



City of Oakland, Human Services Department
Oakland Fund for Children and Youth

**PLANNING AND OVERSIGHT COMMITTEE
(POC)**

WEDNESDAY, May 7, 2025

Please see agenda to participate in this meeting.



City of Oakland, Human Services Department
Oakland Fund for Children and Youth

City of Oakland Planning and Oversight Committee
City of Oakland Planning and Oversight Committee (POC)

Children and Youth Services Division | Human Services Department
150 Frank H. Ogawa Plaza, Suite 4216 | Oakland, CA 94612 (510) 238-3088

May 7, 2025 | 6:00pm-9:00pm

PUBLIC PARTICIPATION:

The public may observe and/or participate in this meeting, in person, at Oakland City Hall, Hearing Room 4, 1 Frank Ogawa Plaza, Oakland, CA 94612.

For your safety, we strongly recommend you wear a mask.

OBSERVE:

To observe the meeting by video conference, please click this link:
<https://us06web.zoom.us/j/82311405823> at the noticed meeting time.

Instructions on how to join a meeting by video conference is available at:
<https://support.zoom.us/hc/en-us/articles/201362193-joining-a-Meeting>

PUBLIC COMMENT:

Join us at Oakland City Hall, Hearing Room 4, 1 Frank Ogawa Plaza, Oakland, CA 94612.

In-person comments from members of the public must submit a separate speaker card for each item on the agenda to the commission clerk before the item is called.

All public comments that are not submitted by email by the deadline must be made in person.

Email Written Comments to OFCY@oaklandca.gov.

Written comments must be submitted at least 24 hours prior to the meeting time to be delivered to the Commissioners.

If you have any questions, please email Robin Love at rlove@oaklandca.gov.



City of Oakland, Human Services Department
Oakland Fund for Children and Youth

May 7, 2025 | 6:00pm-9:00pm

Issues that the public wishes to address that are not published on the agenda will be heard during the Public Forum section. You will have 2-minutes to comment on the item.

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of Agenda **(Action)**
4. Approval of Minutes **(Action)**
 - March 19, 2025
 - April 2, 2025
 - April 16, 2025 (*Meeting as a Whole*)
5. Public Forum (Limit to 2 minutes)
6. OFCY Grantee Spotlight Presentations:
 - Through the Looking Glass (TLG)
 - Youth Alive, TNT
 - Family Support Services - Kinship Youth Summer Program
7. Approval of the Revised FY 2025-26 Professional Service Agreement: Cityspan **(Action)**
8. Approval of the Revised FY 2025-26 Professional Service Agreement: The Bridging Group **(Action)**
9. Administrative Items & Announcements
 - General Updates
10. Closing Remarks & Adjourn

3.19.2025 – Meeting Minutes:

- Timestamp 6:15 PM – JV calls meeting to order and calls roll. 5 members of the committee are present, making quorum. Attendance is as follows:
 - Jessica Arline – D1, Adult
 - (Selina Xue – D2, Youth, Excused)
 - Ashlee Jemmott – D2, Adult
 - Jasmene Miranda – D3, Adult
 - (Madison Guan – D4, Youth, Absent)
 - Natalie Sadoskoy – D6, Adult
 - (Meg Evans – At Large, Adult, Excused)
 - Jorge Velasco – D5, Adult
 - Letitia Henderson – Mayor’s Seat, Adult, Late
 - Vacancies:
 - Youth At Large
 - D1 Youth
 - D3 Youth
 - D4 Adult
 - D5 Youth
 - D6 Youth
 - D7 Youth
 - D7 Adult
- Timestamp 6:17 PM – JV asks for review of the agenda for approval. RLL notes there is public comment (3) and asks that the agenda item move up due to the volume of the agenda. AJ motions to approve the agenda with that change, JM seconds the motion. Motion passes without objection.
- Timestamp 6:18 PM – JV invites representatives from OFCY programs forward for Grantee spotlights. Trybe begins. Slides are attached at the end of these minutes.
 - Trybe provides place-based summer internships to Oakland youth within their summer camp.
 - Youth cleaned and supported local parks, and were able to return for Town Nights celebrations during the fall.
- Timestamp 6:31 PM – LH arrives.
- Timestamp 6:34 PM – Tandem, Partners in Early Learning begins their presentation. Slides are attached at the end of these minutes.
 - Tandem partners with families and organizations to support children and babies early learning activities.
 - Tandem offers services in multiple languages and cultures with age-appropriate learning activities.
- Timestamp 6:53 PM – Lotus Bloom begins their presentation. Slides are attached at the end of these minutes.
 - Lotus Bloom runs and supports family resource centers – their OFCY funding focuses on their Downtown Oakland site.
 - Three Lotus Bloom families shared their experiences with the organization and the support provided.

- Timestamp 7:14 PM – JV introduces public comments.
 - James Delgado (Safe Passages): OFCY provides important youth funding opportunities and is an important factor in getting youth resources within the community.
 - David Carpenter (Safe Passages): Before and after school care are necessary resources to support at risk youth to provide support that isn't offered during the regular school day.
 - Jeremiah Carreon (Safe Passages): the funding OFCY provides to Safe Passages supports their academic intervention and youth support work in after-school programming.
- Timestamp 7:22 PM – JV introduces Katie Kramer to present on The Bridging Group's progress on the Evaluation. The slides are attached at the end of these minutes.
 - KK shares that TBG is finalizing the evaluation for FY2022-2023 and FY2023-2024 (shared during this meeting), as well as initiating the FY2024-2025 evaluation.
 - KK provides an overview of future planning for outcomes evaluation for OFCY.
 - RLL notes that this is a pilot process, therefore the "how" of implementation is still in development.
- Timestamp 8:20 PM – JV seeks the approval of the FY23-24 Evaluation report. LH motions to approve, NS seconds. The motion passes without objection.
- Timestamp 8:21 PM – JV introduces the FY2025-2026 Grant Renewal Extension Request for discussion.
- Timestamp 8:22 PM – JV introduces Mark Min from Cityspan to present. The slides are attached at the end of these minutes. MM shares what Cityspan provides, including database management, service and enrollment tracking, and contract workflow management.
- Timestamp 8:32 PM – POC members discuss the FY2025-2026 Grant Renewal Extension request. Some POC members note the importance of sustainability plans, in case funding is not renewed.
- Timestamp 8:57 PM – AJ moves to extend the meeting for 30 minutes. LH seconds. The motion passes.
- Timestamp 8:58 PM – JM motions to approve the FY2526 grant extension. JA seconds. The motion passes.
- Timestamp 8:59 PM – AJ motions to approve the FY2025-2026 Professional Service Agreement with Cityspan. NS seconds. The motion passes without objection.
- Timestamp 8:59 PM-- JM moves to approve the PSA with the Bridging Group. NS seconds. The motion passes.
- Timestamp 9:00 PM – AJ motions to approve minutes. NS seconds. JM abstains, rest ayes, motion passes.
- Timestamp 9:03 PM – JV adjourns the meeting.

04.02.2025 – Meeting Minutes:

- Timestamp 6:09 PM – JV calls meeting to order and calls roll. 5 members of the committee are present, making quorum. Attendance is as follows:
 - Jessica Arline – D1, Adult
 - (Selina Xue – D2, Youth, Excused)
 - (Ashlee Jemmott – D2, Adult, Excused)
 - Jasmene Miranda – D3, Adult
 - (Madison Guan – D4, Youth, Absent)
 - (Natalie Sadoskoy – D6, Adult, Excused)
 - Meg Evans – At Large, Adult
 - Jorge Velasco – D5, Adult
 - Letitia Henderson – Mayor’s Seat, Adult
 - Vacancies:
 - Youth At Large
 - D1 Youth
 - D3 Youth
 - D4 Adult
 - D5 Youth
 - D6 Youth
 - D7 Youth
 - D7 Adult
- Timestamp 6:12 PM – JV asks for review of the agenda for approval. ME motions to approve, JA seconds. The motion passes without objection. Some Commissioners did not receive the previous meetings minutes (3.19.2025); the approval is moved to the next meeting.
- Timestamp 6:15 PM – JV invites representatives from OFCY programs forward for Grantee spotlights. Three agencies are present: Prescott Circus, America SCORES Oakland, and Restorative Justice for Oakland Youth (RJOY). Prescott Circus Theatre begins with David Hunt (Executive Director). Slides are attached to the end of these minutes.
 - Prescott Circus Theatre offers circus training, academic support and performance opportunities to Oakland youth.
 - Youth perform several times throughout the summer at various community events.
- Timestamp 6:35 PM – America SCORES begins their presentation.
 - America SCORES Bay Area works with 30 schools across Oakland, providing soccer and writing workshops to elementary school youth.
 - A youth poet athlete shared their poem.
- Timestamp 6:51 PM – RJOY begins their presentation. Slides are attached at the end of these minutes.
 - RJOY provides career access and training under the OFCY funding umbrella, but also provides education, community support, and restorative justice opportunities.
 - Interns are trained in how to lead restorative justice circles and culturally thoughtful programming.
- Timestamp 7:27 PM – JV notes there are no public comments and asks RLL if there are administrative updates.

- The 6/4/2025 meeting will be a closed session for the POC to discuss evaluations, the RFP and other topics.
 - The City Auditor's report will be released 4/3/2025. He has been invited to an upcoming meeting to present on his findings.
 - RFP Planning is in full swing for future OFCY cycles.
- Timestamp 7:36 PM – JV adjourns the meeting.

04.16.2025 – Meeting of the Whole:

- Timestamp 6:13 PM – JV calls to extend the meeting start time to 6:30 to allow more time for members to arrive and reach quorum.
- Timestamp 6:27 PM - SX calls meeting to order. 4 members of the committee are present, 2 are remote, not making quorum. Attendance is as follows:
 - Jessica Arline – D1, Adult
 - Selina Xue – D2, Youth
 - (Ashlee Jemmott – D2, Adult, Excused - remote)
 - (Madison Guan – D4, Youth, Absent)
 - Natalie Sadoskoy – D6, Adult
 - (Meg Evans – At Large, Adult, Excused – remote)
 - Jorge Velasco – D5, Adult
 - (Letitia Henderson – Mayor’s Seat, Adult, Excused)
 - Vacancies:
 - Youth At Large
 - D1 Youth
 - D3 Youth
 - D4 Adult
 - D5 Youth
 - D6 Youth
 - D7 Youth
 - D7 Adult
- SX introduces public comment. One comment was submitted. Ms. Assata Olugbala speaks on Oakland’s sanctuary city status and funding priorities. JV thanks Ms. Assata for her comment.
- JV introduces the Grantee Spotlight presentations for this meeting: Refugee and Immigrant Transitions, Shop 55 with East Bay Asian Youth Center (EBAYC), and the Youth Employment Project. RIT begins. Slides are attached at the end of these meeting notes.
 - RIT provides support to newly arrived immigrants and refugees within Oakland. Their OFCY programs focus on newly arrived families (PTI) and youth leadership at Fremont High School (NCEP).
 - RIT tries to hire former participants for their language skills and lived experience. Two of the presenters are former NCEP participants who now support newcomers at Fremont High School (many youth are multilingual).
 - RIT provides parents with English Language Learner classes.
- Shop 55 with EBAYC begins their presentation.
 - Shop 55 is the wellness hub at Oakland High School.
 - EBAYCs youth mentors share their work as peer mentors working with younger classmates. The program also seeks to support the 4 areas noted by OHS students: Mental Health, Academic Support, Mentoring and Peer Counseling.
 - Shop 55 has three tiers – general support, youth educator roles (working with other EBAYC/OFCY After School programs), and Peer Mentors/Mentees.
- YEP begins their presentation with a video – [linked in these meeting notes](#).
 - YEP offers youth employment services, jobs and support, as well as stable housing, mental health support and violence prevention work. Michele Clark (Executive Director)

introduces youth participants (noting many are absent due to Alt-Prom for YEP students).

- Youth participants speak on the impact YEPs programming has had on their lives.
- RLL provides administrative updates:
 - SIP retreat is being planned to discuss RFP process.
 - An update to the previously approved POC memo (extending extension from 6 to 12 months for The Bridging Group and CitySpan).
- Meeting of the whole ends.



Through
the Looking
Glass

OFCY Site Spotlight: Social-Emotional Well- Being in Early Childhood

Through the Looking Glass

5/7/25



Through the Looking Glass

TLG's services are grounded in Infant and Early Childhood
Mental Health and Disability Culture

At TLG our mission is: "To provide and encourage respectful and empowering services—**guided by personal disability experience and disability culture**— for families that have children, parents, or grandparents with disability or medical issues."

TLG's work has strong foundations in **reflective practice and relationship-based approaches, attachment, and family systems theory.**



OFCY Grant

- Therapeutic summer playgroups for Oakland Head Start/Early Head Start students
- ACT-Raising Safe Kids (ACT-RSK) on-line parenting groups
- Developmental consultation services and trainings to Oakland Head Start/Early Head Start programs



Summer Developmental Play Groups

- Three-hour, daily play groups for one month.
- One group for children 2-3 years (EHS), one group for children 3-5 years (HS), up to 8 children in each group.
- Facilitated by the collaboration of developmental and mental health consultants, along with an OT or ECSE student intern.
- Focused on social-emotional wellbeing, emotional literacy, reciprocal play and interaction, and development of self-regulation through play and exploration.
- Included weekly Zoom parent group.



Summer Developmental Play Group Outcomes

- Outcomes measured using 4 PROMIS® Early Childhood Parent Scales:
 - Engagement-Curiosity (57% reported improvements)
 - Engagement-Persistence (70% reported improvements)
 - Self-Regulation-Frustration Tolerance (65% reported improvements)
 - Self-Regulation-Flexibility (74% reported improvements)



ACT-RSK Parent Groups

- 8-week on-line groups focused on positive parenting.
- Three groups/year: One Fall English-language group, one Spring English-language group, one Spring Spanish-language group.
- Offers parents an opportunity to share in confidential space guided by a clinician.

“Me gusta que estoy aprendiendo tecnicas para poder ayudar a mis hijas.”

“I appreciate the program and the family professionals, and their quality that helped us to be better mothers.”



Oakland Head Start/Early Head Start Developmental Consultation

- “Early Childhood Consultation is an intervention which partners a mental health and/or developmental professional with early childhood professionals to promote the social, emotional and behavioral health of children in Early Childhood Education programs. **Early Childhood Consultation aims to build capacity of staff, families, programs, and systems to increase the understanding of children’s behaviors to prevent, identify, and reduce the impact of mental health and developmental challenges among young children.**”
- Developmental consultation in collaboration with mental health consultation services provided to 10-12 EHS/HS sites.
- Transdisciplinary approach providing direct, hands-on services.
- Child-focused, program-focused, and system-focused consultation



Developmental Consultation Outcomes

- Developmental consultants in transdisciplinary collaboration with mental health consultants have provided consistent services at 10-12 sites/year, engaging with:
 - **more than 200 teachers and staff**
 - **approximately 800 children**
- Developmental and mental health consultants provided higher-level individual support. **There were 108 new developmental referrals over 3 years. Many children supported across multiple years.**
- Developmental consultants have **facilitated “external” referrals, provided IFSP/IEP goal integration, and provided modeling, coaching, and problem solving with teachers and parents.**
- Pre-service training provided on sensory-regulation, and mid-year training provided on working with children with autism spectrum disorder to all teaching staff in transdisciplinary collaboration.



Consultation Outcomes: Teacher Feedback

"I believe one of the reasons why we are able to support the children and families is because we have her (the consultant)."

"I am happy with both consultants. I hope next year we have them back" (This was about the mental health and developmental consultants rated together as a team.)

"She (consultant) gives me advice in how to better support children with special needs in my classroom."



Questions





City of Oakland, Human Services Department
Oakland Fund for Children and Youth

MEMORANDUM

TO: Planning and Oversight Committee
FROM: Robin Love, Children & Youth Services Manager, OFCY Director
DATE: April 16, 2025 (revised from March 19, 2025)
Re: FY 2025-2026 Professional Services- Cityspan Technologies, Inc.

Recommendation

OFCY recommends the POC approve the allocation of OFCY Administrative funds to enter into a Professional Services Agreement with Cityspan Technologies, Inc. (referred to as Cityspan) for continuation of the Client Services and Contract Database (Cityspan), for ongoing grants management licensing, user support, project management, and custom programming for OFCY funded programs in the amount **not to exceed \$200,000 through June 30, 2026.**

Rationale for Recommendation

OFCY staff are currently seeking guidance from the City Attorney to extend the contract with Cityspan for the remainder of the 2025-2026 (from January 1, 2026, through June 30, 2026), which is beyond the term of RFQ #27034 to ensure continuity of Cityspan services to support the OFCY Request for Proposals under the new 2025-2028 Strategic Investment Plan (SIP) and the pilot evaluation to refine outcomes reporting. The disruption could seriously impede OFCY staff's ability to execute these two priorities for FY2025-2026.

Gaining approval for the entirety of FY 2025-2026 from the POC through this request will ensure that if the City Attorney allows this extension, staff will not have to return to POC or City Council for approval for allocation of funds from January 1, 2026, through June 30, 2026.

Background

Cityspan was selected through the competitive RFQ #27034 for Professional Services for the Human Services Department and Department of Violence Prevention. In October 2022, a joint Competitive RFQ was released for the period of December 1, 2022, through December 31, 2025. Proposals were requested for the following professional service categories:

1. Strategic Planning and Community Engagement
2. Design, Marketing and Communication Services
3. Independent Evaluation of Program Services
4. Application and Review System, Data Systems and Management Information Services
5. Training, Technical Assistance and Capacity Building
6. Workforce-Focused Capacity Building and Employer Engagement



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7. Independent Auditing (Financial and Programmatic)

The Cityspan proposal submission was the only respondent in Category 4: Application and Review System, Data Systems and Management Information Services.

Cityspan has served as the Grants Management and Client Service Database system for OFCY since 2006. Cityspan has also been used by other city programs and departments, including the Department of Violence Prevention and Oakland Paratransit for the Elderly and Disabled (OPED). Cityspan is a web-based platform that serves as the repository of OFCY grantee program level demographics, service projections and actuals, hours of service, and narrative data.

On March 19th, the POC approved an allocation of no more than \$87,000 through the end of December 31, 2025. Gaining approval for the entirety of FY 2025-2026 from the POC through this request will ensure that if the City Attorney allows this extension, staff will not have to return to POC or City Council for approval for allocating funds from January 1, 2026, through June 30, 2026.

Staff will utilize the authority granted from the POC to allocate the required funds for the total annual cost of Cityspan services for Fiscal Year 2025-2026 detailed below. Further, extending payment authority through June 30, 2026, will ensure staff can execute a new RFQ for Professional Services beginning in 2026.

Key Deliverables and Budget:

Section	Cost Category	FY 2025 RFP	FY 25-26 Grants Man.	FY 25-26 Total
1	Enterprise Licensing and Hosting	\$10,000	\$60,000	\$70,000
2	Project Management	\$19,950	\$30,000	\$49,950
3	Custom Development	\$7,500	\$19,950	\$27,450
4	OUSD Data Integration	\$0	\$15,000	\$15,000
5	User Training and Support Services	\$3,000	\$10,000	\$13,000
TOTAL COSTS		\$36,450	\$134,950	\$175,400



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Section 1: Enterprise Licensing and Hosting

A fee will be charged for licensing the software and hosting it at Cityspan's data center. The fee covers costs related to hardware and software maintenance, internet connectivity and security monitoring.

Section	Cost Category	FY 2025 RFP	FY 25-26 Grants Man.
1	Enterprise Licensing and Hosting	\$10,000	\$60,000

Section 2: Project Management

A project management fee will be charged to cover costs associated with meetings, email, and phone communications between OFCY and Cityspan. Management tasks include requirements planning, oversight of custom development, periodic status reports and monitoring of user feedback. Cityspan determines annual required hours based on project scope. Project management fees are billed at a rate of \$150/hour.

Project Management	FY 2025-26 RFP		FY 2025-26 Grants Management	
2.01 Weekly project meetings and associated communications	80 hrs.	\$12,000	140 hrs.	\$21,000
2.02 Creation of specifications for new or modified system features	20 hrs.	\$3,000	25 hrs.	\$3,750
2.03 Coordination of custom development among Cityspan staff	20 hrs.	\$3,000	25 hrs.	\$3,750
2.02 Testing of new features	13 hrs.	\$1,950	10 hrs.	\$1,500
TOTAL COSTS	133 hrs.	\$19,950	200 hrs.	\$30,000



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Section 3: Custom Development

A custom programming fee will be charged to implement ongoing OFCY customization and report development requests. Cityspan determines annual required hours based on project scope. Custom development fees are billed at a rate of \$150/hour. Specifications to be determined.

Custom Development	FY 2025-26 RFP		FY 2025-26 Grants Management	
3.01 Modifications to Data Collection Forms	20 hrs.	\$3,000	40 hrs.	\$6,000
3.02 Modifications to System Workflows	10 hrs.	\$1,500	20 hrs.	\$3,000
3.03 Modifications to System Reports	20 hrs.	\$3,000	60 hrs.	\$9,000
3.09 Miscellaneous Features	0 hrs.	\$0	13 hrs.	\$1,950
TOTAL COSTS	50 hrs.	\$7,500	113 hrs.	\$19,950

Section 4: OUSD Data Integration

An annual fee will be charged for weekly automated imports of OUSD participant and attendance data into OFCY's Elementary and Middle School sites. The OUSD integration will allow staff at OFCY/OUSD dual funded sites to avoid double data entry.

Data Integration	FY 25-26 Grants Management
OUSD Data Imports	\$15,000



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Section 5: User Training and Support Services

An annual fee will be charged for training and support services. The fee covers costs associated with the development and implementation of user trainings and ongoing help desk operations. Cityspan’s help desk provides toll-free phone and email-based support to end users during business hours (M-F, 8AM-5PM PST). Cityspan will conduct live webinar training sessions using Zoom Meeting services.

Training and Support Services	FY 25-26 RFP	FY 25-26 Grants Management
Training and Support Services	\$3,000	\$10,000

Security Measures

Cityspan implements and maintains comprehensive security controls to protect its networks, servers, and applications from unauthorized access. Cityspan security complies with standards published by the National Institute of Standards and Technology (NIST). In 2020, NIST compliance was verified by a third-party auditor, resulting in the issuance of a SOC 2 Type 1 report. The report describes all aspects of Cityspan’s security infrastructure, including security devices, application controls, backup systems, employee policies, and disaster recovery. Cityspan’s SOC 2 report is available upon request.



City of Oakland, Human Services Department
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MEMORANDUM

TO: Planning and Oversight Committee
FROM: Robin Love, Children & Youth Services Manager, OFCY Director
DATE: April 16, 2025 (revised from March 19, 2025)
Re: FY 2025-2026 Professional Services - The Bridging Group

Recommendation

OFCY staff recommends entering into a Professional Services Agreement (PSA) with The Bridging Group (TBG) beginning July 1, 2025, through June 30, 2026. The PSA will support the completion of the FY 2024-2025 OFCY Annual Evaluation and implementation of more consistent and defined outcome measures across strategies for Fiscal Year (FY) 2025-2026 in a total amount not to exceed Three Hundred Fifty Thousand Dollars (\$350,000).

Rationale for Recommendation

OFCY staff are currently seeking guidance from the City Attorney to extend the contract with The Bridging Group (TBG) for the remainder of the 2025-2026 (from January 1, 2026, through June 30, 2026), which is beyond the term of RFQ #27034 to ensure continuity of Professional Services to support the completion of the FY 2024-2025 evaluation and the refinement of outcomes reporting. The disruption could seriously impede OFCY staff's ability to execute these two priorities for FY2025-2026.

Gaining approval for the entirety of FY 2025-2026 from the POC through this request will ensure that if the City Attorney allows this extension, staff will not have to return to POC or City Council for approval for allocation of funds from January 1, 2026, through June 30, 2026.

In addition, while the total allocation amount requested reflected in this Memorandum has not changed, the budget previously presented did not reflect two cost categories (operation costs and site visit/observation costs) and did not have the correct true cost for the FY 2024-2025 evaluation. OFCY staff request POC review and approval of the updated budget and scope of work detailed below.



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Background

TBG was selected through the competitive RFQ #27034 for Professional Services for the Human Services Department and Department of Violence Prevention. In October 2022, a joint Competitive RFQ was released for the following professional service categories for the period covering FY 2022 - 2025:

1. Strategic Planning and Community Engagement
2. Design, Marketing and Communication Services
3. Independent Evaluation of Program Services
4. Application and Review System, Data Systems and Management Information Services
5. Training, Technical Assistance and Capacity Building
6. Workforce-Focused Capacity Building and Employer Engagement
7. Independent Auditing (Financial and Programmatic)

The Bridging Group (TBG) proposal submission was the most responsive and most qualified respondent in Category 3: Independent Evaluation of Program Services.

Founded in 2008, The Bridging Group (TBG) is a community-based consulting firm that specializes in supporting local, state, and federal governmental agencies and community-based organizations who work at the crossroads of criminal legal system involvement, poverty, housing instability, and behavioral health and their effects on the public's health, families, and communities. Services provided by TBG include 1) evaluation and research, 2) technical assistance and capacity building, and 3) training, education, and dissemination.

On March 19th, the POC approved an allocation of no more than \$350,000 through the end of December 31, 2025.

Staff will utilize the authority granted from the POC to allocate the required funds for the total annual cost of TBG services for Fiscal Year 2025-2026 detailed below. Further, extending payment authority through June 30, 2026, will ensure staff can execute a new RFQ for Professional Services beginning in 2026.



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Budget and Key Deliverables:

Updated and Revised Budget for Fiscal Year 2025-26: July 1, 2025, through June 30, 2026:

Section	Cost Category	FY 25-26 RFP	FY 25-26 Total
1	Evaluation and Report (FY 2024-2025)*	\$56,100	\$112,200
2	Project Coordination and Strategic Advising	\$16,375	\$32,750
3	Evaluation Planning and Data Design	\$15,900	\$31,800
4	Site Visits and Program Observations*	\$24,625	\$49,250
5	OFCY Grantee, POC, and Stakeholder Engagement	\$20,650	\$41,300
6	Data Visualization	\$15,165	\$30,330
7	Operating Costs	\$9,910	\$19,820
TOTAL COSTS		\$158,725	\$317,450

*Revised since POC approval on March 19, 2025



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Key Deliverables

Section 1: Evaluation and Report (FY 2024-2025)

- Creation and dissemination of parent/caregiver and youth participant surveys
- Review, cleaning, and analysis of all data received from OFCY grantees for FY 2024-2025
- Analysis and coding of individual grantee-determined outcome narratives submitted through the Client Services and Contract Database (Cityspan)
- An Evaluation Report that includes:
 - Compilation, analysis, and summary of survey findings
 - Comparison of projected service goals versus actual goals met
 - Overview of people served
 - Highlights of success
 - Identification of challenges and barriers
 - Description of lessons learned
 - Aggregate outcomes by funding strategy

Section 2: Project Coordination and Strategic Advising

- Strategic advising consultation to staff on the evaluation processes and integration of the Results Based Accountability measures
- Ongoing communication with staff for consistent alignment of expectations, review of progress, and discussion of unexpected challenges

Section 3: Evaluation Planning and Data Design

- Creation of a feedback loop of data collected and lessons learned to inform evaluation and program planning for the next OFCY funding cycle
- Design and implementation of consistent and defined measures across strategies grounded in equity, follow a results-based accountability framework, and are feasible to achieve given the evaluation resources available via OFCY to help OFCY tell a collective story

Section 4: Site Visits and Program Observations

- Visit a sample of OFCY sites that includes representation from each of the 11 OFCY strategies
- Facilitate group listening sessions and/or interviews with program participants at staff at each visit
- Collect program observational information (including photographs as appropriate and approved)
- Utilize information collected in site visits to inform evaluation reporting and planning.



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Section 5: OFCY Grantee, POC, and Stakeholder Engagement

- Engage OFCY grantees and present findings at OFCY Grantee Convenings for input and feedback
- Present the OFCY Evaluation Report at various meetings including the POC, Oakland City Council Life Enrichment Committee, and full City Council
- Final reports will be made available to the public

Section 6: Data Visualization

Utilizing an equity lens, customize visualizations to:

- Highlight disparities, trends, and outcomes for various demographic groups of interest
- Incorporate images (such as photos or videos) collected from program sites and grantee engagement to present information using a culturally affirming and locally driven framework

Section 7: Operations

- Communications
- Occupancy
- Supplies
- Local Travel