DESCHUTES COUNTY DOCUMENT SUMMARY

(NOTE: This form is required to be submitted with ALL contracts and other agreements, regardless of whether the document is to be on a Board agenda or can be signed by the County Administrator or Department Director. If the document is to be on a Board agenda, the Agenda Request Form is also required. If this form is not included with the document, the document will be returned to the Department. Please submit documents to the Board Secretary for tracking purposes, and not directly to Legal Counsel, the County Administrator or the Commissioners. In addition to submitting this form with your documents, please submit this form electronically to the Board Secretary.)

Please complete all sections **above** the Official Review line.

Date: April 21, 2023

Department: BOCC/ADMIN

Contractor/Supplier/Consultant Name: US Forest Service **Contractor Contact:** Kevin Hamilton and Trisha Wardlow

Type of Document: Intergovernmental Agreement (IGA) with US Forest Service

Goods and/or Services: New Intergovernmental Agreement (IGA) providing funding for the Oregon Living With Fire (OLWF) program for five years (18PA1106100026).

Background & History: 2018-111 was the orginal IGA provided funding for the OLWF program for five years, ending May 2023; 2022-681 was modification to the financial plan and required match and due to the many changes in the grant administration both by Deschutes County and Forest Service it was recently discovered the match requirement in 2022-681 was calculated incorrectly. The existing IGA (with modifications) is officially closed, and reimbursement request sent to the Forest Service. The new request is for an additional five years with the Forest Service, with an increase of funding from existing level.

Agreement Starting Date: 6/1/2023	Ending Date: 6/1/2028
Annual Value or Total Payment: \$60,000	_
Insurance Certificate Received (check box) Insurance Expiration Date:	
Check all that apply: RFP, Solicitation or Bid Process Informal quotes (<\$150K) Exempt from RFP, Solicitation or Bid Process (specify –	see DCC §2.37) _
Funding Source: (Included in current budget? Xes Yes	s 🗌 NoNo
If No , has budget amendment been submitted?	Yes 🗌 No -
Is this a Grant Agreement providing revenue to the Cour	nty? 🛛 Yes 🗌 No
Special conditions attached to this grant:	

Deadlines for reporting to the grantor: Annual reports required each calendar year.

If a new FTE will be hired with grant funds, confirm that Personnel has been notified that it is a grant-funded position so that this will be noted in the offer letter:

Contact information for the person responsible for grant compliance: Name: Joe Stutler, Senior Advisor Phone #: (541) 322-7141

Departmental Contact and Title: Nick Lelack **Phone #:** 388-6565

Department Director Approval: _____ Signature Date

Distribution of Document: Who gets the original document and/or copies after it has been signed? Include complete information if the document is to be mailed.

Official Review:

County Signature Required (check one):

- □ BOCC (if \$150,000 or more) BOARD AGENDA Item
- X County Administrator (if \$25,000 but under \$150,000)
- Department Director Health (if under \$50,000)
- □ Department Head/Director (if under \$25,000)

Legal Review

Date

Document Number