



Daniel Nibouar

Interim Director

Disaster Management
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October 26, 2023

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Approval to apply for a grant with United States Department of Agriculture (USDA) for wildfire evacuation zone preparedness activities. Total value is \$400,000 within a 5 year period. Funding through Federal grant. No County General Funds are involved.

Previous Board Action/Review	N/A		
Performance Clackamas	1. Ensure healthy, safe, and secure communities.		
Counsel Review	N/A	Procurement Review	N/A
Contact Person	Daniel Nibouar	Contact Phone	503-655-8224

EXECUTIVE SUMMARY: Clackamas County Disaster Management is requesting approval to apply for the Community Wildfire Defense Grant (CWDG). The request is for \$400,000 to be spent within a five-year award period.

Funding will be utilized to hire a limited-term staff position to develop and implement a public education campaign to spread awareness of newly created evacuation zones, routes, and maps. The person will support engagement with community organizations and individuals, focused on information sharing of local evacuation zones, routes and maps, and preparedness strategies. The project aligns with risk and mitigation goals identified in the County Wildfire Protection Plan (CWPP), last updated in 2018.

The county is eligible for a waiver of the cost match.

RECOMMENDATION: Staff recommends the BCC approve Disaster Management to apply for the grant.

Respectfully submitted,

Daniel Nibouar
Director

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

Award type: Direct Appropriation (no application) Subrecipient Award Direct Award

Award Renewal? Yes No

Lead Fund # and Department:	100 Disaster Management
Name of Funding Opportunity:	Community Wildfire Defense Grant 2023 West

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

Requestor Information: (Name of staff initiating form)	Molly Caggiano
Requestor Contact Information:	mcaggiano@clackamas.us; 971-352-2798
Department Fiscal Representative:	Daniel Nibouar
Program Name & Prior Project #: (please specify)	Disaster Management

Brief Description of Project:

Funding for a limited-term staff position to implement a public education campaign to spread awareness of newly created evacuation zones, routes, and maps.

Name of Funding Agency: United States Department of Agriculture (USDA)

Notification of Funding Opportunity Web Address: https://www.grants.gov/web/grants/view-opportunity.html?oppld=349612

OR

Application Packet Attached: Yes No

Completed By: Molly Caggiano

Date: 10/17/2023

**** 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:	07/31/2023	Announcement/Opportunity #:	USDA-FS-2023-CWDG-CWSF
Grant Category/Title	Community Wildfire Defense Grant 2023 West	Funding Amount Requested:	\$400,000
Allows Indirect/Rate:	Yes, 10%	Match Requirement:	None
Application Deadline:	10/31/2023	Total Project Cost:	\$400,000
Award Start Date:		Other Deadlines and Description:	
Award End Date	Projects must be completed within 5 years		
Completed By:		Program Income Requirements:	N/A
Pre-Application Meeting Schedule:			

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 Mission of Disaster Management Department is to foster resilience through disaster planning, preparedness, response, recovery coordination services to Clackamas County communities so they can equitably access resources, survive a disaster, and recover as timely and deliberately as possible. The funding will support the department's preparedness goals by informing community members about their risk to wildfire and providing guidance for evacuation in case of emergency.

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

N/A - evacuation planning is the responsibility of local emergency management.

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

Projects must advance objectives and priorities identified in a CWPP not more than 10 years old. A project must be designed to achieve one or more of the following objectives: 1) Assist a community with planning to address management of wildfire risk; 2) Assist a community with mitigation measures or actions to reduce wildfire risk

Funding will support engagement with community organizations and individuals, focused on information sharing of local evacuation zones, routes and maps, and preparedness strategies. The project aligns with risk and mitigation goals identified in the CWPP, last updated in 2018.

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

No.

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?

The grant will be used to hire a limited duration staff to complete the objectives of the project. The limited duration position will be needed for 2 years to complete the objectives of the project. The period of performance of the project is 5 years. There is adequate time to hire staff and complete the project within the grant timeframe.

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

No. The limited duration position will be managed by Disaster Management.

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.)?

This is not a pilot project. It will be used to hire limited duration staff to complete the project. Following the completion of the project, there will be minimal maintenance/outreach tasks that can fit within current staff capacity.

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.)?

No, the funding will not create a new program. It will support existing programs in outreach and public education efforts.

Collaboration

1. List County departments that will collaborate on this award, if any.
Disaster Management, CCSO, DTD

Reporting Requirements

1. What are the program reporting requirements for this grant/funding opportunity?
Project Performance reports are required annually. Performance report shall include a spatial data component.

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?
The goals in the grant application will be met and reported on.

3. What are the fiscal reporting requirements for this funding?
Financial reports are required quarterly.

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.
Disaster Management staff time will be used to support the temporary position and their role in community engagement. Disaster Management staff time is secured with general funds and will be allocated to supporting this project, as needed.

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 - Clackamas County is considered an underserved county and is eligible to apply for a cost-share waiver. It is identified as "disadvantaged" in the Climate and Economic Justice Screening Tool. (Source: Council on Environmental Quality. (2022). Climate and Economic Justice Screening Tool, version 1.0. As reported by the CWDG Data Tool, <https://wildfireisk.org/cwdg-tool/41005>).

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 - grant/financial assistance covers cost of travel, printing, and other indirect costs. "Indirect costs must be tied to an established rate. Recipients must utilize either their approved overhead rate or the standard de-minimus (10%) rate for budget calculations."

Other information necessary to understand this award, if any.
N/A

Program Approval:

Molly Caggiano

10/17/2023

Molly Caggiano

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****

