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Si quiere solicitar servicios de traducción o adaptaciones para la discapacidad, contáctenos en/al **DTDcompliance@clackamas.us** | **503-742-4400**.

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**DTDcompliance@clackamas.us** | **503-742-4400**.

Щоб попросити переклад або спеціальні послуги для осіб з особливими потребами, зверніться до нас, скориставшись такими контактними даними:
**DTDcompliance@clackamas.us** | **503-742-4400**.

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**DTDcompliance@clackamas.us** | **503-742-4400**。

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 **DTDcompliance@clackamas.us** | **503-742-4400.**

Clackamas County
www.clackamas.us

CLACKAMAS COUNTY

DAN JOHNSON
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD OREGON CITY, OR 97045

November 12, 2026 BCC Agenda Item: _____

Board of County Commissioners
Clackamas County

**Approval of a Financial Assistance Lifecycle Form to receive fiscal year 2026-2027 state funds from Circular Action Alliance, via an Addendum to an approved Primary Funding Agreement, to meet State required Contamination Reduction education and outreach goals. Total value is up to $1,296,996.00 through June 30, 2027. Funding is through legislated funds. No County General Funds are involved.**

**Previous Board Action/Review:** Board of County Commissioners approval of Circular Action Alliance FY25-26 Contamination Reduction Addendum on 6/17/26. Board of County Commissioners approval of Circular Action Alliance Primary Funding Agreement on 12/18/25. Board of County Commissioners approval of FY25-26 Financial Assistance Life Cycle Form on 12/4/2025.
**Performance Clackamas:** Healthy people, safe, secure, livable communities
**Counsel Review:** Yes **Procurement Review:** N/A
**Contact Person:** Rick Winterhalter **Contact Phone:** 503-742-4466

**EXECUTIVE SUMMARY**: In 2021 the Oregon legislature passed Senate Bill 582, the Recycling Modernization Act (RMA). The new law became effective January 1, 2022, and associated recycling program changes began in July 2025.

The statewide RMA was created to make recycling more efficient, environmentally responsible, and consistent across Oregon. The law encourages smarter packaging, and will facilitate system improvements like upgrading recycling facilities, and improving tracking systems for materials to ensure proper disposal.

Under the RMA, consumers no longer bear the full cost of recycling. The law requires large corporations (i.e. Proctor & Gamble, Unilever, Coca Cola, etc.) to be financially responsible and to work with the state's approved producer responsibility organization (PRO), Circular Action Alliance (CAA), to implement their approved program plan facilitating the rollout of RMA. One key element of the plan is to invest in education and outreach on contamination reduction to minimize the amount of trash that is placed in recycle bins.

Local governments are responsible for performing the required contamination reduction education efforts, and the RMA requires CAA to fund local governments to recover eligible costs incurred in conducting contamination reduction programming. Under ORS 459A.890(4), a local government, or other person

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authorized by a local government to receive payment, receive up to $3 per capita of funding or reimbursement each fiscal year (July 1 through June 30). This state funding makes Clackamas County eligible for reimbursement of up to $1,296,996.00 for fiscal year (FY) 2026-2027.

Similar to our annual IGA with Metro, the cities within the county have authorized the County, through the Oregon Department of Environmental Quality, to receive their RMA funds to perform the required contamination reduction education and outreach.

Staff are seeking approval of a Financial Assistance Application Lifecyle Form to advance the FY 2026-2027 Contamination Reduction Reimbursement Funding Addendum, in order to be compensated from these state per capita funds for the contamination reduction education and outreach work performed by the County for FY 2026-2027.

**RECOMMENDATION:** Staff respectfully recommend the Board of County Commissioners approve the attached Financial Assistance Application Lifecyle Form for fiscal year 2026-2027 to receive funds from CAA for work related to Contamination Reduction education and outreach.

Respectfully submitted,

Dan Johnson

Dan Johnson, Director
Department of Transportation & Development

# 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*:** | 100-50: Transportation & Development (500508 - Sustainability & Solid Waste Program) |
| **Name of Funding Opportunity:** | Circular Action Alliance - Recycling Modernization Act |

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

| | |
|---|---|
| Requestor Information: (Name of staff initiating form) | Angela Dunham |
| Requestor Contact Information: | adunham@clackamas.us |
| Department Fiscal Representative: | Diedre Landon |
| Program Name & Prior Project #: (please specify) | Recycling Modernization Act: Contamination Reduction & System Expansion Program |

Brief Description of Project:

Seeking approval to accept funding to be awarded via a Primary Funding Agreement (PFA) to support work outlined in the Recycling Modernization Act (RMA) ORS459A.800-900. The Act created a funding source through Circular Action Alliance, a producer responsibility organization authorized by the DEQ, to distribute funds to local governments and service providers to implement Contamination Reduction strategies, deliver education programs, and provide for expansion of recycling services. Similar to our annual IGA with Metro, the cities within the county have authorized the County, through the DEQ, to receive their RMA/contamination reduction funds to perform the work required.

Name of Funding Agency: Circular Action Alliance

Notification of Funding Opportunity Web Address: N/A - CAA is legislatively required to distribute up to $3.00 per capita to local governments for contamination reduction obligations.

**OR**

Application Packet Attached: ☐ Yes ☐ No

Completed By: 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: | N/A |
| Announcement Date: | N/A | Announcement/Opportunity #: | N/A |
| Grant Category/Title | N/A | Funding Amount Requested: | up to $1,296,996.00 |
| Allows Indirect/Rate: | Yes | Match Requirement: | $0 |
| Application Deadline: | IGA Term: July 1, 2026 to June 30, 2027 | Total Project Cost: | up to $1,296,996.00 |
| Award Start Date: | 07/01/2026 | Other Deadlines and Description: | |
| Award End Date | 06/30/2027 | | |
| Completed By: | Angela Dunham / Rick Winterhalter | Program Income Requirements: | N/A |
| Pre-Application Meeting Schedule: | N/A | | |

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

This is a legislative requirement and is fully funded. All programming will be completed with the available funds.

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

None - $0

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

None - $0

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.*

N/A

*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, any employee time spent monitoring the project will include the full charge rate. There is no rate cap.

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

No; It funds the contamination reduction work required under Oregon's Recycling Modernization Act ORS459A.800-900 and Opportunity to Recycle OAR 340-090-0030.

**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?*

Sustainability & Solid Waste has adequate and qualified staff to perform this work with the addition of hiring a contracted professional for some services.

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

Yes, the County is partnering with franchised service providers. They are responsible for participating in delivering educational messages to their customers, providing feedback to the County, and making changes to some equipment.

*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.)?*

N/A

*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. If the legislation is changed to eliminate this funding source then the enhanced educational programs will cease and Sustainability and Solid Waste will continue to meet other obligations that are currently funded.

**Collaboration**

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

N/A

**Reporting Requirements**

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

Sustainability and Solid Waste is required to provide a plan for any funding they wish to receive in advance of spending money. Any expenses incurred will be reimbursed in accordance with the plan.

*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?*

CAA is responsible for evaluating the level of contamination at the material recovery facilities. Sustainability and Solid Waste does not need to perform evaluations.

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

Sustainability and Solid Waste is required to provide a plan for estimated programming expenses and submit documentation when requesting reimbursement for approved activities.

***Mission/Purpose:***

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

This additional funding will provide an opportunity to implement a variety of strategies and approaches to improve the quality of the recyclable materials collected from the public. This meets the Sustainability & Solid Waste programs objectives, "Provide education + technical assistance, program management + planning to reduce waste + conserve resources + oversee franchise program." It also helps improve their stated goal to increase the % of material collected curbside that is recycled.

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

There are no community partners better suited to lead this effort. The legislation requires local governments/service providers to perform this work. As in all of our waste reduction efforts in the County/Cities we work closely with the franchised service providers to ensure programs implemented meet requirements and serve the needs of the public.

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

The funding will allow for the continuation of programs that were developed in the previous fiscal year, and in the development of new strategies of educating the public about which materials should be recycled at the curb and which materials should not. It will also provide the funding for franchised service providers to purchase new equipment designed to help the public identify appropriate containers for recycling.

*Other information necessary to understand this award, if any.*

The funds allow for greater opportunities to expand on the education and outreach programs we are currently engaged in to meet our annual Opportunity to Recycle obligations. We are obligated to enhance existing and create new programs with these funds, not supplant the current funding sources.

Program Approval:

| Rick Winterhalter | 10/16/26 | Rick Winterhalter |
|---|---|---|
| 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)**

| Cheryl Bell | 10/27/26 | Cheryl Bell |
|---|---|---|
| Name (Typed/Printed) | Date | Signature |

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

| Dan Johnson | 11/2/26 | |
|---|---|---|
| Name (Typed/Printed) | Date | Signature |

**FINANCE ADMINISTRATION**

| Robert Tintle | 11/02/2026 | |
|---|---|---|
| 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 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.**