



# CLACKAMAS COUNTY SHERIFF

**Sheriff Angela Brandenburg**

Jesse Ashby, Undersheriff

Lee Eby, Undersheriff

Brad O'Neil, Undersheriff

10/2/2025

BCC Agenda Date/Item: \_\_\_\_\_

Board of County Commissioners  
Clackamas County

**Approval of an Intergovernmental Agreement with Oregon Department of Corrections for Parole & Probation Services funding. Agreement value is \$18,600,090 for 2 years. Funding through Oregon Department of Corrections. No County general funds involved.**

<b>Previous Board Action/Review</b>	Prior agreement signed 9/28/23. 20230928 II.A.3		
<b>Performance Clackamas</b>	Safe, Secure and Livable Communities		
<b>Counsel Review</b>	Yes	<b>Procurement Review</b>	No
<b>Contact Person</b>	Chris Chandler	<b>Contact Phone</b>	503-655-8725

**EXECUTIVE SUMMARY:** An approved IGA outlining CCSO's Biennial Plan for the Community Corrections Act (CCA) funding is required. The Biennial Plan details how the CCA funding is budgeted to the various programs throughout CCSO's Parole & Probation Division and how the CCA funds will be spent to help to further achieve CCSO's priorities and goals for the FY25-27 biennium. The Local Public Safety Coordinating Council (LPSCC) approved the Biennial Plan for submission to the State on September 18, 2025.

**RECOMMENDATION:** Staff recommends approval of this IGA and subsequently, the FY25-27 CCSO Biennial Plan regarding CCA funding between CCSO and the DOC.

Respectfully submitted,

Handwritten signature of Angela Brandenburg in black ink.

Sheriff Angela Brandenburg

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# *CLACKAMAS COUNTY* **SHERIFF**



## **2025-2027 BIENNIAL PLAN**

**INTERGOVERNMENTAL AGREEMENT #6892  
BETWEEN THE STATE OF OREGON AND CLACKAMAS COUNTY**

This Intergovernmental #6892 (Agreement) is between the State of Oregon acting by and through its Department of Corrections, hereafter called DEPARTMENT, and Clackamas County, hereafter called COUNTY.

Whereas, DEPARTMENT is an agency of the State of Oregon and COUNTY is a unit of local government of the State of Oregon and both parties desire to cooperate by agreement to provide correctional services in COUNTY within the requirements as authorized by ORS 423.475 to 423.565;

Whereas, the Legislative Assembly of Oregon enacted legislation establishing shared responsibility between county corrections programs and the Department on a continuing basis (ORS 423.475 to 423.565);

Whereas, ORS 144.106 provides "the supervisory authority shall use a continuum of administrative sanctions for violations of post-prison supervision";

Whereas, ORS 144.334 provides that the Board of Parole and Post-Prison Supervision may authorize issuance of citations by supervising officers;

Whereas, ORS 144.343 provides that the Board of Parole and Post-Prison Supervision may delegate the authority to impose sanctions as provided in ORS 144.106 and to continue a violator on parole or post-prison supervision with the same or modified conditions;

Whereas, ORS 423.478(2)(a) - (f) assigns responsibility for all offenders on probation, parole, post-prison supervision and those offenders sentenced or revoked for periods of one year or less, and on conditional release to COUNTY;

Whereas, ORS 137.593 and 137.595 provide that courts may delegate the authority to parole/probation officers to impose sanctions for probationers through a system of Structured Sanctions; and

Whereas, ORS 423.555 requires DEPARTMENT, with cooperation from COUNTY, to establish and operate a Statewide Evaluation and Information System and to monitor effectiveness of corrections services provided to criminal offenders under ORS 423.500 to 423.560.

Now, therefore, THE PARTIES HERETO, in consideration of the mutual promises, terms and conditions hereinafter provided, agree to the following:

## I. DEFINITIONS

- A. Amendment: Any change to this Agreement that alters the terms and conditions of the Agreement, effective only after all parties have signed and all approvals have been obtained. Plan Modifications are **NOT** Amendments.
- B. Budget Summary: The part of the County Corrections Plan that reflects the amount of County Corrections Grant funds granted by DEPARTMENT to COUNTY to implement the programs in the Plan. The Budget Summary is attached to this Agreement as Exhibit A.
- C. Community Corrections Manager: Individual designated by COUNTY pursuant to ORS 423.525 as responsible for administration of the community corrections programs as set forth by the Plan.
- D. County Corrections: All County agencies and officials who carry out the responsibilities in ORS 423.478(2)(a)-(f) and the activities of carrying out those responsibilities.
- E. County Community Corrections Plan or Plan: A document developed by the Local Public Safety Coordinating Councils and adopted by COUNTY's governing body pursuant to ORS 423.525 and 423.535 and received by DEPARTMENT's director or designee.
- F. County Community Corrections Plan Modification: A written change or alteration to the County Corrections Plan promulgated by COUNTY modifying the Plan subject to ORS 423.525, effective upon the date the written change or alteration has been submitted to the DEPARTMENT representative under this Agreement.
- G. County Community Corrections Grant: Grant(s) made by DEPARTMENT to assist COUNTY in the implementation and operation of county corrections programs including, but not limited to, preventive or diversionary correctional programs, probation, parole, post-prison supervision work release and local correctional facilities and programs for adults on supervision.
- H. Adult on Supervision (AOS): Any person under supervision who is on parole, post-prison supervision, transitional leave, work release, local control, and/or probation status.
- I. Sanctions or Structured Sanctions: A response to adult on supervision violations of conditions of supervision that uses custody units.

- J. Statewide Evaluation and Information System: The Corrections Information Systems (CIS) including the Offender Profile System (OPS), the Integrated Supervision Information System (ISIS), Case Management for Institutions (CMI), Offender Management System (OMS), Offender Information System (OIS), Interstate Compact Offender Tracking System (ICOTS), and related case management modules.
- K. Supervisory Authority: The local corrections official or officials designated in each COUNTY by that COUNTY's Board of County Commissioners or county court to operate corrections supervision services, custodial facilities or both.

## II. **AUTHORITY AND DURATION**

### A. **Authority**

This Agreement is entered into pursuant to the provisions of ORS 423.520, ORS 423.530 and 423.535.

### B. **Duration**

This Agreement will become effective on **July 1, 2025** and will remain in effect until **June 30, 2027** or until terminated according to Section X, captioned TERMINATION.

## III. **PLAN; PLAN MODIFICATIONS**

- A. County Community Corrections Plan: COUNTY will create a County Community Corrections Plan meeting the requirements of ORS 423.525 outlining the basic structure of supervision, services, and local sanctions to be applied to adults on supervision sentenced or convicted of felonies, designated drug-related misdemeanors, or designated person misdemeanors and on supervision in the county. The Plan consists of program descriptions and budget allocations and is included by this reference as part of this Agreement. The Plan must be received and approved by DEPARTMENT before disbursements can be made by COUNTY.
- B. Plan Modifications: COUNTY and DEPARTMENT agree that the Plan must remain a flexible instrument capable of responding to unforeseen needs and requirements. COUNTY may modify the Plan according to ORS 423.525 and the administrative rules thereunder governing the support and development of County Corrections Programs. A copy of all Plan Modifications will be marked in sequence beginning with the designation "Plan Modification 1" and attached to the above-mentioned Plan. DEPARTMENT will notify COUNTY of any concerns about the modification or the need for an amendment within a 30 calendar day period after DEPARTMENT receives the Plan Modification.

- C. Notice of Modification: No Plan Modifications shall take effect until COUNTY gives written notice to DEPARTMENT, in a form approved by DEPARTMENT. DEPARTMENT shall provide to COUNTY an approved form for modifications as soon as practicable after execution of this Agreement.

#### **IV. AMENDMENTS GENERALLY**

The terms of this Agreement shall not be waived, altered, modified, supplemented or amended, in any manner whatsoever, except by written Amendment signed by the parties.

#### **V. DUTIES AND RESPONSIBILITIES OF COUNTY**

- A. COUNTY shall assume administrative responsibility for correctional supervision and services within its jurisdiction, as outlined in the Plan.
- B. COUNTY shall designate a Community Corrections Manager.
- C. COUNTY will meet the goals for community corrections in Oregon described below:
  - 1. Reduce Criminal Behavior
    - a. Indicator: recidivism, as measured by arrest, conviction, or incarceration for a new crime within three years from initial admission to probation.
    - b. Indicator: recidivism, as measured by arrest, conviction, or incarceration for a new crime within three years from first release to parole/post-prison supervision.
  - 2. Enforce Court, Board of Parole and Post-Prison Supervision, and Local Supervisory Authority Orders:
    - a. Indicator: the percentage of positive case closures for adults on parole/post-prison supervision.
    - b. Indicator: the percentage of positive case closures for adults on probation.
  - 3. Assist Offenders to Change:
    - a. Indicator: employment rates for adults on supervision.
    - b. Indicator: substantial compliance with treatment requirements.
  - 4. Provide Reparation to Victims and Community
    - a. Indicator: the percentage of restitution and compensatory fines collected, owed to victims.
    - b. Indicator: the percentage of community service hours provided by adults on supervision.



- D. Except as otherwise provided by the DEPARTMENT's rules or orders, COUNTY will adopt and implement a continuum of administrative sanctions used by DEPARTMENT and the Board of Parole and Post-Prison Supervision for violators of conditions of probation, parole and post-prison supervision as authorized by ORS 144.106, 144.334, 144.343 and 137.540 and the rules thereunder. COUNTY will manage local control post-prison supervision in accordance with the rules and practices of the Board of Parole and Post-Prison supervision.
- E. COUNTY will follow the Oregon Administrative Rules (OAR's) applicable to community corrections, including but not limited to the following:
1. Network Information System Access and Security, OAR 291-005-0005 through 291-005-0075.
  2. Transfer (Community Corrections), OAR 291-019-0100 through OAR 291-019-0225.
  3. Community Corrections Programs, OAR 291-031-0005 through OAR 291-031-0360.
  4. Pre-sentence Reports, OAR 291-038-0005 through 291-038-0050.
  5. Structured, Intermediate Sanctions, OAR 291-058-0010 through OAR 291-058-0070.
  6. Short-term Transitional Leaves, Emergency Leaves, and Supervised Trips, OAR 291-063-0100 through 291-063-1040.
  7. Records Management (AIC and Offender), OAR 291-070-0100 through OAR 291-070-0140.
  8. Community Case Management, OAR 291-078-0005 through OAR 291-078-0031.
  9. Admission, Sentence Computation and Release, OAR 291-100-0005 through OAR 291-100-0160.
  10. Interstate Compact, OAR 291-180-0106 through OAR 291-180-0275.
  11. Sex Offenders, Special Provisions, OAR 291-202-0010 through 291-202-0130.
  12. Active and Inactive Probation, OAR 291-206-005 through 291-206-0030.
  13. Earned Discharge, OAR 291-209-0010 through 291-209-0070.
  14. Dangerous Offenders, OAR Chapter 255, Divisions 36 and 37.
  15. Release to Post-Prison Supervision or Parole and Exit Interviews, OAR Chapter 255, Division 60.
  16. Conditions of Parole and Post-Prison Supervision, OAR Chapter 255, Division 70.
  17. Procedures for Response to Parole and Post-Prison Supervision Condition Violations for Offenders Under the Jurisdiction of the Board of Parole and Post-Prison Supervision or Local Supervisory Authority, OAR Chapter 255, Division 75.
  18. Sex Offender Notification Levels, OAR Chapter 255, Division 85

19. Active and Inactive Parole and Post-Prison Supervision, OAR Chapter 255, Division 94.
  20. Archiving, OAR Chapter 166.
- F. COUNTY will follow all applicable Federal and State civil rights laws including, but not limited to:
1. Federal Code, Title 5 USCA 7201 et seq. - Anti-discrimination in Employment.
  2. Oregon Statutes, Enforcement of Civil Rights: ORS 659A.009, 659A.006, and 659A.030.
  3. Americans with Disabilities Act.
- G. COUNTY will prepare and furnish such data, descriptive information and reports as may be requested by DEPARTMENT as needed to comply with ORS 423.520, which states in part, "The department shall require recipients of the grants to cooperate [ . . . ] in the collection and sharing of data necessary to evaluate the effect of community corrections programs on future criminal conduct." COUNTY will enter data into the Statewide Evaluation and Information Systems in a complete, accurate, and timely manner. COUNTY agrees to, and does hereby grant DEPARTMENT the right to reproduce, use and disclose all or any part of such reports, data and technical information furnished under this Agreement.
- H. COUNTY will permit authorized representatives of DEPARTMENT to make such review of records of COUNTY as may be necessary to satisfy audit or program review purposes. A copy of any audit or monitoring report will be made available to COUNTY.
- I. COUNTY will follow DEPARTMENT prescribed allotment and expenditure reporting system and shall provide this information on each discrete program in the COUNTY Corrections Plan. This system will be used for controlling County Corrections Grant funds by DEPARTMENT and to provide suitable records for an audit. COUNTY will make available to the DEPARTMENT copies of its annual audit report required by ORS 297.425.
- J. If funding from DEPARTMENT is reduced or discontinued by legislative action, COUNTY will not be required to increase use of COUNTY revenue for continuing or maintaining corrections services as set out in this Agreement. If funding is reduced below the amount set out in ORS 423.483, the County may elect to terminate pursuant to Section X, below.
- K. COUNTY will participate in all of the systems that comprise the Statewide Evaluation and Information Systems. COUNTY will enter and keep current information on adults on supervision in the Law Enforcement Data System (LEDS) Enter Probation Record (EPR) System.



- L. COUNTY will retain responsibility for cases transferred to and accepted by another state under the terms of the Interstate Compact for Adult Offender Supervision, an agreement among states to provide supervision services for parole, post-prison, and probation adults on supervision that relocate to other states per ORS 144.610 and OAR 291-180-0106 through 291-180-0275.
- M. COUNTY will comply with ORS 182.515-182.525. Programs identified by the committee described in ORS 423.150 and receiving any state grant funds shall be evidence based. Evidence based programs are delivered consistent with the findings in research about what works best to reduce recidivism.

## **VI. DEPARTMENT RESPONSIBILITIES**

- A. DEPARTMENT will furnish to COUNTY, in a timely manner, those procedures, directives, records, documents and forms required for COUNTY to meet its obligations.
- B. Subject to system capacity and data processing capabilities, DEPARTMENT will furnish data, descriptive information and reports, available to DEPARTMENT and requested by COUNTY that will assist COUNTY in complying with DEPARTMENT requirements. This data includes, but is not limited to, details regarding outcomes noted in Subsection V(C). DEPARTMENT hereby grants to COUNTY the right to reproduce, use, and disclose all or part of such reports, data, and technical information furnished under this Agreement.
- C. DEPARTMENT agrees to provide COUNTY an opportunity to review and comment on all new or revised administrative rules that have fiscal or programmatic impact on COUNTY.
- D. If by legislative action, funding from DEPARTMENT is reduced to COUNTY, DEPARTMENT agrees to provide reasonable notice and transition opportunity to COUNTY of changes that may significantly alter approved appropriations and programs.
- E. If COUNTY ceases to participate in County Corrections programs as described in ORS Chapter 423, DEPARTMENT may recover title and possession to property previously transferred to COUNTY or purchased by COUNTY with County Corrections Grant funds.
- F. DEPARTMENT grants to COUNTY continual access to the DEPARTMENT's computer system at no charge to COUNTY. All costs (including but not limited to any equipment or software upgrades) to ensure

this access; however, is the responsibility of COUNTY. If DEPARTMENT's computer is used in any way other than for pass-through of COUNTY data to the DEPARTMENT's system, COUNTY will provide support for additional activities. DEPARTMENT will provide timely notification and technical assistance when changes are made that impact applicable restrictions on the software, if any. If COUNTY uses DEPARTMENT's data circuits or network connections to access a third party jail management system, the terms of the attached Exhibit B apply. If DEPARTMENT determines that COUNTY has not complied with the terms of Exhibit B, DEPARTMENT may immediately suspend COUNTY access to DEPARTMENT's computer system.

- G. DEPARTMENT's Community Corrections Division will administer the provisions of the Interstate Compact for Adult Offender Supervision, an agreement among states to provide supervision services for adults on parole, under post-prison supervision, and on probation that relocate to other states per ORS 144.610 and OAR 291-180-0106 through 291-180-0275.
- H. DEPARTMENT will provide technical assistance to COUNTY in implementing and evaluating COUNTY's Plan.
- I. DEPARTMENT will provide technical assistance to COUNTY on changes in Oregon Statutes and Oregon Administrative Rules.

## **VII. FUNDS**

- A. The Budget Summary, Exhibit A, lists the County Corrections Grant funds authorized under this Agreement for the implementation of the Plan during the term of this Agreement.
- B. The Plan and this fully executed Agreement must be received by the DEPARTMENT from the COUNTY. After receipt of both the Plan and the executed Agreement, DEPARTMENT will authorize payments to the COUNTY as scheduled in this Section VII.
- C. The first payment to COUNTY will occur as soon as possible after the DEPARTMENT's budget is legislatively approved and implemented and quarterly thereafter.
- D. The DEPARTMENT will disburse to COUNTY one eighth of the County Correction Grant Funds authorized under this Agreement within 15 days of each of the following dates; 7/1/25, 10/1/25, 1/1/26, 4/1/26, 7/1/26, 10/1/26, 1/1/27, and 4/1/27.

DEPARTMENT's obligation to disburse County Correction Grant Funds is subject to satisfaction, on the date of each disbursement, of each of the following conditions:

1. COUNTY is in compliance with all terms and conditions of this Agreement;
  2. This Agreement has not been terminated; and
  3. DEPARTMENT has received funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow DEPARTMENT, in the exercise of its reasonable administrative discretion, to make the disbursement.
- E. Both parties agree that all reallocations of funds between or within programs shall require a County Community Corrections Plan Modification, except that COUNTY may reallocate up to ten percent of funds in any budget category in the approved Plan between or within programs without a County Community Corrections Plan Modification. COUNTY shall notify DEPARTMENT in writing of such reallocation within 30 days after making the reallocation.
- F. Unexpended Funds: Fund balances remaining at the termination of this agreement may be retained by the COUNTY, upon approval by the DEPARTMENT, for the provision of on-going supervision, correctional services, and sanctions in accordance with the Plan.
- G. Supervision fees collected by COUNTY pursuant to ORS 423.570 and its administrative rules will be used to offset costs of supervising the probation, parole, post-prison supervision or other supervised release.
- H. Unauthorized Expenditures: Any County Corrections Grant Funds expended for unauthorized purposes will be deducted by DEPARTMENT from subsequent payments under this Agreement or refunded to DEPARTMENT upon request.
- I. For purposes of the delivery of field corrections services, DEPARTMENT recognizes COUNTY as an ongoing partner for all County Corrections appropriations provided by the State of Oregon Legislature according to ORS 423.475 to 423.565.
- J. Funding for Sexually Violent Dangerous Offenders: After receipt and review of an invoice from the COUNTY, DEPARTMENT will reimburse COUNTY at the daily rate established by the DEPARTMENT for the intensive supervision of adults on supervision designated as sexually violent dangerous offenders by the Court or Board of Parole and Post-

Prison Supervision only from the amount specifically appropriated for the increased level of supervision of such adults on supervision.

- K. In the event that the COUNTY retains funds to spend in the next biennium under Subsection VII(F), then Subsections VII (D)-(G) and (I)-(J) will survive termination or expiration of this Agreement.

## **VIII NONCOMPLIANCE**

- A. The Assistant Director of Community Corrections or the Assistant Director's designee shall biennially review COUNTY's compliance with this Agreement under ORS 423.500 to 423.560. COUNTY must substantially comply with the provisions of the Plan received by DEPARTMENT and this Agreement.
- B. If, upon review, DEPARTMENT determines that there are reasonable grounds to believe that COUNTY is not in substantial compliance with this Agreement or Plan, DEPARTMENT shall contact COUNTY regarding the alleged noncompliance and offer technical assistance to reach compliance. If COUNTY does not resolve the alleged noncompliance, DEPARTMENT shall, after giving COUNTY not less than 30 calendar days' notice, conduct a hearing to ascertain whether there is substantial compliance or satisfactory progress being made toward compliance. After technical assistance, which may include peer review or other assistance, is provided and the hearing occurs, DEPARTMENT may suspend any portion of the funding made available to COUNTY under ORS 423.500 to 423.560 until County complies as required.
- C. In the event that a dispute arises, COUNTY may appeal to the Director of the Department of Corrections.

**IX INDEMNIFICATION** COUNTY shall comply with the contribution, ADR, subcontractor indemnity and subcontractor insurance requirements set forth in Exhibit C.

## **X TERMINATION**

- A. It is understood and agreed by the parties hereto that this Agreement will remain in force only during its term and will not continue in force after its term. There will be no automatic extension, but this Agreement may be extended only by written Amendment.
- B. It is understood and agreed by the parties hereto that if any part, term or provision of this Agreement, including any part, term or provision of any appended material, is held by a court to be illegal or in conflict with any law of the State of Oregon or applicable administrative rule, that element of this Agreement including relevant appended materials will be void and without

effect and will be treated by the parties as having been terminated as of the date of determination of the voidness.

- C. If COUNTY chooses to discontinue participation in the Plan as described in this Agreement and ORS 423.483(2), COUNTY may terminate participation at the end of any month by delivery of a resolution of the Board of Commissioners to the DEPARTMENT's Director or the Director's designee not less than 180 calendar days before the date on which COUNTY intends to discontinue its participation. Termination of COUNTY participation may occur only at the end of a month. This Agreement will terminate on the same date that COUNTY discontinues its participation in the Plan.
- D. If COUNTY terminates participation, the following will apply:
  - 1. The responsibility for correctional services transferred to COUNTY and any unused County Corrections Grant funds will revert to DEPARTMENT.
  - 2. The responsibility for supervision of and provision of correctional services to misdemeanor offenders does not revert to DEPARTMENT under any circumstances except those of adults on supervision convicted of designated drug-related misdemeanors or designated person misdemeanors.
- E. It is understood and agreed by the parties hereto that this Agreement will automatically terminate if the State of Oregon fails to provide any funding. If there is reduced state funding as described in ORS 423.483, County may terminate the Agreement as described herein.

## **XI COMPLIANCE WITH APPLICABLE LAW**

Both Parties shall comply with all federal, state and local laws, regulations, executive orders, and ordinances to which each is subject and which is applicable to this Agreement. Without limiting the generality of the foregoing, the parties expressly agree to comply with: (i) Title VI of the Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and ORS 659A.142; (iv) all regulations and administrative rules established pursuant to those laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. DEPARTMENT's performance under this Agreement is conditioned upon COUNTY's compliance with the provisions of ORS 279B.220, 279B.230, 279B.235 and 279B.270, as amended from time to time, which are made applicable to this Agreement and incorporated herein by this reference. All employers, including COUNTY, that employ subject workers who work under this Agreement in the State of Oregon shall comply with ORS 656.017 and provide the required Workers' Compensation coverage unless such employers are exempt under ORS 656.126.

COUNTY shall ensure that each of its subcontractors complies with these requirements.

Nothing in this Agreement shall require County or Department to act in violation of state or federal law or the Constitution of the State of Oregon.

## **XII ACCESS TO RECORDS**

For not less than six (6) years after Agreement expiration or termination, DEPARTMENT, the Secretary of State's Office of the State of Oregon, the federal government, and their duly authorized representatives shall have access to the books, documents, papers and records of COUNTY which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts. COUNTY shall retain all pertinent records until the later of: (i) the date that is not less than six (6) years following the Agreement expiration or termination date or (ii) the date on which all litigation regarding this Agreement is resolved. COUNTY agrees that full access to DEPARTMENT will be provided in preparation for and during litigation and that copies of applicable records shall be made available upon request and payment by DEPARTMENT for the COUNTY's cost to produce the copies.

## **XIII SURVIVAL**

All rights and obligations shall cease upon termination or expiration of this Agreement, except for the rights and obligations set forth in Sections IV, IX, X, XI, XII, XIII, and XIV.

## **XIV GOVERNING LAW; JURISDICTION; VENUE**

The laws of the State of Oregon (without giving effect to its conflicts of law principles) govern all matters arising out of or relating to this Agreement, including, without limitation, its validity, interpretation, construction, performance, and enforcement. Any party bringing a legal action or proceeding against any other party arising out of or relating to this Agreement shall bring the legal action or proceeding in the Circuit Court of the State of Oregon for Marion County. Each party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such forum is an inconvenient forum.

## **XV WAIVER**

The failure of either party to enforce any provision of this Agreement will not constitute a waiver by that party of that or any other provision.

## **XVI EXECUTION AND COUNTERPARTS**

This Agreement may be executed in several counterparts, each of which will be an original, all of which will constitute but one and the same instrument.

## **XVII MERGER; INTEGRATION**

This instrument contains the entire agreement between the parties and no statement made by any party hereto, or agent thereof, not contained or attached with reference thereto in this written agreement will be valid or binding. This Agreement will supersede all previous communications, representations, whether verbal or written, between the parties hereto. This Agreement may not be enlarged, modified or altered except in writing, signed by the parties, and attached.

STATE OF OREGON  
DEPT. OF CORRECTIONS

CLACKAMAS COUNTY

\_\_\_\_\_  
Eric McDowell, Contracts Officer

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Approved for Legal Sufficiency  
Oregon Attorney General's Office:

/s/ Nina Englander per email dated 5/19/2025  
Assistant Attorney General



**EXHIBIT A**

**BUDGET SUMMARY  
CLACKAMAS COUNTY  
(to be added by DEPARTMENT after  
COUNTY submission of the County Corrections Plan)**

## **EXHIBIT B**

### **CLACKAMAS COUNTY**

#### **NETWORK ACCESS BY COUNTY**

1. COUNTY jail users will be permitted to use existing DEPARTMENT data circuits to access third party systems. Access is permitted for jail management system application users only. COUNTY jail users will not be permitted to use DEPARTMENT circuits for video conferencing, Real Audio, Internet access, applications that require large amounts of bandwidth, or other jail management software online service or system unless approved by DEPARTMENT. COUNTY jail users will be permitted to use DEPARTMENT's data circuits for video image transmissions using a NIST standard (available from DEPARTMENT upon request).

- A. All network traffic covered by this agreement will employ TCP/IP network protocols.
- B. DEPARTMENT will continue its policy of only providing one router to each county. This means that if COUNTY's jail and the parole and probation office are located in separate buildings, COUNTY will be responsible for providing a connection between the two buildings.

2. COUNTY understands and acknowledges that DEPARTMENT is subject to the public records provision of ORS 192.311 through 192.478 and other applicable laws and administrative rules which establish uniform guidelines and procedures for the release of information from DEPARTMENT's computer system.

**EXHIBIT C  
INDEMNIFICATION  
CLACKAMAS COUNTY**

**Contribution**

If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against a party (the "Notified Party") with respect to which the other party ("Other Party") may have liability, the Notified Party must promptly notify the Other Party in writing of the Third Party Claim and deliver to the Other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Either party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by the Other Party of the notice and copies required in this paragraph and meaningful opportunity for the Other Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to the Other Party's liability with respect to the Third Party Claim.

With respect to a Third Party Claim for which the Department is jointly liable with the County (or would be if joined in the Third Party Claim ), the Department shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the County in such proportion as is appropriate to reflect the relative fault of the Department on the one hand and of the County on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the Department on the one hand and of the County on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. The Department's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if the Department had sole liability in the proceeding.

With respect to a Third Party Claim for which the County is jointly liable with the Department (or would be if joined in the Third Party Claim), the County shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the Department in such proportion as is appropriate to reflect the relative fault of the County on the one hand and of the Department on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the County on the one hand and of the Department on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. The County's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if it had sole liability in the proceeding.

## **Alternative Dispute Resolution**

The parties should attempt in good faith to resolve any dispute arising out of this agreement. This may be done at any management level, including at a level higher than persons directly responsible for administration of the agreement. In addition, the parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.

## **Indemnification by Subcontractors**

County shall take all reasonable steps to cause its contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents ("Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys' fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of County's contractor or any of the officers, agents, employees or subcontractors of the contractor ("Claims"). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the contractor from and against any and all Claims.

## **Subcontractor Insurance Requirements**

### **GENERAL**

County shall require its first tier contractor(s) that are not units of local government as defined in ORS 190.003, if any, to: i) obtain insurance specified under TYPES AND AMOUNTS and meeting the requirements under, "TAIL" COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before the contractors perform under contracts between County and the contractors (the "Subcontracts"), and ii) maintain the insurance in full force throughout the duration of the Subcontracts. The insurance must be provided by insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to County. County shall not authorize contractors to begin work under the Subcontracts until the insurance is in full force. Thereafter, County shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. County shall incorporate appropriate provisions in the Subcontracts permitting it to enforce contractor compliance with the insurance requirements and shall take all reasonable steps to enforce such compliance. Examples of "reasonable steps" include issuing stop work orders (or the equivalent) until the insurance is in full force or terminating the Subcontracts as permitted by the Subcontracts, or pursuing legal action to enforce the insurance requirements. In no event shall County permit a contractor to work under a Subcontract when the County is aware that the contractor is not in compliance with the insurance requirements. As used in this section, a "first tier" contractor is a contractor with which the county directly enters into a contract. It does not include a subcontractor with which the contractor enters into a contract.

## **TYPES AND AMOUNTS**

### **PROFESSIONAL LIABILITY**

Professional Liability Insurance covering any damages caused by an error, omission or negligent act related to the services to be provided under the Subcontract, with limits not less than \$2,000,000, as determined by the Department:

**"TAIL" COVERAGE** If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance, the contractor shall maintain either "tail" coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of the Subcontract, for a minimum of 24 months following the later of : (i) the contractor's completion and County 's acceptance of all Services required under the Subcontract or, (ii) the expiration of all warranty periods provided under the Subcontract. Notwithstanding the foregoing 24-month requirement, if the contractor elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the 24-month period described above, then the contractor may request and the Department may grant approval of the maximum "tail " coverage period reasonably available in the marketplace. If Department approval is granted, the contractor shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace.

**NOTICE OF CANCELLATION OR CHANGE** The contractor or its insurer must provide 30 days' written notice to County before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

**CERTIFICATE(S) OF INSURANCE** County shall obtain from the contractor a certificate(s) of insurance for all required insurance before the contractor performs under the Subcontract. The certificate(s) or an attached endorsement must specify: i) all entities and individuals who are endorsed on the policy as Additional Insured and ii) for insurance on a "claims made" basis, the extended reporting period applicable to "tail" or continuous "claims made" coverage.



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# CLACKAMAS COUNTY SHERIFF

## VISION

*Conserving safety in our communities through responsiveness, partnerships, and innovation.*

## MISSION

*The mission of the Clackamas County Sheriff's Office is to provide public safety services to the people of Clackamas County so they can experience a safe and secure community.*

## VALUES

*Courage • Dedication • Integrity • Professionalism • Respect*

*A Tradition of Service Since 1845*



# Clackamas County

## 2025-2027 Community Corrections Biennial Plan

Department of Corrections 3723 Fairview Industrial Drive SE Salem, Oregon 97310	<i>For Office Use Only</i>  <i>Date Received:</i>
Address: 1024 Main Street, Oregon City, OR 97045 Phone: 503-655-8603      Fax: 503-650-8942	
Community Corrections Director/Manager: Captain Chris Chandler Address: 1024 Main Street, Oregon City, OR 97045 Phone: 503-55-825      Fax: 503-655-8942      Email: cchandler@clackamas.us	
Sheriff: Angela Brandenburg Address: 2223 Kaen Road, Oregon City, OR 97045 Phone: 503-785-5000      Fax: 503-785-5190      Email: Angiebran@clackamas.us	
Jail Manager: Captain Jennifer Freeman Address: 2203 Kaen Road, Oregon City, OR 97045 Phone: 503-722-6631      Fax: 503-785-5190      Email: Jenniferfre@clackamas.us	
Supervisory Authority: Sheriff Angela Brandenburg Address: 2223 Kaen Road, Oregon City, OR 97045 Phone: 503-785-5000      Fax: 503-785-5190      Email: Angiebran@clackamas.us Supervisory Authority: Address: Phone:      Fax:      Email:	
LPSCC Contact: Captain Chris Chandler Address: 1024 Main Street, Oregon City, OR 97045 Phone: 503-655-8725      Fax: 503-650-8942      Email: cchandler@clackams.us	
<b><u>Biennial Budget</u></b>	
State Grant-in-Aid Fund:	\$18,600,090
DOC M57 Supplemental Fund:	\$960,097
CJC Justice Reinvestment Grant:	\$2,694,796
Family Sentencing Alternative Program	
Transitional Funds	\$70,156
CJC Treatment Court Grant:	
County General Fund:	\$12,847,414
Supervision Fees:	
Biennial Carryover (GIA, M57, FSAP):	\$861,860.30
Other Fees:	
Other State or Federal Grant:	
Other:	\$1,803,801
<b><u>Total:</u></b>	<b>\$37,838,214.30</b>



**Local Public Safety Coordinating Council**  
**Sheriff Angela Brandenburg, Chair**  
**Captain Chris Chandler, Vice-Chair**

Clackamas County Board of Commissioners  
Public Services Building  
2051 Kaen Road  
Oregon City, Oregon 97045-4035

Commissioners:

The Clackamas County Local Public Safety Coordinating Council is pleased to submit the Clackamas County Sheriff's Office Biennial Plan for 2025-2027, which describes funding and programs under Parole and Probation and Transitional Services. The 2025-2027 Biennial Plan was reviewed and unanimously approved by LPSCC members on September 18, 2025.

Sincerely,

Sheriff Angela Brandenburg  
Chair, Clackamas County Local Public Safety Coordinating Council



# ORGANIZATIONAL OVERVIEW

The Clackamas County Sheriff's Office employs over 550 full-time staff and serves about 423,000 residents across 1,879 square miles, including Mt. Hood, the second most climbed mountain in the world.

Sheriff's Office divisions include A Safe Place Family Justice Center, Civil, Finance, Investigations, Jail, Operational Support, Parole and Probation, Patrol, Public Safety Training Center, and Training & Wellness. The office also provides contracted police services to Wilsonville, Happy Valley, and Estacada.

Since 2022, Clackamas County has consistently ranked as the safest metro county in Oregon, according to Oregon State Police Uniform Crime Reporting data. This ranking highlights a strong collaboration among law enforcement, public safety partners, and community organizations.

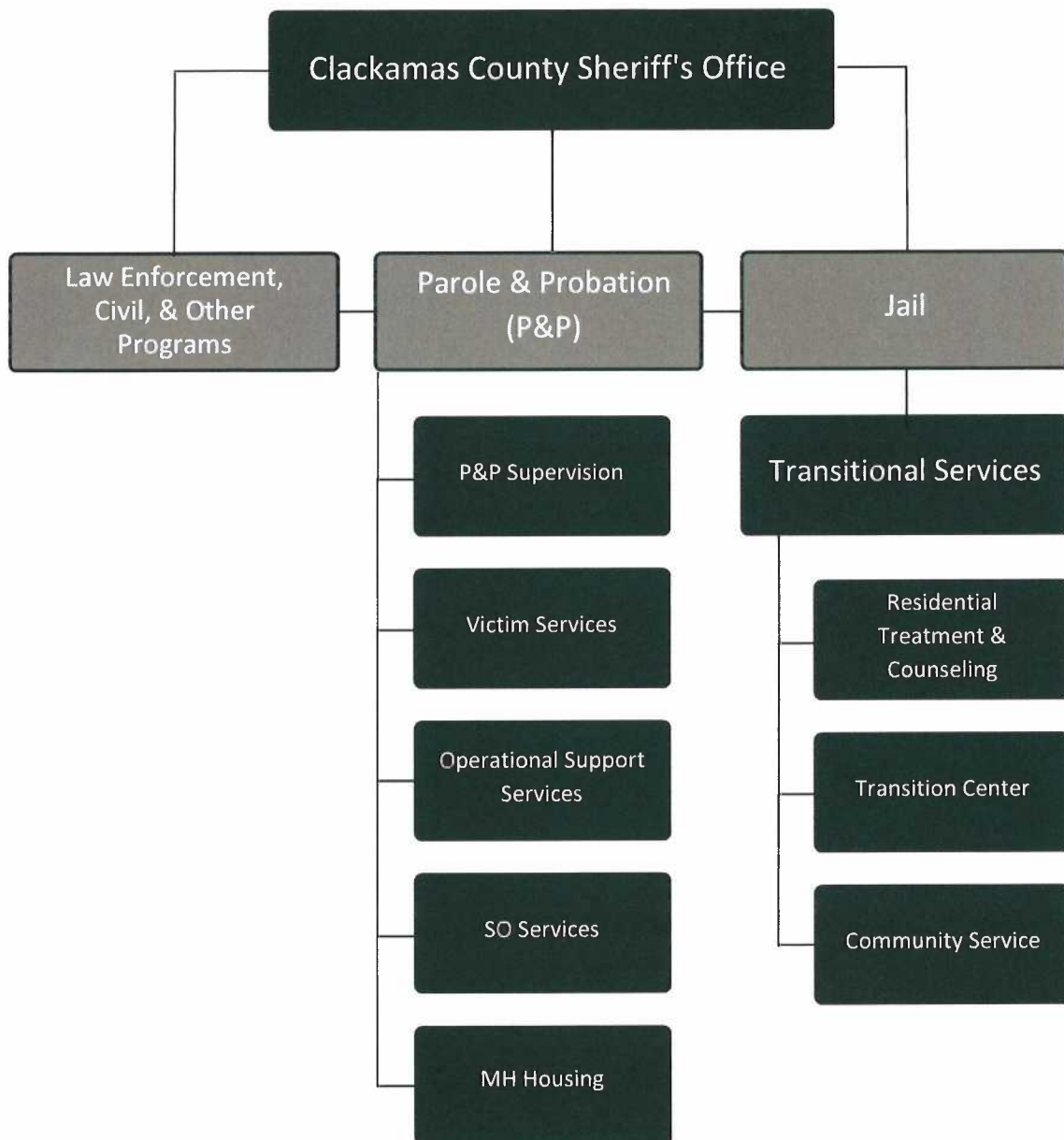
In 2025, leadership transitions led to the promotion of Captain Chris Chandler to oversee Parole and Probation and the promotion of Captain Jennifer Freeman to oversee the Jail Division, including Transitional Services. Their leadership is overseen by Sheriff Angela Brandenburg, Undersheriff Lee Eby, and Undersheriff Brad O'Neil, who provide overall direction and support.

## LEADERSHIP





# ORGANIZATIONAL CHART







# PAROLE AND PROBATION DIVISION



**Justice, Accountability, &  
Reintegration**



# PAROLE AND PROBATION OVERVIEW

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**Parole and Probation is a Division of the Sheriff's Office in Clackamas County, with personnel that include certified Parole and Probation Officers and managers, office specialists, analysts, and other administrative professionals. Additional staff are assigned to Transitional Services in support of programs designed to provide a myriad of services to adults on supervision.**

The Clackamas County Parole and Probation Division provides community supervision and case monitoring for more than 2,000 individuals. Caseloads are primarily organized by crime type—such as general (person, property, and drug-related offenses), domestic violence, and sexual offenses—or by responsivity factors, including gender-specific and mental health-focused supervision.

To meet statutory supervision requirements and promote public safety, the division uses validated risk and needs assessment tools to evaluate an individual's likelihood of reoffending. These assessments inform supervision strategies, guide resource allocation, and shape interventions aimed at reducing risk.

Aligned with evidence-based practices supported by the Oregon Department of Corrections, Parole and Probation Officers are trained in risk assessment, behavior change planning, and the use of cognitive-behavioral interventions. These tools are incorporated alongside referrals to community-based services to address criminogenic needs and support long-term success.

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## GENDER RESPONSIVE SUPERVISION

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**Gender-responsive practices improve supervision outcomes, making an impact on both justice-involved women and their families.**

Clackamas County's Parole & Probation Division utilizes gender-responsive strategies to address the unique needs of justice-involved women, many of whom experience trauma, substance use disorder, mental health issues, and caregiving responsibilities. Traditional methods may overlook some of these factors, so Clackamas County has implemented key practices to include:

- **Trauma-Informed Supervision:** Special attention is paid to foster safe, supportive environments and prevent re-traumatization
- **Gender responsive referrals:** POs refer individuals to service providers capable of providing gender-specific treatment, like the Clackamas Substance Abuse Program (CSAP)
- **Client engagement events:** Justice-involved women are invited to gather and participate in social events facilitated by P&P staff, centered around relationship building and strengthening support
- **Specialized Case Management:** Individual supervision plans based on the Women's Risk Needs Assessment (WRNA)
- **Gender specific interventions:** Combines trauma-informed care, cognitive-behavioral strategies, and personalized support to reduce recidivism and promote stability

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## MULTI-DISCIPLINARY TEAMS

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**Collaboration with community-based organizations and public safety partners is vital to the success of Parole and Probation (P&P), which seeks to balance reformation and accountability for individuals under supervision.**

The P&P Division plays a central role in supporting programs designed to enhance supervision for individuals with unique barriers to success, including the **Mental Health Court**, **Drug Court**, and the division's **Mobile Stabilization Outreach Unit (MSOU)**. Parole and Probation Officers work with Clackamas County Health Centers, the Circuit Court, prosecutors and defense attorneys to seek the best possible outcomes for treatment court participants. Established in 2023, MSOU continues to serve individuals with housing and transportation barriers, by bringing resources and interventions out to the community, leveraging partnerships with city libraries to create a welcoming space to connect with participants. In 2024, MSOU served a total of 144 individuals.

The P&P Division also works with multiple law enforcement agencies as well as professionals from the Department of Human Services (DHS) and behavioral health staff on a variety of multi-disciplinary teams that include the **Threat Assessment Team** which identifies and intervenes on individuals posing high threats of lethality, the domestic violence (DV) focused **High-Risk Response Team** which aims to increase the safety of DV victims both pre- and post-adjudication, the **Inter-Agency Task Force**, which focuses on major weapons and narcotics trafficking, and finally **Human Trafficking** operations designed to hold traffickers accountable and create pathways to recovery for victims.

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## IMPACT COURT & DRUG ENFORCEMENT MISDEMEANORS

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**A collaborative effort to rapidly provide services and interventions for the drug-affected**

House Bill 4002 (2024) created new requirements and opportunities for local criminal justice systems to take a different approach to working with individuals whose justice-involvement is due solely to substance use. As a result, Clackamas County established the Impact Court program, designed to support individuals who qualify for deflection (referral to treatment and other services without a formal filing of charges by the District Attorney's office), as well as providing oversight of Conditional Discharge cases; a deferral of sentencing that requires participation in the program.

The Clackamas County Parole and Probation (P&P) Division has supported this new approach through coordination with program navigators and providing supervision of Impact Court participants.

Whether individuals are granted a conditional discharge or are sentenced to formal probation, the P&P Division provides a continuum of services, sanctions, and supervision for these drug-related case in collaboration with the District Attorney's office and Circuit Court.

In the event of revocation and imposition of a jail sentence, HB 4002 provides additional opportunities for individuals to be released back to the community and re-engage with treatment providers. CCSO is committed to working with all our community partners in an effort to reach the best possible outcomes for this population.



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## VICTIM SERVICES

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### **Providing post-conviction support and advocacy for victims of crime**

The Clackamas County Sheriff's and District Attorney's Offices provides services for victims of crime during criminal investigations and throughout subsequent court proceedings. The Parole and Probation Victim Services program provides these services post-conviction, working alongside Parole and Probation staff to honor victims' rights; informing and empowering victims of crime while their offender serves a term of community supervision. In 2024, the program served 644 victims of crime. With an average of 3 contacts per victim, the program made almost 2,000 contacts during this period.

Clackamas County is one of the few counties in Oregon that dedicates resources to embed a victim services coordinator within their Parole and Probation agency and perform outreach to victims post-conviction. The Victim Services Program at the P&P Division strives to inform victims of their legal rights and decision making that occurs throughout the course of supervision. Our program coordinator also seeks to empower individuals, amplifying their voice to be heard in violation hearings and other proceedings, to ensure their experience and perspective is included at critical decision making points.

The program coordinator assists with the development of safety plans and works with the Clackamas County Family Justice Center to connect victims with critical resources when they are most needed. They work alongside parole and probation staff when decisions or actions impact the victim, providing notification for victims when cases become eligible for earned discharge (early termination of supervision) or conversion from formal to bench (unsupervised) probation. In 2024, the program made 147 of these notifications.

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## TRANSITIONAL SERVICES

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**Transitional Services - which encompasses Residential Treatment and Counseling, The Pre-Treatment Jail Program, and the Transition Center - are key components of a system-wide strategy for community safety in Clackamas County.**

**The Pre-Treatment Jail Program** operates within the Clackamas County Jail, in a dorm setting unique from every other living space in the facility. Staff assigned to this jail program assess participants, facilitate cognitive-behavioral groups, make recommendations for sentencing on prison-eligible cases, and create individualized transition plans for appropriate clients.

**Residential Treatment and Counseling** is centered around a substance abuse program with over 25 years of success known as the Clackamas Substance Abuse Program (CSAP). Housed in a 80 bed-facility in Milwaukie, Oregon, CSAP is one of the only residential treatment programs in the county and is designed to serve both men and women. While each population receives gender-specific services, all CSAP participants receive individual and group counseling, low-barrier access to medical care and medication-assisted treatment (MAT), as well as housing and employment resources as they prepare to transition out of the program.



**PICTURED ABOVE:** The Pre-Treatment Jail Program dorm where male participants reside and engage in programming.

**The Transition Center (TC)** is located adjacent to the Clackamas County Jail, an ideal location for individuals releasing from custody in need of a host of services including assessment and referrals for resources in the community. TC staff also support individuals incarcerated at Clackamas County Jail, conducting reach-in meetings and expediting structured sanctions.

Justice-involved individuals are held accountable in Clackamas County, while also being afforded multiple opportunities to engage in services designed to aid in their success at every stage: pre-sentencing, in custody, immediately upon release, and throughout the course of supervision.

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## COMMUNITY SERVICE

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**The Clackamas County Community Service program** provides a safe, pro-social sentencing alternative to justice-involved individuals so they can be held accountable for their offense while contributing to and remaining in their community, and provide a cost-effective workforce to our community partners.



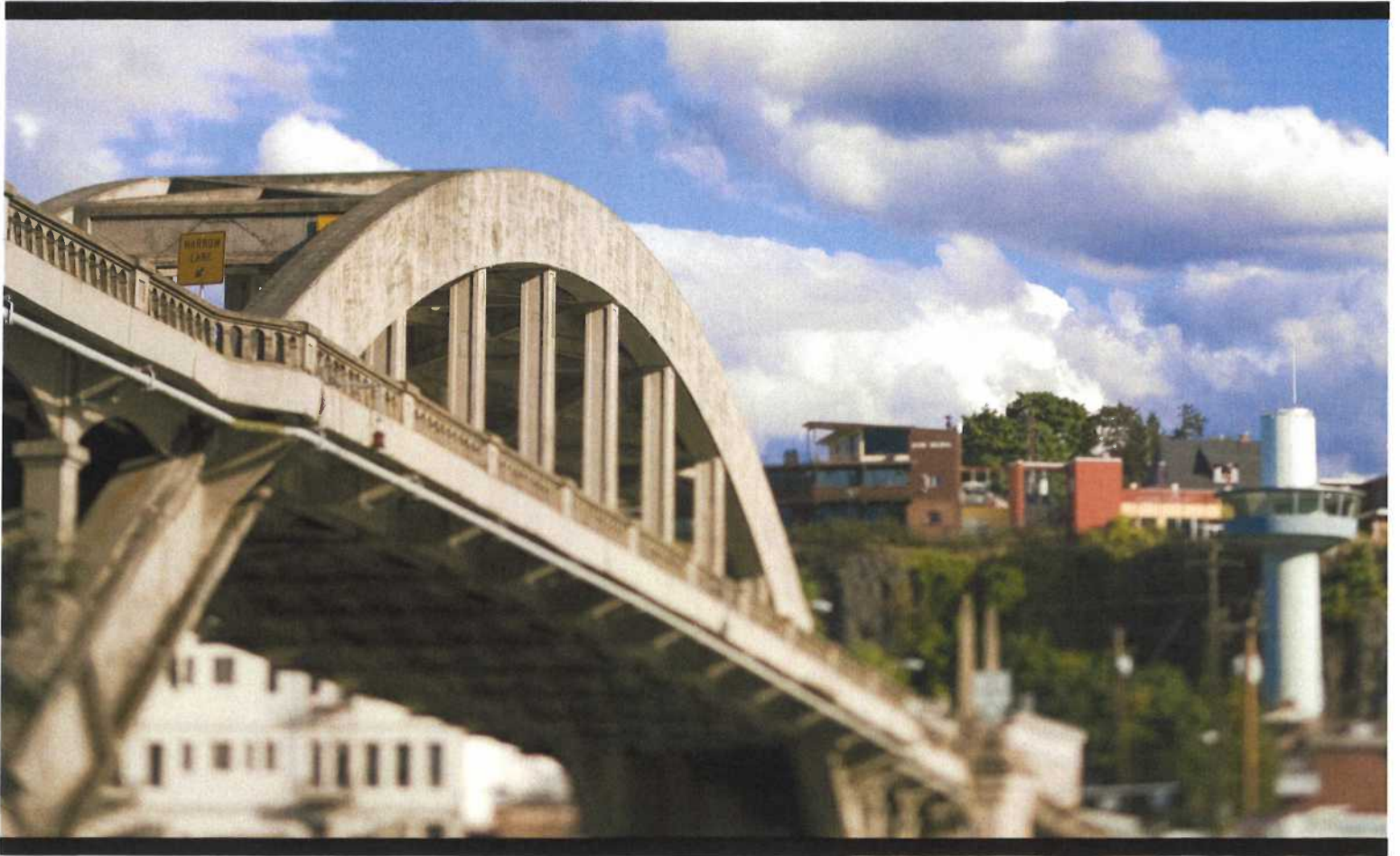
The Community Service program provides the following:

- Pro-social work crews running 7 days a week to provide general landscaping, site beautification, and graffiti removal
- Tracking and verification of CS hours completed for the supervisory authority
- Referrals to and from partnering counties and states
- Verification and collaboration with non-profit organizations to provide alternatives to work crew
- Revenue generation (through contracts, not fees)





# **PROGRAM DESCRIPTIONS**



**Justice,  
Accountability, &  
Reintegration**

Program Name:	Parole and Probation: Mental Health (MH) Housing Program
Program Description:	<p>The purpose of the MH Housing Program is to collaborate with medical and mental health professionals to ensure individuals on community supervision and suffering from Severe and Persistent Mental Illness (SPMI) receive appropriate care, housing, and other resources so they can stabilize in the community and successfully transition to become self-sufficient as they exit the criminal justice system.</p> <p>Haven House provides 12 beds for male SPMI clients, while Serenity House holds 8 beds for female SPMI clients.</p>
Program Category:	Other Programs and Services
Program Objectives:	<p>Reduce jail and emergency room utilization.</p> <p>Individuals assessed to be high risk by Parole and Probation Services are prioritized by the county's mental health treatment system.</p> <p>Individuals in need of treatment (as determined by assessment or mental health practitioner referral) are provided appropriate mental health services in a timely manner.</p>
Method(s) of Evaluation:	Supervisor review

Monthly Average to be Served: 20

Type of Offender(s) Served:

- ☒ Probation  
☒ Parole/Post-Prison  
☐ Local Control

Crime Category:

- ☒ Felony  
☒ Misdemeanor

Gender:

- ☒ Male  
☒ Female

Risk Level:

- ☒ High  
☒ Medium  
☒ Low

Which Treatment Provider(s) Will You Use Within This Program?

Provider Name	Treatment Type (ie., Anger Management, Cognitive, DV, Dual Diagnosis, Sex Offender, Inpatient Substance Abuse, or Outpatient Substance Abuse)	What, if any, state dollars are budgeted to the program and how much to each fund? (ie., GIA-\$25,000; M57-\$5000)

#### Funding Sources

- ☐ State Grant-In-Aid Fund  
☐ DOC M57 Supplemental Fund  
☐ Family Sentencing Alternative Program  
☐ Transitional Fund  
☐ CJC Justice Reinvestment Grant  
☐ CJC Treatment Court Grant  
☐ County General Fund  
☐ Supervision Fees  
☐ Biennial Carryover (GIA, M57, FSAP)  
☐ Other Fees (revenue)  
☐ Other State or Federal Grant

Other: Please Identify

☒ HACC

\$992,760.00

☐

☐

Additional Comments: Housing Authority of Clackamas County (HACC) supports housing and services provided to clients residing at Haven and Serenity House. These costs do not reflect any costs related to Parole or Probation Supervision.

Program Name:	Parole and Probation: Operational Support Services (OSS)
Program Description:	The purpose of the OSS program is to provide logistical support for Parole and Probation Services in the form of developing and processing case files so the unit can function efficiently while meeting local and state guidelines.
Program Category:	Administration
Program Objectives:	Appropriately and accurately assign clients for services. Increase accuracy of data entry on all client/case information.
Method(s) of Evaluation:	Regular review of organizational performance and statistics collected locally and by the Department of Corrections.

Monthly Average to be Served: 2,000

Type of Offender(s) Served:

- ☒ Probation  
☒ Parole/Post-Prison  
☒ Local Control

Crime Category:

- ☒ Felony  
☒ Misdemeanor

Gender:

- ☒ Male  
☒ Female

Risk Level:

- ☒ High  
☒ Medium  
☒ Low

Which Treatment Provider(s) Will You Use Within This Program?

Provider Name	Treatment Type <small>(ie., Anger Management, Cognitive, DV, Dual Diagnosis, Sex Offender, Inpatient Substance Abuse, or Outpatient Substance Abuse)</small>	What, if any, state dollars are budgeted to the program and how much to each fund? <small>(ie., GIA-\$25,000; M57-\$5000)</small>

Funding Sources

- |  |                |
|--|----------------|
| <input checked="" type="checkbox"/> State Grant-In-Aid Fund        | \$1,991,797.72 |
| <input type="checkbox"/> DOC M57 Supplemental Fund                 | _____          |
| <input type="checkbox"/> Family Sentencing Alternative Program     | _____          |
| <input type="checkbox"/> Transitional Fund                         | _____          |
| <input checked="" type="checkbox"/> CJC Justice Reinvestment Grant | \$56,588.95    |
| <input type="checkbox"/> CJC Treatment Court Grant                 | _____          |
| <input checked="" type="checkbox"/> County General Fund            | \$739,702.59   |
| <input type="checkbox"/> Supervision Fees                          | _____          |
| <input type="checkbox"/> Biennial Carryover (GIA, M57, FSAP)       | _____          |
| <input type="checkbox"/> Other Fees (revenue)                      | _____          |
| <input type="checkbox"/> Other State or Federal Grant              | _____          |
| Other: Please Identify   |                |
| <input type="checkbox"/>   | _____          |
| <input type="checkbox"/>   | _____          |
| <input type="checkbox"/>   | _____          |

Additional Comments: OSS staff also support coordination of the Local Public Safety Coordinating Council and related Clackamas County Justice Reinvestment Program oversight.



Program Name:	Parole and Probation Supervision
Program Description:	<p>The purpose of the Parole and Probation Supervision Program is to provide supervision, sanctions, and services to adult on supervision so they can successfully complete their term of community supervision with a reduced risk to reoffend.</p> <p>Supervision includes responsive assessment, case management, and case planning in adherence to OAR 291-078.</p> <p>Sanctions are provided as swift, certain, and proportional responses to violations of supervision conditions. This includes, but is not limited to, cognitive-behavioral interventions, jail sanctions, community service, and other non-custodial sanctions.</p> <p>Services includes referrals to community-based services and treatment providers, employment support, and release planning with basic resources for individuals releasing from the Department of Corrections (DOC) institutions on post-prison supervision.</p>
Program Category:	Supervision
Program Objectives:	<p>Increase the number of individuals on supervision who do not return to supervision within 12 months following the end of supervision.</p> <p>Increase the number of individuals who do not return to supervision within 12 months following the end of supervision for person crimes.</p> <p>Increase the number of individuals who do not return to supervision within 12 months following the end of supervision for property crimes.</p> <p>Increase in the number of individuals with Substance Use Disorder who complete substance abuse treatment by the end of supervision.</p> <p>Increase in the number of victims due restitution who receive it.</p> <p>Increase in the number of individuals who live in stable housing by the end of supervision.</p> <p>Increase in the number of individuals who gain full-time employment by the end of supervision.</p>
Method(s) of Evaluation:	<p>Internal data collection and Community Corrections Review by the DOC.</p> <p>Caseload audit and Supervisor review.</p>

Monthly Average to be Served: 2,000

Type of Offender(s) Served:

- ☒ Probation  
☒ Parole/Post-Prison  
☐ Local Control

Crime Category:

- ☒ Felony  
☒ Misdemeanor

Gender:

- ☒ Male  
☒ Female

Risk Level:

- ☒ High  
☒ Medium  
☒ Low

Which Treatment Provider(s) Will You Use Within This Program?

Provider Name	Treatment Type (ie., Anger Management, Cognitive, DV, Dual Diagnosis, Sex Offender, Inpatient Substance Abuse, or Outpatient Substance Abuse)	What, if any, state dollars are budgeted to the program and how much to each fund? (ie., GIA-\$25,000; M57-\$5000)

Funding Sources

- ☒ State Grant-In-Aid Fund \$11,409,508.33  
☐ DOC M57 Supplemental Fund \_\_\_\_\_  
☐ Family Sentencing Alternative Program \_\_\_\_\_

Revised: 9/18/2025

<input checked="" type="checkbox"/> Transitional Fund	\$70,156.00
<input checked="" type="checkbox"/> CJC Justice Reinvestment Grant	\$232,655.43
<input type="checkbox"/> CJC Treatment Court Grant	
<input checked="" type="checkbox"/> County General Fund	\$6,783,236.21
<input type="checkbox"/> Supervision Fees	
<input type="checkbox"/> Biennial Carryover (GIA, M57, FSAP)	
<input type="checkbox"/> Other Fees (revenue)	
<input type="checkbox"/> Other State or Federal Grant	
Other: Please Identify	
<input checked="" type="checkbox"/> SVDO	\$16,000
<input type="checkbox"/>	
<input type="checkbox"/>	

Additional Comments: Clackamas County Parole and Probation has applied for the Criminal Justice Commission's Competitive Justice Reinvestment Program Grant and anticipates receiving an award to fund a Downward Departure Program to provide a higher level of supervision for non-violent high risk downward departure probation cases.

Program Name:	Parole and Probation: Sex Offender Services
Program Description:	<p>The purpose of the Sex Offender Services Program is to provide contracted sex offender treatment, interventions, and polygraphs for individuals on supervision for a sexual offense so they can be properly assessed and receive a variety of services designed to reduce the risk of sexual offending in the community. Program includes:</p> <p>Cognitive-based treatment groups designed to address the relationship between thoughts and actions in order to improve outcomes.</p> <p>Individualized assessment and evaluation to determine the length and type of programming which may include an intervention group for non-paraphilic offenders, individual counseling, biofeedback, arousal reconditioning therapy, and an aftercare group.</p> <p>All contracted treatment providers are certified by the Oregon State Sexual Offense Treatment Board.</p>
Program Category:	Behavioral Health Tx Services - Sex Offender Tx
Program Objectives:	<p>All sex offenders including those who are indigent will be evaluated by an approved treatment provider and referred for treatment if recommended.</p> <p>Participants in sex offender treatment will successfully complete or maintain engagement in their programming.</p> <p>Individuals will submit to polygraph examination in conjunction with their sex offender treatment.</p>
Method(s) of Evaluation:	Contract review of services.

Monthly Average to be Served: 50

Type of Offender(s) Served:

- ☒ Probation  
☒ Parole/Post-Prison  
☐ Local Control

Crime Category:

- ☒ Felony  
☒ Misdemeanor

Gender:

- ☒ Male  
☒ Female

Risk Level:

- ☒ High  
☒ Medium  
☒ Low

Which Treatment Provider(s) Will You Use Within This Program?

Provider Name	Treatment Type <small>(ie., Anger Management, Cognitive, DV, Dual Diagnosis, Sex Offender, Inpatient Substance Abuse, or Outpatient Substance Abuse)</small>	What, if any, state dollars are budgeted to the program and how much to each fund? <small>(ie., GIA-\$25,000; M57-\$5000)</small>
Oregon Center for Change	Sex Offender	\$50,000
Innovative Counseling Enterprises	Sex Offender	\$50,000
Effective Foundations Evaluations & Counseling	Sex Offender	\$50,000

Funding Sources

- |  |              |
|--|--------------|
| <input checked="" type="checkbox"/> State Grant-In-Aid Fund    | \$153,748.00 |
| <input type="checkbox"/> DOC M57 Supplemental Fund             | _____        |
| <input type="checkbox"/> Family Sentencing Alternative Program | _____        |
| <input type="checkbox"/> Transitional Fund                     | _____        |
| <input type="checkbox"/> CJC Justice Reinvestment Grant        | _____        |
| <input type="checkbox"/> CJC Treatment Court Grant             | _____        |
| <input type="checkbox"/> County General Fund                   | _____        |
| <input type="checkbox"/> Supervision Fees                      | _____        |

Revised: 9/18/2025

☐ Biennial Carryover (GIA, M57, FSAP)

☐ Other Fees (revenue)

☐ Other State or Federal Grant

Other: Please Identify

☐☐☐

Additional Comments:

Program Name:	Parole and Probation: Victim Services
Program Description:	The purpose of the Victim Services Program is to provide outreach, support, safety planning, advocacy, and victim notifications to survivors and victims of crime.
Program Category:	Other Programs and Services
Program Objectives:	<p>Victims are provided with information on available resources and guidance to access them.</p> <p>Domestic violence victims who need domestic violence resources due to intimate partner violence, stalking, or sexual assault are referred to the Clackamas County Family Justice Center.</p> <p>Provide safety planning with victims who request modification to any no-contact order.</p>
Method(s) of Evaluation:	Supervisor review

Monthly Average to be Served: 60

Type of Offender(s) Served:

- ☐ Probation  
☐ Parole/Post-Prison  
☐ Local Control

Crime Category:

- ☐ Felony  
☐ Misdemeanor

Gender:

- ☒ Male  
☒ Female

Risk Level:

- ☐ High  
☐ Medium  
☐ Low

Which Treatment Provider(s) Will You Use Within This Program?

Provider Name	Treatment Type (ie., Anger Management, Cognitive, DV, Dual Diagnosis, Sex Offender, Inpatient Substance Abuse, or Outpatient Substance Abuse)	What, if any, state dollars are budgeted to the program and how much to each fund? (ie., GIA-\$25,000; M57-\$5000)

Funding Sources

- ☐ State Grant-In-Aid Fund  
☐ DOC M57 Supplemental Fund  
☐ Family Sentencing Alternative Program  
☐ Transitional Fund  
☐ CJC Justice Reinvestment Grant  
☐ CJC Treatment Court Grant  
☐ County General Fund \$412,705.29  
☐ Supervision Fees  
☐ Biennial Carryover (GIA, M57, FSAP)  
☐ Other Fees (revenue)  
☐ Other State or Federal Grant  
 Other: Please Identify  
☐  
☐  
☐

Program Name:	Transitional Services: Community Service
Program Description:	The purpose of the Community Service Program is to provide sanction and sentencing alternative services to adults on supervision so they can be accountable for their behavior while remaining in their community and providing cost-effective labor to local municipal partners.
Program Category:	Community Service and Work Crew
Program Objectives:	<p>Increase in individuals who attend their community service orientation and successfully complete their work hours.</p> <p>Increase in out-of-custody sanctions who are eligible for community service and receive sanctions in lieu of jail time.</p> <p>Increase in Clackamas County jail bed days not used because client was assigned to or opted for community service.</p> <p>Increase in individuals sentenced to community service who are not arrested while serving their sentence.</p>
Method(s) of Evaluation:	<p>Annual audit of program statistics.</p> <p>Contractors provide annual evaluations of service.</p>

Monthly Average to be Served: 250

Type of Offender(s) Served:

- ☒ Probation  
☒ Parole/Post-Prison  
☐ Local Control

Crime Category:

- ☒ Felony  
☒ Misdemeanor

Gender:

- ☒ Male  
☒ Female

Risk Level:

- ☒ High  
☒ Medium  
☒ Low

Which Treatment Provider(s) Will You Use Within This Program?

Provider Name	Treatment Type (ie., Anger Management, Cognitive, DV, Dual Diagnosis, Sex Offender, Inpatient Substance Abuse, or Outpatient Substance Abuse)	What, if any, state dollars are budgeted to the program and how much to each fund? (ie., GIA-\$25,000; M57-\$5000)

Funding Sources

- |  |              |
|--|--------------|
| <input type="checkbox"/> State Grant-In-Aid Fund               | _____        |
| <input type="checkbox"/> DOC M57 Supplemental Fund             | _____        |
| <input type="checkbox"/> Family Sentencing Alternative Program | _____        |
| <input type="checkbox"/> Transitional Fund                     | _____        |
| <input type="checkbox"/> CJC Justice Reinvestment Grant        | _____        |
| <input type="checkbox"/> CJC Treatment Court Grant             | _____        |
| <input checked="" type="checkbox"/> County General Fund        | \$930,169.43 |
| <input type="checkbox"/> Supervision Fees                      | _____        |
| <input type="checkbox"/> Biennial Carryover (GIA, M57, FSAP)   | _____        |
| <input type="checkbox"/> Other Fees (revenue)                  | _____        |
| <input type="checkbox"/> Other State or Federal Grant          | _____        |

Other: Please Identify

☒ Work Crew Contracts

\$287,991.00

☐☐

Additional Comments:



Program Name:	Transitional Services: Residential Treatment and Counseling
Program Description:	<p>The purpose of the Residential Treatment and Counseling (RTC) Program is to treat substance use disorder and criminality, while also providing health, housing, and employment resources for individuals so they can achieve sustainable, long-term recovery and psychological well-being.</p> <p>RTC coordinates with the Clackamas County Jail's Pre-Treatment dorm and provide non-certified staff to complete screenings and assessments to determine eligibility for treatment programs while also facilitating cognitive-behavioral intervention groups for individuals while they are in custody.</p> <p>RTC houses the Clackamas Substance Abuse Program (CSAP) which provides long-term residential substance abuse and criminality interventions for medium and high risk men and women.</p>
Program Category:	Behavioral Health Tx Services - Substance Abuse
Program Objectives:	<p>Increase in the residential clients who have successfully completed CSAP who are not arrested for a new crime within 12 months.</p> <p>Increase in residential clients who are in the labor force and earning a livable wage by the end of supervision.</p> <p>Increase in residential clients who live in stable housing by the end of supervision.</p>
Method(s) of Evaluation:	Annual statistics, GMU, or CPC audit.

Monthly Average to be Served: 80

Type of Offender(s) Served:

- ☒ Probation  
☒ Parole/Post-Prison  
☒ Local Control

Crime Category:

- ☒ Felony  
☒ Misdemeanor

Gender:

- ☒ Male  
☒ Female

Risk Level:

- ☒ High  
☒ Medium  
☒ Low

Which Treatment Provider(s) Will You Use Within This Program?

Provider Name	Treatment Type <small>(ie., Anger Management, Cognitive, DV, Dual Diagnosis, Sex Offender, Inpatient Substance Abuse, or Outpatient Substance Abuse)</small>	What, if any, state dollars are budgeted to the program and how much to each fund? <small>(ie., GIA-\$25,000; M57-\$5000)</small>
CSAP	Criminality and Substance Abuse	\$4,928,064.10 Total State Dollars: \$1,481,662.02 (Grant in Aid), \$960,097 (M57), \$1,427,141.77 (CJC JRP), \$258,558.09 (GIA Carryover), \$603,302.21 (JRP Carryover) \$197,303 (CFA)

Funding Sources

<input checked="" type="checkbox"/> State Grant-In-Aid Fund	\$3,980,662.83
<input checked="" type="checkbox"/> DOC M57 Supplemental Fund	\$960,097.00
<input type="checkbox"/> Family Sentencing Alternative Program	
<input type="checkbox"/> Transitional Fund	
<input checked="" type="checkbox"/> CJC Justice Reinvestment Grant	\$1,427,141.77
<input type="checkbox"/> CJC Treatment Court Grant	
<input checked="" type="checkbox"/> County General Fund	\$3,981,600.48

Revised: 9/18/2025

<input type="checkbox"/> Supervision Fees	
<input checked="" type="checkbox"/> Biennial Carryover (GIA, M57, FSAP)	\$258,558.09
<input type="checkbox"/> Other Fees (revenue)	
<input type="checkbox"/> Other State or Federal Grant	
Other: Please Identify	
<input checked="" type="checkbox"/> CFA	\$197,303.00
<input checked="" type="checkbox"/> CJC Carryover	\$603,302.21
<input type="checkbox"/>	

Additional Comments:

Program Name:	Transitional Services: Transition Center
Program Description:	<p>The purpose of the Transition Center (TC) program is to provide immediate triage and referral for basic needs, stabilization services, and/or treatment for individuals releasing from custody so they can successfully integrate back into the community and re-engage in supervision where appropriate.</p> <p>The TC provides services for individuals serving jail sanctions or sentences under SB1145 (Local Control) by providing substance abuse assessment and release planning which includes screening and referral for services offered by the Clackamas Substance Abuse Program (CSAP) as well as other community-based providers.</p> <p>The TC coordinates with the Clackamas County Jail's Pre-Treatment dorm (a Justice Reinvestment Program) and provide staff to complete screenings and assessments to determine eligibility for treatment programs while also facilitating cognitive behavioral intervention groups for individuals while they are in custody.</p>
Program Category:	Transition Services
Program Objectives:	<p>Increase the number of individuals who engage Transition Center services who are not returned to the custody of Clackamas County Jail within 12 months.</p> <p>Increase the number of individuals referred for treatment and community resources.</p> <p>Increase the number of individuals entering and engaging in a treatment program.</p> <p>Increase the number of supervised individuals who report to their assigned PO and re-engage in their supervision.</p> <p>SB1145 AICs in custody at the Clackamas County Jail will be assessed through an interview process to develop a release plan that will guide their transition back into the community.</p> <p>SB1145 AICs eligible for inpatient treatment based on evaluation will transition into a residential program as soon as a bed becomes available.</p> <p>Sanctions served by Parole and Probation staff will be imposed based on the agency's sanctioning grid.</p>
Method(s) of Evaluation:	Annual statistics review.

Monthly Average to be Served: 230

Type of Offender(s) Served:

☒ Probation

☒ Parole/Post-Prison

☒ Local Control

Crime Category:

☒ Felony

☒ Misdemeanor

Gender:

☒ Male

☒ Female

Risk Level:

☒ High

☒ Medium

☒ Low

Which Treatment Provider(s) Will You Use Within This Program?

Provider Name	Treatment Type (ie., Anger Management, Cognitive, DV, Dual Diagnosis, Sex Offender, Inpatient Substance Abuse, or Outpatient Substance Abuse)	What, if any, state dollars are budgeted to the program and how much to each fund? (ie., GIA-\$25,000; M57-\$5000)

Funding Sources

☒ State Grant-In-Aid Fund

\$1,064,373.12

☐ DOC M57 Supplemental Fund

☐ Family Sentencing Alternative Program

Revised: 9/18/2025

<input type="checkbox"/> Transitional Fund	
<input checked="" type="checkbox"/> CJC Justice Reinvestment Grant	\$1,288,146.85
<input type="checkbox"/> CJC Treatment Court Grant	
<input type="checkbox"/> County General Fund	
<input type="checkbox"/> Supervision Fees	
<input type="checkbox"/> Biennial Carryover (GIA, M57, FSAP)	
<input type="checkbox"/> Other Fees (revenue)	
<input type="checkbox"/> Other State or Federal Grant	
Other: Please Identify	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Additional Comments:

Program Name:	1145 Sanctions
Program Description:	Senate Bill 1145 sanctions refer to jail utilization for adults on supervision serving a local sentence or jail sanction. The use of custody sanctions supports accountability and community safety when adults on supervision violate the conditions of their supervision.
Program Category:	Custodial/Sanction Beds
Program Objectives:	Sanctions served by Parole and Probation staff will be imposed based on the agency's sanctioning grid
Method(s) of Evaluation:	Supervisor review and CCR provided by DOC

Monthly Average to be Served: 40

Type of Offender(s) Served:

- ☒ Probation  
☒ Parole/Post-Prison  
☒ Local Control

Crime Category:

- ☒ Felony  
☒ Misdemeanor

Gender:

- ☒ Male  
☒ Female

Risk Level:

- ☒ High  
☒ Medium  
☒ Low

#### Which Treatment Provider(s) Will You Use Within This Program?

Provider Name	Treatment Type (ie., Anger Management, Cognitive, DV, Dual Diagnosis, Sex Offender, Inpatient Substance Abuse, or Outpatient Substance Abuse)	What, if any, state dollars are budgeted to the program and how much to each fund? (ie., GIA-\$25,000; M57-\$5000)

#### Funding Sources

- ☐ State Grant-In-Aid Fund  
☐ DOC M57 Supplemental Fund  
☐ Family Sentencing Alternative Program  
☐ Transitional Fund  
☐ CJC Justice Reinvestment Grant  
☐ CJC Treatment Court Grant  
☐ County General Fund  
☐ Supervision Fees  
☐ Biennial Carryover (GIA, M57, FSAP)  
☐ Other Fees (revenue)  
☐ Other State or Federal Grant

Other: Please Identify

- ☐  
☐  
☐

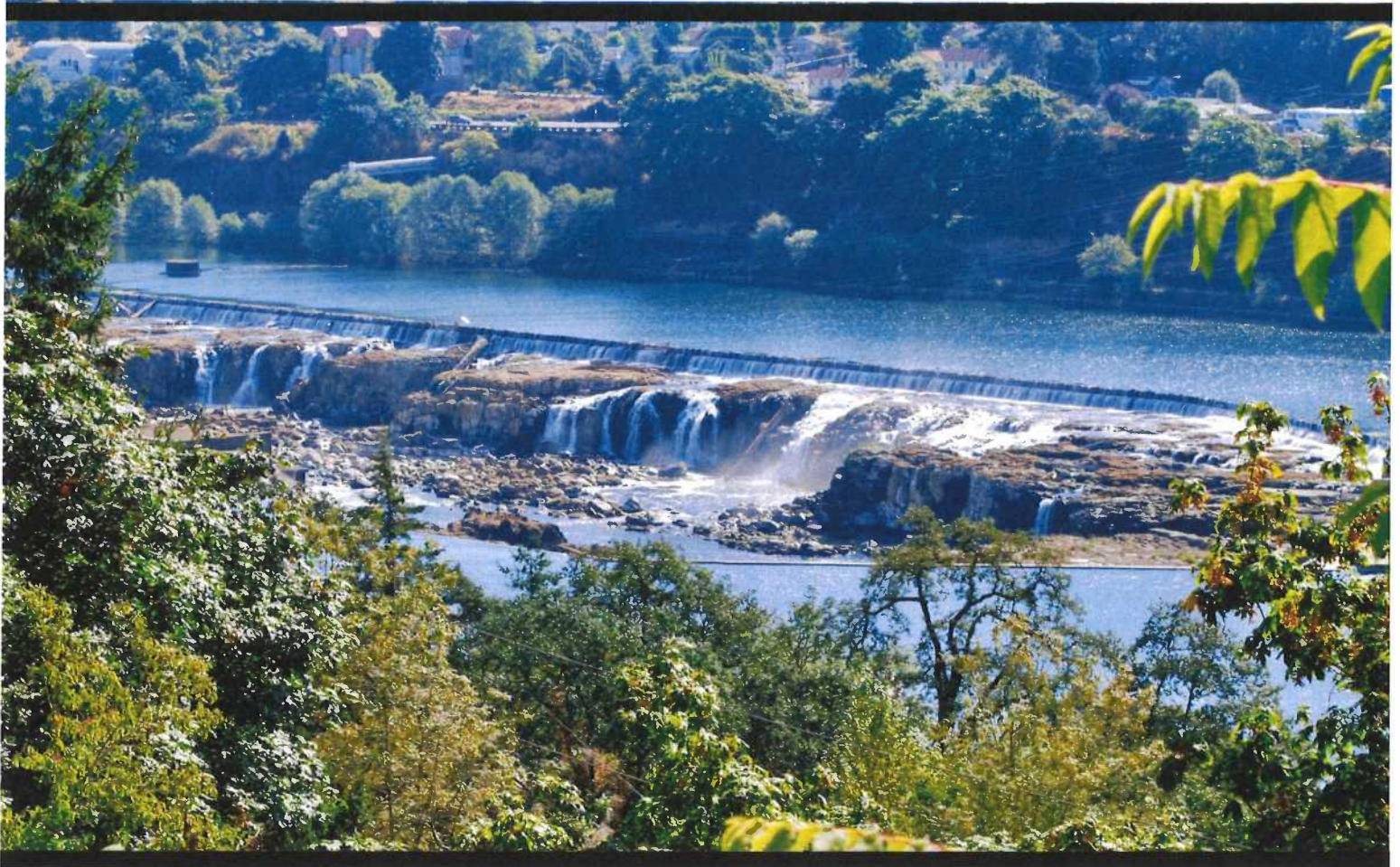
Additional Comments: The Clackamas County Sheriff's Office (CCSO) does not fund jail custody sentences and jail sanctions through state grant-in-aid funds. Instead, CCSO applies those funds to Transitional Services in support of an 80-bed non-custodial community-based residential treatment and transition center program.

Revised: 9/18/2025





# BUDGET SUMMARY



**Justice,  
Accountability, &  
Reintegration**

**Clackamas County**  
**2025-2027 Community Corrections Budget Summary**

<b>Program Name</b>	<b>Grant in Aid Fund</b>	<b>All Other Funds and Fees</b>	<b>Total</b>
Parole & Probation – Mental Health Housing		\$992,760	\$992,760
Parole & Probation – Operational Support Services	\$1,991,797.72	\$796,291.54	\$2,788,089.25
Parole & Probation - Parole & Probation Supervision	\$11,409,508.33	\$7,102,057.64	\$18,511,565.97
Parole & Probation – Sex Offender Services	\$153,748		\$153,748
Parole & Probation – Victim Services		\$412,705.29	\$412,705.29
Transitional Services – Community Service		\$1,218,160.43	\$1,218,160.43
Transitional Services – Residential Treatment & Counseling	\$3,980,662.83	\$7,428,002.56	\$11,408,665.39
Transitional Services – Transition Center	\$1,064,373.12	\$1,288,146.85	\$2,352,519.97
<b>Fund Total</b>	<b>\$18,600,090</b>	<b>\$19,238,124.31</b>	<b>\$37,838,214.30</b>



## Financial Assistance Application Lifecycle Form

Use this form to track your potential award from conception to submission.

Sections of this form are designed to be completed in collaboration between department program and fiscal staff.

**If renewal or direct appropriation, complete sections I, II, IV & V only. Section III is not required.**

**If Disaster or Emergency Relief Funding, EOC will need to approve prior to being sent to the BCC**

**\*\*CONCEPTION\*\***

### Section I: Funding Opportunity Information - To Be Completed by Requester

Award type: ☒ Direct Appropriation (no application)  
☐ Subrecipient Award ☐ Direct Award

Award Renewal? ☒ Yes ☐ No

Lead Fund # and Department:	100-21
Name of Funding Opportunity:	Oregon Department of Corrections- Grant in Aid

Funding Source: ☐ Federal – Direct ☐ Federal – Pass through ☒ State ☐ Local

Requestor Information: (Name of staff initiating form)	Chynna Sing
Requestor Contact Information:	csing@clackamas.us or 503-201-7386
Department Fiscal Representative:	Chynna Sing
Program Name & Prior Project #: (please specify)	CCA 7-1-25 to 6-30 -Prior Project# 210324101

Brief Description of Project:

State of Oregon Department of Corrections provides funding to Parole and Probation on a biennial basis based on an allocated formula under OAR 291-031-0026 and governed by ORS 423.478 and ORS 423.530. This funding makes up a majority of Parole and Probations overall budget.

Name of Funding Agency: Oregon Department of Corrections

Notification of Funding Opportunity Web Address:

OR

Application Packet Attached: ☐ Yes ☒ No

Completed By: Chynna Sing

Date: 9/15/2025

**\*\* NOW READY FOR SUBMISSION TO DEPARTMENT FISCAL REPRESENTATIVE \*\***

### Section II: Funding Opportunity Information - To Be Completed by Department Fiscal Rep

☐ Competitive Application ☐ Non-Competing Application ☐ Other

Assistance Listing Number (ALN), if applicable:		Funding Agency Award Notification Date:	
Announcement Date:		Announcement/Opportunity #:	
Grant Category/Title		Funding Amount Requested:	\$18,600,090 over a two year period
Allows Indirect/Rate:		Match Requirement:	No
Application Deadline:		Total Project Cost:	\$18,490,370 P&P Budget for FY25-26
Award Start Date:	7/1/2025	Other Deadlines and Description:	
Award End Date	6/30/2027		
Completed By:	Chynna Sing	Program Income Requirements:	
Pre-Application Meeting Schedule:			

Additional funding sources available to fund this program? Please describe:

General Fund support and other grants will offset the costs of operating Parole and Probation. Grant in Aid makes up approximately 50% of Parole & Probations overall budget, \$9.3M for the year FY25/26 and then \$9.3M for FY26/27.

How much General Fund will be used to cover costs in this program, including indirect expenses?

For FY 25-26 the total budgeted cost of Parole and Probation is \$18,490,370. Of which \$6,423,707 will be supported by general fund. Grant in Aid will cover \$9,300,045 for FY 25/26. The remaining \$2,766,618 will be covered through other revenue sources.

How much Fund Balance will be used to cover costs in this program, including indirect expenses?

Restricted fund balance will be used, but unsure of available amount as the fiscal year has not been closed out yet.

In the next section, limit answers to space available.

**Section III: Funding Opportunity Information** - To Be Completed at Pre-Application Meeting by Dept Program and Fiscal Staff

**Fiscal**

1. Are there other revenue sources required, available, or will be used to fund the program? Have they already been secured? Please list all funding sources and amounts.

2. For applications with a match requirement, how much is required (in dollars) and what type of funding will be used to meet it (CGF, In-kind, local grant, etc.)?

3. Does this grant/financial assistance cover indirect costs? If yes, is there a rate cap? If no, can additional funds be obtained to support indirect expenses and what are those sources?

4. Does the grant/financial assistance fund an existing program? If yes, which program? If no, what is the purpose of the program?

**Organizational Capacity:**

1. Does the organization have adequate and qualified staff? If no, can staff be hired within the grant/financial assistance funding opportunity timeframe?

2. Are there partnership efforts required? If yes, who are we partnering with and what are their roles and responsibilities?

3. If this is a pilot project, what is the plan for sun setting the project and/or staff if it does not continue (e.g. making staff positions temporary or limited duration, etc.)?

4. If funded, would this grant/financial assistance create a new program, does the department intend for the program to continue after initial funding is exhausted? If yes, how will the department ensure funding (e.g. request new funding during the budget process, supplanted by a different program, etc.)?

**Collaboration**

1. List County departments that will collaborate on this award, if any.

**Reporting Requirements**

1. What are the program reporting requirements for this grant/funding opportunity?

2. How will performance be evaluated? Are we using existing data sources? If yes, what are they and where are they housed? If not, is it feasible to develop a data source within the grant timeframe?

3. What are the fiscal reporting requirements for this funding?

**Mission/Purpose:**

1. How does the grant/funding opportunity support the Department and/or Division's Mission/Purpose/Goals?

2. Who, if any, are the community partners who might be better suited to perform this work?

3. What are the objectives of this funding opportunity? How will we meet these objectives?


Other information necessary to understand this award, if any.

Program Approval:


Name (Typed/Printed)	Date	Signature
<b>** NOW READY FOR PROGRAM MANAGER SUBMISSION TO DIVISION DIRECTOR**</b>		
<b>**ATTACH ANY CERTIFICATIONS REQUIRED BY THE FUNDING AGENCY. COUNTY FINANCE OR ADMIN WILL SIGN**</b>		

**Section IV: Approvals**


**DIVISION DIRECTOR (or designee, if applicable)**

		
_____ Name (Typed/Printed)	_____ Date	_____ Signature

**DEPARTMENT DIRECTOR (or designee, if applicable)**

	09/22/2025	
_____ Name (Typed/Printed)	_____ Date	_____ Signature

**FINANCE ADMINISTRATION**

	9/22/2025	
Ethel Gallares _____ Name (Typed/Printed)	_____ Date	_____ Signature

**EOC COMMAND APPROVAL** (WHEN NEEDED FOR DISASTER OR EMERGENCY RELIEF APPLICATIONS ONLY)

_____ Name (Typed/Printed)	_____ Date	_____ Signature
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**Section V: Board of County Commissioners/County Administration**

*(Required for all grant applications. If your grant is awarded, all grant **awards** must be approved by the Board on their weekly consent agenda regardless of amount per local budget law 294.338.)*

**For applications \$150,000 and below:**

COUNTY ADMINISTRATOR	Approved:	Denied:
_____ Name (Typed/Printed)	_____ Date	_____ Signature

**For applications up to and including \$150,000 email form to BCC staff at [CA-Financialteam@clackamas.us](mailto:CA-Financialteam@clackamas.us) for Gary Schmidt's approval.**

**For applications \$150,000.01 and above, email form with Staff Report to the Clerk to the Board at [ClerktotheBoard@clackamas.us](mailto:ClerktotheBoard@clackamas.us) to be brought to the consent agenda.**

BCC Agenda item #:	Date:
OR	
Policy Session Date:	

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County Administration Attestation

County Administration: re-route to department at  
and  
Grants Manager at [financegrants@clackamas.us](mailto:financegrants@clackamas.us)  
when fully approved.

Department: keep original with your grant file.