

December 18, 2025

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Approval of a Grant Application to Oregon Housing and Community Services for emergency generators in the Canby area. Application Value is \$820,000 for 3 years. Funding is through Oregon Housing and Community Services. No County General Funds are involved.

Previous Board Action/Review	Approval of a grant agreement for other types of CDBG-DR funds, April 24, 2025, Agenda Item 20250424 III.C.3		
Performance Clackamas	Safe, Secure, and Livable Communities		
Counsel Review	N/A	Procurement Review	N/A
Contact Person	Mark Sirois	Contact Phone	503-351-7240


EXECUTIVE SUMMARY: The Housing & Community Development Division (HCDD) of the Health, Housing and Human Services Department requests approval to apply for a direct allocation award of \$820,000 in Planning, Infrastructure Economic Revitalization (PIER) Program funds from the Oregon Housing and Community Services (OHCS).

PIER Funds are a type of Federal Community Development Block Grant Disaster Recovery (CDBG-DR) funds available to assist areas impacted by the 2020 Wildfires. In January of 2025, OHCS worked with a community project selection committee to solicit, review, and select projects for the \$2.4 million of available PIER Funding. A total of 3 projects were selected, including the Canby Community Emergency Sheltering Project.

On November 13, 2025, OHCS contacted Clackamas County to request assistance with the Canby Community Emergency Sheltering Project. Due to staffing changes, the City of Canby is unable to meet all the requirements for the CDBG-DR subrecipient grant. OHCS has requested that Clackamas County act as a subrecipient to administer this federally funded grant and assist with the purchase of 3 emergency backup generators for the Canby Community Emergency Sheltering Project. The grant award is anticipated to be \$820,000 for 3 years.

RECOMMENDATION: Staff respectfully requests that the Board of County Commissioners approve the grant application and authorize Chair Roberts or his designee to sign on behalf of Clackamas County.

Respectfully submitted,


Mary Rumbaugh
Director of Health, Housing, and Human Services

For Filing Use Only

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

Direct Appropriation (no application)

Award type:



Subrecipient Award

Direct Award

Award Renewal?

Yes



No

Lead Fund # and Department:	240 Health, Housing and Human Services
Name of Funding Opportunity:	OHCS PIER Program

Funding Source: Federal – Direct



Federal – Pass through



State

Local

Requestor Information: (Name of staff initiating form)	Mark Sirois
Requestor Contact Information:	marksir@clackamas.us 503.351.7240
Department Fiscal Representative:	Rebecca Gibbons
Program Name & Prior Project #: (please specify)	PIER Program - New one-time project and new fund source

Brief Description of Project:

OHCS Disaster Relief funds for PIER Program: Planning, Infrastructure, and Economic Revitalization (PIER).
OHCS has already selected a project in Canby to fund using a local selection committee to select projects.

The project will fund 3 emergency generators including one generator at the Clackamas County Fairgrounds, one at the Canby Center and one at the Canby adult Community Center..

Name of Funding Agency: Oregon Housing and Community Services (OHCS) and U.S. Housing and Urban Development (HUD)

Notification of Funding Opportunity Web Address: https://www.oregon.gov/ohcs/disaster-recovery/pages/reoregon.aspx?utm_source=OHCS&utm_medium=egov_redirect&utm_campaign=http%3a//re.oregon.gov

OR

Application Packet Attached:

Yes



No

Completed By: Mark Sirois

Date: 11-13-2025

**** 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:	NA	Funding Agency Award Notification Date:	NA
Announcement Date:	November 2021	Announcement/Opportunity #:	NA
Grant Category/Title	CDBG Disaster Relief	Funding Amount Requested:	820,000
Allows Indirect/Rate:	yes	Match Requirement:	None
Application Deadline:	NA	Total Project Cost:	820,000
Award Start Date:	11-13-2025	Other Deadlines and Description:	
Award End Date	12-30-2029		
Completed By:	Mark Sirois	Program Income Requirements:	Returned funds must be sent to OHCS
Pre-Application Meeting Schedule:	NA		

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

None

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

None

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

None

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.

None

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.)?

N/A

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?

Yes. 15% indirect rate and staffing expenses as well as any programming expenses.

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

No. This grant is specific to a project already selected by OHCS.

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?

Yes.

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

Yes. We will work with local partners in Canby including the Canby Center, the Canby Adulthood Community Center and the Clackamas County Fair Grounds to purchase and install these 3 emergency generators.

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.)?

Not a pilot

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.)?

No. This is a one-time equipment purchase grant.

Collaboration

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

County office of Disaster Management Emergency Operations and Housing and Community Development

Reporting Requirements

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

HCDD staff will report to OHCS

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?

No performance other than purchase and install of equipment. OHCS will evaluate if needed.

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

Usual grant reporting and invoicing OHCS for staffing and equipment costs

Mission/Purpose:

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

Supporting Strong and Resilient Communities.. Community Safety.

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

The City of Canby refused to be the grant recipient due to lack of capacity.

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

Disaster Recover and Resiliency. The project has already been approved for funding by OHCS.

Other information necessary to understand this award, if any.

The project has already been approved by OHCS. Clackamas County HCDD will be the sub-recipient to purchase and install 3 emergency backup generators in Canby.

Program Approval:

Mark Sirois

11-17-2025

Mark Sirois

Name (Typed/Printed)

Date

Signature

**** NOW READY FOR PROGRAM MANAGER SUBMISSION TO DIVISION DIRECTOR ****

****ATTACH ANY CERTIFICATIONS REQUIRED BY THE FUNDING AGENCY. COUNTY FINANCE OR ADMIN WILL SIGN****

Section IV: Approvals

DIVISION DIRECTOR (or designee, if applicable)

Shannon Callahan

Nov 19, 2025

Shannon Callahan
Shannon Callahan (Nov 19, 2025 17:14:03 PST)

Name (Typed/Printed)

Date

Signature

DEPARTMENT DIRECTOR (or designee, if applicable)

Denise Swanson

Nov 20, 2025

Denise Swanson
Denise Swanson (Nov 20, 2025 17:15:48 PST)

Name (Typed/Printed)

Date

Signature

Ethel Gallares

FINANCE ADMINISTRATION

12/02/2025

Ethel Gallares
Ethel Gallares (Dec 2, 2025 10:10:35 PST)

Name (Typed/Printed)

Date

Signature

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

Name (Typed/Printed)

Date

Signature

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 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 to be brought to the consent agenda.

BCC Agenda item #:

Date:

OR

Policy Session Date:

County Administration Attestation

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

Department: keep original with your grant file.






H3S-HCD_Lifecycle_Fund 240_OHCS_PIER Grant 11.17.2025-EG-QQ

Final Audit Report

2025-12-02

Created:	2025-12-02
By:	Qudsia Sediq (QSediq@clackamas.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAARpYNtpZxKwEdphpWlQFkzHI6KOtWEt9z

"H3S-HCD_Lifecycle_Fund 240_OHCS_PIER Grant 11.17.2025-EG-QQ" History

-  Document created by Qudsia Sediq (QSediq@clackamas.us)
2025-12-02 - 5:43:54 PM GMT- IP address: 198.245.132.3
-  Document emailed to Ethel Gallares (EGallares@clackamas.us) for signature
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-  Document e-signed by Ethel Gallares (EGallares@clackamas.us)
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