

Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

A. GENERAL INFORMATION

1. Date

2023-11-08

2. Department

Governor's Office of Planning and Research

3. Organizational Placement (Division/Branch/Office Name)

Strategic Growth Council / Connecting Communities

4. CEA Position Title

Special Advisor for Innovation and Partnerships

5. Summary of proposed position description and how it relates to the program's mission or purpose.
(2-3 sentences)

Under the direction of the Executive Director, the Senior Advisor for Innovation and Partnership (SAIP) will provide planning, leadership, and strategic direction for the Strategic Growth Council (SGC). The SAIP is responsible for policy and operations to grantees and applicants to specific and relevant Federal funding, support SGC to identify and secure non-California State resources for SGC to administer, and leverage state resources and meet the needs of California under-served communities.

6. Reports to: (*Class Title/Level*)

Executive Director

7. Relationship with Department Director (*Select one*)

- ☒ Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.
- ☐ Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(*Explain*):

8. Organizational Level (*Select one*)

- ☐ 1st ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th (mega departments only - 17,001+ allocated positions)

B. SUMMARY OF REQUEST

9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

- In coordination with the Executive Director and the Council, provide planning, leadership, and strategic direction for the SGC organization as a whole.
- Assist the Executive Director in the formulation and development of relevant policies, including legislative analysis, budget, and new opportunities for funding to deploy SGC's programs and models.
- Serve as SGC policy and/or coordination lead on philanthropic, interagency groups, committees, as assigned by the Executive Director.
- The SAIP acts as the principal "government, philanthropic and private sector advisor" on state policy matters to the Executive Director and the Council.
- As a member of the SGC Senior Leadership Team, work closely with the Council, Executive Director and peers on strategy, development, and implementation of SGC 4-year Strategic Plans and Annual Action Plans.
- Represent and extend SGC's impact - alongside the Executive Director - representing the organization at relevant conferences, legislative hearings, and with industry and association groups supporting community-based philanthropic partners.
- Oversee development and maintenance of strong public-private partnerships with philanthropic and other private sector organizations in order to build capacity in California communities.
- Build working relationships with external stakeholders, including federal, state, and local partners and philanthropic and private sector partners working in SGC's areas of focus, which include: Best practices in other state and federal government program administration; and surfacing and coordinating resolutions to issues facing local partners working in under-resourced and environmental justice communities around the state.
- SGC's base statute authorizes SGC to convene state and non-state partners with the purpose of coordinating policy, programming, funding, and other solutions necessary to advance and meet the States' goals of healthy, thriving communities.
- Lead the team effort to organize and hold Conference, and strategic convenings, designed to advance state policies and priorities. Work with the Executive Director, Council and SGC team to identify themes, areas of focus and key deliverables for the conference and other convenings. Selection of the themes and areas of focus should be done in close collaboration with the Council, Governor's Office and with the clear intention and knowledge that topic and subsequent deliverables will help feed into and shape state policy goals.
- Serve in lead capacity for SGC conference and convenings development, execution, and assessment as the point of contact for on all state interagency, regional, and local collaboration related to the portfolio, including budgeting and partnerships, contract/vendor management, and coordination among SGC council members and Governor's office stakeholders.
- Establish a contractual relationship with a non-profit 501(c)3 entity who will serve as the conference fiscal entity and operational partner. Lead annual fundraising efforts to secure sponsorship resources to fund the conference and convening activities.
- Interact with all public officials, stakeholders, and philanthropic partners involved in planning, programming, funding, and delivering SGC programs and projects.
- As SGC programs and initiatives are producing solutions and best practices that can be applied more broadly by other state agencies, federal government agencies, funders and other implementers, translating SGC's learnings into replicable action will be a core component of SGC's external engagement and added value to the State.
- Coordinate research and analysis related to programmatic objectives and metrics, with particular attention to the intersection of community planning, capacity building, government transformation, infrastructure, and economic development/job training
- Manage and lead Innovation and Partnerships staff to achieve programmatic goals and ensure professional growth and development of staff.
- Support interagency, philanthropic, and other external initiatives related to policy and program development in climate-friendly infrastructure, community capacity building, and community planning.

B. SUMMARY OF REQUEST (continued)

10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

- ☒ Program is directly related to department's primary mission and is critical to achieving the department's goals.
- ☐ Program is indirectly related to department's primary mission.
- ☐ Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description: The mission of SGC is to coordinate and work collaboratively with public agencies, communities, and stakeholders to achieve sustainability, equity, economic prosperity, and quality of life for all Californians.

The SAIP will have familiarity and mission alignment with SGC's core areas of work, including community development and urban/local planning, climate-oriented infrastructure investments, conservation, health equity, and government transformation. The SAIP should have a broad understanding of state and local government functions and public funding and planning mechanisms. The SAIP should be creative and innovative, actively seeking ways to use SGC's approach of ideate / incubate / scale to help solve big picture challenges in California. The SAIP must have a commitment to serving California's diverse communities and creating a work environment that celebrates diverse backgrounds, cultures, and personal experiences. Intended outcomes include diversified funding for SGC programs and initiatives, alignment with an impactful external engagement on federal and philanthropic programs and initiatives; engagement with the private and financial sectors; supportive policy innovation and expertise within the Governor's office, adoption of SGC solutions and best practices at a state and national level, better alignment of state investments with external partners and a focus on maximizing opportunities for equitable investment in California communities.

B. SUMMARY OF REQUEST (continued)

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

State revenues are projected to decline in fiscal year 2024/25. However, California has passed laws that set clear targets for addressing climate change, including: (a) require an 85% reduction in emissions and carbon neutrality by 2045; (b) phase out internal combustion engine vehicles by 2035 and decarbonizing medium- and heavy-duty vehicles; and (c) increase the state's resilience to severe heat and drought. California is making substantial progress in increasing climate finance, with a 26% annual growth rate from 2019 to 2022. It is estimated that California climate finance, or spending on deployed climate projects, is now 63% of the annual investment needed through 2035 to meet California's climate goals. Climate finance in California is distributed relatively evenly across all counties on a per-capita basis, although populations living in areas with higher pollution or more climate vulnerability will require higher-than-average investment going forward. As the State and Federal government take historic action to address these intersecting issues and make available billions of dollars in grants and other funding, it is critical that the State invests in identifying and bringing in additional Federal resources to California communities, with a concerted focus on those who are underserved. The SAIP will help institutionalize the practice of connecting SGC grantees and applicants to potentially receiving Federal funding and identify and secure non-California State resources that can be administered through SGC programs and channels. This is critical to meeting the legislative goals outlined above, helping to offset the state revenue decline, and ensuring that underserved communities are not left behind in this investment.

C. ROLE IN POLICY INFLUENCE

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

- Serve as SGC policy and/or coordination lead on philanthropic, interagency groups, committees, and acts as the principal “government, philanthropic and private sector advisor” on state policy matters to the Executive Director and the Council.
- Serve as SGC’s base statute authorizes to convene state and non-state partners with the purpose of coordinating policy, programming, funding, and other solutions necessary to advance and meet the States’ goals of healthy, thriving communities.
- Serve in lead capacity for SGC conference and convenings development, execution, and assessment as the point of contact for on all state interagency, regional, and local collaboration related to the portfolio, including budgeting and partnerships, contract/vendor management, and coordination among SGC council members and Governor’s office stakeholders.
- Convene and manage the external Steering Committee established to provide guidance to SGC. The Steering Committee should include thought leaders, organizational executive leaders and executive leadership from state, local and federal organizations and governmental entities.

C. ROLE IN POLICY INFLUENCE (continued)

13. What is the CEA position's scope and nature of decision-making authority?

The SAIP will provide the required leadership, authority and consolidation of duties to ensure effective implementation of deep expertise in partnership formation, external engagement strategy, coalition building, philanthropy, and public education.

The SAIP will oversee mission alignment with SGC's core areas of work, including community development and urban/local planning, climate-oriented infrastructure investments, conservation, health equity, and government transformation. The SAIP will have a broad understanding of state and local government functions and public funding and planning mechanisms. The SAIP will also be responsible for potentially millions of dollars of Federal and non-State award funding going to transformative, multi-sector climate mitigation, adaptation, and resilience projects in under-resourced communities.

14. Will the CEA position be developing and implementing new policy, or interpreting and implementing existing policy? How?

Working closely with the Executive Director, the SAIP position will interpret existing policy and lead the effort to propose new policies for implementation. The SAIP will also be responsible to develop and implement new and existing policies. Implementing existing policies will be based on Council request, statutory mandates, policy support, special projects, and interagency coordination. New policies will include meeting all Federal funding requirements, support new initiatives, manage Federal and legislative mandates, and continue to model and test the community-led program solutions that can be shared across the State. This would require the SAIP to implement the policy ideas, identify the best practices and build a model to showcase system approach for community investment.