



Lauren MacNeill  
Director

**RESOLUTION SERVICES**  
**Public Services Building**

September 30, 2021

2051 Kaen Road, PSB #210 / Oregon City, OR 97045

Board of County Commissioners  
Clackamas County

Members of the Board:

Consent Agenda item to approve receipt of FY2021-23 fund distribution from the Oregon Judicial Department for Family Law Mediation and Conciliation funds

<b>Purpose/Outcome</b>	Funds to support family law mediation and conciliation services in Clackamas County.
<b>Dollar Amount and Fiscal Impact</b>	\$1,056,341 in FY 2021-23. (\$528,170.50 in each of two years)
<b>Funding Source</b>	Oregon Judicial Department
<b>Duration</b>	July 1, 2021 through June 30, 2023
<b>Previous Board Action/Review</b>	BCC Study Session Sept. 28, 2021
<b>Strategic Plan Alignment</b>	This item aligns with our department plan by helping to address the issue of Family Structure, and offers families an opportunity to experience accessible, understandable, compassionate and successful conflict resolution services for domestic relations cases. Parties to domestic relation cases in Clackamas County will have access to mediation services that allow open dialogue and the opportunity to reach mutual agreement collaboratively and in the best interest of any involved children. This item aligns with the BCC goal to provide safe, healthy, and secure communities by focusing on the well-being of all our families and will help ensure the safety, health, and security of any involved children.
<b>Counsel Review</b>	NA – there is no contract or grant. Funds are distributed directly to Clackamas County annually.
<b>Procurement Review</b>	No Item is distributed annually from the State of Oregon Judicial Department.
<b>Contact Person</b>	Lauren Mac Neill or Amy Herman
<b>Contract No.</b>	NA

**BACKGROUND:** The State of Oregon budget provides funds annually to the Oregon Judicial Department (OJD) which help fund family court services in counties around the state. Resolution Services has received Family Law Conciliation fund revenue for many years and

was one of the first counties to begin receiving this funding. This year, the OJD allowed an increase of slightly 4% over the prior biennium distributions.

**RECOMMENDATION:** Staff recommends acceptance of these funds by the Clackamas County Treasurer on behalf of Clackamas County Resolution Services.

Respectfully submitted,

Amy Herman  
Sr. Management Analyst  
Resolution Services



**OREGON JUDICIAL DEPARTMENT  
Office of the State Court Administrator**

August 10, 2021  
**(SENT BY EMAIL)**

County of Clackamas  
Clackamas County Finance  
2051 Kaen Rd  
Oregon City, OR 97045

Re: 2021-23 Distribution of Funds to County by OJD

I am writing to inform you of the 2021-23 biennium (July 1, 2021 – June 30, 2023) state distributions from the Oregon Judicial Department (OJD) that were legislatively funded for certain county provided programs including the County Law Library, County Mediation/Conciliation, and Local Court Facility Security programs. Currently, your county will receive the following amounts from OJD for each program for the 2021-23 biennium.

**Law Library Distribution (2021 HB 5012, Section 7): \$692,771**

The amounts provided in your distributions for Law Library services are based on revenues received from filing fees collected during the 2019-21 biennium in civil actions commenced in the circuit court for the county. You will receive two annual distributions, the first of which will be distributed in August 2021 and the second distribution will be made in August of 2022.

In addition, Oregon Laws 2017 Chapter 725, section 19, allows the governing body of the county, after consultation with the Presiding Judge of the circuit court, to use up to one half of the Law Library distribution for the purpose of providing the court's county funded mediation and conciliation services.

Finally, the State of Oregon Law Library is available to work with your county to identify cost-effective means of providing law library services. If your county is interested in discussing that topic, please contact State of Oregon Law Librarian Cathryn Bowie at 503.986.5921 or at [Cathryn.E.Bowie@ojd.state.or.us](mailto:Cathryn.E.Bowie@ojd.state.or.us)

**Mediation/Conciliation Distribution (2021 HB 5012, Section 6): \$1,056,341**

You will also receive two annual distributions for Domestic Relations Mediation/Conciliation services based on your county's 2019-21 mediation/conciliation distribution. The first of distribution will be made in August 2021 and the second distribution will be made in August of 2022.

**Local Court Security Distribution (2021 SB 5533, Section 20(2)): \$136,571**

You will continue to receive court security funds from both the Oregon Judicial Department and any justice or municipal courts in your county, ORS 153.645(4). Your state funding will be sent in monthly distributions from OJD pursuant to ORS 1.178 and is based on historical funding in

your county from circuit court proceedings. Local courts – justice and municipal courts – will continue to send the portion of local court fines that support local court security plans directly to the county. Any funds from those local courts should, by statute, be deposited into the county Local Court Facility Security Account pursuant to ORS 1.182.

If you have any questions, please email me at [David.T.Moon@ojd.state.or.us](mailto:David.T.Moon@ojd.state.or.us).

Sincerely,

David Moon  
Director, Business and Fiscal Services Division

cc: Nancy Cozine, State Court Administrator  
Presiding Judge (of Circuit Court in County)  
Trial Court Administrator (of Circuit Court in County)

# 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.

**\*\* 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 Department & Fund: \_\_\_\_\_

**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**

Name of Funding Opportunity: \_\_\_\_\_

Funding Source: Federal State Local

Requestor Information (Name of staff person initiating form): \_\_\_\_\_

Requestor Contact Information: \_\_\_\_\_

Department Fiscal Representative: \_\_\_\_\_

Program Name and prior project # (please specify): \_\_\_\_\_

Brief Description of Project:

Name of Funding Agency: \_\_\_\_\_

Agency's Web Address for funding agency Guidelines and Contact Information:

**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	
CFDA(s), if applicable:	_____	Funding Agency Award Notification Date:	_____
Announcement Date:	_____	Announcement/Opportunity #:	_____
Grant Category/Title:	_____	Max Award Value:	_____
Allows Indirect/Rate:	_____	Match Requirement:	_____
Application Deadline:	_____	Other Deadlines:	_____
Award Start Date:	_____	Other Deadline Description:	_____
Award End Date:	_____		_____
Completed By:	_____	Program Income Requirement:	_____
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? \_\_\_\_\_

**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. What, 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 sunseting 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. Will we realize more benefit than this financial assistance will cost to administer?

2. Are other revenue sources required, available or will be used to fund the program? Have they already been secured? Please name other sources, including General Fund or Fund Balance and amounts.

3. 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.)?

4. 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?

Program Approval:

*Lauren Mac Neill*

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**

<b>DIVISION DIRECTOR (or designee, if applicable)</b>		
Name (Typed/Printed)	Date	Signature

<b>DEPARTMENT DIRECTOR (or designee, if applicable)</b>		
Name (Typed/Printed)	Date	<div style="text-align: right;"><i>Lauren Mac Neill</i></div> Signature

<b>FINANCE ADMINISTRATION</b>		
Name (Typed/Printed)	Date	<div style="text-align: right;"><i>Elizabeth Comfort</i></div> Signature

<b>EOC COMMAND APPROVAL (DISASTER OR EMERGENCY RELIEF APPLICATIONS ONLY)</b>		
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:**

<b>COUNTY ADMINISTRATOR</b>	Approved:	Denied:
Name (Typed/Printed)	Date	Signature

**For applications greater than \$150,000 or which otherwise require BCC approval:**

BCC Agenda item #:

Date:

OR

Policy Session Date:

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County Administration Attestation

County Administration: re-route to department contact when fully approved.  
 Department: keep original with your grant file.