



November 3, 2022

Board of County Commissioners  
Clackamas County

**Approval to claim allocated funding with U.S. Dept of Treasury for Local Assistance and Tribal Consistency Fund. Total value is allocated amount of \$987,225.68. Funding through date funds expended. County General Funds are not involved.**

<b>Purpose/Outcome</b>	Approval of Board Order to authorize Finance to electronically accept Local Assistance and Tribal Consistency Fund (LATCF)
<b>Dollar Amount and Fiscal Impact</b>	\$987,225.68 allocated between two federal fiscal years Federal FY22: \$493,612.84 / Federal FY23: \$493,612.84
<b>Funding Source</b>	U.S. Treasury ARPA Local Assistance and Tribal Consistency Fund
<b>Duration</b>	Valid expenditures from 03/15/21 through date funds expended
<b>Previous Board Action/Review</b>	March 23, 2021
<b>Strategic Plan Alignment</b>	1. Contributes funding to general government activities except lobbying 2. Funding could be used to support multiple of the five strategic priorities depending on chosen use of funds.
<b>Counsel Review</b>	10-20-2022, Andrew Naylor
<b>Procurement Review</b>	(Please check yes or no for procurement review. If the answer is "no," please provide an explanation.) 1. Was the item processed through Procurement? yes <input type="checkbox"/> no <input checked="" type="checkbox"/> 2. If no, provide brief explanation: Grant award acceptance
<b>Contact Person</b>	Elizabeth Comfort – Finance Director
<b>Contract No.</b>	N/A

**BACKGROUND:** The American Rescue Plan appropriated \$2 billion to Treasury across fiscal years 2022 and 2023 to provide payments to eligible revenue sharing counties and eligible Tribal governments for use on any governmental purpose except for a lobbying activity. Eligible recipients must submit a request for funding in the Treasury Submission Portal to receive their payments, and further instructions can be found on the Treasury website. There is no pre-approval process for projects funded by the program. Recipients must submit periodic reports to Treasury on their expenditures.

The purpose of the LATCF program is to serve as a general revenue enhancement program. Many eligible revenue sharing counties and eligible Tribal governments have historically experienced fluctuations in their revenues, and this program is designed, in part, to supplement

existing federal programs that augment and stabilize revenues for these communities. In providing support to these communities, allocations under this program consider the economic conditions of recipients.

Under this program, recipients have broad discretion on uses of funds, similar to the ways in which they may use funds generated from their own local revenue sources. Specifically, recipients may use these funds on any governmental purpose other than a lobbying activity. Recipients may maintain or expand public services – such as health, educational, housing, and public safety services – to their communities with these funds. Recipients may also invest in infrastructure – from roads and bridges to water infrastructure – to facilitate economic development, improve health outcomes, or transition their communities to clean energy. Recipients may also invest in restoring and bolstering government capacity, such as increasing the size of their government workforce or investing in improvements in service delivery, like technology infrastructure and data analysis resources, that will improve delivery of services to their communities for years to come.

**RECOMMENDATION:** Staff recommends approval of the attached Board Order authorizing Finance to electronically accept the U.S. Treasury Local Assistance and Tribal Consistency Fund allocated amount.

Respectfully submitted,

*Elizabeth Comfort*

Elizabeth Comfort  
Finance Director

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Authorizing  
Acceptance of Local Assistance and  
Tribal Consistency Fund Allocation  
through the US Department of the  
Treasury



Board Order No. \_\_\_\_\_

WHEREAS, the Clackamas County Board of County Commissioners (the "Board") has authority to accept and sign all grants and any amendments or renewals of the same;

WHEREAS, the United States Department of the Treasury allocated funding through the Local Assistance and Tribal Consistency Fund to Clackamas County (the "Grant");

WHEREAS; the Grant can only be accepted through the use of the United States Department of the Treasury's online award portal;

WHEREAS, the online award portal does not have a traditional signature block or other means by which the Board may sign to accept the Grant;

Whereas, the Board agrees that it is necessary to delegate limited signing authority for the purposes permitting acceptance of the Grant.

NOW THEREFORE, the Clackamas County Board of Commissioners orders as follows:

1. Acceptance of the United States Department of the Treasury allocated funding through the Local Assistance and Tribal Consistency Fund is hereby approved; and
2. The Clackamas County Finance Director is hereby delegated limited authority to accept the U.S. Department of the Treasury Local Assistance and Tribal Consistency Fund allocated funding, and to take all actions reasonably related to the same.

**DATED** this 3<sup>rd</sup> day of November, 2022

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary

# 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, complete sections 1, 2 & 4 only. If direct appropriation, complete page 1 and Dept/Finance signatures only.**

**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

<b>Lead Fund # and Department:</b>	100-15 Finance
<b>Name of Funding Opportunity:</b>	Local Assistance and Tribal Consistency Fund

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

Requestor Information: (Name of staff initiating form)	Joseph Rosevear - Grants Manager
Requestor Contact Information:	JRosevear@clackamas.us
Department Fiscal Representative:	Joseph Rosevear
Program Name & Prior Project #: (please specify)	N/A

Brief Description of Project:

### ELIGIBLE USE OF FUNDS

The Local Assistance and Tribal Consistency Fund provides flexible support for eligible revenue sharing counties and eligible Tribal governments to meet their jurisdiction's needs. Specifically, the statute directs that recipients may use funds for any governmental purpose other than a lobbying activity. As a general matter, recipients may treat these funds in a similar manner to how they treat funds generated from their own revenue. Programs, services, and capital expenditures that are traditionally undertaken by a government are considered to fulfill a "governmental purpose."

Name of Funding Agency: U.S. Department of Treasury

Notification of Funding Opportunity Web Address: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/local-assistance-and-tribal->

**OR**

Application Packet Attached:  Yes  No

Completed By: Joseph Rosevear Date: 10/05/22

**\*\* 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:	When allotment is claimed
Announcement Date:	N/A	Announcement/Opportunity #:	N/A
Grant Category/Title	Local Assistance & Tribal Consistency Fund	Funding Amount Requested:	Allocated funding amount
Allows Indirect/Rate:	N/A	Match Requirement:	N/A
Application Deadline:	01/31/23	Total Project Cost:	\$987,225.68
Award Start Date:	03/15/21	Other Deadlines and Description:	Allocations: Federal FY22: \$493,612.84; Federal FY23: \$493,612.84
Award End Date	Until expended		
Completed By:	Joseph Rosevear	Program Income Requirements:	N/A
Pre-Application Meeting Schedule:	N/A		

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

N/A

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

N/A

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

N/A

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:

Joseph Rosevear

10/05/22



Digitally signed by Joseph Rosevear  
Date: 2022.10.05 11:38:14 -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**

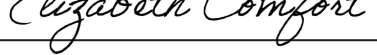
DIVISION DIRECTOR (or designee, if applicable)

\_\_\_\_\_  
Name (Typed/Printed) Date Signature

DEPARTMENT DIRECTOR (or designee, if applicable)

Nancy Bush 10/24/2022   
Name (Typed/Printed) Date Signature

FINANCE ADMINISTRATION

Elizabeth Comfort 10.24.2022   
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 less than \$150,000:**

COUNTY ADMINISTRATOR	Approved: <input type="checkbox"/>	Denied: <input type="checkbox"/>
_____ Name (Typed/Printed)	_____ Date	_____ Signature

**For applications under \$150,000 email form to Christina Fadenrecht at [CFadenrecht@clackamas.us](mailto:CFadenrecht@clackamas.us) for Gary Schmidt's approval.**

**For applications \$150,000 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.

# COVER SHEET

New Agreement/Contract

Amendment/Change/Extension to ARPA LATCF Acceptance

Other \_\_\_\_\_

Originating County Department: Finance

Other party to contract/agreement: US Dept of Treasury

## Description:

Approval to accept allocated funding from the US Department of the Treasury for the Local Assistance and Tribal Consistency Fund. Allocated amount is \$987,225.68. Funding through Federal ARPA allocations. No County General Funds are involved.

After recording please return to: Finance, Jennifer Johnson, jjohnson@clackamas.us

County Admin

Procurement

If applicable, complete the following:

---

Board Agenda Date/Item Number: \_\_\_\_\_