

**Monterey County Board of Supervisors
Referral Submittal Form**

Referral No. 2022.12
Assignment Date: 3/01/22
(Completed by CAO's Office)

SUBMITTAL - Completed by referring Board office and returned to CAO no later than noon on Thursday prior to Board meeting:

Date: 02/18/2022	Submitted By: Supervisor Wendy Root Askew	District #: 4
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Referral Title: Strategic Grants Program Capacity

Referral Purpose: Increase the capacity of the County's Strategic Grants Program, ensuring expertise needed to respond and successfully secure grants from State and Federal sources is immediately available.

Brief Referral Description (attach additional sheet as required):

The Board of Supervisors created the Strategic Grants Service Program to assist in grant funding efforts on some of the County's high priority projects. The Program works to support the Board's Strategic Initiatives (Economic Development, Administration, Health and Human Services, and Public Safety), and in close collaboration with the Board's Legislative Program to advocate for maximum funding for state and federal programs which translate into local grant funding opportunities. CAO-IGLA staff administers the program with limited assistance and strategic advice from the County's grant consultant at Nossaman LLP. The Program includes an annual Work Plan and a Grant Needs Inventory. The Program is resourced to work on a small number (10-15) of grants each year, varying depending on their complexity. Additionally, the Strategic Grant Services Program, as currently designed and resourced, does not represent the comprehensive grant funding efforts undertaken by the County.

At its January 11, 2022, meeting the Board of Supervisors received reports from Legislative and Strategic Grants Programs Staff and consultants during which it was reported that the State and Federal governments are expected to let a significant number of grants/requests for proposals in 2022. At present, the Strategic Grants Services Program does not have the capacity to increase the workload of the Program and can only minimally assist County departments in responding to the expected increase in funding opportunities. This could result in our community and County missing out on a significant amount of funding opportunities.

This referral requests CAO-IGLA staff return to the Board with report:

- Outlining the internal and contract resources needed to meaningfully support County departments in analyzing and responding to coming grant opportunities without adversely impacting the County's Legislative Program efforts;
- Options for expanding the Program to provide a comprehensive view on the grant efforts of all County departments;
- Options for building program capacity, including an estimated cost of each option; and a
- Recommended preferred options and corresponding mid-year budget request.

Classification - Implication	Mode of Response
<input type="checkbox"/> Ministerial / Minor <input type="checkbox"/> Land Use Policy <input type="checkbox"/> Social Policy <input type="checkbox"/> Budget Policy <input type="checkbox"/> Other: _____	<input type="checkbox"/> Memo <input checked="" type="checkbox"/> Board Report <input type="checkbox"/> Presentation
	Requested Response Timeline
	<input type="checkbox"/> 2 weeks <input checked="" type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input type="checkbox"/> Status reports until completed <input type="checkbox"/> Other: <input type="checkbox"/> Specific Date:

**ASSIGNMENT – Provided by CAO at Board Meeting. Copied to Board Offices and Department Head(s)
Completed by CAO's Office:**

Department(s): County Administrative Office	Referral Lead: Nick Chiulos/Annette D'Adamo	Board Date: 3/01/22
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REASSIGNMENT – Provided by CAO. Copied to Board Offices and Department Head(s). Completed by CAO’s Office:

Department(s):	Referral Lead:	Date:
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ANALYSIS - Completed by Department and copied to Board Offices and CAO:

Department analysis of resources required/impact on existing department priorities to complete referral:

Analysis Completed By: _____	Department’s Recommended Response Timeline
Date: _____	<input type="checkbox"/> By requested date <input type="checkbox"/> 2 weeks <input type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input type="checkbox"/> 6 months <input type="checkbox"/> 1 year <input type="checkbox"/> Other/Specific Date: _____

REFERRAL RESPONSE/COMPLETION - Provided by Department to Board Offices and CAO:

Referral Response Date:	Board Item No.:	Referrals List Deletion:
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Note: Please cc Karina Bokanovich, Rocio Quezada and Maegan Ruiz-Ignacio on all CAO correspondence relating to referrals.