



Contract Review Sheet

BO-4683-22

Grant Agreement #: **BO-4683-22** Amendment #: _____

Contact: **Camber Schlag** Department: **Board of Commissioners**

Phone #: **(503) 566-3944** Date Sent: **Friday, May 6, 2022**

Title: **ARPA - "Our Place" Apartment Complex for Families**

Contractor's Name: **Marion County Health Department**

Term - Date From: **Execution** Expires: **December 31, 2026**

Contract Total: \$ **500,000.00** Amendment: \$ **-** New Total: \$ **500,000.00**

☐ Incoming Funds ☒ Federal Funds ☐ Reinstatement ☐ Retroactive ☐ Amendment greater than 25%

Source Selection Method: **RFP** CMS # **1024**

Description of Services or Grant Award

2021 Marion County ARPA Funds Grant Award for purchasing an apartment complex to provide treatment services to families.

Desired BOC Session Date: **5/25/2022** BOC Planning Date: **5/12/2022**

Files submitted in CMS: **5/4/2022** Printed packet & copies due in Finance: **5/10/2022**

BOC Session Presenter(s) **Camber Schlag, Debbie Gregg, Chris Eppley**

FOR FINANCE USE

Date Finance Received: **5/6/2022** Date Legal Received: _____

Comments: **Y**

REQUIRED APPROVALS

DocuSigned by:
Camber Schlag
C5B2F3DF257F444... 5/6/2022

Finance - Contracts Date

DocuSigned by:
Jane E Vetto
D0CFC5B04B9F483... 5/9/2022

Legal Counsel Date

DocuSigned by:
Carrie Graham
C56F30F42D03469... 5/9/2022

Contract Specialist Date

DocuSigned by:
Jan Fritz
DC16351248DE4EC... 5/9/2022

Chief Administrative Officer Date



MARION COUNTY BOARD OF COMMISSIONERS

Board Session Agenda Review Form

Meeting date: May 25, 2022

Department: Board of Commissioners Agenda Planning Date: May 12, 2022 Time required:

☐ Audio/Visual aids

Contact: Camber Schlag Phone: 503-566-3944

Department Head Signature:

 DC16351248DE4EC...

TITLE	Approval of the Beneficiary Agreement and Memorandum of Understanding for the American Rescue Plan Act (ARPA) funded projects.
Issue, Description & Background	In June 2021, Marion County received the federal ARPA Allocation of \$67M. Through a grant application process, the BOC approved various eligible projects and awarded funds to county departments.
Financial Impacts:	All projects are funded through the American Rescue Plan Act, Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund
Impacts to Department & External Agencies	Several departments and a not for profit are receiving funding to support critical programs and infrastructure.
Options for Consideration:	A) Approve award allocation to attached applicants B) Decline award allocation to these applicants C) Take no action at this time
Recommendation:	A) Approve award allocation to attached applicants
List of attachments:	For 8 applications each, a review sheet, an agreement, the application, and attached exhibits B,C,D,E,F,G
Presenter:	Camber Schlag, Debbie Gregg and Chris Eppley

Copies of completed paperwork sent to the following: (Include names and e-mail addresses.)

Copies to: Camber Schlag, cschlag@co.marion.or.us

**MARION COUNTY
MEMORANDUM OF UNDERSTANDING
BO-4683-22**

*American Rescue Plan Act of 2021
Coronavirus State and Local Fiscal Recovery Funds*

This Memorandum of Understanding ("MOU") is entered into between **Marion County Board of Commissioners Office**, hereinafter referred to as "Board", and **Marion County Health and Human Services**, hereinafter referred to as "Department".

Recitals

- A.** WHEREAS, on March 11, 2021, the American Rescue Plan Act ("ARPA") was signed into law and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund, together which make up the Coronavirus State and Local Fiscal Recovery Funds ("SLFRF") program with the Assistance Listing Number (ALN) 21.027. The ARPA/SLFRF program is to provide support to State, territorial, local and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses; and
- B.** WHEREAS, the total ARPA/SLFRF funds allocated to Marion County, as published by the U.S. Treasury, is \$67,559,569, may use funds that meet ARPA/SLFRF eligibility requirements; and
- C.** WHEREAS, Marion County Health and Human Services, a department within Marion County, submitted an application to the Board for \$500,000 in ARPA/SLFRF relief funds to support Our Place Project under the U.S. Treasury eligible category Revenue Replacement; and
- D.** WHEREAS, during a meeting on January 26, 2022, the Board approved the application from the Department; and

Agreement

NOW THEREFORE, the parties understand as follows:

1. Incorporation

The foregoing Recitals are incorporated herein by reference, provided, however, that the Recitals are not to be deemed to modify the express provisions hereinafter set forth. This MOU includes the following exhibits which are incorporated herein:

- Exhibit A (The Application)
- Exhibit B (Required Federal Terms and Conditions)
- Exhibit C (Federal Funding Information for Subrecipients) – Not applicable
- Exhibit D (Federal Funding Accountability and Transparency Act Certification)
- Exhibit E (ARPA/SLFRF Capital Expenditure Justification Form)
- Exhibit F (ARPA/SLFRF Reporting Requirements Form)
- Exhibit G (Marion County Disbursement Request)

2. **Term of MOU**

This MOU covers the period **March 3, 2021 through December 31, 2026**. Department's costs must be obligated by December 31, 2024 and must be expended by December 31, 2026.

3. **Work to be Performed**

Department shall perform the work described in Exhibit A, The Application (the "Work") in accordance with the terms and conditions of this MOU and other applicable law whether or not described in this MOU. Department shall perform its obligations hereunder efficiently, effectively and within applicable grant timelines, all to the satisfaction of Board.

Changes to the Work by the Department shall require the prior written approval of Board. Requests for and justification of any change must be submitted in writing to the Board and be approved in writing by the Board prior to commencement of the requested change.

4. **Consideration; Reporting**

- a. The Board has agreed to make an award of funds to the Department not-to-exceed amount of **Five-Hundred Thousand Dollars (\$500,000.00)** (the "Grant"). Grant disbursements shall be a reimbursement of funds to Department, based on the budget submitted in the Exhibit A, under the following U.S. Treasury eligible category: Revenue Replacement.
- b. Grant distributions will be made by the Board and Designee to Department monthly with receipt of Exhibit G, Marion County Disbursement Request, that includes supporting documentation and attestation by Department's authorized signer. The exhibit and supporting documentation shall be sent to ARPArecovery@co.marion.or.us or.
- c. Any desired use of funds by Department that differs from the Work must first be approved in writing, by Board. 100% of the Grant must be used to provide services as indicated in the Work.
- d. The Board and Designee shall provide the report templates to the Department no later than June 15, 2022. See Exhibit F for reporting due dates and requirements.

5. **Confidentiality**

Department shall and shall require and cause its Subcontractors and vendors to protect the confidentiality of all information concerning clients and other applicants for and recipients of services funded by this MOU. Neither it nor they shall release or disclose any such information except as necessary for the administration of the program(s) funded under this MOU, as authorized in writing by the client, applicant or recipient of such services, or as required by law. All records and files shall be appropriately secured to prevent access by unauthorized persons.

Department shall and shall require and cause its Subcontractors and vendors to ensure that all its officers, employees and agents are aware of and comply with this confidentiality requirement.

6. **Subcontractor Monitoring Requirements**

Department shall monitor Subcontractor to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, and the terms and conditions of Federal awards. The Department, at a minimum, shall review Subcontractors records and if necessary, perform onsite visits to monitor the activities and expenditures as is reasonable to ensure compliance with applicable

ARPA/SLFRF program requirements or as otherwise directed by the Board, but in no case less than at least once during the term of this MOU.

The activities of any Subcontractor shall be monitored to ensure, *inter alia*, that grant funds are used only for authorized purposes in compliance with this MOU, including but not limited to specific program requirements, and that performance goals are achieved as specified in the Work.

7. Expenditures Properly Supported

Expenditures and Requests for Funds shall be supported by Department with properly executed payroll and time records, invoices, contracts, vouchers, orders, canceled checks and/or any other accounting documents pertaining in whole or in part to the MOU (or in the case of Subcontractors, under their respective contracts with Department) in accordance with generally accepted accounting principles and applicable state and federal requirements, including as specified herein and as outlined in 2 CFR 200. The Board or its Designee may require such other information or clarification as it deems necessary or appropriate in its sole discretion.

8. Disallowance of Costs

Department shall cooperate and shall cause its Subcontractors to cooperate with the Board and all appropriate investigative agencies when unallowed or disallowed costs are discovered. The Department shall assist with recovering said costs.

9. Subcontractor Agreements

Department shall require and cause its subcontractors to comply with all applicable provisions of this MOU between the Board and Department, each of which must be specifically incorporated into the Subcontractor contracts in a manner satisfactory to the Board.

All of Department's subcontractor agreements related to this Agreement must include language specifying that such agreements are subject to termination upon such a directive to Department by the Board and that the Board shall not be liable to any of the parties of that agreement or to other persons for directing that such agreement be terminated.

Department shall have a written contract with each subcontractor that is listed in and consistent with the Department's Work that identifies:

- a. The services that the Subcontractor must provide related to the project.
- b. The laws and regulations with which the Subcontractor must comply under the terms of the agreement (including but not limited to program specific requirements such as eligibility criteria, public policy for protecting civil rights and the environment, Subcontractor government-wide administrative mandates affecting the Subcontractor's accounting and record keeping systems, and local laws imposed by Department).
- c. The Department's and the Board's monitoring rights and responsibilities and the methods used by Department for monitoring.
- d. A provision to certify that the Subcontractor is an independent contractor and not an agent of the Board or of Department.

- e. Department may enter into agreements with contractors or subcontractors (collectively, “Subcontracts”) for performance of the Project.

Department shall take all reasonable steps to cause its contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the Board and its officers, employees and agents (“Indemnatee”) from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys’ fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Department’s contractor or any of the officers, agents, employees or subcontractors of the contractor (“Claims”). It is the specific intention of the parties that the Indemnatee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by the contractor from and against any and all Claims.

- f. Department shall include Exhibits B, D, E, F, and G on all procurement and contract documents and require all contractors or subcontractors to comply.

10. Department Procurements

Departments are responsible for ensuring that any procurement using ARPA/SLFRF funds, or payments under procurement contracts using such funds, are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. All procurement transactions for property or services must be conducted in a manner providing full and open competition. Department must ensure adherence to all applicable local, State, and federal procurement laws and regulations.

11. Prevailing Wage

If this project meets the requirements under U.S. Treasury’s FAQ dated April 27, 2022, section 6.15, the Davis-Bacon Act requirements (prevailing wage rates) do not apply to projects funded solely with ARPA awarded funds. Departments and Subcontractor(s) may be otherwise subject to the requirements of Davis-Bacon Act, when APRA funds are used on a construction project in conjunction with funds from another federal program that requires enforcement of the Davis-Bacon Act. State of Oregon Prevailing Wage Laws will apply to these funds.

- a. The prevailing wage rate requirements that may apply to the Project are set forth in ORS 279C.800 through 279C.870, the administrative rules promulgated thereunder (OAR Chapter 839, Division 25) and Oregon Laws 2021, chapter 678, section 17 (collectively, state “PWR”), or, if applicable, 40 U.S.C. 3141 et seq. (federal “Davis-Bacon Act”). If applicable, Department shall:
 - i. comply with PWR, require its contractors and subcontractors to pay the applicable PWR or Davis-Bacon Act rates, as applicable, and to comply with all other Oregon Bureau of Labor and Industries (“BOLI”) requirements pursuant to the PWR, including on all contracts and subcontracts and in filing separate public works bonds with the Construction Contractors Board;
 - ii. pay to BOLI, within the required timeframe and in the appropriate amount, the project fee required by OAR 839-025-0200 to 839-025-0230, including any additional fee that may be owed upon completion of the Project; and

- iii. unless exempt under Section 17(2) of Oregon Laws 2021, chapter 678, if Department is a “public body” and the Project is a “qualified project,” as those terms are defined in Section 17(3) of Oregon Laws 2021, chapter 678, Department shall require each contractor in a contract with an estimated cost of \$200,000 or greater to:
 - 1) Enter into a project labor agreement that, at a minimum, provides for payment of wages at or above the prevailing rate of wage;
 - 2) Employ apprentices to perform 15 percent of the work hours that workers in apprenticeable occupations perform under the contract, in a manner consistent with the apprentices’ respective apprenticeship training programs;
 - 3) Establish and execute a plan for outreach, recruitment and retention of women, minority individuals and veterans to perform work under the contract, with the aspirational target of having at least 15 percent of total work hours performed by individuals in one or more of those groups; and
 - 4) Require any subcontractor engaged by the contractor to abide by the requirements set forth in subparagraphs (i), (ii) and (iii) above, if the work to be performed under the subcontract has an estimated cost of \$200,000 or greater.
- b. Department represents and warrants that it is not on the BOLI current List of Contractors Ineligible to Receive Public Works Contracts and that it will not contract with any contractor on this list.
- c. Pursuant to ORS 279C.817, Department may request that the Commissioner of BOLI make a determination about whether the Project is a public work on which payment of the prevailing rate of wage is required under ORS 279C.840.

12. Amendments

This MOU may be amended only by a written instrument executed by the parties or by their successors.


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**MARION COUNTY
BOARD OF COMMISSIONERS:**

Chair	Date
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Commissioner	Date
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Commissioner	Date
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Authorized Signature:	<small>DocuSigned by:</small>  <small>DC16351248DE4EC...</small>	5/9/2022
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Authorized Signature:	<small>DocuSigned by:</small>  <small>7D28A787656F458...</small>	5/6/2022
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Marion County Contracts & Procurement	Date
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EXHIBIT A
THE APPLICATION

[The Application on Next Page]

Our Place ARPA Application

II. Project Information *(not exceed a total of 25 single-sided, 8.5" x 11" numbered pages)***1. Describe the organization that will manage the project and include the following:**

Marion County Health & Human Services (MCHHS) is the official health department for the fifth most populous county in Oregon. MCHHS has over 500 employees, has a department budget of roughly \$97 million, and manages over 240 contracts. Working with State and Federal government, MCHHS provides public health, mental/behavior health, and human services to the people of Marion County.

Marion County spans more than 1182 sq. miles, including both rural and urban communities, with a population of approximately 350,000. The county includes 20 incorporated cities and 37 unincorporated communities. Salem is the largest city with 170,000, making it the second largest city in Oregon, while Idanha is the smallest city with only 134 citizens.

In recent years, the population has grown in number, as well as ethnic and racial diversity. While most residents are White (88%), African Americans make up 1.5%, American Indians and Native Alaskans 2.6%, Asians 2.5%, Native Hawaiians and Pacific Islanders 1%, people of two or more races 3.6%, and Hispanic/Latino 27%. In addition, Marion County has over 21,000 Veteran residents (6%).

Over 100,000 Marion County residents are eligible for Medicaid/Oregon Health Plan (OHP) insurance. Currently, Marion County Health and Human Services (MCHHS) serves approximately 11,500 (or more) unduplicated individuals per year, the majority of which have Medicaid/OHP.

Agriculture, food processing, education, timber/logging, and manufacturing comprise Marion County's economy. In recent years, the timber/logging/lumber industry has experienced a steep decline in the number of people it employs. This has led to a rise in substance abuse and suicidal ideation among people with lower education and skill levels, who has lost a well-paying job in the industry and are unable to replace it. Agriculture and farming have also seen a similar decline and the negative impacts associated with it.

Marion County also has several social and economic factors that influence the health conditions of the county. Roughly 17.2% of the population live below the poverty line. Over 25% of Marion County residents speak a language other than English at home, so accessing services has traditionally been more difficult.

In 2017, Oregon ranked the 10th highest in the country for deaths related to drug overdoses, alcohol, and suicide, often referred to as "deaths of despair." Currently, suicide is the 2nd leading cause of death for ages 10-34 in Oregon. The suicide mortality rate has been increasing in Marion County over the past 10 years, and it has not yet met the Healthy People 2020 goal (10.2 per 100,000) for suicide mortality. In 2018, Marion County had 15 per 100,000 deaths by suicide. One in four of these suicides occurred in residents over age 60, and those living in rural or frontier areas, had a higher suicide mortality rate than those in urban areas. About 25% of

Our Place ARPA Application

residents report having limitations due to mental, physical, or emotional difficulties, and 25% of residents are officially diagnosed with depression.

*Statistics taken from Census Bureau, CDC WISQARS, Oregon Health Authority, and the Marion/Polk Community Health Assessment report of 2019.

a. Total estimated project budget

The total estimated budget for this project is \$1,000,000. The budget consists of \$980,000 in Equipment or Capital Purchases, and \$20,000 in Materials and Services. The total amount of ARPA funds being requested for this project is \$1,000,000.

b. Estimated start date and completion dates

Estimated start date: May 1, 2022.

Estimated completion date: Dec. 31, 2023

c. List the project team. Include the name, title, employer, and a high-level overview of their role in the project.

Teri Morgan – Addiction Treatment Services Program Manager, Marion County Health & Human Services – As the Addiction Treatment Services Program Manager, Teri will manage the day-to-day operations of His Place and provide supervision for a dedicated staff.

John Kubasak – Project Coordinator, Marion County Health & Human Services – John will serve as the Project Coordinator and head of the Facilities teams from MCHHS.

Ryan Matthews – Administrator, Marion County Health & Human Services – Will oversee the entirety of the project and supervise all management level staff.

TBA – Administrative Services Division Director, Marion County Health & Human Services – Will oversee selection and purchase of the residential building. Will also oversee the administrative side of the project (in conjunction with Ryan Matthews).

2. Describe the project need and the impact the project will have on the local community and Marion County.

There is a great need in Marion County for Our Place: **Day Treatment Structured Housing Program for Parents with Dependent Children ("Our Place")**. The *Our Place* concept originated many years ago when MCHHS leadership team members and community stakeholders began to see a pattern of parents who had lost custody of their children due to addiction challenges. Treatment settings integrating transitional housing, childcare, adverse childhood experiences (ACEs) treatment and prevention, and gender-specific addiction recovery, however, did not exist in Marion or nearby counties. As such, parents and their children have not been receiving critical services in an integrated setting. Because of our mission to provide high-quality services to all in need, we envisioned a program that would be modeled after our existing program, *Her Place Pregnant Women and Women with Children Day Treatment with Structured Housing Program ("Her Place")*.

Our Place ARPA Application

Her Place is an outstanding model for *Our Place* due to the program's significant impact on the lives of persons served. Because of the transitional housing, direct services and supports to mothers/children that we provide, and our close coordination with community partners, *Her Place* outcomes between 2010 thru 2020 include: 215 mothers/expecting mothers served; 57 babies born drug free; and 72 children returned to their parents while they were in the program. Our staffing includes two *Her Place* graduates who have an unparalleled ability to connect with persons served and their children due to their lived experiences and recovery successes.

Because of our success history with *Her Place*, stakeholders agree that *Our Place* will significantly impact the lives of parents and their children. Because average lengths of stay will be six months, we intend to serve 24 (total) parenting mothers and fathers per year and reunite all (within 30 days of enrollment) with at least one of their children. We will also address ACEs-related risk factors among children served and engage their parents in addiction treatment services. Like *Her Place*, we will accomplish this by providing evidence-based practices including: ASAM level of care assessments, motivational interviewing, community reinforcement methods, relapse prevention, childhood visitation, high-quality childcare, social-emotional learning, positive parenting training, teaching healthy relationship skills, and helping parents to obtain safe and stable housing prior to graduation from the program.

What we have often seen after one parent has graduated from *Her Place* (or *His Place*) is that there is still relationship work to be done with the other parent. *Our Place* will allow for both parents to undergo treatment and skills training at the same time, while strengthening their relationship and family bond.

Without *Our Place*, parents with substance use disorders and their children experiencing ACEs will continue to go without critical services necessary to achieve their highest level of health, wellness, and quality of life. Parents will continue to be at risk of early death due to unaddressed addiction problems. Children will continue to experience the long-term hardships caused by ACEs (including behavioral problems, poor school performance, substance abuse, unintended pregnancy, depression, and PTSD). Your award will benefit parents and their children as they receive services, interrupt the transgenerational pattern of addiction and ACEs, and create opportunities that will help their families escape poverty. Because we will give priority enrollment to persons of color, your award will also support health equity.

Our Place ARPA Application

3. Describe the project proposal to be accomplished. Identify each project element and include a timeline and key team member(s) who will work on the project.

MCHHS requests your investment in the development of *Our Place Day Treatment Structured Housing Program for Parents with Dependent Children* ("Our Place"). As its name suggests, *Our Place* will provide on-site, transitional housing (with parent/child reunification, high-quality childcare, evidence-based and gender-specific addiction treatment services, high-fidelity Parent-Child Interactive Therapy or "PCIT"; and Parent-Child Attunement Therapy or "PCAT") to DHS Child Welfare-involved parenting mothers and fathers with substance use disorders who are pursuing long-term recovery so that they can work toward regaining permanent custody of their children, or reunifying when their children are awaiting placement. Persons served will include Marion County community members. To meet our health equity goals, priority admission will be offered to persons of color. Interventions and behavioral supports will include those listed above. Maximum capacity will be set at twelve (12) parents and twelve (12) children (ages five and under) with a six-month length of stay. We anticipate that all beds will be filled continuously and expect to serve at least 24 parents and at least 12 of their children each year.

Direct services will be provided by qualified MCHHS employees including: a CADAC-credentialed addiction counselor, a CRM-credentialed addiction recovery mentor, and a behavioral health aide. Parent-Child Interactive Therapy will also be provided by qualified MCHHS Children's Behavioral Health employees.

Staffing will be provided 365 days per year during the hours of 6:30 a.m. to 7:00 p.m. All services will be based on trauma-informed and culturally affirmative principles. Strategies to overcome health disparities experienced by persons of color and to increase personal and organizational health literacy will include: provision of forms in different languages (including Spanish); employee training focused on diversity/equity/inclusion/health equity; incorporation of culturally-centered goals in service plans; provision of translators so that persons served can receive services in their preferred language; provision of recovery mentor services to educate and link persons served to free or low-cost services/resources; incorporation of quality improvement initiatives set forth by the Marion County Cultural Responsiveness Committee; and continuous involvement with MCHHS's Diversion, Equity, and Inclusion Strategist.

Because Our Place differs from Her Place in size and make-up, a different type of property is needed. Rather than a single house, two-to-four-bedroom apartments for each family are desired. A property that has space for multiple apartments is preferred, so that all families involved in services can be centrally located. To secure such a location, MCHHS intends to work with community partners to share an apartment building, or similar type of structure. As a location has yet to be determined, we are not sure of an exact timeline for each phase of activity, but a proposed timeline is described.

Our Place ARPA Application

Key Project Elements and Timeline:

Selection and purchase/rental of property – Ryan Matthews and Teri Morgan, May 1, 2022 to Dec. 31, 2022.

Make improvements to grounds appropriate to a family setting – John Kubasak, Jan. 1, 2023 to Dec. 31, 2023.

Overseeing contractors and vendors to remodel area to become Staff office – John Kubasak, Jan. 1, 2023 to Dec. 31, 2023.

Overseeing contractors and vendors to install phone lines, locks, internet, etc. – John Kubasak, Jan. 1, 2023 to Dec. 31, 2023.

Move in first residents of Our Place – Dec. 31, 2023.

4. Describe how the project meets the ARPA eligible categories and the specific category requirements according to U.S. Treasury Guidelines, see State and Local Fiscal Recovery Funds (marion.or.us).

<https://www.co.marion.or.us/BOC/CD/Pages/fiscalrecoveryfunds.aspx>

Specific category = Services to Disproportionately Impacted Communities, 3.12 Housing Support: Other Housing Assistance.

Meets the ARPA eligible category of “support public health expenditures” by funding healthcare initiatives. Further, it meets the requirements for the funding category “Disproportionately Impacted Communities projects related to education assistance or housing support.”

a. Describe how the project meets the ARPA period of performance.

For this project, all funds will be obligated/signed contracts by December 31, 2024, and all projects will be completed far in advance of the December 31, 2026, deadline. This project has a proposed timeline of less than two years, so it should be completed by the end of 2023.

5. Is this project included in an adopted City/County or organization’s plan or another documented community need? For example: City Infrastructure Master Plan, City Economic Development Plan, City Transportation Plan or City Strategic Plan, etc.

No.

6. Describe the organization’s experience as a subrecipient. Describe the capacity to successfully manage and submit reporting requirements for the proposed project as a subrecipient of federal awards.

MCHHS has many years of experience being a subrecipient of funding opportunities. We are a department of over 500 employees, with an annual budget of roughly \$97 million. We manage roughly 240 different contracts, including managing tens of millions of dollars in state and federal contracts and grants. We have the capacity to successfully manage and submit reporting requirements and have done so over the course of numerous projects. We

Our Place ARPA Application

have dedicated budget staff to manage federal awards and have a long history of meeting project requirements across several different types of funding setups.

7. Identify and describe partnerships the organization has secured to assist with the project?

Community partners with whom staff and management will coordinate closely include: DHS Child Welfare, Morrison Child and Family Services, Family Building Blocks, Options Counseling and Family Services, primary care clinics, Marion County Community Corrections, Marion County Specialty\ Courts (Fostering Attachment Treatment Court, Adult Drug Court, Mental Health Court, Veterans Treatment Court), Marion County's Medication-Assisted Treatment Program, DHS Self-Sufficiency Program, housing partners (Salem Housing Authority and ARCHES), faith-based organizations, Community Action Partnership of Oregon, credit counseling agencies (such as Consumer Credit Counseling), De Muniz Resource Center, Goodwill Industries, and employment agencies.

8. Describe how the operations will be funded after the project is complete.

After the project is complete, operations will be sustained through IGA service elements, Medicaid fee-for-service billing, in-kind program supervision, and continuous acquisition of donations.

9. Identify and describe other Federal, State, or local government funding the organization has applied for, including ARPA funds from governments. Include the source(s) and amount(s) applied for, and any awards received.

Medicaid funds from Pacific Source (CCO), as well as State funds from OHA to cover the cost of the services provided at Our Place.

10. Identify and describe other non-governmental funding sources (e.g., fees, donations, grants) the organization has applied for. Include the source(s) and amount(s) applied for, and any awards received.

N/A

11. If the total ARPA funding request is not granted, how will the organization be able to complete the project?

If the total ARPA funding request is not granted, MCHHS will look to other funding opportunities to assist with the remainder of the funds needed. This may be in the form of grants, IGAs, donations, or other types of funding. MCHHS also uses fee-for-service programs to supplement funds obtained from external sources.

12. Describe how the project will meet project deadlines – include engineering. Identify any reports or other information related to the project such as completed engineering, architectural, or design studies or other technical studies required for the project. Identify the name and a brief description of the completed study. Marion County will request copies of these studies during the technical review period.

Our Place ARPA Application

The project has a dedicated Project Coordinator and staff committed to completing the project within the specified timeframe. Since we have completed projects of this nature previously (Her Place, soon His Place as well), there is little doubt that we will not be able to meet the specified timeline and have Our Place operating at full capacity by the end of 2023/start of 2024.

Marion County has a robust planning and engineering team, in partnership with contractors and vendors, plans and builds small to large building projects. Additionally, there is a lot of experience with remodeling and tenant improvements of commercial and residential buildings.

No architectural designs have been completed to date since a property has not been selected. No additional studies or reports are needed for this project to be completed. Licensure and credentialing processes are part of the timeline and should be completed by the expected due date. However, there are no technical reports or studies that need to be completed as part of this project or that stand in the way of the project being completed on schedule.

13. Provide any additional information related to the project.

MCHHS is very dedicated to the concept of Our Place and making it a reality. This is a project that the organization has championed for quite some time and now is our window of opportunity to make Our Place a reality. This ARPA funding will help us pay for the remaining cost of the property and help make Our Place a reality, something that the people of Marion County will benefit greatly from by having it as part of our array of services and our community.

EXHIBIT B
APPENDIX II TO PART 200—CONTRACT PROVISIONS FOR NON-FEDERAL
ENTITY CONTRACTS UNDER FEDERAL AWARDS

- Contracts for more than the simplified acquisition threshold currently set at \$100,000, which is the inflation adjusted amount determined by the Civilian County Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.
- Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”
- Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
- Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for

all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

- Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or Department wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or Department must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.
- Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.
- See §200.322 Domestic preference for procurements.
- Audit Requirements of 2 CFR §200.5XX (Subpart F)
 - Department must comply, and require any subcontractor to comply, with applicable audit requirements and responsibilities set forth in this MOU and applicable state or federal law.

- If Department expends federal awards in excess of \$750,000 in a fiscal year, Department is subject to audit conducted in accordance with the provisions of 2 CFR part 200, subpart F. Copies of all audits must be submitted to Board within 30 days of completion.
- Department must save, protect and hold harmless Board from the cost of any audits or special investigations performed by the Secretary of State with respect to the funds expended under this MOU. Department acknowledges and agrees that any audit costs incurred by Department as a result of allegations of fraud, waste or abuse are ineligible for reimbursement under this or any other agreement between Department and Board.
- System for Award Management. Department must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov>. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM. Department must also comply with applicable restrictions on subawards ("subgrants") to first tier subcontractors (first-tier "Subcontractors"), including restrictions on subawards to entities that do not acquire and provide (to the Board) the unique entity identifier required for SAM registration.
- Whistleblower Protection Act. Department must comply and ensure the compliance by subcontractors, with 41U.S.C. 4712, Program for Enhancement of Employee Whistleblower Protection. Department must inform subcontractors, contractors and employees, in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC § 4712.
- See § 200.216 Prohibition on certain telecommunications and video surveillance services or equipment.
- See § 200.323 Procurement of recovered materials.
- Recordkeeping Requirements. Department must maintain records and financial documents for five years after all funds have been expended or returned to the Board. Board may request transfer of records of long-term value at the end of such period. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.
- Department must agree to provide or make available such records to the Board upon request, and to the Government Accountability Office ("GAO"), U.S. Treasury's Office of Inspector General ("OIG"), and their authorized representative in order to conduct audits or other investigations.
- Civil Rights Compliance. Recipients of Federal financial assistance from the U.S. Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the U.S. Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's

implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

- In order to carry out its enforcement responsibilities under Title VI of the Civil Rights Act, U.S. Treasury will collect and review information from non-Tribal recipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. U.S. Treasury's implementing regulations, 31 CFR part 22, and the Department of Justice (DOJ) regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 CFR part 42, provide for the collection of data and information from recipients (see 28 CFR 42.406). U.S. Treasury may request that recipients submit data for post-award compliance reviews, including information such as a narrative describing their Title VI compliance status. This collection does not apply to Tribal governments.
- Equipment and Other Capital Expenditures. Department shall, and shall cause its Subrecipients to, maintain policies and procedures for the management of property and equipment that comply with all requirements of the applicable Uniform Guidance at 2 CFR Part 200, Subpart D, 2 CFR Part 200.311, 200.313 and 200.439, and specific requirements of the source of funds. These regulations shall apply to all equipment purchased with the federal funding.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75888, Dec. 19, 2014; 85 FR 49577, Aug. 13, 2020]

Exhibit C – Federal Funding Information For Subrecipients

As Required By 2 CFR 200.331(a)¹**1. Federal Award Identification**

(i) Subrecipient Name:	
(ii) Subrecipient DUNS #:	
(iii) Federal Award Identification Number (FAIN):	
(iv) Federal Award Date:	
(v) Subaward Period of Performance (Start & End Date):	
(vi) Federal Funding Obligation	
a) Total Amount of Federal Funds Obligated by this Agreement:	
a.1)	
a.2)	
a.3)	
a.4)	
b) Total Amount of Federal Funds Obligated to Subrecipient by Pass-Through Entity (PTE), including this agreement:	
c) Total Amount of Federal Award committed to Subrecipient by PTE	
(vii) Federal Award Project Description:	
(viii) Identify the following:	
a) Federal awarding agency	
b) Pass-Through Entity,	
c) Contact info for awarding official:	
(ix) Identify Program Information	
a) Catalog of Federal Domestic Assistance (CFDA) #:	
b) Program Name:	
c) Is the award Research & Development? (Yes/No)	
d) Indirect Cost Rate for Federal award:	

2. Subrecipient Indirect Cost Rate

Indirect cost rate passed through to subrecipient:	
--	--

3. Additional Requirements or Comments (if any)

Identify in this section additional conditions concerning closeout of award or required financial/performance reports or any other comments regarding the federal award. If no additional information is necessary, please delete this section or mark N/A.

¹Subrecipient will comply with Federal statutes, regulations and terms and conditions of the Federal award in accordance with 2 CFR 200.331 (a)(2). Subrecipient will permit the pass-through entity and auditors to have access to subrecipient's records and financial statements as necessary for the PTE to meet requirements of 2 CFR 200.331 (a)(5). Subrecipient will also permit the pass-through entity to have access to subrecipient's records for monitoring the activities of the subrecipient, as necessary, to ensure that the subaward is used for the authorized purposes. Such monitoring will include reviewing the financial and performance reports required by the pass-through entity as well as following up and ensuring the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient in order to meet the requirements of 2 CFR 200.331(d).

Federal Funding Accountability and Transparency Act (FFATA) Certification*

Organization Name:		CMS Number:	
---------------------------	--	--------------------	--

Did your organization have a gross income, from all sources, of less than \$300,000 in your previous tax year?

- ☐ Yes (Skip questions "A" and "B" and finish the certification)
- ☐ No (Proceed to questions "A" and "B")

A. Certification Regarding % and Amount of Annual Gross Revenue from Federal Awards

Did you organization (1) receive 80% or more of its annual gross revenue **AND** (2) \$25 million or more from federal awards and contracts during the preceding fiscal year?

- ☐ Yes If "Yes," proceed to question "B".
- ☐ No If "No," skip question "B" and finish the certification.

B. Certification Regarding Public Access to Compensation Information.

Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

- ☐ Yes If "Yes", where can this information be accessed?
- ☐ No If "No", you must provide the names and total compensation of the top five highly compensated executives below. (For example: *John Blum: \$500,000; Mary Redd: \$50,000; etc.*)

1 _____	\$ _____
2 _____	\$ _____
3 _____	\$ _____
4 _____	\$ _____
5 _____	\$ _____

As the duly authorized representative (Signor) for the Organization, I hereby certify that the statements made by me in this certification form are true, complete and correct to the best of my knowledge.

Print Name of Authorized Representative

Print Title of Authorized Representative

Signature of Authorized Representative

Date

Federal Funding Accountability and Transparency Act (FFATA) Certification***Background on FFATA Requirements**

Under the requirements of the Federal Funding Accountability and Transparency Act (Pub. L. No. 109-282), as amended by Section 6202 of Public Law 110-252, that are codified in 2 CFR Part 170, direct recipients of federal grants or cooperative agreements are required to report first-tier subawards and subcontracts of \$30,000 or more to the Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting System (FSRS).

Organizations that are requested to complete the FFATA Certification have been identified by Marion County as either a first tier subaward or subcontract and therefore, FFATA requirements are applicable.

Definition of Compensation

Total compensation means the cash and noncash dollar value earned by the executive during the Organizations preceding fiscal year and includes the following: (1) Salary and bonus; (2) Awards of stock, stock options, and stock appreciation rights; (3) Earnings for services under non-equity incentive plans; (4) Change in pension value; (5) Above-market earnings on deferred compensation which is not tax-qualified; and (6) Other compensation, as further defined in FAR 52.204-10(a) and 17 CFR 229.402(c)(2).

**Organizations that receive first tier subawards or subcontracts >\$30,000 are required to comply with FFATA requirements per 2 CFR Part 170 and FAR 52.204-10.*

**American Rescue Plan Act (ARPA) /
Coronavirus State and Local Fiscal Recovery Funds (SLFRF)
Capital Expenditure Justification Form**

Purpose: To ensure recipient complies with the terms, conditions and requirements of the U.S. Treasury 31 CFR Part 35 SLFRF Final Rule. Recipients must complete and meet the requirements of a written justification for capital expenditures equal to or greater than \$1 million.

Capital Expenditures: Per the Uniform Guidance 2 CFR 200.1, the term “*capital expenditures*” means “expenditures to acquire capital assets or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life.”

Organization Name:	Marion County - Health and Human Services
Organization Contact Completing Form:	
Date:	
Project Name:	Our Place
Expenditure Category:	6.1 Provision of Government Services
Type of Capital Expenditure ¹ :	
Specify "Other" Expenditure Type:	
Project Amount:	\$ 500,000
Project Threshold Per Table 1:	< \$1M
CMS # (Marion County to Complete)	4683

Black shaded cells DO NOT need to be filled out.

1 Describe the harm or need to be addressed.

2 Explanation of why a capital expenditure is appropriate. (For example, recipients should include an explanation of why existing equipment and facilities, or policy changes or additional funding to pertinent programs or services, would be inadequate.)

3 Was there a comparison performed of the approved capital project against at least two alternative capital expenditures?

☐ YES

☐ NO

a) If yes, please demonstrate why the approved capital expenditure is superior.

b) If no, please explain why.

¹ Coronavirus State and Local Fiscal Recovery Funds Project and Expenditures Report User Guide - Appendix H

Marion County to complete this section

Grant Reviewer:

Date Reviewed:

Comments:

Table 1 (U.S. Treasury Final Rule, General Provisions: Other, b. Capital Expenditures)

If a project has total expected capital expenditures of	and the use is enumerated in (b)(3), then	and the use is not enumerated in (b)(3), then
Less than \$1 million	No Written Justification required	No Written Justification required
Greater than or equal to \$1 million, but less than \$10 million	Written Justification required but recipients are not required to submit as part of regular reporting to Treasury	Written Justification required and recipients must submit as part of regular reporting to Treasury
\$10 million or more	Written Justification required and recipients must submit as part of regular reporting to Treasury	

EXHIBIT F

ARPA/SLFRF REPORTING REQUIREMENTS FORM

A.1 Project and Expenditure Report

Department shall complete the Project and Expenditure Report as outlined in the Project and Expenditure Report User Guide dated April 1, 2022, according to the awarded eligibility category. The Board and Designee shall provide the Project and Expenditure Report template to the Department no later than June 15, 2022. Once the Department's total project expenditures have been occurred and the project has completed, a final report shall be submitted, and quarterly reporting requirements will no longer be required.

Project and Expenditure Reports are due according to the following table:

Report	Year	Quarter	Period Covered	Due Date
1	2022	2	Project Commence – June 30	July 15, 2022
2	2022	3	July 1 – September 30	October 15, 2022
3	2022	4	October 1 – December 31	January 15, 2023
4	2023	1	January 1 – March 31	April 15, 2023
5	2023	2	April 1 – June 30	July 15, 2023
6	2023	3	July 1 – September 30	October 15, 2023
7	2023	4	October 1 – December 31	January 15, 2024
8	2024	1	January 1 – March 31	April 15, 2024
9	2024	2	April 1 – June 30	July 15, 2024
10	2024	3	July 1 – September 30	October 31, 2024
11	2024	4	October 1 – December 31	January 15, 2025
12	2025	1	January 1 – March 31	April 15, 2025
13	2025	2	April 1 – June 30	July 15, 2025
14	2025	3	July 1 – September 30	October 15, 2025
15	2025	4	October 1 – December 31	January 15, 2026
16	2026	1	January 1 – March 31	April 15, 2026
17	2026	2	April 1 – June 30	July 15, 2026
18	2026	3	July 1 – September 30	October 15, 2026
19	2026	4	October 1 – December 31	March 15, 2027

A.2 Recovery Plan Performance Report

Department shall complete the Recovery Plan Performance Report. The Board and designee shall provide the Recovery Plan Performance Report template to the Department no later than June 15, 2022.

Recovery Plan Performance Reports are due according to the following table:

Report	Period Covered	Due Date
1	Award Date – June 30, 2022	July 15, 2022
2	July 1, 2022 – June 30, 2023	July 15, 2023
3	July 1, 2023 – June 30, 2024	July 15, 2024
4	July 1, 2024 – June 30, 2025	July 15, 2025
5	July 1, 2025 – June 30, 2026	July 15, 2026
6	July 1, 2026 – December 31, 2026	March 15, 2027

A.3 Federal Funding Accountability and Transparency Act Certification

Department shall require its contractor(s) and subcontractor(s), to complete and include Exhibit


D. Federal Funding Accountability and Transparency Act Certification as part of the contract.

A.4 ARPA/SLFRF Capital Expenditure Justification Form

Department shall require its contractor(s) and subcontractor(s) to complete and include Exhibit E.

ARPA/SLFRF Capital Expenditure Justification Form as part of the contract.

Exhibit G - Marion County Disbursement Request



Recipient:

Project Name:

Funding Program:

Assistance Listing (CFDA#):

Project Number:

Date:

Final Draw? ☐ Yes ☐ No

Reporting Period:

to

	Marion County Funds (Enter Whole Dollars Only)				Other / Matching Funds (Enter Whole Dollars Only)				All Funds
(A)	(B)	(C)	(D)	(E) = [B-C-D]	(F)	(G)	(H)	(I) = [F-G-H]	(J) = [C+D+G+H]
Category	Approved Budget	Prior Disbursements	Current Request	Balance	Approved Budget	Prior Expenditures	Current Expenditure	Balance	Disbursed & Expended
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials and Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment or Capital Purchases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Certification: I certify that the data is correct and that the amount requested is not in excess of current needs, nor has been already reimbursed by federal, state, or other resources.

Authorized Signature and Title

Date

Authorized Signature and Title (if necessary)

Date

Project Contact for Payment Notification

Phone Number

Email Address

For Marion County Use Only: I have reviewed this request and approve payment to the above mentioned recipient in the amount(s) listed below.

Dollar Amount

Costing

PO #

CMS #

\$ -

Authorized Signature and Title

Date

Authorized Signature and Title

Date

Authorized Signature and Title

Date

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject us to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Additional Information Required:
Supporting documentation (e.g. invoice(s), GL reports, timekeeping records, etc.) must be recorded on Detail worksheet.
Upon completion, print Disbursement Request and Detail to PDF, sign electronically, and attach copies of supporting documentation.
Submit to ARPArecovery@co.marion.or.us for review and processing of reimbursement.
Questions about this form can also be directed to ARPArecovery@co.marion.or.us.

Marion County Disbursement Request Detail

Recipient:	Date:	1/0/1900
Project Name:	Project Number:	0
Funding Program:		

Date	Description	Personnel Services	Materials & Services	Equip or Capital Purchases	Administrative	Total
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
insert extra lines if needed						-
Total Disbursement Request		-	-	-	-	-