a per Supervisorial District cap for budget inventory items of \$1 million per district per year for FYs 2024-2025 and 2025-2026. The Board further directed Administration and County Counsel to report to the Board on March 12, 2024 with: a) a Board Policy establishing inventory guidelines for FY 2024-2025 and 2025-2026; b) a standardized cover letter attachment to be included with all inventory requests to enable more efficient processing by the Clerk of the Board; c) options to create a public facing website to disseminate inventory information; d) procedures to re-evaluate the inventory items cap for FY 2025-2026 during the Mid-Year Budget process based on updated budgetary projections; e) options to consider an equity tool that would ensure districts with higher need receive additional dollars for distribution in their district, with a total Countywide amount of \$2 million for FY 2024-2025 for this purpose; f) options for additional funding through a Requests for Proposals (RFP) process for items that regularly are funded through the inventory processes; and g) as requested by Supervisor Lee, a mechanism within the inventory process to identify, streamline, and publicly notice duplicate funding requests from community-based organizations and provide flexibility to reallocate unused inventory item funding among the Supervisorial Districts. This report responds to these requests.

Proposed Amendments to Board of Supervisors Policy 4.21

Attached for the Board's consideration are proposed amendments to Board Policy 4.21 to align that policy with the January 23, 2024 action by the Board approving a cap of \$1 million in the cumulative total amount of all budget inventory items per Supervisor for each of the next two years. Per Board direction, the updated Policy also specifies that an additional \$2 million in budget inventory items could be split among the Board districts according to need, based on an equity metric determined by the Board. Information on potential equity metrics for the Board's consideration is included below.

Cover Sheet for Budget Inventory Items

County Counsel, in consultation with the Clerk of the Board and Administration, developed a proposed cover sheet to accompany all legislative files related to inventory item requests. This form (attached) aims to provide greater transparency and efficiency for the Board.

regarding proposed inventory items, including the relationship between those requests and the Board's strategic priorities, and information about whether potential recipients have requested funding from other supervisory offices or are seeking funding related to existing County-funded programs and services. The cover sheet also seeks to ensure that potential recipients are aware of certain inventory item requirements ahead of time. The cover sheet would be filled out by recipients online in a "fillable PDF" or similar format to allow sufficient space to respond to the questions.

Through the cover sheet, potential recipients will be clearly identifying whether they have existing, related funding from the County for the same or similar projects and whether the potential recipient would be able to effectively use partial funding for the proposed program if the requested amount is not awarded in full. The cover sheet also asks whether a potential recipient has a fiscal sponsor, including limiting the availability of a fiscal sponsor to certain situations. Several budget inventory recipients in the past have requested to add a fiscal sponsor late in the process in order to cure the recipients' own lack of good standing with the California Secretary of State, and the recommended action would seek to prevent such situations.

In addition to the cover sheet, the Clerk of the Board plans to provide a simple informational document to Board offices, summarizing additional information regarding processes and paperwork requirements to ensure that recipients are able to complete required forms and processes in a timely manner to allow for efficient distribution of funds.

County Counsel will propose additional updates to the template grant and sponsorship agreements to reflect Levine Act reporting requirements as well as limitations on the use of fiscal sponsors. Those templates will be brought forward as part of the resolution to adopt a delegation of authority to the Clerk of the Board to execute the budget inventory items.

Public-Facing Website

Administration and the Clerk of the Board recommend creating a new landing page to provide basic information about the budget inventory process. This page would link from the Board of Supervisors main webpage and provide a brief overview of the process, a link to the cover sheet, information about inventory item requirements (such as the need to be in good standing with the California Secretary of State and how to obtain a certificate of good standing), and links to lists of approved inventory items from prior years. The page would also direct potential recipients to each Board office for further information since different Board offices have different criteria and processes for proposing funding through inventory items. The new website would include a link to the most appropriate page on each District website or a contact person in each office, as determined by each individual Board office.

Procedures to Re-Evaluate the Inventory Items Cap for FY 2025-26

Next February, through the Mid-Year Budget process, Administration will provide the most current budgetary projections for the 2025-2026 fiscal year and include for the Board's consideration a discussion of any potential changes to the inventory items cap.

Potential Equity Metrics for Allocation of Inventory Funds

At its January 23, 2024 meeting, the Board directed Administration to provide options for an equity tool or metric that would ensure Supervisorial Districts with higher overall need receive additional dollars for distribution in their district through the inventory item process, with a total Countywide amount of \$2 million for FY 2024-2025 for this purpose. Consistent with the Board’s request, Administration is presenting three potential equity metrics for the Board’s consideration.

Medi-Cal Enrollment

The first, and most straightforward, equity metric for the Board’s consideration is Medi-Cal enrollment. Medi-Cal, California’s version of the federal Medicaid program, is a public health insurance program that provides health care coverage for low-income individuals in California, including families with children, seniors, people with disabilities, foster youth, pregnant women, and other individuals with limited resources. In Santa Clara County, more than 400,000 individuals are currently enrolled in the Medi-Cal program. Immigration is no longer a factor affecting eligibility for the Medi-Cal program. Table 1 below includes a breakdown of Medi-Cal enrollment by Supervisorial District (as of late February 2024) and the proportionate inventory item allocation by district should this metric be chosen. This metric closely tracks the core social and health safety net services that the County operates.

Table 1 – Medi-Cal Enrollment by Supervisorial District and Potential Allocation Amount for Inventory Items

| District | Base Inventory Item Allocation | Individuals Enrolled in Medi-Cal | Share of Medi-Cal Enrollees | Additional Funds Based on Equity Tool | Total Inventory Item Allocation |
|---------------|--------------------------------|----------------------------------|-----------------------------|---------------------------------------|---------------------------------|
| District 1 | \$1,000,000 | 85,453 | 20.55% | \$411,000 | \$1,411,000 |
| District 2 | \$1,000,000 | 156,034 | 37.53% | \$750,600 | \$1,750,600 |
| District 3 | \$1,000,000 | 69,042 | 16.61% | \$332,200 | \$1,332,200 |
| District 4 | \$1,000,000 | 70,490 | 16.95% | \$339,000 | \$1,339,000 |
| District 5 | \$1,000,000 | 34,769 | 8.36% | \$167,200 | \$1,167,200 |
| <i>Total:</i> | <i>\$5,000,000</i> | <i>415,788</i> | <i>100%</i> | <i>\$2,000,000</i> | <i>\$7,000,000</i> |

Source: Data pulled from the California Statewide Automated Welfare System (CalSAWS) by the Santa Clara County Social Services Agency, Department of Employment and Benefits Services in late February 2024.

Healthy Places Index (HPI)

The second equity metric Administration evaluated is the Healthy Places Index (HPI). HPI is a project of the Public Health Alliance of Southern California that provides a composite measure of the health and well-being of different communities based on 23 publicly accessible indicators. These indicators are grouped into eight domains: **Packet Pg. 153**ons,

education, transportation, social environment, housing, healthcare access, clean environment, and neighborhood conditions. The domains are weighted based on their relative impact on overall health status according to available scientific literature.

HPI is based on data at the census tract level and was utilized by the State of California during the pandemic as an equity metric informing the reopening tiers in the State’s Blueprint for a Safer Economy, among other things. For the purposes of the Board’s request, Administration worked with the Public Health Department’s Science Branch to convert the census tract level data for HPI into the Supervisorial District level. For more information regarding HPI, refer to Attachment A. Table 2 below includes a breakdown of the proportionate inventory item allocation by district should this metric be chosen.

Table 2 – Healthy Places Index (HPI) by Supervisorial District and Potential Allocation Amount for Inventory Items

| District | Base Allocation | HPI Score* | Relative Share of Need Based on HPI Score | Additional Funds Based on Equity Tool | Total Allocation |
|---------------|--------------------|------------|-------------------------------------------|---------------------------------------|--------------------|
| District 1 | \$1,000,000 | 76.1 | 18.71% | \$374,200 | \$1,374,200 |
| District 2 | \$1,000,000 | 46.2 | 30.82% | \$616,400 | \$1,616,400 |
| District 3 | \$1,000,000 | 78.5 | 18.14% | \$362,800 | \$1,362,800 |
| District 4 | \$1,000,000 | 81.2 | 17.54% | \$350,800 | \$1,350,800 |
| District 5 | \$1,000,000 | 96.3 | 14.79% | \$295,800 | \$1,295,800 |
| <i>Total:</i> | <i>\$5,000,000</i> | | <i>100%</i> | <i>\$2,000,000</i> | <i>\$7,000,000</i> |

**Note: Higher HPI scores represent healthier places.*

Social Vulnerability Index (SVI)

The third equity metric Administration evaluated is the Social Vulnerability Index (SVI). SVI was developed by the Centers for Disease Control and Prevention (CDC) to measure a community’s vulnerability to a disaster. It was originally created to help public health officials and emergency planners identify communities likely to need the most support before, during, and after a public health emergency. SVI utilizes 16 publicly available indicators from the U.S. Census Bureau’s American Community Survey. The 16 indicators are grouped into four themes: socioeconomic status, household characteristics, racial and ethnic minority status, and housing type and transportation.

SVI, like HPI, is based on data at the census tract level. It was built to indicate the relative overall vulnerability of every census tract within the United States. SVI can be translated to a statewide or countywide level to compare the relative need among census tracts within a state or county, or to compare the relative need across counties within a state. For the purposes of the Board’s request, Administration worked with the Public Health Department’s Science Branch to convert the census tract level data for SVI into the Supervisorial District level to

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compare relative need among the five Board districts. Note: Unlike HPI scores, higher SVI scores represent more vulnerable (or higher-need) conditions. For more information regarding SVI, refer to Attachment A. Table 3 below includes a breakdown of the proportionate inventory item allocation by district should this metric be chosen.

Table 3 – Social Vulnerability Index (SVI) by Supervisorial District and Potential Allocation Amount for Inventory Items

| District | Base Allocation | SVI Score* | Relative Share of Need Based on SVI Score | Additional Funds Based on Equity Tool | Total Allocation |
|------------|-----------------|------------|-------------------------------------------|---------------------------------------|------------------|
| District 1 | \$1,000,000 | 9.4 | 19.6% | \$392,000 | \$1,392,000 |
| District 2 | \$1,000,000 | 14.2 | 29.6% | \$592,000 | \$1,592,000 |
| District 3 | \$1,000,000 | 9.6 | 20.0% | \$400,000 | \$1,400,000 |
| District 4 | \$1,000,000 | 8.8 | 18.3% | \$366,000 | \$1,366,000 |
| District 5 | \$1,000,000 | 6.0 | 12.5% | \$250,000 | \$1,250,000 |
| Total: | \$5,000,000 | | 100% | \$2,000,000 | \$7,000,000 |

*Note: Higher SVI scores represent more vulnerable conditions.

The Board’s referral from January 23, 2024 references the 2022 Cost of Gun Violence in Santa Clara County report and homicide rate by zip code in that study as a potential equity metric. From a review of the data, Santa Clara County has averaged 46 homicides per year over the past decade. Given this statistically small sample size, it was difficult to produce a meaningful equity analysis by Board district based on this individual indicator.

Funding Opportunities for Community-Based Organizations Outside the Inventory Process

At the Board’s request, Administration has been working to increase transparency related to the many procurement opportunities available through the County organization. Separate from the inventory process, County departments identify needs based on their mandates and service needs, and then conduct solicitations to be able to award contracts to implement those programs accordingly. At each Board meeting, the Board and public have the opportunity to view the Master Acquisition List and see any RFPs that are pending before they are issued for a public procurement process. Additionally, organizations are regularly encouraged to sign up through [Periscope](#) (the current sourcing platform) to be notified about RFPs on which they may be interested to bid. The County also shares vendor newsletters monthly, which are helpful opportunities for organizations and vendors to learn about procurement opportunities with the County.

In addition to these efforts, Administration has preliminarily met with leaders representing our non-profit partners to better understand the utility of the inventory process from the perspective of community-based organizations (CBOs). Among the benefits shared were that inventory items can offer a streamlined process for piloting new programs. **Packet Pg. 155**

emerging needs, or providing small infrastructure grants to support organizational capacity. While, given the County's budget deficit, Administration is not in the position to recommend a new RFP at this time, Administration is continuing to meet with non-profit community leaders to better understand CBO needs historically filled by the inventory process, effective alternative models in other jurisdictions, and ways to explore new opportunities for grant programs or other opportunities to most effectively meet community needs, in order to be able to propose a thoughtful program at a future date.

Publicly Noticing Duplicate Board Requests and Flexibility to Reallocate Inventory Funding

The proposed cover sheet that would accompany each proposed inventory item includes a question regarding whether the entity applying for funding has also applied to other Board offices for the same program or project. As noted above, this question is designed to identify potential duplicate requests of different Board offices early in the process. The reallocation of inventory funding is rare and done on a case-by-case basis at the discretion of the Board of Supervisors.

CHILD IMPACT

The recommended action will have no/neutral impact on children and youth.

SENIOR IMPACT

The recommended action will have no/neutral impact on seniors.

SUSTAINABILITY IMPLICATIONS

The recommended action will have a positive impact on sustainability by facilitating distribution of budget inventory item funding based on social equity metrics to target resources to those areas of the county most in need of financial support.

ATTACHMENTS:

- Attachment A Summary Document HPI and SVI
- Resolution Amending Board Policy 4 21 regarding Cap on Budget Inventory Items
- Board Policy 4 21 regarding Cap on Budget Inventory Items redlined
- Proposed Budget Inventory Item Cover Sheet

NO STRINGS ATTACHED

Healthy Places Index and Social Vulnerability Index

This document provides a brief overview of the California Healthy Places Index (HPI) and the Social Vulnerability Index (SVI) and methodology for estimating these two indices at the Santa Clara County Supervisorial District level. This document was created by the Office of the County Executive with primary analytical support from the Public Health Department, Science Branch.

Healthy Places Index (HPI)

The Public Health Alliance of Southern California initially developed the Health Disadvantage Index (HDI) which later evolved into the Healthy Places Index (HPI). HPI summarizes healthy conditions at the census tract level based on 23 publicly accessible data measures. The data are grouped into 8 thematic groups (domains): economic conditions, education, healthcare access, housing, neighborhood conditions, clean environment, social environment, and transportation. These domains are weighted based on their relative impact on overall health status according to the available scientific literature.

The following infographic shows the various indicators factored into the HPI composite score, including the relative weight given to each domain:



| Healthy Places Index at Supervisorial District Level, Santa Clara County | | | | | |
|--------------------------------------------------------------------------|-------|-------|-------|-------|-------|
| DISTRICT | 1 | 2 | 3 | 4 | 5 |
| Economics | 74.9 | 50.6 | 77.3 | 81.3 | 91.0 |
| Education | 65.6 | 41.8 | 73.5 | 73.3 | 89.3 |
| Social environment | 75.7 | 42.6 | 68.6 | 73.2 | 84.2 |
| Transportation | 59.3 | 44.4 | 63.5 | 65.6 | 81.1 |
| Neighborhood conditions | 41.4 | 51.6 | 62.3 | 71.8 | 84.7 |
| Housing | 68.3 | 28.5 | 57.4 | 56.1 | 77.4 |
| Clean environment | 78.7 | 71.3 | 74.9 | 76.8 | 78.3 |
| Healthcare access | 66.1 | 43.3 | 74.0 | 67.2 | 82.9 |
| HPI score (overall) | 76.1 | 46.2 | 78.5 | 81.2 | 96.3 |
| Relative Share of Need | 18.7% | 30.8% | 18.1% | 17.5% | 14.8% |

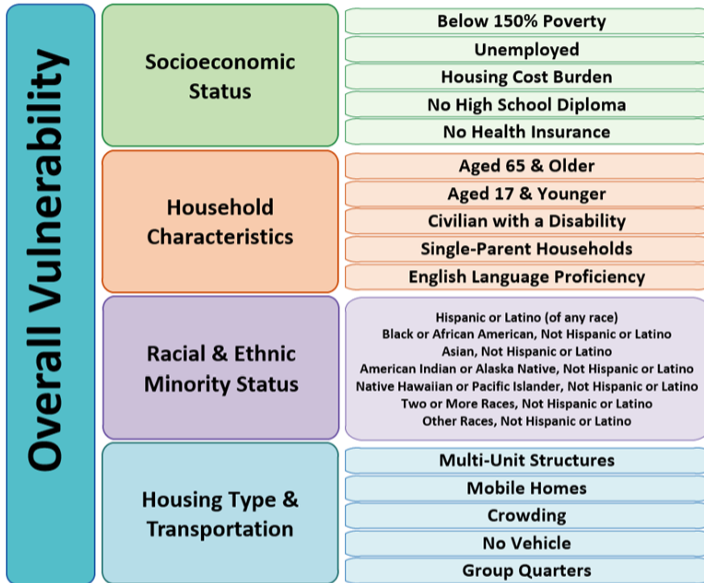
Note: **Higher scores** represent **healthier** places. Eight domain categories combine to create overall HPI score. Domain categories are weighted differently towards HPI score. Economic conditions account the most (35%) towards HPI score, followed by education (18%).

NO STRINGS ATTACHED

Social Vulnerability Index

The Centers for Disease Control and Prevention (CDC) developed the Social Vulnerability Index (SVI) using 16 publicly available data measures to help identify communities that may have a higher need for support. The data are summarized at the census tract level using 2016-2020 U.S. Census Bureau's American Community Survey. These 16 indicators are grouped into 4 themes: socioeconomic status, household characteristics, racial and ethnic minority status, and housing type and transportation.

The following infographic shows the various indicators factored into the SVI composite score:



| DISTRICT | 1 | 2 | 3 | 4 | 5 |
|-----------------------------------------|-------|-------|-------|-------|-------|
| Socioeconomic Status - Score | 3.2 | 5 | 2.8 | 3 | 1 |
| Household Characteristics - Score | 4 | 3.8 | 2.2 | 2.6 | 2.4 |
| Racial & Ethnic Minority Status - Score | 0.6 | 1 | 0.8 | 0.4 | 0.2 |
| Housing Type & Transportation - Score | 1.6 | 4.4 | 3.8 | 2.8 | 2.4 |
| SVI Score (Overall) | 9.4 | 14.2 | 9.6 | 8.8 | 6 |
| Relative share of need | 19.6% | 29.6% | 20.0% | 18.3% | 12.5% |

Note: **Higher scores** represent **more vulnerable** conditions. Four theme categories combine to create overall SVI score and rank.

Note on Methodology

Supervisorial District boundaries are based on census blocks. Both SVI and HPI are available at the census tract level. Supervisorial District and census tract boundaries do not match completely. For deriving index scores at the Supervisorial District level by using the census tract data, the tract polygons were converted into tract centroids. A centroid is a geometric center of a geographic polygon. Each of the census tract centroids were spatially joined with the Supervisorial District that it intersects with. The data for census tract centroid was then assigned to its respective Supervisorial District to develop a relationship crosswalk.

POLICY RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY
OF SANTA CLARA AMENDING BOARD OF SUPERVISORS' POLICY
MANUAL SECTION 4.21 RELATING TO CAP ON BUDGET
INVENTORY ITEMS**

WHEREAS, the Board of Supervisors wishes to give direction and set policy for such matters for which the responsibility of decision is placed on them by virtue of State codes, County Charter, or specific ordinances and resolutions, or relates to their broad policy-making authority over matters regarding Santa Clara County;

WHEREAS, the Board of Supervisors wishes to clearly state and compile policies and to provide for distribution of these policies to affected decision makers; and,

WHEREAS, the Policy Manual is not set by ordinance, is not legally binding, and can be changed by adoption of a resolution approved by a majority of the Board of Supervisors and is intended to give guidance to staff and future Boards of Supervisors;

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NO STRINGS ATTACHED

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors' Policy Manual is hereby amended by adoption of this resolution to amend Section 4.21 relating to Cap on Budget Inventory Items, attached hereto as Exhibit "A" and incorporated herein, and the Clerk of the Board is directed to incorporate the policy into the manual so that it is available to all County staff.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Clara, State of California, on _____ by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SUSAN ELLENBERG, President
Board of Supervisors

Signed and certified that a copy of this document has been delivered by electronic or other means to the President, Board of Supervisors.

ATTEST:

CURTIS BOONE
Acting Clerk of the Board of Supervisors

APPROVED AS TO FORM AND LEGALITY:



MARY E. HANNA-WEIR
Deputy County Counsel

Exhibit A: Board Policy 4.21 relating to Cap on Budget Inventory Items

EXHIBIT A

4.21 CAP ON BUDGET INVENTORY ITEMS

It is the policy of the Board of Supervisors that the cumulative total amount of all budget inventory items for each Supervisor shall be capped at \$500,000 per Supervisor for Fiscal Year 2020-2021. Beginning in Fiscal Year 2024-2025, the cumulative total amount of all budget inventory items for each Supervisor shall be capped at \$1,000,000 per Supervisor per fiscal year. The Board of Supervisors may adjust or eliminate the per Supervisor annual limit for Fiscal Year 2026-2027 and subsequent fiscal years.

Additionally, in Fiscal Year 2024-2025, the Board of Supervisors shall allocate up to an additional \$2,000,000 countywide for budget inventory items, allocated to each supervisorial district proportionately according to the relative share of overall community need present in that district based on an equity metric determined by the Board of Supervisors. Budget inventory items funded through these equity funds shall be dedicated to projects that help address community disparities and promote equity.

For purposes of this policy, “budget inventory item” means one-time funding appropriations, including one-time funding appropriations with multi-year commitments, submitted as part of the Budget Hearing to support community programs that augment or complement services provided by the County.

APPENDIX 9: Budget Inventory Item Cover Sheet

County of Santa Clara
Board of Supervisors Budget Inventory Item Cover Sheet

Entity or Individual(s) requesting funding:

Amount of funding requested:

Type of Entity/Individual(s): Governmental Entity Nonprofit Entity For-Profit Entity
Other (please describe):

Note: Nonprofit and for-profit entities must provide current Certificate of Good Standing prior to receiving funding.

Does Entity/Individual have a Fiscal Sponsor? No Yes (please identify):

A Fiscal Sponsor is a nonprofit that is taking on responsibility for accepting and/or disbursing funds on behalf of the grantee or sponsored entity. Note: Fiscal Sponsors are available only for new initiatives or projects that have not yet incorporated, or for individuals. Nonprofits that are not in good standing with the California Secretary of State, and for-profit entities, may not use a fiscal sponsor.

Geographical reach of program or activities to be funded: Countywide

Or specific district(s) (check all that apply): District 1 District 2 District 3
District 4 District 5

Duration of program or activities (specify dates): Multi-year? No Yes

Levine Act: The entity/individual will provide required Levine Act disclosures prior to Board approval: No Yes

Further information about the proposed funding:

1. Which Board of Supervisors strategic priorities, if any, are supported by the proposed programs or activities? (check all that apply)

- Expanding access to behavioral health services
Increasing access to housing
Strengthening community safety and reforming the criminal justice system
Enhancing support for children and families
Promoting sustainability
Other, Please specify:

2. Is the Entity/Individual a current or past recipient of County funding for the same or similar programs/activities? No Yes (provide dates, type of funding, amounts)

3. Does the Entity/Individual have current contracts, grant agreements, sponsorships, or other funding from the County? No Yes (provide dates, type of funding, amounts)

If yes, how would the proposed programs or activities proposed to be funded here be distinguishable?
Would the Entity/Individual be able to effectively use partial funding for the proposed program or activities if the full amount requested is not awarded? No Yes (describe how)

4. Has the Entity/Individual applied to other supervisory districts for funding for the same proposed program/project? No Yes (identify other supervisory districts)

Does the Entity/Individual affirm that the requested funding will not be used for political, religious, or any other prohibited purpose, and that it can comply with all terms of the County's standard grant agreement? Yes No

FOR SUPERVISORIAL DISTRICT USE ONLY

Supervisor(s) requesting approval:

Amount of funding recommended:

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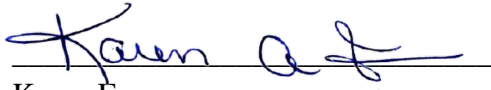
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NO STRINGS ATTACHED

This report was **ADOPTED** by the 2023-24 Santa Clara County Civil Grand Jury on this 11th day of June, 2024.

A handwritten signature in blue ink, appearing to read "Karen Enzensperger", written over a horizontal line.

Karen Enzensperger
Foreperson