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CLACKAMAS
COUNTY

ELLEN CRAWFORD
DIRECTOR

JUVENILE DEPARTMENT

JUVENILE INTAKE AND ASSESSMENT CENTER
2121 KAEN ROAD | OREGON CITY, OR 97045

September 10, 2015

Board of County Commissioner
Clackamas County

Members of the Board:

Approval of Intergovernmental Agreement between City of Oregon City and Clackamas County for Oregon City Enhancement Grant Funds

Purpose/Outcomes	Funds received will be used to build a shed on County property near the existing garden to safely and securely store supplies and equipment utilized in the garden area; start a worm farm that will produce a rich, chemical-free soil for the garden; and allow for recycling of food and other non-food waste; to provide guest speakers and field trip opportunities for youth; and to pay youth stipends for their work which will be used to pay restitution to victims.
Dollar Amount and Fiscal Impact	The maximum contract value is $9,120.00.
Funding Source	City of Oregon City; match dollars are required ($300 in cash and $2,255 in-kind services are being used)
Safety Impact	
Duration	Effective July 1, 2015 through June 30, 2016
Previous Board Action	
Contact Person	Ellen Crawford, Director – Juvenile Department – 503-655-8342 ext 3171
Contract No.	0607133

BACKGROUND:

Last year GREEN Corp received $14,977.80 from the Metro Enhancement Grant to fund the building of 14 raised garden beds, the purchase of additional beehives and equipment for the collection of coffee grounds.

This year we were awarded $9,120 from the Metro Enhancement Grant to fund the replacement of an old shed to safely and securely store equipment and supplies, start a worm farm, enhance youth exposure to GREEN corps related topics by providing experiential activities and field trips, and to provide stipends to youth which will be used to pay restitution owed to victims.

RECOMMENDATION:

Staff recommends the Board approval of the Enhancement Grant Agreement.

Respectfully submitted,

Ellen Crawford

Ellen Crawford, Director
Juvenile Department

For more information on this issue or copies of attachments, please contact Crystal Wright at 503-655-8342 ext 7112.

INTERGOVERNMENTAL AGREEMENT
BETWEEN
THE CITY OF OREGON CITY AND CLACKAMAS COUNTY ON BEHALF OF THE CLACKAMAS COUNTY JUVENILE DEPARTMENT
FOR
OREGON CITY ENHANCEMENT GRANT FUNDS

THIS AGREEMENT is made and entered into by the City of Oregon City ("City") and Clackamas County through the Clackamas County Juvenile Department ("Sponsor"). The City has designated the project described in the proposal submitted at the June 11, 2015 City Enhancement Meeting as the "Enhancement Project", called the GREEN Corps Fresh Start Expansion project. To assist City in completing the Enhancement Project, City will compensate Sponsor who will engage youth under the direction of the Clackamas County Juvenile Department to provide youth services under the terms herein. Upon execution of this agreement, the parties agree to the following:

A. The City agrees to:

1. Provide a grant to the Sponsor in the amount of $9,120.00 to assist in completing the Enhancement Project. Any receipts/invoices submitted for reimbursement shall be dated between 7/1/15 to 6/30/16.

B. The Sponsor agrees to:

- Complete all improvements and activities as described in the Enhancement Project Grant Project Proposal, attached as Addendum A, within the specified time of 7/1/15 to 6/30/15, provided sufficient grant funds are available. Grant funds may be utilized for any of the following costs:
- Materials
- Equipment/Supplies
- Event Costs
- Youth Stipends

1. Sponsor's Enhancement project supervisor is Rachel Pearl ("Project Supervisor"). All mail related to the grant project will be sent to her attention at: Clackamas County Juvenile Department, 2121 Kaen Road, Oregon City, Oregon 97045.

2. The Project Supervisor shall provide all necessary administrative support to manage the project.

3. Provide the City with written progress reports at least quarterly or by October 2015, January 2016 and the final report by April 2016, unless completed earlier. The reports shall include the status of activities and an expenditure report indicating how the grant money has been spent up to this point.

4. Upon request, the City may allow Sponsor to draw up to 25 percent of the grant amount. Then, upon submission of receipts for the first advance and additional receipts for additional funds, the next grant amount will be released.

5. Provide the City with an exit report within 30 days of completion of the project. The report should include the following:
    a. Brief description of the project
    b. Description of project accomplishments.
    c. Measures of performance (i.e., number of people served).
    d. A final budget.
    e. A narrative of how Metro Enhancement funds were spent.
    f. A listing of additional sponsors of the project.
    g. Any before and after photos of the grant project.
    h. Any promotional material samples, including advertisements, flyers, posters, etc.

6. Failure to provide a final exit report will make Sponsor ineligible for future grants.

7. Any unspent grant money shall be remitted back to the City.

C. Indemnification.
CITY agrees to indemnify, save harmless and defend the Sponsor, its officers, commissioners, and employees from and against all claims and actions, and all expenses incidental to the investigation and defense thereof, arising out of or based upon damage or injuries to persons or property caused by the errors, omissions, fault, or negligence of CITY or its employees. Sponsor agrees to indemnify, save harmless, and defend the CITY, its officers, commissioners, and employees from and against all claims and actions, and all expenses incidental to the investigation and defense thereof, arising out of or based upon damage or injuries to persons or property caused by the errors, omissions, fault, or negligence of Sponsor or its employees subject to the limitations if applicable set forth in Article XI, Section 10 of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 to 30.300.

D. Insurance.
Each party agrees to maintain insurance levels or self-insurance in accordance with ORS 30.282, for the duration of this agreement at levels necessary to protect against public body liability as specified in ORS 30.269 through 30.274. Sponsor will provide liability insurance for those individuals on the project site for the purposes of all activities undertaken pursuant to this agreement and also provide adequate automobile insurance for any transport vehicle used to transport the youth workers. It is agreed to the extent permitted by law that Sponsor's self-insurance shall meet the obligations of this paragraph.

E. If the Sponsor fails to comply with the provision of youth services as provided in this agreement within the designated timeframe, the Sponsor shall remit back to the City the amount of the grant attributable to the failure. The deadline for completing the Grant Project may be extended upon mutual agreement between the parties. Such extension shall be requested in writing by May 1, 2016, and may be approved by the City Enhancement Committee at their next meeting.

F. The funding available for this grant program is based on projected revenues and not all expected funds may be available for awards in any given funding cycle. Accordingly, grants are subject to the availability of funds, and should revenue estimates fall short, neither party is liable for incomplete projects.

Signature page follows

Signed this _____ day of _____, 2015.

City of Oregon City

By _____
Wyatt Parno
Finance Director

By _____
David Frasher
City Manager

Sponsor
Clackamas County Board of County Commissioners

By_____
John Ludlow, Chair

By _____
Mary Raethke
Recording Secretary

Review and approved by
County Counsel
Kim Ybarra 8/31/2015

CLACKAMAS
COUNTY

ELLEN CRAWFORD
DIRECTOR

JUVENILE DEPARTMENT

JUVENILE INTAKE AND ASSESSMENT CENTER
2121 KAEN ROAD | OREGON CITY, OR 97045

April 29, 2015

Dear Grant Committee,

GREEN Corps Fresh Start is an educational program in Oregon City that provides valuable training in work and life skills, as well as horticulture and small business management for at-risk youth. The program was established in 2011 as a partnership between the Clackamas County Juvenile Department and Oregon State University Extension Service-Clackamas County. The program engages youth in community-based food production and landscaping, physical activity, nutrition, safe food handling, and business management. Youth plant, grow and harvest organically-grown produce in a quarter acre garden on the Clackamas County Red Soils campus. Youth sell the produce from the garden, honey harvested from hives located near the garden, as well as fresh smoothies and coffee drinks, at the Oregon City Farmers Market.

Funding is being requested through Oregon City-Metro Enhancement Grant to expand current program offerings. GREEN Corps is seeking funds to support the building of a shed near the garden, establish a worm farm, provide pro-social activities and excursions for GREEN Corps youth, and provide stipend funds to be earned by youth to pay restitution to their victims.

The projects being proposed meet five of the ten goals outlined:

- Increasing attractiveness /market value of residential, commercial or industrial areas.
- Improves safety with the City.
- Increases recycling efforts to provide a reduction in solid waste.
- Increases employment or economic opportunities for City residents.
- Provides work or training opportunities to benefit youth, seniors and low-income residents.

The program is requesting $9,120 in funding from the Oregon City-Metro Enhancement Grant, with matching funds totaling $2,555, for a total project budget of $11,675.

We appreciate the committee's consideration of this proposal.

Sincerely,

Rachel Pearl

Rachel Pearl
Coordinator, Community Connection and GREEN Corps
Clackamas County Juvenile Department

Oregon City-Metro Enhancement Grant
Application for Funds
July 1, 2015 through June 30, 2016

Before filling out this form, please read the Oregon City-Metro Enhancement Grant Application Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications must be received by **5:00 pm on Wednesday, April 29, 2015** to be considered for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project *GREEN Corps Fresh Start Expansion*

Organization *Clackamas County Juvenile Department*

Is this a Non-Profit Organization? Yes ○ No ◉

Non-Profit Federal tax exempt ID Number _____

Address *2121 Kaen Road*

City, State, Zip *Oregon City, OR 97045*

Project Coordinator *Rachel Pearl* Phone *503-655-8342 x7134*

Email *rachelpea@clackamas.us*

Chairperson of Governing Board (If Applicable) _____

Phone _____

Signature *Ellen Crawford*

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

*****Complete the budget sheet on page 7 first.**
Amount totals from that sheet will auto fill into this table

Grant Amount Requested:	*$9,120*
+ Matching Funds (Cash):	*$300*
+ In-Kind Matching Funds:	*$2,255*
= Total Cost of Project:	*$11,675*

Proposal Information

1. Is this your first grant application to the Oregon City-Metro Enhancement Committee?
   Yes ___ No ___

2. Have you received an Oregon City-Metro Enhancement Grant in the last 3 years?
   Yes ___ No ___
   If yes, please describe the projects/programs for which you received funding.

Last year the GREEN (Growing Resources for Economic and Equitable Nutrition) Corps/Fresh Start program received $14,977.80 to fund the building of fourteen raised garden beds, the purchase of additional beehives and equipment for the collection of coffee grounds.

3. If you received an Oregon City-Metro Enhancement Grant last year, what is the status of the project?

Two of the raised garden beds were built in the fall of 2014. The remaining twelve beds will be completed in May.

The two new hives will be installed in May.

Collection of the coffee grounds began August 21, 2014 and to date GREEN Corps youth have collected 1,760 pounds of coffee grounds.

Youth donated 3,900 pounds of produce and earned $12,600 in stipends.

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?
   Yes ___ No ___
   If yes, please explain.

The funds requested are for the expansion of the existing GREEN Corps program, through the addition of new components.

5. Briefly describe the project for which you are requesting funds.

The Clackamas County Juvenile Department is requesting funds through the Oregon City-Metro Enhancement Grant to support the expansion of the GREEN Corps Fresh Start program. The GREEN Corps Fresh Start program was established in 2011 as a partnership between the Clackamas County Juvenile Department and the OSU Extension Service. A major goal of GREEN Corps is to provide youth offenders with opportunities to develop positive social skills and transferable work and life skills. The program operates as a youth employment training program that provides training in horticulture, organic farming, forestry and small business management. The program engages at-risk youth in community-based food production and landscaping, physical activity, nutrition, safe food handling, and business management. The youth plant, grow and organically-grown produce on a quarter-acre garden located on the Clackamas County Red Soils campus in Oregon City. Youth sell the produce and honey harvested from the program's bee hives, as well as fresh smoothies and coffee drinks at the Oregon City Farmers Market from May through October each year. The program has a goal of becoming self-sustaining through the sales of goods produced.
GREEN Corps is seeking funding to build a shed near the garden to safety and securely store the supplies and equipment utilized in the garden area; start a worm farm that will produce a rich, chemical-free soil for the garden and allow for the recycling of food and other non-food waste thus reducing waste that would otherwise be sent to the landfill. Additionally, funding to provide guest speakers and field trip opportunities to youth, and to pay youth stipends is being requested.
The funds requested would provide the financial resources necessary to: 1) purchase materials and supplies to build a shed; 2) purchase supplies to establish a worm farm; 3) purchase supplies for the collection of food and other non-food waste; 4) enhance youth exposure to GREEN Corps related topics by providing experiential activities and field trips; and 5) provide stipends to GREEN Corps youth, which will be used to pay restitution owned to victims.

6. Describe why this project was selected and the community need(s) to which it will respond.

The Clackamas County Juvenile Department is dedicated to community safety; with the goal of holding youth offenders accountable by facilitating victim and community restoration. CCJD collaborate with community partners to assist in positive youth development and strengthening families. The department has developed and implemented many community service, employment training, work experience and skills group programs for youth.

Youth that have become involved in the juvenile justice system face significant barriers to education and employment. The GREEN Corps Fresh Start program was developed to address these barriers and provides youth opportunities to: 1) integrate into the community in a positive and restorative manner; 2) develop skills; and 3) gain meaningful job training and experience; while enabling them to repair harm in the community through community services work and produce donations to food banks.

GREEN Corps encourages the development of pro-social relationships with positive adult mentors and community organizations/agencies and cultivate these relationships to develop references to obtain employment. In an effort to foster this relationship building and reducing the barrier to pursuing an education, youth are introduced to Clackamas Community College. Youth are enrolled and familiarized with CCC and are eligible to earn college credit for their hours in the program. Additionally, many of the program's partners are local farmers who provide training days on their farms and have offered internship opportunities to GREEN Corps youth.

7a. Identify and describe how your proposal meets one or more of the goals for funding (check those below that apply and describe by item number below).

✓	1. Increase attractiveness/market value of residential, commercial or industrial areas.	✓	6. Increase recycling efforts to provide a reduction in solid waste.
	2. Enhance new or existing wildlife, riparian, wetlands, forests or river areas.	✓	7. Increase employment or economic opportunities for City residents.
	3. Preserve or increase recreational areas and programs within the City.		8. Rehabilitate or upgrade the market value of housing or commercial property.
✓	4. Improve safety within the City.	✓	9. Provides work or training opportunities to benefit youth, seniors and low-income residents.
	5. Result in significant improvement in the cleanliness of the City.		10. Enhance art and culture within the City.

7b. List by item number in 7a and describe how the project meets the each goal.

1. Replacement of an existing shed that is in poor condition, with a shed that is more attractive, sturdy and secure will complement the other improvements that have been made to the garden area.

4. The Clackamas County Juvenile Department is committed to community safety. Its goal is to hold youth offenders accountable by facilitating victim and community restoration. CCJD collaborates with community partners to assist in positive youth development and strengthening families. CCJD has implemented many community service, employment training, work experience and skill group programs for youth. The department utilizes evidence-based, positive youth development programs to reduce crime and recidivism among youth.

6. Food and other non-food waste will be collected in the Juvenile Department's lunchroom, eliminating waste that would otherwise be destined for the landfill. This waste will be used as the food source for the worm farm. GREEN Corps will also continue to recycle plant waste from the garden into compost, which is returned to the garden as fertilizer; and collect 1000-2000 pounds of coffee grounds from Clackamas County offices which is also recycled into compost.

7. Youth in the GREEN Corps program get work experience, serve in internship positions with local small businesses to develop job skills and a solid work ethic, and earn stipends. Youth are also receive instruction in business management skills and create their own social enterprise.

9. GREEN Corps is a workforce development program for at-risk youth in Clackamas County.

8. Project Period: *Twelve months*
(Number of months in duration)
Beginning Date: *July 1, 2015*
Ending Date: *June 30, 2016*

9. What is the geographic area of Oregon City where the project will take place?

The GREEN Corps program is located at the Juvenile Department on Clackamas County's Red Soils Campus in Oregon City.

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

The many community benefits of the GREEN Corps Fresh Start program include: 1) providing at-risk youth with a positive means to perform community service with practical, social, health and environmental benefits; 2) training for youth in horticulture, food safety, and business skills; 3) building community and encouraging inter-generational teaching and learning; 4) enhancing landscape features of the Red Soils Campus and providing habitat for beneficial insects, birds, etc.; 5) providing site-based educational opportunities through public garden sites; and 6) model organic food production, healthy eating, and active life-styles in high-profile settings.

It is estimated that at minimum 20 youth and 25 adults (including staff, interns and volunteers) will participate directly in the program during the 2015-16 GREEN Corps season. Youth will interact with the thousands of attendees of the Oregon City Farmers Market and other community events. Last year, in addition to the 30 Market days, GREEN Corps youth participated in 16 other community events. Additionally, scores of visitors will see the gardens on the County's Red Soils campus.

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services or other civic groups)?

There are many partnerships and community resources that make the GREEN Corps program and its related projects possible, including Clackamas County's Juvenile and Facilities departments, Oregon State University (OSU) Extension Service, Schoolyard Farms, Clackamas Service Center (CSC), Oregon City Farmers Market, and numerous small business and farms in Clackamas County.

The garden is located on county-owned property and OSU Extension provides the salary for the garden educator from Schoolyard Farms. The educator works with youth to plan and manage the garden, train the youth in urban horticulture, and manage the GREEN Corps bank accounts. Youth glean produce from the OSU Extension Service farm to donate to the CSC food bank, and the Oregon City Farmer's Market provides space for the GREEN Corps Fresh Start Market at for a minimal charge. Additionally, small businesses and farms provide life and job skills training and work experience opportunities for youth.

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

GREEN Corps utilized grant funds for program enhancement and expansion. In addition to the enhancement grant awarded for 2014-15, the program also received a grant award to fund the construction of a covered wood storage area. The covered area houses the wood prepared for sale by GREEN Corps youth as part of the forestry component of the program.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

Summer 2015 - Purchase work farming equipment and supplies
Prepare area for shed
Introduce food scarp collection practices and goals to Juvenile Department staff

Late Summer & Fall 2015 - Begin collecting food waste from Juvenile Department lunchrooms
Build/assemble shed

Fall 2015 - Spring 2016 - Collect and weigh food scraps
Provide experiential opportunities for youth (ie. activities/field trips)

14. An exit report will be included as part of the OC-MEC agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

1. *Shed building project, including cost, time line of construction and number of youth partipating*
2. *Status of worm farm*
3. *Weight of food scraps collected*
4. *Weight of produce harvested from the CCJD garden, amount sold and amount donated*
5. *Number and description of activities and field trips made available to youth*
6. *Number of hours contributed by volunteers to the GREEN Corps program*
7. *Youth involved in the GREEN Corps program, including hours worked, stipends and college credits earned*

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time, use $22.55. (This is the value of volunteer labor time as of 1/10/15, according to the Independent Sector and The Bureau of Labor Statistics).

Item	Source of Support	Estimated Value ($)
Volunteer hours	*CCJD Volunteers*	*$2,255*

16. List all grants applied for in support of this project and commitments confirmed to date.

GREEN Corps has not applied for other grants to support the project proposed in this grant application.

17. What is the percentage of OC-MEC funds to be used for personnel services or administrative costs? *0* %

18. Will the administrator be a paid position? Yes ◉ No ○

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

*****These figures will be transferred to the table on the first page of this application.*

Proposed Budget

Suggested List (not inclusive)	(A) OC-MEC Grant Dollars	(B) Matching Funds (Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)				$0
Volunteer hours			$2,255	$2,255
Project Administration costs (clerical, advertising, graphics, printing, postage)				$0
				$0
Materials	$1,750	$300		$2,050
				$0
Equipment/Supplies	$520			$520
				$0
Construction Costs				$0
				$0
Event Costs *Activities/field trips*	$850			$850
				$0
Transportation Costs				$0
				$0
Insurance Costs (if needed)				$0
Additional Costs (List) *Youth Stipends*	$6,000			$6,000
				$0
				$0
				$0
				$0
				$0
				$0
Totals	$9,120	$300	$2,255	$11,675

Oregon State
UNIVERSITY
Extension Service

OSU Extension Service Master™ Gardener Program
Clackamas, Multnomah, and Washington counties
Address: 200 Warner-Milne Rd. Oregon City, OR 97045
Phone: 503-655-8631 **Fax:** 503-655-8636
Web: www.metromastergardeners.org

May 4, 2015

Members of the Committee:

As an on-going community partner with Clackamas County Juvenile Department, I am pleased to support the GREEN Corps Fresh Start Expansion project. GREEN Corps Fresh Start provides a valuable community service to connect at-risk youth with community-based food production and business management. Through this program youth gain hands-on experience in horticulture and other social enterprises, while learning valuable employment skills, getting physical exercise and eating healthy food.

For the expansion project, I will provide technical support. Also, OSU Extension Service will continue to provide on-going support for the GREEN Corps by paying Schoolyard Farms to provide horticulture education for the youth.

Thank you for your consideration of GREEN Corps Fresh Start program expansion for the Oregon City-Metro Enhancement Grant. This project improves the Oregon City community and will contribute to the on-going success of the GREEN Corps program.

Sincerely

Weston Miller
OSU Extension Service

Schoolyard farms

May 4, 2015

Dear Committee Members:

As a partner of the Clackamas County Juvenile Department, Schoolyard Farms is pleased to express support for the GREEN Corps Fresh Start expansion proposal. The GREEN Corps program provides educational and employment training opportunities to at-risk youth in Clackamas County.

Through the program youth are provided training in horticulture, organic farming, forestry and small business management.
For the last two years Schoolyard Farms has served as the Garden Educator for the Fresh Start Youth Farm, providing horticulture education for youth. In addition, Schoolyard Farms is the project operator for the First Step program, the young offender stipend-earning program piloted in August 2014.

Thank you for your consideration of the proposal from the Clackamas County Juvenile Department for GREEN Corps Fresh Start program expansion. This expansion, funded through the awarding of an Oregon City-Metro Enhancement Grant, will offer additional opportunities for youth to connect to and explore their communities, learn valuable skills and live healthier lives.

Sincerely,

Courtney Leeds
Executive Director

Schoolyard Farms is a 501c3 organization, EIN 45-4725836
PO Box 14135 Portland, OR 97293 | hello@schoolyardfarms.org

From: Russell, Angela
To: Michele Beneville
Subject: OC-Metro Enhancement Grant Cover Letter and Application
Date: Wednesday, April 29, 2015 3:47:04 PM
Attachments: OC-Metro Enhancement Grant Application.pdf
OC-Metro Enhancement Grant Cover Letter.pdf

Good Afternoon Michele,

Attached please find the cover letter and application for the Oregon City-Metro Enhancement Grant from the Clackamas County Juvenile Department.

Thank you

Angie Russell
Program Administrative Assistant

Clackamas County Juvenile Department
2121 Kaen Road
Oregon City, OR 97045
503-655-8342 x7135
Fax: 503-655-8448

http://www.clackamas.us/juvenile

In keeping with Clackamas County's sustainability goals, the Juvenile Department is open Monday – Thursday, 7:00 A.M. to 6:00 P.M., and is closed on Fridays. For custody issues, the Clackamas County Juvenile Intake and Assessment Center is open 24 hours a day, seven days a week.

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