



# Clackamas County Sheriff's Office

ANGELA BRANDENBURG  
Sheriff

May 9, 2023

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

Board of County Commissioners  
Clackamas County

**Approval to apply for FY23-25 Justice Reinvestment Program funding via Oregon's Justice Reinvestment Initiative (JRI) through the State of Oregon's Criminal Justice Commission (CJC) Anticipated funding value not to exceed \$2,553,400.00 for the FY23-25 biennium. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	Previous FY21-23 JRI agreement signed by the Board of County Commissioner's (BCC) on January 13, 2022. This request is for a new FY23-25 agreement.		
<b>Performance Clackamas</b>	Ensure safe, healthy and secure communities.		
<b>Counsel Review</b>	No	<b>Procurement Review</b>	No
<b>Contact Person</b>	Nancy Artmann CCSO Finance Manager	<b>Contact Phone</b>	(503) 785-5012

**EXECUTIVE SUMMARY:** CCSO is also requesting a letter of support from the BCC, which is required to be submitted with the application.

JRI funding is distributed to qualifying applicants based on a formula determined by state law and the actual amount of the funding will be determined by November 2023.

**RECOMMENDATION:** Staff recommends approval of this request and the issuance of a letter of support that the Chair of the Board of County Commissioners, or their designee, sign on behalf of the County.

Respectfully submitted,

Jenna Morrison  
Undersheriff

For Filing Use Only

# 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

Direct Appropriation (no application)

Award type:                      Subrecipient Award              Direct Award

Award Renewal?              Yes              No

<b>Lead Fund # and Department:</b>	
<b>Name of Funding Opportunity:</b>	

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

Requestor Information: (Name of staff initiating form)	
Requestor Contact Information:	
Department Fiscal Representative:	
Program Name & Prior Project #: (please specify)	

Brief Description of Project:

Name of Funding Agency:

Notification of Funding Opportunity Web Address:

**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:		Funding Agency Award Notification Date:	
Announcement Date:		Announcement/Opportunity #:	
Grant Category/Title		Funding Amount Requested:	
Allows Indirect/Rate:		Match Requirement:	
Application Deadline:		Total Project Cost:	
Award Start Date:		Other Deadlines and Description:	
Award End Date			
Completed By:		Program Income Requirements:	
Pre-Application Meeting Schedule:			

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

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

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

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.

The previous amount of the FY21-23 award was \$2,402,982.26. I would estimate that the amount CCSO could receive for FY23-25 would be lower, based on other CJC funding that has decreased.

Program Approval:

		<i>Keala Adolpho</i>
Name (Typed/Printed)	Date	Signature

<b>** NOW READY FOR PROGRAM MANAGER SUBMISSION TO DIVISION DIRECTOR **</b>
<b>**ATTACH ANY CERTIFICATIONS REQUIRED BY THE FUNDING AGENCY. COUNTY FINANCE OR ADMIN WILL SIGN**</b>

**Section IV: Approvals**

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

Capt. Maclolm McDonald	5/2/2023	
Name (Typed/Printed)	Date	Signature

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

Undersheriff Jenna Morrison	5/2/2023	
Name (Typed/Printed)	Date	Signature

**FINANCE ADMINISTRATION**

Patrick Williams	5/3/2023	
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:	Denied:
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.

## 2023-2025 GRANT SOLICITATION: JUSTICE REINVESTMENT PROGRAM

### **Purpose:**

The purpose of the Justice Reinvestment Program (JRP) is to provide funding for counties to plan, implement, and expand initiatives that establish a process to assess individuals and provide a continuum of community-based sanctions, services, and programs designed to reduce recidivism and state prison usage, while protecting public safety and holding individuals accountable. The JRP is part of Oregon's Justice Reinvestment Initiative, a proactive approach to effectively spend resources in the state's criminal justice system. Under the justice reinvestment model, prison growth is limited, and a portion of the avoided operational prison costs are reinvested in the state's local public safety systems.

### **Eligible Applicants:**

Eligible applicants are Oregon county governments through their Local Public Safety Coordinating Council (LPSCC).

An applicant may submit a multi-county application on behalf of a consortium of government and non-government partners to design and implement a strategy to further the goals of the region's Justice Reinvestment efforts. For any regional approach, one county must serve as the main applicant for purposes of administering the grant agreement and managing sub-agreements.

In order to be considered for JRP funding, applicants must:

- Establish a process to assess populations served;
- Serve individuals charged with or convicted of property, drug, or driving offenses;
- Consider and accept short-term transitional leave candidates as appropriate;
- Provide assistance to clients enrolling in the Oregon Health Plan; and
- Work towards imbedding equity throughout the county's criminal justice system.

### **Program Goals and Priorities:**

The goals of the JRP are:

- Reducing recidivism through evidence-based practices while protecting public safety and holding individuals accountable and
- Decreasing prison utilization for property, drug, and driving offenses while protecting public safety and holding individuals accountable.

The JRP has two principal grants that are complimentary yet operate differently.

**The Formula Grant** is distributed to qualifying applicants based on a formula determined by state law. The following requirements apply to Formula Grant awards:

## 2023-2025 GRANT SOLICITATION: JUSTICE REINVESTMENT PROGRAM

- Funds awarded must be used to support approved community-based programs as defined in [OAR 213-060-0030](#).
- No less than 10 percent of funds awarded must be distributed to community-based nonprofit organizations that provide services to victims of crime.
- Three percent of grant funds are to be used for the evaluation of funded programs. Applicants may opt to retain these funds to conduct their own evaluations or remit the funds to the Criminal Justice Commission for larger evaluations.

**The Competitive Grant** is a companion grant that specifically supports downward departure prison diversion programs. Unlike the Formula Grant, Competitive Grant awards are not fixed by a formula. The following requirements apply to Competitive Grant awards:

- Funds awarded must be used to: A) support key personnel that increase local capacity to engage in a downward departure prison diversion program, or B) provide training directly related to the development or operation of a downward departure prison diversion program.
- No less than 10 percent of funds awarded must be distributed to community-based nonprofit organizations that provide services to victims of crime.

Applicants that seek Formula Grant funding are not required to seek Competitive Grant funding.

Review criteria for grant applications is further defined in [OAR 213-060-0060](#).

### Availability and Duration of Funding:

This is a one-time solicitation offering financial support for the grant period beginning July 1, 2023 and ending December 31, 2025. Grant recipients may allocate awarded funding toward allowable expenses incurred at any point during the grant period.

Available funding will be determined at the conclusion of the 2023 Regular Session of the Oregon Legislative Assembly. Once determined, CJC will post the funding allocations on the [JRP website](#).

### Application Timeline:

March 31, 2023	Grant solicitation released; Preliminary Application opened
May 25, 2023 at 1 pm	Preliminary Application due
June 28, 2023	Grant Review Committee evaluates Preliminary Application
Early July 2023	Feedback provided to applicants; Final Application opened
September 13, 2023 at 1pm	Final Application due
October 2023	Grant Review Committee develops funding recommendations
November 2023	Commission makes final award decisions

For questions regarding this grant solicitation please contact Ian Davidson at [ian.davidson@cjc.oregon.gov](mailto:ian.davidson@cjc.oregon.gov).

## 2023-2025 GRANT SOLICITATION: JUSTICE REINVESTMENT PROGRAM

### Application Requirements:

1. Applicants must review the [CJC Grant Administration Guide](#) for specific policies and procedures related to allowable uses of grant funds, review processes, and compliance regulations.
2. Applications must be submitted by the Local Public Safety Coordinating Council (LPSCC) with the approval of the county governing body and the presiding judge of the local circuit court.
3. Applicants must complete both the Preliminary Application and Final Application on the separate dates provided, along with the corresponding materials listed below.

### Preliminary Applications must include the following:

- a. Responses to all Preliminary Application questions (a list of these questions is attached to this document);
- b. A letter of support from the County Governing Body and LPSCC; and
- c. A statement of commitment to the goals of the program from the District Attorney, Presiding Judge, Director of Community Corrections, and any relevant stakeholders.

### Final Applications must include the following:

- a. Any changes to the Preliminary Application and/or letters of support and commitment;
  - b. Responses to all Victim Services application questions (to be released May 1, 2023); and
  - c. Separate budget projection sheets for the Formula Grant and corresponding Victim Services request (a sample is attached to this document; spreadsheet available upon request).
4. Applications for optional Competitive Grant or Evaluation funding are due at the same time as the Final Application and must include:
    - a. Responses to all application questions specific to the funding requested (to be released May 1, 2023) and
    - b. A budget projection sheet(s) specific to each optional funding request.

### How to Apply:

Applications must be submitted online through CJC's grant management system: <https://cjc-grants.smapply.io>.



May 9, 2023

Oregon Criminal Justice Commission  
885 Summer Street NE  
Salem, OR 97221

The Clackamas County Board of Commissioners is pleased to support the Clackamas County Sheriff's Office (CCSO) in securing funding through the Justice Reinvestment Program (JRP) for the FY 2023-25 biennium.

We are in full support of the goals of Justice Reinvestment:

- Reduce recidivism while protecting public safety and holding offenders accountable
- Decrease the county's utilization of imprisonment in a Department of Corrections institution while protecting public safety and holding offenders accountable

Thank you for considering our Justice Reinvestment grant proposal.