

## 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:** 1/19/16

**Department:** Administration (Forestry)

**Contractor/Supplier/Consultant Name:** USDA Forest Service

**Contractor Contact:** N/A

**Contractor Phone #:** N/A

**Type of Document:** Annual Certification of Expenditures of Title III funds

**Goods and/or Services:** An annual certification of expenditures is required to be sent to the USDA Forest Service to verify that funds are spent consistent with the Secure Rural Schools Act.

**Background & History:** Funds are certified annually using a form prescribed by the OMB.

**Agreement Starting Date:** 1/1/15

**Ending Date:** 12/31/15

**Annual Value or Total Payment:**

☐ 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? ☒ Yes ☐ No

If **No**, has budget amendment been submitted? ☐ Yes ☐ No

**Is this a Grant Agreement providing revenue to the County?** ☐ Yes ☒ No

Special conditions attached to this grant:

Deadlines for reporting to the grantor:

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: ☐ Yes ☐ No

Contact information for the person responsible for grant compliance:

Name:

Phone #:

**Departmental Contact and Title:** Ed Keith, County Forester  
**Phone #:** 541-322-7117

**Department Director Approval:**



Signature

1/19/16

Date

**Distribution of Document:** Return signed copy to Ed Keith, Ed will submit to the Forest Service.

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**Official Review:**

County Signature Required (check one): ☐ BOCC ☐ Department Director (if <\$25K)

☐ Administrator (if >\$25K but <\$150K; if >\$150K, BOCC Order No. \_\_\_\_\_)

Legal Review \_\_\_\_\_

Date \_\_\_\_\_

Document Number 2016-079

**Secure Rural Schools and Community Self-Determination Act of 2000****Certification of Title III expenditures by participating county**

The Secure Rural Schools and Community Self-Determination Act of 2000 (the Act), reauthorized in Public Law 110-343 and Public Law 112-141, requires the appropriate official of a county that receives funds under title III of the Act to submit to the Secretary concerned (the Secretary of Agriculture, or the Secretary of the Interior, as appropriate) an annual certification that the funds expended have been used for the uses authorized under section 302(a) of the Act. The Secretary concerned also is requiring the appropriate official to certify the amount of title III funds received since October 2008 that have not been obligated as of September 30 of the previous year.

The appropriate official of each participating county may use this form (see page 2) to report information to meet the requirements of the Act. Certification must be made by February 1 following each year title III funds are expended. Certain counties in Oregon receive title III payments initiated by both the Department of Agriculture and the Department of the Interior. If the county received Secure Rural Schools Act title III payments from more than one agency, the county must certify separately to each Secretary regarding the separate payment initiated by that agency. Submit the certification to the appropriate address below for the respective agency.

**All counties** expending title III funds received from Forest Service payments are to submit the annual certification by one of the following methods:

Mail:	e-mail:	FAX:
Secretary of Agriculture c/o U.S. Forest Service Payments to States Coordinator Albuquerque Service Center, B&F SWAM/IAS/ASR 101B Sun Avenue NE Albuquerque, NM 87109	asc_asr@fs.fed.us	877-684-1422

**Certain counties in western Oregon** expending title III funds received from payments from the Department of Interior for lands administered by the Bureau of Land Management are to submit a separate annual certification about the separate title III funds by one of the following methods:

Mail:	e-mail:	FAX:
Secretary of the Interior c/o BLM Oregon State Office State Director Office (OR931) Attn: Secure Rural Schools Coordinator P.O. Box 2965 Portland, OR 97208	(none available)	503 808-6021

**Secure Rural Schools and Community Self-Determination Act of 2000  
County's Certification of Title III Expenditures and Unobligated Funds.**

Name of participating county and state:	Deschutes County, Oregon
Calendar year for which this report is submitted:	2015

EXPENDITURES	
Amount of title III funds expended this year to carry out authorized activities under the Firewise Communities program:	\$62,694.45
Amount of title III funds expended this year to reimburse the participating county for emergency services performed on Federal land, as defined in the Act, and paid for by the participating county:	\$41,796.30
Amount of title III funds expended this year to develop community wildfire protection plans in coordination with the appropriate Secretary:	\$20,000.00
Total amount of title III funds expended this year for authorized uses:	\$124,490.75

FUNDS NOT OBLIGATED	
Amount of title III funds received since October 2008 not obligated by September 30 of the year for which this report is submitted.	\$0

CERTIFICATION	
<p>The expenditures reported above were for the uses authorized under section 302(a) of the Act. The proposed uses had a publication and comment period and were submitted to the appropriate Secure Rural Schools Act resource advisory committee(s) as required in Section 302(b) of the Act.</p> <p>The amounts reported as unobligated on September 30 are accurate and consistent with the county's accounting practices.</p> <p>Signature of certifying official: _____</p>	
Print or type name and title of certifying official:	Date of certification:

**TITLE III FUND (327)**  
**CALENDAR YEAR 2014 CERTIFICATION DOCUMENTATION**

<b>DATE</b>	<b>CHECK ISSUED TO</b>	<b>AMOUNT</b>
1/8/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 2,525.00
2/13/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 2,825.00
2/13/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 400.00
2/26/2015	CENTRAL OREGON BUILDERS ASSOC	\$ 392.50
3/12/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 2,825.00
3/12/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 113.30
4/9/2015	DRIVING FORCE GRAPHICS	\$ 1,057.00
4/16/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 3,337.50
4/16/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 162.00
4/16/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 322.02
4/17/2015	DESCHUTES FAIR AND EXPO	\$ 325.00
5/14/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 2,562.50
5/14/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 94.23
6/11/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 3,650.00
6/11/2015	ADVANCED STAMP & LASER, LLC	\$ 180.00
6/30/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 3,200.00
6/30/2015	TRANSFER TO FORESTER	\$ 62,085.96
6/30/2015	TRANSFER TO SHERIFF	\$ 20,000.00
7/9/2015	COSTCO	\$ 641.80
8/13/2015	CENTRAL OREGON BUILDERS ASSOC	\$ 392.50
8/13/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 3,475.00
9/11/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 3,137.50
10/13/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 3,810.10
11/12/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 4,344.84
12/10/2015	DESCHUTES CO RURAL FIRE DIST #2	\$ 2,632.00
<b>Total</b>		<b>\$ 124,490.75</b>

<b>Expenditure category breakdown</b>	
Firewise Communities:	\$ 62,694.45
Development of CWPP's:	\$ 41,796.30
Emergency Services on USFS land:	\$ 20,000.00
Total expended under SRS 2008-2011	\$ 124,490.75

## ASSOCIATION OF OREGON COUNTIES

1201 Court Street, N.E.  
Salem, Oregon 97309

## ASSOCIATION OF O&C COUNTIES

P.O. Box 2327  
Harbor, Oregon 97415

To: All Counties Using SRS Funds for Title III Projects  
From: Rocky McVay and Kevin Davis  
Date: January 13, 2016  
Re: Annual Title III Project Certification

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You may recall that the Secure Rural Schools and Community Self-Determination Act required annual certification regarding the use of funds under Title III. Even though the law has expired in many respects, it still requires as follows:

“Not later than February 1 of the year after the year in which any county funds were expended by a participating county, the appropriate official of the participating county shall submit to the Secretary concerned a certification that the county funds expended in the applicable year have been used for the uses authorized under section 302(a), including a description of the amounts expended and the uses for which the amounts were expended.”

The certification is due not later than February 1 of 2016, for amounts that were actually spent during calendar year 2015 for projects under Title III.

A few counties still had funds received under prior legislation (PL 106-393) for years before FFY 2008. Title III projects during calendar year 2015 that used funds provided under PL 106-393 need not (and to avoid confusion, should not) be reported as part of the certification process, so long as the Title III project did not also use funds that were received for FFY 2008 or after.

Nothing in SRS specifies the form that must be followed for the required certification. Your two county Associations recommend, however, that all counties follow a similar format. We strongly recommend that all counties use the approved federal form enclosed with this memorandum (OMB 0596-0220). An electronic version of the approved form and further information is available online. Start by going to: <http://www.fs.usda.gov/main/pts/countyfunds> and then under “Related Links” (right side of page), click on “Annual Title III Certification.”

Your certification report must include all amounts actually spent during the entire calendar year 2015 (but excluding any amounts received under PL 106-393). **Please submit your completed certification forms directly to the Secretary of Agriculture or Secretary of the Interior, as appropriate. The addresses to use are shown on the form enclosed with this memorandum. The forms must be submitted not later than February 1. When submitting forms to the Secretaries, please send copies to Rocky McVay at [Rocky@blupac.com](mailto:Rocky@blupac.com).**

If you have any questions, please contact Rocky McVay at 541-412-1624, or by email sent to [Rocky@blupac.com](mailto:Rocky@blupac.com).

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**Certain counties in western Oregon** expending title III funds received from payments from the Department of Interior for lands administered by the Bureau of Land Management are to submit a separate annual certification about the separate title III funds by one of the following methods:

Mail:	e-mail:	FAX:
Secretary of the Interior c/o BLM Oregon State Office State Director Office (OR931) Attn: Secure Rural Schools Coordinator P.O. Box 2965 Portland, OR 97208	(none available)	503 808-6021

**Secure Rural Schools and Community Self-Determination Act of 2000  
County's Certification of Title III Expenditures and Unobligated Funds.**

Name of participating county and state:	
Calendar year for which this report is submitted:	

EXPENDITURES	
Amount of title III funds expended this year to carry out authorized activities under the Firewise Communities program:	\$
Amount of title III funds expended this year to reimburse the participating county for emergency services performed on Federal land, as defined in the Act, and paid for by the participating county:	\$
Amount of title III funds expended this year to develop community wildfire protection plans in coordination with the appropriate Secretary:	\$
Total amount of title III funds expended this year for authorized uses:	\$

FUNDS NOT OBLIGATED	
Amount of title III funds received since October 2008 not obligated by September 30 of the year for which this report is submitted.	\$

CERTIFICATION	
<p>The expenditures reported above were for the uses authorized under section 302(a) of the Act. The proposed uses had a publication and comment period and were submitted to the appropriate Secure Rural Schools Act resource advisory committee(s) as required in Section 302(b) of the Act.</p> <p>The amounts reported as unobligated on September 30 are accurate and consistent with the county's accounting practices.</p> <p>Signature of certifying official: _____</p>	
Print or type name and title of certifying official:	Date of certification:



**Burden Statement**

*According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0220. The time required to complete this information collection is estimated to average 24 hours annually per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.*

*The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).*

*To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.*

