



COUNTY OF MENDOCINO

Executive Office

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MENDOCINO COUNTY GRANTS UNIT SUMMARY OCT-NOV 2023

- **Grant Applications.** The County of Mendocino applied for \$10,000,000 in grants during this period.
 - In October, the Grants Unit worked with DOT and Facilities to submit a \$10 million USDA Forest Service Community Wildfire Defense Grant Application. If awarded this five-year project, would implement aggressive vegetation management and hazardous tree removal throughout the County while building staff capacity through planning and capital equipment purchases.
 - The Grants Unit worked with Tony Rakes, DCEO, to submit a project idea for additional low-level design broadband planning in Mendocino County to Redwood Region Rise for their inventory of California Jobs First-aligned projects in November. Redwood Region Rise is soliciting proposed projects in the region that can be brought forward for \$14 million Catalyst funding from the State of California. Staff engages with the monthly Redwood Region Rise HRTC meetings.
- **Grant Management**
 - The Executive Office has worked closely with Planning and Building Services to migrate management of identified CDBG grants to Executive Office staff. Staff will present the program's status and request direction from the board on the next steps at the 12/5 BOS meeting.
 - Amplifund, the County's new web-based grant management software, is moving forward as scheduled. Amplifund is designed to streamline grant administrative tasks and maintain compliance with regulatory guidelines. Its key features include grant award tracking, expense and budget tracking, due date tracking, impact measurement, and payment tracking.
 - Kelly Hansen of the Grants Unit and Trey Henson of IS lead the team.
 - The Amplifund project team recently concluded process mapping interviews to survey a sampling of current department grant management processes to understand how the new grants management software can best be configured to meet the needs of the County's departments and identify potential grant project needs and grant management training needs.
 - Meetings have been successfully held with the Department of Agriculture, Department of Transportation, Cannabis Department, General Service Agency, Probation Department, and Child Support Services. Meetings are scheduled with Animal Care, the Cultural Services Agency, and the Public Defender.
 - To lay foundational skills in basic grant management principles, the Amplifund implementation team is scheduled (12/4 & 12/8) to provide grants management training open to all County departments.

- In mid-December, Phase One of the Amplifund rollout will begin with a select group of County Departments (GSA, CSA, Cannabis). Training will run through February.
- **Staff Training**
 - The Executive Office is committed to investing in its staff. Staff trainings and seminars attended include:
 - Public Service Customer Service 10/11/23
 - Economic Development Board, 2023 Fall Economic Perspective, Cases for Economic Equity 10/19/23
 - Attended California Coalition for Rural Housing's Northern Coastal Developer Meet & Greet 11/6/23
 - CA Natural Resource Agency's Native Voices on Traditional Ecological Knowledge and How it Informs Advocacy 11/14/23
 - UC Davis' Insuring Against Climate-Related Disasters: A Challenge for California and the World 11/15/23
 - The Executive Office encourages a culture of collaboration and a knowledge sharing environment and encourages staff to share their expertise with coworkers. During this period, the Grants Unit held the following seminars for staff:
 - Introduction to Marketing and Design 11/13
 - Fundamentals of Project Management 11/21
 - The Foundations of Grant Management 12/4/23