

July 20, 2023

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

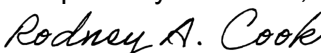
Approval to Apply for a Funding Opportunity with the Oregon Higher Education Coordinating Commission for Round 2 Workforce Ready Grants to increase the capacity of Clackamas County’s Workforce Services Unit. Grant value is up to \$1.6MM for 2.7 years. Funding is through Oregon Department of Human Services. No County General Funds are involved.

Previous Board Action/Review	BCC Issues: 7/18/23		
Performance Clackamas	1. Ensure safe, healthy, and secure communities 2. Grow a vibrant economy		
Fiscal Review	Yes	Procurement Review	No
Contact Person	Adam Freer	Contact Phone	971-533-4929

EXECUTIVE SUMMARY: The Children, Family & Community Connections (CFCC) Division of the Health, Housing and Human Services Department requests approval to apply as a sub-recipient for funding Workforce Ready Grants, Round Two: Innovation in Workforce Programs through the State of Oregon Higher Education Coordinating Commission (HECC) to Increase the Capacity of the County’s Workforce Unit to serve more residents in three target sectors: manufacturing, healthcare and technology. The proposed program is a partnership with Clackamas Community College (CCC) to close the skills gaps between those needed by employers and those job seekers currently have. The program would scale up and strengthen existing employment services by creating Fast-Track career pathways, building stronger ties with CCC, funding targeted outreach, developing culturally responsive service training curricula, creating a continuous quality improvement (CQI) system, and hiring staff to meet the increased demand.

The full budget proposed by CCC is \$4,497,747, and the proposed subcontract with CFCC is \$1,592,567. The contract would begin in November 2023 with a scheduled end date of June 30, 2026, for 2.7 years.

RECOMMENDATION: Staff recommends the Board approve this amendment and authorization for Tootie Smith, Board Chair, to sign on behalf of Clackamas County.

Respectfully submitted,

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

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

Lead Fund # and Department:	240-H3S-CFCC CLACK County
Name of Funding Opportunity:	WorkForce Ready Grants, Round 2

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

Requestor Information: (Name of staff initiating form)	Adam Freer
Requestor Contact Information:	afreer@clackamas.us; 971.533.4929
Department Fiscal Representative:	Scott Vandecoevering; scottvan@clackamas.us
Program Name & Prior Project #: (please specify)	Workforce-400303

Brief Description of Project:

The proposed program is a partnership with Clackamas Community College (CCC) to close the skills gaps between those needed by employers and those jobseekers currently have. The program would scale up and strengthen existing employment services by creating Fast-Track career pathways, building stronger ties with CCC, funding targeted outreach, development of culturally responsive service training curricula, creating a continuous quality improvement (CQI) system and hiring staff to meet the increased demand.

Name of Funding Agency: State of Oregon Higher Education Coordinating Commission (HECC)

Notification of Funding Opportunity Web Address: <https://www.oregon.gov/highered/about/Documents/Grants-contracts/RFA/22-072-RFA%20Workforce%20Ready%20Grants%20Ro>

OR

Application Packet Attached: Yes No

Completed By: Adam Freer Date: 6.22.23

**** 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:	Oct 2023
Announcement Date:	4/10/23	Announcement/Opportunity #:	HECC#22-072;OregonBuys # S-52500-00006139
Grant Category/Title	Workforce Ready Grants, Round 2	Funding Amount Requested:	\$1,300,000
Allows Indirect/Rate:	Yes	Match Requirement:	None
Application Deadline:	6/23/23	Total Project Cost:	\$3,000,000
Award Start Date:	Nov 2023	Other Deadlines and Description:	None
Award End Date:	6/30/26		
Completed By:	Adam Freer	Program Income Requirements:	None
Pre-Application Meeting Schedule:	April 21, May 2, 12, June 13, 16, 20		

Additional funding sources available to fund this program? Please describe:
None

How much General Fund will be used to cover costs in this program, including indirect expenses?
None

How much Fund Balance will be used to cover costs in this program, including indirect expenses?
None

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?

The opportunity would have multiple benefits to the core work of the County's Workforce Unit housed in CFCC.

2. Who, if any, are the community partners who might be better suited to perform this work?

None.

3. What are the objectives of this funding opportunity? How will we meet these objectives?

Address the workforce shortages in 3 sectors: manufacturing, healthcare and technology. We will work with community college faculty, who have strong relations in these areas, to inform outreach, engagement to inform the prioritization of Fast-Track career pathways. This may involve CCC creating new credential/certification programs to meet employer needs. A CQI system would be developed to receive continual feedback on the extent to which the employer needs are being met.

4. Does the grant/financial assistance fund an existing program? If yes, which program? If no, what is the purpose of the program?

Yes, the general Workforce program (400303).

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?

Staff would be hired. This is possible during the grants 3 year timeframe.

2. Are there partnership efforts required? If yes, who are we partnering with and what are their roles and responsibilities?

No. However, Clackamas Community College is assuming the lead applicant role. They will develop training curricula, inform outreach efforts, develop CQI system and help develop and implement Fast-Track career pathways.

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.)?

Not a pilot.

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.)?

The funding would not create a new program, but expand upon and enhance existing services. The Workforce Unit has been successful in its service provision, which has translated into continued and often increased funding.

Collaboration

1. List County departments that will collaborate on this award, if any.

None

Reporting Requirements

1. What are the program reporting requirements for this grant/funding opportunity?

Quarterly performance reports

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?

Performance will be evaluated by the number of residents served. We will be using existing data collection systems and a new feedback system will be created through the project to ensure continuous quality improvement (CQI).

3. What are the fiscal reporting requirements for this funding?

Quarterly financial reports

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.

No additional funding required.

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.)?

N/A

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?

Yes. No cap listed.

Other information necessary to understand this award, if any.

This request for application is somewhat delayed due to a failed collaboration led by a different partner.

Program Approval:

Adam S. Freer

6.22.23



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)

Adam S. Freer

06-22-2023



Name (Typed/Printed)

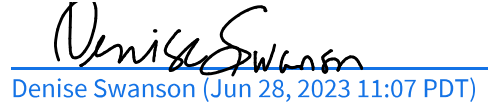
Date

Signature

DEPARTMENT DIRECTOR (or designee, if applicable)

Denise Swanson

Jun 28, 2023



Denise Swanson (Jun 28, 2023 11:07 PDT)

Name (Typed/Printed)

Date

Signature

FINANCE ADMINISTRATION

Elizabeth Comfort

Jun 28, 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 up to and including \$150,000 email form to Tracy Moreland at TracyMor@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 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
when fully approved.

Department: keep original with your grant file.