



AGENDA: REGULAR SESSION

WEDNESDAY, MARCH 21, 2018

WASCO COUNTY BOARD OF COMMISSIONERS

WASCO COUNTY COURTHOUSE, RM #302, 511 WASHINGTON ST, THE DALLES, OR 97058

PUBLIC COMMENT: *Individuals wishing to address the Commission on items not already listed on the Agenda may do so during the first half-hour and at other times throughout the meeting; please wait for the current speaker to conclude and raise your hand to be recognized by the Chair for direction. Speakers are required to give their name and address. Please limit comments from three to five minutes, unless extended by the Chair.*

DEPARTMENTS: Are encouraged to have their issue added to the Agenda in advance. When that is not possible the Commission will attempt to make time to fit you in during the first half-hour or between listed Agenda items.

NOTE: With the exception of Public Hearings, the Agenda is subject to last minute changes; times are approximate – please arrive early. Meetings are ADA accessible. For special accommodations please contact the Commission Office in advance, (541) 506-2520. TDD 1-800-735-2900. If you require and interpreter, please contact the Commission Office at least 7 days in advance.

Las reuniones son ADA accesibles. Por tipo de alojamiento especiales, por favor póngase en contacto con la Oficina de la Comisión de antemano, (541) 506-2520. TDD 1-800-735-2900. Si necesita un intérprete por favor, póngase en contacto con la Oficina de la Comisión por lo menos siete días de antelación.

9:00 a.m.	<p>CALL TO ORDER Items without a designated appointment may be rearranged to make the best use of time. Other matters may be discussed as deemed appropriate by the Board.</p> <p>Corrections or Additions to the Agenda <u>Discussion Items</u> (<i>Items of general Commission discussion, not otherwise listed on the Agenda</i>) <u>Clear Ballot Agreement</u>; <u>MCCFL CDBG Bid Recommendations</u>; <u>AOC Dues</u>; <u>Excise Tax IGA</u> <u>Consent Agenda</u> (<i>Items of a routine nature: minutes, documents, items previously discussed.</i>) <u>Minutes: 3.7.2018 Regular Session</u>; <u>3.8.2018 Work Session</u></p>
9:30 a.m.	<u>Sheriff's Report</u> – Lane Magill
9:40 a.m.	<u>Multnomah Detention IGA</u> – Molly Rogers
9:50 a.m.	<u>ORMAP Grant Application</u> – Ivan Donahue/Tycho Granville
10:00 a.m.	<u>VOCA Grant Agreements</u> – Judy Urness
10:10 a.m.	<u>Fort Dalles Museum Update</u> – Donna Lawrence
10:20 a.m.	<u>Confluence Project</u> – Colin Fogarty
10:35 a.m.	<u>Columbia Basin Update</u> – Drew Myron/Aubrey Olmstead/Mike Courtney/Mark Remley
10:55 a.m.	<u>Executive Session</u> – Pursuant to ORS 192.660(2)(i) to review and evaluate the job performance of an employee
	COMMISSION CALL
	NEW/OLD BUSINESS
	ADJOURN

If necessary, an Executive Session may be held in accordance with: ORS 192.660(2)(a) – Employment of Public Officers, Employees & Agents, ORS 192.660(2)(b) – Discipline of Public Officers & Employees, ORS 192.660(2)(d) – Labor Negotiator Consultations, ORS 192.660(2)(e) – Real Property Transactions, ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection, ORS 192.660(2)(g) – Trade Negotiations, ORS 192.660(2)(h) - Conferring with Legal Counsel regarding litigation, ORS 192.660(2)(i) – Performance Evaluations of Public Officers & Employees, ORS 192.660(2)(j) – Public Investments, ORS 192.660(2)(m) – Security Programs, ORS 192.660(2)(n) – Labor Negotiations



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MARCH 21, 2018

PRESENT: Steve Kramer, Chair
Scott Hege, Vice-Chair
Rod Runyon, County Commissioner

STAFF: Tyler Stone, Administrative Officer
Kathy White, Executive Assistant

At 9:00 a.m. Chair Kramer opened the Regular Session with the Pledge of Allegiance.

Changes to the agenda:

- Remove Executive Session
- Add NORCOR to the Discussion List
- Add letter of support for SWPRD Grant application to the Discussion List.

Discussion List – SWPRD Grant Application

County Clerk Lisa Gambée reminded the Board that they previously signed letters of support for South Wasco Park and Recreation District grant applications to the Oregon State Marine Board and the Oregon Department of Fish and Wildlife. She explained that those grants will address repair/replacement at the north and south boat ramps. She went on to say that the SWPRD is applying for a grant from the State Park and Recreation Department to improve the land deeded by the County to the District. She stated that they hope to include a vault toilet and picnic tables. She explained that the SWPRD is requesting a letter of support for the new grant application.

Vice-Chair Hege stated that the possibilities for what could happen at the Pine Hollow Reservoir are amazing. He asked when the grant might be awarded. Ms. Gambée replied that the State Parks grant awards will be announced in October. She added that the SWPRD hopes to begin work in the fall with a target completion in the spring of 2019.

*****The Board was in consensus to sign a letter of support for the South Wasco Park and Recreation District's Oregon State Parks and Recreation Department grant application.*****

Discussion List – Clear Ballot Agreement

Ms. Gambie explained that Wasco County already has an MOU with many of the other Oregon Counties using the Clear Ballot system for voting tabulation. The MOU provides for continuity of services; if one county is experiencing circumstances that prevent them from processing through Clear Ballot, they can go to another county to process their votes. She stated that some of the larger counties requested a more robust agreement which is what is before the Board today for consideration. She stated that some of the smaller participating counties are not entering into the new agreement but will still honor the original MOU.

Vice-Chair Hege asked how many counties use Clear Ballot. Ms. Gambie replied that there are sixteen counties using Clear Ballot although not all are signing the updated agreement.

{{{Commissioner Runyon moved to approve the Omnibus Intergovernmental Agreement Clear Ballot Elections Systems to provide aid for ballot tabulation in the event that a county cannot undertake or complete election ballot tabulation at their own facility. Vice-Chair Hege seconded the motion which passed unanimously.}}}

Discussion List – MCCFL Bid Recommendation

Vice-Chair Hege reported that the bids for the Mid-Columbia Center for Living Mental Health Clinic construction project came back higher than the last set of bid submissions. He said that the MCCFL Board of Directors had met regarding the bids; they have asked for more information from staff before formulating a recommendation and will meet again on Friday. He stated that he would recommend delegating authority to Tyler and/or Chair Kramer to act on the recommendation of the MCCFL Board.

Commissioner Runyon said that he wants to be clear that any delegation of authority applies only to this bid process; were the project to be reopened for bidding, it would be an entirely new process.

Mr. Stone commented that the State defers to our process but he has a bit of discomfort around this not being a Board decision. He said that he would still bring it back to the Board of Commissioners at the first session in April. He asked if there is any reason we would not want to go with the lowest bidder.

Vice-Chair Hege responded that the MCCFL Board will make a supported recommendation but it is likely to be the lowest bidder.

Mr. Stone suggested that delegating to the Board Chair would be ideal. Commissioner Runyon said that it would be to approve staff to move forward pending Board of County Commissioners approval.

Chair Kramer noted that he will be out of town next week and asked if an electronic signature would be appropriate. Vice-Chair Hege stated that it will likely be a letter rather than an agreement.

Mr. Stone said that the motion would be to delegate the authority to award the MCCFL Mental Health Clinic construction project contract to the Board Chair and County Administrative Officer contingent on the MCCFL Board recommendation to be affirmed by the Wasco County Board of Commissioners. Commissioner Runyon asked County Counsel if she is comfortable with that process. Ms. Campbell responded affirmatively.

{{Vice-Chair Hege moved to delegate the authority to award the MCCFL Mental Health Clinic construction project contract to the Board Chair and County Administrative Officer contingent on the MCCFL Board recommendation to be affirmed by the Wasco County Board of Commissioners. Commissioner Runyon seconded the motion which passed unanimously.}}

Discussion List – AOC Dues

Chair Kramer reported that AOC has approved a budget for the year and he is confident that County dues will be expended appropriately; therefore, he is in support of renewing Wasco County's membership in all the categories where we have previously held membership.

*****The Board was in consensus to pay the full amount of AOC Dues.*****

Commissioner Runyon observed that there are a number of counties as active in

AOC as Wasco County, but we are in the top group. He said that the organization is a positive force.

Discussion List – Construction Excise Tax

Mr. Stone stated that school districts have the authority to charge a small fee on top of building codes permits. Prior to the separation of Building Codes from MCCOG; MCCOG collected and dispersed that tax. The State, currently operating Building Codes on behalf of Wasco County, has declined to take on that function. He said that the agreement before the Board today is nearly identical to the agreement between MCCOG and North Wasco County School District #21 and delegates authority to collect and disburse the tax on behalf of the School District. He reported that the Planning Department is acting as the collection point; Building Codes staff calculates the tax for the customer and sends them to the Planning front desk to make payment. He explained that the other alternative was to send citizens to the School District office to make payment directly but it did not seem reasonable to place that burden on the citizen.

Commissioner Runyon observed that there are other counties using the building codes services located in The Dalles. He asked if we are collecting only on behalf of our county. Mr. Stone replied that we will collect only on behalf of District #21.

Vice-Chair Hege asked if we have the authority for the collection of the taxes. He noted that the agreement references the passage of a resolution by the School District. Mr. Stone replied that the resolution was passed when the excise tax was first enacted; he said he does not believe it is necessary to pass a new one.

{{(Vice-Chair Hege moved to approve the IGA between North Wasco County School District 21 and Wasco County to collect and remit construction excise taxes. Commissioner Runyon seconded the motion which passed unanimously.)}}

Discussion List – NORCOR

Commissioner Runyon commented that he believes a recent article about NORCOR in The Dalles Chronicle misrepresents the facts. He said that the participating counties cannot determine if they will spend on the juvenile or adult side of NORCOR. The Counties pay into the facility based on an agreed-

upon formula; the NORCOR Board determines how those funds will be expended. He added that each participating county has representation on the NORCOR Board. It is not two facilities – it is one facility serving two populations. Should a county decide to use only one side of the facility, it is possible that they could become an independent buyer of services. He stated that there are a lot of questions to be addressed and NORCOR is a large part of Wasco County's budget – we are the largest provider of funds with Hood River County being the second largest. However, it is a multi-county facility and each county has an equal vote.

Commissioner Runyon went on to say that we have gone from a jail facility with some mental health services to a facility with a number of mental health programs. He said that we also need to address our spending issues and find a balance; there are many valid questions to be addressed.

Juvenile Services Director Molly Rogers said that Commissioner Runyon covered it well; she agrees that it is one entity providing services to both the juvenile and adult populations. She stated that the DRO report is still affecting the facility with decreased revenues – about \$60,000 in losses since December. She said that even without that revenue, the facility will still hit revenue numbers for the juvenile side but there needs to be realistic discussions. She reported that costs for housing juveniles in Multnomah County are over \$2,000 per night – had we housed our juveniles there for the first three months of this year, it would have cost over \$100,000 for long-term care. She pointed out that those costs are just for jail time and do not include transportation and other costs of incarceration. She added that the volatility of the juvenile side is so chaotic that it is difficult to do any trending. She added that just before the budget process began this year, the funding formula was confirmed.

Mr. Stone, serving as Chair of the NORCOR Budget Committee, said that while the closure of the juvenile side of the facility is on the table the question is: Can you close just a piece of a facility and not look at it as a whole? The implications need to be evaluated. He stated that another issue is the idea of an 8% increase in subsidies – for Wasco County that translates to approximately \$200,000 in increased annual costs. Hood River, currently struggling financially, would face similar increases and cannot afford them. He said that Commissioner Runyon will represent the County at NORCOR and the Board of Commissioners needs to have a discussion about what the County's position is and how we want to move forward. Commissioner Runyon commented that it should be a work session

topic.

Sheriff Magill said that mental health services is a good conversation. He stated that there has been discussion in the community around those services. He reported that recidivism is down from 80% TO 63% since some of the programming has been implemented. He said that while he agrees there needs to be a balance, that discussion has to include the benefits of the programming. Commissioner Runyon agreed, saying that it is complex and all aspects should be evaluated.

Mr. Stone said that all avenues are being explored so we can have a holistic view as we move forward.

Commissioner Runyon commented that while he knows all the committees on which the Commissioners serve are active, there needs to be more reporting at County Board sessions on their activities.

Agenda Item – Sheriff’s Report

Sheriff Magill reported that the first of two Community Corrections new-hires started today. He stated that they have been busy with some major calls including the drowning of a 4-year-old in the southern portion of the County. He said that his budget is ready; he is working with the Emergency Manager for additional revenue. He announced that all the new patrol vehicles are here and should be on the road in the next three weeks – they will be steel gray. He concluded by saying that there is another potential deputy transition to another law enforcement agency.

Sheriff Magill said that the Sheriff’s Reserve Program is submitting an application to North Wasco PUD for equipment/uniform purchases. He stated that his budget for that program is \$3,000; supplemental funds are necessary.

Chair Kramer asked how much the grant request is. Sheriff Magill replied that it is \$2,200 per reserve officer for a total of nearly \$20,000.

Sheriff Magill said that the 9-1-1 Task Force, which includes representatives from the City of The Dalles, Wasco County, 9-1-1, and the Sheriff’s Office, is having discussions around funding for that service. One of the ideas being explored is a 9-1-1 taxing district which is how Hood River County funds their program. Mr. Stone said that the larger discussion is how to address expenses; the City has asked for a reduction in their contribution.

Sheriff Magill stated that the Task Force has been effective and is exploring options. They have done an analysis of calls for service and the City of The Dalles has the bulk of those calls. There will have to be more research including cost analysis and projections.

*****The Board was in consensus to provide letter of support for the Sheriff's Reserve Deputy Program North Wasco County PUD grant application.*****

Commissioner Runyon commented that he appreciated the Sheriff's invitation to his departmental staff meeting, saying that it was a great experience for Board members.

Agenda Item – Multnomah County Detention IGA

Ms. Rogers stated that this agreement is to set the cost of detention should Wasco County need to house juveniles at the Multnomah facility. She said that the agreement goes through this fiscal year and will be amended going forward. She stated that while there are no current plans to house juveniles in Multnomah County, we need to be proactively prepared for that possibility as NORCOR decides what services they will provide.

Vice-Chair Hege asked if there are other options on the table such as Deschutes County. Ms. Rogers replied that there will likely be an agreement with them as well; however, they have a set number of spaces that we have to compete for – it is unlikely we could house all of our juvenile detainees there at the same time.

Commissioner Runyon clarified that the costs outlined in the agreement are for bed space only and do not include transportation and investigation costs. Ms. Rogers confirmed his statement. She said that we want to address public safety and do the right thing. Commissioner Runyon added that we also have to be fiscally responsible.

Mr. Stone commented that we are obligated to pay our 50% of NORCOR funding; if the juvenile side closes, that would reduce our costs at NORCOR. He observed that when we responded to the DRO report by suspending sending youth to NORCOR, we had to pay both our NORCOR obligation and the cost of incarcerating juveniles at another facility.

{{{Commissioner Hege moved to approve the Intergovernmental

**Agreement for Delivery of Detention Services and Facilities Operation and Maintenance between Wasco County and Multnomah County.
Commissioner Runyon seconded the motion which passed unanimously.}}**

Agenda Item – ORMAP Grant

Survey & Engineering Technician Ivan Donahue explained that the ORMAP project is designed to remap all the tax lots in Wasco County and bring them into alignment with their actual location in the real world to within in one foot of accuracy. He displayed a series of maps (attached) that outlined the progress of the project as well as displaying an overlay comparison of old mapping to new mapping. The maps clearly demonstrated significantly improved accuracy in lot line placement.

Commissioner Runyon commented that this is not unusual throughout the state and is not unique to Wasco County. Mr. Donahue agreed, saying that every county in the state is going through this process. He said he is here to seek permission to apply for the next grant cycle – applications are submitted every six months with the majority of the work being done by staff and summer interns. He added that Lane County receives the majority of the funding as they do the actual remapping work based on data gathered by Wasco County staff. The grant request is for \$72,580.

Vice-Chair Hege asked if the completed maps are available online. Mr. Donahue replied that they are; completed mapping is indicated by the rose colored areas on the display map (attached).

Commissioner Runyon asked if there is a match required. County Surveyor Bradley Cross replied that there is a \$6,000 in-kind match which is met with staff time.

*****The Board was in consensus to approve the Spring 2018 ORMAP grant application.*****

Agenda Item – VOCA Grant Agreements

Victims Assistance Coordinator Judy Urness explained that the VOCA Support Services and Training and includes things like lock changes, hotel stays, help with restraining orders and custody issues, etc. She stated that what is new is the counseling piece. She said that Mid-Columbia Center for Living is not

always able to provide those services in a timely fashion and Ms. Bartholomew has agreed to see clients within ten days. She cited recent in-home burglaries which can be very traumatic – getting victims into counseling quickly is important. She explained that the grant ends September 30, 2019.

Ms. Urness went on to say that there were also flexible funds that she did not feel we would be able to apply in full and therefore some of that funding is going to HAVEN to help with the counseling piece. She explained that the money will stay in Wasco County but services will be through HAVEN; state funding will go directly to HAVEN.

Ms. Urness said that changes have been made to the subcontractor agreements but there has not been time for the subcontractors to review and respond to those changes.

Commissioner Runyon noted that one of the attorney subcontractors is currently involved in a lawsuit against Wasco County. He asked if that presents a conflict.

Ms. Campbell replied that the attorney would represent the victim rather than the County so there is not a legal conflict. She said that the Board may decide that it is not in our best interest to enter into a contract with an attorney who is opposing us in a legal matter. She said that she would defer to Ms. Urness.

Ms. Urness stated that she has worked with him in the past and is also contracting with one other attorney.

Chair Kramer asked if there is a set dollar amount. Ms. Campbell replied that there is a \$5,000 cap in each agreement which is in line with our contracting rules. Ms. Urness added that she has only \$5,200 budgeted for these services. She added that the grant also provides for some administrative costs for the County.

{{{Vice-Chair Hege moved to approve the Memorandum of Understanding between HAVEN from Domestic Violence and Sexual Violence and Wasco County District Attorney's Office Victim Assistant Program March 1, 2018 through September 30, 2019. Commissioner Runyon seconded the motion which passed unanimously.}}}

{{{Vice-Chair Hege moved to approve the Subcontract for Counseling

Services with Sandra Bartholomew, LSCW. Commissioner Runyon seconded the motion which passed unanimously.}}

{{Commissioner Hege moved to approve Subcontracts for Legal Services with Andrew Myers and Jason Corey. Chair Kramer seconded he motion which passed unanimously.}}

Agenda Item – Fort Dalles Museum Update

Museum Commission Chair Donna Lawrence explained that they are ready to move forward with the staining of the Surgeon's Quarters using the enterprise zone funds awarded to them by the City and County more than a year ago. Ms. Lawrence shared some photos of a recently completed project to replace the retaining wall; that project was done with volunteer labor and donated supplies.

Ms. Lawrence went on to say that they got a total of four quotes for the work and had tried to get contractors familiar with antiquities which was very difficult. She stated that Mr. Stroud is the contractor who came through in the end and has been approved by the Museum Commission. She said that she only recently learned that there needed to be a more formal contract and Museum Commissioner Eric Gleason, who is also one of the project managers, worked with Ms. Campbell to develop that.

Chair Kramer commented that Steve Stroud is an excellent contractor. Vice-Chair Hege noted that the wood is really old and asked Mr. Gleason if he is happy with the materials and approach. Mr. Gleason replied that they had hired a preservation architect who outlined options for preservation and this was the path the Museum Commission chose. He said that paint would last longer but would be initially more expensive; it all balances out. Ms. Lawrence added that there is also some carpentry work that needs to happen.

{{Vice-Chair Hege moved to approve the Personal Services Contract with Steve Stroud for the staining of the Surgeons Quarters at the Fort Dalles Museum. Commissioner Runyon seconded the motion which passed unanimously.}}

Commissioner Runyon commented that the pictures depicted Museum Commission members and volunteers doing the work at the Museum. He said that the passion of the group is great and so much different than in the past. He said that Mr. Gleason's knowledge and expertise is valuable and it is wonderful

to have a working Board.

Mr. Stone said that the Budget Team met with the Museum Board and this was one of the items. He said that this is over the budgeted amount. He asked that Ms. Lawrence take a look at that and then meet with the Budget Team to get the budget in order.

Agenda Item – Confluence Project

Confluence Project Executive Director Colin Fogarty stated that he is here to request a letter of support for the Celilo Park Project. He distributed a brochure (attached) that outlined the completed Confluence projects along the Columbia Gorge and contained drawings of the planned Celilo Park Project. All the projects bring permanent art to the Columbia River to commemorate the Lewis and Clark expedition and the local tribal history. He said that each of the projects is art landscaping in collaboration with Maya Lin, who designed the Vietnam Wall, and stakeholders. He noted that this is Ms. Lin's longest project. He added that the Vancouver Bridge is the only piece not designed by Ms. Lin; it was created by John Paul Jones.

Mr. Fogarty pointed out that early in our country's history, Celilo Falls was the Wall Street of the West for trading. He said that the designs are reflective of that and sensitive to tribal history. He reported that Federal Land Access Program and the Army Corps of Engineers support the application. The upgrades to the facility are funded through the grants while the artwork is privately funded. He said it is believed that the project will attract visitors to the area and will have a significant impact on the economy.

*****The Board was in consensus to approve the letter of support for the Confluence Project at Celilo Falls.*****

Agenda Item – Columbia Basin Presentation

Columbia Basin Marketing Director Drew Myron provided the Board with a packet of information and showed a short video about the facility. She noted that the facility opened under County ownership 50 years ago and became a non-profit organization 20 years ago and is the only non-profit facility in the region. She added that they have a staff of 100 which makes them one of the City's largest employers. She described many of their activities and services including an onsite geriatric nurse-practitioner and a staff of physical, speech and occupational therapists.

Columbia Basin Board members John Hutchison and Mike Courtney described their Board as a good mix. Mr. Courtney stated that they have worked hard to transform the facility from a warehouse for the dying to a home for the aging and recovering. He said that are looking at reorganizing the space and have done all the work without borrowing or begging.

Commissioner Runyon stated that the transformation over the years has been incredible. He said that it has been some time since the Board of Commissioners has been at Columbia Basin for a tour.

Vice-Chair Hege echoed Commissioner Runyon's comments saying that it is wonderful to see what is happening now.

Consent Agenda – 3.7.2018 & 3.8.2017 Minutes

{{{Vice-Chair Hege moved to approve the consent agenda. Commissioner Runyon seconded the motion which passed unanimously.}}}

Chair Kramer adjourned the session at 11:00 a.m.

Summary of Actions

MOTIONS

- **To approve the Omnibus Intergovernmental Agreement Clear Ballot Elections Systems to provide aid for ballot tabulation in the event that a county cannot undertake or complete election ballot tabulation at their own facility.**
- **To delegate the authority to award the MCCFL Mental Health Clinic construction project contract to the Board Chair and County Administrative Officer contingent on the MCCFL Board recommendation to be affirmed by the Wasco County Board of Commissioners.**
- **To approve the IGA between North Wasco County School District 21 and Wasco County to collect and remit construction excise taxes.**
- **To approve the Intergovernmental Agreement for Delivery of Detention Services and Facilities Operation and Maintenance between Wasco County and Multnomah County.**
- **To approve the Memorandum of Understanding between HAVEN from Domestic Violence and Sexual Violence and Wasco County**

District Attorney's Office Victim Assistant Program March 1, 2018 through September 30, 2019.

- **To approve the Subcontract for Counseling Services with Sandra Bartholomew, LSCW.**
- **To approve Subcontracts for Legal Services with Andrew Myers and Jason Corey.**
- **To approve the Personal Services Contract with Steve Stroud for the staining of the Surgeons Quarters at the Fort Dalles Museum.**
- **To approve the consent agenda – 3.7..2018 Regular Session Minutes & 3.8.2018 Work Session Minutes.**


CONSENSUS

- **To sign a letter of support for the South Wasco Park and Recreation District's Oregon State Parks and Recreation Department grant application.**
- **To pay the full amount of AOC Dues.**
- **To provide letter of support for the Sheriff's Reserve Deputy Program North Wasco County PUD grant application.**
- **To approve the Spring 2018 ORMAPP grant application.**
- **To approve the letter of support for the Confluence Project at Celilo Falls.**

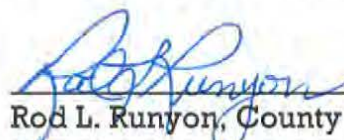
Wasco County
Board of Commissioners



Steven D. Kramer, Board Chair



Scott C. Hege, Vice-Chair



Rod L. Runyon, County Commissioner



DISCUSSION LIST

[CLEAR BALLOT AGREEMENT](#) – LISA GAMBEE

[MCCFL CDBG BID RECOMMENDATIONS](#) – SCOTT HEGE

[AOC DUES](#)

[EXCISE TAX IGA](#) – TYLER STONE



DISCUSSION LIST

Clear Ballot Agreement

[OMNIBUS IGA FOR CLEAR BALLOT ELECTION SYSTEMS](#)

OMNIBUS INTERGOVERNMENTAL AGREEMENT

(Clear Ballot Elections Systems)

This Agreement is entered into by the signatory Oregon Counties identified on the attached signatory pages.

RECITALS

WHEREAS, the signatory counties utilize Clear Ballot tabulation equipment to conduct elections; and

WHEREAS, the Oregon Secretary of State mandates that county election officials annually submit a Security Plan which includes emergency tabulation processes in the event of a malfunction or failure of local equipment; and

WHEREAS, Oregon counties are authorized pursuant to ORS 190.003 through 190.110 to enter into intergovernmental agreements for the performance of any or all functions which a party to the agreement has the authority to perform; and

WHEREAS, the signatory counties find it beneficial to enter into this agreement in order for the counties to provide aid to each other in the event a county cannot undertake or complete election ballot tabulation at that county's facilities;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto agree as follows:

ARTICLE I - SCOPE

Each Lending County will, as determined in the sole discretion of that county, make available to any Requesting County that is a signatory to this Agreement, office space, storage space, equipment and/or software compatible with the Clear Ballot tabulation system.

If able to assist or accommodate, the Lending County will accommodate the Requesting County on terms and conditions which are confirmed in a written document signed by both counties. The Requesting County will be provided at least 24-hours verbal pre-notice of any changes or modifications to the terms and conditions.

The Lending County will have sole authority to determine tabulation priority, scheduling and associated logistics.

ARTICLE II - AGREEMENT PERIOD

This Agreement shall become effective (as to any signatory county) on the date of that County's signature. The term, unless extended or terminated in writing, will expire on June 30, 2021.

ARTICLE III – CONSIDERATION

Requesting County will reimburse the Lending County for associated expenses (i.e. copies, supplies, phone charges, agreed upon rents/assessments, etc.) Lending County shall invoice Requesting County within 30 days of the election and Requesting County shall thereafter make payment within 30 days of receipt of the invoice.

ARTICLE IV - NOTICE

Any notice provided for under this Agreement shall be sufficient if in writing and delivered to the Election Official of the subject County.

ARTICLE V - CONFIDENTIALITY

Subject to the limitations and conditions of the Oregon Public Records law, all parties agree to exercise best efforts to maintain confidentiality of security measures and proprietary information associated with this Agreement.

ARTICLE VI - INDEMNIFICATION

To the extent permitted by Oregon Law (ORS 30.260 through 30.300) and the Oregon Constitution, Article XI, Section 7, each party to this Agreement shall indemnify all other parties to this Agreement against any liability for damage to life, property or any allowed claim or cause of action arising from that party's actions under this Agreement provided, however, that the first party shall be required to indemnify another party for any such liability arising out of the wrongful or negligent acts of employees or agents of said first party.

ARTICLE VII - COMPLIANCE WITH LAWS

This Agreement shall be governed and construed in accordance with the laws of the State of Oregon. Each party shall bear its own costs and fees.

ARTICLE VIII – ASSIGNMENT

No party shall assign or transfer any interest in this Agreement.

ARTICLE IX - TERMINATION

Any party to this Agreement may terminate its involvement/status upon written notice delivered to all other parties at least thirty (30) days prior to intended date of termination. By such termination, the party may not nullify obligations already incurred.

THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES. THERE ARE NO UNDERSTANDINGS, AGREEMENTS, OR REPRESENTATIONS, ORAL OR WRITTEN, NOT SPECIFIED HEREIN REGARDING THIS AGREEMENT. NO AMENDMENT, CONSENT, OR WAIVER OF TERMS OF THIS AGREEMENT SHALL BIND EITHER PARTY UNLESS IN WRITING AND SIGNED BY ALL PARTIES. ANY SUCH AMENDMENT, CONSENT, OR WAIVER SHALL BE EFFECTIVE ONLY IN THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN.

SIGNATURES ON FOLLOWING PAGES:

IN WITNESS WHEREOF, the County identified below has caused this Agreement to be executed as of the date set forth herein by their duly authorized representatives.

WASCO COUNTY, OREGON

By: _____
Lisa Gambee, Election Official

By: _____
Steven D. Kramer, Commission Chair

Date: March 21, 2018



DISCUSSION LIST

Mid-Columbia Center for Living CDBG Bid Recommendation

[STAFF MEMO](#)



MEMORANDUM

SUBJECT: MID-COLUMBIA CENTER FOR LIVING CONSTRUCTION PROJECT – 2ND BID PROCESS

TO: BOARD OF COUNTY COMMISSIONERS

FROM: KATHY WHITE

DATE: 3/15/2018

BACKGROUND INFORMATION:

At the March 7, 2018 session of the Wasco County Board of Commissioners, bids were opened for the MCCFL Community Development Block Grant Construction Project to build a mental health clinic in The Dalles, Oregon. These are the results of that process:

Chair Kramer opened and read the following bids:

Griffin Construction \$6,409,000

Skyward Construction \$6,422,760

Woodburn Construction \$8,144.850

2KG Contractors \$6,650,000

Chair Kramer noted that lists of 2nd tier contractors must be received by 4 p.m.. He announced that the MCCFL Board will meet on March 13th and bring their recommendations to the Board of County Commissioners on March 21st.

Woodburn Construction, Griffin Construction and 2KG Contractors provided first-tier contractor documentation prior to the 4:00 p.m. deadline on March 7, 2018.



DISCUSSION LIST

AOC Dues

[2018 AOC INVOICE](#)

February 26, 2018

Chair Steve Kramer
Wasco County
511 Washington St, Ste 302
The Dalles, OR 97058

Dear Chair Kramer,

Thank you for your membership in the Association of Oregon Counties (AOC). We are honored to have Wasco County as a member of AOC!

AOC programs and services provide counties with opportunities to engage in innovative and transformational county solutions, enhance the public's understanding of county government, and support to exercise exemplary leadership in public service.

Created in 1906 to advocate for the interests of Oregon county government, AOC services have expanded to include direct services to save you money, time and resources. Membership with AOC also provides access to, and support for, City-County Insurance Services, educational programming, information sharing, and access to software like BillTracker. In addition, AOC provides a path to nomination to state and national boards, commissions and task forces. Our newest program, County Solutions, provides commissioners and county staff with capacity and support to convene stakeholders to address complex issues and complete challenging projects in your communities.

With our timely advocacy for county interests in Salem and through the National Association of Counties (NACo) in Washington, D.C., we provide counties with a collective voice on issues facing Oregon's diverse economy. Advocacy efforts range from community and economic development and transportation, to health and human services and veterans, to natural resources and public safety. In addition, these efforts also include specialty advocacy issues like video lottery, PERS, and federal land management.

We hope you will continue to engage with AOC in 2018. There is no better way to shape our state advocacy efforts than to join a steering committee. Monthly meetings are held in Salem with dial-in access for members who cannot join meetings in person. Committees are open to all AOC members, and we urge you to get involved. We continue to see record levels of participation in our steering committees, and we hope this trend will continue. We also hope to see you at our annual conference in Eugene in November.

Please be sure to take advantage of all that your membership has to offer. We are here to help you so please feel free to contact us at any time at 503.585.8351. AOC values your continued participation and membership.

Thank you,



Craig Pope
President, Association of Oregon Counties
Commissioner, Polk County



Mike W. McArthur
Executive Director, Association of Oregon Counties



Wasco County
511 Washington St, Ste 302
The Dalles, OR 97058

stevek@co.wasco.or.us

Cc: scotth@co.wasco.or.us
rodr@co.wasco.or.us
tylers@co.wasco.or.us
sues@co.wasco.or.us

Invoice no. **2018 AOC**
For the period of:
Jan. 1 – Dec. 31, 2018

Description (see page 3 for descriptive narrative on dues categories)	Amount
AOC General Fund Dues*	\$ 8,158.88
Public Lands Fund Dues*	\$ 2,882.20
Video Lottery Defense Fund Dues (voluntary dues)	\$ 556.73
Federal Land Management Subcommittee Dues (voluntary dues; required for voting privilege)	\$ 1,693.05
PERS (Public Employees Retirement System) Alliance Dues (voluntary dues)	\$ 604.93
Veterans Fund Dues (voluntary dues)	\$ 1,060.70
Total amount due:	\$14,956.49

**payment of dues marked required for AOC membership*

Please direct inquiries to:

Fiscal Services
Email: accounting@oregoncounties.org
Phone: 503.585.8351

Please submit check payment along with
a copy of this invoice to:

Association of Oregon Counties
1201 Court Street NE, Suite 300
Salem, OR 97301-4110

Invoice no. **2018 AOC**
For the period of:
Jan. 1 – Dec. 31, 2018

Description Narrative for Dues

AOC General Fund Dues* (required for AOC membership)

General fund dues support legislative advocacy and policy development, district and steering committee meetings, communications efforts, and technical assistance to members, as well as AOC's core operational expenses including finance, insurance, building rent, utilities and supplies. Dues are based on an established uniform base fee and each county's comparative real market value and population (as reported for the previous year). The formula is capped so no county will pay more than 20 times the lowest assessment.

Public Lands Fund Dues* (required for AOC membership)

Public Lands fund dues allow AOC to carry out legislative advocacy on natural resource issues, foster communications between county governing bodies and individual agencies, and develop natural resources policy. Dues are based on an established uniform fee, national forest receipts, substituted Secure Rural School Act or other safety net revenues and federal Payments-in-Lieu-of-Taxes. The formula is capped so no county will pay more than 15 times the lowest assessment.

Federal Land Management Subcommittee Dues (voluntary; required for voting privileges)

Federal land management subcommittee assessment dues is directed to advocacy on federal land management issues. Funds allow AOC to coordinate with other national efforts, obtain professional services, and conduct communications campaigns on federal legislation. Dues are based on each counties share of the latest annual national forest receipts payments or successor safety net payments.

PERS Alliance Dues (voluntary dues)

Public Employee Retirement System (PERS) alliance dues, a collaboration with the League of Oregon Cities (LOC), Oregon School Boards Association (OSBA) and Special Districts Association of Oregon (SDAO) support policy advocacy and legal proceedings for labor and retirement fund issues. Dues are assessed at a rate of \$.69 per PERS retiree per county.

Veterans Fund Dues (voluntary dues)

Veterans fund dues were created in 2014 to help support Oregon's approximately 326,000 veterans. Income from this assessment funds staff work on veterans' issues. A key focus area includes advocacy for increased state funding and support for the work of County Veterans Service Officers (CVSOs). Additional work includes sustaining and expanding collaborative partnerships with the Oregon Department of Veterans Affairs to support improved access to earned benefits, including disability compensation, low income pension, healthcare, housing, employment, education and other services. Dues are assessed at a rate of \$.35 per veteran per county.

Video Lottery Defense Fund Dues (voluntary dues)

Video lottery defense fund dues are dedicated to providing technical assistance and professional services related to the preservation of shared revenues and protection of counties 2.5 percent of net video lottery receipts. Dues are assessed at one percent of each county's total video lottery net receipts for the previous year.

Federal Land Management Subcommittee Fund

Background

The Forest Management Subcommittee was formed in 1998 to pool the assets of all national forest counties in Oregon to more effectively utilize resources on federal issues. The subcommittee was a major factor in enactment of the Secure Rural Schools Act of 2000 and its successor reauthorizations, while repeatedly insisting that a safety net is not the long-term answer. Rather, what the counties need is federal forest management reform.

In 2017, the subcommittee was reorganized as the **Federal Land Management Subcommittee** and new bylaws were adopted. The purpose remains the same: gaining long-term federal land management reforms which will lead to healthy lands, job opportunities, and social and economic sustainability.

Eligible counties are those that receive national forest road receipts or successor safety net road payments. An eligible county becomes a voting member by payment of the dues assessment for the current year. Each county has one vote, and designates one commissioner to cast their vote. The Subcommittee is governed by tri-chairs, each having one vote. One chair is the current chair of the AOC Natural Resources Policy Steering Committee, one chair is the current president of the Association of O&C Counties, and one chair is appointed by the Eastern Oregon Counties Association. Subcommittee actions must be approved by the AOC Natural Resources Policy Steering Committee.

The subcommittee approves its own recommended calendar year budget, expressed in the AOC Federal Land Fund, prepared in cycle with the AOC budget process. The AOC Natural Resources Policy Steering Committee reviews and approves the recommended subcommittee budget and, in turn, recommends it to the AOC membership for adoption at the AOC annual business meeting.

How is the fund used?

The pooled resources from national forest counties permit a more effective pursuit of long-term federal lands management reform legislation and regulations, which will lead to healthy forests, job opportunities, and economic and social sustainability at the local level. In 2017, the Westerman bill that passed the House contained almost all the management reforms advocated by Oregon counties. Continuing to aggressively work with the Senate in 2018 as their bill is developed and staying engaged through reconciliation, is critical to successfully completing this mission. The subcommittee will support a continued safety net program, as a bridge to implementation of meaningful land management reforms.

Voluntary dues are critical to fund hands-on lobbying in Washington, DC; to guide counties through the changing and complex requirements to qualify for safety net payments; and to stay up-to-the-minute in coordination with allies to target resources most effectively.

Looking forward

- Gain long-term federal lands management policy reform through strategic alliances and targeted tactics.
- Pursue “bridge funding” tied to the management reform legislation to maintain solvency of Oregon counties dominated by federal lands until the legislation is fully implemented.

Public Employee Retirement System (PERS), Public Labor and Employment Policy Fund

Background

AOC collects dues for the Public Employee Retirement System (PERS) Alliance, a collaboration with the League of Oregon Cities (LOC), Oregon School Board Association (OSBA), and Special Districts Association of Oregon (SDAO) to support policy advocacy and legal proceedings for labor and retirement fund issues.

In 2016 the voluntary dues assessment changed to include all PERS enrollees by county; not just county employees enrolled. This change reflected the fact that all 36 counties benefit from AOC's work in PERS, and should therefore be assessed the voluntary dues. The AOC Board of Directors also determined the PERS Fund should expand to include public labor and employment policy moving forward.

This change was due to the fact that each legislative session numerous bills are introduced that directly impact public employment, including diverse topic areas such as collective bargaining, wages, public contracting, sick leave, discrimination and home rule.

How is the fund used?

AOC work not only involves opposing or amending proposals that would increase costs to public employers, or constrain the options of public employers, but also involves crafting and promoting legislation that assists public employers. For example, in 2015 House Bill 3495 set out to resolve the legal issue regarding appropriate employer contribution start date for future hires. This legislation was crafted and successfully lobbied by AOC. Another example of PERS legislation successfully crafted and lobbied by AOC was Section 10 of 2017 Senate Bill 1067, which makes PERS side accounts more feasible and user friendly.

Voluntary funds also support participation in state agency rulemaking proceedings that impact public employment, including rulemaking before the Bureau of Labor and Industries (BOLI) and the Employment Relations Board (ERB), and litigation on behalf of AOC members. A recent example is litigation challenging PERS reform legislation, as well as ensuring that the costs of attorney fee awards that stem from successful challenges to such legislation are not imposed on local public employers.

Voluntary dues are critical to fund pro-active and reactive advocacy with the Oregon Legislature as well as litigation on behalf of AOC members.

Looking forward

- Track PERS bills that impact public employment by increasing costs to public employers, and craft bills promoting legislation to assist public employers.
- Participate in state agency rulemaking proceedings that impact public employment.
- Serve on the PERS Legislative Advisory Committee (LAC) and PERS Employer Advisory Group (EAG).
- Participate in litigation as needed on behalf of AOC members.

Veterans Fund

Background

The AOC Veterans Fund was created in 2014 to act as a collective voice for Oregon counties on veterans' issues, and enhance AOC's ability to advocate for, and better serve, Oregon's 310,333 veterans and their families. Too many of our veterans face high levels of post-traumatic stress disorder, mental health challenges, addictions, physical health issues and both mild and severe traumatic brain injuries. Too many are involved in the criminal justice system. As noted by our State Department of Veterans Affairs, our work to support our veterans and their families "is just beginning."

How is the fund used?

The 2017 Session was an historic year for veterans in Oregon. As a result of broad citizen support and the bipartisan leadership of the Governor and Legislature, Oregon made unprecedented investments in local and statewide veteran services. The Legislature appropriated \$27.2 million in combined General Fund and Lottery Funds for services to veterans in the 2017-19 biennium. For reference, prior biennial funding for veteran services was \$10.4 million in General Funds and included no Lottery Funds. These investments stem from Measure 96, which passed in November 2016 with a resounding 84 percent approval by Oregonians. Moving forward, 1.5 percent of all net lottery revenues will be dedicated to serving veterans and their families.

A major component of the new investment in veterans was due to the Legislature's decision to double the state level of funding to County Veterans Service Officers (CVSO's) from \$4.35 million to \$8.7 million. CVSO's are the front line resource which steward successful Veterans Affairs claims. In 2016, Oregon veterans received \$1,392,002,000 of compensation and low income pension payments from the federal Veterans Affairs; an 8.6 percent increase from 2015.

The additional \$4.35 million of state funds to expand CVSO's is shared by every county in Oregon to improve and enhance programs. In addition to doubling state funds to support CVSO's, the Legislature also passed a variety of new funding of new veterans initiatives including:

- \$1.5 million for veterans housing
- \$1.2 million to enhance existing veterans resource centers of universities and community colleges
- \$4.1 million to strengthen the veterans home loan program for future generations
- \$2.3 million to create reserve balance in the veteran services fund
- \$555,000 for local grants at the local level to support innovative community veterans initiatives
- \$350,000 to support a veterans' crisis and suicide prevention hotline
- \$245,000 to establish a veteran volunteer program.

Looking forward

- **Sustain and improve the CVSO workforce:** Ensure professional training and financial support is provided to help veterans access all of the benefits (state and federal) they have earned and deserve.
- **Improve access to Veterans Affairs healthcare services:** Help veterans' access earned disability compensation, low income pension, housing, employment, education and other benefits. Accelerate strategies that provide veterans better access to healthcare benefits, including physical and behavioral health care services.

Video Lottery Defense Fund

Background

In 1985, Oregonians established a lottery constitutionally dedicating the earnings to economic development (see [ORS 461.547](#)). Since then, Oregonians also have dedicated lottery revenues for education, parks, wildlife and wildlife and veterans' services funding.

In 1991, an agreement was reached whereby the Legislature approved a state-controlled video lottery structure which forfeited a county's right to authorize and regulate gaming in exchange for counties receiving 2.5 percent of the receipts from all video lottery games for economic development activities. Prior to that date, counties had the right to authorize, regulate and tax gaming.

Beginning in 2005, counties agreed to contribute 50 percent of the costs of the Governor's Office administration of Regional Solutions due to the programs' importance. The remaining video lottery receipts are distributed as follows: 10 percent divided equally among the 36 counties; and 90 percent allocated by the amount of video lottery receipts from each county. These receipts are an important revenue source for counties' strategic economic development activities such as infrastructure investment, revolving loan programs, and other related programs.

How is this fund used?

Over the years, there have been attempts to divert the counties' share of lottery revenues for other state programs. The Video Lottery Defense Fund is used to protect counties' share of the video lottery. AOC staff advocates, tracks bills, attends hearings and meetings, and testifies at the Legislature and Lottery Commission to ensure that the agreement forged in 1991 is upheld. If necessary, litigation may be filed to protect these dollars.

Since 2011, counties have been required to annually report information related to the use of lottery funds for the purposes of economic development (see [ORS 461.512](#)). This is coordinated by Laura Cleland at AOC. The 2017 report may be found [here](#).

Looking forward

In recent biennia, the Legislature has based quarterly payments on estimated video lottery revenues determined in the May forecast prior to the start of the biennium. This "smoothing" process makes it easier for payments to be made as counties received equal amounts every quarter based on the forecast, rather than fluctuating amounts based on 2.5 percent of the actual proceeds. However, if proceeds are less than anticipated, it can shortchange counties. It is estimated that counties lost over \$1.7 million in the previous biennium as a result of the smoothing distribution practice. AOC is introducing legislation in the February 2018 short session to create a process going forward that will ensure actual proceeds flow to counties.

- Recoup any losses incurred by the counties during the 2015-17 biennium as a result of "smoothing," by collecting 2.5 percent of video lottery proceeds as provided by [ORS 461.547](#).
- Receive a commitment from the Legislature that, moving forward, counties will receive 2.5 percent of video lottery proceeds as required by [ORS 461.547](#).
- Ensure the Legislative Fiscal Office and Department of Administrative Services understand the commitment of the Legislature and the intent of the statute.
- Ensure that any new lottery funded programs do not impact the counties' 2.5 percent share of funds.



DISCUSSION LIST

Construction Excise Tax Collection/Distribution Agreement

[IGA BETWEEN NORTH WASCO COUNTY SCHOOL DISTRICT 21 AND
WASCO COUNTY TO COLLECT AND REMIT CONSTRUCTION EXCISE TAX](#)

**INTERGOVERNMENTAL AGREEMENT BETWEEN
NORTH WASCO COUNTY SCHOOL DISTRICT 21
AND WASCO COUNTY TO
COLLECT AND REMIT CONSTRUCTION EXCISE TAX**

This Construction Excise Tax Intergovernmental Agreement to collect and remit Tax (“*CET Collection IGA*”) is effective on the last date of signature below, and is by and between North Wasco County School District 21, a school district organized under the laws of the state of Oregon (“*School District*”), and Wasco County, a political subdivision of the State of Oregon (“*County*”), collectively referred to as “*Parties*.”

RECITALS :

A. ORS Chapter 190 authorizes governmental entities such as County and School District to enter into written agreements for the performance of any or all functions and activities that either entity has the authority to perform on its own.

B. Senate Bill 1036, which was adopted by the 2007 Legislature and became effective on September 27, 2007, authorizes school districts, as defined in ORS 330.005, to impose a Construction Excise Tax (“CET”) to fund capital improvements to school facilities.

C. Pursuant to Chapter 829, Oregon Laws 2007 (SB 1036), School District will adopt a Resolution establishing a Construction Excise Tax (“CET”) throughout its regional jurisdiction. The Resolution will provide that a Construction Excise Tax be collected by County and remitted to School District pursuant to an Intergovernmental Agreement. The Parties desire to agree to certain procedures needed to collect the Construction Excise Tax and remit the tax to School District.

AGREEMENT:

In consideration of the mutual covenants of the School District and County each to the other giving, the School District and County do hereby agree as follows:

1. Information and Forms. School District shall provide all of the forms and information necessary to collect the CET and the School District will provide all necessary information to assist County in doing so.

2. Staffing. County shall provide sufficient staff to calculate and collect the CET. School District shall provide sufficient staff to implement the CET program.

3. Collection; Start date. County agrees to collect the CET on behalf of School District for those properties within School District and within the jurisdiction of County. County shall begin collecting the CET upon adoption of a resolution establishing the CET by the School District and shall continue collection until the CET expires, the underlying statutory authority is

repealed, the program is terminated by School District, or this CET Collection IGA is terminated by either the School District or County. County agrees to collect the CET in conjunction with the collection of other building permit fees.

4. Refunds. School District agrees to process and issue any required refunds of CET.

5. Exemptions. School District shall provide County with all forms necessary for CET exemptions, rebates, and refunds, and any other forms or information necessary for implementation of the CET. If a Person or entity asserts that it is exempt from the CET and files a School District CET Exemption Form at the time the CET would otherwise be due, County shall grant the exemption. It shall be School District's responsibility to determine the validity of the exemption and to institute collection procedures to obtain payment of the CET, as well as any other remedy School District may have under law, if the Person was not entitled to the exemption.

6. Remittance. County shall remit the collected CET to School District. Remittance shall be quarterly by the end of the month following the end of each quarter. Quarters end on March 31, June 30, September 30, and December 31 of each year. CET remittance shall be mailed to the School District's business office at 3632 West 10th Street, The Dalles, OR 97058, for deposit into the School District's general operating account.

7. CET Reports. Along with the CET remittance, County shall prepare and submit to the School District a report of the CETs to include: the aggregate amount of CET paid, the amount of CET administrative fee retained by County pursuant to this CET Collection IGA and a list or copy of forms for all persons that were given an exemption from paying the CET.

8. Failure to Pay CET. Construction taxes shall be paid by the person undertaking construction at the time that the permit authorizing the construction is issued. Upon a person's refusal to or failure to pay the CET when due, the County will not issue the permit. In no event shall the County be liable for failure to collect CET when due.

9. Records. County shall make all records related to building permit activity, Construction Excise Tax collections, and CET exemptions available to School District, or its designated auditors, as necessary for School District to audit Construction Excise Tax collections.

10. Administrative Fee. As consideration for the above described services, County shall retain four percent (4%) of the CET collected by County as authorized by Section 5 of Senate Bill 1036. Prior to submitting the CET to School District, County shall deduct this administrative fee directly from the CET collected, and the amounts deducted and retained shall be reported to School District at the same time and in the same manner payments are remitted to the School District as set forth in paragraph 6 above. The Administrative Fee is based on gross CET collected and shall not be reduced by CET refunds or any checks returned for insufficient funds. Any fees or charges levied against County for such items as returned checks, etc. shall be paid to County from collected CET in addition to the above Administrative fee.

11. Amendment. This CET Collection IGA may be amended by mutual written agreement of the Parties. The parties further agree to negotiate in good faith to amend this agreement should Senate Bill 1036 be amended by subsequent legislation or judicial proceedings so that this agreement is consistent with the most current legislation. Refusal to negotiate an amendment to this agreement is grounds for immediate termination.

12. Other Agreements. This CET Collection IGA does not affect or alter any other agreements between School District and County.

13. Defense and Indemnification. School District agrees to defend, indemnify and hold harmless County, and its officers, agents and employees, against all claims and actions, and all damages and expenses related thereto, arising from County's performance of this agreement, except for those caused by the sole negligence of County or its officers and employees.

14. Termination. Either party may terminate this agreement for any reason upon 90 days written notice to the other party.

North Wasco County School District 21

Wasco County

By: _____
Title: Chairperson, Board of Directors

By: Steven D. Kramer
Title: Commission Chair

Date: _____

Date: March 21, 2018

STATE OF OREGON)
) ss.
County of Wasco)

On this _____ day of _____, 2018, before me, personally appeared _____, as Chairperson of the North Wasco County School District 21 Board of Directors, personally known to me (or proved to be on the basis of satisfactory evidence) to be the person whose name is subscribed to this instrument, and acknowledged that he/she executed it.

Notary Public for the State of Oregon

STATE OF OREGON)
) ss.
County of Wasco)

On this 21st day of March, 2018, before me, personally appeared Steven D. Kramer as Commission Chair of Wasco County, a political subdivision of the State of Oregon, personally known to me (or proved to be on the basis of satisfactory evidence) to be the person(s) whose name is subscribed to this instrument, and acknowledged that he executed it.

Notary Public for the State of Oregon



CONSENT AGENDA

[MINUTES: 3.7.2018 REGULAR SESSION](#)
[3.8.2018 WORK SESSION](#)



**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MARCH 7, 2018**

PRESENT: Steve Kramer, Chair
Scott Hege, Vice-Chair
Rod Runyon, County Commissioner

STAFF: Tyler Stone, Administrative Officer
Kathy White, Executive Assistant

At 9:00 a.m. Chair Kramer opened the Regular Session with the Pledge of Allegiance.

Changes to the agenda:

- Remove Executive Session
- Add AOC Dues to the Discussion List
- Add letters of support for SWPRD Grant applications to the Discussion List.

Discussion List – SWPRD Grant Applications

County Clerk Lisa Gambée reminded the Board that the South Wasco Park and Recreation District's Oregon State Marine Board grant application for replacement of the north boat ramp located at the Pine Hollow Reservoir had been rejected in the last grant cycle. They have reapplied for a grant to repair the south boat ramp and are seeking County support through a letter committing to stand behind the project for a period of 10 years. She reminded the Board that they had provided such a letter for the first grant application.

Vice-Chair Hege reported that he has spoken to OSMB staff and is confident that this letter will pave the way to approval for the grant. He explained that since this grant is for repair rather than replacement the 10-year commitment will be adequate to meet the OSMB requirements. He added that SWPRD is writing for an ODFW grant to replace the north boat ramp; they would appreciate a letter of support for that application as well, but will not need the same commitment

for maintenance as required by OSMB. Both draft letters were provided to the Board for review (attached).

Commissioner Runyon observed that the Board has already expressed their support for the projects and he is in favor of providing the requested letters of support.

Commissioner Hege stated that he believes that with the County's letter of support and commitment, the OSMB grant is virtually a foregone conclusion. Ms. Gambie noted that the ODFW grant is for a full replacement; originally they asked for matching funds from ODFW but are now asking ODFW to fully fund the project. She reported that SWPRD already has letters of support from other entities.

*****The Board was in consensus to sign letters of support for SWPRD grant applications to the Oregon State Marine Board and the Oregon Department of Fish and Wildlife.*****

Discussion List – USDA Law Enforcement Agreement

Sheriff Lane Magill explained that this is the annual contract to provide law enforcement patrols in the Mt. Hood National Forest. He stated that it is exactly the same contract that was signed last year. Traditionally, the funding has covered overtime for deputies to do the patrolling; however, last year and this year, the funds will pay for a reserve deputy to fill that need – retired The Dalles Police Chief Jay Waterbury. He noted that the Forest Service has only two officers assigned to cover that area.

Vice-Chair Hege asked if the funding covers all expenses related to the patrol. Sheriff Magill replied that it does - \$50 per hour for the deputy and \$9 per hour for the equipment.

{{{Vice-Chair Hege moved to approve the Cooperative Law Enforcement Agreement between Wasco County Sheriff's Department and the USDA Forest Service Mt. Hood National Forest and Columbia River Gorge National Scenic Area Agreement #18-LE-11060600-005. Commissioner Runyon seconded the motion which passed unanimously.}}}

Discussion List – Bridges to Change Agreement

Community Corrections Manager Fritz Bachman introduced several members of the Bridges to Change staff:

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MARCH 7, 2018
PAGE 3

- Montra Knudsen – Executive Director
- Shelly Mead – Operations Director
- Michael Olsen – Peer Mentor
- Ron Webber – House Manager
- Ed Smith – Housing Director

He stated that Bridges to Change has been molding their program to fit our local needs and have had great success in the past year. He explained that the new contract is an update to reflect an expanded scope of work. He stated that increases in State funding supports the expansion. He went on to say that he would like to add up to four more houses with peer mentors; for each one that Bridges to Change opens and maintains, we offer a \$25,000 lump sum to get them started. He pointed out that he acts as a consultant but the houses and programs are theirs.

Commissioner Runyon asked if the grants cover the costs of the programs. Mr. Bachman replied that it is all State funded. He added that most of the funding is very stable but should funding shrink, the County is not responsible for closing the houses or laying off staff. He stated that at any one time he has 30-40 clients in need of housing with about half appropriate for this program. These houses would provide them with attainable housing and ongoing support.

Commissioner Runyon asked to hear from the Bridges to Change staff.

Ms. Mead said that this first year had a bit of a rocky start but Bridges to Change has been able to build strong relationships with neighbors and have had no major challenges. She reported that even those clients that were not initially successful have been able to re-engage in the program which has a good wrap-around approach with Community Corrections.

Mr. Bachman added that the success is a combination of Bridges to Change's background and experience, locating in a good neighborhood and providing lots of reasons for clients to do the right thing. He reported that there has been no crime in the house and no increase in crime in the neighborhood.

Mr. Knudsen stated that after this biennium, the Justice Reinvestment program will shift to a merit-based award system. Wasco County has a good start with a reduction in recidivism and a program that aligns with the County's core values.

Mr. Olsen stated that it is a blessing to have this program in our community. He reported that he has past experience with the clientele and this program is

saving lives – lives that are turning around to be productive. He said that the program bridges the gap and provides hope. He stated that some of these are hard cases and he has seen them regain a purpose for their lives.

Mr. Webber said that he would like to emphasize the fact that many of the clients have been recurring users of services and are now seeing success – getting jobs and holding them. He said that are leaving the program to stand on their own, rather than just being kicked to the curb. He said that staff continues to engage with them and they continue to be productive and fulfill their requirements for staying clean and sober. He said that the program supports long-term success.

Mr. Smith said that he is new to the program. He said that he used to think that housing was a small thing but has seen how it gives the clients a safe, affordable place to call home and it gives them a sense of community. He said he is excited to see what the future holds.

Sheriff Magill said that although it was a rocky start, people behind the scenes are doing an amazing job. He reported that two or three times a month he has contact with citizens who are always supportive and have positive comments. He noted that our local success rate is 80%, compared to 50% in Portland.

Vice-Chair Hege said that 18 months ago he attended a NACo conference in Long Beach where he went to a meeting where they talked about housing for probationary/parole clients. He said that it was emphasized that housing was not enough; there is a need to surround the client with services. He said when he came back, he was very happy to learn that Bridges to Change was offering that kind of work in our community. He said that he is proud of a lot of things that Wasco County does, but this is one of the programs of which he is most proud. He stated that the in-house mentors are the key – it is the work they do every day that facilitates change the lives of these young men.

Both Chair Kramer and Commissioner Runyon echoed Vice-Chair Hege's comments. Chair Kramer asked if County Counsel has approved the agreement. County Counsel Kristen Campbell replied that she has reviewed and approved the agreement.

Ms. Campbell asked how many beds are available and what is the average length of stay. Mr. Bachman responded that the current house accommodates ten and currently has eight residents. He said that the new house will probably house four to eight. He stated that he initially thought nine months would be the

average stay but it has been about six months.

Ms. Campbell asked if there will be any future for providing services to women. Mr. Bachman replied that he would like at least one house for women with two peer mentors. He stated that the number of women clients is far lower but their needs are higher and they recover differently so the house and mentoring need to be different.

{{{Vice-Chair Hege moved to approve the Transitional Housing and Support Services Program Personal Services Contract with Bridges to Change. Commissioner Runyon seconded the motion which passed unanimously.}}}

Agenda Item – Supplemental Budget Hearing

At 9:35 a.m., Chair Kramer opened a supplemental budget hearing and called upon the Finance Director Mike Middleton to present.

Mr. Middleton explained that this is a straightforward process to correct under-budgeting of personnel costs for Youth Services. He explained that a software glitch caused a miscalculation for their personnel costs as it did not calculate enough for health and dental insurance or PERS.

Chair Kramer opened the floor to public comment; there being none he asked the Board to move to deliberations.

{{{Vice-Chair Hege moved to approve Resolution 18-004 in the matter of increasing expense appropriations and decreasing revenue appropriations within a fund. Commissioner Runyon seconded the motion which passed unanimously.}}}

Agenda Item – EDC Community Enhancement Projects

MCEDD Projects Manager Carrie Pipinich reviewed the Community Enhancement Projects report included in the Board Packet. She explained that the Economic Development Commission reviews applications and hears presentations for each project and then individually ranks the projects. Their goal is to make sure that those that rise to the top are viable projects and are critical in providing economic opportunity. In addition, they try to provide equity with some representation in the top ten from all areas of the County. She said that they consider both the readiness of the project and the capacity of the community. EDC Chair Kathy Ursprung added that they are also trying to help communities build their capacity to be able to take advantage of opportunities;

toward that end, they will be offering a grant-writing workshop in April.

Commissioner Runyon asked if the recent State decision to provide funding for the Maupin project will impact the order of the list. Ms. Pipinich replied that she would welcome input on that. She said that the Board can change things around now or can approve the list as-is and let the EDC make appropriate changes. She added that she believes Maupin is still looking for funding.

Commissioner Runyon noted that the Deschutes Rim Clinic project got a million dollars and has had donations; he asked what their current funding gap is. Vice-Chair Hege responded that they still need a lot of money – he believes at least a million more is needed.

Commissioner Runyon said he would be interested in the EDC evaluating how they would modify the list based on the new funding. Ms. Pipinich said that the EDC meets in June and can do that evaluation and she can bring the results back to the Board. Commissioner Runyon suggested electronic polling might provide a quicker response.

Vice-Chair Hege stated that he feels that Hunt Park is underutilized and the Fair Board could use some strategic planning support to get them into the mode of thinking about the future. He said that he would like to see the EDC involved in that.

Mr. Stone said that several months ago Fair Board Chair Ken Polehn came to him for help with strategic planning. He said that he had advised Mr. Polehn that he does not have the capacity to take that on but worked with him to explore goals and resources. He stated that he had suggested MCEDD and pitched that idea to Ms. Pipinich. He reported that the Fair Board met last week and approved a small contract with MCEDD to help with strategic planning and grant writing.

Ms. Pipinich said that she believes it will be a good partnership to help them write the plan and start them on implementation of the plan.

*****The Board was in consensus to approve the Economic Development Commission's Community Enhancement Projects List.*****

Agenda Item – EDC Appointment

Ms. Pipinich reported that Fred Justesen resigned his position on the EDC. She stated that while the position is designated “at-large,” the intent is to have it focused on dryland crops and livestock production. She stated that Mr. Nantz is

the only applicant but she believes he will be a good fit.

Chair Kramer stated that Mr. Nantz has some education and will be a beneficial addition to the EDC.

Commissioner Runyon asked if there is a rule in the bylaws regarding members missing meetings. Ms. Pipinich replied that she would have to look at that but the EDC has good attendance and members are permitted to call in to meetings.

{{Vice-Chair Hege moved to approve Order 18-006 appointing Keith Nantz to the Economic Development Commission. Commissioner Runyon seconded the motion which passed unanimously.}}

Agenda Item – Enterprise Zone Re-designation

Enterprise Zone Manager Matthew Klebes reported that the current Enterprise Zone will expire on June 30th and is the 3rd such designation in Wasco County. He reviewed the staff report included in the Board Packet, explaining the process for establishing a new zone and pointing out the opportunity to redraw the map.

Chair Kramer stated that it is counterintuitive for businesses making a larger investment to be required to provide fewer jobs. He asked what the logic is behind the rule. Mr. Klebes replied that it is a state requirement and he would do some research to discover the rationale behind it. Ms. Ursprung pointed out that large infrastructure investments bring some short-term construction jobs up front.

Chair Kramer said he would like to explore it further to see if we can up the ante for long-term employment. Mr. Klebes said that long-term employment can certainly be a negotiating point – we have a good negotiating team. He added that there is another program, the Social Innovation Fund, available that accepts a commitment for lower-paying jobs than does the Enterprise Zone program.

Mr. Klebes said that he is happy to take the County's questions to the State; he will be attending an EZ Managers workshop in April.

Vice-Chair Hege noted that we do not always have to use the long-term abatement. He said that he is not sure it is always the best path; the SIP is often a better tool. He noted that we have ten active agreements and most are with smaller companies.

Mr. Klebes pointed out that we can choose to negotiate on EZ options or not. He said that the three-year abatement is based on qualifications but the other two options are negotiated agreements.

Ms. Pipinich said that they are working with County Planning and the Assessor to identify areas that would be good candidates for an enterprise zone. She stated that they have contacted each of those communities to gauge their interest in participating – most have already expressed an interest. She noted that the City of The Dalles has seen success through their Enterprise Zone and is now on the edge of qualifying for re-designation. She said that an argument can be made for that and we can continue to accept applications pending approval of the zone.

Commissioner Runyon asked if there are islands of development throughout the county. Mr. Klebes replied that there are; you cannot designate the entire county. Commissioner Runyon asked if each area could apply individually. Mr. Klebes responded that they can but would then each need their own manager; it makes more sense to combine them under one manager.

Agenda Item – I3D Tax Abatement Agreement

Mr. Klebes stated that there are errors in the resolution and provided the Board with the corrections – I3D is not building a hotel. He said that this is an expansion project for additional equipment and two jobs. He said he has reviewed the requirements and they have confirmed their ability to comply. He said that they will be working with the school district for some sweat equity. He said that they have used their quarterly data sets to calculate wages which have risen. He stated that the City Council has already approved the agreement.

Commissioner Runyon asked why there are no references to following local planning and permit rules. Mr. Klebes said that it could be included but he would want to run that past legal counsel.

Vice-Chair Hege said that he does not think we want to get into the enforcement of someone else's rules. Mr. Klebes said that he has not come across it in other EZ agreements but that it could create additional options for termination.

{{{Commissioner Runyon moved to approve Resolution 18-005 with corrections in the matter of approving an Enterprise Zone Tax Abatement Agreement between the sponsors of The Dalles/Wasco County Enterprise Zone and Integrated 3D, LLC. Vice-Chair Hege seconded the motion which passed unanimously.}}}

{{{Vice-Chair Hege moved to approve the Extended Abatement Agreement with Integrated 3D, LLC. Commissioner Runyon seconded the motion which passed unanimously.}}}

Agenda Item – Blue Zones Update

Leticia Valle reviewed the presentation and documents included in the Board Packet. Chair Kramer noted that the plans for the route at Dry Hollow Elementary School will be initially done as gravel roads to see how well it works before paving. Vice-Chair Hege asked where the funding is coming from. Chair Kramer replied that the school is paying for the project. Commissioner Runyon noted that they were supposed to do this years ago but chose to apply the funding to modular buildings instead.

Ms. Valle said that Blue Zones is sponsoring Victor Johnson to attend training in Portland to help with safe school zone designs for other area schools.

Ms. Valle went on to say that The Dalles Blue Zones blueprint is the only one in the State that aligns with our CCO which will help with Medicaid programs. Chair Kramer added that MCMC and the CCO have both committed continued support for the Blue Zones over the next two years of the project. He encouraged Board members to express their appreciation for those efforts.

Discussion List – AOC Dues

Some discussion ensued regarding the timing of the invoice and the accuracy of financial reporting from AOC. Mr. Stone said he would bring some information to the after portion of the session.

Chair Kramer called for a recess at 10:53 a.m.

The Session reconvened at 1:57 p.m.

Ms. White reported that AOC invoiced the County in April of last year and that they are a month earlier this year. She added that they bill for the calendar year and therefore we are already two months into the billing cycle.

Further discussion ensued regarding the various dues categories and the lack of certainty in the AOC financial information.

*****The Board was in consensus to delay a decision on the AOC Dues until the March 21st session.*****

Agenda Item – MCCFL Construction Project Bid Opening

Chair Kramer opened and read the following bids:

Griffin Construction	\$6,409,000
Skyward Construction	\$6,422,760
Woodburn Construction	\$8,144.850
2KG Contractors	\$6,650,000

Chair Kramer noted that lists of 2nd tier contractors must be received by 4 p.m.. He announced that the MCCFL Board will meet on March 13th and bring their recommendations to the Board of County Commissioners on March 21st.

Chair Kramer adjourned the session at 2:11 p.m.

Summary of Actions

MOTIONS

- **To approve the Cooperative Law Enforcement Agreement between Wasco County Sheriff's Department and the USDA Forest Service Mt. Hood National Forest and Columbia River Gorge National Scenic Area Agreement #18-LE-11060600-005.**
- **To approve the Transitional Housing and Support Services Program Personal Services Contract with Bridges to Change.**
- **To approve Resolution 18-004 in the matter of increasing expense appropriations and decreasing revenue appropriations within a fund.**
- **To approve Order 18-006 appointing Keith Nantz to the Economic Development Commission.**
- **To approve the Extended Abatement Agreement with Integrated 3D, LLC.**
- **To approve Resolution 18-005 with corrections in the matter of approving an Enterprise Zone Tax Abatement Agreement between the sponsors of The Dalles/Wasco County Enterprise Zone and Integrated 3D, LLC.**

CONSENSUS

- **To sign letters of support for SWPRD grant applications to the**

Oregon State Marine Board and the Oregon Department of Fish and Wildlife.

- **To approve the Economic Development Commission's Community Enhancement Projects List.**
- **To delay a decision on the AOC Dues until the March 21st session.**

Wasco County
Board of Commissioners

Steven D. Kramer, Board Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner



WASCO COUNTY BOARD OF COMMISSIONERS
WORK SESSION
MARCH 8, 2018

PRESENT: Steve Kramer, Chair
Scott Hege, Vice-Chair
Rod Runyon, County Commissioner

STAFF: Tyler Stone, Administrative Officer
Kathy White, Executive Assistant

At 11:30 a.m. Chair Kramer opened a Work Session.

Waste Water Facility

Long-Range Planner Kelly Howsley-Glover explained that there is an application for a much-needed waste water facility near Dufur. Unfortunately, the application does not qualify under our LUDO. Ms. Howsley-Glover reported that the State has confirmed her findings; however, the project engineer has indicated a less firm response from the State authority.

Ms. Howsley-Glover went on to say that this is a common problem which needs to be addressed through state legislation. She stated that other jurisdictions have gone forward under similar circumstances but it risks litigation by the Oregon Department of Land Conservation and Development. She went on to say that it is a good project and needed by the community but it will not be without problems. For instance, the soils in Dufur are some of the best in the County; it would be preferable to locate this near existing facilities.

Discussion ensued regarding possible alternatives (rezoning, extending the city limits, health and welfare provisions, etc.), the risk of litigation (DLCD, neighbors, Land Watch and others), the needs of the community and DEQ's requirement for a new facility. The Board, County Counsel, Mr. Stone and the Planning Department will continue to seek a solution.

County Compensation Policy

Human Resources Manager Nichole Biechler presented a slide show (attached) outlining the current policy and possible improvements. She explained that when

the policy was created, the high end of the compensation scale was set at the 50th percentile of market value; the scale worked backwards from the high point at the rate of 2.5% for each of seven steps for staff and ten steps for management.

Discussion ensued regarding the recurring poaching of County staff for higher pay and the practices of other government entities that may not be tied to a matrix and therefore able to offer higher wages for hard-to-fill positions. Vice-Chair Hege observed that when the salary policy was initially created, the County was in many cases way off market and going higher than the 50th percentile would have been too expensive. He said that while it seemed low to set it at 50%, the County would not have been able to implement it at a higher rate. Mr. Stone concurred, noting that it was implemented over a period of two years to help lessen the impact. He added that the policy is also subject to available funds.

Ms. Biechler stated that the local workforce is not able to meet the needs of employers. She said she is taking steps to have those larger conversations with area educators to develop the skills needed in our market.

Mr. Stone said that he would like the Board to evaluate the entire policy, not just pay, before staff moves forward with any revisions. He pointed out that they can look at moving the wage but there are other forms of compensation to be considered – 4-day work weeks, more vacation, etc. Ms. Biechler added that when she came on board, it was extremely difficult to negotiate salary; we may want to address that process.

Further discussion ensued regarding the variety of compensation incentives listed in the presentation. Vice-Chair Hege suggested that any of them could be run as a pilot program to see how it works. Mr. Stone stated that he is concerned about retention and while money is not a total solution, it is a piece of it – we are doing ourselves a disservice if we do not retain our superstars.

The Board asked staff to evaluate the options and return with costs and recommendations for implementation.

Dress Code

Ms. Biechler explained that the current dress code is intentionally broad so as to allow directors to exercise discretion. It states that we follow a code that is “business causal” and outlines some of the attire included in that classification. However, we have some staff that push the limits – sandals, shorts, leggings, etc. She reported that in one instance, the conversation regarding leggings and t-shirts had become an avalanche causing some dissention.

Discussion ensued regarding the desired professional appearance of staff. The

conclusion was that the current dress code as stated in the employee handbook is adequate.

Deschutes Rim Clinic

Chair Kramer reminded everyone that the Deschutes Rim Clinic is expanding in order to offer a higher level of health care in the southern portion of Wasco County. He reported that they have received some money from the legislature but are still a million dollars behind. He suggested that the County consider financial support through the enterprise zone funds.

Discussion ensued regarding other projects supported through the enterprise zone funds and the issues the County may face in contributing to the expansion project. Mr. Stone suggested that the County needs to develop a process for addressing such requests.

Chair Kramer reminded the Board that the Administrative Officer's review is scheduled for March 21st. Vice-Chair Hege will be providing a set of questions to help with the performance evaluation.

Chair Kramer adjourned the session at 1:37 p.m.

Wasco County
Board of Commissioners

Steven D. Kramer, Commission Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner



AGENDA ITEM

March Sheriff's Report

[INTRODUCTORY EMAIL](#)

[SHERIFF'S LETTER OF SUPPORT FOR PUD GRANT APPLICATION](#)

[WASCO COUNTY'S LETTER OF SUPPORT FOR PUD GRANT APPLICATION](#)



Kathy White <kathyw@co.wasco.or.us>

Letter of support

1 message

Lane Magill <lanem@co.wasco.or.us>

Mon, Mar 12, 2018 at 4:36 PM

To: Rod Runyon <rodr@co.wasco.or.us>, Steve Kramer <stevek@co.wasco.or.us>, Scott Hege <scotth@co.wasco.or.us>

Cc: Kathy White <kathyw@co.wasco.or.us>, Alan Birchfield <alanb@co.wasco.or.us>

Dear Commissioners,

The Sheriff's Office Reserve Deputy program has submitted a grant to Northern Wasco County PUD to purchase of equipment for our program. Those directly involved with the grant application are requesting a letter of support from the BOC for this important program.

As you know those who volunteer as Reserve Deputies give countless personal hours to the program and as such the resource is limited. We are trying to grow the program, however the financial costs of the program are increasing and this grant would assist in the support of the program.

As the Sheriff I would ask for a letter of support for the grant if you would be willing to do so. I have included my letter of support as a reference.

If you choose to write the letter of support I would request you forward it to Sgt. Alan Birchfield who coordinates the program so it can be added to the application packet.

Thanks for your time and consideration in this matter.


Sincerely,

--

**Lane Magill | Wasco County Sheriff**
SHERIFF'S OFFICElanem@co.wasco.or.us | www.co.wasco.or.us

541-506-2592 | Fax 541-506-2581

511 Washington St. Suite 102 | The Dalles, OR 97058

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SHERIFF'S OFFICE

511 Washington St., Ste.102 • The Dalles, OR 97058
p: [541] 506-2580 • f: [541] 506-2581 • www.co.wasco.or.us

Pioneering pathways to prosperity.

To: Northern Wasco County PUD

March 12, 2018

To whom it may concern:

As the Wasco County Sheriff I am writing this letter of support for the Wasco County Reserve Deputy program grant request. This program has been an integral part of the Sheriff's Office since the 1960's and provides supplemental patrol services for the entire agency.

Budgets have become increasingly tight over the last several years, and providing financial support for this important program has been on a limited basis. The direct cost(s) for an individual reserve deputy has increased to approximately \$2,200.00 for equipment, background checks, medical screenings and psychological examinations.

Over the last four years the Wasco County Reserve Deputy program has contributed over \$44,000.00 in labor/benefits to the citizens of Wasco County. In addition, these volunteers have contributed countless hours of their personal time to ensure the safety of citizens and visitors alike.

As we move this program forward, the Wasco County Sheriff's Office would like to thank you for considering this important contribution to the Sheriff's Office and the citizens we serve.

Sincerely,

A handwritten signature in cursive script that reads "Lane Magill".

Lane Magill
Wasco County Sheriff



BOARD OF COUNTY COMMISSIONERS

511 Washington St, Ste. 101 • The Dalles, OR 97058
p: [541] 506-2520 • f: [541] 506-2551 • www.co.wasco.or.us

Pioneering pathways to prosperity.

Northern Wasco PUD
2345 River Road
The Dalles, OR 97058

Re: PUD Grant Support for the Wasco County Sheriff's Reserve Deputy Program

With a sense of civic duty and a desire to help, Reserve Deputies contribute their time, apply their talent and skills and place themselves in harm's way in order to ensure the safety of our citizens. This important program saves taxpayers thousands of dollars a year and enhances the community policing model of the Wasco County Sheriff's Department. Reserve Deputies act as ambassadors for the Department as they interact with friends, families and co-workers.

Although the Reserve Deputies donate their time, the program is not without cost – each Reservist has a direct cost of \$2,200. That investment results in many hours of police work but with tightening budgets is becoming more difficult to make.

We fully support the Wasco County Reserve Deputy program grant request. Thank you for your thoughtful consideration.

Sincerely,
Wasco County
Board of Commissioners

Steven D. Kramer
Commission Chair

Scott C. Hege
Vice-Chair

Rod L. Runyon
County Commissioner



AGENDA ITEM

Multnomah Detention IGA

[IGA FOR THE DELIVERY OF DETENTION SERVICES](#)

INTERGOVERNMENTAL AGREEMENT
FOR DELIVERY OF DETENTION SERVICES
AND FACILITY OPERATION AND MAINTANENCE

This Agreement is made and entered into by and between **Wasco County**, hereinafter referred to as “Wasco” and **Multnomah County**, a home-rule subdivision of the State of Oregon, hereinafter referred to as “Multnomah,” for the delivery of juvenile detention services by Multnomah to Wasco as described below, and operation and maintenance cost of the physical premises.

I. RECITALS

- A. Multnomah operates and maintains a juvenile detention facility known as the Juvenile Justice Complex (JJC) designed and operated as a temporary secure custody facility for juveniles pending disposition of cases referred to the juvenile justice system. Wasco wishes to utilize bed space within the JJC for the detention of juveniles referred to the juvenile justice system and in need of secure custody, and space presently exists in JJC for use by Wasco.

- B. Wasco and Multnomah entered into a Sublease Agreement in December 6, 2017 for the fee for service rental of detention space. In addition, the rental of detention space provides that the parties will enter into an Intergovernmental Agreement (IGA) for juvenile detention services for maintenance, repairs, certain utilities and correctional program services for which Wasco will pay Multnomah.

- C. ORS Chapter 190 provides for Intergovernmental Agreements for performance for functions and activities of either party by the other in the interest of further economy and efficiency in local government and to that end declares that the provision of ORS 190.003 to 190.100 shall be liberally construed.

II. DEFINITIONS

- A. **Actual Operating Cost** as used in this IGA means the cost of operation and maintenance services including management, repair replacement and maintenance, security service, janitor service, grounds keeping, power, gas, lighting, heating, air conditioning, water other utility services, garbage collection, and insurance, plus the cost of delivery of detention services including, but not limited to, admission, supervision, and release services. Actual Operating Cost does not include Administration and Support.

- B. **Mental Health Screening** as used in this IGA means that every youth upon admission to Donald E. Long Home (DELH) receive a brief mental health assessment, including risk for suicidal and violent behavior, by Juvenile Custody Services Specialists. Youth with significant depression or suicidal risk are referred to a Qualified Mental Health Professional for follow-up care.
- C. **Premises** as used in this IGA means the detention beds subleased from Multnomah pursuant to the Sublease Agreement reference in Section I.B. of this IGA.
- D. **Administration and Support** as used in this IGA means a proportionate share of Department of Community Justice (DCJ) and Juvenile Services Division, including: DCJ Director's Office, Finance and Budget, Contracts, Human Resources and Training, Research and Evaluation, Employee, Community and Clinical services (ECCS) Assistant Director's Office, JSD Assistant Director's Office, and Juvenile Business Integration Support Team.

III. SERVICES TO BE PROVIDED

- A. Multnomah County shall perform as follows:
 - 1. Admission Services
 - a) Any youth subject to the jurisdiction of the Wasco County Court shall be admitted by Multnomah to the Juvenile Justice Complex only upon authorization for secure custody communicated by an appropriate agent of the Wasco County Juvenile Court as defined in this Agreement or upon order of any Wasco County Court of competent jurisdiction to require detention of such juvenile, all subject to the conditions hereinafter provided.
 - b) Acting through its on-duty intake supervisor, Multnomah shall have discretion to refuse acceptance of any juvenile referred pursuant to this Agreement in those circumstances where Multnomah reasonably believes the referral does not comply with the requirements for detention set forth in ORS 419C, or when Multnomah lacks adequate bed space in excess of those reserved spaces provided herein, or when it appears that the physical condition of the referred juvenile requires immediate medical attention.

- c) Any requirement of Wasco for bed space shall be furnished by Multnomah on a space available basis and at a rate of compensation defined in this Agreement.
- d) In the event a juvenile resident of Wasco is taken into custody by law enforcement in Multnomah other than as a consequence of an order of Wasco County Court, and is delivered to the Juvenile Justice Complex, admission shall be as in the case of any local juvenile resident of Multnomah until and unless an appropriate referral for ongoing custody is made by Wasco in accordance with this Agreement.
- e) Multnomah County shall not be required to provide notice to parents or guardians of juveniles referred upon admission or otherwise pursuant to this Agreement.
- f) Multnomah shall provide Wasco a daily roster indicating all juveniles held by Multnomah pursuant to this Agreement. Multnomah shall include with that roster a listing of those juveniles accepted by Multnomah who are subject to the juvenile court jurisdiction of Wasco County by who are not admitted pursuant to the terms of the Agreement.

2. Supervision Services

- a) An admitted Wasco juvenile shall be placed in a detention unit deemed by Multnomah appropriate to the sex, age, and circumstance of the juvenile, consistent with the existing facility population and the best interest of the total facility population and operation, and shall receive the same level of care and supervision as any other juvenile detainee including mental health screening.
- b) Multnomah's Detention Services Manager will ensure that for each juvenile referred under this Agreement, Wasco is advised of the juvenile's progress toward disposition and that agreed arraignments are implemented incident to the expeditious release or coordinated planning for disposition of the referred juvenile. Counseling services customarily provided in preparation for an adjudicative or dispositional process will be provided to the referred juvenile by Wasco.
- c) In the event it is determined that a referred juvenile is in need of emergency services, whether as a result of a unilateral decision by

Multnomah or as result of consultation between Multnomah and Wasco, Multnomah is authorized to take appropriate action to secure such services, including transportation, as required. Wasco shall reimburse Multnomah for any expense connected therewith including security costs inside and outside the JJC as set forth in Section III.B.4. Multnomah shall provide Wasco with immediate notice of those services provided without prior notice.

3. Release Services

- a) Multnomah shall release Wasco juveniles referred pursuant to this Agreement only upon receipt of notification by an authorized agent of the Wasco County Juvenile Court. That notice may be by telephone, in person, or in writing, but any non-written communication will be confirm by a written authorization for release. Multnomah shall release Wasco juveniles to individuals or agencies included in the notification of release.
- b) Multnomah shall notify Wasco of any referred juvenile Multnomah reasonably believes is being detained in excess of statutory authority, and Wasco shall, immediately upon notification, take all necessary steps to release the juvenile as specified in a) above, or provide Multnomah with the statutory authority for continued detention of the juvenile. If Wasco does not act upon the notification by Multnomah with the same business day of notification, Multnomah may act to release the juvenile.
- c) No provision of this Agreement is intended to relieve Wasco of the duty to monitor the number, identify, and appropriate periods of detention for those juveniles detained in Multnomah pursuant to this Agreement. Wasco shall defend and hold Multnomah harmless from any claim of detention in excess of lawful limits brought by or on behalf of any juvenile referred under this Agreement, except for actions attributable to Multnomah County Negligence.

B. Wasco shall perform as follows:

1. Wasco shall provide Multnomah current information identifying those Wasco Juvenile Court agents authorized to refer juveniles to Multnomah as provided herein.
2. Wasco shall provide or arrange all non-emergency transportation of juveniles referred under this Agreement.

3. Wasco shall provide Multnomah written evidence of authorization to detain or release any juvenile referred pursuant to this Agreement, but actual receipt of written evidence is not a condition precedent to any specific detention or release.
4. Except as provided in Section IV-B of this Agreement, Wasco shall compensate Multnomah for all expenses reasonably incurred by Multnomah in providing emergency medical, dental or psychological services, including transportation therefore and supervision outside JJC, on behalf of any referred juvenile pursuant to this Agreement.
5. Wasco shall reimburse Multnomah for any unusual expenses reasonably incurred in the care and supervision of a referred juvenile which exceed the level of care and supervision customarily furnished to detained juveniles, including but not limited to specially tailored clothing or custom footwear, prosthesis, remedial tutoring, eyeglasses, dentures, hearing aids, and similar devices. Except in circumstances constituting a medical emergency, Multnomah may not incur these expenses without prior authorizations from Wasco.
6. Wasco shall be responsible for providing any of the court counseling and/or probation services required for referred juveniles under this Agreement.
7. Wasco shall provide Multnomah timely, actual, written notice of all judicial orders, visitation restrictions, and specialized programming which affect detention care and supervision for referred juveniles.

C. Compensation Rates and Mode of Payment

1. The parties agree that the Actual Operating Cost per bed day for the services provided by Multnomah under the Agreement is 353.93 for fiscal year 2017-2018.

2. In computing daily populations, the day of admission shall be considered a full day, the day of release shall not be counted, each irrespective of the time of day on which the event occurs.

3. Those expenses for excess bed space or emergency services, which may be incurred, shall be billed to Wasco by Multnomah on a monthly basis and shall be paid by Wasco to Multnomah on a monthly basis.

IV. CONSTRAINTS

- A. It is understood and agreed that any and all employees of the Juvenile Justice Complex are not employees, agents, or representatives of Wasco for any purpose.
- B. Wasco and Multnomah, each as to the other, shall indemnify, save harmless, and defend the other county, its officers, agents, and employees from and against all claims and actions, and all expenses incidental to the investigation and defense thereof, arising out of or passed upon damage or injuries to persons or property caused by errors, omissions, fault, or negligence of the indemnifying county or that county's employees. More specifically, and only by way of example and not as an exclusive listing, Multnomah shall hold Wasco harmless for responsibility or any liability arising from operation of the Juvenile Justice Complex and shall indemnify Wasco for any loss proximately and legally caused by the conduct of Multnomah's officers, agents and employees; Wasco shall hold Multnomah harmless and shall be responsible for any liability arising from illegal detention caused by the failure of Wasco to properly monitor the detention periods for juveniles referred herein and held beyond a legal period not as a consequence of a failure or absence of duty by Multnomah.
- C. This Agreement is expressly subject to the debt limitation of Oregon counties forth in Article XI, section 10, of the Oregon Constitution and is contingent upon funds being appropriated therefore. Any provisions herein which would conflict with law are deemed inoperative to that extent.

V. AGREEMENT TERM AND TERMINATION

- A. The term of this Agreement shall be from December 6, 2017 through June 30, 2018, unless modified or terminated according to the terms of this Agreement.
- B. This Agreement may be terminated by either party alone or otherwise unilaterally modified only as follows:
 1. Either county may unilaterally terminate this Agreement on sixty days written notice.

2. In the event that Wasco does not intend to renew this Agreement at the end of the term of this Agreement, Wasco shall notify Multnomah on or before January 1, 2019, of its intent not to renew.
3. In the event Multnomah does not intend to renew this Agreement at the end of the term of this Agreement, Multnomah shall notify Wasco on or before January 1, 2019, of its intent not to renew.

VI. MISCELLANEOUS PROVISIONS

- A. This Agreement and any amendments to this Agreement will not be effective until approved by the Chair of Multnomah County and the Board of County Commissioners of Wasco.
- B. Wasco will annually review Multnomah's detention operations and related cost and provide recommendations to Multnomah regarding cost-saving measures identified in that review. Multnomah shall maintain all fiscal records relating to this Agreement in accordance with generally accepted accounting principles. In addition, Multnomah shall maintain any other records pertinent to this Agreement in such manner as to clearly document Multnomah's performance hereunder. Multnomah acknowledges and agrees that Wasco and its duly authorized representatives shall have access to such fiscal records and all other books, documents, papers, plans, and writings of Multnomah that are pertinent to this Agreement. All such fiscal records, books, documents, papers, plans, and writing shall be retained by Multnomah and kept accessible for a minimum of three years, except as required longer by law, following final termination of this Agreement, or until the conclusion of any audit, controversy, or litigation arising out of or related to this Agreement, whichever date is later. All subcontracts shall comply with these provisions.

IN WITNESS THEREOF, the parties have hereto caused this Agreement to be executed on this ___ day of _____, 2018, by their duly-authorized officers as of the day and year first written above.

Multnomah County

Wasco County

By: _____

By: _____

Multnomah County Chair

Wasco County Chair

Date: _____

Date: _____

Department of Community Justice

Director

Date

Reviewed By:

Multnomah County Attorney

Wasco County Attorney

Date: _____

Date: _____



AGENDA ITEM

ORMAP Agreement

[ORMAP APPLICATION SPRING 2018](#)



ORMAP

Grant Application Forms and Instructions

**Oregon Department of Revenue
Property Tax Division
955 Center St. NE
Salem OR 97309-5075**

Dear Oregon Map Project (ORMAP) Grant Requestor:

This application packet will help you through the ORMAP grant application process.

The grant application serves as a request for a project-oriented grant and a hardware/software grant. To ensure acceptance of your grant application, please follow the application instructions included in this packet and provide all necessary information. The information you provide is critical to the approval of your grant.

- ✓ Project-oriented grants: Please submit an electronic copy of the application (sections I, II and III) to the e-mail address below. Also, please include a copy of the County Assessor's signature from section II.E, by fax or by mail by the due date posted on the ORMAP Web site. (www.ormap.net)
- ✓ Hardware/software grants: There is no deadline for these grants. For approved hardware or software purchases submit sections I and II of the application at any time.

Submit county Assessor's signature to this e-mail, fax number, or address. If you have questions about the application or the process, please contact:

ORMAP Project Coordinator
Oregon Department of Revenue
Property Tax Division
955 Center Street NE
Salem OR 97309-5075
Tel: 503-586-8128
Fax: 503-945-8737
or.map@state.or.us

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Important information about the grant application process

- Use this packet and the grant application to apply for ORMAP project-oriented grants and to request funds to purchase approved hardware and software.
- The Oregon Department of Revenue (DOR) must receive all project-related grant request documents by the due date published on the [ORMAP website](#). Late applications may be reviewed during the next grant cycle.
- Grant requests for approved hardware and software: There is no due date on these types of grant requests. You may submit this type of request any time during the year.
- When DOR receives your application, the ORMAP Coordinator will e-mail you, acknowledging receipt.
- Coordinator's roles and responsibilities:
 - **County Coordinator:** DOR encourages each county to designate a single contact person as the county coordinator for the ORMAP grant request process.
 - **ORMAP Project Coordinator:** A department employee who works with the county coordinators, regional coordinators, the ORMAP Technical Group, the ORMAP Advisory Committee, and DOR, addressing project policies, administration, and the grant process.
 - **Fiscal Coordinator:** DOR encourages each county to designate a county employee to be responsible for project accounting.
- Each grant application must include the signature of the requesting county Assessor's or their representative. The ORMAP Coordinator will not review an application until they receive a signed digital or hard copy of the application signature page.
- The ORMAP Technical Group will not review a request unless a county representative, with knowledge of the grant request, is available in person or by telephone conference at meetings concerning their request.
- If the ORMAP Technical Group needs additional information to complete the review of a county's grant application, the county coordinator must complete an addendum form and submit it to the ORMAP Coordinator by the schedule data. The addendum must answer all of the technical group's additional questions.
- The project should meet *ORMAP Technical Specifications* outlined on the ORMAP website (<http://www.ormap.net/index.cfm?opt=grantsfunding>).
- Electronically submit applications to the e-mail address at the end of section III.

How does the ORMAP grant process work?

1. The department will announce the projected available funds for the current funding cycle and the projected limits for large and small grants
2. County staff sends a completed project-oriented grant application and supporting documents to DOR by the due date. The complete cycle schedule is on the ORMAP site (<http://www.ormap.net/index.cfm?opt=events>). The ORMAP Project Coordinator will review the grant request and may ask for more project information.

The ORMAP Coordinator receives, reviews, and may approve or deny grant applications for the purchase of ORMAP-approved hardware and software at any time.

3. DOR reviews grant applications sent to ORMAP using the ORMAP Funding Criteria (Appendix D) “Administrative Review Criteria” section and ORMAP Policies (Appendix C). Counties are given the opportunity to make timely changes to their grant application and resubmit to correct criteria the county did not meet. An application that does not pass all ORMAP criteria is not submitted to the technical committee for further review.
4. The technical group reviews grant applications that pass the Administrative Review Criteria. The group applies the Technical Review Criteria section of the ORMAP Funding Criteria at its first scheduled meeting. Counties are given the opportunity to correct any failed items by timely providing an addendum detailing the changes to the ORMAP Project Coordinator. The ORMAP Technical Group meets as often as necessary to review grant applications and addendums for the current cycle. After reviewing requests, the technical group gives a technical recommendation to DOR for each of the requests.
5. DOR using the Priority Scoring, awards points to grant applications that pass both the administrative and the technical committee review. The department will award full funding to grants at or below the 3% limit for small grants prior to using the weighted system. The balance of the fund will be available to the remaining grant applicants. Scoring is only required if the grant applications that pass the administrative and technical committee reviews request more funds than are available from the ORMAP project for that funding cycle. The technical committee reviews addendums and determines that the department applied the rules correctly and the resulting decision on scoring was applied in an objective way.
6. The department notifies each grant requestor in writing of the final award determination within two weeks after announcing the grant awards to the ORMAP Advisory Committee. If necessary, DOR may wait to award a grant until after an ORMAP Advisory Committee review.
7. Requestors may appeal grant decisions to Department’s Director in writing within 30 days of receiving the award letter.

ORMAP Project Coordinator
Oregon Department of Revenue
955 Center St. NE
Salem, OR 97301-2555

8. After DOR awards a grant, it sends a contractual grant agreement to each award recipient. The county signs and returns the agreement to the Department of Revenue.
9. To receive the approved grant funds, the county must submit a statement of completed deliverables and invoices to the ORMAP Project Coordinator prior to the contract expiring.

10. DOR may grant modifications to awarded ORMAP contracts. These modifications may be adjustments to the timeline, deliverables, or amount awarded. The modifications are granted at the discretion of DOR based on availability of ORMAP funds or the circumstances that prevented the completion of the contract. To be granted a contract modification, the County Coordinator must send the completed ORMAP Contract Modification Request form to the ORMAP Coordinator. The department must receive contract modification requests 30 days prior to the contract expiration.

ORMAP Grant Application Checklist

<p>1. Appoint a County Coordinator.</p> <p><i>This person must have knowledge about the project in order to represent the grant at the ORMAP Technical Group meetings. He or she will need to clarify and provide answers to questions that arise at the meetings.</i></p>
<p>2. Develop a timeline to complete the grant application on or before the due date.</p>
<p>3. For planning purposes, notify the ORMAP Project Coordinator of the intent to apply for funds as soon as possible.</p>
<p>4. Coordinate with the county Assessor and county cartographer to receive project approval and the Assessor's signature on the application document.</p>
<p>5. Complete the grant application as outlined in the instructions.</p> <p>Work closely with the county, regional, and ORMAP coordinators in planning and preparing your grant application document.</p> <p>Pay attention to: Hardware/Software allowances.</p> <p><i>Include an explanation of project costs; there is a consideration and possible approval when special circumstances exist.</i></p>
<p>6. Deliver the completed grant application to DOR by the due date. (Is the due date a specific date each year, or is it a certain number of days past grant application?)</p>
<p>7. Update your county/regional ORMAP business plan, available at www.ormap.net.</p>

Does your grant application...

- have a timeline; is it realistic in relationship to your request
- clearly state the cost of the project; is it cost effective
- have measurable results (deliverables)?
- accomplish the ORMAP goals
- adhere to the current *Oregon Cadastral Data Exchange Standards*, and (www.oregon.gov/DAS/CIO/GEO/pages/standards/standards.aspx)
- fit within your county's ORMAP business plan?

ORMAP Grant Application Instructions

Approved Hardware and Software Purchases: Complete only sections I and II of the grant application. DOR accepts requests for approved software and hardware any time during the year.

Any cost incurred over the allotted amount is the responsibility of the county. If a county requests to purchase GIS software that is not on the approved list, they must submit their request for approval to the ORMAP Technical Committee.

Project-oriented grants: Summarize your project and identify how the grant will help your county reach the ORMAP goals. The ORMAP Technical Group will use sections I and II, as well as the detailed project information in section III to ensure that the project meets the ORMAP Goal criteria.

SECTION I - COUNTY AND GRANT INFORMATION

This section asks for basic information about the county's funding request.

- A. County:** The county requesting ORMAP funds.
- B. Funding Cycle:** Grant cycle in which funds are being requested (such as, fall 2009 or spring 2010).
- C. ORMAP Goals:** Upon completion, what ORMAP goal will the county meet? For ORMAP goal definitions please see "[Appendix C: ORMAP Policies](#)".
- D. Grant Request Amount:** Only include the dollar amount you are requesting from ORMAP.

SECTION II - REQUEST SUMMARY

- A. Description of the Request and Deliverables:** This section is specific to your project and your deliverables. Provide a brief overview of the project.
 - Identify measurable deliverables that will complete certain tasks once approved. To receive grant payment, you must submit statements requesting the funds as the project deliverables and tasks are completed.
 - Identify the geography area to be covered by this project (township and range, city, or UGB)
- B. Timeline:** Indicate the project's start and completion dates. The Technical Group will determine if your project's timeline is realistic.
- C. Total Cost of Project:** List the number and cost of each deliverable in this request for the entire project, not just the ORMAP portion.
- D. Partnerships and Contributions:** List all the other funds you have secured to complete the project. If possible, include a dollar amount. This may include county contributions, state/federal agency contributions, or other funds.
- E. Assessor's Signature:** The sponsoring county's Assessor must sign the grant document.
- F. Fiscal Coordinator and Contact Information:** E-mail, phone, and mailing address.
- G. Project Coordinator and Contact Information:** E-mail, phone, and mailing address.

Section III – Detailed Project Information

In this section, please provide a detailed description of your project; you must answer all the questions. The Technical Group makes recommendations to the Department of Revenue based on this information.

A: Overview

1. Describe what the project is trying to accomplish.

Describe what planned outcome is and how it will be accomplished by this project.

2. What part(s) of the county does this project cover (Township, Range, and Sections, if applicable)?

Please define the geographic area, which this project will cover within the county that is; Township, Range, and Sections, etc.

3. What is the status/outcome of all previously funded ORMAP projects? (Please include funding cycles and a status map of your county).

Describe the status of past ORMAP funded projects for your county, please list by funding cycle. Please include a “status map” that defines past project areas, the proposed project area of this application, and any future project phases.

4. Describe, in detail, your technical approach to the project for example, mapping methodology.

Please describe how you plan to complete the project. Include an outline of your mapping methodology; there is an example of the ORMAP Mapping Methodology on the ORMAP site.

5. Describe the project deliverables.

Outline what will be billed to ORMAP (number of tax lots, number of tax maps, or control points).

6. Who will be doing the work (county staff, contractor, department staff, etc.)? Please define their role(s).

Describe who will be responsible for completing the different parts of multi-part project. Define their roles in the project.

7. How will the county cartographer integrate the deliverables into the County maintenance plan?

Please define the role of the County Cartographer in the project. Include their role in the planning, production, quality control, the maintenance of the deliverable.

8. Provide a project timeline with milestones and completion dates.

Detail the project timeline; include milestones and completion dates of the project.

9. Does this project have any partnerships? If yes, please identify them.

Describe any partnerships contributions for this project.

10. Describe any innovations utilized by this project.

Provide details of any new processes or methods used on this project.

11. Detail Costs (who is paying for what?).

Outline which group will pay for what and the other contributions made to help pay for this project

B: Quality Control

1. Who will be responsible for quality control (QC)?

Who will be doing the QC, the county cartographer, other county staff, a vendor, or DOR?

2. Will county cartography staff review the deliverables?

Will a county cartographer be conducting a review of the deliverables?

3. Will there be a review by Department of Revenue's cartography staff?

Will the Department of Revenue's Cadastral Unit be reviewing the deliverables?

4. Describe QC procedures.

Outline the steps used in the QC process for this project.

C. Project Detail

1. Is this project an "edge matching project"? If so, how much of the county boundary will be completed?

For consideration, an "edge matching project" must be along a county boundary and the neighboring county has agreed to use the outcome on their boundary as well. Please identify the percentage of the boundary, in miles, completed by this project.

2. Is this project part of an ongoing multi-phased remapping project?

If this project is part of an ongoing multi-phased project, describe what phase is covered by this project and how many more phases still need to be completed.

3. What percentage of the county tax lots and tax maps meet the ORMAP technical specifications?

What percentage of the county tax lots and tax maps meet the ORMAP technical specifications? A copy of the ORMAP technical specifications is available on the ORMAP web site. Section 2 of the county's ORMAP business plan will reflect these numbers as well.

4. Upon completion of this project will your county meet goal 6 (100% of tax maps meeting technical specification)?

Upon completion of this grant, will your county complete its remapping process; will you meet goal 6? By saying "yes," a county may not request additional funds from ORMAP until DOR announces it will start accepting applications for projects other than remapping.

5. Is this project part of a multi-county effort? If so, please explain.

Please explain your county's role as well as the role of the other counties identified in this multi-county remapping effort.

6. Will the project cost be affected if it is not fully funded this cycle?

Please identify any affected funding or partnerships if this project did not receive funding from ORMAP.

D. Data Availability

1. Does the county have a data sharing agreement with the State?

Please identify what data sharing/licensing agreement, if any. Has the county signed with the State of Oregon?

2. Identify any data restrictions or licensing issues.

Please identify any restrictions the county will place on the ability for this data to be shared with agencies outside of DOR.

E. Background Information

Any other information that you feel may help support the project.

If you have any questions, please contact the ORMAP Coordinator at or.map@oregon.gov or (503) 586-8128.

F. Other Issues - Please identify.

Describe any other issues.

G. Racial and Ethnic Impact Statement

Chapter 600 of the 2013 Oregon Laws require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons in the State of Oregon if the grant is awarded to a corporation or other legal entity other than natural persons.

The County Assessor must sign the completed section.

ORMAP Grant Application

Section I. County and Grant Information			
A. County: Wasco		B. Funding Cycle: Spring 2018	
C. Project will help meet ORMAP Goal(s): 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 X 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/>		D. Fund Request: \$72,580	
Section II. Summary of Project			Department Assessment
A. Brief Overview of the Request			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
Wasco County is seeking \$72,580 to remap 975 taxlot polygons and capture 292 control points to continue the conversion of Wasco County tax maps to meet ORMAP technical specifications. This is the 5 th phase of a multi-year project.			
Scope and Deliverables			
Check	Deliverables	Brief description of the deliverables	
X	Tax Lot Conversion	975 polygons in 1N 13E Sections 3-9	
X	Tax Map Conversion	Index maps in 1N 13E Sections 3-9 containing 975 polygons	
X	Control Points	292 control points collected by the Surveyor in preparation for County remapping of 1N 12E and 1N 13E Sections 1, 12-23, 27-30, 32 & 34	
<input type="checkbox"/>	Development		
<input type="checkbox"/>	Other Assistance		
<input type="checkbox"/>	Other Deliverable		
<input type="checkbox"/>	Hardware/Software		
B. Projected Project Completion Date (projects should not exceed one year)			
June 30, 2019			
C. Total Costs of Project (add lines as necessary)			
Deliverable	Number of Items	Cost per Item	Total Cost
Control Points	292	\$115	\$33,580
Tax lot remapping	975	\$40	\$39,000
D. Partnerships and Contributions (add lines as necessary)			
Partner	Contribution		
Wasco County Surveyor	GPS equipment, computers, vehicle with gear		
Wasco County Assessor & GIS staff, map research and review	\$6000		
Total Match	\$6000		
E. Assessor's Signature & Date:			
F. Fiscal Coordinator – Name & Contact Number:			
Tyler Stone, County Administrator 541-506-2520			

G. Project Coordinator – Name & Title:	Ivan Donahue Survey & Engineer Technician
E-mail address:	ivand@co.wasco.or.us
Phone Number:	541-506-2656
Mailing Address:	2705 E 2 nd St. The Dalles, OR 97058

Section III. Detail Project Information –Answer all questions

A. Overview

1. **Describe what the project is trying to accomplish.**
 This project will remap 975 polygons (using control points captured in the Fall 2016 & Fall 2017 grants) and collect an additional 292 control points in preparation for continuing the remapping in follow-on grants. At the completion of the entire project Wasco County, taxlots will meet ORMAP technical specifications consistent with Goal 6.

2. **What part(s) of the county does this project cover (Township, Range, and Sections, if applicable)?**
 Remapping of 1N 13E Sections 3-9 which had control points gathered in the Fall 2016 & Fall 2017 grant cycles.

 Capture of 292 control points in 1N 12E and 1N 13E sections 1, 12-23, 27-30, 32 & 34 (73 index maps and 1,383 polygons).

3. **What is the status/outcome of all previously funded ORMAP projects? (Please include funding cycles and a “status map” of your county.)**
 Spring 2016: 100% Complete

 Fall 2016: 100% Complete

 Spring 2017: 100% Complete

 Fall 2017: Current project, expected completion date December 2018

 A small portion of Wasco County is at Goal 3 (see attached map), the remainder is Goal 2.

4. **Describe, in detail, your technical approach to the project (such as, mapping methodology).**
 - A. Review existing documents
 - B. The Surveyor will research control points in the office.
 - C. The technicians will find corners in the field and collect coordinates for control points, working under the direct supervision of the surveyor, to sub- foot accuracy using real-time GPS. The county maintains survey grade GPS equipment. Providing this equipment to the project is an additional cost match

5. **Describe the project deliverables.**
 Tax Maps containing 975 polygons meeting ORMAP technical specifications and Oregon Department of Revenue cartographic specifications.

 292 Control points with Sub-Foot Accuracy. GPS data file will contain similar to the following information for each point: Northing, Easting, Reference Survey Number, Observation Date, Observation Id, Township, Range, Section, Corner (< 1’ accuracy, ddd – mm - 000 coordinate format, WGS84)

6. **Who will be doing the work (county staff, contractor, or DOR staff)? Please define their roles.**
 - Wasco County Surveyor will collect the control points.
 - Lane County Information Services will perform the tax lot remapping.

- Wasco County GIS and Assessor staff will provide assistance with locating general location of preferred points and QC on final products.

7. How will the county cartographer integrate the deliverables into the County’s maintenance plan?
Lane County Information Services maintains the tax lot maps for Wasco County. This project will have no impact on maintenance

8. Provide a project timeline with milestones or completion dates.
Control point collection and remapping of tax lots will begin in July 2018 with completion in June 2019

9. Does this project have any partnerships? If yes, please identify them.
No.

10. Describe any innovations utilized by this project.
The results of this project are intended to utilize the ESRI Parcel Fabric technology to improve relative and positional accuracy of data maintained in the ORMMap ESRI data schema format. The new GPS points will be conveyed to BLM for possible input and update of calculated CadNSDI data.

11. Detail Costs (who is paying for what).
Wasco County Assessor & GIS Staff - \$6000 (Wasco County)
Wasco County Surveyor - \$33,580 (Grant)
Lane County remapping - \$39,000 (Grant)

B. Quality Control

- 1. Who will be responsible for quality control (QC)?**
Wasco County Surveyor
- 2. Will county cartography staff review the deliverables?**
No. Deliverables will be reviewed by Lane County Information Services
- 3. Will there be a review by Department of Revenue’s cartography staff?**
If requested
- 4. Describe QC procedures.**
Survey control points will meet County survey specifications for mapping. County staff will review each map provided by Lane County information services by visually inspecting the map. The new product will be compared to previous maps and inconsistencies will be investigated.

C. Project Detail

- 1. Is this project an “edge matching project”? If so, how much of the county boundary will be completed?**
No.
- 2. Is this project part of an ongoing or multi-phased remapping project?**
Yes. This is the 5th phase of a planned multi-year project.
- 3. What percentage of the county tax lots and tax maps meet the ORMMap technical specifications?**

	Total Countywide	Meet Tech Specs	Percent Complete
Tax Lots	16446	2209	13.4%
Tax Maps	665	77	11.6%

There is no documentation listing which index maps meet ORMAP technical specifications. Review by the Department of Revenue and Lane County Information Services staff state many of the maps are “fairly close”. Therefore, the percent complete above is worst-case; other taxlots/index maps may meet technical specifications, there is just no way to tell.

4. Upon completion of this project will your county meet goal 6 (100% of tax maps meeting technical specification)?

No. This is the fifth part of a planned multiyear project.

5. Is this project part of a multi-county effort? If so, please explain.

No.

6. Will the project cost be affected if it is not fully funding this cycle?

Possibly. If labor costs increase so will the amounts requested in follow-on grants.

D. Data Availability

1. Does the county have a data sharing agreement with the State?

Yes

GIS Framework Data License –signed 2005

GIS Cadastral Data Sharing License Agreement v1.3 – signed 2009

Wasco County GIS Cadastral Data Sharing License Agreement v3.0 – signed 2016

Wasco County GIS Cadastral Data Sharing License Agreement v3.0 (2017) – signed 2017

2. Identify any data restrictions or licensing issues.

There are no data restrictions or licenses required. Data is shared with other public agencies and funding partners are no cost and sold to all other parties.

E. Background Information

Any other information that you feel may help support the project.

This project continues Wasco County on the path to having all of its tax lots meet ORMAP specifications. It is forecast to take approximately 7 years depending on funding from ORMAP and our in-house capacity (see below).

The outline of our plan is to have the surveyors get one funding cycle "ahead" of Lane County information services in their collection of control points. Then Lane County Information Services will not be held up by any issues with the collection of additional control points. Also, the surveyors will have some capacity if there are a few additional points that need to be captured to help the current cycle of remapping.

The collection of the control points for this grant will complete the City of The Dalles area to be remapped (this is the most populated area in our county).

The Surveyor plans to collect all control points with urban accuracy (sub foot) regardless of their location in the county. Positional accuracy of less than that makes the final product of little value for the surveying community.

F. Other Issues - Please identify.

None.

G. Racial and Ethnic Impact Statement

RACIAL AND ETHNIC IMPACT STATEMENT

This form is used for informational purposes only and must be included with the grant application.

Chapter 600 of the 2013 Oregon Laws require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons¹ in the State of Oregon if the grant is awarded to a corporation or other legal entity other than natural persons.

- 1. The proposed grant project policies or programs could have a disproportionate or unique positive impact on the following minority persons:

Indicate all that apply:

- Women
- Persons with Disabilities
- African-Americans
- Hispanics
- Asians or Pacific Islanders
- American Indians
- Alaskan Natives

- 2. The proposed grant project policies or programs could have a disproportionate or unique negative impact on the following minority persons:

Indicate all that apply:

- Women
- Persons with Disabilities
- African-Americans
- Hispanics
- Asians or Pacific Islanders
- American Indians
- Alaskan Natives

- 3. The proposed grant project policies or programs will have no disproportionate or unique impact on minority persons.

If you checked numbers 1 or 2 above, on a separate sheet of paper, provide the rationale for the existence of policies or programs having a disproportionate or unique impact on minority persons in this state. Further provide evidence of consultation with representative(s) of the affected minority persons.

I HEREBY CERTIFY on this _____ day of March, 2018, the information contained on this form and any attachment is complete and accurate to the best of my knowledge.

Signature: _____

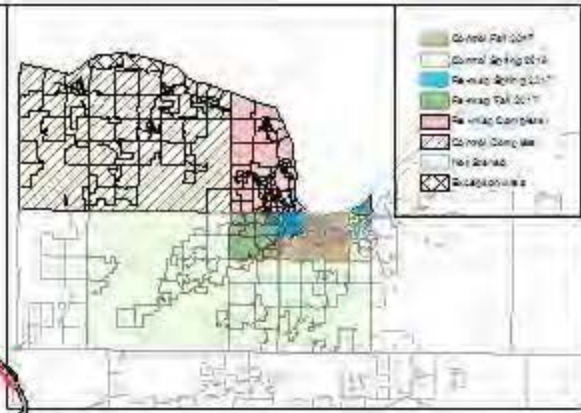
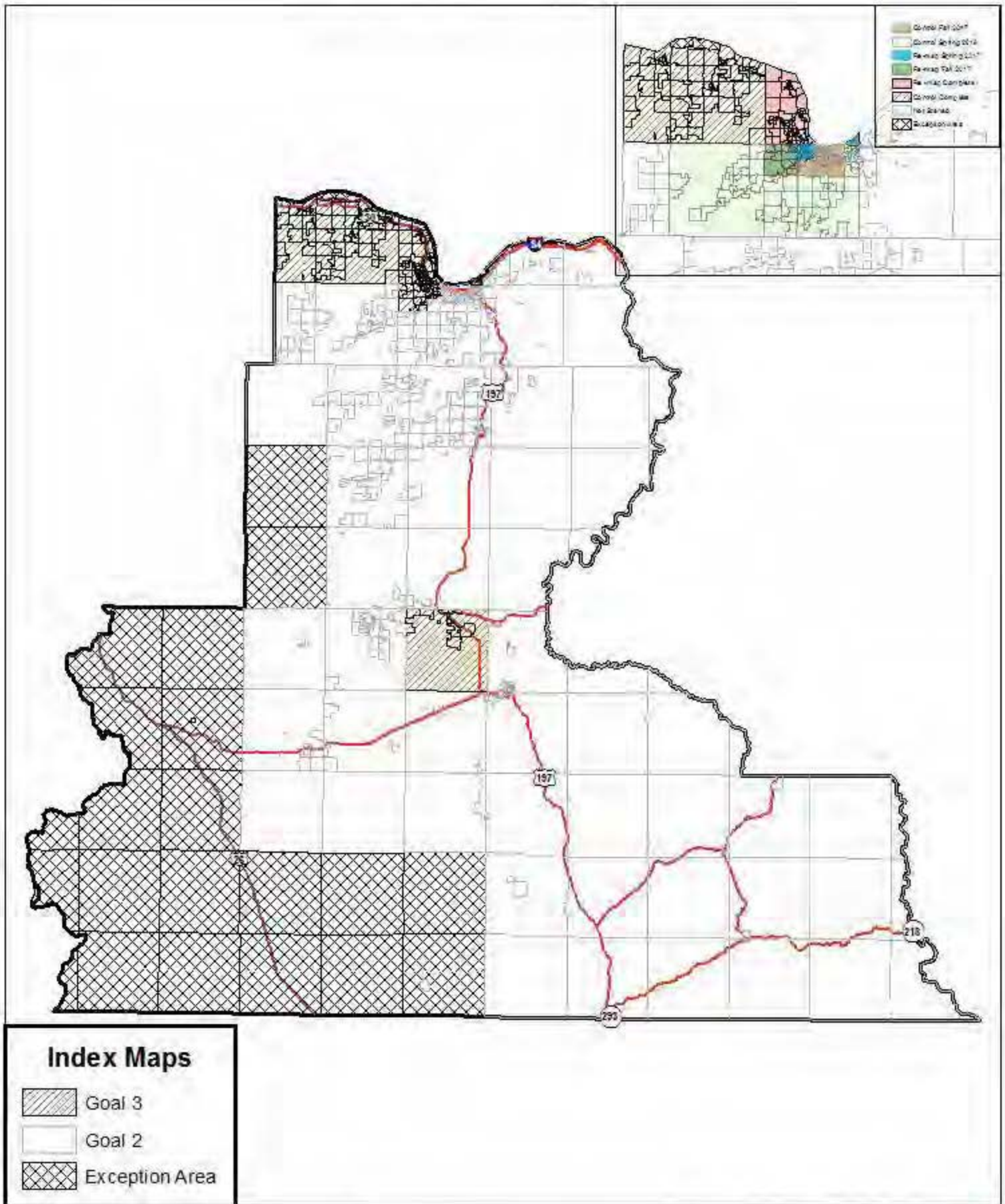
Printed Name: Jill Amery Title: Wasco County Assessor

¹“Minority persons” are defined in SB 463 (2013 Regular Session) as women, persons with disabilities (as defined in ORS 174.107), African-Americans, Hispanics, Asians or Pacific Islanders, American Indians and Alaskan Natives.

Submit completed forms to:

Mail	Contact Information
ORMAP Project Coordinator Oregon Department of Revenue Property Tax Division 955 Center St. NE Salem OR 97301-2555	Tel: 503-586-8128 Fax: 503-945-8737 or.map@state.or.us

Wasco County Spring 2018 ORMAP Goal Status

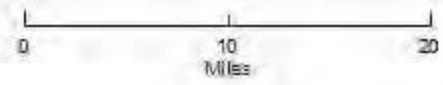


- Control Fall 2017
- Control Spring 2018
- Review Spring 2017
- Review Fall 2017
- Review Complete
- Control Complete
- Not Started
- Exception Area

Index Maps

- Goal 3
- Goal 2
- Exception Area

Date: 3/8/2018



This map is for informational purposes only. It is not intended to be used as a legal document. The information on this map is subject to change without notice. For more information, please contact the Oregon Department of Transportation at 503-341-4000.



Additional Forms

ORMAP Grant Application Addendum – Alternate Funding Request

Section I. County and Grant Information

a. County:	b. Funding Cycle (Spring or Fall / Year):
c. Original Grant Request: \$	
Reduction percentage and award amount to be filled in by Department of Revenue	
d. Reduction Percentage:	e. Awarded Amount: \$
Please provide the following additional information to help us understand the impact of reductions in varying amounts to your original grant request if there are insufficient funds available funds to provide 100% funding. Please note at what point the reduction requested would make the project impossible to undertake.	

Section II. Reduction Options – Additional Information as Requested

If you received a reduced grant amount how would it affect the following:

1. What will your deliverables be with this reduction (that is, the number of tax lots, tax maps, or control points)?
2. How will this reduction affect your current methodology, if at all?
3. How will this reduction affect your county’s remapping completion date?

Mail	Contact Information
ORMAP Project Coordinator Oregon Department of Revenue Property Tax Division 955 Center St. NE Salem OR 97301-2555	503-586-8128 Fax: 503-945-8737 or.map@state.or.us

ORMAP Grant Application Addendum– Request for Additional Information

Complete only if requested by ORMAP Technical Group

Section IV. County and Grant Information	
a. County:	b. Funding Cycle:
	c. Fund Request \$
Section V. Project – Additional Information as Requested	
1.	
2.	
3.	
4.	

ORMAP Contract Modification Request

Date:
County:
Contract #:
Current Expiration Date:

Department of Revenue reviews contract modifications on a case-by-case basis. The department may deny a modification request if; the modification is outside the scope of the ORMAP project, deliverable modifications deviates from the original grant request, or the contract has already been modified.

Contract expiration extensions can only be up to 1 year in duration.

Please submit contract modifications to:

OR.MAP@state.or.us

Or

Philip McClellan
Property Tax Division
955 Center St. NE
PO Box 14380
Salem OR 97309-5075
Fax: (503) 945-8737

Please answer the following questions:

1. What will be the new contract expiration date?
2. Why do you require a contract modification?
3. Will this modification affect other outstanding ORMAP contracts? If so, explain.
4. Will the modification change the deliverables from the original contract? If so, please explain.

Signed

Date



Date:

Remit Payment to:

ORMAP Contract Number:

Total Invoiced Amount:

When submitting invoice for payment please include the updated invoice chart below along with the deliverable(s).

Thank you.

Contract Number:				
Deliverable Description	Total Grant Amount	Current Billing	Remaining Amount	Completed Items
Total				

Project Status (Brief description of project progress):

I confirm that all data included in this delivery is true and accurate.

Print Name and Title:

Sign:

Date:

Submit Invoice to:
or.map@state.or.us
 -OR-
 Philip McClellan
 Oregon Department of Revenue
 Property Tax Division
 PO Box 14380
 955 Center St. NE
 Salem, OR 97309-5075
 Fax: 503-945-8737

Appendix

Appendix A: Approved Hardware and GIS Software Purchase List

The following list shows the one-time cost allowances for the purchase of hardware and software products. Any cost incurred over the allotted amount is the responsibility of the county. If a county would like to purchase GIS software that is not on the approved list, they must submit their request for approval by the ORMAP Technical Committee.

You must meet **all** of the following criteria:

- Your software request does not exceed the per-license amounts listed.
- You do not request more than one software license.
- Your hardware request does not exceed the amount listed.
- You do not make more than one request for each type of equipment.

Software	
ESRI ArcGIS for Desktop- includes first year of maintenance	
Software	Allotment
Basic	\$1,500
Standard	\$7,000
Advanced	\$9,900
ArcSDE Workgroup	\$5,000
Intergraph GeoMedia- includes first year of maintenance	
Software	Allotment
GeoMedia	\$8,010
Parcel Manager	\$4,320
Transaction Manager	\$4,320
Hardware	
Equipment	Allotment
Plotter	\$5,400
Personal Computer	\$2,500
Server	\$5,000

Appendix B: ORMAP - Related Statutes

Purpose:

- **ORS 306.135(1)** The Department of Revenue shall develop a base map system to facilitate and improve the administration of the ad valorem tax system.

Funding:

- **ORS 205.323 Additional fees for recording certain instruments; use of fees. (1)** In addition to and not in lieu of the fees charged and collected under ORS 205.320 and other fees, the following fees shall be charged and collected for the recording or filing of any instrument described in ORS 205.130:
(a) A fee of \$1, to be credited as provided in subsection (3) (a) of this section;

And . . .

(3) Have the amounts charged and collected under this section:

- (a) The recording or filing fee charged and collected under subsection (1)(a) of this section shall be deposited and credited to the Oregon Land Information System Fund established under ORS 306.132;**
- **ORS 306.132 Oregon Land Information System Fund (1)** The Oregon Land Information System Fund is created separate and distinct from the General Fund.

How to use the funds:

- **ORS 306.132(2)** Moneys in the Oregon Land Information System Fund are continuously appropriated to the Department of Revenue for the purpose of funding a base map system to be used in administering the ad valorem property tax system.

Advisory Committee:

- **ORS 306.135(2)** In developing the base map system, the department shall be advised by an advisory committee that is hereby created and that shall be known as the Oregon Land Information System Advisory Committee. The advisory committee shall advise the department concerning the administrative and public needs related to the development of the base map system.
- **ORS 306.135(3)** The advisory committee shall consist of individuals appointed to the committee by the Director of the Department of Revenue.

Appendix C:

ORMAP Policy Guidelines

Revised October 2013

The Department of Revenue administers the ORMAP Program within the following policy guidelines.

Policy Guidance: The ORMAP Advisory Committee provides policy advice on issues related to establishing the ORMAP vision, fund distribution, goal setting, priority setting, and overall direction of the program. The ORMAP Advisory Committee does not review individual grant proposals unless requested to do so by department staff or the ORMAP Technical Group in order to help the department address a policy issue. Final policy decisions are the responsibility of the Department of Revenue.

Funding Process:

- a. The department will announce the projected available funds for the current funding cycle and the projected limits for large and small grants
- b. The department reviews grant applications sent to the department using the *Administrative Review Criteria* and *ORMAP Policies*. Counties are given the opportunity to make timely changes to their grant application and resubmit to correct criteria the county did not meet. An application that does not pass all DOR criteria is not submitted to the technical committee for further review.
- c. Once the department receives the final deposit for the funding cycle, the large grant limit will be set. The department will apply an automatic modification to grants to match the 20% limit, if needed.
- d. The technical committee reviews grant applications that pass the *Administrative Review Criteria*. The committee applies the *Technical Review Criteria* at its first scheduled meeting. Counties are given the opportunity to correct any failed items by timely providing an addendum detailing the changes to the ORMAP coordinator.
- e. The department using the Priority Scoring, awards points to grant applications that pass both the administrative and the technical committee review. The department will award full funding to grants at or below the 3% limit for small grants prior to using the weighted system. The balance of the fund will be available to the remaining grant applicants. Scoring is only required if the grant applications that pass the administrative and tech committee reviews request more funds than are available from the ORMAP project for that funding cycle. The technical committee at its second scheduled meeting reviews scoring. The technical committee will determine that the rule was applied correctly and that the resulting decisions on scoring were applied in an objective way. The technical committee will review any grant addendums and approve priority scoring at its second scheduled meeting.
- f. The department provides funding to as many counties as possible, ranking each grant application in point total order, with the higher scoring projects receiving preference, taking account of and applying (at the discretion of the department) budget reduction package information, until the funds available are largely depleted (allowing for a slight ending balance).
- g. The department will provide the full 20% grant limit to counties, which grant applications will complete the county's remapping, bringing 100% of the county's tax maps, to technical specifications.

The County: The "county" is defined as the group requesting funds from the ORMAP Project. Only members of county staff may request funds from ORMAP. The county assessor is responsible for all contracts awarded by ORMAP, whether or not the assessor's office is the county department requesting the funds.

Grants Request: Requests for ORMAP funds are made during the grant cycles specified by DOR, typically in the spring and in the fall. A county must complete an ORMAP Grant Application; Form No. 150-304-101-9.

The application is available upon request to the ORMAP Project Coordinator. The completed application must be submitted to the ORMAP Project Coordinator no later than the due date posted on the ORMAP website for that funding cycle.

ORMAP Technical Committee: The ORMAP Technical Committee is a voluntary group made up of representatives of the stakeholders of the base map system including state, local, federal, public, and private areas. Vendors are welcome to participate in a nonvoting, non-decision-making role. The group reviews all grant proposals before they are presented for approval to the Director of the Department of Revenue.

The committee uses the following criteria when reviewing proposals:

- Grants have a timeline that is realistic in relationship to the request.
- A grant clearly states the cost of the project and is it cost effective?
- Grants have measurable deliverables.
- Clearly describe how the project will help the county/region move forward to accomplishing the ORMAP goals.
- Counties adhere to the current Cadastral Data Exchange Standard.

ORMAP Tools Subcommittee: The department will set aside 3% of the available funds each cycle to fund subcommittee-approved projects. This fund will not exceed \$25,000. This fund will be separate from the funds available for remapping projects. The subcommittee determines the projects that are eligible for funding. They will assign a county to be responsible for the work. The group submits a grant request to ORMAP outlining the tools or enhancement. Participating counties are required to provide matching funds. The subcommittee will report to the Tech Group the progress of each project.

Once the project is completed, the subcommittee is responsible for any testing. When testing is complete, the Subcommittee Chair will notify the ORMAP Coordinator that the project is eligible for reimbursement from ORMAP.

ORMAP Goals: The ORMAP program will make decisions and set priorities that enhance the program's ability to fulfill the following goals:

Goal 1: ORMAP Goal 1 establishes that by April of 2002, Oregon will have a statewide, easily accessible, digital base map system that provides picture images of assessor maps and a limited amount of information via the ORMAP website. (Completed)

Goal 2: ORMAP Goal 2 establishes that by October of 2004, Oregon will have a statewide, digital tax map system that supports a limited number of GIS applications. (Completed)

Goal 3: ORMAP Goal 3 establishes that by October of 2006, Oregon will have a statewide, digital tax map system that supports the Assessment and Taxation (A&T) function and may be useful for a variety of additional GIS applications. Forty percent (40%) of county tax maps are produced meet [*ORMAP Technical Specifications*](#).

Goal 4: ORMAP Goal 4 establishes that by October of 2012, Oregon will have a statewide digital tax map system that supports the needs of the Assessment & Taxation (A&T) function and may be useful for other public and private GIS applications. Seventy percent (70%) of county tax maps are produced meet ORMAP Technical Specifications.

Goal 5: ORMAP Goal 5 establishes that by October of 2014, Oregon will have a statewide digital tax map system that supports the needs of the Assessment & Taxation (A&T) function and may be useful for other public and private GIS applications. Ninety percent (90%) of county tax maps are produced meet ORMAP Technical Specifications.

Goal 6: ORMAP Goal 6 establishes that by October of 2016, Oregon will have a statewide digital tax map system that supports the needs of the Assessment & Taxation (A&T) function and may be useful for other public

and private GIS applications. All (100%) of county tax maps are produced meet ORMAP Technical Specifications.

Pilot Project: To ensure a quality deliverable, the completion of a successful pilot project is required before the approval of large grant requests or grants using a contractor new to the ORMAP process.

Hardware and Software Purchases: ORMAP grant funds may be used for hardware and software purchases for the counties to use for Assessment and Taxation functions. These purchases will be limited to equipment found on the approved ORMAP Equipment list and within the approved price range. These requests can be made at anytime as stated in OAR 150-306.132. Any hardware or software purchase is a one-time purchase, and all future maintenance and licensing becomes the responsibility of the county.

Business Plans: All counties are expected to develop and maintain an ORMAP Business Plan that outlines how and when the county will be completing work to move its cadastral data to ORMAP Technical Specifications. A business plan template has been developed for use by the counties. All grant proposals must show how they relate to the county's business plans.

Mapping Methodology: Projects should follow a mapping methodology similar to the mapping methodology set by department. A copy of this methodology is on the ORMAP website.

Work Completed: ORMAP will only pay for work completed during the one-year timeframe of the contract. DOR will not provided funding for work completed prior to the date on the signed contract or after the expiration date. All funding requests represent an estimated cost, and unused funds are reverted to ORMAP. In order to receive funds, a county submits an invoice with a detailed list of completed deliverables. The technical committee will review cost overruns before allocating new funds.

Partnerships: Where possible, ORMAP grant applications should be given a priority if the funds will be used to leverage other funds and resources from other county departments, government agencies, or private industries that use the cadastral data produced by ORMAP and the County. Internal county partnerships are those that involve funding/resources from program areas outside of regular county cadastral map development. Cadastral/mapping staff time, equipment and other overhead costs will not be considered partnerships. The ORMAP Coordinator will assist counties develop partnerships by identifying opportunities and developing materials that explain the benefits of partnerships.

Data Conversion: Data conversion requested in a grant application must be part of the county's plan for remapping and included in its ORMAP business plan. If a conversion is part of the remapping plan but the converted data may not meet ORMAP technical specifications, the technical committee will review the data conversion request. If the committee determines the proposed conversion benefits ORMAP goals, the county will be eligible to receive ORMAP funds for the conversion. If a county is already mapped to ORMAP technical specifications, converting existing digital data to a new data format may be considered maintenance.

Funding Personnel: ORMAP grant applications may be submitted to fund:

- overtime incurred by existing county personnel assigned to complete work on an approved mapping project,
- temporary employees hired by the county to complete project work, or
- regular status personnel hired to work on the project that is the subject of the grant application.

NOTE: The decision to use contractors, temporary employees, or regular status employees is at both the discretion and the peril (in the event of insufficient grant funding) of the county. Once the project that is the subject of the grant application is completed, ORMAP funding for staff will cease unless a grant request for another project is approved.

Large Grants: The Department will announce the projected available funds prior to the funding cycle. Large grants are grant requests over 20% of the available funds. If grant reductions are required, all grant requests in

excess of 20% of available funds are automatically reduced to the announced dollar amount before calculating and applying further reductions, if needed.

Example: The announced fund balance is \$400,000, and 20% of this is \$80,000. Grant requests for the funding cycle exceed the available funds and reductions are required.

“County A” has submitted its original grant for \$95,000. It is automatically reduced to \$80,000 (the 20% limit), scored and weighted using the funding criteria, and is then reduced by another 40%. The total awarded to County A is, \$48,000.

Small Grants: The Department will announce the projected fund balance prior to the funding cycle. Small grants are grants requesting 3%, or less, of the available funds. Counties requesting a “small grant” will receive full funding if it passes the funding criteria as defined by the department. These grants are awarded funds prior to grants that exceeded the 3% in the funding cycle, reducing the overall available dollars.

Example: The announced fund balance is \$400,000, and 3% of that is \$12,000. Grant requests for the funding cycle exceed the available funds and reductions are required.

“County B” has submitted its original grant for \$12,000. Since this grant did not exceed the 3% limit, ORMAP awards County B \$12,000.

Final Remapping Grant Application: If a county grant application brings the entire county to meeting ORMAP Goal 6 (100% of county tax maps meeting the technical specifications), it will receive a one-time full funding to the 20% funding limitation. If more than one county submits a final grant request, the technical group and advisory committee will review final grant applications for full funding.

Exception Areas: Exception Areas are areas within a county that the County’s Assessor has identified as having no current (or anticipated) business need or economic return to remap to ORMAP technical specifications at this time. The County must document these areas in the metadata; this will contain an explanation as to why the area does not meet the standards. As well as, fill in the appropriate codes in the attribute table following the [Oregon Cadastral Data Exchange Standard](#) (see [ORMAP Reliability Codes](#)).

Appendix D: ORMAP Funding Criteria

Revised March 2014

Funding Process

1. Prior to the funding cycle the tools committee chair will report to the ORMAP coordinator the amount from the tools fund that can be released for general county grant requests.
2. The department will announce the projected available funds for the current funding cycle and the projected limits for large and small grants.
3. Grant applications sent to the Department of Revenue will reviewed using the *Administrative Review Criteria* and *ORMAP Policies*. Counties have the opportunity to make timely changes to their grant application and resubmit to correct criteria the county did not meet. An application that does not pass all of these criteria will not submitted to the technical committee for further review.
4. The technical committee reviews grant applications that pass the *Administrative Review Criteria*. The committee applies the *Technical Review Criteria* at its first scheduled meeting. Counties are given the opportunity to correct any failed items by timely providing an addendum detailing the changes to the ORMAP coordinator.
5. Once the department receives the final deposit for the funding cycle, the large and small grant limits will be set. The department will apply an automatic modification to grants to match the 20% and 3% limits, if needed.
6. The department will use the *Priority Scoring* to score grants applications that pass both the administrative and the technical committee review. Scoring is only required if the grant applications that pass the administrative and tech committee reviews request more funds than are available from the ORMAP project for that funding cycle. The technical committee at its second scheduled meeting reviews scoring. The technical committee will determine that the department applied all the rules correctly and that the resulting decisions on scoring were applied in an objective way. The technical committee will review any grant addendums and approve priority scoring at its second scheduled meeting.
7. The department provides funding to as many counties as possible, ranking each grant application in point total order, with the higher scoring projects receiving preference, taking account of and applying (at the discretion of the department) budget reduction package information, until the funds available are largely depleted (allowing for a slight ending balance).

Review Criteria

Administrative Review

Each of these criteria is pass/fail. The county may make changes to the application if it does not meet the criteria, prior to it being posted for technical review.

1. **Maintain a current online ORMAP business plan and provide DOR with a status map of the county's ORMAP project phases.**

A countywide status map will be a map of the county showing all the townships and sections within the county showing all phase of the remapping process. This will include all completed and future phases.

2. Have no more than two outstanding ORMAP “single county” grants.

A county may only have two outstanding single county grants. A “single county” grant is a grant that has only one county named in the grant. If a county has two outstanding grants at the start of the funding cycle they may still apply for funding as long as at the time the current cycle’s grant becomes active they only have two grants. This means if a county has two outstanding grants, one of those grants must be completed or expire at the time the current cycle’s contract becomes active. A contract modification that includes a deadline extension may affect a county’s ability to receive future funding.

Grant applications that are part of the Production Tools Group are exempt from this review criteria, as are grants that include a partnership of more than one county.

3. Agree to share data with the Department for its internal uses.

Data outlined in the Cadastral Data Exchange Standard. **Does not** include ownership information; includes use of the data for the ORMAP website.

4. Propose a project directed at meeting one of ORMAP’s goals.

Does the proposed project assist the county in meeting one of the current goals of ORMAP?

5. Provide ORMAP, by February 1, with the most current calendar year’s countywide shape file, which meets the Cadastral Data Exchange Standard.

6. At the Department’s discretion, counties will provide a “reduction package” within the grant application outlining funding reductions of varying percentages.

To prioritize county needs and help the Department applies funding reductions, if needed.

7. Final Remapping Grant Application.

If a county grant application brings the entire county to meeting ORMAP Goal 6 (100% of county tax maps meeting the technical specifications), it will receive a one-time full funding to the 20% funding limitation. If more than one county submits a final grant request, the technical group and advisory committee will review final grant applications for full funding.

Technical Review

Each of these criteria is pass/fail. If the application does not meet the criteria, the county can make changes via an addendum following the technical committee’s first meeting and prior to the committee’s second meeting.

The grant application must:

1. Demonstrate a successful process.

A successful process is one that is cost effective and aligns with the ORMAP goals.

2. Have a completion timeframe not to exceed one year.

Projects that will last longer than one year must be broken into multi-year projects or phases and are reviewed each year.

3. Have a reasonable and measurable deliverable.

A reasonable and measurable deliverable is a deliverable that can be completed within the one-year timeframe using the methodology detailed in the grant application.

Priority Scoring

Scoring points for technical and policy ratings are added into a single score.

Technical Rating

County grant proposals that meet all of the ORMAP criteria are scored as follows:

1. County edge matching projects – maximum of 5 points

If the requested project will address edge matching of the tax lot layer with neighboring counties, it will receive a maximum of five points. The county must have agreements with the neighboring counties affected by the project. The scoring will be as follows:

Percent of project, in distance (miles), along a common boundary:

1% - 10%	=	1 point
11% - 20%	=	3 points
21+%	=	5 points

If the county boundary is completed, and the county can produce documentation that the neighboring counties agree to the boundary, the county will receive an automatic 3 points on all future grant applications. To qualify for these points the county must use the following procedures.

a. Counties Agree to Common County Tax Lot Boundary

Counties agree to a common county tax lot boundary for assessment purposes, remapping of tax lots, and tax lot maintenance. This boundary will be derived from the tax lot layer.

This agreement must identify the counties’ data steward and provide their contact information. The data steward is the person in the county that is responsible for the maintenance of the county’s tax lot layer.

b. Counties Exchange County Boundary Data

Counties will exchange digital tax lot boundary data with the other county involved in the agreement for internal review. Any discrepancies must be resolved or documented.

c. Counties agree to notify the other of any Boundary Changes

A county must notify the other county of any changes made to their cadastral data occurring along the county boundary and provide them with updated boundary data within 30 days of the change.

d. Counties submit county boundary data to Department of Revenue for review.

The county tax lot boundary data will be submitted to the Department of Revenue for an annual review of the county boundaries statewide. If the department finds any discrepancies with the data, it will notify the counties for their review and correction.

2. Ongoing projects – 2 points

The project is part of an ongoing, multi-phased project outlined in the county’s online ORMAP business plan.

3. Completion of a low percentage of tax lots that meet the ORMAP Technical Specifications – maximum of 5 points

The percentage of completed tax lots are taken from the county’s online ORMAP business plan. If the requesting county has a low percentage of its tax lots meeting the technical specifications, points are awarded as follows.

1% - 30%	=	5 points
31% - 70%	=	3 points
71% - 99%	=	1 point

Policy Rating

1. Multi-county efforts to encourage collaboration – 1 point

Projects that involve more than one county in the production of maps, collection of control, or sharing of resources is considered a multi-county effort. An example is remapping the county boundary where each county involved remaps a portion of the boundary and other counties use that data. Another example is one county developing a tool or process that can be used by other counties. In order to receive points, an agreement with the other counties is needed indicating that this tool or process will be implemented by the other counties.

2. Funding partnerships – 1 point

A funding partnership is an agreement with another agency or department within the county to provide cash or services to meet the goals of ORMAP. Services that are normally be provided by that agency, such as computer support from county IT services are not included.

3. Significantly greater costs if not funded in the current cycle – 3 pts

The county must document a significant saving to funding the project in the current cycle versus funding later or by spreading it out over multiple project phases.

4. Significant contribution of non-DOR resources to completing ORMAP Goal 6 – Maximum of 5 points

Comparison of the total amount of ORMAP funds expended divided by the number of tax lots that are currently in Goal 6 compliant tax maps. A county in the 75 percentile measured by the lowest cost per tax lot receives five points; a county in the 50 percentile receives 3 points; a county in the 25 percentile receives 1 point.

5. County has signed a statewide data sharing agreement to share their tax lot data – 2 points

This is in reference to the Department of Administrative Services (DAS) and the Cadastral Framework Team’s (FIT) effort to share county tax lot data with state agencies for limited purposes. By signing this agreement a county would received \$1,000 annually in exchange for making their tax lot data available as part of a statewide tax lot shapefile.

6. Preference points for next funding cycle – 3 points

If a county voluntarily withdraws its grant request, “preference points” are awarded when the county resubmits the grant request. The grant request must be the same as the withdrawn grant. The department gives consideration for any reasonable increases in cost because of the delay in performing the work.



AGENDA ITEM

VOCA SST Grant Agreement

[INTRODUCTORY EMAIL](#)

[VOCA RFP](#)

[VOCA GRANT APPLICATION](#)

[VOCA BUDGET](#)

[HAVEN MOU](#)

[BARTHOLOMEW SUBCONTRACT](#)

[COREY SUBCONTRACT](#)

[MYERS SUBCONTRACT](#)



Kathy White <kathyw@co.wasco.or.us>

VOCA SST

Judy Urness <judyu@co.wasco.or.us>
To: Kathy White <kathyw@co.wasco.or.us>

Tue, Mar 13, 2018 at 10:19 AM

Good Morning Kathy,

I've attached the completed application that I've submitted online to the Department of Justice for Kristen to review. I've also attached a subcontract with Jason Corey and Andrew Myers to provide legal services and a subcontract with Sandra Bartholomew for her to provide counseling services to victims that are referred by this office. I've also attached a copy of the allocation so she can look at it if she finds it helpful.

There is also an MOU with Haven to use resources that were allocated to this office, but this office was not able to utilize. With the assistance of Rebecca Smith, the Grant Monitor and Tara Koch with Haven we arranged to keep \$8,720 in the community and Haven can utilize the funds for the ongoing programs they offer to victims.

The printed forms of this grant do not print to easily understood documents, at least in my opinion. I'm happy to help if any clarification is needed.

Thank you!








Judy Urness | *Victim Services Director*
DISTRICT ATTORNEY'S OFFICE

judyu@co.wasco.or.us | www.co.wasco.or.us
541-506-2685 | Fax 541-506-2681 Cell 541-993-4191
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[Quoted text hidden]

7 attachments

-  **VOCA SST Grant 2018.pdf**
421K
-  **VOCA SST 2018 Budget.pdf**
759K
-  **Haven MOU.pdf**
152K
-  **Subcontract Bartholomew.docx**
16K
-  **Subcontract Corey.docx**
16K

OREGON DEPARTMENT OF JUSTICE



2018-2019 VICTIMS OF CRIME ACT (VOCA) SUPPORT SERVICES & TRAINING GRANT (SST)

**Attorney General Ellen F. Rosenblum
Oregon Department of Justice
Crime Victims' Services Division
1162 Court Street NE
Salem, OR 97301-4096**

GRANT OPPORTUNITY SUMMARY

- Opportunity Type:** Non-Competitive
- RFA Release Date:** This solicitation released on November 27, 2017
- RFA Deadline:** All applications are due by 11:59 p.m. PDT on **December 22, 2017**.
- Award Period:** January 1, 2018 – September 30, 2019
- E-Grants Initiation:** Each application will be initiated by CVSD and completed by the applicant.
- Matching Requirement:** 25% of the entire VOCA award.
- Application Teleconference Calls:** November 30 & December 8. See page 5 for details. All applicants are required to attend.
- VOCA Purpose:** The primary purpose of the VOCA victim assistance grant program is to extend and enhance services to victims of crime. The VOCA Federal Guidelines state that services are defined as those efforts that: 1) respond to the emotional and physical needs of crime victims; 2) assist primary and secondary victims of crime to stabilize their lives after a victimization; 3) assist victims to understand and participate in the criminal justice system; and 4) provide victims of crime with a measure of safety and security such as boarding-up broken windows and replacing or repairing locks.
- For the purposes of this program, a crime victim is “a person who has suffered physical, sexual, financial or emotional harm as a result of the commission of a crime.”
- Eligibility:** Eligible applicants for this Request for Applications (RFA) must be listed on the Allocations Table in Appendix A. No other agencies are eligible. As existing CVSD sub-grant recipients you must be in compliance with all grant requirements including reporting to be considered for this funding.

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APPENDICES

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- Appendix C Statewide Legal Services Providers VOCA Support Services & Training Grant Allocations

SECTION I: GRANT APPLICATION RESOURCES

A. RESOURCES FOR THIS APPLICATION

This Request for Applications (RFA) is being released by the Oregon Department of Justice (DOJ), Crime Victims' Services Division (CVSD), hereafter referred to as CVSD.

The CVSD E-Grant Application Instructions provides guidance for each line item in the application. The Instructions can be found in the top section of "View, Edit and Complete Forms" in the E-Grants VOCA SST Application.

The CVSD E-Grant Applicant User Guide can answer many questions about navigating the system. The Guide can be found in CVSD E-Grants at the welcome screen under "My Training Materials" and at: https://www.doj.state.or.us/wp-content/uploads/2017/06/cvsd_egrants_applicant_user_guide.pdf

VOCA Guidelines for Funding are posted in the top section of "View Forms" in the E-Grants VOCA/CFA Application.

Sample Grant Agreements for VOCA are available on the fund pages of the CVSD website. VOCA: <https://www.doj.state.or.us/crime-victims/grant-funds-programs/victims-of-crime-act-voca-assistance-fund/>

Read ALL Instructions before completing the grant application.

***Applications are due by 11:59 pm on
Friday, December 22, 2017.***

Timetable for Application Review and Grant Awards

Date	Activity
November 27, 2017	Application Released
Nov 30 & Dec 8, 2017	Application Teleconference Calls
December 8, 2017	Requests for Changes/Amendments to the Application DUE
December 15, 2017	Final Changes/Amendments to the Application POSTED
Friday, December 22, 2017	Application DUE at 11:59pm in E-Grants
December/January 2017	Application Review & Requests for Modifications
January 1, 2018	2018-2019 VOCA SST grant periods begin

B. CVSD STAFF CONTACT INFORMATION

Fund Coordinator	Phone	E-mail
Cathy Relang	(503) 378-4476	Cathy.L.Relang@doj.state.or.us
Mackenzie Gray	(503) 378-5647	Mackenzie.E.Gray@doj.state.or.us
Diana Fleming	(503) 378-6260	Diana.L.Fleming@doj.state.or.us
Becky Smith	(503) 378-6248	Rebecca.F.Smith@doj.state.or.us
Jeanette Ewald	(503) 378-6881	Jeanette.Ewald@doj.state.or.us
Marjorie Doran	(503) 378-5059	Marjorie.Doran@doj.state.or.us
Christine Heyen	(503) 378-5303	Christine.p.heyen@doj.state.or.us
Diane Wehage	(503) 378-5052	Diane.Wehage@doj.state.or.us
Grant Unit Manager	Phone	E-mail
Mike Maryanov	(503) 378-5307	mike.v.maryanov@doj.state.or.us
Grant Specialists	Phone	E-mail
Barb Clapper, ODSVS	(503) 378-5308	barbara.clapper@doj.state.or.us
Terri Johnson, VOCA	(503) 378-4548	Terri.R.Johnson@doj.state.or.us
Alisha Goodwin, VAWA	(503) 378-6270	Alisha.Goodwin@doj.state.or.us

Mailing Address:

Oregon Department of Justice
 Crime Victims' Services Division
 1162 Court Street NE
 Salem, Oregon 97301-4096

For more information or to address questions specific to the application or application process, contact:

Fund Coordinator	Phone	E-mail
Marjorie Doran	(503) 378-5059	Marjorie.Doran@doj.state.or.us

C. AMENDMENTS TO THE APPLICATION

CVSD may amend this 2018-19 VOCA Support Services & Training Request for Application by posting Amendment(s) on the CVSD E-Grants Forms Menu, immediately below this Request for Applications. Amendments will also be posted on the funding pages of the CVSD website: <https://www.doj.state.or.us/crime-victims/grant-funds-programs/victims-of-crime-act-voca-assistance-fund/>

Applicant is responsible for all information in E-Grants and CVSD accepts no responsibility for applicant missing information contained in the CVSD E-Grants system.

Any Applicant requiring an official clarification of a provision of this application may make a request for clarification in writing via email to the Fund Coordinators listed no later than **Friday December 8, 2017**. CVSD will promptly respond to each properly submitted request for clarification. Official requests for clarifications received after the date, may or may not be responded to at the sole discretion of CVSD.

CVSD may also informally respond to applicants' questions with responses that do not affect the provisions of the 2017-19 VOCA Support Services & Training Request for Application.

D. VOCA/CFA NON-COMPETITIVE RFA TELECONFERENCE SCHEDULE

If you are completing the VOCA Support Services & Training Grant Application, you are **required** to attend one of the two informational teleconference sessions listed below. Applicants may choose either date. No registration is necessary.

Date	Time	Link
Thursday, Nov 30, 2017	1:30pm -3:00pm	https://oregondoj.webex.com/oregondoj/onstage/g.php?MTID=e2dcbce4de3f3e8ea9886a97b61a3191e
Friday, Dec 8, 2017	10:00-11:30am	https://oregondoj.webex.com/oregondoj/onstage/g.php?MTID=ec16f2c423bb4ca44ec100b5243f5ae5c

E-Grants Training: If you need help navigating E-Grants, a recorded training webinar is available by contacting your CVSD fund coordinator.

E. DEFINITIONS

ACCESS TO SERVICES: Means the degree to which a service is available to as many people as possible and the ability of people to benefit from a system or entity. To ensure meaningful access to services for all victims of crime across the State, programs must be able to appropriately respond to requests for assistance (e.g. completion of compensation claims, child abuse medical assessments, etc.). In addition, those agencies whose primary services are focused on a specific area of victim assistance must be able to directly link victims whose needs may be beyond their expertise to the appropriate community partner agency. Access to services is measured through the outcomes.

Access barriers for underserved, marginalized, oppressed communities and Tribal Nations may include: complexity of application process; administrative barriers; language, literacy and culture; transportation and logistical barriers (hours of operation, word of mouth communication can limit access for small and newer communities); climate of fear and mistrust.

Approaches to improving accessibility could include assistive technology, adaptive technology, primary language materials, interpretation services, mobility access, sight access, hearing access, transportation assistance, etc.

COLLABORATION: Means a mutually beneficial and well defined relationship entered into by two or more organizations to achieve common goals. This relationship includes a commitment to mutual relationships and goals, a jointly developed structure and shared responsibility; mutual authority and accountability for success; and sharing of resources and rewards.

CULTURAL PROFICIENCY: Cultural proficiency is the ability to work with individuals or communities whose culture is different from one's own or the dominant culture of the agency. It is the knowledge that culture impacts an individual's perspective – how they view the world and others, how they relate to others, and how they perceive themselves. Cultural proficiency includes: respecting differences; relating to individuals as individuals (with an awareness of the influence of culture); genuine commitment to serve the individual's needs; and commitment to continuously learning about cultural differences, the cultures of others, and how culture influences each of us and our work together.

FEDERAL VICTIM OF CRIME: For the purposes of this program, a victim of federal crime is a victim of an offense that violates a federal criminal statute or regulation. Federal crimes also include crimes that occur in an area where the federal government has jurisdiction, such as Indian reservations, some national parks, some federal buildings, and military installations.

FISCAL OFFICER: The person in the organization who is legally responsible for reporting on the financial activities of the organization. This person also makes sure that the fiscal records comply with Generally Accepted Accounting Principles (GAAP) and VOCA guidelines and all other fiscal requirements as stated by CVSD.

F. CVSD ADVISORY COMMITTEE

Name	Organization
Allison Cleveland	Executive Director, Oregon Anti-Violence Project
Amy Benedum	Program Analyst, Juvenile & Family Court Programs Division
Barb Palicki	Citizen Representative, Former Director, Curry County CAIC
Chanpone Sinlapasai	Attorney at Law, M M Immigration Law Offices
Cheryl O'Neill	Liaison, Domestic & Sexual Violence Coordinator, DHS, Child Safety Unit
Debra Dority	State Support Unit Attorney, Oregon Law Center
Desireé Coyote	Program Manager, Confed. Tribes of the Umatilla Indian Reservation
Erin Ellis	Executive Director, Sexual Assault Resource Center
Justin Nelson	District Attorney, Morrow County District Attorney's Office
Kelsey LeBrun Keswani	Program Director, CASA, Vancouver, WA
Kimberly Lane	Coordinator & Advocate, Siletz CARE Program, Confederated Tribes of Siletz Indians
Kim Larson	Director, Victim Assistance Program, Marion County District Attorney Office
Lauri Stewart	Communication Officer and Policy Analyst, DHS
Letetia Wilson	Executive Director, Center Against Rape and Domestic Violence
Lynne Whiteman	Director, Victim Assistance Program, Benton County District Attorney Office, Retired
Merle Weiner	Phillip H. Knight Professor, University of Oregon
Michele Roland-Schwartz	Executive Director, Attorney General's Sexual Assault Task Force
Steve Bellshaw	Deputy Chief, Salem Police Department
Sybil Hebb	Attorney, Oregon Law Center
Tawna Sanchez	Family Services Director, Native American Youth & Family Center
Vanessa Timmons	Executive Director, OR Coalition Against Domestic & Sexual Violence

SECTION II: GRANT APPLICATION OVERVIEW

A. INTRODUCTION & GRANT TERM

This document provides instructions and guidance for the application process and should be read in its entirety prior to completing forms on the CVSD E-Grants system. This application will be for a twenty-one month grant cycle (2018-2019). CVSD reserves the right to request updated materials as necessary.

B. BACKGROUND AND VALUES

CVSD continues to place emphasis on our key values which are:

1. **Access to services for all victims of crime throughout the state** and
2. **Stabilization of current resources, as much as possible**, to ensure quality and effective services.

C. GENERAL ELIGIBILITY TO APPLY UNDER THIS REQUEST FOR APPLICATION

Eligible applicants for this Request for Applications (RFA) must be listed on the Allocations Table in Appendix B. No other agencies are eligible to apply.

D. VOCA ELIGIBILITY REQUIREMENTS

Eligible applicants must submit a grant application demonstrating their compliance with the common requirements of this RFA. Eligible applicants must also demonstrate their compliance with the additional requirements specific to each of the grant funding sources from which they seek funding. Applicants should carefully review all specific fund eligibility requirements listed in this RFA.

1. Demonstrate a record of providing effective direct services to crime victims;
2. Meet program match requirements. Match must be derived from non-federal funds and must be used for VOCA eligible activities. Match is 25% of the federal amount received and can be in-kind or cash;
3. Utilize volunteers to provide or support direct victim services;
4. Promote coordinated public and private efforts to aid crime victims within the community;
5. Assist victims in seeking crime victim compensation benefits;
6. Provide services to crime victims, at no charge, through the VOCA-funded project;
7. Maintain required civil rights information;
8. Provide services to victims of federal crime on the same basis as victims of state crime;
9. Maintain the confidentiality of client-counselor information, as required by state and federal law; and
10. Maintain confidentiality of research information.

In addition to the requirements listed on the previous page, all VOCA grantees are expected to:

- Demonstrate program stability through:
 - a. Demonstrating a history of providing cost-effective direct services to victims of crime; and
 - b. Demonstrating a clear indication of support for applicant's services from one or more community agencies or organizations familiar with the needs of victims to be served, as well as the caliber of services provided by the applicant; and
 - c. Demonstrating financial support of at least 10% from at least one revenue source other than VOCA.
 - d. If an applicant cannot demonstrate stability as required and described by the previous paragraphs of this section, in order to be eligible for a VOCA award, the applicant must demonstrate that at least 25% of its financial support comes from non-federal sources.
- Meet the terms of the Certified Assurances and other federal rules regulating grants, including non-supplantation and the Certifications regarding lobbying, debarment, suspension and other responsibility matters, and drug-free workplace requirements; and
- Comply with VOCA program guidelines as written in the most recent version of the VOCA Grant Management Handbook, including any additional eligibility or service criteria as established by CVSD; and
- Comply with the Federal Funding Accountability and Transparency Act (FFATA) as described below.

E. AGENCIES NOT CURRENTLY RECEIVING VOCA FUNDING

All projects must be (1) for one-time non-recurring costs; (2) to support the expansion or enhancement of delivery of direct services to crime victims; and (3) to ensure the health and safety of victims.

If you ***do not*** currently receive VOCA grant funds you must provide additional information as requested below. This information will be uploaded in Form H: Attachments to Upload.

Non-Profit Organizations Only

1. Most recent Statement of Financial Position (Balance Sheet);
2. Date of most recent submission of IRS Form 990;
3. Articles of Incorporation
4. IRS 501(c)(3) Determination letter.

Government-based Organizations Only

Most recent Statement of Financial Position (Balance sheet).

F. CVSD GENERAL REQUIREMENTS

1. EFFECTIVE SERVICES

Applicants applying for VOCA funds will be able to provide the services and meet the eligibility criteria requirements as described in Section II.D.

2. ACCESS TO EFFECTIVE SERVICES

To ensure meaningful access to services for all victims of crime across the State, programs must be able to appropriately respond to requests for assistance (e.g. completion of compensation claims, child abuse medical assessments, etc.). In addition, those agencies whose primary services are focused on a specific area of victim assistance must be able to describe how they directly link victims whose needs may be beyond their expertise to the appropriate community partner agency.

3. GOOD FISCAL MANAGEMENT

Applicants will be able to maintain adequate funding, keep financial records and comply with grant reporting requirements. Applicants with deficiencies in timely and accurate reporting in previous grants may receive conditional grants and be required to submit additional information addressing those deficiencies before a grant is awarded.

4. ABILITY TO PROVIDE MATCHING FUNDS FOR VOCA FUNDS

Matching grant funds is a requirement of VOCA. Please refer to the CVSD website <https://www.doj.state.or.us/crime-victims/grant-funds-programs/victims-of-crime-act-voca-assistance-fund/> for specific information regarding match.

5. FINANCIAL, STATISTICS AND OUTCOME REPORTING

Applicants will submit quarterly financial, statistical and outcome measures reports and annual narrative reports on services provided specific to the staff positions supported by those funds. More detailed information can be found in Section V of this document.

6. COMPLIANCE WITH RELEVANT FEDERAL AND STATE LAWS (CIVIL RIGHTS, ADA, ETC.)

By submitting an application, applicants will signify their intent to comply with relevant federal and state laws, as appropriate, including but not limited to the Civil Rights Act and the Americans with Disabilities Act (ADA) and the Federal Funding Accountability and Transparency Act (FFATA) of 2006.

a. Federal Funding Accountability and Transparency Act (FFATA) of 2006. As of January 1, 2009, all recipients of Federal VOCA funds, and their sub-contractors, must comply with the FFATA of 2006. The Transparency Act requires the federal government to have a single, searchable website. This website must be accessible by the public without cost, for each federal award of \$25,000 or more over the life of any sub-award (i.e. VOCA grant award period). In order to satisfy this requirement, fund sub-recipients are required to have a DUNS number and to maintain a current registration in the System for Award Management (SAM) (formerly CCR). Prior to a grant agreement being issued from this application, all programs meeting this

criteria requirement must provide proof of a current SAM to CVSD. For details regarding DUNS and SAM registration, see the Application Instructions.

- b. Insurance Requirements.** Applicants are required to obtain and maintain Worker's Compensation and General Liability insurance and other insurance as specified in the Grant Agreement. CVSD is no longer requiring the submission of Certificates of Insurance.
- c. Civil Rights Requirements.** The CVSD webpage, <https://www.doj.state.or.us/crime-victims/for-grantees/civil-rights-requirements/> , provides information and links that will assist grantees in complying with three mandatory federal processes. These include:
- Civil rights laws and regulations prohibiting discrimination in federally assisted programs or activities;
 - Limited English Proficiency (LEP) guidelines; and,
 - Equal Employment Opportunity Plans (EEOP). Non-profit organizations and Tribal Nations are exempt from the EEOP requirements, but must complete the EEOP form included as a Grant Agreement Exhibit.

These processes include notification of nondiscrimination policy, responding to discrimination complaints, and civil rights training and are required of recipients of VOCA funding through CVSD.

Civil Rights Training Certification is required to be updated every two years and uploaded in E-Grants before the grant agreement is signed.

7. CONFIDENTIALITY POLICIES AND/OR PROCEDURES

The applicant will have policies and/or procedures to protect the confidentiality and privacy of persons receiving services and will not disclose personally identifying information or individual information collected in connection with services requested, used, or denied without the informed, written, reasonably time-limited consent of the person whose information will be disclosed. Non-personally identifying information may be shared in the aggregate for reporting purposes. Policies will be reviewed during site visits. CVSD has recently adopted VAWA confidentiality requirements for all grants. FAQs on the VAWA Confidentiality Provision can be found on the CVSD webpage: https://www.doj.state.or.us/wp-content/uploads/2017/11/vawa_confidentiality_provision_faqs_2017.pdf

8. DEMONSTRATED COMMUNITY SUPPORT

Applicants will begin or maintain their involvement in coordinated community public and private efforts to aid crime victims. Coordination and collaboration may include, but is not limited to, serving on state, federal, local or Native American task forces, commissions, working groups, coalitions and/or multi-disciplinary teams. Coordination and collaboration efforts also include developing written agreements that contribute to better and more comprehensive services to crime victims.

9. PLANNING

The planning process for an agency/program is a way to clearly define the purpose of the agency/program, establish realistic goals and objectives, and identify needs and appropriate services for the community(ies) being served. The process should include input from victims and from applicants' community partners. Ideally, a thorough planning process will include both internal agency planning, as well as external community-wide planning. CVSD recognizes that the willingness of partners to collaborate and resources supporting that collaboration vary from community to community. CVSD strongly urges programs to go through this process. Applicants will discuss their planning process(es) in greater depth during site visits, including how input from victims and community partners is included. CVSD will provide technical support to applicants upon request and to the extent possible.

10. TRAINING REQUIREMENTS

All recipients of VOCA and CFA Non-Competitive grant funds will provide training to all grant-funded staff, volunteers/interns and board members, as appropriate. Staff and volunteers must be assessed as to their readiness to provide direct services. Applicants will demonstrate their methodology for evaluation of staff and volunteer compliance with training requirements during site visits. The Staff Roster and the Board of Directors Roster in the CVSD E-Grants system both require information on completion of training requirements for each staff person and Board member. **A list of Training Requirements is found in Appendix A.**

G. AWARD AMOUNTS

Please see **Appendix B OR C** for your program's VOCA 2018-2019 Support Services & Training grant allocations. County population is the basis for each allocation amount. Applicants should carefully consider the resources needed to successfully implement a proposed project and present a realistic budget that accurately reflects project costs.

1. Timely Completion of Grant Award Documents

All grant awards are made conditional upon the timely completion of grant award documents. Funds are not considered obligated and will not be transferred until all required grant award documents have been signed by an applicant and by the Department designee. If grant award documents are not completed by an applicant within three months of the notice to the applicant of the intended award, CVSD may withdraw the award and have the authority to reallocate the funds that were conditionally awarded to the applicant.

- Before the CVSD will issue an award or release a payment, reports for all existing grants issued by that Department must be completed. The CVSD schedule is available at: <https://www.doj.state.or.us/crime-victims/for-grantees/reports-and-publications/>

2. Incomplete or Nonconforming Applications

CVSD may reject grant applications pursuant to this RFA that they determine to be late, incomplete or nonconforming. CVSD also may reject grant applications where applicants fail to provide timely, satisfactory clarifications or supplemental information when requested by CVSD.

3. Conditional Awards

- a. All grant agreements issued by CVSD include requirements that must be satisfied by both parties to the agreement. In addition, CVSD may include additional conditions when circumstances exist that require a further showing of applicant's ability to successfully manage an award. Examples of such additional conditions include, but are not limited to a requirement of more frequent reporting to assure timeliness and accuracy, or additional reports to document that grantee is successfully addressing an area of concern. When additional conditions are included in a grant agreement, the grantee's failure to satisfy those conditions shall be governed by the default and termination provisions included in the agreement.
- b. The applicant will be notified that the applicant's award will be finalized and grant award document executed only if the conditions are satisfied in a timely manner. The notice shall specify the conditions to be satisfied by the applicant and the date by which each condition must be satisfied. If the conditions are satisfied within the prescribed time frame, the award will be finalized and award documents can be executed. Applicants who do not satisfy award conditions by the date specified shall be notified in writing that the conditions have not been satisfied and the conditional award has been withdrawn.

4. Payment of Awards

All payments are contingent upon funds being appropriated and available for distribution.

- a. **VOCA** grant award payments are quarterly and made on a reimbursement basis, meaning that grant funds are paid to grantee agencies after expenditures have been made. Payments to grantees are made when CVSD receives a Quarterly Financial Report accompanied by all required quarterly and/or semi-annual reports due for that period. Sample language as to the payment of VOCA awards and the conditions precedent to payment are included in the sample CVSD VOCA Grant Agreement which can be viewed on the CVSD website.

SECTION III: SUPPORT SERVICES & TRAINING FUNDING CRITERIA

A. CRITERIA BY CATEGORY

The intention of the VOCA Support Services & Training grant opportunity is to meet agency/program needs that are not currently met through the “regular” non-competitive or the competitive process. Applicants must be able to demonstrate how these support services and training funds will support the expansion or enhancement of the delivery of direct services to crime victims and/or ensure the health and safety of victims.

Applicants may apply for funding in the following four categories:

1. Training
2. Emergency Services (not to include Legal or Mental Health Services)
3. Legal Services (includes a special allocation to statewide legal service providers)
4. Mental Health Services

B. ALLOCATIONS FOR EACH FUNDING CATEGORY

Appendix B of this RFA provides an allocation table for the distribution of funds among these four categories plus an allocation for flexible funds. Each category has a minimum level of funds that are earmarked for category-specific activities as described below. These minimum amounts cannot be moved to another category, that is, these minimum amounts are “use or lose minimums.” The allocation table indicates these minimum amounts by category. In addition, the Training and Emergency Services categories have maximum amounts that can be budgeted for activities in these specific categories. All of the flexible funds must be distributed to each of the four categories within the described parameters. Following are examples for how applicants would distribute funds:

Training allocation:

- The minimum allocation must be included in the budget or relinquished;
- If less than the minimum allocation is included in the budget, these unbudgeted funds are relinquished (for example, the minimum is \$2000, the budget includes \$1500, the difference between the minimum allocation and the budget, \$500, is no longer available to the applicant); and
- Flexible funds may be included in the Training budget up to the maximum allocation.

Emergency Services:

- The minimum allocation must be included in the budget or relinquished;
- If less than the minimum allocation is included in the budget, these unbudgeted funds are relinquished; and
- Flexible funds may be included in the Emergency Services budget up to the maximum allocation.

Legal Services:

- The minimum allocation must be included in the budget or relinquished;
- If less than the minimum allocation is included in the budget, these unbudgeted funds are relinquished; and
- Flexible funds may be included in the Legal Services budget up to the desired amount as long as the total project budget does not exceed the total allocation (less any possible relinquished funds).

Mental Health Services:

- The minimum allocation must be included in the budget or relinquished;
- If less than the minimum allocation is included in the budget, these unbudgeted funds are relinquished; and
- Flexible funds may be included in the Mental Health Services budget up to the desired amount as long as the total project budget does not exceed the total allocation (less any possible relinquished funds)

Appendix C of this RFA provides an allocation table for the statewide legal services providers. All funds are flexible, but applicants are expected to provide training to applicant staff and/or other providers delivering legal services to victims of crime at a level commensurate with the identified need.

C. Service Criteria for each Funding Category

The following criterion applies to this RFA for each eligible category.

1. Emergency Services

Proposed spending in this category should not include Legal Services or Mental Health Services as they will be separate line items.

- a. VOCA current guidelines around emergency services apply.
- b. Detailed guidance on allowable emergency services is available in the VOCA Guidelines (included in the Application Menu in E-Grants).
- c. Examples of eligible emergency services:
 - Purchase of emergency food, clothing, transportation, housing and shelter, etc.;
 - Purchasing items for a “clothes closet” (contact your Fund Coordinator for guidance); and
 - Translation and interpretation services (contact your Fund Coordinator for guidance).
- d. Applicants requesting funds for this category should have policies and procedures regarding the disbursement and accounting of these funds. Written policies must be uploaded in E-Grants if these funds are to be used to provide gift cards or to provide transitional housing or relocation/housing assistance for longer than 3 months.
- e. During the grant cycle, applicants receiving funding from this category must track and report on victims (no names) receiving assistance through these funds and the type and amount of financial assistance provided.

2. Training

- a. VOCA current guidelines around training apply.
- b. Detailed guidance on allowable training is available in the VOCA Guidelines (included in the Application Menu in E-Grants).
- c. Training can include both attending a training event and delivering training. In both cases, the training must be for developing the skills of direct service providers (refer to the VOCA Guidelines included in the Application Menu in E-Grants for a detailed list of individuals who may participate in VOCA-funded training).
- d. Applicants who choose to contract with a professional to deliver training must follow federal procurement guidelines.
- e. Training costs must be prorated if the training includes topics that are not allowed under VOCA rules (prevention, prosecution, investigation, management, etc.)
- f. **LEGAL SERVICES PROVIDERS:** Applicants are expected to offer training to applicant staff and/or other providers delivering direct legal services to victims of crime at a level commensurate with the identified need.

3. Legal Services

CVSD is allocating legal services funds to all direct services Grantees currently receiving funding from CVSD, including four regional/statewide legal services providers: Oregon Law Center (OLC), Legal Aid Services of Oregon (LASO), Victim Rights Law Center (VRLC), and Oregon Crime Victims Law Center (OCVLC). Legal services were identified as one of the top gaps in services for victims of crime in Oregon in the VOCA survey conducted in 2015. **This funding stream is intended to expand the availability of legal services for victims of crime throughout the state, to provide access to legal consultation, and to establish or maintain prioritized interagency referrals.** All VOCA funded legal services must be for services directly related to the victimization.

a. Legal Services for DV/SA, VAP, CAIC and other victim assistance programs

- a. VOCA current guidelines around legal services apply.
- b. Detailed guidance on allowable legal services is available in the VOCA Guidelines (included in the Application Menu in E-Grants).
- c. Examples of eligible projects:
 - Subcontracts for specialized professional civil legal services;
 - FTE to provide direct legal services or coordinate legal services as it relates to this funding; and
 - Court fees, filing fees, and other associated fees related to interventions necessary as a direct result of the victimization.

b. Legal Services for statewide legal service providers

- i. VOCA current guidelines around legal services apply.
- ii. Detailed guidance on allowable legal services is available in the VOCA Guidance (included in the Application Menu in E-Grants).
- iii. Applicants are required to budget for the provision of legal services throughout an established service area, regional or statewide.

- iv. Applicants are expected to offer assistance on legal issues to CVSD Grantees at a level commensurate with the identified need.
- v. Applicants are required to establish and maintain a clear referral process and to prioritize referrals from CVSD Grantees.
- vi. Expenditures in Emergency Services are allowable but not required.

4. Mental Health Services

- a. VOCA current guidelines around mental health services apply.
- b. Detailed guidance on mental health services is available in the VOCA Guidelines (included in the Application Menu in E-Grants).
- c. Examples of eligible projects (costs must be pro-rated if not exclusive to victims of crime):
 - Contracts for specialized professional mental health services;
 - FTE to provide direct mental health services or coordinate mental health services as it relates to this funding;
 - Outpatient therapy/counseling (may include tele-therapy/counseling);
 - Traditional, cultural, and/or alternative therapy/healing (e.g. art therapy, yoga); and
 - Therapy/emotional support animals in shelters, court, child abuse intervention centers, and in therapeutic settings for victims of crime.

SECTION IV: GENERAL APPLICATION GUIDELINES

The following instructions are intended to guide the applicant in completing the 2017-2019 VOCA Support Services & Training Grant Application for all eligible programs for the period **January 1, 2018 – September 30, 2019**. See the E-Grants Application Instructions on the View Forms Menu for detailed line-by-line assistance.

Key Things to Remember:

- After saving a form, if there are errors, CVSD E-Grants will provide messages at the top of the page directing the applicant to the errors on the form.
- The E-Grants system will not allow an application to be submitted with error messages on any form within the application.
- Required fields have an asterisk (*), however, depending on the application other fields may need to be completed as well.
- Remember to click **“Save”** frequently to save the information you have entered. The system will not save information if you go to the next page without saving. **Click on “Save” every time you think of it.** Do not wait to complete the page before saving.
- For radial button selections, click once to mark or change your selection, double-click to remove the selection completely.
- An applicant may want to consider completing narrative sections in a word processing program and pasting it into the appropriate section. Because the text boxes have limited character counts, using the character-counting tool in a word processing program when creating your response may be helpful. Please see the “Application Form Completion: Copy and Paste” section of the CVSD E-Grant Applicant User Guide for additional information on this topic.
- Remember to have a person, other than the writer of the grant, review the application.

A. E-GRANTS SUBMISSION

Applications will be completed and submitted entirely through the CVSD E-Grants system. The Forms section in E-Grants is where the vast majority of the work for an application is completed along with the uploading of specifically requested documents. All forms must be complete with no error messages prior to the application being submitted.

B. TECHNICAL ASSISTANCE

1. Application Instructions are attached on the View Forms page.
2. The CVSD E-Grant Applicant User Guide is available in “My Training Materials” on the top menu bar;

3. Contact your fund coordinator (contact information listed on page 4) for assistance with the application contents; and
4. Contact the Agate Software Help Desk for system technical assistance, which is available: Monday – Friday 5am to 5pm, Pacific Standard Time, at 1-866-449-1425 or Email azhelpdesk@agatesoftware.com.

C. DEADLINE

Applications must be submitted electronically through the CVSD E-Grants system. **The application is due on Friday, December 22, by 11:59 p.m.**, Pacific Standard Time. The application will not be accessible after the above mentioned time. **It is important to note that once an application is submitted it will enter into a “read-only” status and cannot be changed.** For instructions on submitting your application, see the CVSD E-Grant Applicant User Guide.

D. REQUIRED FORMS

All required documents for this application can be found in CVSD E-Grants. Please DO NOT attach or upload any documents that have not been requested unless directed by CVSD. The CVSD E-Grants system allows the applicant to check the status of each form and see when the particular form was first created and last modified. As each form is saved, the system will inform the applicant if there are errors. An applicant will be unable to submit the application until the errors are corrected in the application.

E. COMPLIANCE WITH GRANT REQUIREMENTS

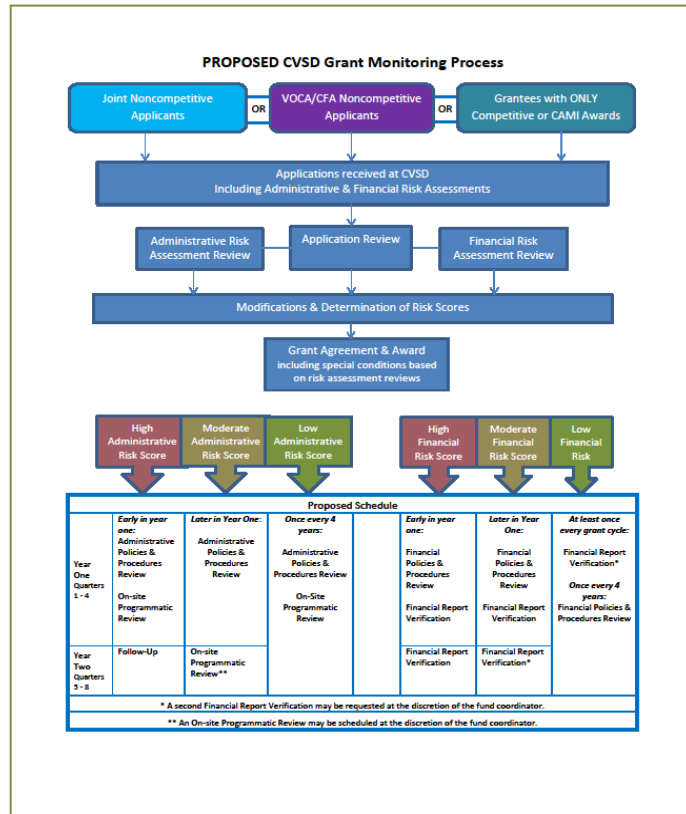
By submitting an application, an agency agrees to comply with all CVSD grant agreement requirements.

SECTION V: MONITORING, REPORTING, AND FINANCIAL REQUIREMENTS

A. GRANT MONITORING

CVSD will monitor each grantee receiving VOCA and CFA funds. The objective of monitoring is to support program development, provide technical assistance, and assure that the grantee is: a) providing services as described in this RFA and grant agreements; b) spending grant funds as agreed; c) working towards funding objectives; and d) following appropriate fiscal procedures.

CVSD monitoring includes financial and administrative risk assessments, one or more financial report verifications, policy and procedure reviews, and on-site visits. The process flow chart is available [here](#).



B. DEFAULT

All CVSD grant agreements provide that grantees who fail to meet any of the reporting requirements included in this section (financial, narrative, and/or statistical) shall be considered to be in default under the agreement. In such a case CVSD has the right to end the grant. CVSD may also reduce the award proportionately to the period for which reports were not submitted in a timely manner.

C. FINANCIAL REPORTING REQUIREMENTS

1. Grantees must submit separate Quarterly Financial Reports for each fund received, as found on E-Grants and as described in the sample CVSD Grant Agreements for VOCA.
2. In addition to any specified conditions, grant recipients must adhere to the financial guidelines set forth in the fund-specific CVSD Grant Agreement.

D. NARRATIVE & STATISTICAL REPORTING REQUIREMENTS

1. NARRATIVE REPORTING REQUIREMENTS

There will be two (2) annual reports submitted under this RFA. They will be due October 31, 2018 for Year 1 of the grant and October 31, 2019 for Year 2 of the grant and will be submitted as a part of the Progress Reports in E-Grants. VOCA grantees will complete an annual narrative report in the OVC PMT website.

Applicants that receive funding under this award must provide data that measure the results of their work. Performance measures are not requested in the application but the questions below are provided as an alert to annual reporting requirements. Consider taking some time to look at how your agency will track this required reporting.

a. Federal Report Questions

1. Please discuss the major issues in your program/organization that either assist or prevent victims from receiving assistance during the reporting period.
2. Please describe ways that your agency promoted the coordination of public and private efforts within the community to help crime victims during the reporting period.
3. Please describe any notable activities at the grantee level during the reporting period that improved delivery of victim services.
4. Please discuss each priority (i.e., child abuse, domestic assault, sexual assault, and underserved) in which VOCA funds have been used to assist crime victims during the reporting period (e.g., using case histories or other descriptions; case histories or other materials may be submitted with upload of report in to GMS).
5. Please briefly describe efforts taken to serve Victims of Federal crime during the reporting period.
6. Please identify any emerging issues or notable trends affecting crime victim services in your service area during the reporting period.
7. Please briefly outline any staffing retention issues that your victim assistance program has and why these issues may occur during the reporting period (e.g., high turnover due to insufficient salary, insufficient benefits, and heavy workload).
8. Please explain the methods your program/organization utilizes to publicize its victim assistance funding for services to victims of crime during the reporting period.
9. Please explain how your program/organization is able to direct funding to new/underserved populations during the reporting period.
10. Please explain how your program is able to respond to gaps in services during the reporting period.

b. CVSD Report Questions

Emergency Services

1. Number of victims served.

2. Describe how the funds were used to support victims. (food, change locks, etc.)

Training

1. Training Attended.
 - a. Title of training.
 - b. What did you learn from the training that is of significance to your work and how have you applied it?
2. Training Provided. If the funds were used to facilitate or provide a training.
 - a. Title of training provided.
 - b. Number of victim service providers trained and their position.
 - c. What worked well about this training?
 - d. What could have been improved about this training?
 - e. What feedback did you receive from those in attendance?

Legal Services

Numerous types of project will be submitted under this category. Fund Coordinators will work individually with recipients to develop specific report requirements.

Mental Health Services

Numerous types of project will be submitted under this category. Fund Coordinators will work individually with recipients to develop specific report requirements.

4. STATISTICAL & PERFORMANCE MEASURE REPORTING REQUIREMENTS

All statistical data must be as accurate as possible. Therefore, grantees must be able to distinguish between new and ongoing clients, on at least a monthly basis, to make collection for the correct reporting period easier. It is essential that the proper data be collected and reported.

VOCA grantees are required to report statistical data on a quarterly basis in the OVCPMT. The OVCPMT sub-grantee performance report can be found by clicking [here](#).

Grantees must carefully consider who their VOCA grant clients are in order to accurately collect and report relevant data. In general, clients are “identifiable individuals who receive direct services by the staff resources reflected in the VOCA grant budget.” The following should be taken into account when determining how to collect VOCA statistics:

- Contacting the public individually, in groups, in person or otherwise, with information about the availability of services may be an important outreach activity, but does not constitute the actual provision of direct services; persons so contacted are not clients unless they actually receive the direct services; and

- Clients must be individually identifiable in order to ensure that data is unduplicated and to collect the necessary civil rights compliance information. The only exception is “Number of Phone Contacts.”

E. COMMON OUTCOME MEASURES & COLLECTING CLIENT FEEDBACK

CVSD Common Outcome measures will be collected under this RFA. All Common Outcome reporting will be done through the “regular” non-competitive application.

F. SCHEDULE FOR REQUIRED REPORTS

The complete reporting schedule for all CVSD grants is available at <https://www.doj.state.or.us/crime-victims/for-grantees/reports-and-publications/>

G. UNSPENT FUNDS & THE DE-OBLIGATION OF GRANT FUNDS

Grant awards for the period January 1, 2018 – September 30, 2019 will not be extended beyond the twenty-one month award period.

VOCA: The VOCA Grant Agreement provides that grant funds not expended within the grant term shall be deobligated and returned to CVSD. To the extent practicable and within its discretion CVSD will reobligate such funds based on the allocation formula, taking into consideration factors including: the amount of funds deobligated; the timing of the deobligation; and the alternatives for reobligating the funds. *To avoid deobligation of grant funds, applicants should consider redirecting funds in a timely manner as directed in the most recent version of the VOCA Grant Management Handbook.*

SECTION VI: SUBMISSION INFORMATION

Non-Competitive VOCA Support Services & Training grant applications must be submitted electronically through the CVSD E-Grants system. Applications will only be accepted through the CVSD E-Grants system. The application is due on:

**Friday, December 22, 2017
by
11:59 p.m., Pacific Standard Time**

For instructions on how to submit your application, please review the “Submitting your Application” section of the CVSD E-Grants Applicant User Guide. Please give yourself enough time to negotiate computer difficulties.

IT IS IMPORTANT TO NOTE THAT ONCE AN APPLICATION IS SUBMITTED IT WILL ENTER INTO A “READ-ONLY” STATUS AND CANNOT BE CHANGED.

SECTION VII: REVIEW OF APPLICATION AND RESERVATION OF RIGHTS

A. APPLICATION REVIEW PROCESS

This is a non-competitive process. Applications will be funded if they sufficiently meet the eligibility requirements.

Applications will be reviewed by CVSD staff. In addition to the application, staff may review program financial and service information, site visit and other relevant information, including reporting for grants active from 2007 through the present. CVSD staff may seek guidance from funding advisory bodies on specific applications.

CVSD may seek clarification from applicants on an application, including asking for additional information, and may negotiate additional changes with an applicant.

B. RESERVATIONS OF RIGHTS

CVSD reserves the right to:

1. Seek clarifications of each application, and/or to award a grant contract without further discussion of the proposals submitted;
2. To reject any and all applications received by reason of this request, or to negotiate separately in any manner necessary to serve the best interest of the public;
3. To determine, in their sole discretion, whether a proposal does or does not, substantially comply with the requirements of this Application; and
4. To waive any minor irregularity, informality, or non-conformance with the provisions or procedures of this Application.

SECTION VIII: REVIEW OF REWARD DECISIONS

1. An applicant has a right to a review of the award decision with regard to its application.
2. Each applicant will be informed of this review procedure at the time a decision is made regarding its application.
3. No applicant will be subject to reprisal for seeking a review of an award decision.
4. An applicant may request a review by making a written request to the Fund Coordinator within 7 days after receiving notification of the award decision.
5. When CVSD is notified that an applicant has requested a review, a meeting will be scheduled for the applicant to meet with the CVSD Fund Coordinator and with up to 3 members of the CVSD Advisory Committee. Every effort will be made to have this meeting occur within 14 days of the receipt of the request. The Fund Coordinator will notify the applicant of the result of the meeting within 5 days after the meeting has been held.
6. If the matter is not resolved through the above-described procedure, the applicant can request a review of the issue by the Attorney General or her designee. The applicant should make a written request for such a review to the Director of the Crime Victims' Services Division within 14 days following notification of the results of the meeting described in the preceding paragraph.
7. The decision of the Attorney General is final.

APPENDIX A: TRAINING REQUIREMENTS FOR STAFF, VOLUNTEERS, INTERNS, AND LEADERS

A. STAFF

All recipients of VOCA funds must ensure that staff providing direct services in City and County Government-based agencies, Child Abuse Intervention Centers, and Special Population organizations will successfully complete the Oregon Basic State Victim Assistance Academy (SVAA) training during the first year of the VOCA/CFA Non Competitive grant cycle. Information for the SVAA training is available on the CVSD website, <https://www.doj.state.or.us/crime-victims/for-grantees/training-for-grantees/>. Proposed VOCA and CFA funded staff who have already attended SVAA have met this requirement.

VOCA funded staff with direct responsibility for domestic violence and sexual assault programs will successfully complete training that meets the requirements adopted by the Department of Human Services (“DHS) Advisory Committee found at: http://www.doj.state.or.us/victims/pdf/dvsa_training_requirements.pdf.

VOCA funded staff from Child Abuse Intervention Centers and Special Population organizations may alternatively submit a 40-hour training plan for CVSD approval that covers topics relevant to the funded staff position(s). The 40-hour training plan may include relevant topics from the:

- a. Oregon Basic State Victim Assistance Academy described above;
- b. DHS Advisory Committee adopted training requirements found at: http://www.doj.state.or.us/victims/pdf/dvsa_training_requirements.pdf;
- c. Office for Victims of Crime (OVC) Victims Assistance Training *Online* (VAT *Online*) found at: https://www.ovcttac.gov/views/TrainingMaterials/dspOnline_VATOnline.cfm under the Course Descriptions tab; and
- d. Additional population-specific topics.

VOCA funded staff providing direct services are strongly encouraged to attend a Crime Victims’ Compensation Program (CVCP) and Address Confidentiality Program (ACP) training at least once every four years. CVCP and ACP training is held quarterly in Salem at the CVSD office. The agenda and training schedules are available at: <https://www.doj.state.or.us/crime-victims/for-grantees/training-for-grantees/>. For additional information contact CVSD at (503) 378-5348.

All staff not providing direct service should minimally be informed on the basics of providing services to victims of crime.

Fund recipients are encouraged to include projected costs of sending staff to training in their budget. These costs can include applicable registration fees, lodging, meals and mileage. The current registration cost for the SVAA training is approximately \$450.00.

B. VOLUNTEERS & INTERNS

Volunteers and interns providing VOCA-funded direct services in City and County Government-based agencies, Child Abuse Intervention Centers, and Special Population organizations are required to successfully complete the OVC VAT *Online* training or a training program that minimally covers the topics included in VAT *Online* during the first year of the VOCA Non-Competitive grant cycle. Registration information for the VAT *Online* training can be accessed at: <https://www.ovcttac.gov/vatonline>.

Alternatively, Child Abuse Intervention Centers and Special Population organizations may submit a training plan for CVSD approval that covers topics relevant to volunteer position(s), which may be from VAT *Online*, DHS Advisory Committee adopted training requirements, SVAA, all described above, and additional population-specific topics.

The volunteer/intern supervisor will develop a training plan to consist of a minimum of 40-hours based upon the needs of the program and volunteers. It is the responsibility of the volunteer/intern supervisor to document the training completed. CVSD Fund Coordinators will verify this information at the time of an in-person site visit. Volunteers and interns not providing direct service should minimally be informed on the basics of providing services to victims of crime.

C. BOARD OF DIRECTORS

Board members are expected attend an orientation that provides the information they need on their role in the organization. Minimally, this may include: organization overview, orientation of the Board manual, roles and responsibilities of the board, overview of Board structure, overview of board operations, review of strategic plan, and administrative activities.

Board members shall also attend training in at least one of the VOCA priority categories (domestic violence, sexual assault, underserved, child abuse, or general victim services) depending on the services provided by the agency. Board members with expertise in a relevant VOCA priority category are not required to attend training. Ongoing training of the board in the areas of service provided by your agency is strongly encouraged. Training can be presented over several months, through annual meetings, self-study with debriefing, etc. and must be documented. CVSD Fund Coordinators will request to view the documentation of training at the time of their in-person visit to the program.

APPENDIX B: 2018-2019 VOCA SUPPORT SERVICES & TRAINING GRANT ALLOCATIONS

Crime Victim Services Agencies (Category allocations are minimum amounts - not flexible funds)	Training	Emergency Services	Legal Services	Mental Health	Flexible Funds	Total
	Range: \$3,925-\$7,850					
Bradley-Angle House	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Call To Safety	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Canyon Crisis and Resource Center	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
CARES Northwest	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Center for Hope and Safety	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Children's Center	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
City of Beaverton	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
City of Eugene	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
City of Hillsboro	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Clackamas County District Attorney	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Clackamas Women's Services	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Domestic Violence Resource Center, Inc.	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Dougy Center Inc.	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Ecumenical Ministries of Oregon/ROSS	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Elders in Action	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
El Programa Hispano Católico	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
HASL, Project DART	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Immigrant and Refugee Community Organization	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Impact NW	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Janus Youth Programs	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Kids FIRST, Friends of the Child Advocacy Center	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Lane County District Attorney	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Liberty House	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Marion County District Attorney	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Multnomah County District Attorney	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Native American Youth and Family Center	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Northwest Human Services, Inc.	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Parents of Murdered Children	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Raphael House of Portland	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Relief Nursery, Inc.	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Salem Police Department	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Salvation Army	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Self Enhancement Inc.	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Sexual Assault Resource Center	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Sexual Assault Support Services	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Siuslaw Outreach Services	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00

University of Oregon	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Volunteers of America - Home Free	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Washington County District Attorney	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Washington County Sheriff's Office	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
Womenspace, Inc.	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00
YWCA of Greater Portland	\$3,925.00	\$3,925.00	\$11,150.00	\$11,150.00	\$30,150.00	\$60,300.00

Crime Victim Services Agencies (Category allocations are minimum amounts - not flexible funds)	Training	Emergency Services	Legal Services	Mental Health	Flexible Funds	Total
	Range: \$3,337.50-\$6,675					
ABC House	\$3,337.50	\$3,340.00	\$9,675.00	\$9,675.00	\$26,027.50	\$52,055.00
Center Against Rape and Domestic Violence	\$3,337.50	\$3,340.00	\$9,675.00	\$9,675.00	\$26,027.50	\$52,055.00
Community Works, Inc.	\$3,337.50	\$3,340.00	\$9,675.00	\$9,675.00	\$26,027.50	\$52,055.00
Deschutes County District Attorney	\$3,337.50	\$3,340.00	\$9,675.00	\$9,675.00	\$26,027.50	\$52,055.00
Jackson County Child Abuse Task Force	\$3,337.50	\$3,340.00	\$9,675.00	\$9,675.00	\$26,027.50	\$52,055.00
Jackson County District Attorney	\$3,337.50	\$3,340.00	\$9,675.00	\$9,675.00	\$26,027.50	\$52,055.00
Jackson County Sexual Assault Response Team	\$3,337.50	\$3,340.00	\$9,675.00	\$9,675.00	\$26,027.50	\$52,055.00
Kids Intervention and Diagnostic Center	\$3,337.50	\$3,340.00	\$9,675.00	\$9,675.00	\$26,027.50	\$52,055.00
Linn County District Attorney	\$3,337.50	\$3,340.00	\$9,675.00	\$9,675.00	\$26,027.50	\$52,055.00
Saving Grace	\$3,337.50	\$3,340.00	\$9,675.00	\$9,675.00	\$26,027.50	\$52,055.00

Crime Victim Services Agencies (Category allocations are minimum amounts - not flexible funds)	Training	Emergency Services	Legal Services	Mental Health	Flexible Funds	Total
	Range: \$2,750-\$5,500					
Battered Person's Advocacy	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Benton County District Attorney	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
CASA of Douglas County	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Domestic Violence Services, Inc	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Douglas CARES	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Douglas County District Attorney	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Guardian Care Center	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Henderson House Family Crisis Shelter	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Illinois Valley Safe House Alliance	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Josephine County CAC	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Josephine County District Attorney	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Juliette's House	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Old Mill Center	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Polk County District Attorney	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Sable House	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00

Umatilla County District Attorney	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Women's Crisis Support Team	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00
Yamhill County District Attorney	\$2,750.00	\$2,750.00	\$8,175.00	\$8,175.00	\$21,850.00	\$43,700.00

Crime Victim Services Agencies (Category allocations are minimum amounts - not flexible funds)	Training	Emergency Services	Legal Services	Mental Health	Flexible Funds	Total
	Range: \$2,175-\$4,350					
Bay Area Hospital	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Clatsop County District Attorney	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Columbia County Child Assessment Center	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Columbia County District Attorney	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Coos County District Attorney	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Klamath County District Attorney	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Klamath Crisis Center	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Klamath-Lake CARES	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Lighthouse for Kids	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Lincoln County Children's Advocacy Center	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Lincoln County District Attorney	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Malheur County District Attorney	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
My Sister's Place	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Project DOVE	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
SAFE of Columbia County	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
The Harbor	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00
Women's Safety and Resource Center	\$2,175.00	\$2,175.00	\$6,700.00	\$6,700.00	\$17,750.00	\$35,500.00

Crime Victim Services Agencies (Category allocations are minimum amounts - not flexible funds)	Training	Emergency Services	Legal Services	Mental Health	Flexible Funds	Total
	Range: \$1,600-\$3,200					
Baker County District Attorney	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Columbia Gorge CAC	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Crook County District Attorney	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Curry County District Attorney	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
HAVEN from Domestic Violence	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Helping Hands Against Violence	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Hood River County District Attorney	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Jefferson County District Attorney	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
MayDay, Inc.	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Morrow County District Attorney	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Mt. Emily Safe Center	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Next Door, Inc.	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
OASIS Shelter Home, Inc.	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Shelter from the Storm	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00

Tillamook County District Attorney	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Tillamook County Women's Resource Center	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Union County District Attorney	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Wally's House	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00
Wasco County District Attorney	\$1,600.00	\$1,600.00	\$5,200.00	\$5,200.00	\$13,600.00	\$27,200.00

Crime Victim Services Agencies (Category allocations are minimum amounts - not flexible funds)	Training	Emergency Services	Legal Services	Mental Health	Flexible Funds	Total
	Range: \$1,012.50-\$2,025					
Grant County District Attorney	\$1,012.50	\$1,010.00	\$3,725.00	\$3,725.00	\$9,472.50	\$18,945.00
Harney County District Attorney	\$1,012.50	\$1,010.00	\$3,725.00	\$3,725.00	\$9,472.50	\$18,945.00
Harney HOPE	\$1,012.50	\$1,010.00	\$3,725.00	\$3,725.00	\$9,472.50	\$18,945.00
Heart of Grant County	\$1,012.50	\$1,010.00	\$3,725.00	\$3,725.00	\$9,472.50	\$18,945.00
Helping Hearts	\$1,012.50	\$1,010.00	\$3,725.00	\$3,725.00	\$9,472.50	\$18,945.00
Lake County Crisis Center	\$1,012.50	\$1,010.00	\$3,725.00	\$3,725.00	\$9,472.50	\$18,945.00
Lake County District Attorney	\$1,012.50	\$1,010.00	\$3,725.00	\$3,725.00	\$9,472.50	\$18,945.00
New Beginnings Intervention Center	\$1,012.50	\$1,010.00	\$3,725.00	\$3,725.00	\$9,472.50	\$18,945.00
Safe Harbors	\$1,012.50	\$1,010.00	\$3,725.00	\$3,725.00	\$9,472.50	\$18,945.00
Wallowa County District Attorney	\$1,012.50	\$1,010.00	\$3,725.00	\$3,725.00	\$9,472.50	\$18,945.00

Crime Victim Services Agencies (Category allocations are minimum amounts - not flexible funds)	Training	Emergency Services	Legal Services	Mental Health	Flexible Funds	Total
	Range: \$500-\$1,000					
Burns Paiute Tribe	\$500.00	\$500.00	\$1,250.00	\$1,250.00	\$3,500.00	\$7,000.00
Confederated Tribes of CLUSI	\$500.00	\$500.00	\$1,250.00	\$1,250.00	\$3,500.00	\$7,000.00
Confederated Tribes of Siletz Indians	\$500.00	\$500.00	\$1,250.00	\$1,250.00	\$3,500.00	\$7,000.00
Confederated Tribes of the Grand Ronde	\$500.00	\$500.00	\$1,250.00	\$1,250.00	\$3,500.00	\$7,000.00
Confederated Tribes of the Warm Springs	\$500.00	\$500.00	\$1,250.00	\$1,250.00	\$3,500.00	\$7,000.00
Cow Creek Band of Umpqua Tribe of Indians	\$500.00	\$500.00	\$1,250.00	\$1,250.00	\$3,500.00	\$7,000.00
Gilliam County District Attorney	\$500.00	\$500.00	\$1,250.00	\$1,250.00	\$3,500.00	\$7,000.00
Klamath Tribes	\$500.00	\$500.00	\$1,250.00	\$1,250.00	\$3,500.00	\$7,000.00
Sherman County District Attorney	\$500.00	\$500.00	\$1,250.00	\$1,250.00	\$3,500.00	\$7,000.00
Wheeler County District Attorney	\$500.00	\$500.00	\$1,250.00	\$1,250.00	\$3,500.00	\$7,000.00

**APPENDIX C: 2018-2019 STATEWIDE LEGAL SERVICES PROVIDERS
VOCA SUPPORT SERVICES & TRAINING GRANT ALLOCATIONS**

Statewide Legal Services Providers	Training	Emergency Services	Legal Services	Mental Health	Flexible Funds	Total
Legal Aid Services of Oregon (funding for 11 sites)					\$418,000.00	\$418,000.00
OLC (funding for 9 sites)					\$342,000.00	\$342,000.00
Oregon Crime Victims' Law Center					\$152,950.00	\$152,950.00
Victims Rights Law Center					\$152,950.00	\$152,950.00

A. Cover Page

1. **Organization Certification** By checking the following boxes, I hereby certify the following:

- ✓ The Organization Information page is complete and accurate. If appropriate, CVSD has been contacted to make any changes;
- ✓ All new agency personnel working on this application have been added to the organization and the application;
- ✓ All personnel no longer associated with this agency have been deactivated in the system.
- ✓ A current Civil Rights Training Certification is renewed and uploaded which indicates that the required training has been completed within the last 2 years.
- ✓ The Staff Roster is complete and accurate. In order to edit the Staff Roster go to the "My Organization" page, and then "Organization Details."
- ✓ If applicable, the Board Roster is complete and accurate. In order to edit the Board Roster go to the "My Organization" page, and then "Organization Details."

2. **Applicant Information**

a. Applicant Agency's Legal Name & Mailing Address:

Wasco County, acting by and through its District Attorney's Office
 511 Washington St., Ste. 304
 The Dalles, OR 97058-2231
 Phone: 5415062685
 Fax: 5415062681

b. Physical Address (If different than the mailing address, if confidential, enter "confidential" instead):

c. County:

Wasco County

d. Additional county(ies) served:

e. Congressional District(s) served: *

1 ✓ 2 3 4 5 [Click here to view map](#)

f. Federal ID #:

95-6002315

g. Federal DUNS #:

084415959

h. SAM Expiration Date: *

3/29/2018

i. Contact Person - The individual who is responsible for the day to day management and program reporting:

Judy Urness

j. Contact Information:

k. Fiscal Contact - The individual who prepares the financial reports for the grant based on agency fiscal records:

Mike Middleton

l. Fiscal Contact Information:

m. Fiscal Officer - The individual who has signature authority for financial reporting for the agency. CVSD will assume that all financial reports submitted in E-Grants have been approved by the Fiscal Officer

A. Cover Page

as a true and accurate representation of grant expenditures.

Judy Urness

n. Fiscal Officer Information:

o. Website Address:

http://co.wasco.or.us/departments/finance_treasurer/index.php

3. Implementing Agency Type: *

a. Government Agencies Only: Which designation best describes your government agency (select one response)?

Law enforcement

Prosecutor - County District Attorney

Prosecutor - City Attorney

Other government agency (please specify):

b. Nonprofit Organizations Only: Which designation best describes your nonprofit organization (check all that apply)?

Child abuse service organization (e.g., child advocacy center)

Domestic and Family Violence organization

Faith-based organization

Organization provides domestic and family violence and sexual assault services

Organization by and/or for underserved victims of crime (e.g., drunk driving, homicide, elder abuse)

Sexual assault services organization (e.g., rape crisis center)

Multi-service agency

Other type of organization serving victims of crime

c. Federally Recognized Tribal Governments, Agencies, and Organizations Only: Which designation best describes your tribal agency or organization (select one response)?

Domestic and Family Violence Organization

Law Enforcement

Organization provides domestic and family violence and sexual assault services

Prosecutor

Other justice-based agency

Other agency that is NOT justice-based (e.g. human services, health, education)

d. Campus Organizations Only: Which designation best describes your campus organization (select one response)?

Law enforcement

Physical or mental health service program

Campus-based victim's services

Other (please specify):

4. Is the agency a legal services organization? *

Yes No

5. Does your agency currently receive VOCA funds? *

Yes No

6. Staff/Volunteer Information

A. Cover Page

-
- | | | |
|----|--|----|
| a. | Total number of paid staff for all subgrantee victimization program and/or services (Count each staff member once. Both full and part time staff should be counted as one staff member. Do not prorate based on FTE.): | 3 |
| b. | Number of staff hours funded through this VOCA award (plus match) for subgrantees' victimization programs and/or services (Total count of hours to be worked by all staff members supporting the work of this VOCA subaward plus match.): | 1 |
| c. | Number of volunteer staff supporting the work of this VOCA award (plus match) for subgrantee's victimization programs and/or services (Count each volunteer once. Do not prorate based on FTE.): | 1 |
| d. | Number of volunteer hours supporting the work of this VOCA award (plus match) for subgrantee's victimization programs and/or services (Total count of hours to be worked by all volunteers supporting the work of this VOCA subaward plus match.): | 84 |
7. **Application to serve the following VOCA priority category(ies): ***
- Domestic and Family Violence
 - Adult Sexual Assault
 - Child Abuse
 - ✓ General Victim Assistance
 - Underserved

B. Services Checklist

Please indicate the victims and services included in your VOCA funded activities, combining the domestic violence, sexual assault, and underserved categories.

1. Identify the victims to be served through this VOCA funded project (check all that apply):*

- ✓ Adult Physical Assault (Includes Aggravated and Simple Assault)
- ✓ Adult Sexual Assault
- ✓ Adults Sexually Abused/Assaulted as Children
- ✓ Arson
- ✓ Bullying (Verbal, Cyber or Physical)

- ✓ Burglary
- ✓ Child Physical Abuse or Neglect
- ✓ Child Pornography
- ✓ Child Sexual Abuse/Assault
- ✓ Domestic and/or Family Violence
- ✓ DUI/DWI Incidents
- ✓ Elder Abuse or Neglect
- ✓ Hate Crime: Racial/Religious/Gender/ Sexual Orientation/Other (Explanation Required)
- ✓ Human Trafficking: Labor
- ✓ Human Trafficking: Sex
- ✓ Identity Theft/Fraud/Financial Crime
- ✓ Kidnapping (Non-Custodial)
- ✓ Kidnapping (Custodial)
- ✓ Mass Violence (Domestic/International)
- ✓ Other Vehicular Victimization (e.g., Hit and Run)
- ✓ Robbery
- ✓ Stalking/Harassment
- ✓ Survivors of Homicide Victims
- ✓ Teen Dating Victimization
- ✓ Terrorism (Domestic/International)
- Other

If other, please describe:

2. Check the services to be provided by this VOCA funded project (check all that apply):*

a. Information & Referral

- ✓ Information about the criminal justice process
- ✓ Information about victim rights, how to obtain notifications, etc.
- ✓ Referral to other victim service programs
- ✓ Referral to other services, supports, and resources (includes legal, medical, faith-based organizations, address confidentiality programs, etc.)

b. Personal Advocacy/Accompaniment

- ✓ Victim advocacy/accompaniment to emergency medical care
- ✓ Victim advocacy/accompaniment to medical forensic exam

B. Services Checklist

- ✓ Law enforcement interview advocacy/accompaniment
- ✓ Individual advocacy (assistance in applying for public benefits, return of personal property or effects)
- ✓ Performance of medical or nonmedical forensic exam or interview, or medical evidence collection
- ✓ Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)
- ✓ Intervention with employer, creditor, landlord, or academic institution
- ✓ Child and/or dependent care assistance (provided by agency)
- ✓ Transportation assistance (provided by agency)
- ✓ Interpreter services
- ✓ Assistance with victim compensation application

c. Emotional Support or Safety Services

- ✓ Crisis intervention (in-person, includes safety planning, etc.)
Hotline/crisis line counseling
- ✓ On-scene crisis response (e.g., community crisis response)
Individual counseling
Support groups (facilitated or peer)
- ✓ Other Therapy (traditional, cultural, or alternative healing; art, writing, or play therapy; etc.)
- ✓ Emergency financial assistance (includes emergency loans and petty cash, payment for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and nonprophylactic meds, durable medical equipment, etc.)

d. Shelter/Housing Services

- ✓ Emergency shelter or safe house
- ✓ Transitional housing
- ✓ Relocation assistance

e. Criminal/Civil Justice System Assistance

- ✓ Notification of criminal justice events (e.g., case status, arrest, court proceedings, case disposition, release, etc.)
- ✓ Victim impact statement assistance
- ✓ Assistance with restitution (includes assistance in requesting and when collection efforts are not successful)
- ✓ Civil legal assistance in obtaining protection or restraining order
- ✓ Civil legal assistance with family law issues (e.g., custody, visitation, or support)
- ✓ Other emergency justice related assistance
- ✓ Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)
- ✓ Prosecution interview advocacy/accompaniment (includes accompaniment with prosecution attorney)
- ✓ Law enforcement interview advocacy/accompaniment
- ✓ Criminal advocacy/accompaniment
- ✓ Other legal advice and/or counsel

F. Project Description

1. Emergency Services

Not Applicable

- a. Provide a description of the types of services intended to be supported with these funds keeping in mind the allowable emergency services under VOCA. Consider how the agency has used this type of funding in the past as well as emergency services you have not been able to fund but now could with this additional funding. Include in this response any policy or procedures you have regarding emergency services such as eligibility, cap on funding, etc.
- We plan on helping victims with VOCA eligible emergency service expenses. Some examples are lock changes, safety repairs, emergency safe housing using motels, helping with impound fees for vehicles of victims of unauthorized use of vehicle and similar charges. We also plan to help arrange accommodations for victims for trials and settlement conferences. For large cases where victims travel a long distance we have provided food so they don't have to leave to eat and we can continue the conference through the lunch hour.
- b. If the agency intends to use emergency services funds for housing assistance for a period of longer than 3 months for any one victim, or for gift cards, the agency's policy/procedure for this must be uploaded.

2. Training

Not Applicable

- a. What is the specific need you wish to address with the proposed training(s)?
- We plan to have a staff member attend the FETI conference in Portland on June 18 and 19, 2018. The Forensic Experiential Trauma Interview is now best practice for victim interviews. \$861
- We plan on sending our victim advocate to the CVCP training to be trained by DOJ on CVCP applications and Address Confidentiality. \$454
- We plan to have a training for our VAP staff and invite our law enforcement and community partners to address victim trauma informed care when working with victims. We plan on doing this in year 2. \$1,885
- b. Describe the potential impact the training(s) will have on the delivery of services. Include a description of how services will be enhanced or new services provided as a result of the training(s).
- The FETI training will be good for us to learn the new technique that is considered best practice for victim interviews.
- The victim advocate has not been trained on CVCP and ACP and it will benefit to have both advocates able to provide that service.
- The VAP training that we open up to our community partners is so beneficial to help our partners learn more about trauma informed approach to their work with victims.

3. Legal Services

Not Applicable

- a. Describe the nature and scope of the problem/gap that the project will address. As appropriate, include the following in your response:

F. Project Description

- Use data to provide evidence that the need for the effort exists.
- The response must make a convincing case that the project addresses a gap in existing resources.
- Identify the target population and document the effects of the problem/gap on the target population.
- Describe any previous and current events to address the problem/gap.

We plan on contracting with two lawyers to provide services to victims in help with restraining order contested hearings and divorce and or child custody issues.

- b. Describe services and activities that you will undertake to implement the project. Make certain that the activities you describe align with the proposed budget. Include:
- How these efforts will complement and support services or resources already in place or respond to the problem/gap described above.
 - Describe who will deliver the proposed services and activities and their training and experience.
- The legal services help victims with issues
- c. The funding in this RFA is not sustainable; CVSD may not offer this type of funding again. If the proposed project is an initiative to start a new program or enhance and expand existing services, what resources will be used to sustain the program or services in the future?
- I'm hoping that with these collaborative efforts we can find a way to continue services at some level when the funding ends.

4. Mental Health Services

Not Applicable

- a. Describe the nature and scope of the problem/gap that the project will address. As appropriate, include the following in your response:
- Use data to provide evidence that the need for the effort exists.
 - The response must make a convincing case that the project addresses a gap in existing resources.
 - Identify the target population and document the effects of the problem/gap on the target population.
 - Describe any previous and current events to address the problem/gap.

We are going to work with a local mental health provider to get victims that are requesting counseling to be seen within a week of asking. I have someone that we are close to an agreement with and I should have the details worked out soon. We have a real need for this as our county mental health provider has a wait list and it can be up to a month before someone can be seen. The provider I've been talking to says she can see people within a week to 10 days of the request. Her schedule is flexible in that she has days that she doesn't work, but if needed she can and she is excited to provide this service.

- b. Describe services and activities that you will undertake to implement the project. Make certain that the activities you describe align with the proposed budget. Include:
- How these efforts will complement and support services or resources already in place or respond to the problem/gap described above.

F. Project Description

·Describe who will deliver the proposed services and activities and their training and experience.

These services will be managed on a case by case basis, but the main goal is to get victims seen quickly and help them with short term needs and if long term services are requested then we will help them get services until they can get into long term providers.

- c. The funding in this RFA is not sustainable; CVSD may not offer this type of funding again. If the proposed project is an initiative to start a new program or enhance and expand existing services, what resources will be used to sustain the program or services in the future?

I'm hoping that with the collaboration in this project we will be able to continue the services at some level when this funding ends.

G. Program Income

Program Income is income that is earned by a Grantee performing program service activities for a fee (typically paid for by the recipient of the service or by a third party, such as an insurance provider).

Program income may be earned as a result of activities directly related this VOCA award. Grantees interested in collecting program income from VOCA grant funds should carefully review the CVSD Program Income Policy and consider whether they will be able to fully comply with all requirements.

Note: Grantees may not generate program income on CVSD administered federal grant funding without prior approval from CVSD. Program income funds are subject to the same allowances and restrictions as the federal grant on which the funds are earned. Program income is subject to the same terms and conditions under the VOCA Grant Agreement.

1. Does your organization earn any program income (typically generated by performing program service activities for a fee that are paid for by the recipient of the service or by a third party)?
 Yes ✓ No

2. If yes, will the program service activities that result in the generation of program income be financed, in whole or in part, by grant funds included in the budget for this application (consider costs that are essential to the collection of program income which could include personnel and supervisory costs, space costs, communication costs, equipment and supply costs, administrative costs, etc.)?
 Yes No

If yes, please respond to questions 3 through 7 below.

3. During the course of this grant, how much total program income does the applicant estimate generating?
 How much of this total program income will be attributed to this award?
 How did you arrive at these estimates?

4. What is the source of the agency's anticipated program income associated with this grant?

5. Approval of federal program income requires a written policy statement assuring that services will be provided to crime victims at no cost, without concern for their financial resources or availability of third party payor. Please upload the agency's policy.

6. Explain how the agency will track program income separately from the grant funds.

7. How will the agency ensure that program income is spent prior to grant funds?

3. If no, provide an explanation that substantiates that no grant funds included in the budget for this application will support essential costs that contribute to your agency's ability to deliver the program service activities that result in the collection of program income.

G. Program Income

I. Attachments to Uploads

1. Letter of Authorization *

Upload a Letter of Authorization or check "Not Applicable" as appropriate. Any agency who intends to have someone other than the authorized signatory (such as a Board Chair or County Commissioner) sign grant documents must submit a Letter of Authorization. A sample form for the Letter of Authorization can be found [here](#).

For Tribal Nation applicants, please upload a letter, resolution, affidavit, or other documentation that certifies that the applicant has the legal authority to apply for this grant on behalf of the Tribe. The documentation must be current and sufficient to demonstrate authority for the application. Additionally, please identify who will be authorized to sign grant documents.

✓ Not Applicable

2. Certification of Non-Supplanting (government and campus entities only) *

Upload a signed Certification of Non-Supplanting or check "Not Applicable" as appropriate. Only public agencies are required to provide a Certification of Non-Supplanting. The required form can be found [here](#).

Not Applicable

http://cvsdegrants.com/_Upload/174959-NonSupplanting.pdf

3. Statement of Compliance *

Upload a signed Statement of Compliance. This is a requirement for all applicants. The required form can be found [here](#).

http://cvsdegrants.com/_Upload/174959-StatementofCompliance.pdf

4. Indirect Cost Rates/10% De Minimis *

Applicants must indicate if their agency does or does not have an indirect cost rate agreement, proposal or certificate of indirect costs. Applicant agencies that have an indirect cost rate must upload their current, signed agreement, proposal or certificate and indicate if they intend to charge indirect costs to the award. An agency may also choose to waive its indirect cost rate. Applicant agencies that have never had a negotiated indirect cost rate must also indicate if they intend to use a 10% de minimis rate to charge indirect costs to the award. Applicant agencies that have never had a negotiated indirect cost rate may opt to charge a de minimis rate of 10% of the Modified Total Direct Costs (MTDC). Applicants using negotiated and de minimis indirect cost rates must apply these rates to all federal grants received by the applicant agency.

NOTE: Applicants that do have a current negotiated indirect cost rate may choose to charge administrative costs directly to the award not to exceed 10% of the MTDC.

See the Application Instructions for more information about charging indirect costs to the award, MTDC and charging direct administrative costs.

✓ Agency has never had a negotiated indirect cost rate (check **one** of the following options):

Agency intends to charge the 10% *de minimis* indirect cost rate

✓ Agency intends to charge a reduced 10% *de minimis* indirect cost rate of 10%

Agency intends to waive the 10% *de minimis* indirect cost rate for this award

Agency has an indirect cost rate agreement, proposal or certificate (check **one** of the following options):

Agency intends to charge the indirect cost rate of % (**upload required**)

Agency intends to charge a reduced indirect cost rate of % (**upload required**)

Agency intends to waive its indirect cost rate for this award

I. Attachments to Uploads

5. Match Waiver

If the agency intends to request a full or partial Match Waiver, upload a signed Match Waiver request letter, otherwise check "Not Applicable". Guidance on requesting a Match Waiver, include a sample letter, can be found [here](#).

✓ Not Applicable

6. Administrative Risk Assessment *

Please complete and upload your Administrative Risk Assessment. The required form can be found [here](#).

✓ The agency's Administrative Risk Assessment was already submitted to CVSD.

7. Financial Risk Assessment *

Please complete and upload your Financial Risk Assessment. The required form for non-profit applicants can be found [here](#). The required form for government-based and Tribal applicants can be found [here](#).

✓ The agency's Financial Risk Assessment was already submitted to CVSD.

8. Legal Documents (non-profit organizations only) *

✓ Not Applicable

a. Please upload the most recent organization or program financial balance sheet (non-profits only):

b. Please upload the most recent submission of IRS Form 990 (non-profits only):

c. Does the applicant agency have Articles of Incorporation? (non-profits only):

Yes No

d. Please upload the applicant agency's IRS Determination Letter (non-profits only):

e. Please upload the current Board of Director Bylaws (non-profits only):

CERTIFICATE OF NON-SUPPLANTING

It is necessary to provide assurance that sub-grant funds will not be used to supplant or replace funds that would normally be available or appropriated for the same purpose. The certificate is to be signed by the applicant agency's fiscal officer.

Supplanting Definition: Supplanting is considered the reduction of state or local funds for an activity specifically because federal funds are available (or expected to be available) to fund that same activity. Federal funds must be used to supplement existing state or local funds for program activities and may not replace state or local funds that have been appropriated or allocated for the same purpose. Additionally, federal funding may not replace state or local funding that is required by law. In those instances where a question of supplanting arises, the applicant or grantee may be required to substantiate that the reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

CERTIFICATION

The applicant certifies that any funds awarded through the Victims of Crime Act (VOCA) will be used to supplement existing funds for program activities and will not replace (supplant) nonfederal funds that have been appropriated for the purpose of providing services to victims of crime. The applicant understands that supplanting violations can result in a range of penalties, including suspension of future funds under this program, suspension or debarment from federal grants, recoupment of monies provided under this grant and civil and/or criminal penalties.



Signature of Fiscal Officer ,

12/13/17

Date

STATEMENT OF COMPLIANCE

Statement of Compliance with Eligibility

By submitting an Application, the Applicant certifies the ability to meet the common eligibility requirements described in the Request for Applications.

Statement of Compliance with Applicable State and Federal Laws

By submitting an application, the Applicant certifies the intent to comply with all relevant federal, state, and local laws and regulations, including, but not limited to, Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act, Title II of the Americans with Disabilities Act, Federal Funding Accountability and Transparency Act, Services to Limited English-Proficient Persons, and the terms and conditions contained in the Grant Agreement, including the following incorporated as Exhibits A through F, accessible on the VOCA webpage:

Initials

RR	Certifications Regarding Lobbying; Debarment, Suspension And Other Responsibility Matters; And Drug-Free Workplace Requirements
RR	Standard Assurances
RR	Single Audit Certification Letter
RR	Certification of Compliance With Regulations Office For Civil Rights, Office of Justice Programs for Sub-grants Issued by the Oregon Department Of Justice
RR	Victims of Crime Act Special Conditions

To the best of my knowledge and belief, all data in this Application is true and correct, the document has been duly authorized by the governing body of the Applicant, and the Applicant accepts all of the requirements contained in this Request for Applications.

 Rod Runyon
 Authorized Person's Name (Please print)

 Wasco County Commissioner
 Title

 Rod Runyon
 Authorized Person's Signature

 12/13/17
 Date

STATEMENT OF COMPLIANCE

Statement of Compliance with Eligibility

By submitting an Application, the Applicant certifies the ability to meet the common eligibility requirements described in the Request for Applications.

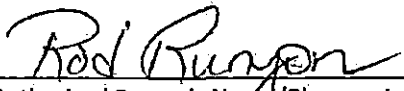
Statement of Compliance with Applicable State and Federal Laws

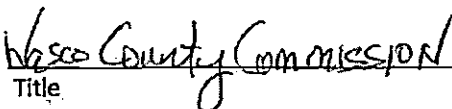
By submitting an application, the Applicant certifies the intent to comply with all relevant federal, state, and local laws and regulations, including, but not limited to, Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act, Title II of the Americans with Disabilities Act, Federal Funding Accountability and Transparency Act, Services to Limited English-Proficient Persons, and the terms and conditions contained in the Grant Agreement, including the following incorporated as Exhibits A through F, accessible on the VOCA webpage:

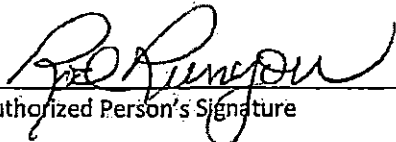
Initials

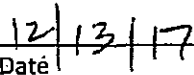
RR	Certifications Regarding Lobbying; Debarment, Suspension And Other Responsibility Matters; And Drug-Free Workplace Requirements
RR	Standard Assurances
RR	Single Audit Certification Letter
RR	Certification of Compliance With Regulations Office For Civil Rights, Office of Justice Programs for Sub-grants Issued by the Oregon Department Of Justice
RR	Victims of Crime Act Special Conditions

To the best of my knowledge and belief, all data in this Application is true and correct, the document has been duly authorized by the governing body of the Applicant, and the Applicant accepts all of the requirements contained in this Request for Applications.


Authorized Person's Name (Please print)


Title


Authorized Person's Signature


Date

O. Budget Summary

		January 1 - December 31, 2018					January 1 - September 30, 2019				
		Training	Legal Services	Mental Health Services	Emergency Services	Total	Training	Legal Services	Mental Health Services	Emergency Services	Total
1.	Total VOCA Grant Funds requested:	\$1,973.00	\$2,860.00	\$2,860.00	\$1,760.00	\$9,453.00	\$1,547.00	\$2,860.00	\$2,860.00	\$1,760.00	\$9,027.00

		Training	Legal Services	Mental Health Services	Emergency Services	Total
2.	Total Administrative Funds Allowable*:	\$320.00	\$520.00	\$520.00	\$320.00	\$1,160.00

* The calculation provided under "Total Administrative Funds Allowable" may need adjusting depending on the exact costs included in the proposed budget. Your Fund Coordinator may ask you to adjust administrative costs as necessary during the modification process.

3.	The 25% Cash and/or In-Kind Match required should equal:	Total Project \$4,620.00
		\$4,650.00

4. January 1 - December 31, 2018 Budget Summary

Personnel	2018 Training Grant Funds	2018 Legal Services Grant Funds	2018 Mental Health Grant Funds	2018 Emergency Services Grant Funds	2018 Total Grant Funds	2018 Program Income	2018 Cash Match	2018 In-Kind Match	2018 Total Project
Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

O. Budget Summary

Personnel Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$2,310.00	\$0	\$2,310.00
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$2,310.00		\$2,310.00
Personnel Services & Supplies	2018 Training Grant Funds	2018 Legal Services Grant Funds	2018 Mental Health Grant Funds	2018 Emergency Services Grant Funds	2018 Total Grant Funds	2018 Program Income	2018 Cash Match		2018 Total Project
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Training	-\$1,813.00	\$0	\$0	\$0	\$1,813.00	\$0	\$0		\$1,813.00
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Printing & Copying	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Communication	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Equipment Rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Total	\$1,813.00	\$0	\$0	\$0	\$1,813.00	\$0	\$0		\$1,813.00
Services & Supplies	2018 Training Grant Funds	2018 Legal Services Grant Funds	2018 Mental Health Grant Funds	2018 Emergency Services Grant Funds	2018 Total Grant Funds	2018 Program Income	2018 Cash Match		2018 Total Project
Other Costs									

O. Budget Summary

Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Services	\$0	\$0	\$0	\$1,600.00	\$6,800.00	\$0	\$0	\$6,800.00
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect/De Minimis.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative	\$160.00	\$260.00	\$260.00	\$160.00	\$840.00	\$0	\$0	\$840.00
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Services	\$160.00	\$2,860.00	\$2,860.00	\$1,760.00	\$7,640.00	\$0	\$0	\$7,640.00
Total	\$1,973.00	\$2,860.00	\$2,860.00	\$1,760.00	\$9,453.00	\$0	\$2,310.00	\$11,763.00
		\$0\$0	\$0					

5. January 1 - September 30, 2019 Budget Summary

Personnel	2019 Training Grant Funds	2019 Legal Services Grant Funds	2019 Mental Health Grant Funds	2019 Emergency Services Grant Funds	2019 Total Grant Funds	2019 Program Income	2019 Cash Match	2019 Total Project
Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personnel Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$2,310.00	\$2,310.00
Total Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$2,310.00	\$2,310.00
Personnel Services & Supplies	2019 Training Grant Funds	2019 Legal Services Grant Funds	2019 Mental Health Grant Funds	2019 Emergency Services	2019 Total Grant Funds	2019 Program Income	2019 Cash Match	2019 Total Project

O. Budget Summary

				Grant Funds				
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Training	\$1,387.00	\$0	\$0	\$0	\$1,387.00	\$0	\$0	\$1,387.00
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Printing & Copying	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Communication	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$1,387.00	\$0	\$0	\$0	\$1,387.00	\$0	\$0	\$1,387.00
Services & Supplies								
Other Costs	2019 Training Grant Funds	2019 Legal Services Grant Funds	2019 Mental Health Grant Funds	2019 Emergency Services Grant Funds	2019 Total Grant Funds	2019 Program Income	2019 Cash Match	2019 Total Project
Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Services	\$0	\$0	\$0	\$1,600.00	\$6,800.00	\$0	\$0	\$6,800.00
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect/De Minimis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative	\$160.00	\$260.00	\$260.00	\$160.00	\$840.00	\$0	\$0	\$840.00

O. Budget Summary

ve								
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other	\$160.00	\$2,860.00	\$2,860.00	\$1,760.00	\$7,640.00	\$0	\$0	\$7,640.00
Services								
Total	\$1,547.00	\$2,860.00	\$2,860.00	\$1,760.00	\$9,027.00	\$0	\$2,310.00	\$11,337.00
		\$0	\$0					

6. Total Project Budget Summary

Personnel	Total Training Grant Funds	Total Legal Services Grant Funds	Total Mental Health Grant Funds	Total Emergency Services Grant Funds	Total Grant Funds	Total Program Income	Total Cash Match	Total Project
Salary	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Personnel	\$0	\$0	\$0	\$0	\$0	\$0		\$4,620.00
Expenses								
Total	\$0	\$0	\$0	\$0	\$0	\$0		\$4,620.00
Personnel Services & Supplies	Total Training Grant Funds	Total Legal Services Grant Funds	Total Mental Health Grant Funds	Total Emergency Services Grant Funds	Total Grant Funds	Total Program Income	Total Cash Match	Total Project
Contractual	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Services								
Travel	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Training	\$3,200.00	\$0	\$0	\$0	\$3,200.00	\$0		\$3,200.00
Office	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Supplies								
Postage	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Printing & Copying	\$0	\$0	\$0	\$0	\$0	\$0		\$0

O. Budget Summary

Other Costs	Total Training Grant Funds	Total Legal Services Grant Funds	Total Mental Health Grant Funds	Total Emergency Services Grant Funds	Total Grant Funds	Total Program Income	Total Cash Match	Total Project
Communication	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$3,200.00	\$0	\$0	\$0	\$3,200.00	\$0		\$3,200.00
Services & Supplies								
Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Services	\$0	\$0	\$0	\$3,200.00	\$13,600.00	\$0	\$0	\$13,600.00
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect/De Minimis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative	\$320.00	\$520.00	\$520.00	\$320.00	\$1,680.00	\$0	\$0	\$1,680.00
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Services	\$320.00	\$5,720.00	\$5,720.00	\$3,520.00	\$15,280.00	\$0		\$15,280.00
Total	\$3,520.00	\$5,720.00	\$5,720.00	\$3,520.00	\$18,480.00	\$0		\$23,100.00

K. Services and Supplies

1. Contractual Services

For any contractual service listed below, the Proposed Subcontracting section on Form G must be completed, including an uploaded Subcontract. Do not include contracted services for accounting or other administrative services, these costs should be included on the Other Costs page under Administrative Costs or Indirect Costs.

	January 1 - December 31, 2018				January 1 - September 30, 2019			
	Training	Legal Services	Mental Health	Total	Training	Legal Services	Mental Health	Total
Contract Amount:				\$0				\$0

Enter the Subcontractor name, if known, the service to be provided, the compensation rate (hourly or monthly salary, hourly or daily fee, monthly fee, etc.) and the total estimated time to deliver the service (hours, days, months based on compensation rate). Consultant fees in excess of \$650 per day or \$81.25 per hour require additional justification and prior approval.

List all expenses to be paid on the Subcontract in addition to any compensation (training costs, travel costs, mileage, meals and lodging, supplies, etc.).

Contract Amount:				\$0				\$0
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Enter the Subcontractor name, if known, the service to be provided, the compensation rate (hourly or monthly salary, hourly or daily fee, monthly fee, etc.) and the total estimated time to deliver the service (hours, days, months based on compensation rate). Consultant fees in excess of \$650 per day or \$81.25 per hour require additional justification and prior approval.

List all expenses to be paid on the Subcontract in addition to any compensation (training costs, travel costs, mileage, meals and lodging, supplies, etc.).

Contract Amount:				\$0				\$0
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Enter the Subcontractor name, if known, the service to be provided, the compensation rate (hourly or monthly salary, hourly or daily fee, monthly fee, etc.) and the total estimated time to deliver the service (hours, days, months based on compensation rate). Consultant fees in excess of \$650 per day or \$81.25 per hour require additional justification and prior approval.

K. Services and Supplies

List all expenses to be paid on the Subcontract in addition to any compensation (training costs, travel costs, mileage, meals and lodging, supplies, etc.).

Contract Amount: \$0 \$0

Enter the Subcontractor name, if known, the service to be provided, the compensation rate (hourly or monthly salary, hourly or daily fee, monthly fee, etc.) and the total estimated time to deliver the service (hours, days, months based on compensation rate). Consultant fees in excess of \$650 per day or \$81.25 per hour require additional justification and prior approval.

List all expenses to be paid on the Subcontract in addition to any compensation (training costs, travel costs, mileage, meals and lodging, supplies, etc.).

\$0 \$0 \$0 \$0 \$0 \$0

		January 1 - December 31, 2018			January 1 - September 30, 2019				
2.	Travel	Training	Legal Services	Mental Health	Total	Training	Legal Services	Mental Health	Total
	Total travel costs funded by this grant:				\$0				\$0

Please describe January 1 - December 31, 2018 travel expenses of project staff (travel to attend meetings, travel for outreach, client transport, and any other travel not related to attendance at training), show the basis of the computation (# of miles, cost per mile), and explain how the travel costs are necessary and beneficial to the project.

Please describe January 1 - September 30, 2019 travel expenses of project staff (travel to attend meetings, travel for outreach, client transport, and any other travel not related to attendance at training), show the basis of the computation (# of miles, cost per mile), and explain how the travel costs are necessary and beneficial to the project.

3. Training

Government Per Diem Rates

January 1, 2018 -	Approximate	# of Staff	Reg.	Travel	Lodging	Meal Per	Total
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K. Services and Supplies

December 31, 2018 Training Title & Location	Date		Cost	Cost	Cost	Diem Cost	Cost
FETI Conference June 7 2018 and June 8 2018	6/7/2018	1	\$395.00	\$0	\$364.00	\$128.00	\$887.00
Child Abuse Summit	4/16/2018	1	\$0	\$0	\$700.00	\$226.00	\$926.00
							\$0
							\$0
Total January 1 - December 31, 2018 Training Costs:			\$395.00	\$0	\$1,064.00	\$354.00	\$1,813.00

Please provide a brief description of each training in January 1 - December 31, 2018, the calculations for how the training costs were determined, and an explanation of how the training is necessary and beneficial to the project.

NCVLI Annual Conference in Portland. I want to keep updated on Victim Rights information.
Child Abuse Summit is a training that is multi discipline and is a training we attend annually.

January 1, 2019 - September 30, 2019 Training Title & Location	Approximate Date	# of Staff	Reg. Cost	Travel Cost	Lodging Cost	Meal Per Diem Cost	Total Cost
SATF Training	6/21/2019	3	\$1,387.00	\$0	\$0	\$0	\$1,387.00
							\$0
							\$0
							\$0
Total January 1 - September 30, 2019 Training Costs:			\$1,387.00	\$0	\$0	\$0	\$1,387.00

Total training costs funded by the grant: \$1,387.00 \$1,064.00 \$354.00 \$3,200.00

Please provide a brief description of each training in January 1 - September 30, 2019, the calculations for how the training costs were determined, and an explanation of how the training is necessary and beneficial to the project.

Provide a training for our staff and invite our community partners to keep all partners updated on ensuring we are victim centered and trauma informed in our work.

4. Office Supplies	January 1 - December 31, 2018			January 1 - September 30, 2019		
	Training	Legal Services	Mental Health	Total	Training	Total
Total office supply costs funded by this grant:				\$0		\$0

Please list items for January 1 - December 31, 2018 by type (office supplies, copy paper, expendable equipment costing less than \$5,000 and having a useful life less than one year, etc.), explain how the cost estimate was determined, and provide an explanation

K. Services and Supplies

for how these supplies are necessary and beneficial to the project. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Please list items for January 1 - September 30, 2019 by type (office supplies, copy paper, expendable equipment costing less than \$5,000 and having a useful life less than one year, etc.), explain how the cost estimate was determined, and provide an explanation for how these supplies are necessary and beneficial to the project. Generally, supplies include any materials that are expendable or consumed during the course of the project.

5. Postal Supplies	January 1 - December 31, 2018			January 1 - September 30, 2019		
	Training	Legal Services	Mental Health	Total	Training	Total

Total postage costs funded by this grant:				\$0		\$0
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Please indicate the type of postal expenses for January 1 - December 31, 2018, explain how the cost estimate was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please indicate the type of postal expenses for January 1 - September 30, 2019, explain how the cost estimate was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

6. Printing & Copying	January 1 - December 31, 2018			January 1 - September 30, 2019		
	Training	Legal Services	Mental Health	Total	Training	Total

Total printing and copying costs funded by this grant:				\$0		\$0
--	--	--	--	-----	--	-----

Please indicate the type of printing and copying expenses for January 1 - December 31, 2018, explain how the cost estimate was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please indicate the type of printing and copying expenses for January 1 - September 30, 2019, explain how the cost estimate was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

K. Services and Supplies

7.	Communication (Telephone, Cell Phone, Internet)	January 1 - December 31, 2018			January 1 - September 30, 2019		
		Training	Legal Services	Mental Health	Total	Training	Total
	Total communication costs funded by this grant:				\$0		\$0

Please indicate the type of communication expenses for January 1 - December 31, 2018 (local and long distance telephone services, toll free phone services, Internet, cellular phone services, etc.), explain how the cost estimate was determined for each type of expense, and provide an explanation for how each of these costs are necessary and beneficial to the project.

Please indicate the type of communication expenses for January 1 - September 30, 2019 (local and long distance telephone services, toll free phone services, Internet, cellular phone services, etc.), explain how the cost estimate was determined for each type of expense, and provide an explanation for how each of these costs are necessary and beneficial to the project.

8.	Equipment Rental	January 1 - December 31, 2018			January 1 - September 30, 2019		
		Training	Legal Services	Mental Health	Total	Training	Total
	Total equipment rental costs funded by this grant:				\$0		\$0

Please indicate the type of equipment rental expenses for January 1 - December 31, 2018 (postage meter, copier maintenance agreement, etc.), explain how the cost estimate was determined, and provide an explanation for how these costs is necessary and beneficial to the project.

Please indicate the type of equipment rental expenses for January 1 - September 30, 2019 (postage meter, copier maintenance agreement, etc.), explain how the cost estimate was determined, and provide an explanation for how these costs is necessary and beneficial to the project.

\$0\$0

L. Other Costs

	January 1 - December 31, 2018	January 1 - September 30, 2019
1a. Emergency Services - General (non-legal, non-mental health)		
Total general emergency services costs funded by the grant:	\$1,600.00	\$1,600.00
Total indirect/de minimis on emergency services costs funded by the grant (please put all other indirect/de minimis costs on line 4):		
Total administrative costs for emergency services funded by the grant (please put all other administrative costs on line 5):	\$160.00	\$160.00

Please describe the specific types of emergency services to be provided in **January 1 - December 31, 2018**, explain how the cost estimate was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

We plan on providing lock changes, car impound fees, window and door repair, travel expenses for victims for court appearances, hotel stays for court appearances, food for settlement conferences. We plan to provide any emergency service allowed per the VOCA Guidelines.

Please describe the specific types of emergency services to be provided in **January 1 - September 30, 2019**, explain how the cost estimate was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

L. Other Costs

We plan on providing lock changes, car impound fees, window and door repair, travel expenses for victims for court appearances, hotel stays for court appearances, food for settlement conferences. We plan to provide any emergency service allowed per the VOCA Guidelines.

		January 1 - December 31, 2018	January 1 - September 30, 2019
1b.	Emergency Services - Legal Services		
	Total legal	\$2,600.00	\$2,600.00

emergency services costs funded by the grant:

Please describe the specific types of emergency services to be provided in **January 1 - December 31, 2018**, explain how the cost estimate was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Jason Corey and Andrew Myers are local attorneys and they will provide legal services to be billed at \$125 per hour to victims that are referred by our office.

Please describe the specific types of emergency services to be provided in **January 1 - September 30, 2019**, explain how the cost estimate was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Jason Corey and Andrew Myers are local attorneys and the will provide legal services to be billed at \$125 per hour to victims that are referred by our office.

		January 1 - December 31, 2018	January 1 - September 30, 2019
1c.	Emergency Services - Mental Health		
	Total mental health	\$2,600.00	\$2,600.00
	emergency services costs funded by the grant:		0.00

Please describe the specific types of emergency services to be provided in **January 1 - December 31, 2018**, explain how the cost estimate was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

L. Other Costs

Sandie Bartholomew is a local therapist who will provide mental health services to victims at \$90 an hour.

Please describe the specific types of emergency services to be provided in **January 1 - September 30, 2019**, explain how the cost estimate was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Sandie Bartholomew is a local therapist who will provide mental health services to victims at \$90 an hour.

2.	Rent/Utilities	January 1 - December 31, 2018		January 1 - September 30, 2019		Training	Total
		Training	Legal Services	Mental Health	Total		
	Total rent/utility costs funded by this grant:				\$0		\$0

The agency does not own the building for which rent costs will be charged.

Please indicate the type of rent or utility cost (office space, training space, storage space, etc.) for **January 1 - December 31, 2018**, explain how the cost was determined (cost per square foot, monthly rent, room fee, etc.), the basis for the computation, and provide an explanation for how this cost is necessary and beneficial to the project.

Sandie Bartholomew is a local therapist who will provide mental health services to victims at \$90 an hour.

Please indicate the type of rent or utility cost (office space, shelter space, storage space, etc.) for **January 1 - September 30, 2019**, explain how the cost was determined (cost per square foot, monthly rent and # of months), the basis for the computation, and provide an explanation for how this cost is necessary and beneficial to the project.

3.	Capital Outlay	January 1 - December 31, 2018		January 1 - September 30, 2019		Training	Total
		Training	Legal Services	Mental Health	Total		

L. Other Costs

Total capital outlay costs funded by this grant: \$0 ng \$0

Please list each non-expendable item to be purchased in **January 1 - December 31, 2018**, the cost for each item, and the pro-rated portion allocated to this project, unless the item is being purchased exclusively for this project. Explain how the item to be purchased is necessary for the success of the project. Capital purchases are those that have a purchase price equal to or greater than your agency's capitalization limit and a useful life of more than one year. Expendable items should be included in Office Supplies and rented or leased items should be included in Equipment Rental.

Please list each non-expendable item to be purchased in **January 1 - September 30, 2019**, the cost for each item, and the pro-rated portion allocated to this project, unless the item is being purchased exclusively for this project. Explain how the item to be purchased is necessary for the success of the project. Capital purchases are those that have a purchase price equal to or greater than your agency's capitalization limit and a useful life of more than one year. Expendable items should be included in Office Supplies and rented or leased items should be included in Equipment Rental.

		January 1 - December 31, 2018		January 1 - September 30, 2019			
4.	Indirect/De Minimis Costs	Training	Legal Services	Mental Health	Total	Traini ng	Total
	Total indirect/de minimis costs funded by the grant:				\$0		\$0

A federally negotiated indirect cost rate must be supported with a current indirect cost rate agreement, proposal or certificate uploaded in Form I.4. If the organization has never had a negotiated indirect cost rate, indirect costs may be included in the budget using the de minimis rate of 10% of modified total direct costs as indicated in Form I.4. Please provide a brief narrative indicating if a federally approved indirect rate or the de minimis rate is being used and what costs are included in the rate for **January 1 - December 31, 2018**.

A federally negotiated indirect cost rate must be supported with a current indirect cost rate agreement,

L. Other Costs

proposal or certificate uploaded in Form I.4. If the organization has never had a negotiated indirect cost rate, indirect costs may be included in the budget using the de minimis rate of 10% of modified total direct costs as indicated in Form I.4. Please provide a brief narrative indicating if a federally approved indirect rate or the de minimis rate is being used and what costs are included in the rate for **January 1 - September 30, 2019**.

5.	Administrative	January 1 - December 31, 2018		January 1 - September 30, 2019		Training	Total
		Training	Legal Services	Mental Health	Total		
	Total administrative costs funded by this grant:	\$160.00	\$260.00	\$260.00	\$680.00	\$160.00	\$680.00

Administrative costs may be charged directly; these costs must be directly related to the project and may not to exceed 10% of modified total direct costs. Please provide a detailed explanation of the administrative costs to be funded by this grant for **January 1 - December 31, 2018** (e.g., staff FTE, fiscal services, IT services, HR services, general liability insurance, audit costs, etc.), the method used by the organization to equitably allocate administrative costs, and how these costs are necessary and beneficial to the project.

These costs will help with the DA office and finance office to process these bills.

Administrative costs may be charged directly; these costs must be directly related to the project and may not to exceed 10% of modified total direct costs. Please provide a detailed explanation of the administrative costs to be funded by this grant in **January 1 - September 30, 2019** (e.g., staff FTE, fiscal services, IT services, HR services, general liability insurance, audit costs, etc.), the method used by the organization to equitably allocate administrative costs, and how these costs are necessary and beneficial to the project.

We plan on providing lock changes, car

L. Other Costs

impound fees,
window and door
repair, travel
expenses for victims
for court
appearances, hotel
stays for court
appearances, food
for settlement
conferences. We
plan to provide any
emergency service
allowed per the
VOCA Guidelines.

6.	Other	January 1 - December 31, 2018		January 1 - September 30, 2019		Training	Total
		Training	Legal Services	Mental Health	Total		
	Other costs funded by this grant:				\$0		\$0

Please list other items for **January 1 - December 31, 2018** by major type, the basis for the computation and how these costs are necessary and beneficial to the project.

Please list other items for **January 1 - September 30, 2019** by major type, the basis for the computation and how these costs are necessary and beneficial to the project.

		January 1 - December 31, 2018		January 1 - September 30, 2019		Training	Total
		Training	Legal Services	Mental Health	Total		
	Other costs funded by this grant:				\$0		\$0

Please list other items for **January 1 - December 31, 2018** by major type, the basis for the computation and how these costs are necessary and beneficial to the project.

L. Other Costs

Please list other items for **January 1 - September 30, 2019** by major type, the basis for the computation and how these costs are necessary and beneficial to the project.

January 1 - December 31, 2018		January 1 - September 30, 2019			
Training	Legal Services	Mental Health	Total	Training	Total
Other costs funded by this grant:			\$0		\$0

Please list other items for **January 1 - December 31, 2018** by major type, the basis for the computation and how these costs are necessary and beneficial to the project.

Please list other items for **January 1 - September 30, 2019** by major type, the basis for the computation and how these costs are necessary and beneficial to the project.

\$0\$0\$0\$0\$0\$0\$0 \$0\$0

M. Program Income

1.	Salary	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total salary costs:			\$0
	Please describe any salaried position(s) including the FTE of each position. Include an explanation of how the salaried position(s) are necessary and beneficial to the project.			
2.	Personnel Expenses	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total personnel expenses costs:			\$0
	Please describe the percentage of personnel expenses for any position(s) included in your program income budget.			
3.	Contractual Services	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total contractual services costs:			\$0
	Please describe any contractual services and provide an explanation for how these costs are necessary and beneficial to the project.			
4.	Travel	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total travel costs:			\$0
	Please describe any travel costs and provide an explanation for how these costs are necessary and beneficial to the project.			
5.	Training	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total training costs:			\$0
	Please describe any training costs and provide an explanation for how these costs are necessary and beneficial to the project.			
6.	Office Supplies	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total office supply costs:			\$0
	Please describe any office supply costs and provide an explanation for how these costs are necessary and beneficial to the project.			

M. Program Income

7.	Postage	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total postage costs:			\$0
	Please describe any postage costs and provide an explanation for how these costs are necessary and beneficial to the project.			
8.	Printing & Copying	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total printing costs:			\$0
	Please describe any printing & copying costs and provide an explanation for how these costs are necessary and beneficial to the project.			
9.	Communication	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total communication costs:			\$0
	Please describe any communication costs and provide an explanation for how these costs are necessary and beneficial to the project.			
10.	Equipment Rental	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total equipment rental costs:			\$0
	Please describe any equipment rental costs and provide an explanation for how these costs are necessary and beneficial to the project.			
11.	Rent	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total rent costs:			\$0
	Please describe any rent costs and provide an explanation for how these costs are necessary and beneficial to the project.			
12.	Emergency Services	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total emergency services costs:			\$0
	Please describe any emergency services costs and provide an explanation for how these costs are necessary and beneficial to the project.			

M. Program Income

13.	Capital Outlay	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total capital outlay costs:			\$0
	Please describe any capital outlay costs and provide an explanation for how these costs are necessary and beneficial to the project.			

14.	Indirect/De Minimis Costs	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total indirect costs:			\$0
	Please describe any indirect costs and provide an explanation for how these costs are necessary and beneficial to the project.			

15.	Administrative	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total administrative costs:			\$0
	Please describe any administrative costs and provide an explanation for how these costs are necessary and beneficial to the project.			

16.	Other	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total other costs:			\$0
	Please describe any other costs and provide an explanation for how these costs are necessary and beneficial to the project.			

	Total other costs:			\$0
	Please describe any other costs and provide an explanation for how these costs are necessary and beneficial to the project.			

	Total other costs:			\$0
	Please describe any other costs and provide an explanation for how these costs are necessary and beneficial to the project.			

\$0\$0\$0\$0\$0\$0

17.	Total Program Income	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
	Total:	\$0	\$0	\$0

N. Match

1.	Salary	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of salary match

funds:

Cash:

\$0

Volunteer Hours:

Volunteer Hourly Rate:

Volunteer Match:

\$0

\$0

\$0

Please describe any salaried position(s) including the FTE of each position included as cash match and describe how the hourly rate for any volunteers was calculated (mandated personnel costs may be included in the hourly rate, that is, FICA, FICA Med, UI and Workers' Compensation). Include an explanation of how the salaried position(s) and/or volunteer hours are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

2.	Personnel Expenses	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of personnel expenses match funds:

Cash:

\$2,310.00

\$2,310.00

\$4,620.00

In-kind:

\$0

Please describe the percentage of personnel expenses for any position(s) included as cash match.

40% of the CFA funds used to fund the \$10,552 of the Victim Advocate position will be used a match for this grant.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

40% of the \$10,552 CFA funds used to fund the the personnel expenses of the Victim Advocate position will be used as a match for this grant.

3.	Contractual Services	January 1 - December	January 1 - September	Total
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N. Match

	31, 2018	30, 2019	
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Type and amount of contractual services match funds:

Cash:		\$0
In-kind:		\$0

Please describe any contractual services, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

4. Travel	January 1 - December	January 1 - September	Total
	31, 2018	30, 2019	

Type and amount of travel match funds:

Cash:		\$0
In-kind:		\$0

Please describe any travel costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

5. Training	January 1 - December	January 1 - September	Total
	31, 2018	30, 2019	

Type and amount of training match funds:

Cash:		\$0
In-kind:		\$0

Please describe any training costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

N. Match

costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

6. Office Supplies	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of office supply match funds:

Cash:	\$0
In-kind:	\$0

Please describe any office supply costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

7. Postage	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of postage match funds:

Cash:	\$0
In-kind:	\$0

Please describe any postage costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

N. Match

8.	Printing & Copying	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of printing and copying match funds:

Cash:	\$0
In-kind:	\$0

Please describe any printing & copying costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

9.	Communication	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of communication match funds:

Cash:	\$0
In-kind:	\$0

Please describe any communication costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

10.	Equipment Rental	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of equipment rental match funds:

Cash:	\$0
In-kind:	\$0

N. Match

Please describe any equipment rental costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

11. Rent	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of rent match funds:

Cash:	\$0
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In-kind:	\$0
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Please describe any rent costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

12. Emergency Services	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of emergency services match funds:

Cash:	\$0
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In-kind:	\$0
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Please describe any emergency services costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project. Please describe the source(s) of the match (type of federal, state or local funds, foundation grants, private donations, etc.).

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

N. Match

13. Capital Outlay	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of capital outlay
match funds:

Cash:	\$0
In-kind:	\$0

Please describe any capital outlay costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

14. Indirect/De Minimis Costs	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of indirect cost
match funds:

Cash:	\$0
In-kind:	\$0

Please describe any indirect costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

15. Administrative	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of administrative
match funds:

Cash:	\$0
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N. Match

In-kind: \$0

Please describe any administrative costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

Other	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
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Type and amount of other match
funds:

Cash: \$0

In-kind: \$0

Please describe any other costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

Type and amount of other match
funds:

Cash: \$0

In-kind: \$0

Please describe any other costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

Type and amount of other match
funds:

Cash: \$0

N. Match

In-kind: \$0

Please describe any other costs, indicate how the cash or in-kind value was determined, and provide an explanation for how these costs are necessary and beneficial to the project.

Please describe the source(s) of the match (type of state or local funds, foundation grants, private donations of cash, services, or goods, etc.).

\$0\$0\$0\$0\$0\$0

17. Total Match	January 1 - December 31, 2018	January 1 - September 30, 2019	Total
Cash:	\$2,310.00	\$2,310.00	\$4,620.00
In-kind:	\$0	\$0	\$0
Total:	\$2,310.00	\$2,310.00	\$4,620.00

O. Budget Summary

		January 1 - December 31, 2018					January 1 - September 30, 2019				
		Training	Legal Services	Mental Health Services	Emergency Services	Total	Training	Legal Services	Mental Health Services	Emergency Services	Total
1.	Total VOCA Grant Funds requested:	\$1,973.00	\$2,860.00	\$2,860.00	\$1,760.00	\$9,453.00	\$1,547.00	\$2,860.00	\$2,860.00	\$1,760.00	\$9,027.00

		Training	Legal Services	Mental Health Services	Emergency Services	Total
2.	Total Administrative Funds Allowable*:	\$320.00	\$520.00	\$520.00	\$320.00	\$1,160.00

* The calculation provided under "Total Administrative Funds Allowable" may need adjusting depending on the exact costs included in the proposed budget. Your Fund Coordinator may ask you to adjust administrative costs as necessary during the modification process.

3.	The 25% Cash and/or In-Kind Match required should equal:	Total Project \$4,620.00	\$4,650.00
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4. January 1 - December 31, 2018 Budget Summary

Personnel	2018 Training Grant Funds	2018 Legal Services Grant Funds	2018 Mental Health Grant Funds	2018 Emergency Services Grant Funds	2018 Total Grant Funds	2018 Program Income	2018 Cash Match	2018 In-Kind Match	2018 Total Project
Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

VOCA Support Services & Training Grant Application 2018

Organization: Wasco County, acting by and through its District Attorney's Office

VOCA-SST-2018-WascoCo.DAVAP-00002

O. Budget Summary

Personnel Expenses Total	\$0	\$0	\$0	\$0	\$0	\$0	\$2,310.00	\$0	\$2,310.00
Personnel Services & Supplies	2018 Training Grant Funds	2018 Legal Services Grant Funds	2018 Mental Health Grant Funds	2018 Emergency Services Grant Funds	2018 Total Grant Funds	2018 Program Income	2018 Cash Match		2018 Total Project
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Training	\$1,813.00	\$0	\$0	\$0	\$1,813.00	\$0	\$0		\$1,813.00
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Printing & Copying	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Communication	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Equipment Rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Total	\$1,813.00	\$0	\$0	\$0	\$1,813.00	\$0	\$0		\$1,813.00
Services & Supplies Other Costs	2018 Training Grant Funds	2018 Legal Services Grant Funds	2018 Mental Health Grant Funds	2018 Emergency Services Grant Funds	2018 Total Grant Funds	2018 Program Income	2018 Cash Match		2018 Total Project

O. Budget Summary

Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Services	\$0	\$0	\$0	\$1,600.00	\$6,800.00	\$0	\$0	\$6,800.00
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect/De Minimis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative	\$160.00	\$260.00	\$260.00	\$160.00	\$840.00	\$0	\$0	\$840.00
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Services	\$160.00	\$2,860.00	\$2,860.00	\$1,760.00	\$7,640.00	\$0	\$0	\$7,640.00
Total	\$1,973.00	\$2,860.00	\$2,860.00	\$1,760.00	\$9,453.00	\$0	\$2,310.00	\$11,763.00
		\$0\$0	\$0					

5. January 1 - September 30, 2019 Budget Summary

Personnel	2019 Training Grant Funds	2019 Legal Services Grant Funds	2019 Mental Health Grant Funds	2019 Emergency Services Grant Funds	2019 Total Grant Funds	2019 Program Income	2019 Cash Match	2019 Total Project
Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personnel Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$2,310.00	\$2,310.00
Total Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$2,310.00	\$2,310.00
Personnel Services & Supplies	2019 Training Grant Funds	2019 Legal Services Grant Funds	2019 Mental Health Grant Funds	2019 Emergency Services	2019 Total Grant Funds	2019 Program Income	2019 Cash Match	2019 Total Project

O. Budget Summary

					Grant Funds			
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Training	\$1,387.00	\$0	\$0	\$0	\$1,387.00	\$0	\$0	\$1,387.00
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Printing & Copying	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Communication	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$1,387.00	\$0	\$0	\$0	\$1,387.00	\$0	\$0	\$1,387.00
Services & Supplies								
Other Costs	2019 Training Grant Funds	2019 Legal Services Grant Funds	2019 Mental Health Grant Funds	2019 Emergency Services Grant Funds	2019 Total Grant Funds	2019 Program Income	2019 Cash Match	2019 Total Project
Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Services	\$0	\$0	\$0	\$1,600.00	\$6,800.00	\$0	\$0	\$6,800.00
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect/De Minimis	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative	\$160.00	\$260.00	\$260.00	\$160.00	\$840.00	\$0	\$0	\$840.00

O. Budget Summary

ve								
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other	\$160.00	\$2,860.00	\$2,860.00	\$1,760.00	\$7,640.00	\$0	\$0	\$7,640.00
Services								
Total	\$1,547.00	\$2,860.00	\$2,860.00	\$1,760.00	\$9,027.00	\$0	\$2,310.00	\$11,337.00
		\$0	\$0					

6. Total Project Budget Summary

Personnel	Total Training Grant Funds	Total Legal Services Grant Funds	Total Mental Health Grant Funds	Total Emergency Services Grant Funds	Total Grant Funds	Total Program Income	Total Cash Match	Total Project
Salary	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Personnel	\$0	\$0	\$0	\$0	\$0	\$0		\$4,620.00
Expenses								
Total	\$0	\$0	\$0	\$0	\$0	\$0		\$4,620.00
Personnel Services & Supplies	Total Training Grant Funds	Total Legal Services Grant Funds	Total Mental Health Grant Funds	Total Emergency Services Grant Funds	Total Grant Funds	Total Program Income	Total Cash Match	Total Project
Contractual	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Services								
Travel	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Training	\$3,200.00	\$0	\$0	\$0	\$3,200.00	\$0		\$3,200.00
Office	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Supplies								
Postage	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Printing & Copying	\$0	\$0	\$0	\$0	\$0	\$0		\$0

O. Budget Summary

	Total Training Grant Funds	Total Legal Services Grant Funds	Total Mental Health Grant Funds	Total Emergency Services Grant Funds	Total Grant Funds	Total Program Income	Total Cash Match	Total Project
Communication	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$3,200.00	\$0	\$0	\$0	\$3,200.00	\$0		\$3,200.00
Services & Supplies								
Other Costs								
Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Services	\$0	\$0	\$0	\$3,200.00	\$13,600.00	\$0	\$0	\$13,600.00
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect/De Minimis Administrative	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$320.00	\$520.00	\$520.00	\$320.00	\$1,680.00	\$0	\$0	\$1,680.00
Total Other Services	\$320.00	\$5,720.00	\$5,720.00	\$3,520.00	\$15,280.00	\$0		\$15,280.00
Total	\$3,520.00	\$5,720.00	\$5,720.00	\$3,520.00	\$18,480.00	\$0		\$23,100.00

Memorandum of Understanding
Between
HAVEN From Domestic and Sexual Violence (HAVEN)
and Wasco County District Attorney's Office Victim Assistant Program
(WCVAP)
March 1, 2018-September 30, 2019

Funding/Project Title: VOCA-SST Mental Health Services

Lead Agency: HAVEN from Domestic and Sexual Violence (HAVEN)

MOU amount: \$8,720

Goals of Mental Health VOCA-SST Funding:

- 1) To improve access to a broad range of counseling and wellness program activities for survivors of domestic/dating/sexual violence, trafficking and stalking (survivors) such as:
 - a. Trauma sensitive cognitive behavioral therapy for survivors of all ages (through the life span);
 - b. Support groups for survivors;
 - c. Rotating multi-generational yoga interactive classes;
 - d. Adaptive chair yoga classes for the aging population;
 - e. Acro yoga family classes that explore acrobatics and yoga through interactive playful movement while building trust through non-violent communication skills;
 - f. Play therapy for children, as well as Mommy Me classes;
 - g. Teen yoga classes; and
- 2) To build capacity and competency for providing counseling and wellness program activities for survivors requesting and/or identifying this service.
- 3) The WCVAP and HAVEN will cooperate fully in any data collection and site evaluation measures as determined by the project.

Strategies:

- 1) To provide trauma sensitive mental health/counseling and wellness activities provided by the on-site counseling at HAVEN;
- 2) To provide a trauma informed referral system that provides the self-determination of each survivor to identify counseling and/or wellness program activities as part of their healing process;
- 3) To provide capacity building efforts designed to sustain the project beyond the grant funding;
- 4) To provide feedback on stats and evaluation processes conducted HAVEN and WCVAP.

Considerations:

Priority population to be served:

The population that is eligible to receive services:

- 1) Per VOCA-SST guidelines, signatures of all listed parties in agreement with this MOU, \$8,720 of the Wasco County District Attorney's Victims Assistants Mental Health funds will be transferred to HAVEN from Domestic and Sexual Violence. Project activities will be carried out in Roles and Responsibilities listed below.

Roles and Responsibilities:

HAVEN From Domestic and Sexual Violence (HAVEN):

- 1) Supervise a counselor level individual (MSW, MA, LPC or LCSW) who will:
 - a. Be licensed with the State of Oregon;
 - b. Keep their own clinical records;
 - c. Follow Oregon State mandatory reporting laws and will be requested to follow the confidentiality guidelines set forth by HAVEN's handbook and VAWA compliances;
 - d. Provide office space for counselor(s) to provide;
 - Trauma sensitive cognitive behavioral therapy for clients of all ages (through the life span);
 - Support groups for survivors of domestic and sexual violence, dating violence trafficking, teen interpersonal violence and stalking;
 - Rotating multi-generational yoga interactive classes;
 - Adaptive chair yoga classes for the aging population;
 - Acro yoga family classes that explore acrobatics and yoga through interactive playful movement while building trust through non-violent communication skills;
 - Play therapy for children, as well as Mommy Me classes;
 - Teen yoga classes; and
- 2) Supervise an LCSW to provide oversight and required supervision to non-LCSW counselors. This 'Provider' will:
 - The Provider will be licensed with the State of Oregon.
 - The Provider will keep their own clinical records.
 - The Provider will follow Oregon State mandatory reporting laws and will be requested to following the confidentiality guidelines set forth by HAVEN's handbook and VAWA compliances.
 - HAVEN is interested in the results obtained by the Provider. The Provider shall be responsible for providing all tools and materials required for performance of services.
 - The Provider agrees to have and keep Professional Liability Insurance in force at all times for the duration of the contract with HAVEN.
 - Billing will be submitted the end of each month, no later than the 10th day, along with reporting requirements.
- 3) Work with the Victim Assistant Director to develop protocols allowing for a cohesive referral system;
- 4) Understands that changes and challenges will arise during the course of the project and is fully committed to addressing these issues in a timely manner through open dialog internally and/or with project partners using a solution-oriented approach.

Wasco County District Attorney's Office Victims Assistant Program:

- 1) Will provide a designee, Judy Urness, Victim Services Director as initial point of contact;
- 2) Will be in agreement with the Goals, Strategies and Considerations of this MOU/VOCA-SST Project;
- 3) Work with the HAVEN Advocates and/or counselor to develop protocols allowing for a cohesive referral system;
- 4) Understands that changes and challenges will arise during the course of the project and is fully committed to addressing these issues in a timely manner through open dialog internally and/or with project partners using a solution-oriented approach.
- 5) Is committed to maintaining confidentiality, and will participate in the development of clear written agreements outlining the steps all project partners will take to ensure confidentiality for victims and survivors, to include the following principles:
 - Confidentiality “walls” are needed to ensure that each partner will receive only the information that the participant has authorized the partner to release.
 - Partners will not discuss confidential information in public areas of either workplace or building.
 - Partners’ adherence to their own agency’s information-sharing and confidentiality procedures are expected and must be respected. Each partner will provide information about those policies to partners.
 - Partners will assist participants in making informed decisions about what to share with partners by providing clear information about partner’s policies and practices, their rights under such policies, and the implications of sharing that information.
 - The obligation to maintain confidentiality does not end when services are concluded.
 - Partners will maintain their own confidential files.
 - Project data will be reported and share in aggregate form only.

Responsibility for developing and implementing program activities include the following:

During the grant period these members will meet monthly to review project procedures and protocols, evaluate the progress of the project. These meetings will be convened by the applicant agency.

Demonstrated Commitment:

By signing this MOU, the HAVEN from Domestic and Sexual Violence and Wasco County District Attorney’s Office Victims Assistant Program demonstrates their commitment to collaborate to achieve the stated goals as outlined in this letter.

We the undersigned, agree to the consideration listed in this letter of commitment for the HAVEN VOCA-SST Mental Health portion. We have reviewed the grant request and are in agreement.

X 
Tara L. Koch, Executive Director
HAVEN From Domestic Violence & Sexual Assault

X 3/12/18
DATE

X
Judy Urness, Victim Assistant Director
Wasco County District Attorney/Victim Assista...

X
DATE

X
Board of Commissioners

X
Date



Subcontract for Counseling Services

This contract is between the Wasco County by and through the Wasco County District Attorney's Office and Sandra Bartholomew, LCSW.

VOCA-SST Grant

For counseling services that Sandra Bartholomew will be providing to victims that are referred by the Wasco County District Attorney's Office to be paid at \$90 per hour. The VOCA-SST Grant will be in place from January 1, 2018 to September 30, 2019. The contract is as follows:

1. Judy Urness with the Wasco County District Attorney's Office will refer victims that are working with the Wasco County District Attorney's Office to Sandra Bartholomew for counseling services.
2. Sandra Bartholomew will meet with clients within 10 business days of the referral. She will assist the victim on helping them make a therapy plan to meet the victims' needs.
3. Sandra Bartholomew will communicate with Judy Urness regarding how many sessions will be most beneficial for the victim and to ensure there are funds to pay for the sessions. Topics discussed in sessions will not be shared with Judy Urness.
4. Sandra Bartholomew will send an invoice for the number of sessions provided to the victim to be paid at \$90 per hour.
5. The Wasco County District Attorney's Office will then pay Sandra Bartholomew.
6. Judy Urness will submit quarterly reports to the State to get reimbursement for the funds spent on counseling services from the VOCA SST Grant.

This agreement shall begin on January 1, 2018 and shall terminate or be renewed on September 30, 2019 unless terminated earlier.

Either Party may terminate this agreement, with or without cause, upon written submission of a 30-day notice to do so. If terminated, Sandra Bartholomew will be paid in full for services rendered up to the date of termination.

Sandra Bartholomew agrees to have and keep all applicable licenses including a Business License if appropriate.

In the performance of the services associated with this agreement, compliance with HIPAA regulations will be the responsibility of Sandra Bartholomew.

This constitutes the entire contract between Wasco County by and through the Wasco County District Attorney's Office and Sandra Bartholomew, LCSW and this agreement cannot be amended, changed, or supplemented in any way except by written agreement by both parties.

APPROVED this 21st day of March, 2018.

WASCO COUNTY BOARD OF COMMISSIONERS:

Sandra Bartholomew

Steven D. Kramer, Commission Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner

APPROVED AS TO FORM:

Kristen Campbell, County Counsel



Subcontract for Legal Services

This contract is between the Wasco County by and through the Wasco County District Attorney's Office and Jason Corey of Dick, Dick & Corey LLP (a law firm located in The Dalles, Oregon).

VOCA-SST Grant

For legal services at \$125 per hour that Jason Corey will provide for victims that are referred by Judy Urness of The Wasco County District Attorney's Office. The VOCA-SST Grant will be in place from January 1, 2018 to September 30, 2019. The contract is as follows:

1. Judy Urness with the Wasco County District Attorney's Office will refer victims that are working with the Wasco County District Attorney's Office to Jason Corey for victims in need of legal assistance for filing restraining orders, contested restraining orders or emergency custody litigation.
2. Jason Corey will communicate with Judy Urness regarding how many sessions he thinks will be most beneficial to the referred victim to ensure there are funds to pay for the service.
3. Jason Corey will send an invoice for the number of hours and total fee at \$125 per hour for the legal service provided.
4. The Wasco County District Attorney's Office will then pay Jason Corey for the service provided.
5. Judy Urness will submit quarterly reports to the State to get reimbursement for the funds spent on counseling services from the VOCA SST Grant.

This agreement shall begin on January 1, 2018 and shall terminate or be renewed on September 30, 2019 unless terminated earlier.

Either Party may terminate this contract, with or without cause, upon written submission of a 30-day written notice to do so. If terminated, Jason Corey will be paid in full for services rendered up to the date of termination.

SUB-CONTRACT: Jason Corey VOCA-SST

This constitutes the entire agreement between the Wasco County District Attorney’s Office and Jason Corey of Dick,Dick & Corey LLP and this agreement cannot be amended, changed, or supplemented in any way except by written agreement by both parties.

APPROVED this 21st day of March, 2018.

WASCO COUNTY BOARD OF COMMISSIONERS:

Jason Corey

Steven D. Kramer, Commission Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner

APPROVED AS TO FORM:

Kristen Campbell, County Counsel



Subcontract for Legal Services

This contract is between the Wasco County by and through the Wasco County District Attorney's Office and Andrew Myers of Peachey & Myers, P.C (a law firm located in The Dalles, Oregon).

VOCA-SST Grant

For legal services at \$125 per hour that Andrew Myers will provide for victims that are referred by Judy Urness of The Wasco County District Attorney's Office. The VOCA-SST Grant will be in place from January 1, 2018 to September 30, 2019. The contract is as follows:

1. Judy Urness with the Wasco County District Attorney's Office will refer victims that are working with the Wasco County District Attorney's Office to Andrew Myers for victims in need of legal assistance for filing restraining orders, contested restraining orders or emergency custody litigation.
2. Andrew Myers will communicate with Judy Urness regarding how many sessions he thinks will be most beneficial to the referred victim to ensure there are funds to pay for the service.
3. Andrew Myers will send an invoice for the number of hours and total fee at \$125 per hour for the legal service provided.
4. The Wasco County District Attorney's Office will then pay Andrew Myers for the service provided.
5. Judy Urness will submit quarterly reports to the State to get reimbursement for the funds spent on counseling services from the VOCA SST Grant.

This agreement shall begin on January 1, 2018 and shall terminate or be renewed on September 30, 2019 unless terminated earlier.

Either Party may terminate this contract, with or without cause, upon written submission of a 30-day written notice to do so. If terminated, Andrew Myers will be paid in full for services rendered up to the date of termination.

SUB-CONTRACT: Andrew Myers VOCA-SST

This constitutes the entire agreement between the Wasco County District Attorney’s Office and Andrew Myers of Peachey & Myers, P.C. and this agreement cannot be amended, changed, or supplemented in any way except by written agreement by both parties.

APPROVED this 21st day of March, 2018.

WASCO COUNTY BOARD OF COMMISSIONERS:

Andrew Myers

Steven D. Kramer, Commission Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner

APPROVED AS TO FORM:

Kristen Campbell, County Counsel



AGENDA ITEM

Fort Dalles Museum Update

[SURGEON'S QUARTERS CONTRACTORS INVOICE](#)

CCB# 152574

THE DALLES, OR 97058

PHONE (541) 980-1009

Contractors Invoice

WORK PERFORMED AT:

TO: Forest Dalles Museum
500 West 15th
The Dalles, Or 97058

SAME

DATE

4/8/18

YOUR WORK ORDER NO.

EXTERIOR OIL FINISH

CLIENT NO.

DESCRIPTION OF WORK PERFORMED

- A) Prep work: 1) Spray wood cleaner on siding
And apply a light scrub to remove dirt and grime.
2) After cleaner is used wash building
with a light wash of water. (Garden hose and nozzle)
- B) Top coat: 1) Apply several coats of oil clear stain
on all wood surfaces.
2) Continue process until the wood is
saturated.
3) The process of oil application is
spray and back brush.
- C) Paint Finish: 1) Prime and paint all window sash
(window sash) using Sherwin Williams Duration acrylic
latex paint.
- D) Clean-up: 1) Clean-up all areas around the structure
during and after the work.

Intend to
start June
2018

Material and Labor

\$ 27,500⁰⁰

Take about 2
weeks

specified, and the above work was performed in accordance with the drawings and specifications provided for the
a substantial workmanlike manner for the agreed sum of _____

Dollars (\$ _____).

due and payable by:

Month

Day

Year

ent Proposal

No. _____

Dated _____

Month

Day

Year



AGENDA ITEM

Confluence Project

[INTRODUCTORY EMAIL](#)

[PROJECT FLYER](#)

[PROJECT ANALYSIS](#)

[2011 WASCO COUNTY LETTER OF SUPPORT](#)

[2018 WASCO COUNTY PROPOSED LETTER OF SUPPORT](#)

Thanks for taking my call this morning. You were very generous with your guidance, which I appreciate. I'm writing with a request for a renewed letter of support for an upcoming grant deadline of April 6, 2018.

First, some background: [Celilo Park](#) is the sixth and final Confluence Project along the Columbia River system. This project has broad philanthropic and political support from the Oregon Legislature and major foundations such as Meyer Memorial Trust, M.J. Murdock Charitable Trust, the Maybelle Clark Macdonald Fund and the Oregon Community Foundation.

In 2015, the project was headed toward completion when the Yakama Nation raised concerns and withdrew their support. The U.S. Army Corps of Engineers, which owns and manages Celilo Park, said the agency would move forward only with support from all four Columbia River Treaty Tribes. The other three — Warm Springs, Umatilla and Nez Perce — have remained supportive. And so we have been on hold while seek respectful dialogue and build our educational and outreach programs. In December, we had a very positive and productive meeting with the Yakama Tribal Council, which has new leadership, and have reason to believe we will be able to move forward. No green light yet but we're getting close.

Meanwhile, we have begun working on a new grant proposal that was the subject of the attached support letter in 2011, signed by members of the Wasco County Commission. Federal Highways has been very encouraging to us to apply again for a grant that would fund about one-third of the park redevelopment. This would cover the cost of improvements to the parking lot and facilities, parallel to the Confluence artwork. I'm writing to ask whether the County Commission would be willing to sign on to a support letter again. It would be nearly identical to the attached letter but with a few minor updates. I also attached an economic impact estimate. I would love the opportunity to update the commissioners at their earliest convenience. Let me know how you would advise we proceed with this request. Thank you!

Colin Fogarty

[confluence](#) | www.confluenceproject.org

Executive Director | p: [360.693.0123](tel:360.693.0123) | c: [503.720.3112](tel:503.720.3112) | Colin@ConfluenceProject.org



Connecting people to place through art and education

- Home
- About
- Project Sites
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- Ways to Give
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Cape Disappointment State Park

Dedicated May 2006

Vancouver Land Bridge

Dedicated August 2008

Sandy River Delta

Dedicated August 2008

Sacajawea State Park

Dedicated August 2010

Chief Timothy Park

Spring 2015

Celilo Park

2019

View from the arc of the elevated walkway designed for Celilo Park. Maya Lin Studio.

3/3

Celilo Park

For generations, Celilo Falls was the center of culture and commerce in the Northwest, the oldest continuously inhabited place in the region. It was also one of the most productive fisheries in North America. The roar of the falls could be heard for miles. On March 10, 1957 that roar fell silent when gates of The Dalles Dam closed. Celilo Falls was flooded in a matter of hours, the roar silenced. The Confluence Project proposed for Celilo Park is designed to educate people about Celilo Falls and honor the people who have lived and fished on this river for generations and will continue to for generations to come.

Karen Whitford is an elder in Celilo Village. This is her statement about the Celilo Park project:

Dear Confluence Project and tribes,
 On behalf of Celilo Village and the Columbia River Indians, this project is important in remembrance that the Falls is sleeping and that walkway is like an honor to me, to honor the elders and the people of the river. Knowing that the other tribal opinions are important but this is important to the people here, right now. So much has happened to the people of W'yam, historically. This would be the highest honor to the Falls and to the elders and to the river. The W'yam Indians always say that the Falls is sleeping but the roar of the Falls echoes in our hearts. And to me that walkway would give me the greatest feelings to walk to see where the Falls is sleeping because the Falls still echoes in our heart and our people. And I feel Celilo Falls should be honored in this manner with the Confluence Project.
 Karen Whitford
 May 1, 2015

Project Description

Established in 2002, Confluence is a community-supported nonprofit with the mission to connect people to place through art and education. In collaboration

with Northwest communities, tribes, and celebrated artist Maya Lin, Confluence creates reflective moments that can shape the future of the Columbia River system. Today, Confluence spans 438 miles and 20 counties in Oregon and Washington. More than 1.7 million visitors along more than 400 miles of the Columbia River system annually visit our five completed sites with designs by Maya Lin that connect the communities at Cape Disappointment State Park (Ilwaco, WA), Vancouver Land Bridge (Vancouver, WA), Sandy River Delta (Troutdale, OR), Sacajawea State Park (Pasco, WA), and Chief Timothy Park (Clarkston, WA). Our sixth and final art site, Celilo Park (11 miles east of The Dalles, OR) will provide rare access to the river and its stories.

Maya Lin's design for the Celilo Arc is a 500-foot elevated walkway inspired by the indigenous fishing platforms that still populate the shores of the Columbia River system. In one year, enough water pushes through the Columbia River Gorge to bury an area the size of California under 18 inches of pure snowmelt. At Celilo Falls, the river once went into free fall, all froth and fury. The roar of the falls could once be heard for miles around at one of the busiest fishing sites in North America. At Celilo, millions of Pacific salmon made the transition from long-haul distance swimmers to high jumpers, leaping up the side pools of the falls, a fight with gravity and a down-pounding current. Here, the Columbia River tribes used nets, gaff hooks, spears and baskets to bring home the tastiest species of salmon, the oil-rich Chinook. Celilo Falls hosted a trade market as well, an open air exchange where for tens of thousands of years inland tribes arrived with bison skulls, elk hides and teeth to exchange for the coastal dwellers' jewelry made from surf-polished seashells. When the Corps of Discovery passed through this place, Lewis and Clark called it "an agitated gut swelling, boiling and whirling in every direction."

The Celilo Falls were submerged in 1957 with the construction of The Dalles Dam, disregarding federal legislation granting the Yakama, Nez Perce, Confederated Tribes of the Umatilla, and Confederated Tribes of Warm Springs fishing rights to their "usual and accustomed places" and destroying access to this life-sustaining center. The flooding of Celilo Falls was an enormous and historic tragedy for the Columbia River Treaty Tribes whose members lived and fished at Celilo, and for the fishery resource and environment of the Columbia River. "We see Celilo as a legacy, an icon, a cultural, religious kind of place. We want to keep that place present on the river. We want it to remain a part of us. The Indian tribes. Celilo is kind of like a stamp that signifies that the falls are still a part of us," says Antone Minthorn, who has served as Chairman of the Board of Confluence since its inception. For this reason and others, the long-recognized primacy of Celilo's historic (and contemporary) trade network along the Columbia River system has been stewarded by collective efforts by community leaders, tribes from the Pacific Northwest, and organizations such as the Columbia River Inter-Tribal Fish Commission.

The issues and problems being addressed by Confluence are national, regional, and local in scope and significance. Minthorn states that this project can help the different cultures better understand each other — and perhaps create a better future together. "We have survived the tidal wave of immigration to our country. The American public needs to hear these stories of survival. This place, the United States of America, is our home," he says, "but we all have a voice in

shaping a legacy for our children.”

Throughout our 15-year history, we have observed a growing desire among people in the Northwest to connect with a more inclusive history of our region, and to forge a more meaningful sense of place along the Columbia River system. For centuries, our region's origin story has been essentially "Lewis and Clark discovered this place and the pioneers settled it." We hope to replace this tragically oversimplified story with a broader, more holistic view of history that includes the long-neglected voices of indigenous cultures that still call this place home.

Our mission compels us to connect people to place through art and education. Only through the courageous storytelling of the indigenous people of the river can we attempt to understand and open a dialogue with the broader community about how Native people view their homelands as part of an ongoing continuum. Community and cultural heritage provides a sense of identity, continuity and is a driving force of cultural diversity. Yet it is very fragile and must be passed on future generations before it is forever lost. Opportunities for open conversations and engaging creative experiences are increasingly rare; the Celilo Park project will create a gathering place where people can remember, discuss, and come to better understandings of how our varied legacies (and futures) interconnect. In the words of Umatilla tribal member Bobbie Conner, "The wounds have to see the light of day and people have to learn and understand that history. It's more than symbolic - it's the beginning of a conversation or dialogue that this country has yet to have." Restoring Celilo Park and installing the 'Celilo Arc' will, we believe, create a stronger and more socially just society by helping to amplify the voices of Native American communities along the Columbia River and its tributaries, publicly acknowledging and integrating their story into the living history of Nch'i-Wá na, the Big River.

[Driving Directions](#) **[Explore in Journey Book](#)**

[Join our online community on](#)

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[Back to top](#) © Confluence 2018.

To: Colin Fogarty, Executive Director
Confluence Project

From: Bill Klein, Project Manager

Date: 4 June 2014

Re: Celilo Park job impacts

The following analysis addresses the local area job creation potential of the proposed art installation at Celilo Park. This analysis is based upon [1] the 275,000 additional visitors to the park estimated by the U.S. Army Corps of Engineers, [2] visitor spending estimates of Oregon day travel to rural destinations and [3] the travel impact estimates for the Mt. Hood/Gorge region prepared by Dean Runyan Associates for the Oregon Tourism Commission.

Celilo Park Visitation

It is useful to consider Celilo Park visitation in terms of the origin of these visitors. In this regard, there are probably three primary sources of Celilo Park visitation:

1. Pass-through travel from the East, such as a stop on a trip to the Portland metro area. These visitors are not staying overnight in the area.
2. Visits from overnight visitors staying in The Dalles area.
3. Day visits from Portland metro residents and overnight visitors to the Portland metro area. These Portland area visitors may be staying overnight in Portland in commercial lodging or the homes of friends and relatives.

Visitor Spending

The visitor spending impacts of the proposed Celilo Park project are dependent on the number of visitors to the park and the actual amount of additional money that is spent at the destination (the larger Gorge area). Additional spending will come from:

- Some pass through visitors from the East may stop and make purchases that they otherwise would not have.
- Some visitors from the Gorge might choose to stay overnight or extend their stay because of the park.
- Some residents and visitors from the Portland metro area may visit the Gorge and spend money because of the Park.

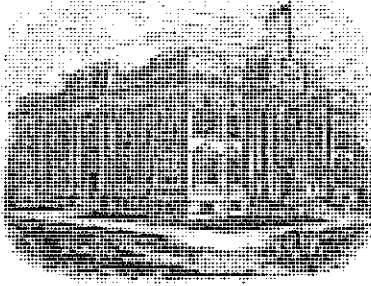
Average daily spending per person on day trips to rural destinations in Oregon (such as sightseeing or a visit to a state or national park) is approximately \$50 per day per person (TNS *TravelsAmerica* Visitor Survey). However, only about one-half of this spending actually occurs at the destination (gasoline and grocery purchases typically occur at the origin of the trip). This means that, on average, \$25 per visitor is spent at the destination on commodities such as food service and retail purchases. However, actual spending by additional visitors to the Park will be less than this. The \$25 average spending estimate refers to a "trip", rather than a particular activity on that trip. An additional visit to the Park may or may not entail additional spending on the trip to the Gorge.

Employment Impacts

It is difficult to provide a definitive answer as to how much additional spending and job creation will occur at Celilo Park. The following table provides some different scenarios. The left-most column provides an upper-end estimate that assumes that each of the additional 275,000 visitors will spend an additional \$25 in the Gorge. The remaining columns provide estimates based on different assumptions additional spending (row 1). The total additional visitor spending (row 2) is the product of the additional 275,000 visitors and the row 1 value. The last two rows are derived from the 2013 Mt. Hood/Gorge regional travel impacts prepared for the Oregon Tourism Commission.

Potential Spending and Employment Impacts based on additional 275,000 visitors to Celilo Park

Daily destination spending per person	\$25	\$20	\$15	\$10
Total additional visitor spending (Million)	\$6.9	\$5.5	\$4.1	\$2.8
Percent of all visitor spending in Gorge region	2.3%	1.8%	1.4%	0.9%
Jobs associated with additional spending	91	73	54	36



WASCO COUNTY

Board of County Commissioners

511 Washington Street, Suite 302
The Dalles, Oregon 97058-2237
(541) 506-2520
Fax: (541) 506-2521

Sherry Holliday, *Chair of the Board*
Scott Hege, *County Commissioner*
Rod Runyon, *County Commissioner*

December 21, 2011

Victor Mendez
Administrator
Federal Highway Administration
1200 New Jersey Ave SE
Washington, DC 20590

Dear Mr. Mendez:

We are writing to offer our strong support for a \$2.3 million Public Lands Highways Discretionary Program (PLHD) FY 2012 grant application to the Confluence Project (administered by Western Federal Lands Highway Division) that will be used for site work at Celilo Park in Wasco County, 11 miles east of The Dalles, Oregon. Funding is requested for the *Celilo Park Safe Access, Rest Area, and Recreation Improvements* project to address access and traffic safety issues at the Celilo Park rest area, as well as interpretive elements at the iconic site of Celilo Falls. This rest area provides parking for visitors to Celilo Park as well as serving as a rest stop and parking area for commercial truckers and other travelers along the busy I-84 corridor. Celilo Park also provides sole access to the most heavily used, treaty-guaranteed in-lieu fishing site for Native American tribes on the Columbia River.

This work is being proposed in conjunction with the *Celilo Falls Tribute Project*, a \$6.3 M project to revitalize Celilo Park. Celilo Park is located near Celilo Falls, the site of one of North America's largest salmon fisheries and a gathering place for Native Americans for over 10,000 years. The falls were submerged by the construction of the Dalles Dam in 1957. Internationally renowned architect and artist Maya Lin is currently designing an art piece for the park – an elevated walkway, inspired by the fishing planks that were cantilevered over the falls by Native American fishermen – that will commemorate the historical and cultural significance of the site. This artwork and an associated interpretive plaza will be completed in 2013.

Celilo remains a nexus of Native American activity for a variety of traditional cultural activities. The perseverance of Native American culture, and regional economic and environmental leadership from the four treaty tribes at Celilo, were instrumental in initiating the *Celilo Falls Tribute Project*.

VICTOR MENDEZ
DECEMBER 21, 2011
PAGE 2

The Confluence Project is partnering with Oregon Department of Transportation, the United States Army Corps of Engineers (Portland District), the Western Federal Lands Highway Division, the four treaty tribes at Celilo, along with community stakeholders to accomplish their work at Celilo Park. When completed, Celilo Park will be a place of historic interpretation, quiet contemplation, remembrance and spiritual renewal. It will also bring new economic vitality to Wasco County, but in a way that is affordable, sustainable, and protective of the Gorge.

The Army Corps of Engineers has already proven its commitment to the first peoples along the Columbia River - and its ability to meet performance criteria - by the work it has completed at Celilo Village. As such, we are confident that the Corps, WFLHD, ODOT, and the Confluence Project will be able to restore Celilo Park, work cooperatively with local and state officials, and help close a difficult chapter in Oregon history. But to achieve these objectives, federal assistance is needed. That is why we are urging you to grant the Confluence Project their FY2012 PLHD request for \$2.3 million in funding for the safe access and rest area improvements, and historic interpretation, at Celilo Park. We should add that these funds are intended to cover only part of the cost of completing Maya Lin's visionary design for Celilo Park. Most of the funding is being raised through private donations.

Celilo Village and Celilo Park remain the epicenter of traditional tribal connections to the Columbia River. While the restoration of Celilo Village was completed in 2007, Celilo Park has not received significant upgrades in over 50 years. Celilo Park is the last -and most significant - piece of the Confluence Project and the Corps' work at Celilo. Its completion will be a cultural milestone for Oregon, and we would greatly appreciate your assistance in providing the Confluence Project, Western Federal Land Highway Division, Oregon Department of Transportation, the United States Army Corps of Engineers, and the treaty tribes at Celilo the financial tools they need to help them reach that milestone.

Sincerely,

WASCO COUNTY BOARD
OF COMMISSIONERS


Sherry Holliday, Chair of Commission

Scott C. Hege, County Commissioner


Rod L. Runyon, County Commissioner



BOARD OF COUNTY COMMISSIONERS

511 Washington St, Ste. 101 • The Dalles, OR 97058
p: [541] 506-2520 • f: [541] 506-2551 • www.co.wasco.or.us

Pioneering pathways to prosperity.

Federal Highway Administration
ATTN: Victor Mendez, Administrator
1200 New Jersey Ave SE
Washington, D.C. 20590

Re: Public Lands Highways Discretionary Program Confluence Project Grant Application

Dear Mr. Mendez,

Wasco County hardily supports the Public Lands Highways Discretionary Program Confluence Project grant application for the Celilo Park Safe Access, Rest Area and Recreation Improvements Project which will address access and traffic safety issues at the Celilo Park rest area, as well as interpretive elements at the iconic site of Celilo Falls. Celilo Park provides sole access to the most heavily used, treaty-guaranteed in-lieu fishing site for Native American tribes on the Columbia River. In addition, the rest area provides parking for visitors to Celilo Park as well as serving as a rest stop and parking area for commercial truckers and other travelers along the busy I-84 corridor.

The work is in conjunction with the Celilo Falls Tribute Project to revitalize Celilo Park which is located near Celilo Falls, the site of one of North America's largest salmon fisheries and a gathering place for Native Americans for over 10,000 years. Proposed artwork to commemorate the historical and cultural significance of the site includes an elevated walkway, inspired by the fishing planks that were cantilevered over the falls by Native American fishermen.

The Confluence Project is partnering with Oregon Department of Transportation, the United States Army Corps of Engineers, Western Federal Lands Highway Division, the four treaty tribes at Celilo and community stakeholders toward creating a place of historic interpretation, quiet contemplation, remembrance and spiritual renewal at Celilo Park. In addition, the project will bring new economic vitality to Wasco County in a way that is affordable, sustainable and protective of the natural resources of the Gorge.

Most of the project funding is being raised through private donations; however, to achieve stated objectives, federal assistance is needed. While the restoration of Celilo Village was completed in 2007, Celilo Park has not received significant upgrades in over 50 years. We urge you to grant the Confluence Project their PLHD request and thank you for your consideration.

Sincerely,
Wasco County Board of Commissioners

Steven D. Kramer,
Commission Chair

Scott C. Hege
Vice-Chair

Rod L. Runyon
County Commissioner



AGENDA ITEM

Columbia Basin Care Facility

[COMPANY OVERVIEW](#)

[MEDIA RELEASE – 20 YEARS OF CARE](#)



COLUMBIA BASIN CARE | AT A GLANCE

- The region's only **community-owned, nonprofit** facility for short-term rehabilitation and long-term care.
- The only care facility in the region with an **on-site Geriatric Nurse Practitioner**. As primary care provider, Val Hiveley-Blatz offers residents convenient access to professional, quality health care.
- Our **team of physical, occupational, and speech therapists** combine expertise with encouragement and are conveniently on-site to provide comprehensive rehabilitation and restorative services.
- Columbia Basin Care is **locally owned and operated**.
Founded in 1964, CBC has served the community for over 50 years.
In 2017, celebrated 20 years as a nonprofit entity.

As a nonprofit, there are no owners or investors, and funds are dedicated to facility upgrades and improvements to increase quality of life for residents. Columbia Basin operates with a volunteer Board of Directors, comprised of individuals who live and work in The Dalles. Aidan Health Services, a management company, provides oversight and support to the Board. While Wasco County owns the building and grounds, Columbia Basin is an independent company with local control and decision-making.

• Facility Improvements

Situated on four acres, CBC offers a uniquely tranquil setting, and has invested in substantial improvements:

- Complete Exterior Renovation with creation of large courtyard and outdoor therapy spaces.
- Creation of the Columbia Basin Care Park & Pavilion to provide opportunities to gather and relax.

• Serving Oregon and Washington

While serving the immediate community, Columbia Basin also draws from south Wasco and Sherman counties (Maupin, Rufus, Tygh Valley, Moro, Wamic), as well as Washington communities (Goldendale, White Salmon, Bingen, Roosevelt).

• Community Partnerships

Columbia Basin tends to the physical, emotional, and recreational needs of residents. Because meaningful connections enhance quality of life, we partner with local individuals and organizations:

- **Head Start** preschool students visit with the "grandpas and grandmas" weekly for crafts and storytime.
- **Home at Last Humane Society** regularly brings pets to cuddle and play with residents.
- **Musicians** from throughout the area regularly perform and entertain residents and their families.



COLUMBIA BASIN CARE | Wasco County Commission

Wasco County Courthouse

Wednesday, March 21 17, 2018 at 1pm

- **Welcome & Introductions**

 - Aubree Olmstead - Executive Director

 - Drew Myron - Marketing Director

 - Mike Courtney - Board of Directors

 - Mark Remley - Aidan Health Services

- **Short Video** - Columbia Basin Today

- **Brief Overview** of Columbia Basin Care

- **Invitation for Questions & Conversation**



Columbia Basin Care

Media Release

Contact: Drew Myron, Marketing Director
Columbia Basin Care
drewm@colbasin.com
541.961.7927

People Before Profit

Columbia Basin Care marks 20 years as a not-for-profit medical facility

“Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has.”

— Margaret Mead

Twenty years ago a small group of volunteers made a difference that dramatically has impacted The Dalles and neighboring communities. Three determined folks — John Byers, Linda Omeg and Mike Courtney — went to work transforming Columbia Basin Care into a rare and special thing: a not-for-profit facility providing award-winning medical care and comfort.

Today, Columbia Basin Care is **the region's only community-owned, not-for-profit, nursing facility for short-term rehabilitation and long-term care.**

Founded in 1964, Columbia Basin Care has served the community for 53 years and has operated as a not-for-profit business since 1997 — that's 20 years! With a team of nearly 100 people, the company is one of the area's largest employers.

Created by and for the community

Columbia Basin Care operates with a volunteer Board of Directors. The founding members: John Byers, Mike Courtney and Linda Omeg were later joined by Carla Chamberlain and John Hutchison — all of whom still serve on the board today. Aidan Health Services, a management company, provides oversight and support. While Wasco County owns the building and grounds, Columbia Basin Care is an independent company with local control and decision-making authority. As a non-profit, there are no owners or investors, and funds are dedicated to staff, equipment and facility upgrades, such as the recently renovated courtyard and park — all improvements that increase quality of life for residents.

Advocating for quality medical care in a comfortable setting, these board members have firsthand experience. John Byers rehabilitated at Columbia Basin after major surgeries and took part in the physical and occupational therapy services. Other board members have had family recover at the facility, too. “It's been around so long that almost everyone has known someone — mothers, fathers, aunts, uncles — who has known Columbia Basin,” notes Byers.

“This is our community, our neighbors, and our families,” says Valerie Hiveley-Blatz, the geriatric nurse practitioner who serves as primary care provider for residents at Columbia Basin Care. “We get to know and care for every resident on an individual level. Every person here, from nurses to aides to the kitchen and housekeeping crew, wants what's best for the residents.”

Reduced turnover, happy staff

In the U.S., nearly all nursing homes — 70 percent — are for-profit facilities, according to the Center for Disease Control. In Oregon that number is even higher: 80 percent of nursing homes operate as for-profit facilities, with just 17 percent operating as not-for-profits, and three percent are government-owned.

Most experts agree that a quality facility is based on staffing levels, and note that for-profit facilities — and particularly large corporate chains — may cut corners to save money and boost profits. Nurses working in nonprofit nursing homes are significantly more satisfied with their jobs, according to a study of 900 registered nurses working in 300 skilled nursing facilities. A similar study show certified nursing assistants are more satisfied and preferred working in non-profit facilities.

Aubree Olmstead, executive director of Columbia Basin Care, can see the difference. Under her helm, CBC has seen a dramatic reduction in employee turnover and an increase in job satisfaction among staff (measured through anonymous surveys).

Long-term care is an industry that typically sees high turnover — 60 to 80 percent is standard — and that affects both residents *and* staff. The answer, say many, can be found in non-profit care facilities, places that put people before profit.

“With our dedicated team, the care and concern for our residents is genuine,” notes Olmstead, “and that makes all the difference.”

Columbia Basin Care offers short term rehabilitation and long-term care, and features the area’s only in-house geriatric nurse practitioner, along with a team of physical, occupational and speech therapists. Columbia Basin Care is located at 1015 Webber St in The Dalles, Ore. 541-296-2156, www.colbasin.com



Columbia Basin Care is the region’s only community-owned, not-for-profit skilled nursing facility. Founded in 1964, Columbia Basin Care has operated as a non-profit facility for 20 years.



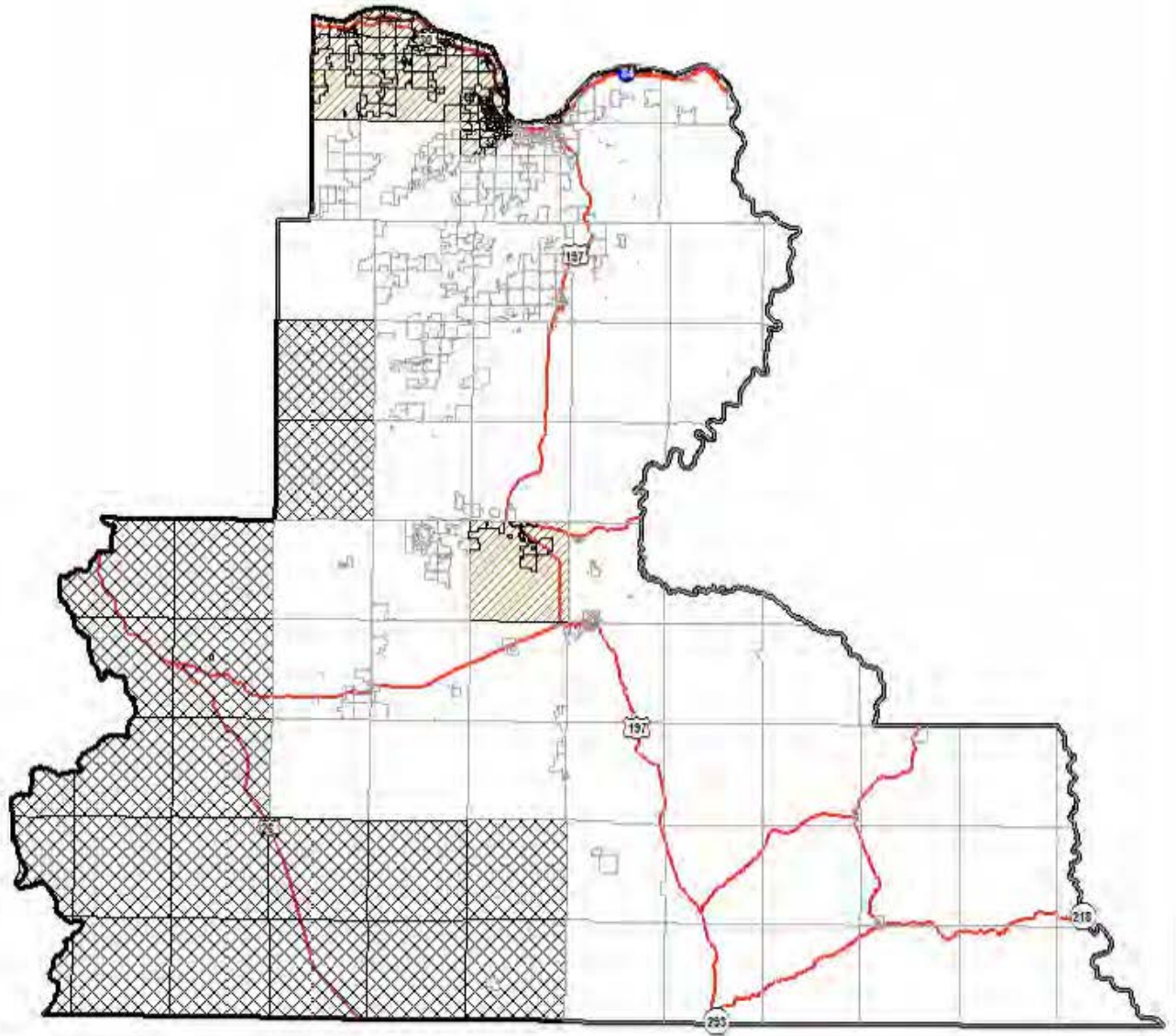
AGENDA ITEM

Executive Session – Pursuant to [ORS 192.660\(2\)\(i\)](#) to review and evaluate the job performance of a public employee



[NO DOCUMENTS HAVE BEEN SUBMITTED FOR THIS ITEM – RETURN TO AGENDA](#)

ORMAP Spring 2018 Grant Application

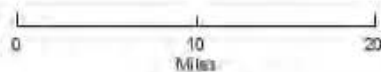
Wasco County ORMAP Survey Control



Index Maps

-  Survey Control Collected
-  Exception Area

Date: 3/20/2018



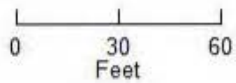
This map is for informational purposes only and does not constitute a warranty or representation of any kind. The user assumes all responsibility for the use of this information.



Taxlot Boundaries Pre-ORMAP
Murray's Addition



Date: 3/16/2018



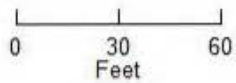
It is noted that the data shown on this map is based on the most current information available to the City of Murray. The City of Murray is not responsible for any errors or omissions on this map.



Taxlot Boundaries Post-ORMAP
Murray's Addition



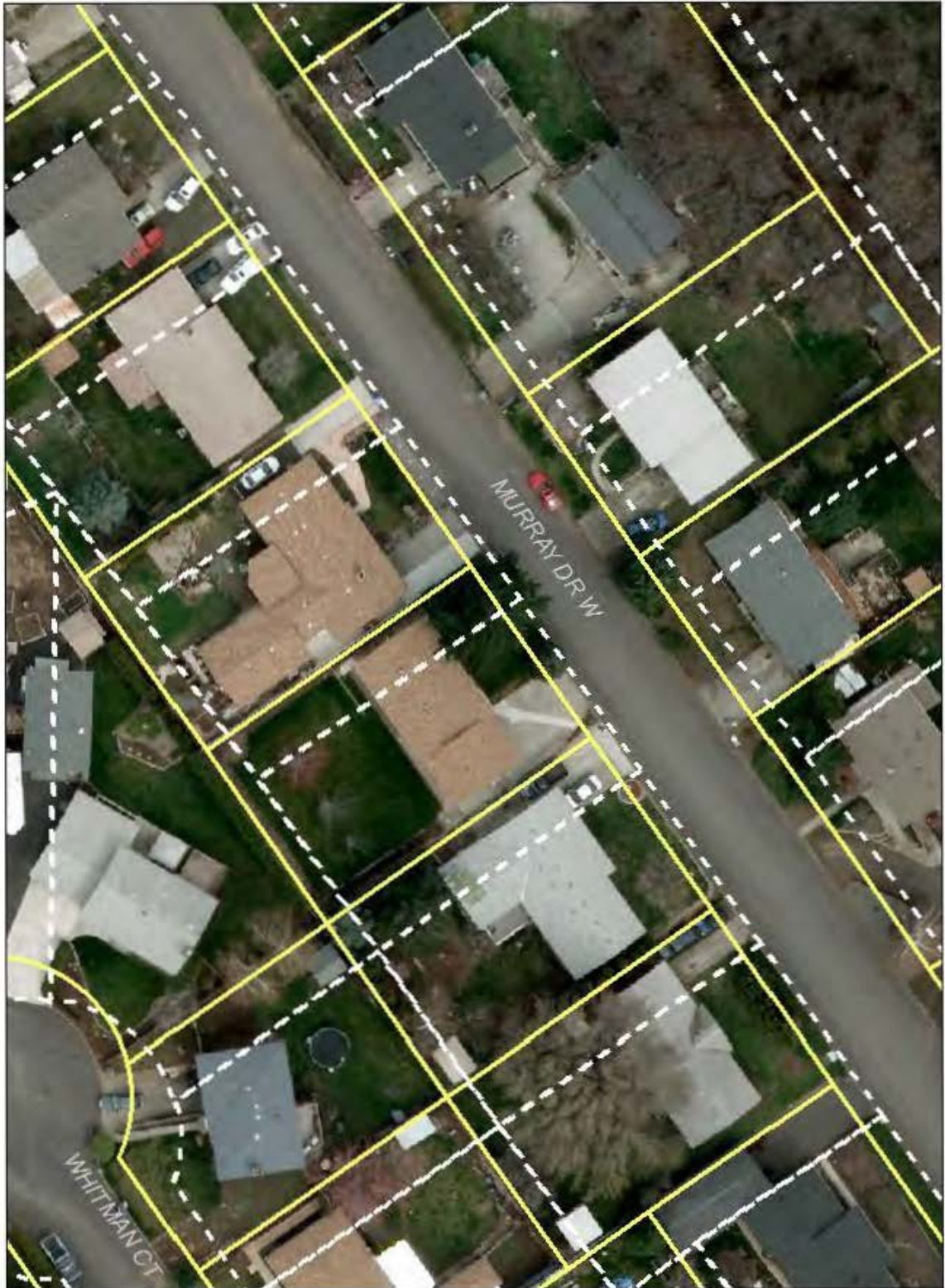
Date: 3/16/2018



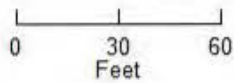
It is noted that the parcel boundaries shown on this map are based on the most current information available. The boundaries shown on this map are not guaranteed to be accurate and are subject to change.



Taxlot Boundaries Both
Murray's Addition



Date: 3/16/2018

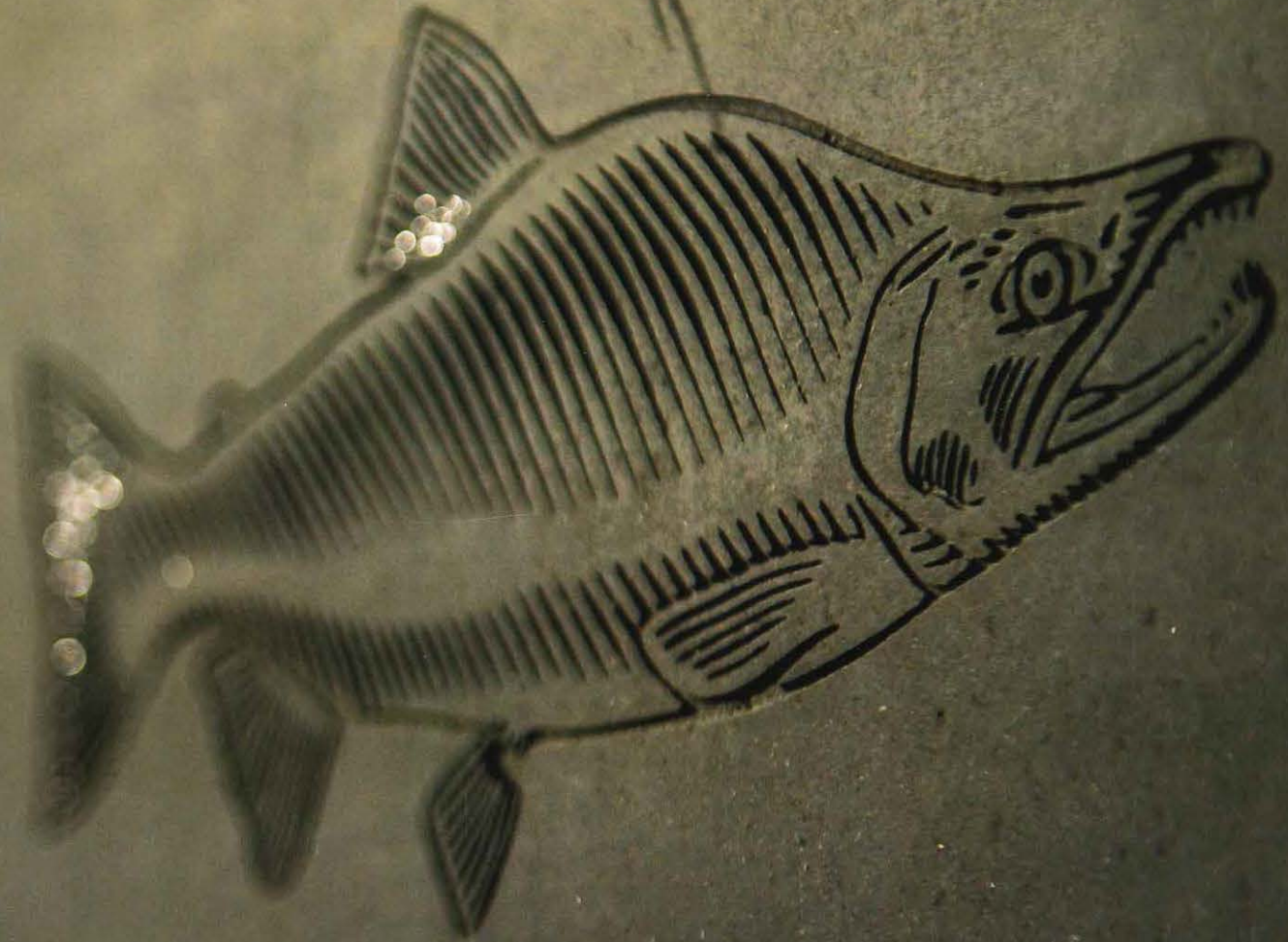


If you have any questions please contact the Assessor's Office at 360-338-3333 or visit our website at www.wasco.wa.gov





confluence



Legacy of Confluence

Confluence began in 2001 as a collaboration between two groups who were considering similar questions separately. Both were contemplating how to mark the upcoming Lewis and Clark Bicentennial. For Antone Minthorn, council chairman for the Confederated Tribes of the Umatilla Indian Reservation, the Bicentennial generated significant questions: “How can this story include the Native perspective?” More importantly, “What is a legacy?” Meanwhile, in Vancouver, Washington, founding director Jane Jacobsen and others agreed early on that they wanted the Bicentennial to generate something permanent — not just an event, but artwork that would leave a long-term imprint. When the two groups came together, they decided to create a series of installations to commemorate the full history of the Columbia River system, not just a story about Lewis and Clark, and not just a story about indigenous people. They saw a broader and deeper story about confluence.

Today, Confluence is a community-supported nonprofit with the mission to connect people to place through art and education. In collaboration with Northwest tribes, communities, and celebrated artist Maya Lin, Confluence creates reflective moments that can shape the future of the Columbia River system. To accomplish our mission, we offer three core public programs: Confluence in the Classroom, Confluence in the Community, and Confluence Online. More than 1.7 million visitors along more than 400 miles of the Columbia River system annually visit our five completed sites with designs by Maya Lin that connect the communities at Chief Timothy Park (Clarkston, WA), Cape Disappointment State Park (Ilwaco, WA), Vancouver Land Bridge (Vancouver, WA), Sandy River Delta (Troutdale, OR), and Sacajawea State Park (Pasco, WA). Our sixth and final art site, Celilo Park (11 miles east of The Dalles, OR) will provide rare access to the river and its stories. Maya Lin’s design for the “Celilo Arc” is a 500-foot cantilevered walkway inspired by the indigenous fishing platforms that still populate its shores.





Confluence Vancouver Land Bridge

Confluence of the Columbia River and Klickitat Trail
Confederated Tribes of the Grand Ronde, Cowlitz Indian Tribe



Confluence Bird Blind at the Sandy River Delta

Confluence of the Columbia and Sandy Rivers
Confederated Tribes of the Grande Ronde, Confederated Tribes of Warm Springs



Celilo Park

Near The Dalles on the Columbia River
Yakama Nation, Confederated Tribes of Warm Springs, Celilo Village, Confederated Tribes of the Umatilla Indian Reservation, Nez Perce Tribe



Confluence Story Circles at Sacajawea State Park

Confluence of the Columbia and Snake Rivers
Yakama Nation, Confederated Tribes of the Umatilla Indian Reservation, Nez Perce Tribe, the Wanapum



Confluence Listening Circle at Chief Timothy Park

Clarkston, Washington
Nez Perce Tribe



Confluence at Cape Disappointment State Park

Mouth of the Columbia River at the Pacific Ocean
Chinook Nation



Confluence projects stretch from the Idaho border to the Pacific Ocean.

Confluence Project at Celilo Park

In one year, enough water pushes through the Columbia River Gorge to bury an area the size of California under 18 inches of pure snowmelt. At Celilo Falls, the river once went into free fall, all froth and fury. Its roar could be heard for miles. Here, the Columbia River tribes used nets, gaff hooks, spears and baskets to bring home the tastiest species of salmon, the oil-rich Chinook. The Celilo Falls were submerged in 1957 with the construction of The Dalles Dam, disregarding federal promises to the Yakama Nation, Nez Perce Tribe, Confederated Tribes of the Umatilla, and Confederated Tribes of Warm Springs fishing rights to their "usual and accustomed places" and destroying access to this life-sustaining center. The flooding of Celilo Falls is an enormous and historic tragedy for the Columbia

River Treaty Tribes whose members lived and fished at Celilo, and for the fishery resource and environment of the Columbia River. Maya Lin has designed a park redevelopment with artistic features that attempt to share Celilo's history and legacy with people throughout the region and beyond.

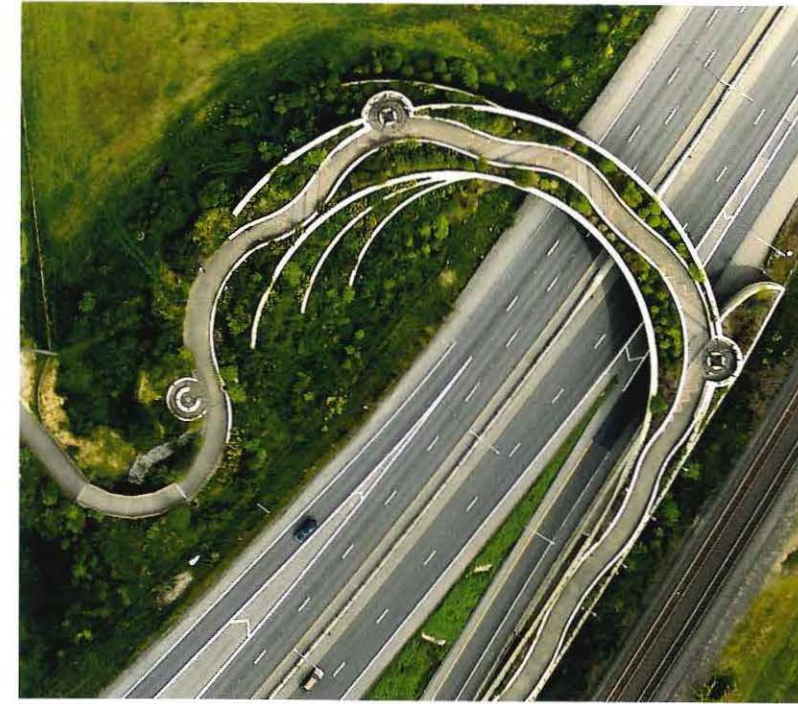
The Celilo Park project will create a gathering place where people can remember, discuss and come to better understandings of how our varied legacies (and futures) interconnect. In the words of Umatilla tribal member Bobbie Conner, "The wounds have to see the light of day and people have to learn and understand that history. It's more than symbolic – it's the beginning of a conversation or dialogue that this country has yet to have." A redesigned Celilo Park will; 1) educate future

generations about the living history of Nch'i-WĀ na, the Big River; 2) honor the indigenous people of this region; and 3) strengthen the tribal presence in the public spaces of the Columbia River system.

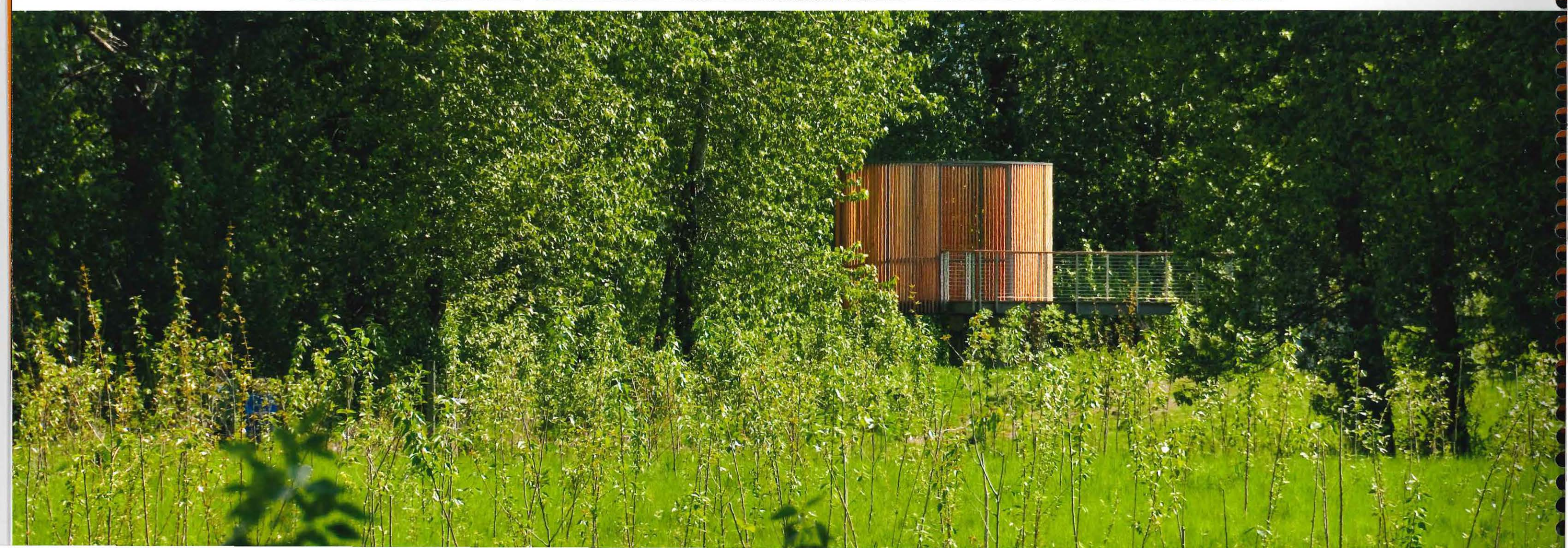
The Confluence project at Celilo Park has inspired strong and extraordinarily broad political and philanthropic support from the State of Oregon, Braughton and Mary Bishop of Pendleton Woolen Mills, Arlene Schnitzer on behalf of her son Jordan Schnitzer and Thomas Lauderdale, the Collins Foundation, the Ford Family Foundation, the Maybelle Clark Macdonald Fund, Meyer Memorial Trust, M.J. Murdock Charitable Trust, the Oregon Community Foundation and hundreds of individuals.

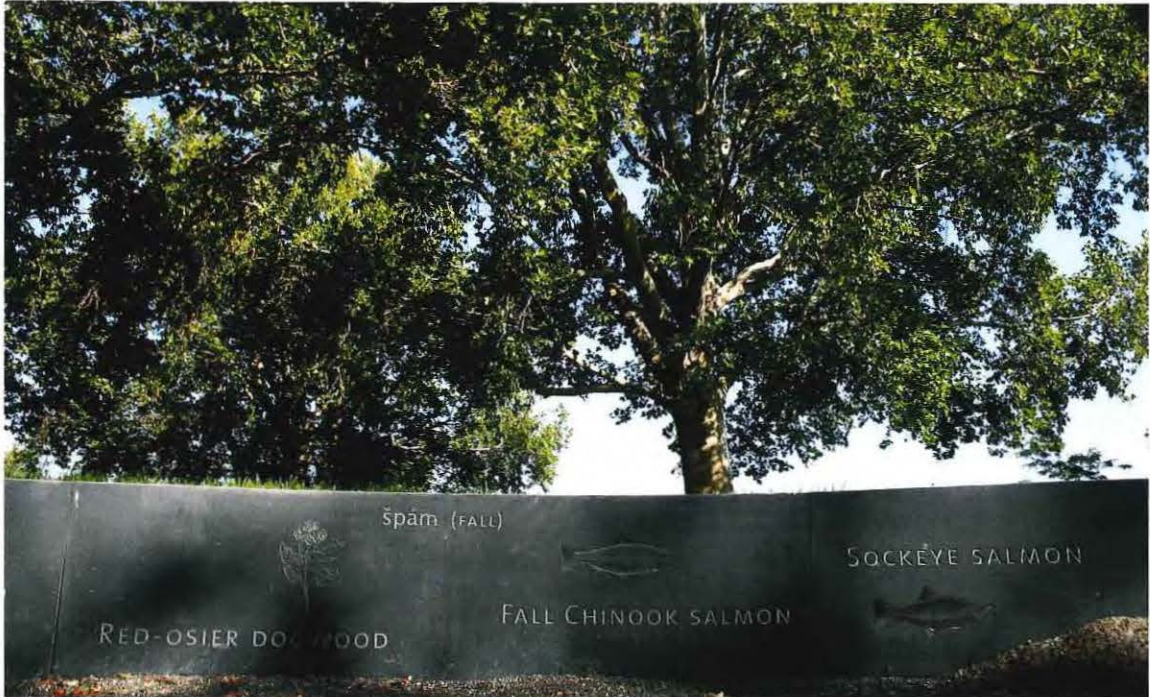
Cape Disappointment





Confluence Bird Blind at Sandy River Delta





Confluence Listening Circle at Chief Timothy Park





View of the Arc from Celilo State Park

Designer

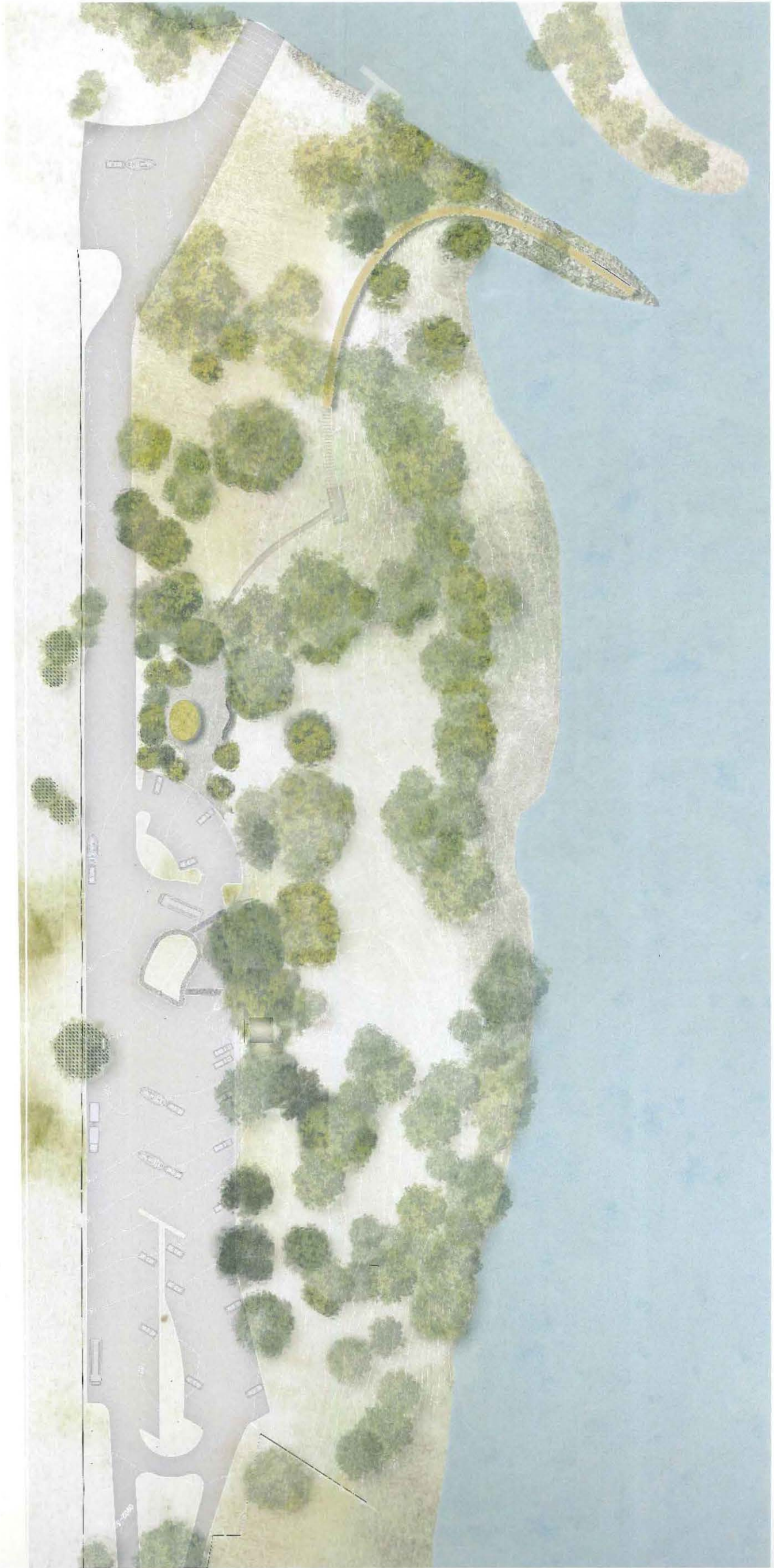
MAYA LIN STUDIO

39 Bond Street, 4th Floor
New York, New York 10012
t: 212.941.6463 f: 212.941.6464

Project

Celilo - Confluence Project
Celilo Park, Oregon

03. 21. 2017



Site Plan
1" = 120'

Designer

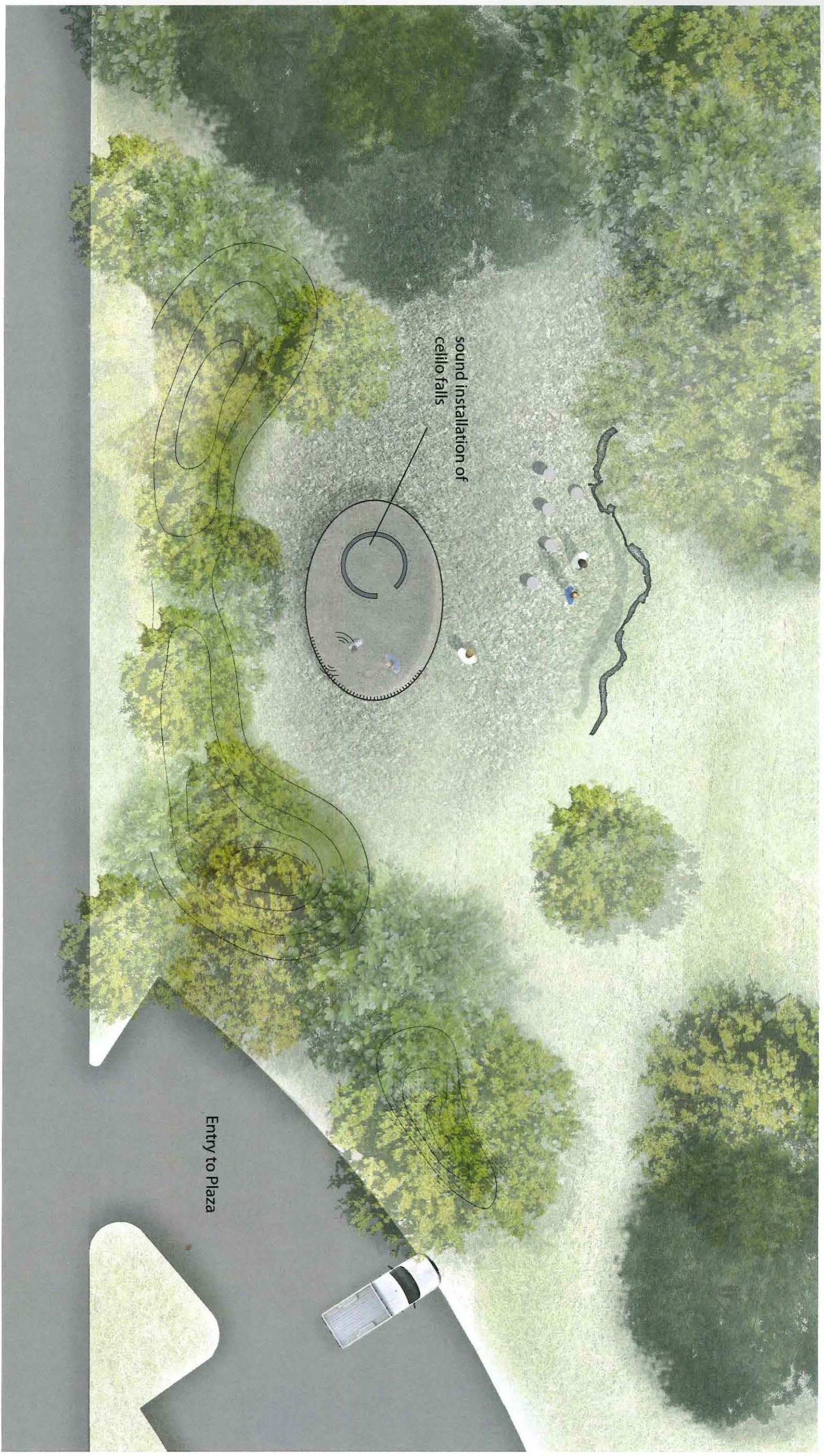
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Project

Celilo - Confluence Project
Celilo Park, Oregon

03.21.2017



sound installation of
cello falls

Entry to Plaza

Entry Pavillion

Designer

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Project

Celilo - Confluence Project
Celilo Park, Oregon

03.21.2017



SCALE: 1/8" = 1'-0"

Elevation of Pavillion Looking West

Designer

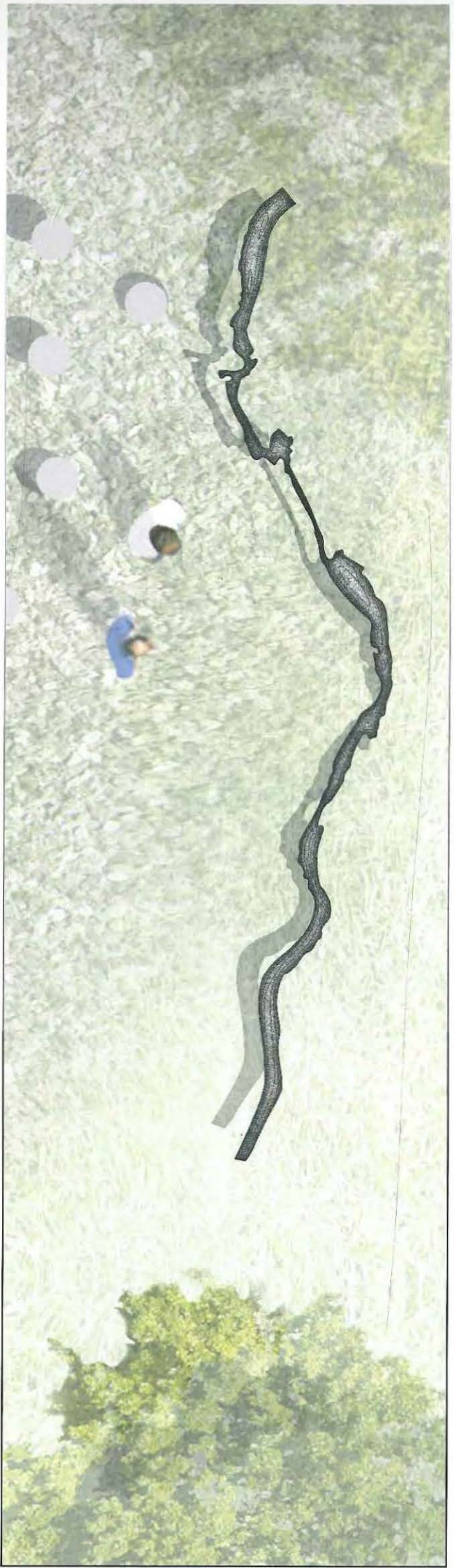
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Project

Celilo - Confluence Project
Celilo Park, Oregon

03.21.2017



Plan of Stone Railing

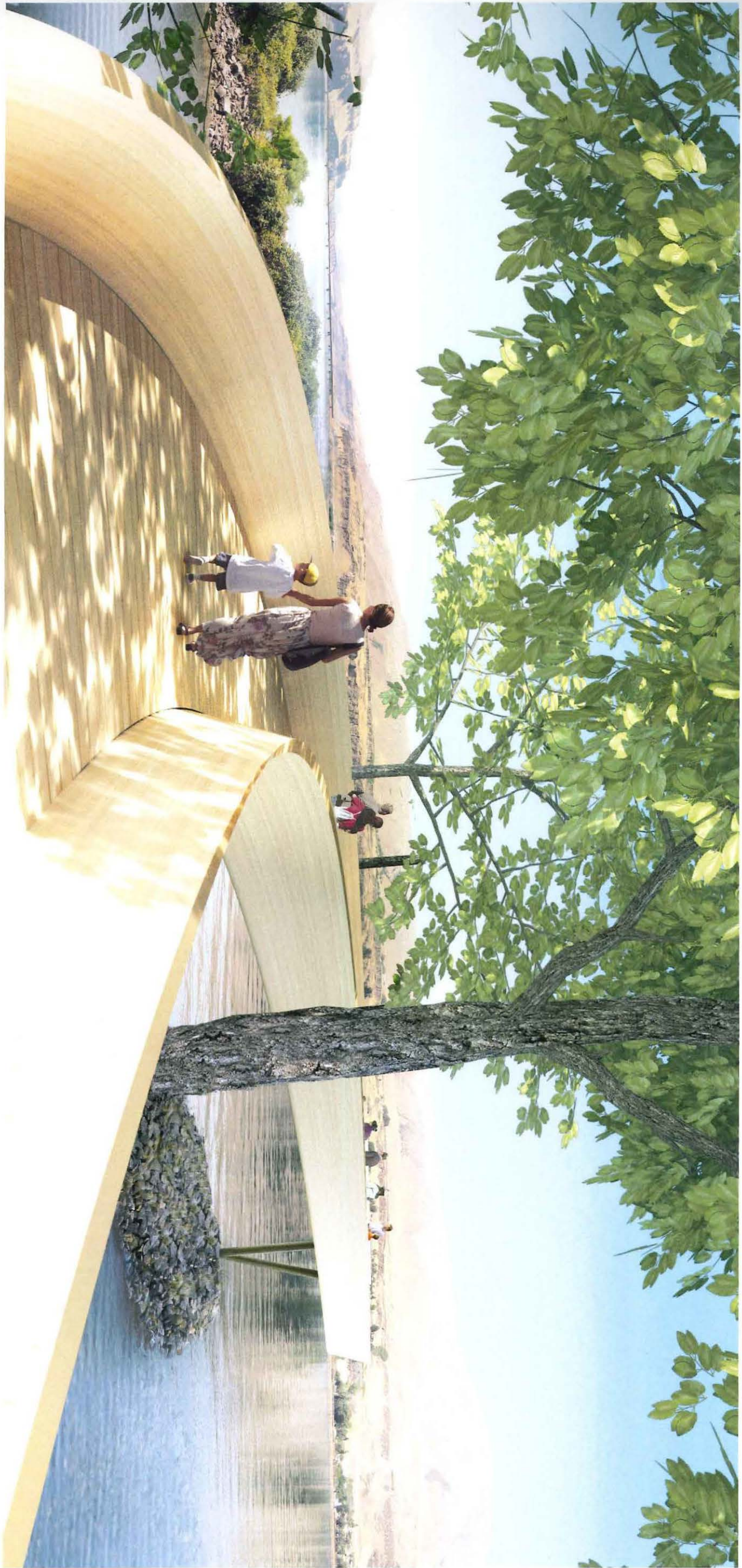


Detail Section of Stone Railing

SCALE: 1/2" = 1'-0"



View of the Arc from the Columbia River



View from Arc

Designer

MAYA LIN STUDIO

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Project

Celilo - Confluence Project
Celilo Park, Oregon

03. 21. 2017

 confluence





BARRY

LUCY

MAUREEN

JASEN

MICHELLE

JULIE

JANE

Columbia Basin Care
MEET YOUR THERAPY TEAM

Welcome!

Thank you for choosing us for your recovery needs.

We've got a team of experts eager to help you reach your highest level of health & independence.

This team includes your physician, nurses, rehabilitation therapists, dietary professionals, social services, activity manager, and administrative management. They will review your current needs, based on review of medical records, functional assessments and physician goals, to create an individualized plan to help you achieve optimum ability.

Your progress depends on many factors, including your medical needs. While we cannot provide an exact date for your recovery, we will keep you updated on your progress. The conclusion of your rehab will be determined by your team as you near achievement of your recovery goals.

We understand there is no place like home but we encourage you to remain dedicated to the recovery process. Let's work together to reach your goals so you can return home — healthy, happy & safe.



Columbia Basin Care

1015 Webber St • The Dalles, Oregon
541.296.2156 • www.colbasin.com



GOOD GROOMING

Residents recently enjoyed a bit of pampering with “Gentleman Spa” treatments — shampoo, condition, scalp and hand massage — while serving as models for students at the Gorge Academy of Cosmetology. Leanna McDowell (left) is our on-site hairdresser and an instructor at the Academy, arranged this special opportunity.



COLUMBIA BASIN CARE
1015 WEBBER STREET
THE DALLES, OR 97058



Our Mission:
To improve the lives of those we serve

Executive Director
Aubree Olmstead

Board of Directors
John Byers
Mike Courtney
John I. Hutchison
Linda Omeg

Medical Director
Dr. Steve McLennon

Assistant Medical Director
Valerie Hiveley-Blatz

Located in the scenic Columbia River Gorge in the sunny city of The Dalles, Columbia Basin Care is the region’s only community-owned, not-for-profit facility for short-term rehabilitation and long-term care.

541.296.2156
www.colbasin.com

More news & photos on
facebook, linkedin & instagram
@ Columbia Basin Care



March 2018



A Meal Innovation

With iPads and personalized service, Columbia Basin Care is reducing food waste, increasing meal satisfaction, and leading the way with an innovative nutrition management program.

Columbia Basin is the first skilled nursing facility in the Pacific Northwest to implement MatrixCare MealTracker, a meal management software program. Implemented just a few months ago, the program has brought dramatic change to a place providing over 200 meals a day.

Behind the scenes, MealTracker works as a valuable tool for efficient and accurate management of dietary information, such as food consistency and preferences, recipe scaling, nutrition analysis, and cost review. Using this comprehensive data, residents enjoy meals that accurately reflect their specific nutritional needs and preferences.

In the “front of the house,” residents place their orders with Room Service Assistants — Brian, Tristan, Paige — who go room-to-room cheerfully presenting meal choices and suggestions. This one-to-one approach allows for questions and special requests. The Room Service team delivers meals directly to each resident, ensuring meals are hot, on-time, and accurate.

For the kitchen, the new program “takes the guess work out of food orders,” says Joe Fischer, Food Service Director. “In the past, routine orders were

— see page 3

SERVICE WITH SMILES
Room Service Assistants, from left: Brian, Tristan, Paige.

Delores discusses meal choices with Tristan.



A community-owned, nonprofit, long-term care and rehabilitation facility.

Get to Know:
Sara Sullivan



Always calm, Sara Sullivan puts others at ease. She is a Certified Nursing Assistant and Certified Medication Aide and has worked at Columbia Basin for five years.

What do you like most about your work?
I like the residents. They're the reason I do this kind of work.

What do you do for fun?
I like to hike with my family and explore the national forest with my fiance, Austin.

Do you have children?
Yes, I have three: Lily is four, and the twins, Abilene and Mason, are 1 1/2 years old.

If you could have done anything different, what would it be?
Nothing. Every choice I've made has brought me to where I am today and I love my crazy life.

What do you know for sure?
I know that I love my family, my animals and cake. I really love cake!



Get to Know:
Glendene Mann

With a quick smile and a cheerful outlook, Glendene brightens up every room.

Where were you born and raised?
I was born in Trenton, Nebraska, and moved to Washington when I was in the third grade.

What is your work background?
I worked in canneries in Washington until I retired.

Do you have brothers and sisters?
I have four sisters and one brother.

Do you have children?
Yes, I have two: Marilyn and Bradley. Marilyn passed away.

If you could have done anything different, what would it be?
I never thought of changing anything. You take it as it comes.



Good Food Fast

from page 1

not accurate. Now we know each and every meal down to the ounce. We're getting the residents what they want: hot food, on time."

"With the personalized attention, we're able to provide information on healthy food choices and quantity education," he adds. "We now have more people eating, and eating better."

An increased focus on accuracy is substantially reducing food waste and costs, he says. "We used to make 30 pots of coffee each day, that's 365 cups, or five cups of coffee per person daily. Most of that coffee was not consumed," he says. "It's incredible the waste we're eliminating."

The savings is now re-directed to better quality food and the creation of new menus with increased resident input.

MealTracker has created a dynamic shift among staff, too. Previously, Certified Nursing Assistants were responsible for taking orders and delivering meals. Fischer, who started his career as a CNA, knows the valuable time this takes from nursing care. "CNAs are not waitresses. We want to take the load off CNAs," he says. "Our goal is to have the kitchen take care of all food service."

"It's great," says Sara Sullivan, CNA. "Now everything runs more smoothly and we have time to provide more direct care."

Notables

- HAPPY BIRTHDAY**
- Louise Hexum March 4
 - Douglas Long March 4
 - Chuck Peters March 8
 - Betty Kelley March 9
 - Shirley Mackenzie March 15

- WELCOME**
Say hello to our newest employees:
- Diana Lythgoe
Certified Nursing Assistant
 - Lynda Ringlbauer
Certified Nursing Assistant

- HAPPY ANNIVERSARY**
- Robin Jackson
CNA/CMA - 7 years
 - Austin LaFrenz
Cook - 3 years
 - Drew Myron
Marketing Director - 3 years

- Naibe Garcia
CNA - 2 years
- Dean Millen
LPN - 2 years
- Julie Davis
CNA - 1 year

- Brienne Epenesa
CNA - 1 year
- Travis Fritz
CNA - 1 year

- Hawni Grillone
RN - 1 year
- Eddie Iaulualo
CNA - 1 year
- Jennifer Price
CMA - 1 year

LEANA TENNISON, RN
Director of Nursing

Columbia Basin Care
1015 Webber St
The Dalles, Or 97058
541.296.2156 ext 3223
leanat@colbasin.com
www.colbasin.com

AUBREE OLMSTEAD
Executive Director

Columbia Basin Care
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The Dalles, Or 97058
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aubreeo@colbasin.com
www.colbasin.com



COLUMBIA BASIN CARE | AT A GLANCE

- The region's only **community-owned, nonprofit** facility for short-term rehabilitation and long-term care.
- The only care facility in the region with an **on-site Geriatric Nurse Practitioner**. As primary care provider, Val Hively-Blatz offers residents convenient access to professional, quality health care.
- Our **team of physical, occupational, and speech therapists** combine expertise with encouragement and are conveniently on-site to provide comprehensive rehabilitation and restorative services.
- Columbia Basin Care is **locally owned and operated**. Founded in 1964, CBC has served the community for over 50 years. In 2017, celebrated 20 years as a nonprofit entity.

As a nonprofit, there are no owners or investors, and funds are dedicated to facility upgrades and improvements to increase quality of life for residents. Columbia Basin operates with a volunteer Board of Directors, comprised of individuals who live and work in The Dalles. Aidan Health Services, a management company, provides oversight and support to the Board. While Wasco County owns the building and grounds, Columbia Basin is an independent company with local control and decision-making.

• Facility Improvements

Situated on four acres, CBC offers a uniquely tranquil setting, and has invested in substantial improvements:

- Complete Exterior Renovation with creation of large courtyard and outdoor therapy spaces.
- Creation of the Columbia Basin Care Park & Pavilion to provide opportunities to gather and relax.

• Serving Oregon and Washington

While serving the immediate community, Columbia Basin also draws from south Wasco and Sherman counties (Maupin, Rufus, Tygh Valley, Moro, Wamic), as well as Washington communities (Goldendale, White Salmon, Bingen, Roosevelt).

• Community Partnerships

Columbia Basin tends to the physical, emotional, and recreational needs of residents. Because meaningful connections enhance quality of life, we partner with local individuals and organizations:

- **Head Start** preschool students visit with the "grandpas and grandmas" weekly for crafts and storytime.
- **Home at Last Humane Society** regularly brings pets to cuddle and play with residents.
- **Musicians** from throughout the area regularly perform and entertain residents and their families.



COLUMBIA BASIN CARE

Welcome!

Thanks for your interest in Columbia Basin Care, the region's only community-owned, not-for-profit, skilled nursing and rehabilitation facility. Though this may be a challenging time of change, we strive to make the transition as smooth as possible. We believe Columbia Basin is the ideal choice.

ON FOUR ACRES

Situated in the sunny climate of The Dalles, less than two hours from Portland, Columbia Basin is nestled in a tranquil setting, with views of the Columbia River Gorge and Cascade Range.

FRESH & NEW

Freshly remodeled, inside and out, with clean private and semi-private rooms, and a beautifully landscaped courtyard and park to gather and relax.

RESIDENT-CENTERED APPROACH

We provide skilled around-the-clock medical care. Offering personalized service, we provide short-term rehabilitation after surgery, respite care for caregivers, and long-term care for those needing the expertise of licensed nurses.

ON-SITE GERIATRIC NURSE

Our highly skilled specialty nurse offers professional primary care that is convenient and immediate.

ON-SITE THERAPY

Combining expertise with encouragement, our team of licensed physical, occupational and speech therapists are conveniently on-site to provide comprehensive rehabilitation and restorative services.

With a genuine heart for helping, we look forward to being of service to you.

1015 WEBBER ST
THE DALLES, OR 97058
WWW.COLBASIN.COM
541.296.2156



Common Questions

WHAT SETS COLUMBIA BASIN APART?

Nestled in the sunny climate of The Dalles — less than two hours east of Portland — Columbia Basin is the region's only **non-profit, community-owned, skilled rehabilitation and nursing facility**. We believe in a resident-centered approach, with emphasis on personal attention and continuity of care.

We offer a highly skilled, **on-site Geriatric Nurse Practitioner**, and a **team of physical, occupational and speech therapists**.

Freshly remodeled, inside and out, Columbia Basin has clean and comfortable private and semi-private rooms, and a beautiful courtyard and park in which to gather and relax.

DO YOU OFFER THERAPY SERVICES?

Combining expertise with encouragement, our team of licensed physical, occupational and speech therapists — provided by Consonus Rehabilitation — are conveniently on-site to provide comprehensive rehabilitation and restorative services.

WHO OVERSEES THE MEDICAL CARE?

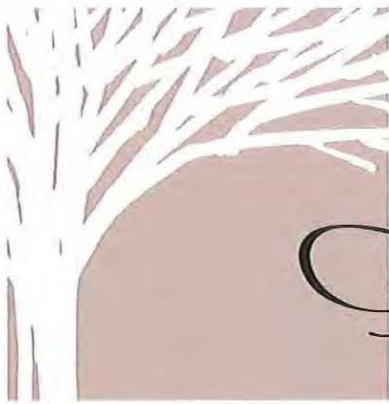
Dr. Stephen McLennon is our Medical Director. A highly respected physician, he assists and consults on challenging medical situations.

Valerie Hiveley-Blatz is our Geriatric Nurse Practitioner and Assistant Medical Director. She is a geriatric and wound specialist, and serves as primary care provider to many of our residents.

Leana Tennison is our Director of Nursing. A long-term care nurse with a dedication to the elderly, she offers a breadth and depth of health care experience.

In addition, our Resident Care Managers lead a team of licensed nurses and aides who provide around-the-clock care and attention.

— over —



Admission

Thanks for your interest in Columbia Basin Care, the region's only not-for-profit, skilled nursing and rehabilitation facility.

We understand this can be a challenging time, and we're here to walk you through every step of the process. Please call on us to address any questions and concerns.

HOW IT WORKS: QUALIFICATIONS & APPROVAL

Navigating the process of admission to a 24-hour nursing facility can be confusing. We're here to help make this a clear, smooth transition.

QUALIFICATIONS


- To qualify for nursing home care, prospective residents must have medical issues that require constant medical monitoring by a skilled or licensed nurse.

We provide Long Term Care and Short Term Care:

Long Term Care is provided for chronic health conditions or severe disability (such as congestive heart failure, chronic obstructive pulmonary disorder, stroke). Long Term Care is typically funded through state-sponsored aid, long-term care insurance, or private pay.

Short Term Care is for residents recovering from acute illness or surgery that requires 24-hour nursing care and skilled therapy services (such as hip/knee replacement, stroke, surgical recovery, severe wounds, or generalized weakness from an extended hospital stay). Short Term stays last 7 to 21 days or until therapy goals are completed. Residents with more severe health conditions may stay for up to 100 days, depending on insurance coverage.

— over —



Medicare AND Medicaid

Navigating medical costs and coverage can be confusing. Need some guidance? Let this overview steer you through:

Medicare and **Medicaid** are two separate government programs created in 1965 by President Lyndon Johnson as part of a social commitment to meeting individual health care needs.

MEDICARE

Medicare is the federal government's health insurance program for people age 65 and older and those with severe disabilities. Medicare covers *some services* in a nursing facility. Medicare *does not cover* long-term care costs.

Medicare has several parts:

Part A helps pay for:

- Hospital Care
- Skilled Nursing or Rehabilitation Care (in a skilled nursing facility)
- Home Health Care
- Hospice Care

Part A provides *up to 100 days* per year in a skilled nursing facility *if* you have a 3-day qualifying stay in a hospital and require services meeting the definition of "skilled" in the Medicare guidelines. Part A pays 100% for days 1-20; there is a co-pay for days 21-100. Most Medicare co-insurance plans pay the co-pay.

Part B is an optional medical insurance for which you pay a monthly premium that covers many *outpatient services*. Part B insurance primarily covers outpatient services but may cover some services while a person is a Resident in a nursing facility. For example, someone who does not have a 3-day hospital stay prior to admission and is "private pay" for their room & board, can have therapy services billed under Part B.

Part C is known as Medicare Advantage, or private insurance.

The cost of Medicare Advantage plans varies by carrier, county of residence, and plan selected. To enroll in a Part C plan, you must first

— over —



What to Bring

Welcome!

We're happy to have you here. As you prepare to join us, please use this handy checklist to help make your move more relaxed and comfortable.

DOCUMENTS

- Copy of Medicare Card
- Copy of Supplemental Insurance Card
- Copy of Durable Power of Attorney for Health Care
- Copy of Durable Power of Attorney for Financial
- Copy of Medicaid Card *(if applicable)*
- Copy of Guardianship *(if applicable)*
- Copy of Advance Directive *(if applicable)*

CLOTHING

- Six changes of comfortable clothing
Loose fit and cotton is best.
- Underclothing
- Bathrobe and Night Clothes
- Rubber or non-skid slippers or shoes
Slip-on and loose fit is best.

Please mark all clothing with resident's name, using a laundry marker (staff can provide one, if necessary), and report items to nursing staff so they can add them to the clothing list.

— over —



Rates

Welcome!

If you're joining us after a hospital stay, you'll likely find you have coverage through Medicare or private insurance.

If you're joining us after living at home or from another long-term care facility, you may be eligible or covered under Medicaid, which requires approval from a caseworker or verification of pending application before admission.

Or you may be in a private pay situation, which requires arrangement for payment at the time of admission.

Private Pay

Private Room - 1 Bed

\$9,600.00 | 30-day month

\$320.00 | day

\$13.33 | hour

Semi-Private Room - 2 Beds

\$9,360.00 | 30-day month

\$312.00 | day

\$13.00 | hour

Rates do not include pharmacy, specialty equipment, oxygen, incontinent products, wound care supplies, and other non-routine supplies. When possible, we will provide advance notice of services or supplies not covered.

\$15.00 per day | Oxygen

\$10.00 per day | Incontinent Products

Cost + 5% | Wound Care Supplies

Cost + 5% | Equipment



Our Team

Welcome!

With a heart for helping, we're working together for you:

EXECUTIVE DIRECTOR

Aubree Olmstead

NURSING & PROFESSIONAL CARE

Leana Tennison, RN - Director of Nursing

Tiffany Moyer, RN - Resident Care Manager

Priscilla Heimsoth, LPN - Assistant Resident Care Manager

Delena Graves, LPN - Social Services Director

FACILITY ADMINISTRATION

Kim Snyder - Business Office Manager

Janet Sullivan - Medical Records Manager

Drew Myron - Marketing Director

FOOD, NUTRITION & DINING

Joe Fischer - Food Service Director

ACTIVITIES & LIFESTYLE

Alesia O'Brien - Activity Director

FACILITY MAINTENANCE

Gregg Lee - Environmental Services Director

Questions? Concerns? Good news?

Please call on us — in person, or by phone: 541.296.2156