

ATTACHMENT 3 - CRITERIA FOR MEASURE A FUNDS District-Specific Needs and One-Time Loans/Grants

The following criteria and process will be used to allocate \$5 million in one-time loans or grants for FY 2015-16, and \$1 million each year for FY 2015-16 and FY 2016-17, divided equally among the five supervisorial districts. Organizations that submitted Letters of Intent for the FY 2015-17 cycle, and that are either not advancing to the application/ contract phase or have not been not selected through the RFP phase, will be eligible to receive these funds. In cases of emergencies or unforeseen circumstances, however, the Board may approve use of these funds for one-time projects for organizations that did not submit a Letter of Intent. Allocation shall be subject to the same general selection criteria, funding, and management process for Measure A funds, described in more detail below.

CRITERIA

- Use of funds consistent with the general goals and purposes outlined in the Measure A ballot materials
- Demonstration of unmet need or service gap in the supervisorial district
- Other funding sources are being leveraged
- Proposed services are evidence-based and collaborative
- One-time funds may be used to repair or modernize infrastructure

SELECTION AND FUNDING PROCESS

- The Board must approve every project prior to funding
- For services over \$100,000, a request for proposals (RFP) process must be conducted unless the Board approves a waiver
- For services under \$100,000, no RFP process is required; however, if it is determined that the service could be provided by other organizations that also submitted Letters of Intent, estimates from at least 2 other organizations must be obtained
- Organizations receiving funds must comply with the County's contract requirements; the contract form can be modified for one-time loans and grants
- The Board member in whose district the funds will be spent and his/her staff must not serve as an officer, director, or play a policy role for the selected organization(s)
- Contracts for services will be managed by a County department

IMPLEMENTATION AND MANAGEMENT

- Board Resolution will give the County Manager authority to execute appropriation transfer requests (ATRs), contracts and MOUs, and amendments related to these funds to the extent allowed by California law
- The County Manager will include a description of contracts and MOUs and related ATRs in his County Manager's Report on the Regular agenda prior to executing them
- Board staff will work with the County Manager's Office, relevant County department(s) and County Counsel's Office on use of these funds within the two-year cycle
- Funds will be budgeted in Non-Departmental and moved to the appropriate budget unit once a contract or MOU has been executed
- Any unspent funds will remain in the Measure A fund at the end of the two-year cycle