

STATE OF OREGON GRANT AGREEMENT

Agreement No. 17-123

Informational Cover Page

AGREEMENT INFORMATION	
Project title:	2017 Summer Conservation Corps
Effective date:	June 1, 2017
Expiration date:	September 30, 2017
Amount:	\$12,000.00
Funding source:	OYCC Amusement Device Tax
PCA(s):	75062
GRANTEE INFORMATION	
Grantee:	Yamhill Co. Dept. of Comm. Justice/Ted Smietana
Address:	535 E 5th Street, McMinnville, OR 97128
Project contact:	Amy Kemper
Phone:	503-434-7407
Email:	kempera@co.yamhill.or.us
Fiscal contact:	Lisa Hanes
Phone:	503-434-7512
Email:	hanesl@co.yamhill.or.us
AGENCY INFORMATION	
Project contact:	Doug Denning
Phone:	503-947-2420
Email:	Douglas.denning@state.or.us
Procurement contact:	Michelle Johnson
Phone:	503-947-2417
Email:	Michelle.johnson@HECC.oreogn.gov

B.O. 17-228

GRANT AGREEMENT

Agreement No. 17-123

This Agreement is between the State of Oregon acting by and through its Higher Education Coordinating Commission (“Agency” or “HECC”) and Yamhill County Juvenile Dept. (“Grantee”), each a “Party” and, together, the “Parties”.

1. Purpose.

Agency seeks to fund local, community-oriented projects that are administered by local programs and that employ local youth. The purpose of this Agreement is to provide funding to support Grantee’s efforts to engage youth in this manner.

2. Effective Date and Duration.

When all Parties have executed this Agreement, and all necessary approvals have been obtained, this Agreement shall be effective as of June 1, 2017 (“Effective Date”), and terminates on September 30, 2017, unless terminated earlier in accordance with Section 15.

3. Authorized Representatives.

3.1. Agency’s Authorized Representative is:

Doug Denning
875 Union Street NE, 3rd floor
Salem, OR 97311
503-947-2420
Douglas.denning@oregon.gov

3.2. Grantee’s Authorized Representative is:

Yamhill County Juvenile Corrections Division
535 E 5th Street
McMinnville, OR 97128
503-434-7407
kempera@co.yamhill.or.us

4. Project Activities.

Grantee shall perform the project activities set forth on Exhibit A (the “Project”), attached hereto and incorporated herein by this reference.

5. Grant.

In accordance with the terms and conditions of this Agreement, Agency shall reimburse Grantee up to \$12,000.00 (“Grant Funds”) for the purposes described in Exhibit A (the “Project”). Agency shall pay the Grant Funds from monies available through its Other Funds – OYCC Amusement Device Tax. Grant Funds may be used only for eligible expenditures authorized by this Agreement. No more than 10% of the Grant Funds may be used to cover overhead and indirect costs.

5.1. Disbursement Generally. Agency shall disburse the Grant Funds upon receipt of Grantee's invoices, and according to the following schedule:

- Grantee may request up to 75% of the Grant Funds as start-up funds after the Effective Date of this Agreement but not prior to July 1, 2017.
- Upon completion of the Project, including submission of the Final Report (as described in Exhibit A), Grantee may submit a final invoice to Agency for payment of actual Project costs Grantee has incurred, but for which Grantee has not previously requested reimbursement, up to the remaining unpaid balance of the maximum amount of this Agreement.

To be processed for payment, invoices must be submitted on an Oregon Youth Conservation Corps ("OYCC") Standard Reimbursement Request Form, which can be located at <http://www.oiccweb.com/reportingforms.html> and must include the following information:

- Invoice date;
- Time period covered by the invoice;
- Agency's Agreement number, 17-123
- Amount being invoiced, clearly identify how much of the invoice is associated with administrative overhead/ indirect; and
- A description of the Project activities completed during the invoice period.

Grantee shall send invoices to the following address:

Higher Education Coordinating Commission
Attention: Accounts Payable
255 Capitol Street NE
Salem, OR 97310

Or by email to: HECC.Finance@HECC.Oregon.gov

5.2. Allowable Costs. The Grant Funds are for the Project and shall only be used to pay for Allowable Costs of the Project. "Allowable Costs" means costs of the Project incurred by Grantee and used for the purposes set forth in Exhibit A. Any changes to the Project must be approved by Agency by an amendment pursuant to Section 18 hereof. Grantee shall not use any Grant Funds for costs outside of what is specified in this Agreement, whether or not related to this Agreement.

5.3. Conditions Precedent to Disbursement. Agency's obligation to disburse Grant Funds to Grantee under this Agreement is subject to satisfaction of each of the following conditions precedent:

5.3.1. Agency has received sufficient funding and expenditure authorizations to allow Agency, in the exercise of its reasonable administrative discretion, to make the disbursement.

5.3.2. No default as described in Section 10 has occurred.

5.3.3. Grantee's representations and warranties set forth in Section 6 are true and correct on the date of disbursement(s) with the same effect as though made on the date of disbursement.

5.4. Recovery of Grant Funds. Any Grant Funds disbursed to Grantee under this Agreement that are expended in violation or contravention of one or more of the provisions of this Agreement ("Misexpended Funds") or that remain unexpended on the earlier of termination or expiration of this Agreement ("Unexpended Funds") must be returned to Agency. Grantee shall return all Misexpended Funds and Unexpended Funds to Agency promptly after Agency's written demand but in any event no later than 30 days after Agency's written demand.

5.5. Duplicate Payment. Grantee shall not be compensated for, or receive any other form of duplicate, overlapping or multiple payments for the same costs financed by or costs and expenses paid for by Grant Funds from any agency of the State of Oregon or the United States of America or any other party, organization or individual.

6. Representations and Warranties.

6.1. Grantee has the power and authority to enter into and perform this Agreement;

6.2. The making and performance by Grantee of this Agreement (a) have been duly authorized by Grantee, (b) do not and will not violate any provision of any applicable law, rule, regulation, or order of any court, regulatory commission, board, or other administrative agency or any provision of Grantee's enabling law, bylaws or other organizational rules or policies and (c) do not and will not result in the breach of, or constitute a default or require any consent under any other agreement or instrument to which Grantee is party or by which Grantee may be bound or affected. No authorization, consent, license, approval of, or filing or registration with or notification to any governmental body or regulatory or supervisory authority is required for the execution, delivery or performance by Grantee of this Agreement, other than those that have already been obtained;

6.3. This Agreement, when executed and delivered by Grantee, constitutes a legal, valid and binding obligation of Grantee enforceable in accordance with its terms;

The representations and warranties set forth in this Section are in addition to, and not in lieu of, any other representations or warranties provided by Grantee.

7. Governing Law, Consent to Jurisdiction.

This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively "Claim") between Agency or any other agency or department of the State of Oregon, or both, and Grantee that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Marion County for the State of Oregon; provided, however, if a Claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event shall this Section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, to or from any Claim or from the jurisdiction of any court. GRANTEE, BY EXECUTION

OF THIS AGREEMENT, HEREBY CONSENTS TO THE IN PERSONAM JURISDICTION OF SAID COURTS.

8. Written Materials; Publicity; Public Announcements.

8.1. Public Announcements. When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs that are supported in whole or in part with the Grant Funds, Grantee shall clearly state or otherwise indicate that funds provided by OYCC were used to support the project or program.

9. Indemnification.

9.1. Grantee shall defend, save, hold harmless, and indemnify the State of Oregon and Agency and their officers, employees and agents from and against all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature whatsoever, including attorney's fees, resulting from, arising out of, or relating to the activities of Grantee or its officers, employees, subcontractors, or agents under this Agreement.

9.2. Grantee will have control of the defense and settlement of any claim that is subject to this Section. But neither Grantee nor any attorney engaged by Grantee may defend the claim in the name of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without first receiving from the Attorney General, in a form and manner determined appropriate by the Attorney General, authority to act as legal counsel for the State of Oregon. Nor may Grantee settle any claim on behalf of the State of Oregon without the approval of the Attorney General. The State of Oregon may, at its election and expense, assume its own defense and settlement in the event that the State of Oregon determines that Grantee is prohibited from defending the State of Oregon, or is not adequately defending the State of Oregon's interests, or that an important governmental principle is at issue and the State of Oregon desires to assume its own defense.

10. Grantee Default.

Grantee will be in default under this Agreement upon the occurrence of any of the following events:

10.1. Grantee fails to perform, observe or discharge any of its covenants, agreements or obligations under this Agreement;

10.2. Any representation, warranty or statement made by Grantee in this Agreement or in any documents or reports relied upon by Agency to measure the Project, the expenditure of Grant Funds or the performance by Grantee is untrue in any material respect when made;

10.3. Grantee (a) applies for or consents to the appointment of, or taking of possession by, a receiver, custodian, trustee, or liquidator of itself or all of its property, (b) admits in writing its inability, or is generally unable, to pay its debts as they become due, (c) makes a general assignment for the benefit of its creditors, (d) is adjudicated a bankrupt or insolvent, (e) commences a voluntary case under the Federal Bankruptcy Code (as now or hereafter in effect), (f) files a petition seeking to take advantage of any other law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, (g) fails to controvert in a timely and appropriate manner, or acquiesces in writing

to, any petition filed against it in an involuntary case under the Bankruptcy Code, or (h) takes any action for the purpose of effecting any of the foregoing; or

10.4. A proceeding or case is commenced, without the application or consent of Grantee, in any court of competent jurisdiction, seeking (a) the liquidation, dissolution or winding-up, or the composition or readjustment of debts of Grantee, (b) the appointment of a trustee, receiver, custodian, liquidator, or the like of Grantee or of all or any substantial part of its assets, or (c) similar relief in respect to Grantee under any law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, and such proceeding or case continues undismissed, or an order, judgment, or decree approving or ordering any of the foregoing is entered and continues unstayed and in effect for a period of sixty consecutive days, or an order for relief against Grantee is entered in an involuntary case under the Federal Bankruptcy Code (as now or hereafter in effect).

10.5. Grantee uses or expends Grant Funds for any purpose other than that defined in this Agreement.

11. Agency Default.

Agency will be in default under this Agreement if Agency fails to perform, observe or discharge any of its covenants, agreements, or obligations under this Agreement.

12. Remedies.

12.1. In the event Grantee is in default under Section 10, Agency may, at its option, pursue any or all of the remedies available to it under this Agreement and at law or in equity, including, but not limited to: (a) termination of its obligations under this Agreement pursuant to Section 15, (b) reducing or withholding payment for Project activities that Grantee has failed to complete within any scheduled completion dates or has performed inadequately or defectively, (c) requiring Grantee to complete, at Grantee's expense, additional activities necessary to satisfy its obligations or meet performance standards under this Agreement, (d) initiation of an action or proceeding for damages, specific performance, or declaratory or injunctive relief, (e) exercise of its right of recovery of overpayments under Section 13 of this Agreement or setoff, or both, or (f) declaring Grantee ineligible for the receipt of future awards from Agency. These remedies are cumulative to the extent the remedies are not inconsistent, and Agency may pursue any remedy or remedies singly, collectively, successively or in any order whatsoever.

12.2. In the event Agency is in default under Section 11 and whether or not Grantee elects to exercise its right to terminate this Agreement under Section 15.3.3, or in the event Agency terminates this Agreement under Sections 15.2.1, 15.2.2, 15.2.3, or 15.2.5, Grantee's sole monetary remedy will be for reimbursement of Project activities completed and accepted by Agency, within any limits set forth in this Agreement but not yet invoiced, for authorized expenses incurred, and for interest within the limits of ORS 293.462, less any claims Agency has against Grantee. In no event will Agency be liable to Grantee for any expenses related to termination of this Agreement or for anticipated profits. If previous amounts paid to Grantee exceed the amount due to Grantee under this Section 12.2, Grantee shall promptly pay any excess to Agency.

13. Recovery of Overpayments.

If payments to Grantee under this Agreement, or any other agreement between Agency and Grantee, exceed the amount to which Grantee is entitled, Agency may, after notifying Grantee in writing, withhold from payments due Grantee under this Agreement, such amounts, over such periods of times, as are necessary to recover the amount of the overpayment.

14. Limitation of Liability.

EXCEPT FOR LIABILITY ARISING UNDER OR RELATED TO SECTION 9, NEITHER PARTY WILL BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, OR OTHER INDIRECT DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT, REGARDLESS OF WHETHER THE LIABILITY CLAIM IS BASED IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, PRODUCT LIABILITY OR OTHERWISE. NEITHER PARTY WILL BE LIABLE FOR ANY DAMAGES OF ANY SORT ARISING SOLELY FROM THE TERMINATION OF THIS AGREEMENT IN ACCORDANCE WITH ITS TERMS.

15. Termination.

15.1. This Agreement may be terminated at any time by mutual written consent of the Parties.

15.2. Agency may terminate this Agreement as follows:

- 15.2.1. Upon 30 days advance written notice to Grantee;
- 15.2.2. Immediately upon written notice to Grantee, if Agency fails to receive funding, or appropriations, limitations or other expenditure authority at levels sufficient in Agency's reasonable administrative discretion, to perform its obligations under this Agreement;
- 15.2.3. Immediately upon written notice to Grantee, if federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that Agency's performance under this Agreement is prohibited or Agency is prohibited from paying for such performance from the planned funding source;
- 15.2.4. Immediately upon written notice to Grantee, if Grantee is in default under this Agreement and such default remains uncured 15 days after written notice thereof to Grantee; or
- 15.2.5. As otherwise expressly provided in this Agreement.

15.3. Grantee may terminate this Agreement as follows:

- 15.3.1. Immediately upon written notice to Agency, if Grantee fails to receive funding, or appropriations, limitations or other expenditure authority at levels sufficient in Grantee's reasonable administrative discretion, to perform its obligations under this Agreement;
- 15.3.2. Immediately upon written notice to Agency, if federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that Grantee's performance under this Agreement is prohibited or Grantee is prohibited from paying for such performance from the planned funding source;
- 15.3.3. Immediately upon written notice to Agency, if Agency is in default under this Agreement and such default remains uncured 15 days after written notice thereof to Agency; or
- 15.3.4. As otherwise expressly provided in this Agreement.

15.4. Upon receiving a notice of termination of this Agreement, Grantee will immediately cease all activities under this Agreement, unless Agency expressly directs otherwise in such notice. Upon termination, Grantee will deliver to Agency all documents, information, works-in-progress, Work Product and other property that are or would be deliverables under the Agreement. And upon Agency's reasonable request, Grantee will surrender all documents, research or objects or other tangible things needed to complete the Project activities that were to have been performed by Grantee under this Agreement.

16. Conflict of Interest.

If Grantee is currently performing work for the State of Oregon or the federal government, Grantee by signature to this Agreement declares and certifies that Grantee's activities under this Agreement and the Projects activities to be funded by this Agreement, create no potential or actual conflict of interest as defined by ORS Chapter 244.

17. Nonappropriation.

Agency's obligation to pay any amounts and otherwise perform its duties under this Agreement is conditioned upon Agency receiving funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow Agency, in the exercise of its reasonable administrative discretion, to meet its obligations under this Agreement. Nothing in this Agreement may be construed as permitting any violation of Article XI, section 7 of the Oregon Constitution or any other law limiting the activities, liabilities or monetary obligations of Agency.

18. Amendments.

The terms of this Agreement may not be altered, modified, supplemented or otherwise amended, except by written agreement of the Parties.

19. Notice.

Except as otherwise expressly provided in this Agreement, any notices to be given relating to this Agreement must be given in writing by facsimile, email, personal delivery, or postage prepaid mail, to a Party's Authorized Representative at the physical address, fax number or email address set forth in this Agreement, or to such other addresses as either Party may indicate pursuant to this Section 19. Any notice so addressed and mailed becomes effective five (5) days after mailing. Any notice given by personal delivery becomes effective when actually delivered. Any notice given by email becomes effective upon the sender's receipt of confirmation generated by the recipient's email system that the notice has been received by the recipient's email system. Any notice given by facsimile becomes effective upon electronic confirmation of successful transmission to the designated fax number.

20. Survival.

All rights and obligations of the Parties under this Agreement will cease upon termination of this Agreement, other than the rights and obligations arising under Sections 7, 8, 9, 13, 14 and 20 hereof and those rights and obligations that by their express terms survive termination of this Agreement; provided, however, that termination of this Agreement will not prejudice any rights or obligations accrued to the Parties under this Agreement prior to termination.

21. Severability.

The Parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the Parties will be

construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

22. Compliance with Law.

In connection with their activities under this Agreement, the Parties shall comply with all applicable federal, state and local law.

23. Independent Contractors.

The Parties agree and acknowledge that their relationship is that of independent contracting parties and that Grantee is not an officer, employee, or agent of the State of Oregon as those terms are used in ORS 30.265 or otherwise.

24. Intended Beneficiaries.

Agency and Grantee are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement provides, is intended to provide, or may be construed to provide any direct or indirect benefit or right to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of this Agreement.

25. Force Majeure.

Neither Party is responsible for any failure to perform or any delay in performance of any obligations under this Agreement caused by fire, civil unrest, labor unrest, natural causes, or war, which is beyond that Party's reasonable control. Each Party shall, however, make all reasonable efforts to remove or eliminate such cause of failure to perform or delay in performance and shall, upon the cessation of the cause, diligently pursue performance of the Project activities under this Agreement. Agency may terminate this Agreement upon written notice to Grantee after reasonably determining that the failure or delay will likely prevent successful performance of this Agreement.

26. Assignment and Successors in Interest

Grantee may not assign or transfer its interest in this Agreement without the prior written consent of Agency and any attempt by Grantee to assign or transfer its interest in this Agreement without such consent will be void and of no force or effect. Agency's consent to Grantee's assignment or transfer of its interest in this Agreement will not relieve Grantee of any of its duties or obligations under this Agreement. The provisions of this Agreement will be binding upon and inure to the benefit of the Parties hereto, and their respective successors and permitted assigns.

27. Subcontracts

Grantee shall not, without Agency's prior written consent, enter into any subcontracts for any of the Project activities required of Grantee under this Agreement. Agency's consent to any subcontract will not relieve Grantee of any of its duties or obligations under this Agreement.

28. Time is of the Essence.

Time is of the essence in Grantee's performance of the Project activities under this Agreement.

29. Merger, Waiver.

This Agreement and all exhibits and attachments, if any, constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver or

consent under this Agreement binds either Party unless in writing and signed by both Parties. Such waiver or consent, if made, is effective only in the specific instance and for the specific purpose given. EACH PARTY, BY SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE, HEREBY ACKNOWLEDGES THAT IT HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

30. Records Maintenance and Access.

Grantee shall maintain all financial records relating to this Agreement in accordance with generally accepted accounting principles. In addition, Grantee shall maintain any other records, books, documents, papers, plans, records of shipments and payments and writings of Grantee, whether in paper, electronic or other form, that are pertinent to this Agreement in such a manner as to clearly document Grantee performance. All financial records, other records, books, documents, papers, plans, records of shipments and payments and writings of Grantee, whether in paper, electronic or other form, that are pertinent to this Agreement, are collectively referred to as "Records." Grantee acknowledges and agrees that Agency and the Oregon Secretary of State's Office and the federal government and their duly authorized representatives will have access to all Records to perform examinations and audits and make excerpts and transcripts. Grantee shall retain and keep accessible all Records for a minimum of six (6) years, or such longer period as may be required by applicable law, following termination of this Agreement, or until the conclusion of any audit, controversy or litigation arising out of or related to this Agreement, whichever date is later. Subject to foregoing minimum records retention requirement, Grantee shall maintain Records in accordance with the records retention schedules set forth in OAR Chapter 166.

31. Headings.

The headings and captions to sections of this Agreement have been inserted for identification and reference purposes only and may not be used to construe the meaning or to interpret this Agreement.

32. Agreement Documents.

This Agreement consists of the following documents, which are listed in descending order of precedence:

- This Agreement less all exhibits;
- Exhibit A (the "Project");
- Exhibit B (Grantee's OYCC 2017 Summer Conservation Corps Grant Application);
- Exhibit C (2017 Summer Conservation Corps Grant Guidelines);

Exhibits A through C are attached hereto and incorporated herein by this reference.

(The remainder of this page has been left blank intentionally. Signatures follow)

33. Signatures.

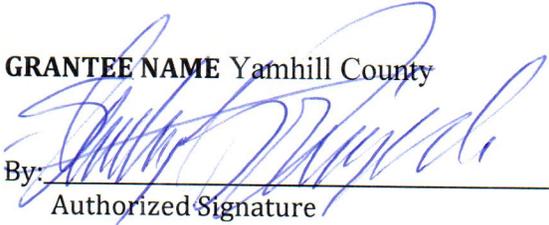
IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates set forth below.

STATE OF OREGON acting by and through its Higher Education Coordinating Commission

By: _____
Holley Oglesby, Designated Procurement Officer

Date

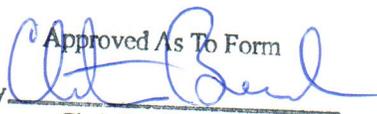
GRANTEE NAME Yamhill County

By: 
Authorized Signature

4-22-17
Date

Stan Primozich, Board of Commissioners, Chair
Printed Name/ Title

93-6002318
Tax ID Number

Approved As To Form
by 
Christian Boenisch
County Counsel
Yamhill County

Accepted by Yamhill County
Board of Commissioners on
4-22-17 by Board Order
17-228

33. Signatures.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates set forth below.

STATE OF OREGON acting by and through its Higher Education Coordinating Commission

By: Holley Oglesby 07/9/17
Holley Oglesby, Designated Procurement Officer Date

GRANTEE NAME Yamhill County
By: [Signature] 6-22-17
Authorized Signature Date

Stan Primozich, Board of Commissioners, Chair
Printed Name/ Title

93-6002318
Tax ID Number

Approved As To Form
by [Signature]
Christian Boenisch
County Council
Yamhill County

Accepted by Yamhill County
Board of Commissioners on
6-22-17 by Board Order
17-228

EXHIBIT A

THE PROJECT

Part 1 – Background and Goals

The mission of Agency’s Oregon Youth Conservation Corps (“OYCC”) is empowering youth by providing outdoor work and stewardship experiences throughout Oregon. OYCC has responsibility for implementing ORS 418.650 through 418.663, the general purposes of which are:

- To establish a disadvantaged and at-risk youth work program in order to perform conservation work of public value in the most cost-effective manner;
- To utilize such a program as a means of needed assistance to protect, conserve, rehabilitate and improve the natural, historical and cultural resources of the state; and
- To utilize such a program to increase educational, training and employment opportunities for disadvantaged and at-risk youth for the purpose of improving work skills, instilling a work ethic and increasing employability.

OYCC’s vision is that Oregon’s at-risk youth are successful community members engaged in work, stewardship, and lifelong learning. Therefore, the intent of an OYCC grant is to fund local, community-oriented projects that are administered by local programs and employ local youth. Grantee has applied for an OYCC grant to provide funding for the Project(s) more specifically described in Exhibit B.

Part 2 – Project Requirements

All requirements described in this Section apply to the Project.

2.1 Statutory Requirements

- Participants must be Oregon residents and 75% of participants must meet the disadvantaged and at-risk requirement below:

“Youth at-risk and disadvantaged are those who may be unable to achieve the educational, economic, or social expectations of their community.”

(Definition adopted by the OYCC Advisory Committee, 1997)

- Work projects must be devoted to the enhancement of the environment and the greater Oregon community.
- Work must be done in Oregon.
- Use of public funds to enhance private property is prohibited unless it can be established that the work is beneficial to the community as a whole.
 - Projects on private land are not encouraged. However, under certain circumstances they are allowable. Projects must enhance the community. Therefore, projects completed on private land must meet all three of the following guidelines:

- Projects increase Corpsmember work skills and education objectives;
 - Project's benefit to the public is clearly defined and;
 - Project's benefit to the public is greater than the benefit to the private landowner.
 - All work on private land must be preapproved in writing by the OYCC Director.
- As per ORS 418.663, projects cannot displace currently employed workers, impair existing contracts, substitute jobs, or replace laid off workers.

2.2 Bureau of Labor and Industries (BOLI) Requirements

- Youth, ages 13-24 may participate in this program. BOLI restricts youth under 16 from many work related activities. Specific information regarding this restriction may be found at this website: <http://egov.oregon.gov/BOLI>.

2.3 Agency Requirements

- Grantee must be physically located in the county for which the grant funds are targeted.
- Grantee must hire local youth to work on projects from the county for which the funds are targeted.
- Grantee must ensure a minimum of 1,050 combined Corpsmember and Crew Leader working hours are included in the Project.
- Grantee must have demonstrated expertise to operate the particular project(s).
- Projects cannot exceed 20% of time spent on repetitive up-keep (i.e. cleaning bathrooms, mowing lawns, etc.). Fence and trail maintenance may be exempt from this requirement. Please contact OYCC staff for further clarification if needed.
- The Project must support and promote positive youth development.
- The Project must result in an increase in employment opportunities for youth that would not otherwise be available. The makeup of the crew should reflect the gender, ethnic, cultural and social mix that is representative of the local community.
- Grantee shall ensure supervision by a trained Crew Leader at all times.
- The Project shall include a public outreach activity during the employment period, such as (but not limited to): newspaper, radio or television interviews, presentations to civic organizations or public bodies, booths at county fairs or similar public events, or at public place (malls, parks, schools, open houses, etc.), and can include distribution of appropriate handouts, flyers or newspaper inserts. This requirement is meant to inform the public about OYCC and its benefits to the community, AND give Corpsmembers experience interacting with the public.
- Grantee shall include sufficient leveraged resources to successfully run a program.
- Grantee shall furnish all tools, equipment, transportation, supervision and labor necessary for the Project. Grantee must pay for all Project tools, equipment, transportation, supervision and labor expenses incurred beyond the amounts provided by Agency as identified in Grantee's application (Exhibit B).

- Grantee agrees to use the entire amount of the Grant Funds and all matching funds (as described in the Grant Guidelines) for the Project.
- Grantee agrees to incorporate educational opportunities to enrich the Corpsmembers' experiences including, but not limited to, access and exposure to Project experts, written materials, related careers, an understanding of environmental issues and Oregon's resources. Materials are available from OYCC as part of the Crew Leader Training.
- Grantee agrees to develop safety, work site, orientation, education and emergency plans in compliance with state and federal laws and OYCC guidelines. Crew Leader Training will provide an opportunity for development of these plans.
- Grantee must complete one day of any of the following Adopt-A-River/ Slough/ Creek or Lakeside activities: litter cleanup, invasive plant removal, planting of native trees and shrubs, or monitoring and maintenance of watershed restoration sites. Oregon Adopt-A-River is a partnership between SOLVE and the Oregon State Marine Board that supports organizations in preserving Oregon's waterways. For more information visit <http://solveoregon.org/what-we-do/oregon-adopt-river>

Grantee is not required, but is encouraged to partner with community organizations, natural resource agencies, and others as required, to assure the needed technical expertise.

2.4 Wage Requirements

- Youth must be paid at least Oregon's Minimum Wage. There are new Minimum Wage rates going into effect July 1, 2017.
- Grantee is responsible for all payroll and employee expenses, including but not limited to income tax, FICA, Worker's Compensation, etc.

2.5 Crew Leaders

Requirements

- Grantee shall send the Project Crew Leader to an OYCC-sponsored or approved Crew Leader Training.
 - Agency will provide Grantee with Training registration instructions.
 - OYCC Crew Leader Training strengthens the experience and development of all project participants.
 - This training has proven to be valuable in enhancing the effectiveness of the crew, as well as the team building skills of the Crew Leaders.
 - Academics, educational opportunities and possibilities will be accentuated at the Crew Leader Training.
- The 2017 Crew Leader Training will be held at Oregon State University's Cascade Campus in Bend, OR on June 21-23, 2017.

Note: Any exception to the Crew Leader Training requirement must be approved in writing by the OYCC Director.

Recommendations

The Crew Leader is the most critical ingredient for project success. OYCC recommends that Crew Leader(s):

- Be paid a wage commensurate with leadership qualities expected;
- Be familiar with the Project(s) prior to attending the training;
- Assist with interviewing and hiring of Corpsmembers;
- Become acquainted with the Project partners, explore learning opportunities connected to the Project and plan for a Corpsmember orientation (information to be provided at training); and
- Understand and include the activities needed to ensure available academic credit for Corpsmembers.

Part 3 – Project Schedule and Budget

3.1 Schedule

The Project activities will begin on or about June 1, 2017. Except for the Final Report, Grantee's performance of all Project activities and deliverables must be completed by September 30, 2017.

3.2 Budget Requirements

The budget for the Project is described in Exhibit B (Grantee's OYCC 2017 Summer Conservation Corps Grant Application). The Parties agree that Grantee's Project budget is estimated; however, in no instance shall Agency's payments to Grantee exceed the amount identified in Section 5 of this Agreement.

- Grantee is permitted to make minor adjustments (up to 25% per line item) without seeking Agency's approval.
- Agency's written approval is required for adjustments in excess of 25% per line item. Budget adjustments can be made without requiring an amendment to this Agreement.
- Leveraged funds can be cash or in-kind (non-cash) and must directly support the Project.
- Grant Funds must first be used to pay Corpsmember salaries and wages. Grantee match contributions should provide for Crew Leader salaries and other items (e.g.: materials, administration, transportation, etc.).
- Grant Funds may only be used as described in Exhibit B.
- No more than 10% of the Grant Funds may be used to cover overhead and indirect costs. Please refer to Exhibit C (2017 Summer Conservation Corps Grant Guidelines) for definitions and additional information.

Part 4 – Project Evaluation/ Reporting Requirements

Grantee shall be responsible for Project accountability, including fund management and data reporting. Grantee shall submit the following reports to Agency:

- **Crew Leader Survey:** Grantee shall ensure Crew Leaders complete one survey on the success of the Project. The Crew Leader Survey shall be completed and submitted to Agency electronically using this link: <http://www.oystercweb.com/surveys.html>
 - Crew Leader Surveys must be submitted to Agency by September 30, 2017.

- **Corpsmember Survey:** Grantee shall ensure all Corpsmembers participating in the Project complete a Corpsmember Survey, using the form found at <http://www.oystercweb.com/surveys.html>. If Grantee submits fewer than 90% of the required surveys, Agency may reduce the Grant Funds by 10%.
 - Corpsmember Surveys must be submitted to Agency by September 30, 2017.
- **Final Report:** Grantee shall submit a Final Report on the Project to Agency. The report must be submitted as an electronic document through Agency’s OYCC reporting system. The report form which Grantee must use is accessible at: <http://www.oystercweb.com/reporting.html>
 - Final Report must be delivered to Agency’s by September 30, 2017.

Agency will review Grantee’s Final Report for content and completeness, and may require Grantee to make changes to the report based on Agency’s review. Items in the report include but are not limited to the following topics:

- Project Narrative;
- Project Outcomes;
- Final Budget Detail; Final Standard Reimbursement Request Form;
- Documentation of Public Presentation(s);
- Documentation of the Adopt-A-River project;
- Copy of the general ledger;
- All Crew Leader and Corpsmember Surveys completed online; and
- One testimonial and any applicable photos, stories, and other appropriate materials.

If the Final Report indicates the following requirements were not fulfilled, or if inadequate information is submitted, Agency may reduce the Grant Funds by the amounts shown below:

- | | |
|-------------------------------------|---|
| • Corpsmember Information | 10% |
| • Crew Leader Information | 10% |
| • Documentation of Boater Education | 10% |
| • Project Outcomes | 10% |
| • Educational/Enrichment Activities | 10% |
| • Adopt-A-River Report | 10% |
| • Public Outreach | 10% |
| • Pictures | 10% |
| • General Ledger | 10% |
| • Surveys | 10% (if 90% of all surveys are not completed) |

EXHIBIT B

**GRANTEE'S OYCC 2017 SUMMER CONSERVATION CORPS
GRANT APPLICATION**

Grantee shall perform the Project activities described in its application:

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ORIGINAL

OREGON YOUTH CONSERVATION CORPS
2017 APPLICATION

SUMMER CONSERVATION CORPS

I. FUNDING (up to \$12,000)					
Amount of Funding Request		\$12,000	County Applying For		Yamhill
II. APPLICANT/PROGRAM INFORMATION (10 points possible)					
Yamhill Co. Dept. of Comm. Justice/Ted Smietana			Yamhill County Juvenile Corrections Divison		
Applicant/Fiscal Agent			Program Name		
Lisa Hanes		503-434-7512	Amy Kemper		503-434-7407
Fiscal Contact Name		Phone Number	Program Contact Name		Phone Number
hanesl@co.yamhill.or.us			kempera@co.yamhill.or.us		
E-Mail Address			E-Mail Address		
535 E 5 th Street			535 E 5 th Street		
Address			Address		
McMinnville	Yamhill	97128	McMinnville	Yamhill	97128
City	County	Zip Code	City	County	Zip Code
Federal Tax ID Number		93-6002318	DUNS Number		38497025
Describe the applicant's past performance operating youth conservation corps programs. Include data, stats and quotes. You may also submit up to three letters of support.					

Yamhill County has been partnering with OYCC for the past 20 years. During that time period the county has been able to employ over 137 at-risk youth. This program is very well received in the county and it provides a valuable opportunity for at-risk youth that they may not have otherwise. The program has not only benefitted the youth but also the local communities and citizens that live in/around the variety of worksites throughout the past 20 years. The program has worked in the majority of the county parks providing the following services: developing/maintaining trails, building bridges, repairing weather damaged areas, removal of evasive plants, planting trees and plants, building and placing educational kiosks, developing stair systems, repairing fishing docks, as well as many other smaller but needed projects. The program has also partnered with local city parks departments where they provided the following services: building a dog park, developing/maintaining trails, developing an outdoor theatre area, removing evasive plants, building walkways, and planting trees and plants. With all of these partners, the program has removed hundreds of pounds of trash.

One of our goals for this program is to provide at-risk youth the opportunity to learn the process of applying and interviewing for a job. It is required that the youth fill out an actual county application and participate in a verbal and written interview process. When hired, the youth are required to attend an employee orientation by the County's Human Resource Department. The employee orientation will explain to the youth what it means to be a county employee and what the expectations of a county employee. The second goal of the program is to provide a safe learning environment to help youth develop valuable work skills and or values such as attendance, punctuality, dependability, flexibility, team work and responsibility to name a few. If at any time they fail to meet these expectations, they are coached to improve, given opportunities to show improvement and if needed, removed from the program for failure to meet expectations. When this happens, we hire those youth who are on a standby list to fill that position, giving more youth opportunities to gain employment.

This program has been a positive aspect of the Juvenile Community Service program for Yamhill County. Youth look forward to the opportunity to have a summer job and staff looks forward to working with youth in different settings. Youth are able to use their summer experience on an application as work experience; employers call the county for references aiding the possibility for the youth to gain employment within their community.

This program has benefited many throughout the years, but the most important benefit is affording at-risk youth an opportunity to become productive, connected members of their community.

III. PARTNER INFORMATION (15 points possible)

For each partner please provide the name, contact information and a detailed description of how the applicant and the partner will be working together towards the same goal (role of the partner). Please note: OYCC reserves the right to contact any and all listed partners to validate the partners' role. Major discrepancies will cause the application to be rejected.

Partner 1		Partner 2	
Partner Name	Yamhill Co. Juvenile Probation	Partner Name	Yamhill Co. Juvenile Corrections
Contact Person	Dana Carelle	Contact Person	Amy Kemper
Phone Number	503-434-7512 ext. 4440	Phone Number	503-434-7407 ext. 4526
E-Mail Address	carelled@co.yamhill.or.us	E-Mail Address	kemper@co.yamhill.or.us
Describe the role of this partner (Box Expands)		Describe the role of this partner (Box Expands)	
The Yamhill County Juvenile Department will assist in recruiting eligible youth for employment. Ms. Carelle will assist in youth retention.		Ms. Kemper will be supervising the summer grant crew leader and crew members. Ms. Kemper will assist in making sure that the crew has the needed personal safety equipment and materials needed to complete that assigned tasks. Ms. Kemper will also assist youth in filling out the necessary employment and financial (timesheets) paperwork as needed.	

Partner 3		Partner 4	
Partner Name	Yamhill Co. Juv. Corrections	Partner Name	Yamhill Co. Human Resources
Contact Person	Peter Akimo	Contact Person	Kathy Arreola
Phone Number	503-434-7407	Phone Number	503-434-7308 ext. 3219
E-Mail Address	akimop@co.yamhill.or.us	E-Mail Address	arreolak@co.yamhill.or.us
Describe the role of this partner (Box Expands)		Describe the role of this partner (Box Expands)	
Mr. Akimo is a certified CPR/First Aid/AED trainer for the Yamhill County Juvenile Corrections Division. Mr. Akimo will facilitate a class for the youth and issue cards upon completion of the class		The Yamhill County Human Resources department will conduct the employee orientation and assist youth in filling out the necessary paperwork to make them county employees. Ms. Arreola will assist the Juvenile Corrections Division in the hiring process.	
Partner 5		Partner 6	
Partner Name	OSU Ext. Service-Yamhill Co.	Partner Name	Yamhill County Master Gardeners
Contact Person	Heather Stoven	Contact Person	TBA
Phone Number	503-434-8910	Phone Number	503-434-8918
E-Mail Address	heather.stoven@oregonstate.edu	E-Mail Address	yamhillmg@oregonstate.edu
Describe the role of this partner (Box Expands)		Describe the role of this partner (Box Expands)	
Ms. Stoven and OSU Ext. Service will provide assistance and guidance in the community garden. The OSU Ext. Service may present a gardening curriculum to the youth.		Members of the local Master Gardeners program will present the Seeds to Supper program and assist/guide youth in the community garden.	
Partner 7		Partner 8	
Partner Name	YCAP-Food Bank	Partner Name	Multnomah ESD
Contact Person	Diane Longaker	Contact Person	Scott Ryan
Phone Number	503-687-1474	Phone Number	503-255-1841
E-Mail Address	DianeL.@yamhillcap.org	E-Mail Address	sryan@mesd.k12.or.us
Describe the role of this partner (Box Expands)		Describe the role of this partner (Box Expands)	
Ms. Longaker is the Food Bank Resource Development Coordinator for Yamhill Community Action Partnership (YCAP). She will be our contact for food donations and will facilitate a tour of the local food bank warehouse.		Mr. Ryan will assist the program in providing an opportunity for youth to receive credit for their participation.	
Describe how the applicant and partners will collaborate to create meaningful opportunities for youth through significant resource projects that enhance the local community.			

The program will continue to make use of Ms. Carelle, Ms. Arreloa, Ms. Kemper and Mr. Akimo's expertise and guidance in recruiting, orientating, supervising and training youth in the program. Mr. Ryan with Multnomah ESD will assist the program in providing the youth an opportunity to receive credit for their participation in the program. This year marks a new partnership with the OSU Extension Service and the Master Gardeners program. The program and the OSU Ext. Service have arranged a meeting and site visit prior to the beginning of the grant. The goal of the meeting is to establish the goals of this years project and how to best use of the OSU Ext. Service and the Master Gardeners program. It has already been established that member(s) of the Master Gardener program will be presenting the Seed to Supper curriculum to the youth this summer. The Seed to Supper program is a hybrid course which offers classroom type presentation and then a hands on practical application in the garden. The goal of this partnership is to help establish positive interactions with members of the community and to introduce the youth to new skills. Another new partner this year is the Yamhill Community Action Program (YCAP). The harvest from the garden will be donated to the county's local food bank located at the YCAP campus. As part of this year's program, the youth will be given a tour of the food bank and of the YCAP campus to explain the what and the how the YCAP helps the community. The goal of this partnership is to show the youth that through their hard work and dedication to the garden, they will have helped members of their community. Throughout the summer, the program and the partners will maintain an open line of communication and work collaboratively to make the program successful not only for the community but for the youth as well. The ultimate goal of the partnerships is that the youth learn vocational skills and that they also feel a part of the community that they are working and living in.

IV. DEMOGRAPHIC INFORMATION (10 points possible)

Total number of Corpsmembers to be served	6	Total number of Corpsmember hours	1152
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Please use current/recent statistics on poverty rates, dropout rates, etc. to clearly define the demographics of the community to be served.

According to the U.S. Census Bureau, in 2015 the median household income for Yamhill County is \$53,423. Yamhill County's poverty rate for all persons is 13.3% and it is 18.1% for those under the age of 18. In the same report, the nations poverty rate for all persons is 13.5% and it climbs to 19.7% for those under the age of 18.

Yamhill County is primary industry is agriculture. Some of the major products the county produces are nurseay and greenhouse crops, fruits, nuts, field and grass seed. Yamhill County is also know for its many vineyards and wine production. Logging and timber products are still prevelant in the western part of the county. It is reported that of the total workforce of Yamhill county, nearly one-fifth commutes to the Portland metropolitan area. The youth applying to the program have little to no access to transportation throughout the county which limits the employment oppourtinites for the youth and the type of employment opportunities for youth in this county is very limited.

The Oregon Department of Education released the 2015-2016 data detailing the dropout rates for the state and its individual counties. Yamhill County's dropout rate for all students is 2.86%; the State's dropout rate for all students is 3.93%.

- According to the report of the 2.86% that dropout of high school in Yamhill County:
- 3.36% are male
 - 2.33% are female
 - 3.12% are economically disadvantaged
 - 3.57% are Underserved Races/Ethnicities
 - 2.60% are white

The youths that would have an opportunity to be a part of the summer grant crew are either behind in credits and not on track to graduate or they are in alternative programs for academic and or behavioral reasons.

Describe your plan to ensure youth served will reflect the local community and include a gender, ethnic, cultural and social mix.
<p>In 2015 the estimated population for Yamhill County was 102,659; of that population 77.7% were White, 15.9% were Hispanic/Latino, 3% were two or more races, 2% were Native American/Alaskan Native, 1.9% were Asian, and 1.1% were Black/African American. In that same year in Yamhill County, females made up approximately 49.9% of the population. Though we make every attempt to hire youth of various ethnic, cultural and social backgrounds, our past crews have primarily been White and Hispanic/Latino males. We will continue to reach out to our community partners to establish a pool of applicants that will reflect the population of Yamhill County. Since we know what project we will be working on this year, the program will send out an announcement to explain what the summer project will be and what the youth will gain by participating in this year's grant crew. It is the belief of the program that the earlier we can get information out to the youth, the more it will provoke interest in the project which will lead to a more diverse the applicant pool.</p>
Describe your plan to ensure the 75% at-risk youth requirement is met ("Those who are unable to achieve the educational, economic, or social expectations of their community").
<p>The program works with youth that would be considered a 100% at-risk per the OYCC definition. The youth that will apply to the program will be referred by the Yamhill County Juvenile Department probation officers. These youth applicants have had contact with law enforcement agencies and may be on some sort of supervision with the Juvenile Department. The youth applicants may be behind in credits or enrolled in alternative education programs for behavioral and or educational reasons.</p>
V. POSITIVE YOUTH DEVELOPMENT (20 points possible)
Describe how the skills the youth will gain will meet the goals of OYCC listed in the Grant Guidelines.
<p>The majority of the youth that will apply to the program will have had little to no prior work experience; for many this opportunity marks their first attempt in entering the workforce. For that reason, the crew supervisor and a community partner will designate a time and place where the youths that are interested in applying for the summer grant crew will be walked through filling out a job application and a mock interview. Each applicant will then be given an opportunity to participate in the actual interview/hiring process. Each youth will participate in a written and verbal interview process. On the first day of crew, the youths selected for crew will be walked through the process of filling out the necessary employment paperwork such as the W-4 and the I-9. The crew members will then be informed of the four required expectations of them as part of the program/workforce. The four required expectations are: have a positive attitude, work together as a team, be safe and be responsible. The crew members will then identify and add four additional expectations/skills that they believe is important in a work place. If at any time a youth is struggling with the expectations, the crew leader will make every attempt to coach and encourage the youth to make necessary changes. The crew leader will make ensure that the work place is a safe learning environment for all those participating in the program. This year's project is a new endeavor for the Yamhill County Juvenile Correction Division and the summer grant crew. At the time that this application is being written, the area designated for the garden has been left untouched and unproductive for over a year. As the youth and community partners' work together to establish the community garden, they will be rejuvenating a piece of property that has been left vacant and unproductive. By working together the youth and the community partners will create an environment that is conducive to learning and create positive and productive opportunity for all. For many of these youth, this opportunity not only is the first attempt into the workforce, but also the first exposure to gardening and the benefits that</p>

gardening has not only to the individual but to others in their community. The crew leader will provide weekly opportunities for the youth to engage in team and social skill building activities. These activities will be chosen based upon observations of the crew leader to help the youth improve their team cohesiveness and social skills. The goal of the crew leader is to coach and mentor the youth throughout the summer to provide the opportunity for the youth to develop and or improve their workplace experiences and to provide a positive pro-social environment.

The crew supervisor will make every attempt to contact the youth’s educational program/school district so that the youth can earn academic credit for their participation in the program. We have partnered with the Multnomah ESD, who provides the educational program for Yamhill County Juvenile detention facility, to evaluate the work/educational credit opportunities. We also encourage the youth if they would like credit from their home school/alternative programs to provide us the contact person so that we have them evaluate and issue educational credit.

Please describe the plan to ensure support of the participants’ skill development in the areas of competence, connection, confidence and character.

The crew leader and community partners will take a listen, see, and then do approach when teaching youth skills/tasks. This will allow the youth to hear and see how the task should be done. Then they will perform that task under supervision to make sure that they are doing it correctly and safely. The crew leader will then continue to coach the youth as needed to build confidence and competency in the task. By the end of summer the youth should be able to perform the assigned task with minimal supervision.

Throughout the summer, the crew leader and youth will discuss the importance of what they are doing and how their work may impact their community. The youth in the program will be introduced to a variety of community members and programs with the hope to foster a connection to their community. Another way for the youth to experience a connection to their community is by having the youth make weekly journal entries to document what they have done and how they feel about the work that they are doing.

Some of the core values/character traits that we focused on in the program are: attendance, punctuality, dependability, flexibility, teamwork, and responsibility. The program and crew leader will introduce and reinforce the importance of developing these values/character traits throughout the summer. During team/skill building activities, the crew leader will pull in some character building as well. The juvenile corrections division has a character building curriculum that they use within their facility that the crew leader will have access to and will be able to pull some ideas/activities from those materials.

VI. PROJECT SCOPE (20 points possible)

Projects cannot exceed 20% on up-keep i.e. cleaning bathrooms, etc. Fence and trail maintenance may be exempt from this requirement. Please contact OYCC staff for further clarification if needed.

Project Start Date	July 10, 2017	Project End Date	Aug 23, 2017
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List projects and locations below:

Project (campground maintenance, trail building, invasive removal).	Location (city park, national forest, etc.)	Sponsor (Forest Service, BLM, City, etc.)
Planting, tending, and harvesting a community garden.	Juvenile Corrections Community Garden (McMinnville, OR)	Yamhill County Juvenile Corrections Division
Building a fence around the garden	Juvenile Corrections Community Garden (McMinnville, OR)	Yamhill County Juvenile Corrections Division

Describe the impact the projects will have on the youth and the community.
<p>This year's project for the crew is to plant, tend and then harvest the community garden located at the Yamhill County Juvenile Corrections Community Service Lot (McMinnville, OR). The program has established the following goals for the project:</p> <ol style="list-style-type: none"> 1. To involve youth in the growing process of a sustainable food source, starting from the ground to harvest. 2. To educate the youth on the benefits of growing their own vegetables and or fruits by completing the Seed to Supper program. 3. To involve youth in giving back to their community by donating the harvest to the local food bank. 4. To educate youth on essential job skills and interview techniques to further their employment opportunities. <p>The summer garden project benefits the youth by offering them an opportunity to see from the very start how their participation can be positive and make a difference in others lives. The youth will be able to see and eventually taste the results of their hard work. When the youth drop off the harvest at the local food bank, they will be able to feel a sense of pride and pleasure that comes from helping those in need.</p> <p>The summer garden project benefits the community by involving a variety of community partners to help assist and or guide the youth through the gardening process. This offers members of the community the opportunity to mentor at-risk youth that could potentially help the youth become a connected, productive member of the community. Also, by mentoring the youths through this process we are hoping to establish a positive habit and or hobby for the youth. The community also benefits from the summer garden project as the harvest will be donated to the local food bank.</p>
Describe your plan for completing the Adopt-A-River requirement.
<p>The last two years, the Yamhill County OYCC summer grant crew has picked up litter along a half mile section of the Willamette river at the Ediger Landing (also known as the Wheatland Ferry crossing). We will continue the litter patrol at this location; the crew will spend a day tentatively schedule during week four or five of the summer crew.</p>
Describe your plan for completing the Public Outreach requirement.
<p>Yamhill County Juvenile Corrections Division Community Service/Vocational program has as Facebook page that staff will use to document the progress of the garden and the accomplishments of the youth in the program. The community partners that we will be working with have their own social media access that may document their involvement with the youth and community garden. The program supervisor for the summer grant will reach out to the local newspaper to have an article written about the program and this year's project.</p>
Describe your plan for meeting the Corpsmember Survey requirement.
<p>As soon as the survey becomes available, each youth will have access to a county computer and they will complete the survey. The crew leader will ensure that there is enough time for each crew member to complete these surveys before the conclusion of the program. If computer access is unavailable, the crew supervisor will print enough copies and then have the youth complete the survey. The supervisor will then enter the survey's into the system; the supervisor will enter what is on the crew members survey only. The paper copy will be retained for documentation purposes.</p>

VII. EDUCATION/ENRICHMENT PLAN (15 points possible)			
Does the program offer educational credit?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Types of Credit	Total Number of Credits/Youth	Granting Organization	
Evaluated by Instructor	Evaluated by Instructor	Multnomah ESD/Local Schools	
<p>Please describe the enrichment activities that Corpsmembers will be exposed to. OYCC identifies enrichment activities as supplemental discovery and exposure to new knowledge and ideas. These activities must be intentional and go beyond the normal skill building opportunities that are gained in the day-to-day work activities. Please refer to the Grant Guidelines for examples.</p>			
<p>One of the first enrichment activities we offer to the youth is a CPR/First Aid/AED course with the idea is that when they are at a worksite that they can render aid if needed and it also is an important training/certification that the youth can list when they are filling out job applications. As part of this year's summer crew they will be participating in the Seed to Supper program provided by the Oregon Food Bank and the OSU Extension Service/Master Gardeners program. At the end of the program the youth will earn a certification of completion. The crew supervisor will set up a tour of the local Chemeketa Community College Campus in Yamhill County to show the youth the various courses of study the college has to offer. The youth will have a tour of the local food bank so the youth can understand the need and why they are donating to the food bank. The crew supervisor will set up a tour of another community garden within driving distance so show the youth what others are doing and how it has impacted their communities.</p>			

BY SUBMITTING THIS DOCUMENT I AGREE THAT

All Applicants, by submitting a Proposal in response to this solicitation acknowledge and agree to abide by any decision reached by HECC/OYCC and the Selection Committee with regard to the results of the evaluation process performed under this solicitation.

INSTRUCTIONS FOR SUBMISSION:

Email application in **one** PDF document to oycc.info@oregon.gov. The email will act as a signature.

Email must include this application and the completed Budget Detail Sheet.

Applications are accepted starting January 16, 2017 and must be received by February 21, 2017.

2017 OYCC SCC PROPOSED BUDGET DETAIL SHEET (10 points possible)		
Program Name	County	This form is meant to capture the entire program budget. OYCC funds are broken down in the Leverage and Total Costs section.
Yamhill County Juvenile Corrections Division	Yamhill	

CREW LEADER COSTS						
Crew Leader (add as many as needed)	Days of Work	Hourly Wage	Total Hours of Work	Total Base Wages	Total Taxes/Fringe	Total Final Wages
Crew Leader 1	34	\$ 15.81	272.00	\$ 4,300.32	\$ 1,290.00	\$ 5,590.32
				\$ -		\$ -
				\$ -		\$ -
Total			272.00	\$ 4,300.32	\$ 1,290.00	\$ 5,590.32

CORPSMEMBER COSTS						
Corpsmembers (add as many as needed)	Days of Work	Hourly Wage (must be at least minimum wage)	Total Hours of Work	Total Base Wages	Total Taxes/Fringe	Total Final Wages
Corpsmember 1	32	\$ 10.25	192.00	\$ 1,968.00	\$ 240.00	\$ 2,208.00
Corpsmember 2	32	\$ 10.25	192.00	\$ 1,968.00	\$ 240.00	\$ 2,208.00
Corpsmember 3	32	\$ 10.25	192.00	\$ 1,968.00	\$ 240.00	\$ 2,208.00
Corpsmember 4	32	\$ 10.25	192.00	\$ 1,968.00	\$ 240.00	\$ 2,208.00
Corpsmember 5	32	\$ 10.25	192.00	\$ 1,968.00	\$ 240.00	\$ 2,208.00
Corpsmember 6	32	\$ 10.25	192.00	\$ 1,968.00	\$ 240.00	\$ 2,208.00
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
				\$ -		\$ -
Total			1,152.00	\$ 11,808.00	\$ 1,440.00	\$ 13,248.00

OTHER DIRECT COSTS	
Item	Cost
Transportation	\$ 2,134.24
Tools	\$ 330.43
Project Materials/Supplies	\$ 1,800.00
Personal Supplies/PPE	\$ 549.12
Other A	\$ 1,200.00
Other B	\$ 492.00
Other C	
Total	\$ 6,505.79

ADMINISTRATIVE/INDIRECT COSTS	
Item	Cost
Accounts Payable	
Payroll	\$ 730.00
Office Supplies	
Reporting	
Other	\$ 2,907.00
Total	\$ 3,637.00

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LEVERAGED AND TOTAL COSTS			
Item	OYCC Grant	Leveraged Funds	Total Project
Personnel	\$ 12,000.00	\$ 6,838.32	\$ 18,838.32
Transportation		\$ 2,134.24	\$ 2,134.24
Tools		\$ 330.43	\$ 330.43
Project Materials/Supplies		\$ 1,800.00	\$ 1,800.00
Personal Supplies/PPE		\$ 549.12	\$ 549.12
Other A		\$ 1,200.00	\$ 1,200.00
Other B		\$ 492.00	\$ 492.00
Other C			
Administrative *		\$ 3,637.00	\$ 3,637.00
Total Costs	\$ 12,000.00	\$ 16,981.11	\$ 28,981.11

* Administrative/Indirect Costs Charged to Grant May NOT Exceed 10% of Award Amount
 Leveraged Percentage 141.51%

Please Provide a Detailed Budget Narrative for the Numbers in the Green Shaded Areas Above (cell will expand)

Personnel: The total personnel cost for this summer grant is \$18,838.32. OYCC will pay \$12,000 of the personnel costs; Yamhill County will pay the remaining \$6,838.32 of the personnel costs.

Transportation: The total transportation costs for the grant period will be \$2,134.24 that Yamhill County Juvenile Corrections Division will pay. It is estimated that the crew will travel 83 miles per day at a rate of \$0.54 per mile for 32 days for a cost of \$1,434.24. There is a weekly vehicle rental fee of \$100.00 and it is anticipated that crew will run for 7 weeks, so the vehicle rent total cost is \$700.00.

Tools: Tools required to complete task throughout the summer will cost \$330.43 will be paid for by the Yamhill County Juvenile Corrections Division.

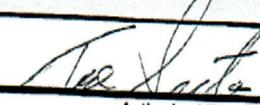
Project Materials/Supplies: Supplies (seeds/starts, soil, fencing, journals, etc.) that will be needed for this summer's project will be \$1800.00 and it will be paid for by Yamhill County Juvenile Corrections Division.

For Personal Supplies and PPE the total cost will be \$549.12. Each youth will be supplied with a pair of work boots, gardening gloves, work gloves, safety glasses and helmets for a total cost of \$429.12 that will be paid by the Yamhill County Juvenile Department. A local company (Skid INK) will give two additional work shirts to the youth for an in-kind donation of \$120.00.

OTHER A: A staff with the Yamhill County Department of Human Resources will conduct a new employee orientation with the youth and will provide assistance throughout the summer at a cost of \$750.00. The Yamhill County Juvenile Corrections Division will provide a CPR/First Aid/AED class for the youth at a cost of \$450.00.

OTHER B: It is anticipated that two OSU Master Gardner from the local Master Gardner program will donate approximately 4 hours a week for a six week period of time. This will be an in-kind donation of \$492.00. (If the volunteers were being paid for their time it is estimated that cost using the current minimum wage as of July 1st, 2017 would be \$492.00.)

Administrative Costs: The total Administration costs for this summer will be \$3637.00. Throughout the summer accounting staff will track and report all crew member hours and time sheet information at a cost of \$730.00; this will be paid by the Yamhill County Juvenile Department. Yamhill County Juvenile Corrections



 Authorized Fiscal Signature

Ted Smetana

 Typed/Printed Name

2-21-17

 Date

503-434-7513 ext.4978

 Phone Number

EXHIBIT C

**2017 SUMMER CONSERVATION CORPS
GRANT GUIDELINES**

Grantee shall perform all Project activities in compliance with the terms of this Agreement, including the 2017 Summer Conservation Corps Grant Guidelines.

The 2017 Summer Conservation Corps Grant Guidelines are located at the following website:
<http://www.oiccweb.com/grant-guidelines.html>

(The remainder of this page has been left blank intentionally.)