



## Alameda County - Oakland Community Action Partnership (AC-OCAP)

Visit us on the web at [AC-OCAP.com](http://AC-OCAP.com) or contact us by email at [AC-OCAP@oaklandca.gov](mailto:AC-OCAP@oaklandca.gov)

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**Vision Statement:** To End Poverty Within the City of Oakland and Throughout Alameda County

**Core Values:** Community-Driven | Equitable | Collaborative | Impactful | Results-Driven

**Our Promise:** Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes Oakland and Alameda County a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.

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### **Executive Committee Meeting (Standing)**

Thursday, April 23, 2026, 5:30 pm – 6:30 pm

Oakland City Hall - 1 Frank H. Ogawa, Hearing Room 3

The Public May Observe This Meeting Remotely by:

#### **Microsoft Teams:**

[AC-OCAP Executive Committee Meeting | Join meeting in Teams | Microsoft Teams](#)

Meeting ID: **260 430 840 180 531**

Passcode: **Q88Kg6RJ**

*To make public comments, community members must do so either in person at the published location or by email at [AC-OCAP@oaklandca.gov](mailto:AC-OCAP@oaklandca.gov). Please note that remote participation is not available.*

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**Executive Committee:** Monique Rivera (Board Chair), Sandra Johnson (Vice-Chair), Andrea Ford (Treasurer), David Walker (Secretary), and Supervisor Lena Tam (Cesley Ford-Frost)

**Staff:** Ashlee Jemmott and Thea On

The meeting is held in a wheelchair accessible facility. Contact the Office of the City Clerk, 1 Frank H. Ogawa Plaza, Room 201, or call (510) 238-3611 (VOICE) or (510) 238-6451 (TTY) to arrange for the following services: 1) Sign interpreters or Phonic Ear hearing devices for hearing impaired; 2) Large print Braille, or cassette tape text for visually impaired. Please refrain from wearing scented products to this meeting.



## AGENDA

- A. Call to Order, Roll Call, Quorum for the Executive Committee Meeting, and Approval of the April 23, 2026, Agenda.  
**ACTION ITEM:**
- B. Approval of the Executive Committee Meeting Minutes from March 26, 2026 - **Attachment B**  
**ACTION ITEM:**
- C. Public Comment: (Specify Agenda Item(s): Audience Comment Period)
- D. Budget Presentation: Elham Attalla (HSD Accountant) and Vi Lo (Budget & Grants Manager)
  - 1. Budget Narrative – **Attachment D1**
  - 2. 425b - 2026 Budget Forms – **Attachment D2**
  - 3. Subcontractor List 2026 – **Attachment D3**
- E. Discussion:
  - 1. Executive Committee
  - 2. Bylaws
  - 3. Strategic Planning Updates
  - 4. Updates on Staffing
- F. Open Forum: (General Audience Comment Period)
- G. Adjournment:
  - 1. The next Executive Committee meeting is scheduled for **May 28, 2026.**  
**ACTION ITEM:**

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## Alameda County-Oakland Community Action Partnership (AC-OCAP)

### Executive Committee Meeting (Standing)

Thursday, March 26, 2026, 5:30 PM

Oakland City Hall - 1 Frank H. Ogawa, Hearing Room 3

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**Committee Members Present:** Monique Rivera (Chair), Sandra Johnson, David Walker (Secretary), and Supervisor Lena Tam (Cesley Ford-Frost)

**Committee Members Excused:** Andrea Ford (Treasurer)

**Staff:** HSD Deputy Director Lea Lakes

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#### A. Roll Call/Determination of Quorum/Approval of Agenda

L. Lakes performed roll call, and a quorum was established at 5:30 p.m.

**MOTION:** To approve the March 26, 2026, Executive Committee Meeting Agenda.

**M/S/Carried:** Motion carried by unanimous consent.

#### B. Approval of the draft Minutes from the Executive Committee Meeting on February 3, 2026 (Attachment B)

**MOTION:** To approve the February 3, 2026, meeting minutes.

**M/S/Carried:** S. Johnson / C. Frost / Motion carried by consensus.

#### C. Public Comment – None

#### D. DISCUSSION:

##### 1. Executive Committee

- a. **New AC-OCAP Manager (Ashlee Jemmott) – Start date March 30, 2026 (Attachment D1a)** - Ashlee Jemmott will start on Monday, March 30<sup>th</sup>. She is a public service leader with over a decade of experience in community-centered strategy, including strategic partnerships and cross-sector collaboration across government and nonprofit sectors. Ashlee also possesses a strong background in program management and public policy. Chair M. Rivera mentioned that as Ashlee joins the team, she will likely be involved in budget planning and collaborating with the board on upcoming financial and strategic matters. Overall, Ashlee was introduced positively as an experienced and strategic public service leader who will play a key role in both program management and budgeting moving forward.
- b. **Bylaws** – Chair M. Rivera noted that she has not yet reached out to DCA Sophia Navarro regarding the bylaws since the last meeting. HSD Deputy Director L. Lakes reported that she contacted S. Navarro yesterday, but there were no new updates. The lawyers are still working on the bylaws. Consequently, the committee is in a waiting phase, with no substantial changes or draft updates to report at this meeting.
- c. **Strategic Planning Updates** - The board is updating the strategic plan from five pillars to three.

## Attachment B



Committees will be organized around each pillar to facilitate more work within the committees rather than solely during full-board meetings. A strategic plan workshop is scheduled for Friday, March 27<sup>th</sup>, at noon to advance this work and include additional board members. The board survey was resent, but response rates remain low. Chair M. Rivera emphasized the importance of all board members responding, even if it's just to the sections they care about most. It was noted during the discussion that funding often prioritizes seniors and youth, while the "middle group" tends to be overlooked, and this needs to be better reflected in the plan. The expectation is not a complete rewrite, but rather an update of the content, consolidation of pillars, and adjustments to wording and data. There is concern about the tight timeline; the strategic plan must be finalized before the RFP process begins. The RFP must clearly reference the board's strategic priorities (e.g., housing, youth programs) so that applicants understand what the board is seeking.

- d. **Finance - Budget (Attachment D1d)** - HSD Deputy Director L. Lakes is currently working with the state to finalize last year's budget. The budget was submitted at the beginning of the year, and the funds have already been spent. L. Lakes and the fiscal team are matching receipts and invoices to the correct budget categories and correcting items that were initially placed in the wrong ones. The state now requires more detailed, itemized reporting. For example, instead of having a single line item for office supplies, there needs to be a breakdown of each type of supply. This new requirement is slowing down the process. Once the reconciliation with the state is complete, L. Lakes will present a line-by-line comparison of what was budgeted versus what was actually spent, providing justifications for any discrepancies. They plan to use last year's actual expenditures to inform next year's budget, detailing how much was spent on items such as food and gift cards. The current budget documents only include summary totals; a more detailed, traditional format listing salaries, fringe benefits, partner contributions, etc., will be provided later. D. Walker inquired about how the board's work connects to regular CSBG funding and discretionary funds. L. Lakes confirmed that both funding streams are relevant to this board, though she needs to return with a more specific explanation of the requirements and allowed uses for each source. D. Walker also asked whether the "contractual budget" shown is the same as the budget used for the RFP and public contracts. L. Lakes believes it is but will verify this information. Chair M. Rivera raised concerns about reconciling the total contract amount with the number and size of grants—for instance, 18 contracts at \$40,000 each versus the total amount displayed. There is a need to finalize the 2025 numbers before determining the grant levels for 2026 and allocating funds to each grantee. L. Lakes aims to complete the budget reconciliation and submissions by mid-April or early May, depending on the state's deadline. A more detailed financial discussion has been postponed until this work is complete. The committee recognizes they are not yet ready for an in-depth analysis, but the process is ongoing, and more thorough numbers will be provided soon.

### Action Item(s):

- Share the new manager's contact information once Ashley Jemmott's new email address is available and send it to the relevant contacts so she can be included in communications.  
Assignee: C. Frost
- Continue working with the state to correct any misclassified expenditures so all receipts and invoices are in the proper budget buckets before submitting the annual package.  
Assignee: L. Lakes
- Present a line-by-line reconciliation of last year's actual spending vs. the approved budget (with explanations for variances).
- Prepare and present a draft 2026 budget informed by last year's actuals.  
Assignee: L. Lakes
- Double-check that the contractual budget in the board materials matches the budget attached to the

## Attachment B



RFP and adjust if needed.  
Assignee: L. Lakes

- Provide a written explanation of how each funding source (e.g., regular CSBG, discretionary funds) connects to the board and what each can be used for.  
Assignee: L. Lakes
- Move the Life & Enrichment reporting appearance to the next cycle, as there are no invoices due in April.  
Assignee: L. Lakes
- Hold the strategic plan workshop tomorrow at noon for board members to: Finalize the three-pillar strategic plan and agree on a clear implementation timeline.  
Assignee: M. Rivera
- Follow up with the interested county representative about joining the AC-OCAP board and report back on progress.  
Assignee: M. Rivera
- Develop and share a timeline to complete the strategic plan and issue the program RFP, ensuring the RFP explicitly references the strategic priorities (e.g., housing, youth programs).  
Assignee: M. Rivera
- Add an item to the April executive committee agenda to discuss supervisors writing and sending their own advocacy letters to Congress and Senators.  
Assignee: M. Rivera
- Send the drafted advocacy letters to California's U.S. senators requesting increased funding, following the DC trip.  
Assignee: M. Rivera
- For the next DC trip, explore opportunities to meet with at least one red-state congressional office to advocate for anti-poverty funding in a bipartisan context.  
Assignee: M. Rivera

**E. Open Forum: (General Audience Comment Period) – None**

**F. Adjournment of Meeting**

**MOTION:** To adjourn the meeting at 6:30 pm

**MIS/Carried:** S. Johnson / D. Walker / Motion Carried

**The next Executive Committee Meeting is scheduled for April 23, 2026**

## 2026 Budget Narrative

### **Section 10: ADMINISTRATIVE COST = \$296,192**

**10.1 Salaries and Wages** (\$168,282): Salaries directly related to the administering program. The positions include the AC-OCAP Program Director (Manager, Human Services) @ 50% for 9 months (The position was vacant for 3 months) and the (Administrative Assistant II) @ 100%, (Accountant III) @10%.

**10.2 Fringe Benefits** (\$112,260): This reflects the City's fringe benefit rate of 61.71% (Jan--Dec) for Medicare, Dental, Disability Ins., Health, Life Ins., Prof Development, Retiree Medical, Unemployment, Vision Care, and Worker's Compensation.

#### **10.3 Operating Expenses** (\$8,150):

Hospitality \$550

Office supplies \$2,500

Transportation \$550

Printing \$1250 Printing for our community needs assessment survey

Cell Phone \$3,000

Security: \$300

**10.7 Other Cost- Indirect Cost:** (\$7,500) This entails the Department of Human Services indirect cost rate of 9.37% of regular salaries minus 4% vacancy rate, which includes vacation, sick days, & holidays. This will cover part of the DHS administrative cost for personnel and facility rental.

### **SECTION 20: PROGRAM COST = \$1,023,553**

#### **20.1 Salaries and Wages** (\$313,738):

This category reflects all salaries directly related to program contracting, grantee monitoring, and delivery of services such as the Earned Income Tax Credit Initiative, Hunger Program, Financial Education, and Community Forums and Events. The positions include:

AC-OCAP Program Director (Manager, Human Services) @ 50% for 9 months (The position was vacant for 3 months)

(Program Analyst II) @100% for 9 months (The position was vacant for 3 months)

(Program Analysts I) @100%

(2 Permanent Part Time Coordinators) for 6 months @100%

(Accountant III) @10%.

**20.2 Fringe Benefits** (\$175,154): This category reflects the City's fringe rate of 66.71% (Jan-Dec) for Medicare, Dental, Disability Ins., Health, Life Ins., Prof Development, Retiree Medical, Unemployment, Vision Care, and Worker's Compensation.

**20.3 Operating Expenses** (\$33,550): This category includes program expenses such as:

Board Member Refreshment \$6,000, 20 meeting/Year, 20 Members and 2 Staff

For FY25, we are prepared to responsibly absorb and manage budget difference

## Attachment D1

associated with this request within existing resources of the City of Oakland. for 2026, we respectfully request preauthorization for modest food service during scheduled Administering Board meetings. To support full participation and effective governance of the CSBG Board, A key part of the Board's composition includes elders and senior community representatives who generously volunteer their time and expertise, and meetings are often held during the dinner hour or immediately following work or other obligations. Providing light meals or refreshments helps ensure members are able to remain engaged, focused, and comfortable throughout the duration of the meeting. This support also reduces barriers to participation, promotes accessibility and inclusion, and demonstrates the City's commitment to valuing the contributions of Board members as they guide critical anti-poverty programs impacting Oakland residents.

Membership: \$13,000 CalCAPA, NCAF, NCAP, CRC, United Seniors, Staff Associations  
Translation \$350  
Storage Services \$300  
Name Plate \$200  
Printer and Toner \$1700

VITA Tax volunteers' refreshments for 44 days X \$159/day for 23 volunteers (\$7,000)  
VITA Yearend Celebration \$5,000 which include:  
Supplies \$500  
Food \$2000  
Certificates and Awards \$2500

We respectfully request that the authorization be given to support the VITA volunteer celebration as an important investment in community engagement, workforce development, and volunteer retention. The VITA program is strengthened by a diverse group of volunteers, youth/college students from University of California, Berkeley representing various academic disciplines, multilingual adults, and elders from the community who dedicate their time to providing free tax preparation services to residents. This celebration recognizes individuals who completed required trainings and examinations to become certified volunteers, while honoring their commitment to economic empowerment and service. It also encourages continued civic participation, uplifts intergenerational leadership, and inspires more young people and community members to engage in future volunteer opportunities.

### **20.5 Out of State Travel (\$27,000):**

This category includes training and travel for board members and staff for cost such as transportation, per diem, lodging, and registration for out of state conferences deemed appropriate for AC-OCAP program development to:  
NCAF (Washington DC) (\$7,682) Registration \$1,625, Lodging \$3,194, Per Diem \$891, Transportation \$1,972  
NCAP (Florida) Annual Conferences (\$3,491) Registration \$995, Lodging \$1261, Per Diem \$538, Transportation \$698  
CCAP Conference (Detroit MI) (\$9,607), Registration \$3260, Lodging \$2811, Per Diem \$890, Transportation \$2645  
Indian Wells CALCAPA (\$6,220) Registration \$1500, Lodging \$2282, Per Diem \$832,

## Attachment D1

### Transportation \$1606

DISTINATION	# TRAVELERS	ESTIMATED DAYS	TRANSPORTATION	PER DIEM	LODGING	Registration	TOTAL COST
WASHINGTON DC	2	5	1972	891	3194	1625	7682
Detroit MI NCAP	3	4	2645.66	890	2811	3260	9606.66
Florida	1	6	697.61	537.73	1261	995	3491.34
Indian Wells	3	3	1606	832	2282	1500	6220
TOTAL							27000

### **20.6 Subcontractors** (\$460,000):

This category includes contracted services to anti-poverty service providers and programs administered by AC-OCAP. Third party contracts to the agency's 12 Community Economic Opportunity (C.E.O.) Network service providers for employment and housing services 12 @ \$30,000 each, 3 @\$20,000, 1@25,000, 1@15,000

**20.7 Other Cost** (\$14,111): This entails the Department of Human Services indirect cost rate of 9.37% of regular salaries minus 4% vacancy rate, which includes vacation, sick days, & holidays. This will cover part of the DHS administrative cost for personnel and facility rental.

**CSBG Contract Budget Narrative**

Contractor Name: City of Oakland, Human Services Dept	Contract Number: 26F-5002	Amendment Number:
Prepared By: ELHAM ATTALLA	Contract Term: 1/1/2026-4/30/2027	
Telephone Number: 510-238-7205	Contract Amount: \$1,319,745	
Date: 4/20/2026	E-mail Address: <a href="mailto:eattalla@oaklandca.gov">eattalla@oaklandca.gov</a>	

**Budget Narrative**

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10.3 Operating Expenses (\$8,150): Hospitality, CSD Audit visit (\$550) Office supplies:( \$2,500) Transportation (\$550) Printing (\$1250) Printing for our community needs assessment survey, Cell Phone (\$3,000) Security: \$300

10.7 Other Cost (\$7,500) This entails the Department of Human Services indirect cost rate of 9.37% of regular salaries minus 4% vacancy rate, which includes vacation, sick days, & holidays. This will cover part of the DHS administrative cost for personnel and facility rental. The amount budgeted is less than the projected amount due to budget limitations.

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20.2 Fringe Benefits (\$175,154): This category reflects the City's fringe rate of 66.71% (Jan-Dec) for Medicare, Dental, Disability Ins., Health, Life Ins., Prof Development, Retiree Medical, Unemployment, Vision Care, and Worker's Compensation.

20.3 Operating Expenses (\$38,550): This category includes program expenses such as:  
 Board Member Refreshment (\$11,000), 55 meeting/Year, 20 Members and 2 Staff, Membership: \$13,000 CalCAPA, NCAF, NCAP, CRC, United Seniors, Staff Associations, Translation (\$350), Storage Services \$300, Name Plate \$200, Printer and Toner \$1700, VITA Tax volunteers' refreshments for 44 days X \$159/day for 23 volunteers (\$7,000)  
 VITA Yearend Celebration \$5,000 which include Supplies \$500, Food \$2,000, Certificates and Awards \$2,500

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**Attachment D3**

State of California  
**DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**  
**SUBCONTRACTOR LIST**  
 CSD 163 (8/2019)

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of  
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Contractor Name:  City of Oakland, Department of Human Services	Contractor Term:  January 1, 2026 – December 31, 2026	Contract Number:  26F-5002
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Contractor shall provide written notification to the State within 60 calendar days of execution of each subcontractor agreement the name of the subcontractor entity, its address, telephone number, contact person, contract amount, and program description of each subcontractor activity to be performed under this Agreement. This written notification shall also serve as certification that, to the best of Contractor’s knowledge, the subcontractor is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency. Contractor is required to maintain current Excluded Parties List System (EPLS) verification in the subcontractor file(s) for CSD review; a sampling may be requested for verification during an onsite monitoring visit. \*Contractor should include the date that the subcontractor was EPLS verified.

Name of the Subcontractor	Address	Telephone Number	Contact Person	Contract Amount	Program Description	Date EPLS Verified*
A Diamond in the Ruff	5940 Hayes Street Oakland CA 94621	510-541-2191	Tracey Nails-Bell  Executive Director	\$20,000 per year	Transitional Housing for Single Women program provides transitional housing services for single women from Oakland, including moms with children.	6/11/2026
Alliance for Comm. Wellness (La Fam)	24301 Southland Drive Suite 300 Hayward, CA 94545	510-881-5921	Aaron Ortiz  Executive Director	\$30,000 per year	FESCO provides transitional/emergency housing to low-income homeless families in Alameda County. It offers services including housing assistance, case management, job training and search, mental health assessments, and linkages to benefits & resources.	3/12/2026
Chabot Las Positas CCD	6300 Village Pkwy Ste #100, Dublin, CA 95376 Service site: 5860 Owens Dr. 3rd. Floor, Pleasanton, CA 94588	925-416-5108	Alcian Lindo  Program Manager	\$30,000 per year	Tri-Valley Pathway to Employment Program provides low-income residents with job search counseling and services, including workshops, 1-on-1 career counseling, stress counseling, and supportive services.	4/22/2026

### Attachment D3

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**DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**  
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 CSD 163 (8/2019)

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Name of the Subcontractor	Address	Telephone Number	Contact Person	Contract Amount	Program Description	Date EPLS Verified*
Covenant House CA	200 Harrison St. Oakland, CA 94607	714-222-8974	Ami Rowland, Chief Executive Officer	\$30,000 per year	Emergency Shelter and Support Services for Unhoused Youth provides homeless and/or trafficked youth emergency housing, basic needs assistance, and case management services.	12/10/2026
Fremont Family Resource Center	39155 Liberty St. Suite #A110, Fremont, CA 94537 Service Location(s): Days Inn - 46101 Warm Springs Blvd Fremont, CA 94539 Mission Peak Lodge 43643 Mission Blvd Fremont, CA 94539	510-574-2007	Alina Kwak  Administrator	\$30,000 per year	Family Support Services for the Winter Relief Program provides homeless individuals and families with safe and temporary housing, permanent housing, and wraparound support services. The Winter Shelter program is seasonal from December to April.	2/14/2026
Lao Family Community Dev.	2325 E 12th St., Suite 226, Oakland, CA 94601  CARE Campus at 8480 Edes Avenue, Oakland, CA 94621	510-334-4826	Kathy Chao Rothberg Chief Executive Officer	\$30,000 per year	Strong Housing Options Program provides housing support to Oakland's low-income and unhoused and creates a pathway to prosperity for the target BLIPOC population.	11/30/2026

**Attachment D3**

State of California  
**DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**  
**SUBCONTRACTOR LIST**  
 CSD 163 (8/2019)

3  
of  
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Name of the Subcontractor	Address	Telephone Number	Contact Person	Contract Amount	Program Description	Date EPLS Verified*
Lighthouse Comm. Public School	444 Hegenberger Road, Oakland, CA 94621	303-472-6124	Rich Harrison Executive Director	\$30,000 per year	Job Training and Employment Placement Program provides low-income students from grades 9-12 with academic tutoring/enrichment and the opportunity to participate in paid professional internships with the City of Oakland and BART.	8/19/2026
Love Never Fails	6937 Village Parkway, Suite 2074, Dublin CA 94568 Service Site: 22580 Grand Street, Hayward, CA 94541	650-776-5833	Vanessa Russell Executive Director	\$20,000 per year	IT Biz Technology Academy - Digital Equity & Access Program provides IT tech business job training, paid internships, and employment placement for Alameda County low-income and underserved community members.	11/17/2026
New Door Ventures	3221 20th St., San Francisco, CA 94110 Service Site: 1629 Telegraph Ave., Suite 200, Oakland, CA 94612	415-857-9404	Omar Butler Chief Executive Officer	\$30,000 per year	Comprehensive Job Training and Placement for Transition Age Youth provides low-income youth ages 14-24 with essential work and life skills, real work experience, individualized case management, skill-building workshops, and paid job internships over a 14-week period above the living wage.	2/11/2026

**Attachment D3**

State of California  
**DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**  
**SUBCONTRACTOR LIST**  
 CSD 163 (8/2019)

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Operation Dignity	3850 San Pablo Ave. Suite 102 Emeryville, CA 94608 Service Site: House of Dignity, 585 8th St., Oakland CA 94607	510-287-8465 x104	Timothy Evans Executive Director	\$30,000 per year	Housing for Oakland's Homeless Veterans Program provides safe temporary shelter/housing & trauma-informed case management to homeless veterans. Provide connections to permanent housing, employment, and health services.	3/12/2026
Rubicon Programs, Inc	2500 Bissell Ave Richmond, CA 94804 Service site: 24100 Amador Street, 3rd floor Hayward, Ca 94544	510-415-1708	"DC" Carole Dorham-Kelly, Chief Executive Officer	\$30,000 per year	Eden Area America's Job Center of California (AJCC) program provides low-income Alameda County residents experiencing barriers to employment an array of workforce development, education services, and secure employment after completion of training.	11/7/2026
St. Mary's Center	925 Brockhurst St. Oakland, CA 94608	510-923-9600	Sharon Cornu, Executive Director	\$30,000 per year	Senior Homeless Services and Community Center Program provides housing navigation and case management support to adults 55+ years of age with a special focus on those who HUD deems as literally homeless.	10/16/2026
Change to Come	685 32nd Street, Oakland, CA 94609	415-203-8493	Tracy Creer, CEO/Founder	\$20,000 per year	Bridge Housing Program provides temporary bridge housing to unhoused single women and their children.	3/28/2026
Eden I&R Inc.	570 B Street Hayward, CA 94541	510-537-2710	Tim Height Interim Co-Executive Director	\$15,000 per year	Eden I&R's 2-1-1 service provides telephone services and referrals for social services, Bank on Oakland, and EITC to low-income Alameda County residents.	7/9/2026

**Attachment D3**

State of California  
**DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**  
**SUBCONTRACTOR LIST**  
 CSD 163 (8/2019)

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of  
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Contractor Name:  City of Oakland, Department of Human Services	Contractor Term:  January 1, 2026 – December 31, 2026	Contract Number:  26F-5002
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Contractor shall provide written notification to the State within 60 calendar days of execution of each subcontractor agreement the name of the subcontractor entity, its address, telephone number, contact person, contract amount, and program description of each subcontractor activity to be performed under this Agreement. This written notification shall also serve as certification that, to the best of Contractor's knowledge, the subcontractor is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency. Contractor is required to maintain current Excluded Parties List System (EPLS) verification in the subcontractor file(s) for CSD review; a sampling may be requested for verification during an onsite monitoring visit. \*Contractor should include the date that the subcontractor was EPLS verified.

Hack the Hood Inc.	2323 Broadway Street, Oakland, CA 94612	415-424-9356	Samia Zuber Executive Director	\$30,000 per year	Hack the Hood's Tech Career Pathways for low-income BLIPOC youth ages 14-24 in Oakland provides technology and professional training, coaching, and support necessary to access higher education and highly paid technology-related jobs.	7/28/2026
Urban University	3237 Grand Avenue, Oakland, CA 94610	510-253-5012	Tracey Williams, Executive Director	\$30,000 per year	The Single Moms at Work Employment Pathway Program (SMWEP) is to lift unhoused single mothers into well-being and upward mobility through transitional employment that includes pathways to employment and professional development.	2/16/2027
Housing & Economic Rights Advocate (HERA)	Mailing: P.O. Box 29435 Oakland, CA 94604  Service site: 610 16th Street, Suite 420, Oakland, CA 84612	510-271-8443	Maeve Elise Brown Executive Director	\$25,000 per year	HERA assists low-income Alameda County residents with fair housing rights, debt collection, credit reports, and access to credit issues, including collection abuses, achieving affordable repayment plans, credit reporting errors, analysis, and counseling.	8/29/2026

Preparer's Name, Title (Please Print): <b>Puthea On – Administrative Assistant II</b>	Date: <b>4/17/2026</b>	Contact Number: <b>510-238-5382</b>
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