



Gary Barth  
Director

**BUSINESS AND COMMUNITY SERVICES**

Development Services Building  
150 Beaver Creek Road Oregon City, OR 97045

June 16, 2016

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of a Modification of Grant or Agreement 13-SA-11060600-013 between  
Clackamas County and USDA Forest Service – Mt. Hood National Forest for the  
Dump Stoppers Program

<b>Purpose/Outcomes</b>	Clackamas County Parks & Forest manages the Dump Stoppers program, which provides illegal dumping prevention and cleanup services on county and federal forest lands.
<b>Dollar Amount and Fiscal Impact</b>	\$20,000 of USDA Forest Service funds will be added to existing grant agreement number 13-SA-11060600-013. Matching funds of \$6,700 will come from approved FY15/16 Policy Level Proposal in the Forest Management fund budget.
<b>Funding Source</b>	USDA Forest Service
<b>Duration</b>	Through May 15, 2018 as was stated under the original agreement, signed on May 20, 2013
<b>Previous Board Action</b>	Original grant agreement was approved on May 15, 2013 by the delegated authority of the BCC to BCS Director Gary Barth
<b>Strategic Plan Alignment</b>	1. Honor, Utilize, Promote and Invest in our Natural Resources 2. Enhance Park and Forest Health.
<b>Contact Person</b>	Rick Gruen, Manager County Parks & Forest
<b>Contract No.</b>	13-SA-11060600-013 - Modification No. 003

**BACKGROUND:** The Dump Stoppers program was created in 2003 to address the chronic and growing problem of waste dumping on forested lands in Clackamas County. The program goals are to: 1) clean up identified dump sites on 790,000 acres of program partner lands; 2) enforce anti-dumping laws; and 3) educate the public about the negative consequences of illegal dumping. Federal funds through the USDA Forest Service Retained Receipts provide for 72 combined days of Dump Stoppers staff labor and vehicle operation costs related to dump site cleanup. Matching funds of \$6,700 will provide for Clackamas County Sheriff patrols and enforcement support for the program.

**RECOMMENDATION:**

Staff recommends Board approval of Modification #3 to the USDA Forest Service Grant 13-SA-11060600-013 and authorizes Gary Barth, BCS Director, to sign on behalf of Clackamas County.

Respectfully submitted,

Gary Barth, Director of Business and Community Services



MODIFICATION OF GRANT OR AGREEMENT	PAGE	OF PAGES
	1	2

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: <b>13-SA-11060600-013</b>	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY: <b>2013-6420-06630</b>	3. MODIFICATION NUMBER: <b>003</b>
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4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): <b>Mt. Hood National Forest 16400 Champion Way Sandy, OR97055</b>	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4):
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6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): <b>Clackamas County 150 Beaver Creek Road Oregon City, OR 97045</b>	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):
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8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	<b>This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.</b>
<input type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: +\$20,000.00
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:
<input type="checkbox"/>	OTHER (Specify type of modification):

**Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.**

9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):

This modification adds funding in continuation of the project.

The expenditure of stewardship retained receipts is approved for use on:

- 1.) On-forest sites where each of the on-forest work activities has a restoration objective, meets the land management objectives of the Mt. Hood Forest Plan, and meets the objectives of Section 323 of Public Law 108-7, 2003 (16 U.S.C. 2014 Note) "Stewardship End Result Contracting Projects"
- 2.) Off-forest sites which have a direct impact on water quality in streams that flow onto or from national forest lands, and meet the objectives of the Land Management Goals listed above. Types of trash and debris being cleaned up from various off-forest locations should be documented with photos.

Stewardship retained receipts cannot be expended for enforcement of dumping laws, educating the public on the negative resource impacts of trash dumping, or for other various prevention methods and programs.

All funding currently obligated remains available for use. FS funding summary:

Original Agreement:	\$ 32,000.00
Modification 1	\$ 34,999.20
Modification 2	\$ 35,000.00
Modification 3	\$ 20,000.00
Total FS Obligated	\$121,999.20

10. ATTACHED DOCUMENTATION (Check all that apply):

<input type="checkbox"/>	Revised Scope of Work
<input checked="" type="checkbox"/>	Revised Financial Plan
<input checked="" type="checkbox"/>	Other: Request Letter, Technical Proposal



Gary Barth  
Director

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**BUSINESS AND COMMUNITY SERVICES**

Development Services Building  
150 Beaver Creek Road, Oregon City, OR 97045

April 11, 2016

Gwen Collier  
USFS Clackamas River Ranger District  
595 NW Industrial Way  
Estacada, OR 97023  
RE: Dump Stoppers Stewardship Agreement # 13-SA-11060600-013 Modification 3 Request

Dear Gwen -

On behalf of Clackamas County Parks and Forest, I would like to request Modification 3 to the above-listed stewardship agreement for our Dump Stoppers program. We are requesting that the amount of \$20,000.00 in retained receipts funding be added to the agreement. This was approved by the Region 6 Regional Forester in a letter dated February 19, 2016. Clackamas County Parks and Forest will provide \$6,700.00 of matching funds, an amount equivalent to 23.7% of the project total. Retained receipts dollars will only be used 1) to fund the salary costs of Dump Stoppers program staff who are cleaning up illegal dump sites on the Mt. Hood National Forest and on adjacent ownerships of program partners such as the Bureau of Land Management, Oregon Department of Forestry, Clackamas County Parks and Forest, and private industrial forest lands and 2) to fund the costs associated with vehicle use for cleanup projects including fuel, tires, and rental fees for a program support vehicle.

I have included a revised Appendix B – Technical Proposal, a new Appendix D – Agreements Financial Plan (Short Form), and an Expanded Budget (to better show how we have budgeted the additional retained receipts and match funding). I did not include a revised Appendix C – Map as it has not changed from the one in the original agreement.

In preparing for this Modification 3 request, I noticed that there is a mistake on Modification 2, Appendix D, Page 1 of the Stewardship Agreement Financial Plan FS-1500-21B. In column (b) Cash to Partner, the amount of \$4,100 is listed under the Cost Element "Contracted Stewardship Work". It should have been listed under Cost Element "Other" as you can see on Page 2 of the FS Cash to the Cooperator Cost Analysis worksheet. Apparently the auto-filled Page 1 incorrectly auto-filled that amount into the wrong Cost Element row. Please consult with Anne Doolin and if it has to be fixed, please let us know if there is something that we have to do. That \$4,100 amount for vehicle operation clearly belongs in the "Other" column.

**Revised Appendix B - Technical Proposal for  
Dump Stoppers: Illegal Dumping Education, Enforcement, and Cleanup**

**Additional Information for Modification of Agreement 13-SA-11060600-013  
Adding \$20,000 of Retained Receipts Funding through Stewardship Contracting**

**Modification 3 Requested April 11, 2016**

**Program Overview and Description of Partnerships**

Clackamas County Dump Stoppers has been in operation since spring of 2003. The primary objectives of the program are 1) locate and **clean up** illegally dumped waste on forested lands in Clackamas County, 2) **enforce** anti-dumping laws and regulations and when evidence is found, prosecute offenders, and 3) **educate** the public about the potential consequences of illegal dumping. Staff includes a program coordinator, additional temporary/seasonal staff as needed, a retired or reserve deputy from the Clackamas County Sheriff's Office, and program management and oversight from Clackamas County Forest staff. Up until the past few years the program had operated year-around, but due to reduced funding in recent years, the program has cut back staffing and services during some winter months to conserve funds for use during busier times of the year.

Partner land managers/owners who participate in the Dump Stoppers program include: USFS Mt. Hood National Forest, BLM Salem District, Clackamas County Parks & Forest, Port Blakely Tree Farms, Weyerhaeuser, Olympic Resource Management, Portland General Electric, Oregon Department of Forestry, Oregon Department of Transportation, Oregon Department of Fish and Wildlife, and Hopkins Demonstration Forest. The combined total area of these partners is over 790,000 acres which is approximately 2/3 of the land base of Clackamas County (see Appendix C – Dump Stoppers Stewardship Project Area). The USFS Mt. Hood National Forest in Clackamas County comprises 545,000 acres and 2/3 of the land covered by the Dump Stoppers program.

Additional program partners come through volunteers. For 2016, we anticipate organizing some large cleanup projects with students and staff from Timber Lake Job Corps Center. We also plan to work with some organized user groups such as target shooters and off-highway vehicle riders in a coordinated fashion with USFS recreation staff organizational help. We will support two large cleanup projects with Molalla Riverwatch in the Molalla River Corridor. We also work with Community Corrections crews once or twice per month on cleanup projects.

Cascade Towing in Estacada has given Dump Stoppers a discount on vehicle towing and has assisted the program with some very difficult vehicle extrication projects. In 2011, Molalla Discount Tire decided to donate disposition of tires at no cost to the program. For most years donated tire disposition is worth somewhere between \$500 and \$1,000+. These donations/discounts are not accounted for in Appendix D due to the unknown quantities that will be donated.

## Dump Site Cleanup

Field operations consist of a field operations coordinator and an assistant (both temporary/seasonal employees) cleaning up dump sites that have been reported either by the public or program partners or that they have located while on patrol. Staff will perform more frequent patrols in areas that are known to experience high levels of dumping. Many of these routes go through several ownerships of Dump Stoppers program partners. Staff will also periodically check both the Dump Stoppers web site and the phone tip line where members of the public can report dump sites. For large projects such as heavily-used target shooting areas or extensive dump sites, the field operations coordinator will schedule cleanup project days with Community Corrections crews or large volunteer groups like Timber Lake Job Corps students. All volunteer groups are given a safety talk prior to project work. At times, additional County Forest staff may pitch in to help clean up larger more difficult sites. The Field Operations Coordinator will generally work four 10-hour days Monday through Thursday with some flexing of time for occasional Friday or Saturday cleanup projects with volunteers or Corrections Crews. Due to less availability of other program funding, the Field Operations Assistant will work approximately 20 hours per week. In terms of utilization of local work force, both the current field operations coordinator and the assistant are residents of Clackamas County, as is the Dump Stoppers Deputy.

Cleanup methods are what one would expect. Larger items such as abandoned furniture are lifted into a dump truck. Small items are picked up either using tools such as grabbers, rakes, and shovels or by gloved hands. Regular garbage is bagged in heavy-duty garbage bags when necessary. Non-hazardous waste is taken to one of two transfer sites within Clackamas County. Potentially hazardous materials are left in their containers and/or may be put into appropriate containers to prevent leakage (plastic buckets, tubs, etc.) and disposed of at the HazMat disposal area of the Metro Transfer Site in Oregon City. Items such as batteries and computer waste are separated out to be disposed of properly at the transfer stations. Abandoned vehicles are towed, and other recreational vehicles such as boat or trailers are either towed or broken down to be hauled to a transfer station. Where possible, scrap metal is salvaged and taken to a scrap metal yard. Tires are taken to Molalla Discount Tire for proper disposal/recycling.

## Aquatic Resource Protection and Improvement

Dumping is a widespread problem across land ownerships in central and eastern Clackamas County. The Clackamas, Molalla, and Sandy river watersheds provide drinking water for several hundred thousand people as well as habitat for federally listed fish. Dumping of items such as household waste, tires, appliances, demolition debris, electronics, oil, vehicles, and pesticides contributes to fish and wildlife habitat degradation through contamination of soil and water and destruction of vegetation. Contaminants from hazardous materials such as battery acids, refrigerants, heavy metals contained in computer and other electronic components, pesticides, oils, paints, and other pollutants that are dumped in the forest can leach into the soil and enter the aquatic environment



This dump site contained hundreds of soggy soiled diapers and other household waste and was located on the banks of Still Creek on the Zigzag Ranger District of the Mt. Hood National Forest.

## **Education**

While retained receipt funding is not used to pay for educational activities, education is still one of our primary objectives. The Dump Stopper deputy talks with forest visitors he encounters about proper disposal of waste brought out to the woods. Dump Stoppers has periodically written articles about our program and problems associated with illegal dumping in the *Clackamas County Citizen News*, a quarterly publication that is sent to every household within Clackamas County. Usually once or twice a year we are either contacted by or reach out to local media such as *The Oregonian*, *Estacada News*, and local television news programs to do stories related to the Dump Stoppers program.

We also distribute a map showing the major forest land ownerships (Dump Stoppers partners) in the central portion of the county. This is distributed along with a handout summarizing the recreational use policies of each of the agencies/companies. The fact that dumping is illegal on any ownership is highlighted. These are distributed to forest users by the Dump Stoppers deputy, Dump Stoppers staff, and by Dump Stoppers partners.

## **Monitoring and Reporting – Quality Control**

Dump sites that have evidence are given case numbers and entered into a database that is maintained by program staff and the CCSO. Dump site location, description, and pertinent information such as photos, evidence, and a record of deputy investigation and enforcement actions are recorded in this database.

Dump Stoppers staff also record in spreadsheet format by date all the material that is cleaned up and disposed of, including pounds of solid waste, scrap metal, and hazardous waste as well as numbers of tires and vehicles towed. This spreadsheet also records the major river watershed that the waste came from. The Dump Stoppers deputy has also started to record address information for the visitors encountered and for people who receive citations to give us a better idea of where people are coming from who dump in our forest lands.

This information is shared with Dump Stoppers partners each year at an annual Dump Stoppers partners meeting. This meeting provides a forum for program partners to discuss program operations and address any concerns or suggestions for improvement. The 2015 Dump Stoppers Partners Meeting took place on May 27th and several Mt. Hood National Forest staff attended. The Dump Stoppers Partners Meeting this year will also likely take place in May.

We assume that the program certainly has a deterrence effect which reduces the amount of dumping and the potentially negative consequences to aquatic and terrestrial forest health, but we have not devised a good way to measure this.

A program accomplishment report can be provided at any point in time covering operations from 2003 to present date. An accomplishment report summarizing the program operations for CY 2015 has been provided to the USFS Mt. Hood National Forest.

For questions regarding this technical proposal, please contact Molly McKnight of the Clackamas County Forest Program at either 503-742-4424 or [mollymck@co.clackamas.or.us](mailto:mollymck@co.clackamas.or.us)

## WORKSHEET FOR

### FS Non-Cash Contribution Cost Analysis, Column (a)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g.  $\text{cost/day} \times \# \text{ of days} = \text{total}$ , where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by  $\text{cost/day} \times \# \text{ of days}$ , costs may be calculated simply by a contracted value that is not dependent on days worked, such as  $1 \text{ employee} \times \$1,200/\text{contract} = \$1,200$ . Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

#### Salaries/Labor

##### Standard Calculation

Job Description	Cost/Day	# of Days	Total
FS Program Manager	\$300.09	5.00	\$1,500.45
			\$0.00
			\$0.00
			\$0.00
			\$0.00

##### Non-Standard Calculation

**Total Salaries/Labor**

**\$1,500.45**

#### Travel

##### Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

##### Non-Standard Calculation

**Total Travel**

**\$0.00**

#### Equipment

##### Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00

##### Non-Standard Calculation

## WORKSHEET FOR

### FS Cash to the Cooperator Cost Analysis, Column (b)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

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#### Salaries/Labor

##### Standard Calculation

Job Description	Cost/Day	# of Days		Total
Field Ops Coordinator - Temp	\$290.00	48.00		\$13,920.00
Field Ops Assistant - Temp	\$210.50	24.00		\$5,052.00
				\$0.00
				\$0.00
				\$0.00

##### Non-Standard Calculation

**Total Salaries/Labor**

**\$18,972.00**

#### Travel

##### Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

##### Non-Standard Calculation

**Total Travel**

**\$0.00**

#### Equipment

##### Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

## WORKSHEET FOR

### Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.  
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Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
Dump Stoppers Deputy		\$335.00	20.00		\$6,700.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

Non-Standard Calculation

<b>Total Salaries/Labor</b>	<b>\$6,700.00</b>
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Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

Non-Standard Calculation

<b>Total Travel</b>	<b>\$0.00</b>
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Equipment					
Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

Non-Standard Calculation



<b>MODIFICATION OF GRANT OR AGREEMENT</b>	PAGE	OF PAGES
	1	2

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**Modification 3 Requested April 11, 2016**

**Program Overview and Description of Partnerships**

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## Dump Site Cleanup

Field operations consist of a field operations coordinator and an assistant (both temporary/seasonal employees) cleaning up dump sites that have been reported either by the public or program partners or that they have located while on patrol. Staff will perform more frequent patrols in areas that are known to experience high levels of dumping. Many of these routes go through several ownerships of Dump Stoppers program partners. Staff will also periodically check both the Dump Stoppers web site and the phone tip line where members of the public can report dump sites. For large projects such as heavily-used target shooting areas or extensive dump sites, the field operations coordinator will schedule cleanup project days with Community Corrections crews or large volunteer groups like Timber Lake Job Corps students. All volunteer groups are given a safety talk prior to project work. At times, additional County Forest staff may pitch in to help clean up larger more difficult sites. The Field Operations Coordinator will generally work four 10-hour days Monday through Thursday with some flexing of time for occasional Friday or Saturday cleanup projects with volunteers or Corrections Crews. Due to less availability of other program funding, the Field Operations Assistant will work approximately 20 hours per week. In terms of utilization of local work force, both the current field operations coordinator and the assistant are residents of Clackamas County, as is the Dump Stoppers Deputy.

Cleanup methods are what one would expect. Larger items such as abandoned furniture are lifted into a dump truck. Small items are picked up either using tools such as grabbers, rakes, and shovels or by gloved hands. Regular garbage is bagged in heavy-duty garbage bags when necessary. Non-hazardous waste is taken to one of two transfer sites within Clackamas County. Potentially hazardous materials are left in their containers and/or may be put into appropriate containers to prevent leakage (plastic buckets, tubs, etc.) and disposed of at the HazMat disposal area of the Metro Transfer Site in Oregon City. Items such as batteries and computer waste are separated out to be disposed of properly at the transfer stations. Abandoned vehicles are towed, and other recreational vehicles such as boat or trailers are either towed or broken down to be hauled to a transfer station. Where possible, scrap metal is salvaged and taken to a scrap metal yard. Tires are taken to Molalla Discount Tire for proper disposal/recycling.

## Aquatic Resource Protection and Improvement

Dumping is a widespread problem across land ownerships in central and eastern Clackamas County. The Clackamas, Molalla, and Sandy river watersheds provide drinking water for several hundred thousand people as well as habitat for federally listed fish. Dumping of items such as household waste, tires, appliances, demolition debris, electronics, oil, vehicles, and pesticides contributes to fish and wildlife habitat degradation through contamination of soil and water and destruction of vegetation. Contaminants from hazardous materials such as battery acids, refrigerants, heavy metals contained in computer and other electronic components, pesticides, oils, paints, and other pollutants that are dumped in the forest can leach into the soil and enter the aquatic environment



This dump site contained hundreds of soggy soiled diapers and other household waste and was located on the banks of Still Creek on the Zigzag Ranger District of the Mt. Hood National Forest.

## **Education**

While retained receipt funding is not used to pay for educational activities, education is still one of our primary objectives. The Dump Stopper deputy talks with forest visitors he encounters about proper disposal of waste brought out to the woods. Dump Stoppers has periodically written articles about our program and problems associated with illegal dumping in the *Clackamas County Citizen News*, a quarterly publication that is sent to every household within Clackamas County. Usually once or twice a year we are either contacted by or reach out to local media such as *The Oregonian*, *Estacada News*, and local television news programs to do stories related to the Dump Stoppers program.

We also distribute a map showing the major forest land ownerships (Dump Stoppers partners) in the central portion of the county. This is distributed along with a handout summarizing the recreational use policies of each of the agencies/companies. The fact that dumping is illegal on any ownership is highlighted. These are distributed to forest users by the Dump Stoppers deputy, Dump Stoppers staff, and by Dump Stoppers partners.

## **Monitoring and Reporting – Quality Control**

Dump sites that have evidence are given case numbers and entered into a database that is maintained by program staff and the CCSO. Dump site location, description, and pertinent information such as photos, evidence, and a record of deputy investigation and enforcement actions are recorded in this database.

Dump Stoppers staff also record in spreadsheet format by date all the material that is cleaned up and disposed of, including pounds of solid waste, scrap metal, and hazardous waste as well as numbers of tires and vehicles towed. This spreadsheet also records the major river watershed that the waste came from. The Dump Stoppers deputy has also started to record address information for the visitors encountered and for people who receive citations to give us a better idea of where people are coming from who dump in our forest lands.

This information is shared with Dump Stoppers partners each year at an annual Dump Stoppers partners meeting. This meeting provides a forum for program partners to discuss program operations and address any concerns or suggestions for improvement. The 2015 Dump Stoppers Partners Meeting took place on May 27th and several Mt. Hood National Forest staff attended. The Dump Stoppers Partners Meeting this year will also likely take place in May.

We assume that the program certainly has a deterrence effect which reduces the amount of dumping and the potentially negative consequences to aquatic and terrestrial forest health, but we have not devised a good way to measure this.

A program accomplishment report can be provided at any point in time covering operations from 2003 to present date. An accomplishment report summarizing the program operations for CY 2015 has been provided to the USFS Mt. Hood National Forest.

For questions regarding this technical proposal, please contact Molly McKnight of the Clackamas County Forest Program at either 503-742-4424 or [mollymck@co.clackamas.or.us](mailto:mollymck@co.clackamas.or.us)

## WORKSHEET FOR

### FS Non-Cash Contribution Cost Analysis, Column (a)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

#### Salaries/Labor

##### Standard Calculation

Job Description	Cost/Day	# of Days		Total
FS Program Manager	\$300.09	5.00		\$1,500.45
				\$0.00
				\$0.00
				\$0.00
				\$0.00

##### Non-Standard Calculation

**Total Salaries/Labor**

**\$1,500.45**

#### Travel

##### Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

##### Non-Standard Calculation

**Total Travel**

**\$0.00**

#### Equipment

##### Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00

##### Non-Standard Calculation

## WORKSHEET FOR

### FS Cash to the Cooperator Cost Analysis, Column (b)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

#### Salaries/Labor

Standard Calculation				
Job Description		Cost/Day	# of Days	Total
Field Ops Coordinator - Temp		\$290.00	48.00	\$13,920.00
Field Ops Assistant - Temp		\$210.50	24.00	\$5,052.00
				\$0.00
				\$0.00
				\$0.00

#### Non-Standard Calculation

<b>Total Salaries/Labor</b>	<b>\$18,972.00</b>
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#### Travel

Standard Calculation				
Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

#### Non-Standard Calculation

<b>Total Travel</b>	<b>\$0.00</b>
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#### Equipment

Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

## WORKSHEET FOR

### Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.  
 NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g.  $\text{cost/day} \times \# \text{ of days} = \text{total}$ , where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by  $\text{cost/day} \times \# \text{ of days}$ , costs may be calculated simply by a contracted value that is not dependent on days worked, such as  $1 \text{ employee} \times \$1,200/\text{contract} = \$1,200$ . Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor				
Standard Calculation				
Job Description		Cost/Day	# of Days	Total
Dump Stoppers Deputy		\$335.00	20.00	\$6,700.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

Non-Standard Calculation

<b>Total Salaries/Labor</b>	<b>\$6,700.00</b>
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Travel				
Standard Calculation				
Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

Non-Standard Calculation

<b>Total Travel</b>	<b>\$0.00</b>
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Equipment				
Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

Non-Standard Calculation