



# CONTRA COSTA COUNTY

## AGENDA

### Economic Opportunity Council

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**Thursday, January 8, 2026**

**6:00 PM**

**1470 Civic Court, Suite 200, Room 207,  
Concord | zoom:  
<https://cccounty-us.zoom.us/j/84112970168> | call in: 8882780254 | code: 7038773**

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Call to Order and Welcome
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. APPROVE the EOC Business Meeting Minutes of 11/13/2025. [25-5464](#)  
**Attachments:** [EOC Buisness Meeting Minutes of Novmeber 13 2025 draft](#)
4. APPROVE Sonya Bynum as an alternate member of the Economic Opportunity Council. [25-5465](#)  
**Attachments:** [Bynum Sonya \(EOC\) 12-07-25 D3 Redacted](#)
5. RATIFY approval of the 2026-2027 Subcontractor allocations. [25-5466](#)  
**Attachments:** [2026 RFP 1227 Scoring final](#)
6. RATIFY approval of the 2025 EOC Annual Advisory Body Report to the Board of Supervisors. [25-5467](#)  
**Attachments:** [2025 Economic Opportunity Council Annual Advisory Body Report - FINAL](#)
7. RECEIVE the October Fiscal Report for Grant #25-6007. [25-5468](#)  
**Attachments:** [CSBG October 2025 Budget to Actual](#)

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8. RECEIVE Budget Presentation and APPROVE the budget for Grant #26F-5007. [25-5469](#)

**Attachments:** [DocuSign\\_2026\\_CSBG\\_26F-5007\\_Contra\\_Costa\\_Co](#)  
[2026 CSBG Spending Authorization Letter](#)  
[Spending Authorization Spreadsheet - December 18 2025](#)  
[Copy of Proposed Budget 2026 rev 12-31-25](#)

9. Staff Report

10. Chair Report

11. Policy Council Report

12. EOC Member Report

13. Next Steps

14. Meeting Evaluation

The next meeting is currently scheduled for February 12 at 6pm.

15. Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1470 Civic Court, Suite 200, Concord, during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Christina Castle-Barber, 925-608-8819.



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-5464

**Agenda Date:** 1/8/2026

**Agenda #:** 3.

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Advisory Board: Economic Opportunity Council

Subject: APPROVE the EOC Business Meeting Minutes of 11/13/2025.

Presenter: Victor Tiglao

Contact: C. Castle-Barber

Information:

APPROVE the EOC Business Meeting Minutes of 11/13/2025.



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Economic Opportunity Council

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Thursday, November 13, 2025

6:00 PM

1470 Civic Court, Suite 200, Room 207,

Concord | Zoom:

<https://cccounty-us.zoom.us/j/84112970168> |  
Call in: 8882780254 | meeting ID: 841 1297 0168  
| code: 7038773

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Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Call to Order and Welcome

Chair Medlen called the meeting to order at 6:02 pm.

Staff Present: Alexandra Heinitz, Roshunda Ward, Melissa Molina, Jen Quallik

**Present**

Karanbir Bal, Patricia Campbell, Jessica Cisneros, Christian Dean, Ajit Kaushal, Janelle Lafrades, Nikki Lopez, Desire Medlen, Monisha Merchant, Devlyn Sewell, Kanwar Singh, Victor Tiglao, and Renee Zeimer

**Absent**

Karen Coleman, Buffie Lafayette, and LaTonia Peoples-Stokes

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

No members of the public present.

3. APPROVE EOC Business Meeting minutes of 10/9/2025.

[25-4734](#)

**Attachments:**

[EOC Business Meeting Minutes of 10-9-2025 DRAFT](#)

A motion was made by Lopez, seconded by Lafrades, to approve the October 9, 2025 Business Meeting Minutes. The motion carried by the following vote:

**Motion:** Lopez

**Second:** Lafrades

**Aye:** Bal, Campbell, Cisneros, Dean, Kaushal, Lafrades, Lopez, Medlen, Merchant, Sewell, Singh, Tiglao, and Zeimer

**Absent:** Coleman, Lafayette, and Peoples-Stokes

**Result:** Passed

4. RECEIVE Fiscal Report for CSBG Grant #25F-6007 for September 2025.

[25-4735](#)

**Attachments:**

[CSBG 2025 Budget with September 2025](#)

Heinitz presented the report; Tiglao inquired about the line item for the EOC meals and why they were not accounted for; Heinitz will follow up next meeting.

**This Discussion Item was received.**

5. APPROVE the 2026-2028 CSBG Funding Decision made by the Outreach Committee. [25-4736](#)

**Attachments:** [Copy of 2026 RFP 1227 Scoring Matrix](#)

- Medlen and Ward recapped the meeting regarding the scoring of the RFPs
- Zeimer expressed concern about not funding enough West County subcontractors and the board members who scored but were not able to attend
- Ward explained the scoring process
- Lopez expressed concern about the scoring rubric
- Medlen advocated for adding a training about RFP scoring and priorities of the RFP
- Zeimer agreed with Medlen about adding a training about RFP and EOC
- Sewell suggested discussing RFP process at the roundtable
- Molina responded to Sewell about not discussing RFP process during roundtable since it's a networking event
- Lopez shared concerns about axing immigrant services during this time

1. Motion: Zeimer made a motion to include Lao Family and reduce funding equally for others to include it
  1. Second: Sewell
  2. Vote:
    1. AYES: Medlen, Kaushal, Sewell, Lafrades, Bal, Lopez, Zeimer
    2. NOES: Cisneros, Singh, Merchant, Campbell, Tiglao, Dean
    3. ABSTAIN: None
  3. RESULT: Motion carried
2. Motion: Merchant made the motion to include White Pony Express
  1. Second: Dean
  2. AYES: None
  3. NOES: Medlen, Kaushal, Sewell, Bal, Merchant, Lopez, Campbell, Zeimer, Tiglao, Dean
  4. ABSTAIN: Lafrades, Cisneros, Singh
  5. Motion does not carry

**This Consent Item was tabled.**

6. APPROVE the 2025 Annual Advisory Body Report to the Board of Supervisors. [25-4737](#)

**Attachments:** [Advisory Body Annual Report 10-16-24 DRAFT](#)

Ward requested a list of achievements from the members

**This Consent Item was tabled.**

7. Discuss 2025-26 Onsite Monitoring Visits and Conduct Sign Ups.

Molina asked for members' choices in attending

**This was approved.**

8. RECEIVE reports from attendees of the 2025 CalCAPA Conference.

Tiglao reported about David Bradley's optimism about continuing CSBG funding

Cisneros reported about legislation being prioritized by other agencies

Ward reported about weatherization and LIHEAP

9. Staff Report

No business meeting in December

10. Chair Report

Medlen thanked the members who participated in the scoring process, and reiterated the need to change the bylaws.

11. EOC Member Reports

Kaushal invited members to donate \$500 to Monument Crisis Center

Sewell shared the City of Concord a program for home modifications for seniors

Lopez invited to volunteer for the Rotary Club

12. Next Steps and Meeting Evaluation

Codify scoring process of RFPs regarding attendance into the bylaws

Change protocol to add a training about RFP scoring and priorities of the RFP

The next meeting is currently scheduled for January 8, 2026.

Chair Medlen adjourned the meeting at 7:31 PM.

13. Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1470 Civic Court, Suite 200, Concord, during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Christina Castle-Barber 925-608--8-819



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-5465

**Agenda Date:** 1/8/2026

**Agenda #:** 4.

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Advisory Board: Economic Opportunity Council

Subject: APPROVE Sonya Bynum as an alternate member of the Economic Opportunity Council.

Presenter: Roshunda Ward

Contact: C. Castle-Barber, 925-608-8819

Information:

APPROVE Sonya Bynum as an alternate member of the Economic Opportunity Council.

**Application Form****Profile**

Sonya

First Name

Bynum

Last Name

Middle  
Initial

Home Address

Suite or Apt

I

State

Primary Phone

Postal Code

Email Address

**District Locator Tool****Resident of Supervisorial District:** District 3Habitat for humanity East  
Bay/Silicon Valley

Employer

Homeowner selection  
manager

Job Title

**Length of Employment**

6

**Do you work in Contra Costa County?** Yes  No**If Yes, in which District do you work?****How long have you lived or worked in Contra Costa County?**

45 years

**Are you a veteran of the U.S. Armed Forces?** Yes  No**Board and Interest****Which Boards would you like to apply for?**

Economic Opportunity Council: Submitted

**Seat Name**

Sonya Bynum

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

**If Yes, how many meetings have you attended?**

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## **Education**

**Select the option that applies to your high school education \***

High School Diploma

**College/ University A**

**Name of College Attended**

Arizona State University

**Degree Type / Course of Study / Major**

B.A/ family and human development

**Degree Awarded?**

Yes  No

**College/ University B**

**Name of College Attended**

**Degree Type / Course of Study / Major**

**Degree Awarded?**

Yes  No

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**College/ University C**

**Name of College Attended**

**Degree Type / Course of Study / Major**

**Degree Awarded?**

Yes  No

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## **Other Trainings & Occupational Licenses**

**Other Training A**

**Certificate Awarded for Training?**

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Yes  No

**Other Training B**

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**Certificate Awarded for Training?**

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Yes  No

**Occupational Licenses Completed:**

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**Qualifications and Volunteer Experience****Please explain why you would like to serve on this particular board, committee, or commission.**

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I was born and raised in Contra Contra County. I have raised my family here, went to school here, attend church here and do not plan to leave. I bring a long career in financing and want to bring this expertise to my community. At Habitat, I interact with our families and hear their stories how they can own a home close to their job. They don't have to worry about relocating their family to own a home. I understand the importance of these type of committees.

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

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I've worked for Habitat for Humanity for almost 7 years as the Homeowner Selection Manager. In my role I complete the loan administration work (underwriting, purchase agreement, closing documents), coordinate with the buyer from time of selection through closing on their home and serve on committees (employment education committee, HOA board, family selection committee, home equity grant). I also manage the homeowners by answering questions, advising on conflicts between neighbors, assist homeowners with HOA conflicts and coordinate the resale of their home. Prior to working for Habitat for Humanity, I was with Wells Fargo Home Mortgage for 14 years as a processor and underwriter. These employment opportunities led me to work with a diverse group of people (volunteers, retirees, donors, low and moderate income homeowners). I have over 20 years experience in lending with the last 6 1/2 in affordable housing (homeownership). While our office is located in Oakland, our organization serves Alameda County, Santa Clara County and Contra Costa County. Assessment Appeals Board Committee While I do not hold the licenses listed in the description, I believe my background in lending has given me the experience for this committee. My prior employment as an underwriter with Wells Fargo helped me review appraisals by paying close attention the comps to ensure it supports the value. After joining Habitat for Humanity, my experience has grown in a few areas. For instance, I manage both programs of Home Repair for homeowners and the Homeownership program for 1st time homebuyers. We determine the maximum loan amount for the home repair program by pulling values for the subject property on various websites or finding similar and recent properties to base the value on. Likewise, for our new homeowners we prepare them for homeownership by explaining the types of property taxes (supplemental vs secured) and providing an estimate of their supplemental property tax bill prior to buying their home. Earlier this year (2025), Alameda County based a Habitat homeowners property tax on a value almost 2x's what the homeowner paid for their below market home. I guided the homeowner through the process by referring them to county to get their paperwork to start the appeal process. During this process I provided letters on their behalf explaining the complex process of buying a below market home and the resale restriction recorded to the property. Recently, another homeowner brought to my attention a similar situation and I referred them to their county Appeals Board to start the dispute process. I believe my 20 plus years in lending and affordable housing, has given me the experience for the Assessment Appeals Board. As Contra Costa County brings more below market housing, I know my experience with Habitat for Humanity will be an asset to this committee to understand the below market housing and the restrictions in place.

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Upload a Resume

**Would you like to be considered for appointment to other advisory bodies for which you may be qualified?**

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Yes  No

**Do you have any obligations that might affect your attendance at scheduled meetings?**

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Yes  No

**If Yes, please explain:**

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**Are you currently or have you ever been appointed to a Contra Costa County advisory board?**

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Yes  No

**If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:**

I recently attended a meeting for a position on the Affordable Housing Finance Committee.

**If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:**

**List any volunteer or community experience, including any advisory boards on which you have served.**

Opportunity Junction - Teachers aid (2015-2106) Habitat for humanity - construction volunteer (2018- present) Grace bible fellowship of Antioch - annual Halloween carnival (2010 to present)

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### **Conflict of Interest and Certification**

**Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)**

Yes  No

**If Yes, please identify the nature of the relationship:**

**Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?**

Yes  No

**If Yes, please identify the nature of the relationship:**

My role and department does not apply for grants or funding. In addition, we only provide homeownership opportunities, we are not involved with affordable rent.

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### **Please Agree with the Following Statement**

**I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

I Agree

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Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
  - (1) Mother, father, son, and daughter;
  - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
  - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
  - (4) Registered domestic partner, pursuant to California Family Code section 297;
  - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
  - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-5466

**Agenda Date:** 1/8/2026

**Agenda #:** 5.

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Advisory Board: Economic Opportunity Council

Subject: RATIFY approval of the 2026-2027 Subcontractor allocations.

Presenter: Christina Castle-Barber

Contact: 925-608-8819

Information:

RATIFY approval of the 2026-2027 Subcontractor allocations.

## 2026-2027 Request for Proposal (RFP #1227)



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-5467

**Agenda Date:** 1/8/2026

**Agenda #:** 6.

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Advisory Board: Economic Opportunity Council

Subject: RATIFY approval of the 2025 EOC Annual Advisory Body Report to the Board of Supervisors.

Presenter: Christina Castle-Barber

Contact: 925-608-8819

Information:

RATIFY approval of the 2025 EOC Annual Advisory Body Report to the Board of Supervisors.



## **ADVISORY BODY ANNUAL REPORT**

Advisory Body Name: \_\_\_\_\_

Advisory Body Meeting Time/Location: \_\_\_\_\_

Chair (during the reporting period): \_\_\_\_\_

Staff Person (during the reporting period): \_\_\_\_\_

Reporting Period: \_\_\_\_\_

### **I. Activities** (estimated response length: 1/2 page)

*Describe the activities for the past year including areas of study, work, special events, collaborations, etc.*

### **II. Accomplishments** (estimated response length: 1/2 page)

*Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.*

III. Attendance/Representation

(estimated response length: 1/4 page)

*Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.*

IV. Training/Certification

(estimated response length: 1/4 page)

*Describe any training that was provided or conducted, and any certifications received, either as a requirement or done on an elective basis by members. NOTE: Please forward copies of any training certifications to the Clerk of the Board.*

V. Proposed Work Plan/Objectives for Next Year

(estimated response length: 1/2 page)

*Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.*

**CONTRA COSTA COUNTY COMMUNITY ACTION PROGRAM****STRATEGIC PLAN 2022-2027****UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 10-10-24****UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 8-14-25****1. AGENCY LEVEL GOAL**

Rooted in economic and environmental fairness, build capacity for and deeper connections and knowledge sharing amongst Economic Opportunity Council members, subcontractors, and community, promoting leadership development and interconnected collaboration.

**Strategies:**

- Engage staff, Economic Opportunity Council and subcontractors in exploring and learning about our interconnectedness to better understand it together and fully integrate it into our service delivery models so that our services are grounded in fairness, respect, and justice.
  - **60<sup>th</sup> Anniversary Roundtable held on May 9, 2024 included updates and client stories that showed integration into service delivery models.**
  - **Will hold Subcontractor Roundtable “Stronger Together” on October 9, 2025.**
- Transition to a two-year grant cycle for CSBG subcontractors to allow for deeper work and relationship-building resulting in greater outcomes.
  - **Complete: This was done with the 2024—2025 contracts.**
- Align the work of the Contra Costa County Community Action Agency with an increased number of community partners to aid in furthering the work outlined in the Community Action Plan.
  - **In 2024 the work of our agency has been shared with other community partners at broad based coalitions such as: FESP (Family Economic Security Partnership), Ensuring Opportunity, Homelessness Action Coalition, and several town hall meetings held by county legislators.**
  - **In 2025, we continue to align our work with the coalitions noted above and met with Congressman DeSalnier to share our plan and outcomes on August 27, 2025 in a Roundtable discussion facilitated by CalCAPA.**
- Fully utilize the Community Action Virtual Onboarding (CAVO) eCourse system to train staff and board members, with an emphasis on leadership development for low-income sector representatives.
  - **Staff will be presenting a recommendation to the Fiscal Committee for the 2025 CSBG budget to include CAVO with Roshunda Ward as project manager.**
  - **Will consider using any additional funding that comes in for this in 2025.**
- Increase efficiency and transparency by sharing the Employment and Human Services Department’s written policies and procedures as they relate to the work of the Community Action Agency so that we can hold ourselves and others accountable.
  - **Required Advisory Body training and supplemental training on RFI scoring, Site Monitoring, and use of social media have been shared.**
  - **New Remote Meeting policy shared.**
  - **New Advisory Body Required Trainings policy shared.**

Alignment with National Community Action Goal: Communities where people with low incomes live are healthy and offer economic opportunity.

**2. COMMUNITY LEVEL GOAL**

## CONTRA COSTA COUNTY COMMUNITY ACTION PROGRAM

STRATEGIC PLAN 2022-2027

UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 10-10-24

UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 8-14-25

Create living wage jobs through our subcontractors and the CSBG internship program, sharing best practices and increasing connections between them to have a bigger impact.

### Strategies:

- Elevate best practices and promote best practices, invite speakers, and increase connections with the subcontractors and student interns at the Roundtable Events hosted by the EOC.
  - Four speakers were selected for the 2024 Subcontractor Roundtable to share lived experiences with poverty and how Community Action Programs help them. They were:
    - Desire Medlen, Economic Opportunity Council Low Income Sector
    - Myhanh Lopes, Opportunity Junction, Administrative Careers Training Graduate
    - Sandra Locke, Rising Sun Center for Opportunity, Opportunity Build Program Graduate
    - Guadalupe Ristenza, St. Vincent de Paul, Workforce Development Program Graduate
- Create an alumni program comprised of Student Intern graduates and leverage their experiences to empower and encourage current student interns.
  - Complete: Student interns are linked with graduates that are now employed by CSB in a buddy system upon hire. In addition, the current program coordinator is a former Student Intern.
- Integrate the work of Contra Costa County and the City of Richmond Workforce Development programs with that of the Contra Costa County Community Action Program in an effort to create more living wage jobs.
  - Complete: MOU signed by Marla Stuart in 2023, and Christina Castle-Barber sits on the committee.
- Educate ourselves about successful job training programs and share learnings to replicate them in the community.
  - Will work on this in 2025
  - Will host a convening in 2026
- Invite labor, libraries, and other entities that offer volunteer or paid internship and apprenticeship positions that involve skill building and lead to attainment of entry level jobs leading to living wages.
  - Will work on this in 2025
  - Will host a convening in 2026.

Alignment with National Community Action Goal: People with low incomes are engaged and active in building opportunities in communities.

### 3. INDIVIDUAL/FAMILY LEVEL GOAL

Acknowledge gaps, meet people where they are, and advocate for compassionate solutions to provide the basic needs for the most vulnerable individuals and families in Contra Costa County.

## CONTRA COSTA COUNTY COMMUNITY ACTION PROGRAM

### STRATEGIC PLAN 2022-2027

UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 10-10-24

UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 8-14-25

#### Strategies:

- Increase advocacy efforts by engaging the EOC and community partners in opportunities to contact legislators on a regular basis regarding policy issues that impact the work of Community Action and the low-income community.
  - EOC members remain engaged in town hall meetings, one-on-one meetings with legislators, and, in May 2024, visited Sacramento for CalCAPAs Legislative Conference and Capitol visit.
  - EOC was well represented at CalCAPA Advocacy Day in April 2025. All seven Contra Costa County Legislators were contacted via visits to the Swing Building or on the lawn of the Capitol Building. Advocated for three bills.
- Identify gaps by conducting listening sessions with the low-income community and community partners and actively seek solutions to ensure the well-being of individuals and families.
  - Site monitoring includes a listening session with each subcontractor on what their needs and opportunities are and how the agency and EOC can align. The Subcontractor Roundtable in May also including opportunities for clients and agencies to share. Plans are in progress for a minimum of 5 listening sessions in early 2025 to inform the Community Action Plan.
  - Site monitoring and five public hearings held in 2025 yielded excellent information to identify gaps and address them with the 2026-2027 funding awards. RFP to be issued in August 2025.
- Increase knowledge of and gain a better understanding of systems changes and use this knowledge to help individuals and families navigate these changes through educational campaigns and appropriate methods of communication.
  - EOC Chair Zeimer training Head Start Policy Council members on how to register to vote, CSB educated the community about the new regulation allowing anyone who receives CalFresh to be automatically income-eligible for head start services through a mailing and social media campaign.
  - Staff and some EOC members attended immigration training available in the community. CSBG staff attended webinars on new executive orders to ensure that programs funded by the federal government were following all requirements as instructed by funding agency.
- Keep abreast of funding coming into the county and advocate for its use to address the gaps identified.
  - EOC members have been active on Measure X committees and have attended public hearings and town halls to address gaps as identified in the Community Action Plan.
  - Measure X funds received by Measure X to expand mental health services to Head Start and Early Head Start program children, families and staff.

Alignment with National Community Action Goal: Individuals and families with low incomes are stable and achieve economic security.

**CONTRA COSTA COUNTY COMMUNITY ACTION PROGRAM****STRATEGIC PLAN 2022-2027****UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 10-10-24****UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 8-14-25****1. AGENCY LEVEL GOAL**

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**Strategies:**

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  - **Staff will be presenting a recommendation to the Fiscal Committee for the 2025 CSBG budget to include CAVO with Roshunda Ward as project manager.**
  - **Will consider using any additional funding that comes in for this in 2025.**
- Increase efficiency and transparency by sharing the Employment and Human Services Department’s written policies and procedures as they relate to the work of the Community Action Agency so that we can hold ourselves and others accountable.
  - **Required Advisory Body training and supplemental training on RFI scoring, Site Monitoring, and use of social media have been shared.**
  - **New Remote Meeting policy shared.**
  - **New Advisory Body Required Trainings policy shared.**

Alignment with National Community Action Goal: Communities where people with low incomes live are healthy and offer economic opportunity.

**2. COMMUNITY LEVEL GOAL**

## CONTRA COSTA COUNTY COMMUNITY ACTION PROGRAM

STRATEGIC PLAN 2022-2027

UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 10-10-24

UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 8-14-25

Create living wage jobs through our subcontractors and the CSBG internship program, sharing best practices and increasing connections between them to have a bigger impact.

### Strategies:

- Elevate best practices and promote best practices, invite speakers, and increase connections with the subcontractors and student interns at the Roundtable Events hosted by the EOC.
  - Four speakers were selected for the 2024 Subcontractor Roundtable to share lived experiences with poverty and how Community Action Programs help them. They were:
    - Desire Medlen, Economic Opportunity Council Low Income Sector
    - Myhanh Lopes, Opportunity Junction, Administrative Careers Training Graduate
    - Sandra Locke, Rising Sun Center for Opportunity, Opportunity Build Program Graduate
    - Guadalupe Ristenza, St. Vincent de Paul, Workforce Development Program Graduate
- Create an alumni program comprised of Student Intern graduates and leverage their experiences to empower and encourage current student interns.
  - Complete: Student interns are linked with graduates that are now employed by CSB in a buddy system upon hire. In addition, the current program coordinator is a former Student Intern.
- Integrate the work of Contra Costa County and the City of Richmond Workforce Development programs with that of the Contra Costa County Community Action Program in an effort to create more living wage jobs.
  - Complete: MOU signed by Marla Stuart in 2023, and Christina Castle-Barber sits on the committee.
- Educate ourselves about successful job training programs and share learnings to replicate them in the community.
  - Will work on this in 2025
  - Will host a convening in 2026
- Invite labor, libraries, and other entities that offer volunteer or paid internship and apprenticeship positions that involve skill building and lead to attainment of entry level jobs leading to living wages.
  - Will work on this in 2025
  - Will host a convening in 2026.

Alignment with National Community Action Goal: People with low incomes are engaged and active in building opportunities in communities.

### 3. INDIVIDUAL/FAMILY LEVEL GOAL

Acknowledge gaps, meet people where they are, and advocate for compassionate solutions to provide the basic needs for the most vulnerable individuals and families in Contra Costa County.

## CONTRA COSTA COUNTY COMMUNITY ACTION PROGRAM

### STRATEGIC PLAN 2022-2027

UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 10-10-24

UPDATES TO ECONOMIC OPPORTUNITY COUNCIL – 8-14-25

#### Strategies:

- Increase advocacy efforts by engaging the EOC and community partners in opportunities to contact legislators on a regular basis regarding policy issues that impact the work of Community Action and the low-income community.
  - EOC members remain engaged in town hall meetings, one-on-one meetings with legislators, and, in May 2024, visited Sacramento for CalCAPAs Legislative Conference and Capitol visit.
  - EOC was well represented at CalCAPA Advocacy Day in April 2025. All seven Contra Costa County Legislators were contacted via visits to the Swing Building or on the lawn of the Capitol Building. Advocated for three bills.
- Identify gaps by conducting listening sessions with the low-income community and community partners and actively seek solutions to ensure the well-being of individuals and families.
  - Site monitoring includes a listening session with each subcontractor on what their needs and opportunities are and how the agency and EOC can align. The Subcontractor Roundtable in May also including opportunities for clients and agencies to share. Plans are in progress for a minimum of 5 listening sessions in early 2025 to inform the Community Action Plan.
  - Site monitoring and five public hearings held in 2025 yielded excellent information to identify gaps and address them with the 2026-2027 funding awards. RFP to be issued in August 2025.
- Increase knowledge of and gain a better understanding of systems changes and use this knowledge to help individuals and families navigate these changes through educational campaigns and appropriate methods of communication.
  - EOC Chair Zeimer training Head Start Policy Council members on how to register to vote, CSB educated the community about the new regulation allowing anyone who receives CalFresh to be automatically income-eligible for head start services through a mailing and social media campaign.
  - Staff and some EOC members attended immigration training available in the community. CSBG staff attended webinars on new executive orders to ensure that programs funded by the federal government were following all requirements as instructed by funding agency.
- Keep abreast of funding coming into the county and advocate for its use to address the gaps identified.
  - EOC members have been active on Measure X committees and have attended public hearings and town halls to address gaps as identified in the Community Action Plan.
  - Measure X funds received by Measure X to expand mental health services to Head Start and Early Head Start program children, families and staff.

Alignment with National Community Action Goal: Individuals and families with low incomes are stable and achieve economic security.



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-5468

**Agenda Date:** 1/8/2026

**Agenda #:** 7.

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Advisory Board: Economic Opportunity Council

Subject: RECEIVE the October Fiscal Report for Grant #25-6007.

Presenter: Alexandra Heinitz

Contact: C. Castle-Barber 925-608-8819

Information:

RECEIVE the October Fiscal Report for Grant #25-6007.

CSBG October 2025 Budget to Actual

Community Services Block Grant

Monthly Expenditures

2025 Contract #25F-6007

Term: Jan 1, 2025 through April 30, 2026

Line		Original Budget	Amended Budget	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	YTD Total	Balance	% Spent
Item	Description												
<b>ADMINISTRATIVE COSTS:</b>													
1	Salaries and Wages	16,599	16,599	-	7,166.36	4,538.70	-	-	-	-	11,705.06	4,893.94	71%
	Comm Svcs Dir	-	-		-	-	-				-	-	
	Accountant	16,599	16,599	-	7,166.36	4,538.70	-				11,705.06	4,893.94	71%
2	Fringe Benefits	10,125	10,125	-	4,811.09	3,011.58	27.93	27.74	-	61.95	7,940.29	2,184.71	78%
3	Other Costs-Indirect Costs	70,000	70,000	-	10,174.54	13,562.14	1,015.11	1,015.11	14,757.13	11,167.95	51,691.98	18,308.02	74%
	<b>Total Administrative Costs</b>	<b>96,724</b>	<b>96,724</b>	-	<b>22,151.99</b>	<b>21,112.42</b>	<b>1,043.04</b>	<b>1,042.85</b>	<b>14,757.13</b>	<b>11,229.90</b>	<b>71,337.33</b>	<b>25,386.67</b>	<b>74%</b>
<b>PROGRAM COSTS:</b>													
1	Salaries and Wages	263,989	263,989	2,021.64	18,666.58	22,750.73	13,163.58	14,482.87	15,556.87	46,424.84	133,067.11	130,921.89	50%
	Program Staff	203,989	203,989		11,822.50	16,643.71	7,154.44	7,154.44	7,154.44	37,348.54	87,278.07	116,710.93	43%
	Division Manager	21,707	21,707		4,999.22						4,999.22	16,707.78	23%
	ASA III	110,193	110,193			9,820.43					30,194.10	40,014.53	70,178.47
	CSM	72,089	72,089		6,823.28	6,823.28	7,154.44	7,154.44	7,154.44	42,264.32	29,824.68	59%	
	<b>Student Interns</b>	<b>60,000</b>	<b>60,000</b>	<b>2,021.64</b>	<b>6,844.08</b>	<b>6,107.02</b>	<b>6,009.14</b>	<b>7,328.43</b>	<b>8,402.43</b>	<b>9,076.30</b>	<b>45,789.04</b>	<b>14,210.96</b>	<b>76%</b>
	Intern Solis	12,000	12,000	2,021.64	1,768.93	1,684.70	1,968.99	1,768.93	1,811.05	1,010.82	12,035.06	(35.06)	100%
	Intern Roman, N	12,000	12,000		1,558.34	1,811.05	1,979.52	1,684.70	1,958.46	1,832.11	10,824.18	1,175.82	90%
	Intern Roman, Luis	12,000	12,000		1,832.11	1,263.52	1,853.17	1,768.93	1,768.93	1,937.40	10,424.06	1,575.94	87%
	Intern Gil, S/Ostorga, J	12,000	12,000		1,684.70	1,347.75	207.46			842.35	2,527.04	6,609.30	5,390.70
	Cossey, A	12,000	12,000							2,105.87	2,021.64	1,768.93	5,896.44
2	Fringe Benefits	129,863	129,863	13,121.11	8,488.68	12,224.57	6,261.01	6,416.40	6,542.89	25,607.39	78,662.05	51,200.95	61%
	Program Fringe Benefits	122,063	122,063	13,121.11	7,688.98	11,511.01	5,553.16	5,553.15	5,553.14	24,538.26	73,518.81	48,544.19	60%
	Student Interns Fringe Benefits	7,800	7,800		799.70	713.56	707.85	863.25	989.75	1,069.13	5,143.24	2,656.76	66%
3	<b>Operating Expenses</b>	<b>32,892</b>	<b>38,586</b>	<b>4,397.39</b>	<b>6,961.19</b>	<b>986.27</b>	<b>162.28</b>	<b>503.25</b>	<b>1,031.67</b>	<b>1,648.30</b>	<b>15,690.35</b>	<b>22,895.65</b>	<b>41%</b>
	Office Expense	1,000	1,000		7.78	3.12	28.46	181.09			220.45	779.55	22%
	Communications	1,000	1,000		31.74	263.70	106.98	109.63	491.18	75.22	1,078.45	(78.45)	108%
	Tel Exchange Service	500	500		54.18	40.62		96.40	48.18		239.38	260.62	48%
	Membership Dues	6,650	6,650								6,650.00		0%
	Local Travel Conferences/Training	10,000	10,000	4,397.39	4,075.36	595.63	26.84	116.13	175.14	602.89	9,989.38	10.62	100%
	Meeting Meals	3,420	3,420						317.17	970.19	1,287.36	2,132.64	38%
	Supplies for Outreach/Homeless	10,322	16,016		2,792.13	83.20					2,875.33	13,140.67	18%
4	<b>Out-of-State Travel</b>	<b>13,000</b>	<b>13,000</b>	-		<b>3,425.79</b>				<b>7,236.81</b>	<b>2,337.40</b>	<b>13,000.00</b>	-
5	<b>Subcontractor Services</b>	<b>409,002</b>	<b>409,002</b>	-	<b>58,181.33</b>	<b>126,527.40</b>	<b>3,133.69</b>	<b>25,171.34</b>	<b>44,882.32</b>	<b>13,187.58</b>	<b>271,083.66</b>	<b>137,918.34</b>	<b>66%</b>
	Opportunity Junction, Inc	37,182	37,182		4,098.50	12,295.50		4,098.50	4,098.50	4,098.50	28,689.50	8,492.50	77%
2	GRIP	37,182	37,182		3,067.76	9,802.07		3,114.95	3,063.01	3,105.07	22,152.86	15,029.14	60%
3	Rising Sun Center For Opportunity	37,182	37,182		3,282.81	9,801.18		6,507.24	3,159.95	2,413.14	25,164.32	12,017.68	68%
4	CC Interfaith (Hope Solutions)	37,182	37,182		1,842.17	3,625.48	3,133.69	741.65	3,829.84		13,172.83	24,009.17	35%
5	Bay Area Legal Aid (BALA)	37,182	37,182		21,038.20			-	7,031.28		28,069.48	9,112.52	75%
6	STAND!	37,182	37,182		3,339.48	6,555.58		3,745.57	6,371.69		20,012.32	17,169.68	54%
7	Loaves and Fishes of Contra Costa	37,182	37,182		11,993.53	25,187.42					37,180.95	1.05	100%
8	Monument Crisis Center	37,182	37,182			9,295.53		3,098.51	6,197.02		18,591.06	18,590.94	50%
9	St. Vincent de Paul	37,182	37,182		21,066.48	16,115.52		-			37,182.00	-	100%
10	Lao Family Community Development	37,182	37,182		1,203.82	8,782.95		3,864.92			13,851.69	23,330.31	37%
11	Monument Impact	37,182	37,182		8,286.78	4,027.97		-	11,131.03	3,570.87	27,016.65	10,165.35	73%
	<b>Total Program Costs</b>	<b>848,746</b>	<b>854,440</b>	<b>19,540.14</b>	<b>92,297.78</b>	<b>165,914.76</b>	<b>22,720.56</b>	<b>46,573.86</b>	<b>75,250.56</b>	<b>89,205.51</b>	<b>511,503.17</b>	<b>342,936.83</b>	<b>60%</b>
	<b>Total Expenditures - BASE</b>	<b>945,470</b>	<b>951,164</b>	<b>19,540.14</b>	<b>114,449.77</b>	<b>187,027.18</b>	<b>23,763.60</b>	<b>47,616.71</b>	<b>90,007.69</b>	<b>100,435.41</b>	<b>582,840.50</b>	<b>368,323.50</b>	<b>61%</b>
<b>PROGRAM COSTS (DISC)</b>													
3	Local Travel Conferences/Training	-	3,970							<b>3,970.00</b>	3,970.00	-	100%
3	Supplies for Outreach/Homeless	-	17,235								-	17,235.00	0%
4	Out-of-State Travel	-	4,795							2,450.29	2,450.29	2,344.71	51%
	<b>Total Expenditures - DISC</b>	-	<b>26,000</b>	-	-	-	-	-	-	<b>6,420.29</b>	<b>6,420.29</b>	<b>19,579.71</b>	<b>25%</b>
	<b>GRAND TOTAL</b>		977,164	19,540.14	114,449.77	187,027.18	23,763.60	47,616.71	90,007.69	106,855.70	589,260.79	387,903.21	60%



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-5469

**Agenda Date:** 1/8/2026

**Agenda #:** 8.

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Advisory Board: Economic Opportunity Council

Subject: RECEIVE Budget Presentation and APPROVE the budget for Grant #26F-5007.

Presenter: Christina Castle-Barber and Roshunda Ward

Contact: 925-608-8819

Information:

RECEIVE Budget Presentation and APPROVE the budget for Grant #26F-5007.



**JASON WIMBLEY** Director  
 2389 Gateway Oaks Drive, Suite 100  
 Sacramento, CA 95833  
 (916) 576-7109  
[www.csd.ca.gov](http://www.csd.ca.gov)

Dear Executive Director:

The Department of Community Services and Development (CSD) is pleased to announce the release of the 2026 Community Services Block Grant (CSBG) contract. CSBG is currently operating under a Continuing Resolution (CR) that maintains funding at federal fiscal year 2025 levels through January 30, 2026. The CR permits, and California state law requires, the continued use of the eligibility income limit of 200 percent of the Federal Poverty Level.

Attached are the 2026 CSBG contract and the planning allocations based upon the 2025 CSBG allocations. The planning allocation spreadsheet includes the amount (25% of the planning allocation) available for advances to agencies that receive advances. When completing your CSBG fiscal data budget forms, please use the total allocation amount identified for your agency on the spreadsheet labeled "Total 2026 Contract."

By the end of the first week of January, agencies will receive their authorization letters which will be accompanied by an allocation sheet indicating the amount of funds agencies are currently authorized to spend after they have executed their contracts.

The contract packet, including all required documents, must be completed and returned to CSD within 30 calendar days of the date of this contract release for private agencies and within 45 calendar days for public agencies. Please refer to Article 2.1, Required Documents, for all program-specific requirements. To facilitate review, a contract checklist listing all required documents that must be returned with the signed contract is included in this contract packet.

CSD will release a pre-recorded CSBG contract webinar to provide guidance on the contract execution process, revised or added contract elements, and information on completing the required forms. The webinar link will be distributed via email and posted to the [Local Agencies Portal](#). A live 2026 CSBG contract question-and-answer session will be scheduled to allow for any questions related to the contract. Additionally, CSD will post a redlined version of the contract changes on the Local Agencies Portal. In the interim, please direct any questions related to contract submission, program requirements, or the contract webinar to your assigned Field Representative.

CSD looks forward to continuing our partnership effectively administering programs that improve the economic security of vulnerable individuals and families, and ultimately the lives of all Californians.

Sincerely,

*Jason Wimbley*

JASON WIMBLEY  
 Director

Attachments

## 2026 Community Services Block Grant (CSBG) Contract Checklist

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### General Comments and Requirements:

Please contact your assigned Field Operations Representative immediately for assistance if this Agreement requires corrections or if you have not yet completed the **DocuSign® Contact Update Form, (CSD 489)** with the California Department of Community Services and Development (CSD). To access the DocuSign form, click on the following link: [Local Agencies Portal \(LAP\)](#)

### Contract Packet:

The completed contract packet (list of documents/forms below) must be returned to CSD to execute the contract. Please use the checkboxes below to indicate the completed documents/forms are included:

- Submitted contract via DocuSign, which includes the signed Contract Face Sheet (STD 213)** with the name and title of the individual authorized to sign the Agreement.
- Federal Funding Accountability and Transparency Act (FFATA) Form**
- Signed Lobbying Form**
- Current insurance documents or Self-Insurance Authority Certification** if not already on file with CSD. New evidence of insurance (ACORD 25) is required if current insurance expires during the contract term, or if the amount of insurance needs to be increased.
- Board resolution.** (Not applicable if a general board resolution has already been submitted and is not specific to the program, program year, or contract number, and does not contain any changes.)

**Please submit your completed contract packet within 30 days (45 days for public agencies) from the release of the contract via DocuSign.**

### Contract Deliverables:

The following **contract deliverables** (as applicable) must be completed and returned to your Field Representative within 30 calendar days for private non-profit agencies and 45 calendar days for public agencies from the date of this contract release. Please use the checkboxes below to indicate the completed documents/forms are included:

- 425 Budget Series Forms**, ensuring all numbers match the Allocation Spreadsheet posted to the Local Agencies Portal at: [Local Agencies Portal \(LAP\)](#)
  - **CSD 425.S CSBG Contract Budget Summary**
  - **CSD 425.1.1 CSBG Budget Support Personnel Costs**
  - **CSD 425.1.2 CSBG Budget Support Non-Personnel Costs**

## 2026 Community Services Block Grant (CSBG) Contract Checklist

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- **CSD 425.1.3 CSBG Budget Support Other Agency Operating Funds**
- **CSD 425.1.4 CSBG Contract Budget Narrative**

- CSBG Annual Work Plan (CSD 641)**
- Submit CSBG Annual Work Plan target** projections for Modules 3 and 4 using CSD 641A and 641B (worksheets) available on the Local Agencies Portal.
- CSD 188 Agency Staff and Board Roster Form**
- Board Meeting Schedule**
- CSD Public Website Update Form 168**
- Updated Organizational Bylaws.** (Not applicable if no changes have occurred in the past calendar year)
- Joint Powers Agreement** (If applicable)

Please return your completed **contract deliverables** (as applicable) via email to your assigned Field Operations Representative.

All forms are located on the **Forms** page under the **CSBG tab** of the CSD's Local Agencies Portal at: [Local Agencies Portal \(LAP\)](#)

Please Note: Per Article 5.2, Advance Payments – Amount, Subsection 5.2.1, Contractor will not be issued an advance or reimbursed for any costs incurred until CSD approves all contract deliverables.

**NATIVE AMERICAN INDIANS**

Agency	Public/Private (Account)	Contract Number	Initial Contract (9/10/25)	Total 2026 Contract	NAI 25% Advance (Automatic)
Karuk Tribe (NAI-LPA) (Core Funding)	5432000	26F-5101	42,000	42,000	0
Karuk Tribe (NAI-LPA)	5432000	26F-5102	105,840	105,840	0
NCIDC, Inc. (NAI-LPA) (Core Funding)	5432500	26F-5103	122,000	122,000	30,500
NCIDC, Inc./LIFE (NAI-LPA) (Core Funding)			(Included with NCIDC below)		
NCIDC, Inc. (NAI-LPA)		26F-5104	1,949,823	1,949,823	487,455
Los Angeles County Department of Arts and Culture	5432000	26F-5105	447,118	447,118	0
<b>TOTAL</b>			<b>2,666,781</b>	<b>2,666,781</b>	<b>517,955</b>

**MIGRANT & SEASONAL FARMWORKERS**

Agency	Public/Private (Account)	Contract Number	Initial Contract (9/10/25)	Total 2026 Contract	MSFW 25% Advance (Automatic)
California Human Development Corporation	5432500	26F-5201	1,572,717	1,572,717	393,179
Proteus, Inc.	5432500	26F-5202	2,530,024	2,530,024	632,506
Central Valley Opportunity Center, Inc.	5432500	26F-5203	615,411	615,411	153,852
Center for Employment Training	5432500	26F-5204	2,119,749	2,119,749	529,937
<b>TOTAL</b>			<b>6,837,901</b>	<b>6,837,901</b>	<b>1,709,474</b>

**LIMITED PURPOSE AGENCIES  
(DISCRETIONARY FUNDS)**

Agency	Public/Private (Account)	Contract Number	Initial Contract (9/10/25)	Total 2026 Contract	DISC-LPA 25% Advance (Automatic)
Community Design Center	5432500	26F-5301	177,138	177,138	44,284
Del Norte Senior Center, Inc.	5432500	26F-5302	143,476	143,476	35,869
Rural Community Assistance Corporation	5432500	26F-5303	191,929	191,929	0
<b>TOTAL</b>			<b>512,543</b>	<b>512,543</b>	<b>80,153</b>

**State of California**  
**Department of Community Services and Development**  
**2026 CSBG Allocation**  
**CAAs**

**Attachment A**

County	Agency	Public/Private (Account)	Contract Number	Initial Contract (9/10/25)	Total 2026 Contract	CAA 25% Advance (Automatic)
Alameda	Berkeley Community Action Agency	5432000	26F-5001	299,495	299,495	74,873
Alameda	City of Oakland, Human Services Department	5432000	26F-5002	1,319,745	1,319,745	329,936
Alpine	Inyo Mono Advocates for Community Action, Inc.	5432500	26F-5003	1,359	1,359	0
Amador/Tuolumne	Amador-Tuolumne Community Action Agency	5432000	26F-5004	279,197	279,197	69,799
Butte	Community Action Agency of Butte County, Inc.	5432500	26F-5005	397,263	397,263	99,315
Calaveras/Mariposa	Calaveras-Mariposa Community Action Agency	5432000	26F-5006	299,493	299,493	74,873
Colusa	SEE GLENN COUNTY					
Contra Costa	Contra Costa Employment & Human Services Dept/CSB	5432000	26F-5007	945,470	945,470	236,367
Del Norte	Del Norte Senior Center, Inc.	5432500	26F-5008	41,710	41,710	10,427
El Dorado	El Dorado County Health and Human Services Agency	5432000	26F-5009	330,268	330,268	0
Fresno	Fresno County Economic Opportunities Commission	5432500	26F-5010	2,039,380	2,039,380	509,845
Glenn/Colusa/Trinity	Glenn County Community Action Department	5432000	26F-5011	278,470	278,470	69,617
Humboldt	Redwood Community Action Agency	5432500	26F-5012	326,696	326,696	81,674
Imperial	Campesinos Unidos, Inc.	5432500	26F-5013	390,491	390,491	97,622
Inyo/Mono	Inyo Mono Advocates for Community Action, Inc.	5432500	26F-5014	274,082	274,082	68,520
Kern	Community Action Partnership of Kern	5432500	26F-5015	1,791,327	1,791,327	447,831
Kings	Kings Community Action Organization, Inc.	5432500	26F-5016	285,893	285,893	0
Lake/Mendocino	North Coast Opportunities, Inc.	5432500	26F-5017	570,511	570,511	142,627
Lassen/Plumas/Sierra	Plumas County Community Development Commission	5432000	26F-5018	270,471	270,471	67,617
Los Angeles	Foothill Unity Center, Inc.	5432500	26F-5019	353,127	353,127	88,281
Los Angeles	Long Beach Community Action Partnership	5432500	26F-5020	713,790	713,790	178,447
Los Angeles	County of Los Angeles Dept. of Public Social Services	5432000	26F-5021	6,270,685	6,270,685	0
Los Angeles	City of Los Angeles Community Investment for Families Dept.	5432000	26F-5022	6,487,190	6,487,190	1,621,797
Madera	Community Action Partnership of Madera County, Inc.	5432500	26F-5023	318,202	318,202	79,550
Marin	Community Action Marin	5432500	26F-5024	299,424	299,424	74,856
Mariposa	SEE CALAVERAS COUNTY					
Mendocino	SEE LAKE COUNTY					
Merced	Merced County Community Action Agency	5432500	26F-5025	504,574	504,574	126,143
Modoc/Siskiyou	Modoc-Siskiyou Community Action Agency	5432000	26F-5026	278,454	278,454	69,613
Mono	SEE INYO COUNTY					
Monterey	Monterey County Community Action Partnership	5432000	26F-5027	499,164	499,164	124,791
Napa	Community Action Napa Valley	5432500	26F-5028	279,766	279,766	69,941
Nevada	Nevada County Dept. of Housing & Community Services	5432000	26F-5029	298,666	298,666	0
Orange	Community Action Partnership of Orange County	5432500	26F-5030	3,197,415	3,197,415	799,353



State of California-Health and Human Services Agency  
**DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**  
2389 Gateway Oaks Drive, Suite 100, Sacramento, CA 95833  
Telephone: (916) 576-7109 | Fax: (916) 263-1406  
[www.csd.ca.gov](http://www.csd.ca.gov)

JASON WIMBLEY  
DIRECTOR



GAVIN NEWSOM  
GOVERNOR

December 24, 2025

**Sent Via Electronic Mail Only**

Dear Executive Director:

On December 15<sup>th</sup>, the Department of Community Services and Development (CSD) announced the receipt of the 2026 Community Services Block Grant (CSBG) Notice of Award, which provided an initial appropriation of \$23.2 million for the FY2026 CSBG grant cycle. Yesterday, CSD completed the release of 2026 CSBG contracts to agencies.

The purpose of this letter is to inform you that your agency is authorized to expend up to the amount specified on the attached 2026 CSBG Spending Authorization sheet. This amount represents each agency's portion of the total funding distribution to CSBG agencies. As additional funds are released by the U.S. Department of Health and Human Services (HHS), CSD will issue written notification regarding any updated spending authority and will amend the 2026 CSBG Contract if necessary to reflect the grant award.

If you have any questions regarding the 2026 Spending Authorization, please direct them to your assigned Field Representative.

Thank you for your continued dedication to serving low-income individuals and families throughout the state. CSD looks forward to our ongoing partnership as we work to strengthen programs, enhance our collective capacity, and advance efforts to reduce poverty in California.

Sincerely,

*Daphne Hunt*

DAPHNE HUNT  
Chief Deputy Director

**State of California  
Department of Community Services and Development  
2026 CSBG Spending Authorization**

Agency	Contract Number	Amount Authorized to Expend
Berkeley Community Action Agency	26F-5001	\$101,828
City of Oakland, Human Services Department	26F-5002	\$448,713
Inyo Mono Advocates for Community Action, Inc.	26F-5003	\$462
Amador-Tuolumne Community Action Agency	26F-5004	\$94,927
Community Action Agency of Butte County, Inc.	26F-5005	\$135,069
Calaveras-Mariposa Community Action Agency	26F-5006	\$101,828
Contra Costa Employment & Human Services Dept/CSB	26F-5007	\$321,460
Del Norte Senior Center, Inc.	26F-5008	\$14,181
El Dorado County Health and Human Services Agency	26F-5009	\$112,291
Fresno County Economic Opportunities Commission	26F-5010	\$693,389
Glenn County Community Action Department	26F-5011	\$94,680
Redwood Community Action Agency	26F-5012	\$111,077
Campesinos Unidos, Inc.	26F-5013	\$132,767
Inyo Mono Advocates for Community Action, Inc.	26F-5014	\$93,188
Community Action Partnership of Kern	26F-5015	\$609,051
Kings Community Action Organization, Inc.	26F-5016	\$97,204
North Coast Opportunities, Inc.	26F-5017	\$193,974
Plumas County Community Development Commission	26F-5018	\$91,960
Foothill Unity Center, Inc.	26F-5019	\$120,063
Long Beach Community Action Partnership	26F-5020	\$242,689
County of Los Angeles Dept. of Public Social Services	26F-5021	\$2,132,033
City of Los Angeles Community Investment for Families Dept.	26F-5022	\$2,205,645
Community Action Partnership of Madera County, Inc.	26F-5023	\$108,189
Community Action Marin	26F-5024	\$101,804
Merced County Community Action Agency	26F-5025	\$171,555
Modoc-Siskiyou Community Action Agency	26F-5026	\$94,674
Monterey County Community Action Partnership	26F-5027	\$169,716
Community Action Napa Valley	26F-5028	\$95,120
Nevada County Dept. of Housing & Community Services	26F-5029	\$101,546
Community Action Partnership of Orange County	26F-5030	\$1,087,121
Project GO, Inc.	26F-5031	\$143,598
Community Action Partnership of Riverside County	26F-5032	\$1,042,307
Sacramento Employment and Training Agency	26F-5033	\$724,492
San Benito County H&HSA, CS & WD	26F-5034	\$95,760
Community Action Partnership of San Bernardino County	26F-5035	\$1,085,958
County of San Diego, H&HSA, CAP	26F-5036	\$1,206,924
Urban Services YMCA	26F-5037	\$296,386
San Joaquin County Dept. of Aging & Community Services	26F-5038	\$343,151
CAP of San Luis Obispo County, Inc.	26F-5039	\$100,454
San Mateo County Human Services Agency	26F-5040	\$161,091
Community Action Commission of Santa Barbara County	26F-5041	\$185,688
Sacred Heart Community Service	26F-5042	\$464,301
Community Action Board of Santa Cruz County, Inc.	26F-5043	\$106,176
County of Shasta, A Political Subdivision of the State of CA	26F-5044	\$102,346
Community Action Partnership of Solano, JPA	26F-5045	\$135,840

**State of California  
Department of Community Services and Development  
2026 CSBG Spending Authorization**

Agency	Contract Number	Amount Authorized to Expend
Community Action Partnership of Sonoma County	26F-5046	\$148,026
Central Valley Opportunity Center, Inc.	26F-5047	\$249,047
Sutter County Community Action Agency	26F-5048	\$96,110
Tehama County Community Action Agency	26F-5049	\$102,996
Community Services & Employment Training, Inc.	26F-5050	\$341,919
Community Action of Ventura County, Inc.	26F-5051	\$254,508
County of Yolo Health and Human Services Agency	26F-5052	\$135,588
Yuba County Community Services Commission	26F-5053	\$91,515
Karuk Tribe (NAI-LPA) (Core Funding)	26F-5101	\$14,280
Karuk Tribe (NAI-LPA)	26F-5102	\$35,986
NCIDC, Inc. (NAI-LPA) (Core Funding)	26F-5103	\$41,480
NCIDC, Inc. (NAI-LPA)	26F-5104	\$662,940
Los Angeles County Department of Arts and Culture	26F-5105	\$152,020
California Human Development Corporation	26F-5201	\$534,724
Proteus, Inc.	26F-5202	\$860,208
Central Valley Opportunity Center, Inc.	26F-5203	\$209,240
Center for Employment Training	26F-5204	\$720,715
Community Design Center	26F-5301	\$60,227
Del Norte Senior Center, Inc.	26F-5302	\$48,782
Rural Community Assistance Corporation	26F-5303	\$65,256

**COMMUNITY SERVICES BLOCK GRANT**

**Annual Budget**

**2025 Budget Proposal**

**Base Budget with Amendment**

Item	Description	2024 Budget	Proposed 2025	Proposed 2026
<b><u>ADMINISTRATIVE COST:</u></b>				
<b>1</b>	<b>Salaries and Wages</b>	<b>16,599</b>	<b>\$ 16,599.00</b>	\$17,155.80
	Comm Svcs Dir	0		
	Accountant	16,599		
<b>2</b>	<b>Fringe Benefits</b>	<b>10,125</b>	<b>\$ 10,125.00</b>	\$11,643.75
<b>3</b>	<b>Other Cost - Indirect Costs</b>	<b>70,000</b>	<b>\$ 70,000.00</b>	\$70,000.00
	<b>Total Administrative Costs</b>	<b>96,724</b>	<b>\$ 96,724.00</b>	<b>\$98,799.55</b>
<b><u>PROGRAM COSTS:</u></b>				
<b>1</b>	<b>Salaries and Wages</b>	<b>275,030</b>	<b>\$ 263,989.00</b>	<b>\$272,149.28</b>
	<b>Subtotal Program</b>	<b>194,275</b>	<b>\$ 203,989.00</b>	
	Division Manager 15%	20,673	\$ 21,707.00	\$0.00
	ASA III	104,946	\$ 110,193.00	\$106,296.00
	CSAM/Contracts	68,656	\$ 72,089.00	\$85,853.28
	Student Interns (5)	80,755	\$ 60,000.00	\$80,000.00
<b>2</b>	<b>Fringe Benefits</b>	<b>129,006</b>	<b>\$ 129,863.00</b>	<b>\$119,627.17</b>
	Program Fringe Benefits	118,508	\$ 122,063.00	
	Student Interns Fringe benefits	10,498	\$ 7,800.00	
<b>3</b>	<b>Operating Expenses:</b>	<b>51,608</b>	<b>\$ 32,892.00</b>	<b>\$32,890.00</b>
	Office Expense	1,000	\$ 1,000.00	\$600.00
	Communications	2,000	\$ 1,000.00	\$1,300.00
	Tel Exchange Service	900	\$ 500.00	\$500.00
	Membership Dues	6,650	\$ 6,650.00	\$11,000.00
	Local travel Conferences	13,711	\$ 20,322.00	\$15,000.00
	Outreach/Homeless Supplies	23,929	\$ -	\$1,070.00
	Metting Meals 10 metings @ 285	3,418	\$ 3,420.00	\$3,420.00
<b>4</b>	<b>Out-of-State Travel</b>	<b>10,100</b>	<b>\$ 13,000.00</b>	<b>\$13,000.00</b>
<b>5</b>	<b>Subcontractor 3/1/25 - 2/29/26</b>	<b>409,002</b>	<b>\$ 409,002.00</b>	<b>\$409,004.00</b>
2	Bay Area Legal Aid (BALA)	37,182		\$45,572.00
4	GRIP	37,182		\$45,572.00
5	HOPE (CC interfaith)	37,182		\$45,572.00
6	LAO Family (LAO)	37,182		\$45,572.00
7	Loaves and Fishes of CC (LF)	37,182		\$45,572.00
9	Monument Impact	37,182		\$45,572.00
9	Opportunity Junction	37,182		\$45,572.00
11	St Vincent de Paul (STVP)	37,182		\$50,000.00
12	STAND	37,182		\$40,000.00
	<b>TOTAL PROGRAM COST</b>	<b>874,746</b>	<b>\$ 945,470.00</b>	<b>\$945,470.00</b>
<b><u>TOTAL BUDGET EXPENDITURES</u></b>				
	Add'l Amendment 2	9,455		opposed 45571.72
	<b>Total</b>	<b>980,925</b>		