

October 9, 2025

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Approval of a Revenue Intergovernmental Agreement with the Oregon Department of Veterans' Affairs to operate the County Veterans Services Office. Agreement Value is \$1,197,076 for 1 year. Funding is through the Oregon Department of Veterans' Affairs, and \$910,486 in Budgeted County General Funds.

Previous Board Action/Review	Lifecycle form approved – October 2, 2025		
Performance Clackamas	Safe, Secure, and Livable Communities		
Counsel Review	Yes, Ryan Hammond	Procurement Review	No
Contact Person	Tracy Garell, Director, Social Services Division	Contact Phone	(503) 655-8641

EXECUTIVE SUMMARY: The Social Services Division (CCSSD) of the Health, Housing, and Human Services Department seeks approval of an Intergovernmental Agreement with the Oregon Department of Veterans' Affairs (ODVA) for funding to operate the County Veterans Services Office (VSO). The VSO supports Clackamas County residents in accessing disability, needs-based pension, Veterans Affairs (VA) healthcare, and other benefits earned through military service.

In FY25, ODVA funds supported both staffing and program costs. Staff conducted 2,153 in-office and phone interviews with veterans or family members, resulting in 1,069 claims for VA services or benefits. In FY25, Clackamas VSO staff supported participants in securing \$20,183,202 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), as well as local outreach events.

The total includes \$663,747 in budgeted County General Funds.

RECOMMENDATION: Staff respectfully requests that the Board of County Commissioners approve this agreement (12273) and authorize Chair Roberts or his designee to sign on behalf of Clackamas County.

Respectfully submitted,

Mary Rumbaugh

Mary Rumbaugh
Director of Health, Housing, and Human Services Department

For Filing Use Only



**OREGON DEPARTMENT
of VETERANS' AFFAIRS**

COUNTY APPLICATION FOR ODVA FUNDING Fiscal Year 2026

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 8/30/2025** in order to receive state funds for the county's Veteran Services Office. Please submit the documents to: ODVA_CVSO-NSOFunding@odva.oregon.gov.

SUBMIT TO: ODVA_CVSO-NSOFunding@odva.oregon.gov

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

TIME PERIOD

July 1, 2025 to June 30, 2026

COUNTY

Clackamas County

Budgeted Revenue for July 1, 2025 to June 30, 2026

ITEM	AMOUNT
County Funds	\$ 663,747
Carry forward of unspent budgeted funds from previous fiscal year <i>(if applicable)</i>	\$ 246,739
ODVA Funds for 2025-26	\$ 286,590
Other Funds <i>(Identify source)</i>	\$ 0
TOTAL REVENUE	\$ 1,197,076

Budgeted Expenditures for July 1, 2025 to June 30, 2026

TOTAL BUDGETED EXPENDITURES \$ 1,197,076

(NOTE: Budgeted expenditures should match budgeted revenue)

Required Documents

- ☒ A copy of the approved budget for county Veteran Services Office for the fiscal year 2026. – [Appendix A](#)
- ☐ 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 2025, if applicable.* - [Appendix B](#)
- ☐ 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 30th 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 CVSO Budget for FY26**FY26 Veterans Enhancement Grant**

Account	Account Desc	FY26 Budget
30110	Restricted Beginning Fund Bala	246,739
33150	State Operating Grants	286,590
39115	Transfers in From General Fund	663,747
FY26 Revenue		1,197,076

Account	Account Desc	FY26 Budget
41100	Full Time Wages & Salaries	483,498
41210	Fringe Benefits	129,557
41220	PERS	161,866
41230	Taxes	40,970
41240	Paid Family Leave	1,934
41320	Worker Compensation Ins	2,842
42010	Advertising/Marketing	15,000
42080	Dues & Memberships	1,500
42150	Insurance - Liability	2,430
42220	Office Supplies	2,500
42240	Postage/Shipping	1,250
42250	Printing & Copies	2,330
42270	Publications & Subscriptions	1,500
42280	Records Destruction	3,500
42310	Telephone & Internet	9,000
42320	Training & Development	5,000
42330	Transportation - Mileage	4,500
42350	Travel - Lodging Airfare Other	6,000
42360	Travel - Per Diem	500
44120	Computer < \$5K	10,000
44240	Program Materials & Supplies	88,240
46110	Leases - Copier	3,000
46150	Leases - Office	8,034
47101	2 CFR 200 - Finance	11,959
47110	Division Indirect Costs	102,308
47120	Cost Allocation - Facilities	847
47121	2 CFR 200 - Facilities	12,707
47130	Cost Allocation - Utilities	11
47131	2 CFR 200 - Utilities	3,582
47140	Cost Allocation - Tech Service	4,804
47141	2 CFR 200 - Technology Svcs	42,505
47150	Cost Allocation - PGA	4,467
47160	Cost Allocation - Rec Mgmt	255
47161	2 CFR 200 - Records Mgmt	1,193
47170	Cost Allocation - HR	1,234
47171	2 CFR 200 - HR	10,304
47180	Cost Allocation - County Admin	136
47190	Cost Allocation - County Couns	1,148
47191	2 CFR 200 - County Counsel	517
47300	Dept. Indirect Costs	14,148
FY26 Expenditures		1,197,076

Appendix B: Use of Carry-Forward Funds

Carry-Forward funds will be used to fund a limited-term Human Services Assistant position to support the VSO, plus materials, services, and some administrative overhead.