

**MEETING DATE:** September 8, 2022

**AGENDA ITEM:** E

**TO:** BSCC Chair and Members

**FROM:** Helene Zentner, Field Representative, [helene.zentner@bscc.ca.gov](mailto:helene.zentner@bscc.ca.gov)

**SUBJECT:** Proposition 64 Health & Safety Grant Program, Cohort III Request for Proposals: **Requesting Approval**

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### Summary

This agenda item requests approval for the Proposition 64 Health & Safety Grant Program (Prop 64 PH&S), Cohort 3 Request for Proposals development process. This process includes the following key components:

- Modify the Prop 64 PH&S, Cohort 2 RFP with updated funding allocations, timelines, due dates, submission instructions, and attachments, as necessary, and approve as the Prop 64 PH&S, Cohort 3 RFP.
- Post the Prop 64 PH&S, Cohort 3 RFP on the BSCC website for a 30-day written public comment period.
- Convene a Scoring Panel to read and rate the Cohort 3 proposals and develop funding recommendations for the Board.

### Background

The Board of State and Community Corrections administers the Prop 64 PH&S Grant Program, funded through the tax revenue generated by the Control, Regulate and Tax Adult Use of Marijuana Act. BSCC Prop 64 PH&S eligibility criteria for grant funding is provided for within the California Revenue and Taxation Code (Attachment E-1).

On November 18, 2021, the Board established an Executive Steering Committee to develop the Prop 64 PH&S Cohort 3 RFP, designated Board Member Viera Rosa as the ESC Chair, authorized the ESC Chair to oversee the grant development process, and authorized staff to work with the ESC Chair to establish a diverse ESC with relevant subject-matter expertise (Attachment E-2).

The ESC recruitment process began after the November 2021 Board meeting. Notices seeking ESC participation were posted on the BSCC website and shared through multi-agency emails, BSCC listservs, county partner communications, past and current Prop 64 PH&S recipients, and outreach to past ESC members. A small number of individuals volunteered to serve on the Prop 64 PH&S Cohort 3 ESC, but there was insufficient participation to convene the ESC membership to revise the RFP for Cohort 3 and read and rate the forecasted number of application submittals. As a result, there have been unanticipated delays implementing the Prop 64 PH&S Cohort 3 RFP process and grant timeline.

To avoid additional delays, this agenda item seeks approval to release a modified version of the Prop 64 PH&S Cohort 2 RFP, reflective of staff edits (Attachment E-3). Modifications include, but are not limited to, updated funding, timelines, due dates, submission instructions, and attachments, as necessary. The Prop 64 PH&S Cohort 3 RFP will be made available for a 30-day written public comment period. If no substantive public comments are submitted, as determined by the ESC Chair, the Prop 64 PH&S Cohort 3 RFP would be released in October 2022. If substantive comments are received, the ESC Chair may recommend the Board consider those comments and potential revisions at the November Board meeting.

Staff is requesting a Scoring Panel be convened in lieu of an ESC. The Scoring Panel would not have the RFP development responsibilities but would instead be tasked only with reading and rating eligible proposals (after being trained on the criteria and rating process by BSCC Research staff) as well as making funding recommendations to the Board. Assembling a Scoring Panel might encourage increased interest in prospective panel members who may otherwise have limited meeting availability due to the multi-day meeting requirements of an ESC. With the Board's approval, BSCC staff may be considered to help supplement the Scoring Panel, as necessary.

### Proposed Activities

BSCC staff will work in consultation with Board Member Viera Rosa to establish a Scoring Panel that is diverse in professional and lived experience, geographic, gender, and demographic representation. The BSCC will seek interested persons to serve on the Scoring Panel through the BSCC's website [Executive Steering Committees and Scoring Panel - Seeking Membership](#) by submitting a Statement of Interest to Prop 64 staff.

Below are the proposed activities and tentative timeline necessary to administer a competitive RFP process for the Prop 64 PH&S Cohort 3 grant program.

Activity	Tentative Timeline
Seek approval of the Board to approve the Prop 64 PH&S, Cohort 3 RFP, post RFP for a 30-day written public comment period and to convene a Scoring Panel.	September 8, 2022
Post the Prop 64 PH&S, Cohort 3 RFP for a 30-day written public comment period.	September 12, 2022
The 30-day written public comment period concludes	October 12, 2022
If no substantive public comments are received, RFP released to the field.	October 17, 2022
<i>*If substantive public comments are received, the ESC Chair may recommend the Board consider those comments and potential revisions at the November Board meeting. All subsequent timelines would be adjusted.</i>	
Bidders' Conference	November 9, 2022
Proposals Due to the BSCC	December 2, 2022
Proposal Rating Process and Development of Funding Recommendations	January 2022 - March 2023
Funding Recommendations presented to the Board	April 13, 2023
Grants Begin	June 1, 2023

\*This timeline will be modified if substantive public comments are received.

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**Recommendation/Action Needed**

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Staff recommends that the Board:

1. Approve the modified Prop 64 PH&S Grant, Cohort 3 RFP for posting to the BSCC website for a 30-day written public comment period.
2. Delegate authority to the ESC Chair, in consultation with staff, to release the Prop 64 PH&S Grant, Cohort 3 RFP, if there are only minor, non-substantive edits.
3. Delegate authority to the ESC Chair to consider and incorporate relevant written public comments into the Prop 64 PH&S Grant, Cohort 3 RFP for Board consideration at its November meeting.
4. Delegate authority to the ESC Chair to work with staff to establish a diverse Scoring Panel with relevant subject matter experts and to modify membership as needed, including the potential inclusion of BSCC staff as raters.
5. Authorize the Scoring Panel to make funding recommendations; and
6. Approve the proposed activities and tentative timeline associated with the Prop 64 PH&S Cohort 3 RFP.

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**Attachments**

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E-1: California Revenue and Taxation Code, § 34019, subd. (f)(3)(C)

E-2: [BSCC Board Agenda Item G, November 18, 2021](#)

E-3: Proposition 64 Public Health & Safety Grant Program, Cohort 3 Request for Proposals Document (Revised)