



**Plumas County Community Corrections Partnership
AB109 Public Safety Re-Alignment**

**Chief Probation Officer – Keevin Allred
Superior Court Judge Douglas Prouty - Designee Sue Selegean-Dostal
District Attorney - David Hollister
Sheriff - Todd Johns
Public Defender – Craig Osborne
Behavioral Health Director – Sharon Sousa**

**MINUTES FOR REGULAR COMMUNITY CORRECTIONS PARTNERSHIP MEETING
HELD ON WEDNESDAY FEBRUARY 19, 2025, AT 2:01 P.M. IN THE BOARD OF
SUPERVISORS ROOM 308, PLUMAS COUNTY COURTHOUSE, QUINCY, CALIFORNIA**

**www.countyofplumas.com
CONFERENCE PHONE NO. (530) 283-6585**



REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the committee secretary at (530) 283-6200. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

Live Stream of Meeting

Members of the public who wish to watch the meeting, are encouraged to view it live online.

Public Comment Opportunity/Written Comment

Members of the public may submit written comments on any matter within the Committee's jurisdiction, regardless of whether the matter is on the agenda for the Committee consideration or action. Comments will be entered into the administrative record of the meeting.

Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using email address KeevinAllred@countyofplumas.com.

2:00 P.M. CALL TO ORDER/ROLL CALL

PRESENT: David Hollister, Sue Selegean-Dostal, Keevin Allred, Sharon Sousa, Craig Osborne

ABSENT: Todd Johns

ADDITIONS TO OR DELETIONS FROM THE AGENDA

None.

PUBLIC COMMENT OPPORTUNITY

Members of the public are welcome to address the CCP on items not listed on the agenda, but within the jurisdiction of the CCP. The CCP is prohibited by law from taking action on matters not on the agenda. Individuals wishing to address the CCP under Public Expression are welcome to do so via email at keevinallred@countyofplumas.com. All correspondence received by 8:00 A.M. the day of the meeting will be attached to the item.

None. No correspondence received.

INFORMATIONAL ANNOUNCEMENTS BY CCP EXECUTIVE MEMBERS

Brief announcements by, or brief reports on their activities.

Sharon Sousa of Behavioral Health informs the committee that Behavioral Health now has a SUD counselor.

ACTION AGENDA

1. EXECUTIVE COMMITTEE

- A. Approve minutes from January 15, 2025; discussion and possible action.
 - a. *Attachment(s): Minutes from January 15, 2025*
 - b. *Recommended action: Approve minutes from January 15, 2025, CCP meeting.*

MOTION: Approve minutes from January 15, 2025.

Moved by: Craig Osborne

Second by: David Hollister

AYE: David Hollister, Sue Selegean-Dostal, Keevin Allred, Sharon Sousa, Craig Osborne.

NOES: None.

ABSTAIN: None.

MOTION PASSES.

- B. *Nomination of Andrea Ceresola-White, PCOE Superintendent, Director of Student Services, to fill vacant full committee member position as representative for the head of the county office of education.*

Discussion is held regarding the nomination of Andrea Ceresola-White to fill the aforementioned position. A motion is presented.

MOTION: Approve Andrea Ceresola-White, PCOE Superintendent, Director of Student Services, to fill vacant full committee member position as representative for the head of the county office of education.

Moved by: David Hollister

Second by: Sharon Sousa

AYES: David Hollister, Sue Selegean-Dostal, Keevin Allred, Sharon Sousa, Craig Osborne.

NOES: None.

ABSTAIN: None.

MOTION PASSES.

- C. Review the CCP Plan and surveys, prepare for submission; discussion and possible action.
 - a. *Attachment(s):*
 - *FY 24/25 Revised Draft Plumas County implementation Plan, Draft Plumas County Surveys A and B*

Discussion is held regarding small updates to the CCP Plan, and slight future forecasting for CCP. A motion is presented.

MOTION: Approve the FY 24/25 Revised Draft Plumas County implementation Plan and Draft Plumas County Surveys A and B for submission to the Board for Supervisors and Board of State and Community Corrections.

Moved by: David Hollister

Second by: Craig Osborne

Roll call vote:

David Hollister:	Yes
Todd Johns:	Absent
Sue Selegean-Dostal:	Yes
Keevin Allred:	Yes
Craig Osborne:	Yes
Sharon Sousa:	Yes

MOTION PASSES.

Meeting adjourned at 2:23pm.

**ADJOURN MEETING TO MARCH 19, 2025, AT 2:00 P.M., IN THE BOARD OF SUPERVISORS ROOM 308,
PLUMAS COUNTY COURTHOUSE, QUINCY, CA**

Plumas County Community Corrections Partnership

End of Quarter 2 - Fiscal Year 2024/2025

Agency	Requested Budget	1st Qtr Expenses	2nd Qtr Expenses	3rd Qtr Expenses	4th Qtr Expenses	Total Expenses	Remaining Budget
District Attorney	369,000.00	40,059.74	51,465.17			91,524.91	277,475.09
Sheriff's Dept.	632,307.48	100,106.67	139,839.20			239,945.87	392,361.61
Probation Dept.	266,484.00	7,543.96	13,493.39			21,037.35	245,446.65
Behavioral Health	81,456.29	4,350.00	2,100.00			6,450.00	75,006.29
PCIRC	124,450.00	0.00	0.00			0.00	124,450.00
Totals	1,473,697.77	152,060.37	206,897.76	0.00	0.00	358,958.13	1,114,739.64

CCP QUARTERLY EXPENDITURE REPORT 2024-25

Agency Name	District Attorney
Approved Budget Amount	\$376,753.00
Quarter	2nd
Contact Name	Stephanie Tanaka
Phone number/Email Address	530-283-6327 / stephanietanaka@countyofplumas.com

Question 1 - How many Clients were served during this quarter?	114
Question 2. - Did you meet the goals and/ or services projected in the "Problem Statement" of the application for CCP funds? If yes, give a brief description of how this was accomplished?	Yes

During this reporting period ASP served 114 individuals, and there were 4 new individuals that entered various CJC, 3 that successfully completed various CJC tracks and one individual and child were placed and housed in the TSLE. Day Reporting Center was opened and begun operations as well.

Question 3 - Were there challenges you faced trying to accomplish your goals? (Yes or No) Explain	Yes
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Testing information was not provided by Probation consistently or timely for CJC court or reports.

CCP Quarterly Expenditures 2024-25

Date	Payee	Explanation	Cost	Available Funds
1st Quarter				
			Beginning Balance Q1	\$ 369,000.00
	Salary		25,292.01	343,707.99
	Benefits	Retirement, Group Insurance, FICA and Cell Phone	6,551.45	337,156.54
	CaseloadPro/Allvest	3months @ \$159.00 each Allvest \$4,000 Annual	4,477.00	332,679.54
	Rent	TSLE	3,600.00	329,079.54
	PG&E	3 months	139.28	328,940.26
			\$ 40,059.74	328,940.26
			Ending Balance Q1	\$ 328,940.26
2nd Quarter				
			Beginning Balance Q2	\$ 328,940.26
	Salary		35,408.81	293,531.45
	Benefits	Retirement, Group Insurance, FICA and Cell Phone	8,296.99	285,234.46
	CaseloadPro/Allvest	3months @ \$159.00 each Allvest \$4,000 Annual	2,227.00	283,007.46
	Rent	TSLE \$3525.00 Storage \$80.00	3,605.00	279,402.46
	PG&E, Phone	Electric \$90.88, Propane \$482.07, Phone 43.30	616.25	278,786.21
	Office Supplies	Office supplies	5.99	
	Travel	S Tanaka - NADCP	1,305.13	277,481.08
			\$ 51,465.17	277,475.09
			Ending Balance Q2	\$ 277,475.09
3rd Quarter				
			Beginning Balance Q3	\$ 277,475.09
				277,475.09
				277,475.09
				277,475.09
				277,475.09
				277,475.09
			\$ -	277,475.09
			Ending Balance Q3	\$ 277,475.09
4th Quarter				
			Beginning Balance Q4	\$ 277,475.09
				277,475.09
				277,475.09
				277,475.09
				277,475.09
				277,475.09
			\$ -	277,475.09
			Ending Balance Q4	\$ 277,475.09

CCP QUARTERLY EXPENDITURE REPORT 2024-2025				
Agency Name		Plumas County Behavioral Health		
Approved Budget Amount		\$81,456.29		
Quarter		2nd Quarter		
Contact Name		Lisa Beck		
Phone number/Email Address		530-283-6307 / lbeck@pcbh.services		
Question 1 - How many Clients were served during this quarter?				11
Question 2, - Did you meet the goals and/ or services projected in the "Problem Statement" of the application for CCP funds? If yes, give a brief description of how this was accomplished?				Yes
Plumas County Behavioral Health is meeting the goals described in the "Problem Statement" by using the approved funding to pay for Tele-Health psychiatric services rendered by Dr. Buabeng for the incarcerated individuals in Plumas County Corrections Facility. The funds were also used for the PCBH staff who support Dr. Buabeng with the incarcerated individuals he treats. These individuals are the Behavioral Health Supervising Nurse, a Case Management Sepecialist Sr., and a Therapist II.				
Question 3 - Were there challenges you faced trying to accomplish your goals? (Yes or No) Explain				No
CCP Quarterly Expenditures 2024-2025				
Date	Payee	Explanation	Cost	Available Funds
1st Quarter				
				\$ 81,456.29
8/16/2024	Kwame Buabeng, M.D.	Services 7/1 - 7/31/24 PCCC 4 hours	\$ 1,200.00	\$ 80,256.29
9/11/2024	Kwame Buabeng, M.D.	Services 8/1 - 8/31/24 PCCC 10.5 hours	\$ 3,150.00	\$ 77,106.29
			\$ 4,350.00	\$ 77,106.29
			Ending Balance Q1	\$ 77,106.29
2nd Quarter				
			Beginning Balance	\$ 77,106.29
10/10/2024	Kwame Buabeng, M.D.	Services 9/1 - 9/30/24 PCCC 2 hours	\$ 600.00	\$ 76,506.29
11/7/2024	Kwame Buabeng, M.D.	Services 10/1 - 10/31/24 PCCC 4.5 hours	\$ 1,350.00	\$ 75,156.29
12/4/2024	Kwame Buabeng, M.D.	Services 11/1 - 11/30/24 PCCC 0.5 hours	\$ 150.00	\$ 75,006.29
			\$ 2,100.00	\$ 75,006.29
			Ending Balance Q2	\$ 75,006.29
3rd Quarter				
			Beginning Balance	\$ 75,006.29
			\$ -	\$ 75,006.29
			Ending Balance Q3	\$ 75,006.29
4th Quarter				
			Beginning Balance	\$ 75,006.29
			\$ -	\$ 75,006.29
			Ending Balance Q4	\$ 75,006.29
Submit to: Miguel Herrera - miguelherra@countyofplumas.com 270 County Hospital Rd Suite 128 Quincy, Ca 95971 *Future expenditure forms due 14 days after end of each fiscal quarter				

CCP QUARTERLY EXPENDITURE REPORT 2024-2025				
Agency Name		Plumas County Probation Department		
Approved Budget Amount		\$266,484.00		
Quarter		2nd		
Contact Name		Miguel Herrera		
Phone number/Email Address		530-283-6200 /miguelherrera@countyofplumas.com		
Question 1 - How many Clients were served during this quarter?				104
Question 2. - Did you meet the goals and/ or services projected in the "Problem Statement" of the application for CCP funds? If yes, give a brief description of how this was accomplished?				Yes
Yes. The housing program continued to serve two High-Risk PRCS clients. Neither committed a new offense while in the program. One client failed to satisfactorily engage in programming and services during Quarter 2. As a result, he was terminated from the program at the end of the quarter. Pre-release Video Conferences continue for those pending PRCS release. Additional PRCS clients who are pending release in the near future are in need of housing. Officer assignment, review of court orders, risk/need assessments, and, to some degree, case plans have been provided as part of the reentry process for clients in custody. Domestic violence, Cognitive Behavioral Journaling and anger management classes continue to be provided to clients on a regular basis.				
Question 3 - Were there challenges you faced trying to accomplish your goals? (Yes or No) Explain				No
CCP Quarterly Expenditures 2024-2025				
Date	Payee	Explanation	Cost	Available Funds
1st Quarter				
				\$ 266,484.00
8/15-9/17/24	ATT	Landline - Phone Service	\$ 13.12	\$ 266,470.88
8/6-8/30/24	Verizon Wireless	Cellular - Phone Service	\$ 369.18	\$ 266,101.70
8/15/2024	Noble Software Group	Case Management Software	\$ 1,408.00	\$ 264,693.70
7/25-9/27/23	Tyler Technologies	Case Management Software	\$ 1,736.27	\$ 262,957.43
8/6/2024	Office Depot	Office Supplies	\$ 8.10	\$ 262,949.33
7/24-9/27/24	Shred-It	Document Shredding Service	\$ 47.25	\$ 262,902.08
8/30/2024	Lexipol	Policy/Manual Service	\$ 1,672.89	\$ 261,229.19
8/20-9/20/24	Literacy	Adult Literacy Assistance Classes	\$ 88.24	\$ 261,140.95
8/15-9/24/24	Redwood Toxicology	Drug Testing Service	\$ 222.72	\$ 260,918.23
8/15/2024	Redwood Toxicology	Drug Testing Supplies	\$ 1,233.39	\$ 259,684.84
8/2/9/4/24	WEX Bank	Fuel - In County Travel	\$ 245.30	\$ 259,439.54
8/28/2024	Gold Pan Lodge, Inc.	Emergency Sheltering	\$ 499.50	\$ 258,940.04
			\$ 7,543.96	\$ 258,940.04
			Ending Balance Q1	\$ 258,940.04
2nd Quarter				
			Beginning Balance	\$ 258,940.04
10/16/24-12/17/24	ATT	Landline - Phone Service	\$ 19.77	\$ 258,920.27
10/8-12/3/24	Verizon Wireless	Cellular - Phone Service	\$ 435.36	\$ 258,484.91
10/8/2024	CalCard	Allred - Office Supplies	\$ 12.08	\$ 258,472.83
10/16/2024	Lexipol	Policy/Manual Service	\$ 302.10	\$ 258,170.73
10/30/2024	Shred-It	Document Shredding Service	\$ 49.52	\$ 258,121.21
11/15/2024	The Mountain Messenger	Newspaper notice for CCP activities	\$ 85.04	\$ 258,036.17
11/25-12/20/24	Environmental Alternatives	Probation Housing Program	\$ 10,500.00	\$ 247,536.17
11/6/2024	BI Inc	Electronic Monitoring	\$ 616.63	\$ 246,919.54
11/8-12/17/24	Redwood Toxicology	Drug Testing	\$ 250.22	\$ 246,669.32
10/8/2024	CalCard	Lee- ASP Training registration fee	\$ 100.00	\$ 246,569.32
11/5-12/3/24	WEX Bank	Fuel - In County Travel	\$ 322.36	\$ 246,246.96
10/8-11/5/24	WEX Bank	Fuel - Out of County Travel	\$ 277.09	\$ 245,969.87
10/17/2024	Per Diem	Joseph Lee	\$ 439.00	\$ 245,530.87
10/11-12/11/24	Literacy	Anger Management Classes	\$ 84.22	\$ 246,162.74
			\$ 13,493.39	\$ 245,446.65
			Ending Balance Q2	\$ 245,446.65
3rd Quarter				
			Beginning Balance	\$ 245,446.65
			\$ -	\$ 245,446.65
			Ending Balance Q3	\$ 245,446.65
4th Quarter				
			Beginning Balance	\$ 245,446.65
			\$ -	\$ 245,446.65
			Ending Balance Q4	\$ 245,446.65
Submit to: Miguel Herrera - miguelherrera@countyofplumas.com 270 County Hospital Rd Suite 128 Quincy, Ca 95971 *Future expenditure forms due 14 days after end of each fiscal quarter				

CCP QUARTERLY EXPENDITURE REPORT 2024-2025

Agency Name	PLUMAS COUNTY SHERIFF'S OFFICE
Approved Budget Amount	\$632,307.48
Quarter	2nd
Contact Name	Roni Towery
Phone number/Email Address	530-283-6398 / ronitowery@countyofplumas.com

Question 1 - How many Clients were served during this quarter?	The number of clients served during this quarter varies do to the multiple programs conducted at the Plumas County Correctional Facility. The average AB109 inmate population at the Jail was 21.00%. See attached additional information.
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Question 2. - Did you meet the goals and/ or services projected in the "Problem Statement" of the application for CCP funds? If yes, give a brief description of how this was accomplished?	YES
The Correctional Facility and staff have met their goals for this quarter by being able to assist in programming. We have continued to evaluate and monitor those inmates being selected to participate in the Alternative Custody Program and feel it has been successful in reducing the Correctional Facility population while providing a safe alternative to custody. Behavioral Health services and participation at the Correctional Facility has continued during this quarter. Even though we have lost access to Assessment.com and some classes have been terminated, we still continue to show some success. One area that we are addressing in the future is updating classes or adding classes to keep inmates interested in programming. During this quarter there were 31 Probation violation arrests with 6 being felony and 25 being misdemeanor. Additionally, 3 arrest were made on PRCS violations.	

Question 3 - Were there challenges you faced trying to accomplish your goals? (Yes or No) Explain	YES
The daily challenges we continue to face is the inability to date to keep a full staff. Staffing levels are slowly improving, however, with multiple mandatory trainings, we have been running shifts with minimal staffing. The other challenges we continue to face is not having enough room at the facility to run multiple classes and an overall poor learning environment within the facility walls. The lack of space for Behavioral Health or other counselors to conduct one on one interviews continues to be difficult address. Behavioral Health has been very responsive to addressing inmates in critical distress and addressing the need for 72-hour Behavioral Health holds requiring transfers to off site facilities. Programming slowed down during the COVID pandemic, however this area is slowly increasing. As we transition into the new facility our programming will increase.	

CCP Quarterly Expenditures 2024-2025

Date	Payee	Explanation	Cost	Available Funds
1st Quarter				
			Beginning Balance Q1	\$ 632,307.48
	Allocated Staff	Regular Wages	53,025.16	579,282.32
	Allocated Staff	Overtime Pay	14,595.40	564,686.92
	Allocated Staff	Retirement	5,810.77	558,876.15
	Allocated Staff	Group Insurance	12,398.58	546,477.57
	Allocated Staff	FICA/Medicare/OASDI	2,348.58	544,128.99
	Allocated Staff	Cell Phone Allowance	400.00	543,728.99
	Various	Inmate Food @ AB109 %	4,107.59	539,621.40
	Various	Cleaning/Household Expenses @ AB109%	1,322.57	538,298.83
	Bob Barker Co	Inmate Clothing/Supplies	552.00	537,746.83
	Allied Universal	Electronic Monitoring	643.20	537,103.63
	Contract Pharmacy Services	AB109 inmate prescription costs	1,221.58	535,882.05
	Various	Medical & Dental costs for AB109 inmates	3,681.24	532,200.81
				532,200.81
				532,200.81
				532,200.81
				532,200.81
				532,200.81
				532,200.81
				532,200.81
			\$ 100,106.67	532,200.81
			Ending Balance Q1	\$ 532,200.81
2nd Quarter				
			Beginning Balance Q2	\$ 532,200.81
	Allocated Staff	Regular Wages	61,091.51	471,109.30
	Allocated Staff	Overtime Pay	16,848.32	454,260.98
	Allocated Staff	Retirement	7,746.63	446,514.35
	Allocated Staff	Group Insurance	9,067.18	437,447.17
	Allocated Staff	FICA/Medicare/OASDI	2,955.23	434,491.94
	Allocated Staff	Cell Phone Allowance	240.00	434,251.94
	Allocated Staff	Clothing Allowance	1,850.00	432,401.94

	Various	Inmate Food @ AB109 %	4,196.48	428,205.46
	Various	Cleaning/Household Expenses @ AB109%	1,355.74	426,849.72
	Allied Universal	Electronic Monitoring	508.80	426,340.92
	Contract Pharmacy Services	AB109 inmate prescription costs	167.57	426,173.35
	Various	Medical & Dental costs for AB109 inmates	33,811.74	392,361.61
				392,361.61
				392,361.61
				392,361.61
				392,361.61
				392,361.61
				392,361.61
			\$ 139,839.20	392,361.61
3rd Quarter			Ending Balance Q2	\$ 392,361.61
			Beginning Balance Q3	\$ 392,361.61
	Allocated Staff	Regular Wages		392,361.61
	Allocated Staff	Overtime Pay		392,361.61
	Allocated Staff	Unemployment Insurance Q1 & Q2		392,361.61
	Allocated Staff	Retirement		392,361.61
	Allocated Staff	Group Insurance		392,361.61
	Allocated Staff	FICA/Medicare/OASDI		392,361.61
	Allocated Staff	Compensation Insurance Q1 & Q2		392,361.61
	Allocated Staff	Cell Phone Allowance		392,361.61
	Various	Inmate Food @ AB109 %		392,361.61
	Various	Cleaning/Household Expenses @ AB109%		392,361.61
	Allied Universal	Electronic Monitoring		392,361.61
	Contract Pharmacy Services	AB109 inmate prescription costs		392,361.61
	Various	Medical & Dental costs for AB109 inmates		392,361.61
	Allocated Staff	Liability Self- Funded Insurance Q1 & Q2		392,361.61
				392,361.61
				392,361.61
				392,361.61
			\$ -	392,361.61
			Ending Balance Q3	\$ 392,361.61
4th Quarter			Beginning Balance Q4	\$ 392,361.61
	Allocated Staff	Regular Wages		392,361.61
	Allocated Staff	Overtime Pay		392,361.61
	Allocated Staff	Unemployment Insurance Q3 & Q4		392,361.61
	Allocated Staff	Retirement		392,361.61
	Allocated Staff	OPEB Liability		392,361.61
	Allocated Staff	Group Insurance		392,361.61
	Allocated Staff	FICA/Medicare/OASDI		392,361.61
	Allocated Staff	Compensation Insurance Q3 & Q4		392,361.61
	Allocated Staff	Cell Phone Allowance		392,361.61
	Allocated Staff	Clothing Allowance		392,361.61
	Various	Inmate Food @ AB109 %		392,361.61
	Various	Cleaning/Household Expenses @ AB109%		392,361.61
	Various	Inmate Clothing & Supplies		392,361.61
	Allied Universal	Electronic Monitoring		392,361.61
	Contract Pharmacy Services	AB109 inmate prescription costs		392,361.61
	Various	Medical & Dental costs for AB109 inmates		392,361.61
	Overhead	Overhead		392,361.61
	Allocated Staff	Liability Self- Funded Insurance Q3 & Q4		392,361.61
		Amount Exceeding CCP Allocation		392,361.61
			\$ -	392,361.61
			Ending Balance Q4	\$ 392,361.61

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
APPLICATION FOR FUNDING**

General Instructions

Each application should include an Application Face Sheet for each project for which you are requesting funds.

Each application must:

- Be typewritten or computer generated on 8 ½ X 11 white paper in portrait format.
- Have font size no smaller than 10 no larger than 12.
- Have all pages sequentially numbered.
- Have the name of applicant/organization at top of each page.
- Submit an original and two copies of the Application.

Please submit only the information requested.

Applications are due to the Plumas County Probation Department, 270 County Hospital Road, Suite 128, Quincy, CA 95971. Applications are due by the close of business May 16, 2025. Opening of applications will occur in the Probation Department Conference Room at 11:00 A.M. on May 19, 2025, for those who are interested in participating.

If you have any questions please call Keevin Allred at (530) 283-6200 or email Keevinallred@countyofplumas.com.

Application for CCP Funds
Face Page

Fiscal Year 2025-2026

Information Requested	Response
Name of Agency	
Agency Contact Information (operational) (name, address, telephone and e-mail)	
Agency Contact Information (Fiscal) (name, address, phone and e-mail)	
Name of Program	
Is this a new or continuing program?	
Funding Requested from CCP	
Funding received from CCP in prior years (specify year and amounts)	
Program Capacity (maximum number of participants program can serve)	
Current Program Caseload (if applicable)	
Program Cost per Unit (i.e. per bed, class, hour, etc.):	

Program Narrative

Description of Applicant Agency: Briefly describe the agency's mission, the type of services provided, and the relationship of the proposed project to other projects operated by the agency. Please attach an organizational chart, which may be used to provide part of the requested information.

Problem Statement: Describe the nature and scope of the problem the proposed project will address. Include relevant data and facts and statistics specific to the service area and/or target population to support the need for this type of service.

Project Overview: Briefly and concisely address the following areas in the order they are given. **Not to exceed 2 pages.**

- Goals and Deliverables: State the overall goal of this measurable project (an overarching statement about what the project hopes to achieve logically linked to a problem and its causes). This section should clearly communicate the intended results of the project. Briefly state what goods or services will be delivered to the target population and how this will help to achieve the goals of the agency.
- Clients to be served by the Proposed Project and Associated Expenses: Describe the client group that will be served in the proposed project. State how many clients and how often they will be served. Also, include how they will be recruited

- Performance Measures: Briefly describe what performance will be measured and how it will be measured to demonstrate the effectiveness of the program. Please include any definitions or explanations of formulas or instruments used.
- Service Area: Describe the specific geographic area (i.e. town) or location (i.e. school) where the proposed services will be delivered.
- Proposed Project Staff: Describe the staff needed for the proposed project including administrative, direct service, and support positions as well as volunteers to the extent possible. Include a summary of the major duties of each position involved in direct service.
- Collaboration for the Proposed Project: Identify the collaborative efforts that are most critical to the success of your proposed project. List the collaborations and how it will improve the service to clients. Please note that letters of cooperative agreements may be required for partnering agencies listed if this proposal is selected for funding.

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
PROPOSAL BUDGET DETAIL**

Personnel Costs

1. List each employee by job title or classification and salary rate. Use additional sheets as necessary.

JOB TITLE/ CLASSIFICATION	HOURS PER WEEK	HOURLY SALARY	TOTAL SALARY REQUIRED THIS FISCAL YEAR

TOTAL PERSONNEL COSTS \$ _____

2. What are the job duties for each employee, if not apparent in the project overview (use additional sheets as necessary.)

JOB TITLE/ CLASSIFICATION	JOB DUTIES

3. Show the actual rates and amounts for each of the following:

RATE	ANNUAL AMOUNT	AMOUNT REQUIRED THIS FISCAL YEAR
FICA		
Retirement		
Workman's Comp		
Unemployment Insurance		
Health Insurance		
Other Insurance		
Other Benefits (specify)		

TOTAL EMPLOYEE RELATED BENEFITS \$ _____

Contract Services

1. Will any contract services be used?

☐ YES

☐ NO

2. With whom will the applicant contract for services?

NAME OF CONTRACTOR	AMOUNT REQUIRED THIS FISCAL YEAR

TOTAL CONTRACT SERVICES \$ _____

3. What are the contracted individuals or agencies specific duties and responsibilities with regard to the proposed plan?

Include the specific level of involvement each contractor will have, by the number of hours/units and duration of services that will be provided. For example, contractor XYZ will conduct 25 group sessions of juvenile participants during the first year of operation.

Provide a copy of the form of contract to be used by the applicant. Use additional sheets as necessary.

Non Personnel Costs

1. Complete the following:

TRAVEL (Cannot exceed State Travel Costs)	AMOUNT REQUIRED THIS FISCAL YEAR
Auto Mileage: miles at /mile	
Air Transportation	
Subsistence	
Other (describe)	

TOTAL IN-STATE TRAVEL \$ _____

2. Explain why the proposed travel is needed if not apparent from the project overview.

Operating Expenses

3. List anticipated expenses by category. Please be specific.

AMOUNT REQUIRED THIS CALENDAR YEAR

Postage	
Telephone	
Lease/Rental	
Printing	
Maintenance	
Consumable Supplies (specify) (i.e. workbooks)	
Other Costs: (Examples below, please specify) Daily Cost per Bed: Cost per Class/Session: Cost per GED Test: Cost per Work Training: Cost per Work Uniform:	

TOTAL OPERATING EXPENSES \$ _____

JUSTIFICATION OF OPERATING EXPENSES:

TOTAL PROPOSAL REQUEST \$ _____

The undersigned agrees to fully comply with all the provisions established in the Request for Proposal the Plumas County Community Corrections Partnership (CCP) for the acceptance of funding.

PROJECT DIRECTOR

Signature: _____ Date: _____

Printed Name: _____ Title: _____

Request for Funding Proposals

The **Plumas County Community Corrections Partnership (CCP)** is seeking proposals to provide rehabilitative and reintegrative services to adult offenders, including those sentenced under provisions of 1170 (h) of the Penal Code as well as individuals released from state prison terms and returning to the community under provisions outlined in AB 109 (Public Safety Realignment), these services may include but are not limited to the following:

- Supervised and Sober Living
- Mental Health Counseling
- Drug and Alcohol Counseling
- Literacy
- Self Help and Independent Living
- Transportation
- Education
- Vocational Training and Counseling, Employment Search and Development Skills and Job Support Counseling
- Anger Management Counseling

These services are to be provided during the period of July 1, 2025 through June 30, 2026. Proposals will be reviewed and by the Partnership's Budget Subcommittee and recommendations for funding provided to the full CCP Executive Committee for approval. All funding will remain within the sole discretion of the CCP and the Plumas County Board of Supervisors. The CCP reserves the right to waive any irregularities within a proposal or to reject any proposal. Proposals are due at the Plumas County Probation Department, 270 County Hospital Road, Suite 128, Quincy CA 95971 by the close of business May 16, 2025. For an Application Packet and further information please contact Keevin Allred at (530) 283-6200 or visit the Probation Department's webpage at <https://www.plumascounty.us/2833/RFPs>