

November 7, 2024

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

Board of County Commissioners  
 Clackamas County

**Approval of a Continuation Grant Application to the Oregon Department of Transportation 5311 Rural Formula Funds for operation of the Mount Hood Express. Anticipated Grant Value is \$1,137,115 for 2 years. Funding is through the Oregon Department of Transportation. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	Briefed at issues: 10/29/2024		
<b>Performance Clackamas</b>	1. This funding aligns with the strategic priority to increase self-sufficiency for our clients. 2. This funding aligns with the strategic priority to ensure safe, healthy, and secure communities by addressing the needs of older adults in the community.		
<b>Counsel Review</b>	No	<b>Procurement Review</b>	No
<b>Contact Person</b>	Teresa Christopherson	<b>Contact Phone</b>	503-650-5718

**EXECUTIVE SUMMARY:** The Social Services Division of the Department of Health, Housing, and Human Services requests approval to apply to the Oregon Department of Transportation Rail and Public Transit Division to fund operations for the Mt Hood Express. The Mt Hood Express provides public transit bus service between the City of Sandy, Government Camp, and Timberline, along with other locations in the Mt. Hood area, increasing access to employment, recreation, shopping, and medical services for residents and visitors.

Oregon Department of Transportation Rail and Public Transit Division has allocated \$1,137,115 to Clackamas County by formula for the Mt Hood Express Service. The award period is from July 1, 2025, to June 30, 2027. Match is provided by state and private funding sources. No County General Funds are involved.

**RECOMMENDATION:** The Staff respectfully requests that the Board of County Commissioners approve the application for this grant, accept the award if funded, and authorize Chair Smith to sign on behalf of Clackamas County.

Respectfully submitted,

*Rodney A. Cook*

Rodney A. Cook  
 Director of Health, Housing and Human Services

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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

**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?*

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?

**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?

Other information necessary to understand this award, if any.

Program Approval:

Teresa Christopherson 9/25/24

Teresa D  
Christopherson

Digitally signed by Teresa D  
Christopherson  
Date: 2024.09.25 09:01:05 -07'00'

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)

**Brenda Durbin**

**9/25/24**

**Brenda Durbin** Digitally signed by Brenda Durbin  
Date: 2024.09.25 12:53:10 -07'00'

Name (Typed/Printed)


Date

Signature

DEPARTMENT DIRECTOR (or designee, if applicable)

**Denise Swanson**

**Oct 1, 2024**

  
Denise Swanson (Oct 1, 2024 16:05 PDT)

Name (Typed/Printed)

Date

Signature

FINANCE ADMINISTRATION

**Elizabeth Comfort**

**Oct 2, 2024**



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.

# SS-Lifecycle\_Fund 240\_ODOT Rural Transit Formula Fund FY 26 & 247\_5311

Final Audit Report

2024-10-02

Created:	2024-09-30
By:	Qudsia Sediq (QSediq@clackamas.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9IvRboN8zDLkaekZ6x8M36YhBIMGQG4i

## "SS-Lifecycle\_Fund 240\_ODOT Rural Transit Formula Fund FY 26 & 247\_5311" History

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✔ Agreement completed.

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