



February 1, 2023

Deschutes County Board of Commissioners  
1300 N.W. Wall Street, Suite 200  
Bend, OR. 97701

Dear Anthony DeBone,

This is an invitation for your County to participate in the selection process for the **2023-2025 Community Dispute Resolution Program (CDRP) Grant Funds** pursuant to ORS 36.160.

Assuming funding for 2023-2025 is reauthorized by the 2023 Legislature at the same level as the prior biennium, grant funds for your county will be approximately \$45,907.00 for the period July 1, 2023 - June 30, 2025. The funding for these grants is currently derived from an appropriation from the general fund for the purpose of providing dispute resolution services in counties and will be allocated per University of Oregon policy I.034.02.

Below and attached the same email as this letter is all of the information necessary to proceed with the Request for Application (RFA) process.

The first step in the local selection process is the County's adoption of a resolution to participate. ORS 36.160 requires that a County notify the Oregon Office for Community Dispute Resolution (OOCDR) of its intent to participate in the selection process to award grant funds. A sample county resolution is provided in the enclosed RFA packet. Upon your County's adoption of the resolution, please send a copy to the OOCDR. Following is the timeline for the 2023-2025 grant process:

- March 31, 2023 County Commission adopts a resolution confirming its desire to participate in the process (sample attached).
- April 1, 2023 County advertises a notice of availability of grant funds and announces the application process (sample of notice included). The County and Grantor make RFA packet available to interested applicants.
- April 29, 2023 Applications must be **received** by 5:00 p.m. at the County's address and at Grantor's email address. Late applications may not be considered.
- May 19, 2023 Additional information requested by Dean due in at the County and the offices of Grantor.
- May 30, 2023 Grantor issues notices of eligibility to applicants and County.
- June 5, 2023 Any appeals from applicants determined ineligible by the Grantor must be **received** by 5:00 pm.

**Oregon Office for Community Dispute Resolution**

1515 Agate St. Eugene, OR. 97403  
541-346-1623 | [uoregon.edu](http://uoregon.edu)



June 16, 2023 County Commission selects grantee(s) and notifies Grantor of selection.

June 30, 2023 Grantor enters into Grant Agreement with the grantee(s).

According to University of Oregon policy, each County Commission needs to designate a County dispute resolution program coordinator. OOCDR staff provides technical assistance and advice to this County staff person to make sure the process runs as smoothly as possible. If you have received this letter and are not the County's dispute resolution program coordinator, please forward these materials to the proper person.

OOCDR encourages collaboration in all phases of the grantee selection process. In some Counties there will be only one interested and qualified applicant. However, if your County receives applications from more than one qualified applicant, we encourage you to have conversations with all applicants to determine whether there are ways for them to work together to best provide dispute resolution services in your County.

You may elect to opt out of the selection process if you desire. In that case, the Dean of the University of Oregon School of Law will assume the county's role in the process. If this is your choice, please provide OOCDR with a written notice to opt out by March 31, 2023.

Questions? Please ask! Thank you in advance for your support.

Best,

A handwritten signature in dark ink that reads "Patrick Sponsler".

Patrick Sponsler, MPA  
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OOCDR Administrator