

July 25, 2024

Board of County Commissioners  
Clackamas County

**Approval of Amendment # 2 increasing funding to a Subrecipient Agreement with the City of Lake Oswego on behalf of the Lake Oswego Adult Community Center for services to older adults. Amendment value is \$161,920 for 1 year. Agreement value increased to \$315,290 for two years. Funding is through the federal Older Americans Act and state transportation funds for older and disabled residents. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	Original Agreement approved 9/28/2023, II.D.6 Amendment #1 Approved by County Administrator– 5/22/24 Amendment # 2 Briefed at Issues – 7/23/24		
<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>	Yes	<b>Procurement Review</b>	No
<b>Contact Person</b>	Brenda Durbin, Director	<b>Contact Phone</b>	503-655-8641

**EXECUTIVE SUMMARY:** The Social Services Division of the Health, Housing and Human Services requests approval of the Subrecipient Agreement Amendment with the Lake Oswego Adult Community Center to increase Older American Act (OAA) funded services for persons living in the Lake Oswego area. The services include congregate and home-delivered meals, evidence-based health promotion activities, transportation, and information and referral activities. These services link residents with resources to meet their needs and help them remain independent and active in the community.

The Lake Oswego Adult Community Center has provided nutrition, transportation, wellness, recreation, and information support for Sandy’s older adult community since 1970. The center delivered meals to an average of 75 households three times a week. The Meals on Wheels program has been beneficial to one of the clients who had broken both of her wrists and would not be able to feed herself without the program. Lake Oswego Adult Community Center also runs a respite program 3 days a week. daily. It promotes strong, engaging and educational opportunities through music therapy and other activities vital to their independence and peace of mind.

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**RECOMMENDATION:** Staff recommends that the Board of County Commissioners approve this Amendment and authorize the Chair to sign on behalf of the County.

Respectfully submitted,

*Rodney A. Cook*

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

Subrecipient Amendment (FY24-FY27)  
Clackamas County, Department of Health, Housing and Human Services

Subrecipient Agreement Number: 24-006	Board Order Number:
Department/Division: H3S, Social Services Division	Amendment No. 2
Subrecipient: City of Lake Oswego, acting by and through its Lake Oswego Adult Community Center	Amendment Requested By: Brenda Durbin
Changes: <input type="checkbox"/> Scope of Service <input type="checkbox"/> Agreement Time	<input checked="" type="checkbox"/> Agreement Budget <input type="checkbox"/> Other:

**Justification for Amendment:**

Amendment #2 to Subrecipient Agreement 24-006 ("Agreement") with City of Lake Oswego ("SUBRECIPIENT") provides budget adjustments for ongoing delivery of services for fiscal year 2023-24 and results in an increase to the budget by an additional \$161,920, for a total Agreement amount of \$315,290.

This Amendment #2 is effective upon signature and continues through June 30, 2027.

Except as amended hereby, all other terms and conditions of the Agreement remain in full force and effect. COUNTY has identified the changes with "***bold/italic***" font for easy reference.

**AMEND the following portions of Section 4, Grant Funds:**

4. **Grant Funds.** COUNTY's funding for this Agreement is a combination of Federal, State and Local dollars as specified below by title and Assistance Listing Number ("ALN") number as appropriate. The maximum, not to exceed, grant amount COUNTY will pay for one year is ***\$153,370***. Payments will be made on a reimbursement basis in accordance with the rates set forth in Exhibit B, and the award is conditional upon compliance with the terms herein and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.
  - 4.1. Grant Funds: COUNTY's funding of ***\$130,870*** in grant funds for this Agreement is the Older Americans Act (ALN: 93.043, 93.044, 93.052, 93.053) issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").
  - 4.2. Grant Funds: COUNTY's funding of ***\$22,500*** for transportation services outlined in this agreement are from Statewide Transportation Funds ("STF") for Elderly and Disabled and Statewide Transportation Improvement Funds ("STIF") for transportation services issued to COUNTY by Oregon Department of Transportation.

**TO READ:**

4. **Grant Funds.** COUNTY's funding for this Agreement is a combination of Federal, State and Local dollars as specified below by title and Assistance Listing Number ("ALN") number as appropriate. The maximum, not to exceed, grant amount COUNTY will pay for is ***\$315,290***. Payments will be made on a reimbursement basis in accordance with the rates set forth in Exhibit B, and the award is conditional upon compliance with the terms herein and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.

**City of Lake Oswego – Lake Oswego Adult Community Center**

Subrecipient Grant Agreement – 24-006, Amendment #2

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- 4.1. Grant Funds: COUNTY's funding of **\$269,790** in grant funds for this Agreement is the Older Americans Act (ALN: 93.043, 93.044, 93.052, 93.053) issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").
  
- 4.3. Grant Funds: COUNTY's funding of **\$45,500** for transportation services outlined in this agreement are from Statewide Transportation Funds ("STF") for Elderly and Disabled and Statewide Transportation Improvement Funds ("STIF") for transportation services issued to COUNTY by Oregon Department of Transportation.

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**AMEND EXHIBIT B – SUBRECIPIENT Program Budget**, to add the following additional budget for fiscal year 2024-

25:

**LAKE OSWEGO ADULT COMMUNITY CENTER**  
 Fiscal Year 2025, Amendment 2

<u>Funding Type</u>	<u>Funding Category</u>	<u>AL Number</u>	<u>Max. Total Award</u>	<u>Required Match*</u>	<u>Estimated Program Income</u>	<u>Services</u>	<u>No. of Units</u>	<u>Reimb. Rate</u>
Client Services	OAA IIIB	93.044	\$ 10,230	\$ 1,137	NA	Case Management	90	\$ 42.00
						Reassurance	100	\$ 21.00
						Info & Assistance	200	\$ 21.00
						Outreach	3	\$ 50.00
Nutrition Services	OAA C1 & C2	93.045	\$ 98,170	\$ 10,909	\$ 7,656	OAA Meal Site Management	23,200	\$ 1.65
						Food Service	23,200	\$ 2.50
	NSIP	93.053	\$ 16,240	NA		Food Service	23,200	\$ 0.70
Health Promotion	OAA IIID	93.043	\$ 2,100	NA	NA	Evidence-Based Health & Wellness Programs	40	\$ 52.50
Respite	OAA IIIE	93.052	\$ 12,180	\$ 4,061	NA	Family Caregiver Support Program Respite	290	\$ 42.00
Transp. Services	TriMet GF	NA	\$ 23,000	NA	\$ 230	Rides within the TriMet Service Area	2,300	\$ 10.00
Total Maximum Award			\$ 161,920			Federal Award Total:		\$ 138,920

\* Source of OAA Match - Staff time

**REPLACE EXHIBIT H – 1 with the following:**

**2 CFR 200.332(a) REQUIRED INFORMATION**

<b>Federal award identification</b>	
<b>SUBRECIPIENT Name:</b>	<b>City of Lake Oswego – Lake Oswego Adult Community Center</b>
<b>SUBRECIPIENT Unique Entity Identifier:</b>	<b>YJJFCP3HM9L6</b>
<b>Federal Award Identification Number (FAIN):</b>	<b>Unavailable</b>
<b>Federal award date:</b>	<b>Unavailable</b>
<b>Period of Performance (This Agreement):</b>	<b>7/1/2023 – 6/30/2027</b>
<b>Budget Period (This Agreement):</b>	<b>7/1/2023 – 6/30/2025</b>
<b>Amount of federal funds obligated for this ALN by this action to SUBRECIPIENT:</b>	<b>\$19,980</b>
<b>Total amount of all federal funds obligated to SUBRECIPIENT including the current financial obligation:</b>	<b>\$269,790</b>
<b>Total amount of all federal award to SUBRECIPIENT:</b>	<b>\$269,790</b>
<b>Federal award project description:</b>	<b>Older Americans Act</b>
<b>Federal awarding agency:</b>	<b>Administration for Community Living</b>
<b>Name of pass-through entity:</b>	<b>Clackamas County</b>
<b>Pass-through entity award identifying number to SUBRECIPIENT:</b>	<b>NVWKAVB8JND6</b>
<b>Assistance Listing Number (ALN) &amp; Title:</b>	<b>93.044 Title III, Part B</b>
<b>Is Award for Research and Development?</b>	<b>No</b>
<b>SUBRECIPIENT indirect cost rate on this Agreement:</b>	<b>N/A</b>

**REPLACE EXHIBIT H – 2 with the following:**

**2 CFR 200.332(a) REQUIRED INFORMATION**

<b>Federal award identification</b>	
<b>SUBRECIPIENT Name:</b>	<b>City of Lake Oswego – Lake Oswego Adult Community Center</b>
<b>SUBRECIPIENT Unique Entity Identifier:</b>	<b>YJJFCP3HM9L6</b>
<b>Federal Award Identification Number (FAIN):</b>	<b>Unavailable</b>
<b>Federal award date:</b>	<b>Unavailable</b>
<b>Period of Performance (This Agreement):</b>	<b>7/1/2023 – 6/30/2027</b>
<b>Budget Period (This Agreement):</b>	<b>7/1/2023 – 6/30/2025</b>
<b>Amount of federal funds obligated for this ALN by this action to SUBRECIPIENT:</b>	<b>\$190,450</b>
<b>Total amount of all federal funds obligated to SUBRECIPIENT including the current financial obligation:</b>	<b>\$269,790</b>
<b>Total amount of all federal award to SUBRECIPIENT:</b>	<b>\$269,790</b>
<b>Federal award project description:</b>	<b>Older Americans Act</b>
<b>Federal awarding agency:</b>	<b>Administration for Community Living</b>
<b>Name of pass-through entity:</b>	<b>Clackamas County</b>
<b>Pass-through entity award identifying number to SUBRECIPIENT:</b>	<b>NVWKAVB8JND6</b>
<b>Assistance Listing Number (ALN) &amp; Title:</b>	<b>93.045 Title III, Part C</b>
<b>Is Award for Research and Development?</b>	<b>No</b>
<b>SUBRECIPIENT indirect cost rate on this Agreement:</b>	<b>N/A</b>

**City of Lake Oswego – Lake Oswego Adult Community Center**

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**REPLACE EXHIBIT H – 3 with the following:****2 CFR 200.332(a) REQUIRED INFORMATION**

<b>Federal award identification</b>	
<b>SUBRECIPIENT Name:</b>	<b>City of Lake Oswego – Lake Oswego Adult Community Center</b>
<b>SUBRECIPIENT Unique Entity Identifier:</b>	<b>YJJFCP3HM9L6</b>
<b>Federal Award Identification Number (FAIN):</b>	<b>Unavailable</b>
<b>Federal award date:</b>	<b>Unavailable</b>
<b>Period of Performance (This Agreement):</b>	<b>7/1/2023 – 6/30/2027</b>
<b>Budget Period (This Agreement):</b>	<b>7/1/2023 – 6/30/2025</b>
<b>Amount of federal funds obligated for this ALN by this action to SUBRECIPIENT:</b>	<b>\$32,480</b>
<b>Total amount of all federal funds obligated to SUBRECIPIENT including the current financial obligation:</b>	<b>\$269,790</b>
<b>Total amount of all federal award to SUBRECIPIENT:</b>	<b>\$269,790</b>
<b>Federal award project description:</b>	<b>Older Americans Act</b>
<b>Federal awarding agency:</b>	<b>Administration for Community Living</b>
<b>Name of pass-through entity:</b>	<b>Clackamas County</b>
<b>Pass-through entity award identifying number to SUBRECIPIENT:</b>	<b>NVWKAVB8JND6</b>
<b>Assistance Listing Number (ALN) &amp; Title:</b>	<b>93.053 NSIP</b>
<b>Is Award for Research and Development?</b>	<b>No</b>
<b>SUBRECIPIENT indirect cost rate on this Agreement:</b>	<b>N/A</b>



**City of Lake Oswego – Lake Oswego Adult Community Center**

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**REPLACE EXHIBIT H – 4 with the following:****2 CFR 200.332(a) REQUIRED INFORMATION**

<b>Federal award identification</b>	
<b>SUBRECIPIENT Name:</b>	<b>City of Lake Oswego – Lake Oswego Adult Community Center</b>
<b>SUBRECIPIENT Unique Entity Identifier:</b>	<b>YJJFCP3HM9L6</b>
<b>Federal Award Identification Number (FAIN):</b>	<b>Unavailable</b>
<b>Federal award date:</b>	<b>Unavailable</b>
<b>Period of Performance (This Agreement):</b>	<b>7/1/2023 – 6/30/2027</b>
<b>Budget Period (This Agreement):</b>	<b>7/1/2023 – 6/30/2025</b>
<b>Amount of federal funds obligated for this ALN by this action to SUBRECIPIENT:</b>	<b>\$3,100</b>
<b>Total amount of all federal funds obligated to SUBRECIPIENT including the current financial obligation:</b>	<b>\$269,790</b>
<b>Total amount of all federal award to SUBRECIPIENT:</b>	<b>\$269,790</b>
<b>Federal award project description:</b>	<b>Older Americans Act</b>
<b>Federal awarding agency:</b>	<b>Administration for Community Living</b>
<b>Name of pass-through entity:</b>	<b>Clackamas County</b>
<b>Pass-through entity award identifying number to SUBRECIPIENT:</b>	<b>NVWKAVB8JND6</b>
<b>Assistance Listing Number (ALN) &amp; Title:</b>	<b>93.045 Title III, Part D</b>
<b>Is Award for Research and Development?</b>	<b>No</b>
<b>SUBRECIPIENT indirect cost rate on this Agreement:</b>	<b>N/A</b>

**REPLACE EXHIBIT H – 5 with the following:**

**2 CFR 200.332(a) REQUIRED INFORMATION**

<b>Federal award identification</b>	
<b>SUBRECIPIENT Name:</b>	<b>City of Lake Oswego – Lake Oswego Adult Community Center</b>
<b>SUBRECIPIENT Unique Entity Identifier:</b>	<b>YJJFCP3HM9L6</b>
<b>Federal Award Identification Number (FAIN):</b>	<b>Unavailable</b>
<b>Federal award date:</b>	<b>Unavailable</b>
<b>Period of Performance (This Agreement):</b>	<b>7/1/2023 – 6/30/2027</b>
<b>Budget Period (This Agreement):</b>	<b>7/1/2023 – 6/30/2025</b>
<b>Amount of federal funds obligated for this ALN by this action to SUBRECIPIENT:</b>	<b>\$23,780</b>
<b>Total amount of all federal funds obligated to SUBRECIPIENT including the current financial obligation:</b>	<b>\$269,790</b>
<b>Total amount of all federal award to SUBRECIPIENT:</b>	<b>\$269,790</b>
<b>Federal award project description:</b>	<b>Older Americans Act</b>
<b>Federal awarding agency:</b>	<b>Administration for Community Living</b>
<b>Name of pass-through entity:</b>	<b>Clackamas County</b>
<b>Pass-through entity award identifying number to SUBRECIPIENT:</b>	<b>NVWKAVB8JND6</b>
<b>Assistance Listing Number (ALN) &amp; Title:</b>	<b>93.052 Title III, Part E</b>
<b>Is Award for Research and Development?</b>	<b>No</b>
<b>SUBRECIPIENT indirect cost rate on this Agreement:</b>	<b>N/A</b>

**SIGNATURE PAGE**

IN WITNESS WHEREOF, the parties hereto have caused this Amendment #2 to be executed by their duly authorized officers.

CLACKAMAS COUNTY

City of Lake Oswego  
– Lake Oswego Adult Community Center

By: \_\_\_\_\_

By:  \_\_\_\_\_

Its: \_\_\_\_\_

Its: *Mayor* \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: *June 24, 2024* \_\_\_\_\_

Approved to Form:

By:  \_\_\_\_\_

County Counsel

Dated: **06/24/2024** \_\_\_\_\_