

To request translation or disability-related accommodations, please contact us at **SS-ADArequest@clackamas.us | 503-655-8640.**

Si quiere solicitar servicios de traducción o adaptaciones para la discapacidad, contáctenos en/al **SS-ADArequest@clackamas.us | 503-655-8640.**

Чтобы запросить перевод или приспособления, связанные с инвалидностью, пожалуйста, свяжитесь с нами по: **SS-ADArequest@clackamas.us | 503-655-8640.**

Щоб попросити переклад або спеціальні послуги для осіб з особливими потребами, зверніться до нас, скориставшись такими контактними даними: **SS-ADArequest@clackamas.us | 503-655-8640.**

如需翻译服务或残障相关的协助，请与我们联系：**SS-ADArequest@clackamas.us | 503-655-8640。**

Để yêu cầu dịch vụ dịch thuật hoặc điều chỉnh liên quan đến tình trạng khuyết tật, vui lòng liên hệ với chúng tôi qua **SS-ADArequest@clackamas.us | 503-655-8640.**



**Clackamas County**  
[www.clackamas.us](http://www.clackamas.us)

September 10<sup>th</sup>, 2026

BCC Agenda Item: \_\_\_\_\_

Board of County Commissioners  
Clackamas County

**Approval of a Lifecycle Form and an Agreement with Oregon Department of Veterans' Affairs for funds to operate the County Veteran Services Office. Total Agreement Value is \$1,147,863 for 1 year. Funding through Oregon Department of Veterans' Affairs and \$663,747 of budgeted County General Funds.**

**Previous Board Action/Review:** none

**Performance Clackamas:** Safe, Secure, and Livable Communities

**Counsel Review:** Yes, Andrew Naylor

**Contact Person:** Tracy Garell

**Procurement Review:** N/A

**Contact Phone:** 503-655-8681

**EXECUTIVE SUMMARY:** The Social Services Division (CCSSD) of the Health, Housing and Human Services Department seeks approval of a Lifecycle form and Agreement with Oregon Department of Veterans' Affairs (ODVA) FY27 funding to support the County Veteran Services Office (VSO) operations. The VSO supports Clackamas County residents in accessing disability, needs based pension, Veterans' Affairs (VA) health care, and other benefits earned through military service.

Although the Agreement from ODVA is titled "Application", VSO funds from ODVA are *appropriated* and there are no significant changes from prior years.

In FY26, ODVA funds supported both staffing and program costs. Staff held 2001 in-office and phone interviews with veterans or family members that resulted in 1098 claims to attain VA services or benefits. In FY26, Clackamas VSO staff supported participants in securing \$15,415,749.00 in benefits. Additionally, CVSO Staff participated in Veterans' Advisory Council meetings, monthly Homeless Veteran Coordination meetings, a Tri-County VSO Leadership meeting, and trainings hosted by ODVA, NVLSP (National Veterans Legal Services Program, and CVO (Coalition of Veterans Organizations), and local outreach events

\$663,747 of budgeted County General Funds is included in the total funds.

**RECOMMENDATION:** Staff respectfully requests the Board of County Commissioners' approval of the Lifecycle Form and Agreement H3S SSD #12680 with ODVA for funds for the Veteran Services Office and authorization for Chair Roberts or his delegate to sign all documents on behalf of Clackamas County.

Respectfully submitted,

*Mary Rumbaugh*

Mary Rumbaugh, Director  
Health, Housing and Human Services Department

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 H3S - Social Services              |
| Name of Funding Opportunity: | ODVA Veterans' Enhancement Grant, FY27 |

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

|                                                        |                                                                          |
|--------------------------------------------------------|--------------------------------------------------------------------------|
| Requestor Information: (Name of staff initiating form) | R.E. Szego                                                               |
| Requestor Contact Information:                         | rszego@clackamas.us                                                      |
| Department Fiscal Representative:                      | Doug Green                                                               |
| Program Name & Prior Project #: (please specify)       | ODVA (OR Dept of Veterans Affairs) CVSO (County Veteran Services Office) |

Brief Description of Project:

To operate the County's Veterans Services Office (CVSO) which connects Clackamas County veterans and their families to earned benefits.

Name of Funding Agency: Oregon Department of Veterans' Affairs

Notification of Funding Opportunity Web Address: ODVA\_DL\_CVSO-NSO Funding <ODVA\_DL\_CVSO-NSOFunding@odva.oregon.gov>

**OR**

Application Packet Attached: ☒ Yes No

Completed By: R.E. Szego

Date:

**\*\* 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: | N/A                                    | Funding Agency Award Notification Date: | 08/14/26                                     |
| Announcement Date:                              | N/A                                    | Announcement/Opportunity #:             | ODVA Veterans' Enhancement Grant, FY27       |
| Grant Category/Title                            | ODVA Veterans' Enhancement Grant, FY27 | Funding Amount Requested:               | \$286,590, plus \$197,526 carry-forward      |
| Allows Indirect/Rate:                           | N/A                                    | Match Requirement:                      | \$663,747 (maintenance of effort, not match) |
| Application Deadline:                           | 08/30/26 - extension requested         | Total Project Cost:                     | \$1,147,863                                  |
| Award Start Date:                               | 07/01/26                               | Other Deadlines and Description:        | N/A                                          |
| Award End Date                                  | 06/30/27                               |                                         |                                              |
| Completed By:                                   | R.E. Szego                             | Program Income Requirements:            | N/A                                          |
| Pre-Application Meeting Schedule:               | N/A                                    |                                         |                                              |

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

The County is required to provide maintenance of effort funds to support the County's Veteran Services Office. These funds are provided from budgeted County General Fund.

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

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

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)

Teresa Christopherson

8/17/26

Teresa D  
Christopherson

Digitally signed by Teresa  
D Christopherson  
Date: 2026.08.17  
17:27:30 -07'00'

Name (Typed/Printed)

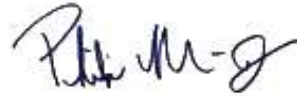
Date

Signature

DEPARTMENT DIRECTOR (or designee, if applicable)

Philip Mason-Joyner

Aug 25, 2026



Name (Typed/Printed)

Date

Signature

FINANCE ADMINISTRATION

Bouavieng Bounnam

Aug 26, 2026



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](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:

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.

# H3S-SSD\_Lifecycle\_Fund 240\_ FY27-ODVA-CVSO \_03-2025 TCauth

Final Audit Report

2026-08-26

|                 |                                              |
|-----------------|----------------------------------------------|
| Created:        | 2026-08-25                                   |
| By:             | Qudsia Sediq (QSediq@clackamas.us)           |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAA3-zCpmiYTOCfgZM5NgFyFx4pu2MYRHdw |

## "H3S-SSD\_Lifecycle\_Fund 240\_ FY27-ODVA-CVSO \_03-2025 TCauth" History

-  Document digitally presigned by Teresa D Christopherson (teresachr@clackamas.us)  
2026-08-18 - 0:27:30 AM GMT- IP address: 198.245.132.3
-  Document created by Qudsia Sediq (QSediq@clackamas.us)  
2026-08-25 - 0:53:38 AM GMT- IP address: 198.245.132.3
-  Document emailed to pmason@clackamas.us for signature  
2026-08-25 - 0:56:18 AM GMT
-  Email viewed by pmason@clackamas.us  
2026-08-25 - 0:56:52 AM GMT- IP address: 104.28.116.90
-  Signer pmason@clackamas.us entered name at signing as Philip Mason-Joyner  
2026-08-25 - 3:03:25 PM GMT- IP address: 198.245.132.3
-  Document e-signed by Philip Mason-Joyner (pmason@clackamas.us)  
Signature Date: 2026-08-25 - 3:03:27 PM GMT - Time Source: server- IP address: 198.245.132.3 - Signature Appearance Selected: IMAGE
-  Document emailed to Bouavieng Bounnam (BBounnam@clackamas.us) for signature  
2026-08-25 - 3:03:38 PM GMT
-  Email viewed by Bouavieng Bounnam (BBounnam@clackamas.us)  
2026-08-26 - 3:50:15 PM GMT- IP address: 73.25.232.184
-  Document e-signed by Bouavieng Bounnam (BBounnam@clackamas.us)  
Signature Date: 2026-08-26 - 5:11:40 PM GMT - Time Source: server- IP address: 73.25.232.184 - Signature Appearance Selected: IMAGE
-  Agreement completed.  
2026-08-26 - 5:11:40 PM GMT



# COUNTY APPLICATION FOR ODVA FUNDING

## Fiscal Year 2027

A county must complete and submit this form along with the required documents listed below to the Oregon Department of Veterans' Affairs **no later than 8/30/2026** in order to receive state funds for the county's Veteran Services Office. Please submit the documents to: [ODVA\\_CVSO-NSOFunding@odva.oregon.gov](mailto:ODVA_CVSO-NSOFunding@odva.oregon.gov).

**SUBMIT TO:** [ODVA\\_CVSO-NSOFunding@odva.oregon.gov](mailto:ODVA_CVSO-NSOFunding@odva.oregon.gov)

**TIME PERIOD**

July 1, 2026 to June 30, 2027

**CONTACT INFORMATION**

Oregon Department of Veterans' Affairs, Strategic Partnerships Division  
700 Summer St NE Salem, OR 97301-1285  
For questions, please email:  
[ODVA\\_CVSO-NSOFunding@odva.oregon.gov](mailto:ODVA_CVSO-NSOFunding@odva.oregon.gov)

**COUNTY**

Clackamas County

**Budgeted Revenue for July 1, 2026 to June 30, 2027**

| ITEM                                                                                | AMOUNT              |
|-------------------------------------------------------------------------------------|---------------------|
| County Funds                                                                        | \$ 663,747          |
| *Carry forward of unspent budgeted funds from previous fiscal year (if applicable)* | \$ 197,526          |
| ODVA Funds for 2026-27                                                              | \$ 286,590          |
| Other Funds (Identify source)                                                       | \$ 0                |
| <b>TOTAL REVENUE</b>                                                                | <b>\$ 1,147,863</b> |

**Budgeted Expenditures for July 1, 2026 to June 30, 2027**

**TOTAL BUDGETED EXPENDITURES** \$ 1,147,863

(NOTE: Budgeted expenditures should match budgeted revenue)

**Required Documents**

- ☒ A copy of the approved budget for county Veteran Services Office for the fiscal year 2027.  
☐ A copy of the actual revenue and expenditures for the prior fiscal year, **if changed since submission with fourth quarter report**.  
☒ \*A description of the planned use of the carry-forward funds from FY 2026, if applicable.\*  
☐ If the county contracts for the provision of veteran services, attach a signed copy of the contract.

**CERTIFICATION**

By my signature below, I hereby certify the following: the county is applying for funds for the county Veteran Services Office from the Oregon Department of Veterans' Affairs; the county will use these funds only as provided in ORS 406.310 and ORS 406.450 – 406.460; the county will comply with the Oregon Administrative Rules in Chapter 274, Division 030 that govern these funds; and the county will submit quarterly reports of activities and expenditures to the Oregon Department of Veterans' Affairs no later than the 30<sup>th</sup> day of the month following the end of each quarter.

Printed Name of County Commissioner/Judge (or designee)

Signature of Authorized County Representative named above

Date Signed

Title of Signer

Email Address

Telephone Number

ODVA APPROVED FOR FUNDING

Authorized Signature

Date

**APPENDIX A: Approved Budget****FY27 Veterans Enhancement Grant**

| <b>Account</b> | <b>Account Description</b>     | <b>FY26 Budget</b> |
|----------------|--------------------------------|--------------------|
| 30110          | Restricted Beginning Fund Bala | 197,526            |
| 33150          | State Operating Grants         | 286,590            |
| 39115          | Transfers in From General Fund | 663,747            |
|                | <b>FY27 Revenue</b>            | <b>1,147,863</b>   |
| 41100          | Full Time Wages & Salaries     | 502,050            |
| 41210          | Fringe Benefits                | 128,012            |
| 41220          | PERS                           | 168,094            |
| 41230          | Taxes                          | 42,542             |
| 41240          | Paid Family Leave              | 2,008              |
| 42010          | Advertising/Marketing          | 4,991              |
| 42080          | Dues & Memberships             | 500                |
| 42220          | Office Supplies                | 2,500              |
| 42240          | Postage/Shipping               | 600                |
| 42250          | Printing & Copies              | 500                |
| 42270          | Publications & Subscriptions   | 500                |
| 42280          | Records Destruction            | 500                |
| 42310          | Telephone & Internet           | 2,500              |
| 42320          | Training & Development         | 2,500              |
| 42330          | Transportation - Mileage       | 250                |
| 42350          | Travel - Lodging Airfare Other | 2,000              |
| 42360          | Travel - Per Diem              | 500                |
| 43290          | Preemployment Services         | 100                |
| 44120          | Computer < \$5K                | 5,000              |
| 44170          | Hospitality Event Supplies     | 4,000              |
| 44240          | Program Materials & Supplies   | 41,194             |
| 46110          | Leases - Copier                | 3,500              |
| 41320          | Worker Compensation Ins        | 2,693              |
| 42150          | Insurance - Liability          | 2,358              |
| 46150          | Leases - Office                | 7,812              |
| 47110          | Division Indirect Costs        | 107,191            |
| 47300          | H3S Indirect Costs             | 15,001             |
| 47100          | Cost Allocation - Finance      | 12,441             |
| 47120          | Cost Allocation - Facilities   | 13,969             |
| 47130          | Cost Allocation - Utilities    | 3,902              |
| 47140          | Cost Allocation - Tech Service | 47,507             |
| 47150          | Cost Allocation - PGA          | 4,341              |
| 47160          | Cost Allocation - Rec Mgmt     | 1,399              |
| 47170          | Cost Allocation - HR           | 12,773             |
| 47180          | Cost Allocation - County Admin | 259                |
| 47190          | Cost Allocation - County Couns | 1,876              |
|                | <b>FY27 Expenditures</b>       | <b>1,147,863</b>   |

## APPENDIX B: Planned Use of Carry-Forward Funds from FY26

ODVA CVSO carry-forward funds will be used to strengthen veteran outreach, suicide prevention, and community engagement efforts throughout Clackamas County. A portion of the funding will support the purchase of a dedicated Veteran Outreach Vehicle that will allow the VSO Office to expand its presence at community events and provide more consistent outreach to veterans who may experience barriers to accessing traditional office-based services.

Outreach and events will support all veterans, with intentional emphasis veterans experiencing homelessness, veterans at increased risk of suicide or behavioral health crisis, and veterans living in rural and geographically isolated areas of Clackamas County. The vehicle will also strengthen collaboration with local veteran-serving organizations and community partners by supporting joint outreach events, resource navigation, and distribution of suicide-prevention and lethal-means-safety materials, including gun safes and medication lock boxes.

Carry-forward funds will additionally support a countywide veteran suicide-prevention awareness initiative by wrapping the rear windows of four Clackamas County transit vehicles with "988 – Press 1" for the Veterans Crisis Line messaging, providing highly visible community advertising and increasing awareness of immediate crisis support available to veterans and their families. See images below.

