

147973

CONTRACT FOR PERFORMANCE OF
YCC PROGRAM SERVICES

This Contract, its project and purpose, is authorized by Public Law 93-402, Youth Conservation Corps and is entered into by:

THE STATE OF OREGON, EXECUTIVE DEPARTMENT

MANPOWER PLANNING DIVISION

240 COTTAGE STREET S.E., SALEM, OREGON 97310
(Acting on behalf of the Governor of Oregon)

hereinafter referred to as the Contractor, and

City of Portland, Youth Services Division

522 S.W. 5th, 8th Floor

Portland, Oregon 97204

hereinafter referred to as the Subcontractor.

Therefore, said Contractor and said Subcontractor, mutually agree that the Subcontractor shall provide YCC program services, in accordance with its program narrative statement, applicable federal rules and all other reports required by this Contract, which shall be made a part of this Contract. In consideration for the services to be provided by the Subcontractor for the period beginning May 7, 1979 and ending August 31, 1979, the Subcontractor will be paid by the Contractor \$72,850, on a cost reimbursable basis, pursuant to the needs described in said Program Narrative Statement of the Subcontractor, and pursuant to the terms and conditions set forth in the General Provisions and in the Special Provisions, if any shall apply, which are attached as Clauses and made a part of said Contract.

In addition, the Subcontractor hereby agrees to furnish no less than \$ 23,780, as its matching share obligation under this Contract. See Office of Management and Budget Circular A-102, Attachment "F" for further definition of matching share.

This Contract consists of the following:

The face sheet and signature sheet
General Provisions
Assurances and Certifications
Program Narrative Statement
Budget Forms: Project Costs - IPC 205
Program Direction - IPC 206

City of Portland, Human Resources Bureau

*Name of SubcontractorYouth Services Division
310 SW 4th, 3rd flr.Portland, OR 97204
Address of SubcontractorSignatureDateNeil GoldschmidtMayorTyped NameTitleEXECUTIVE DEPARTMENT, STATE OF OREGONSignature of Authorized RepresentativeDateTyped NameTitleEXECUTIVE DEPARTMENT, STATE OF OREGONSignature of Authorized RepresentativeDateTyped NameTitle*Subcontractor is to supply the following:Federal Identification No.State Identification No.

GENERAL PROVISIONS

CLAUSE I

Program Narrative Statement

The Subcontractor will provide a Program Narrative Statement which shall include the following: description of work learning program; types of work projects that will be available (an integrated environmental work program is required); and the number of supervisory and environmental education staff, and other information as requested in the Contract.

CLAUSE II

Budget

The Subcontractor shall submit a budget as part of the Contract. The budget will be separated into the following: Project Costs and Program Direction.

CLAUSE III

Federal Requirements

The Subcontractor shall meet any and all requirements to which the Federal Government may hold the Contractor liable under the Youth Conservation Corps Federal Rules and Regulations, as published in the Federal Register. Specific reference is made to Federal Management Circular 74-4 and Office of Management and Budget Circular A-102, especially Attachments "F", "G", "C", "K", "O" and "N" of A-102. The above specific references are in no way intended to exclude any applicable sections not mentioned.

CLAUSE IV

Reports

The Subcontractor shall submit the following reports to the Contractor:

1. Expenditure Reports, MPC 213 & 214, shall be due to the Contractor no later than:

July 13	covering expenditures for May and June;
August 15	covering expenditures for July;
September 14	covering expenditures for August

A final expenditure report is due October 30, 1979 with the Contract Close-out (See number 5 below).

All reports of expenditures will be based on the accrual basis method of accounting rather than the cash basis method.

2. The Subcontractor shall submit to the Contractor, by the last day of camp, the following:

- a. Results of enrollee pre- and post- environmental awareness tests. The pre-test must be given to each enrollee in the first week of the project; post-tests must be given in the last week of the project;
- b. Youth Satisfaction questionnaire (completed by each enrollee);
- c. Work Accomplishment Form.

These forms will be supplied to the Subcontractor by the Contractor.

3. The Subcontractor will telephone the following reports to the Contractor every other Friday beginning June 1, 1979 for the prior two weeks' activities:

Total enrollee wages;
Total enrollee fringe;
Total staff wages and fringe;
Total work project costs (federal funds);
Total matching share;
Number of enrollees in the project.

4. The Subcontractor will return to the Governor's Commission on Youth by July 2, 1979 the Demographic Survey supplied by the Commission at the beginning of the project.

5. A Contract Close-out is due sixty days after termination of this Contract. The Contract Close-out packet will be supplied to the Subcontractor by the Contractor. If a Contract is not closed out 60 days after its termination date, no further checks will be issued to the Subcontractor and the Subcontractor waives all further money claims under this Contract.

All unexpended funds identified in the final report or close-out shall be deobligated from the Contract.

6. The Subcontractor shall also submit to the Contractor other reports and information that may periodically be determined necessary by the Contractor, including any follow-up report that may be necessary after the termination of this Contract.

CLAUSE V

Payments and Costs

1. The Subcontractor shall be paid, upon submission of a "Request for Payment and Status of Funds Report," on a cost reimbursement basis. In no event shall total payments exceed the Contract amount.
2. Subcontractor will not pay wages during a period of work stoppage at the plants or work sites of an employer, when such plants or work sites constitute training locations in this Contract. If payments are made under the above circumstances, they will not be reimbursed by the Contractor.
3. Subcontractor shall maintain records sufficient to support all payments and, upon request of the Contractor, shall make such records available to the Contractor.
4. Payment of wages for holidays are allowable if such payment is a benefit received by other employees at participants' worksites.
5. Subcontractor assures that YCC enrollees under this Contract will engage in no more than 30 hours of work a week paid for by federal funds. In addition, the Subcontractor shall provide each enrollee 10 hours a week of environmental education activities.

CLAUSE VI

Changes

The Contractor may, at any time, by written order, make changes in the manner of performance of work within the general scope of this Contract. This order will be preceded by a notification of intent ten days prior to the written order of change. If any such change causes an increase or decrease in the costs of, or time required for, performance of any part of the work under this Contract, whether changed or not by any such order, an equitable adjustment shall be made in the Contract.

CLAUSE VII

Audit and Records

1. The Subcontractor shall maintain books, records, documents, and other evidence of accounting procedures and practices, sufficient to reflect properly all costs claimed to have been incurred for the performance of this Contract, both Federal and Matching Share.

2. The Subcontractor shall preserve and make available his records until the expiration of three years from the date of final payment under this Contract. However, in the event of an audit, records shall be kept by the Subcontractor until all audit exceptions are resolved.
3. The Subcontractor agrees that the Contractor or any of their duly authorized representatives shall have access to and the right to examine any directly pertinent books, documents, papers and records of the Subcontractor involving transactions related to this Contract.
4. The Subcontractor agrees to maintain any personal information regarding applicants, project participants, or their immediate families in accordance with the Privacy Act of 1974. (Note: The Contractor will furnish guidelines for said Act upon request.) Request for disclosure of personal information must be referred to the Department of Agriculture and Department of Interior for disposition. The Subcontractor shall make available to the Contractor all personnel records of this project's employees if requested.
5. All applications will be destroyed by the Subcontractor by September 30, 1979.

CLAUSE VIII

Contract Termination

1. The performance of this Contract may be terminated, in whole or in part, by the Contractor whenever the Subcontractor shall default in performance of said Contract. One example of default in performance would be the Subcontractor's failure to begin its project as scheduled, or failure to enroll the total planned number of participants within the first week of the project.
2. Either party to this Contract may elect to terminate said Contract without cause, providing a 30-day written notice of intent to terminate is made to the other party.

CLAUSE IX

Enrollee Termination

Enrollees will not be terminated without prior written notice, and will be given a reasonable opportunity for corrections or improvement of performance. Terminations for cause shall be documented and such documentation made a part of the participant's record. However, none of these procedures will be required if they conflict with a valid and applicable collective bargaining agreement.

CLAUSE X

Non-discrimination

This Contract is subject to Title VI of the Civil Rights Act of 1964, and the Regulations issued thereunder and found in 36 CFR 214.7(C)(10) and 43 CFR 26.7(C)(10). The Subcontractor agrees that all hiring and training services provided under this Contract shall be furnished without discrimination because of race, color, religion, sex, or national origin. Those programs which are targeted for the handicapped, special minority or age groups, will adhere to non-discrimination, as stated above, within the confines of the target groups so identified.

CLAUSE XI

Insurance

1. The Subcontractor agrees to provide, where applicable, Workmen's Compensation for enrollees under this Contract.
2. In addition, the Subcontractor shall procure and thereafter maintain employer's liability, comprehensive general liability, comprehensive automobile liability and property damage insurance with respect to performance under this Contract.

CLAUSE XII

Child Labor

1. No trainee or enrollee under 18 years of age will be employed in any occupation which the Commissioner of Labor has found to be hazardous for persons under 18 years of age.
2. The Subcontractor must provide for an effective accident control, health, and safety program. As a minimum, Subcontractor shall follow the U.S. Department of Labor Bulletin Number 101, "A Guide to Child Labor Provisions of the Fair Labor Standards Act."

CLAUSE XIII

Taxes

The Subcontractor agrees that upon submission of expenditure reports all required federal and state taxes will have either been paid or funds set aside for this purpose. All required taxes shall be paid prior to final close-out of this Contract.

CLAUSE XIV

Bonding and Bank Collateral

The Subcontractor assures that individuals responsible for handling program monies are legally and properly bonded in accordance with OMB A-102 Attachment "B", to an amount no less than the amount of cash for which they will be responsible at any one given time.

Also, Subcontractors not defined as state and local units of government are required by Federal Regulation to establish a separate bank account in a bank insured by the Federal Deposit Insurance Corporation (FDIC) before funds may be advanced.

Bank collateral must be posted by the bank with the U.S. Treasury if the amount on deposit at any time exceeds \$40,000 which is the maximum FDIC coverage.

CLAUSE XV

Contingency of Funding

The existence of this Contract, and continued performance of its terms, is contingent upon receipt by the Contractor of available funds from the Federal Government, and upon budgetary or other authority, of the Oregon State Legislature.

CLAUSE XVI

Collective Bargaining Agreements

It is the expressed intent of the Contractor and the Subcontractor that this Contract shall not in any way violate and/or contravene established collective bargaining agreements that have valid, legal jurisdiction within the geographic area(s) served by said Contract. If any functions of this Contract conflict with a valid bargaining agreement, said Contract functions shall yield and conform to said bargaining agreement.

However, no program may be operated pursuant to this Contract involving any collective bargaining agreement that violates, or is incompatible with, or defeats the purpose of any part of Public Law 93-408 (YCC), or any subsequent federal or state regulations resulting from said law.

CLAUSE XVII

Limitation of Budget

Total federal fund expenditures by the Subcontractor shall not exceed the amount provided by this Contract.

The Subcontractor agrees to assume fiscal liability for its actions in all programs administered pursuant to this Contract.

CLAUSE XVIII

Assurances and Certifications

The Subcontractor agrees to adhere to, and be bound by, those Assurances and Certifications which are a part of this Contract.

CLAUSE XIX

Evaluation

Subcontractor agrees to periodic performance audits and evaluations of its YCC program as prescribed by the Contractor.

CLAUSE XX

Policies and Administrative Rules of the
Manpower Planning Division

The Subcontractor hereby agrees to follow and carry out all policies and Administrative Rules issued before and during the life of this Contract by the State of Oregon, Executive Department, Manpower Planning Division.

CLAUSE XXI

Cost Allocation Plans and Indirect Cost Rates

The Subcontractor shall submit a cost allocation plan to the Contractor. In addition, all cost allocation plans and indirect cost rates applied by the Subcontractor to the funds of this Contract must be approved by the Contractor.

A cost allocation plan will be submitted to the Contractor at the time the Subcontractor signs and returns this Contract to the Contractor.

--END OF GENERAL PROVISIONS--

PART IV ASSURANCES

The Applicant hereby assures and certifies that he will comply with the regulations, policies, guidelines, and requirements including OMB Circulars Nos. A-75, A-102 and C-74-4 as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also the Applicant assures and certifies with respect to the grant that:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement.
3. It will comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment or (2) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the grant-aided activity.
4. It will comply with requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property
5. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
6. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
7. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
8. It will give the grantor agency or the Comptroller General through any authorized representative the access to and the right to examine all records, books, papers, or documents related to the grant.
9. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB A-102.
10. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) List of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
11. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards.

PART IV (Continued)

The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.

12. It will assist the Federal grantor agency in its compliance with Section 105 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
13. The grantee agrees to administer tests and questionnaires; conduct interviews; submit enrollee statistical and work accomplishment data; and otherwise assist the Federal government in collecting information.

PROGRAM NARRATIVE STATEMENT

YCC Project Profile

1. Bureau/Resource Agency Human Resources Bureau
Camp/Project Name Portland YCC Camp/ Project No.
Address 522 S. W. Fifth, Eighth Floor State Oregon
Nearest Town Portland Congressional Dist.
YCC Contact Person Bob Struble Phone 248-4141
No. of Corpsmembers 62 Non-Res. X Res. 5 day X 7 day
Land ownership class X State; County; Municipal
 Park and Recreation District Other

YCC ONLY: Start Date July 2 Length of Camp/Project 8 Weeks
Closing Date August 24

Remarks: Portland is supporting the YCC program from other federal funds
for Environmental Ed Spec in the amount of \$4,980.

Staff will attend YCC Contractor sponsored training in
environmental awareness activities, work coordination, super-
vision of youth and safety.

2. Technical Proposal

a) General Goal - The Portland Youth Conservation Corps will be designed to make this summer a rewarding learning experience for the participating youth. The emphasis is going to be placed on helping youth better understand the importance of conserving and maintaining the waterways, forests, and parks in the Pacific Northwest.

The environmental awareness component will help youth see the relationship between learning and the "real world". Many youth ask what good is school going to do them when they graduate? The YCC program will demonstrate the "how" and "why" of what they have learned in "real world" situations, hopefully convincing them to look for the relationships between learning and doing in future courses they have.

The program will offer High School credit to participants via the Portland Public School System. Credit will not be awarded simply for being there. Each individual receiving credit will be required to submit the appropriate forms and a paper at the end of the program, explaining why he or she should get credit for participating in YCC.

The City of Portland and its inhabitants will also benefit from the program. A boat will be provided by the City and will be utilized by one of the YCC crews this summer. One projected use of the boat is for the construction and placement of checkdams along waterways in the Portland area, thus helping to control erosion. Other planned useages involve water quality sampling for the Department of Environmental Quality, Waterfront Restoration, and participation with the Willamette Greenway Project.

A planned project for the remaining crews on land would be the construction of jogging trails complete with exercise stop stations. These trails would be constructed in city parks and upon completion, YCC and the resource agency

would hold a fun run to publicize the new trails.

To summarize, the City of Portland's YCC program shall involve six youth crews--one concentrating on the conservation effort among Portland's waterways and the remaining five crews dedicated to creating permanent recreational outlets for the residents of Portland. Program efforts will be to maximize the correlation between the youth's understanding of conservation and how to actively utilize that knowledge to produce change.

b) Experience - The youth component of the Training and Employment Division in the Portland Human Resources Bureau receives money from 10 different funding sources, impacting upon over 5,000 youth annually. Many of the special projects currently in operation have goals similar or identical in nature to the YCC program.

YCC is one of the programs that the City has run in previous years which involve 15 - 18 year old youths in out-door related programs.

Another program is the Youth Conservation and Community Improvement Project which involve youth 16 -19 years old in conservation and energy saving projects.

The Waterfront Restoration Project and the Young Adult Conservation Corps gave youth the opportunity to work on a boat taking water samples and working on the Willamette River shoreline making it more accessible to the public.

c) Organization - The youth component of the Training and Employment Division is already structured for the administration of youth programs. This already existent organization will provide YCC with additional administrative services. YCC will utilize the coordinator, planner and accountant of the Youth Division to further reduce the need for YCC staff. For this reason the Director of YCC will be the only staff member who must be con-

cerned with administrative duties. This allows the remainder of the staff to concentrate on the youth participants.

Director: Experience in planning, programming, and administration; experience working with youth; a college student or graduate majoring in Administration or related field; has completed course in First Aid and Emergency Care; possesses knowledge and preferable experience in working within a local government structure; has experience working on staffs whose concern are youth; has had counseling experience; and enjoys working with youth.

The Director is responsible for writing the proposal; advertising for and interviewing staff; setting up a system for youth to receive credit through their High School; advertising for and interviewing youth participants; writing the budget; administering the program during the summer; monitoring the work sites; and writing the end of the program report.

Environmental Education Specialist (EES): A college student majoring in Forestry, Biology, Zoology, or other major dealing with the environment; experience working with youth; preferable some teaching experience; good driving record; has taken a First Aid and Emergency Care course; has references stating reliability; has had experience working in forests, on waterways, or on construction jobs; and enjoys working with youth.

The EES will be responsible for planning the environmental awareness component of the program. The EES will also be expected to have the knowledge and expertise to run the sessions personally. Filling in for crew leaders when they are unable to be at work is another responsibility. During the education sessions (2 days/week for 5 hours with each crew) the EES will be responsible for the youth participants giving the crew leaders time to prepare the payroll, checking equipment and tools, filling out progress reports, etc.

Crew Leader: Experience working with youth; college student majoring in Forestry, Biology, Zoology, or other major dealing with the environment; good driving record; has taken a First Aid and Emergency Care course; has references stating reliability; has had experience working in forests, on waterways, or on construction jobs; and enjoys working with youth.

Crew Leaders will be responsible for around ten or more youth. They will be at the worksite whenever the youth are working. They will also be responsible for transporting the youths as necessary. All staff members will be required to take the Defensive Driving course offered through the City. Crew Leaders will keep attendance records and will be the disciplinarian in cases of rule infractions or misconduct. Appeals by either party involved will be heard by the Grievance Committee via City Policy.

d) Staff Recruitment - Recruitment of YCC staff positions will require advertisement of those positions. The Youth Division coordinator shall select a Program Director who in turn shall help in the selection of other YCC staff.

Selection of personnel will be made on the following considerations: ability to communicate; number of completed hours in Forestry; practical experience in Forestry; practical experience in working with youth; First Aid Certification; and experience in construction and/or the ability and credentials to operate a boat.

Staff training will take place at meetings during the late spring/early summer and a workshop the week prior to the beginning of the program. The training will consist of designing a program for the summer, establishing goals, becoming familiar with YCC regulations and requirements, receiving handouts on emergency phone numbers, and taking the Defensive Driving course.

e) Safety Plan - All staff members of the Portland YCC will be required to have completed a First Aid and Emergency Care course. During the workshop the week prior to the camp's opening, all staff members will take the Defensive Driving course offered by the Risk Management unit of the City of Portland. A Red Cross presentation is planned for YCC youth participants stressing the basics of First Aid and Emergency Care. The youth will also learn safety techniques while at the worksites from their crew leaders. The safe use of the equipment and tools will be demonstrated at set times during the first two weeks of the program. Failure to follow the set standards will be grounds for disciplinary action or dismissal. A "Safety Procedures Checklist" will be kept for each participant on a daily basis. All youth participants and staff working on the land crew will be provided with and required to wear a hard hat. Youth participants and staff on or around the boat will be provided with and required to wear a life jacket and a hard hat. This year's Portland YCC will include lessons in sailing and mountain climbing so it is of the utmost importance that the set safety standards be met without exception. Failure to follow safety standards will result in major disciplinary action. Youth participants demonstrating an excellent safety record, as indicated by the checklists, will be presented with special letter of achievement upon termination.

Emergency medical aid is covered through Risk Management. Any youth injured or ill on the job will have a staff member there who is trained in first aid and emergency care and the youth can be taken to the nearest hospital, doctor, or ambulance if necessary. A portion of the staff workshop will involve the distribution of emergency phone numbers and also the standardized procedures provided by the Risk Management Unit pertaining to accidents and/or other emergency situations.

f) Work Projects Component - For the YCC work projects to be educational and stimulating for the youth, it will be necessary to begin planning projects several months in advance. Potential resource agencies are the Audubon Society, Oregon State Parks, Port of Portland, and Portland Bureau of Parks. Resource agencies wishing to work with the YCC will be solicited to supply the necessary materials where feasible. YCC will not be a clean-up crew--jobs requiring planning, learning, and skill will be sought after.

This year YCC will have five crews--four on land, the other on a boat. A project idea for the land crews is construction of jogging trails in several of the Portland area parks. The trails would run through a forest with exercise stop stations approximately every quarter mile. The YCC crew would construct the trails and the stop stations. When the project was completed, YCC would hold a YCC/Portland Parks "Run for Fun" to publicize the new trails. Also, a plaque would be installed at the beginning of the trails denoting that YCC built the trails for the City of Portland and the year that it was built.

Ideas for the boat crew would be waterfront restoration and/or construct and place checkdams as appropriate. Erosion and flood control would be of tremendous benefit to the community and a good learning opportunity for the youth.

Enrollees would not be able to participate in the actual job site selection due to time constraints, but once they go to work their input will certainly affect the type of work they do and what is emphasized. The staff will try as much as possible to keep the job requirements flexible until the enrollees have an opportunity to become involved in the planning. It would work best to have the jobs selected and then allow the enrollees to plan how to accomplish the goal that has been set. The purpose of this program is to help participants learn to think for themselves, not simply

follow the directions of the crew leader. It is hoped the participants will look on the crew leader as more of a resource person than a supervisor.

The resource agencies we will work with will be expected to supply the construction materials where feasible. Also the resource agency will have an advisor available to answer the crew's questions. The advisor will be expected to visit the site a minimum of once a week. Past experience with numerous resource agencies has produced mutually beneficial results with minimal programmatic problems.

g) Environmental Awareness Component - Environmental awareness objectives will be accomplished during the work projects by teaching and discussing with the enrollees what positive effects the particular work projects have on the environment and our natural resources. Crew leaders will be drawing correlations between what the youth have learned in the environmental awareness component and what they are accomplishing on the work project.

One lesson plan would involve the participants in learning about types of soil, water runoff, erosion, vegetation, etc., in the environmental awareness component. The participants would then use this knowledge to decide where the most suitable places would be to build exercise stop stations for the running trail. Putting the knowledge they obtained in the educational component to practical use will reemphasize the positive correlation between learning and successfully achieving one's goals.

The recreational activities will include sailing, mountain climbing, and hiking. Youth participating in these activities will get to see and experience the results obtained from the management of our natural resources and our environment. As a lesson plan the participants will be asked why management of our natural resources and our environment is necessary.

Field trips will include a trip to the OSU Forestry Laboratory and a trip to a Ranger Station in the High Cascades. These field trips will show

youth two types of jobs that are available in the field of Forestry. Many youth have the stereotyped impression that to be concerned about and have an influence on the management and conservation of our forests one has to be a Forest Ranger. While the Ranger Station is the front line for forest conservation, there are many other positions that are vital also, such as: scientists, administrator, accountants, etc. The youth will then realize that they can be involved in the maintenance and conservation of our forests wherever their personal career interests lie.

One social activity would be a tracking exercise in the forest. One crew and their crew leader would be trying to find the other crew. The other crew would leave a list of directions requiring the use of a compass, ability to identify trees, and the ability to find clues (i.e., footprints, broken branches, etc.). This would give the participants the opportunity to test their knowledge of the forest. A time limit would be set for the game and the losers will have to prepare the barbecue at the site for the winning crew.

The participants will be asked to turn in a list of things they want to learn from the Environmental Awareness Component. This will be at the beginning of the project. Once the EES knows which areas the participants want stressed, each crew will be asked to draw up a very specific program for the respective environmental awareness areas. From this program the EES will set it up.

At the conclusion of each environmental awareness program, each youth will be asked to write a few paragraphs considering what they have learned and what it has to do with their work projects if anything, and what does it have to do with the maintenance and conservation of our forests, waterways, and parks. An evaluation questionnaire will be completed by each participant upon termination.

h) Staff-Enrollee Living Component - The group living experience will be one week traveling on the Columbia River. The trip will be taken late in the project so the youth will be able to handle everything themselves. The entire staff will be along, but the trip will give the youth the opportunity to discover how self reliant they can be. Self reliant not in terms of individuals but as a group. Before we leave we will ask the youth to plan our itinerary for the trip. In other words, they will be setting goals for themselves. To reach these goals they will need to work together and to learn how to make decisions in a group living situation. The staff will be along to help with the work and to act as advisors, but the trip will be left to the youth. Interested parents shall be invited to participate as well. Utilizing the boat will allow the youth to test themselves on water and land. The possibilities for this trip are endless and are limited only by the youths imagination and resourcefulness.

i) Recreation Program Component - Learning how to sail will be one of the recreational activities this summer. Our affiliation with the Sea Scouts has given us access to their 30 foot sailboat. Instruction classes in boating and sailing as well as safety will be provided. The youth will get the opportunity to learn to work together, to appreciate our waterways, and to learn the basic skills of sailing.

Another recreational activity will be participation in a mountain climbing clinic. The major emphasis in all these clinics is safety due to the inherent danger in the sport. The youth will be challenging a mountain and this will impress upon them the tremendous diversity and potential for fun and adventure in the Pacific Northwest. Climbing is one of the most physically demanding sports and will demonstrate how important good physical conditioning is if one is going to enjoy the full benefits of life.

Hiking will be another recreational activity. We will hike into the mountains going over survival techniques and the basics of camping. This will provide youth with the knowledge to hike into the woods themselves and be dependent on themselves for a few days. How to survive on available food resources in the mountains will also be included in these activities.

Contract #

BUDGET

147973

Beginning Date June 11, 1979

Ending Date August 31, 1979

Agency City of Portland, Training & Employment Division

PROJECT COSTS

YCC

Federal Funds

Matching Share

Staff Costs

Salaries

\$ 13,257

\$ 2,415

Fringe Benefits

Social Security .0613 \$ 806

Retirement

Life & Health Insurance

Workmen's Compensation 343

Unemployment Insurance

Travel

234

1,383

66

309

Other (describe)

Liability Insurance .012709

153

43

Total Staff Costs

\$ 14,793

\$ 2,767

Enrollee Costs

Wages

Fringe Benefits

Social Security .0613 2,006

Workmen's Compensation 1,517

Transportation 1,205

918

416

330

15,101

1,664

Other (describe)

Liability Insurance .012709

469

132

Total Enrollee Costs

\$ 38,296

\$ 16,897

Work Project Costs

Transportation

4,709

1,320

Safety Equipment

390

110

Protective Clothing

195

55

Work Supplies & Materials

6,829

1,925

Other (describe) Indirect Rate 8.5%

Environmental Awareness (Field Trip &

Activity Supplies Camping)

5,707

2,967

706

19,761

4,116

Total Budget

\$ 72,850

\$ 23,780

Breakdown of Matching Share for Project Costs:

Cash Contributions \$ 23,780

BUDGET

Contract #

147973

Beginning Date

Ending Date

Agency

PROGRAM DIRECTION

(For Administrative Expenses at
Locations other than Projects)

YCC

Federal Funds

Matching Share

Salaries	\$		\$
Other Office Personnel			
Fringe Benefits			
Social Security	\$	\$	\$
Retirement			
Life & Health Insurance			
Workmen's Compensation			
Unemployment Insurance			
Office Supplies			
Travel			
Rent			
Utilities			
Telephone			
Postage			
Insurance			
Accounting & Payroll Preparation			
Data Processing Charges			
Repairs & Maintenance			
Audit Services			
Other: (Describe)			
Total Program Direction	\$	\$	\$

Breakdown of Total Matching Share for Program Direction:

Cash Contributions _____

In-Kind Contributions _____

An Ordinance authorizing the acceptance of Grant No. 98C021 in the amount of \$72,850 from the State of Oregon for the operation of a 1979 Youth Conservation Corps program, for the period beginning July 2, 1979 and ending August 24, 1979 and declaring an emergency.

The City of Portland ordains:

Section 1. The Council finds:

1. Pursuant to Ordinance No. 147266, the City authorized application to the Oregon State Manpower Planning Division for a Youth Conservation Corps grant in the amount of \$72,850 to operate a 1979 summer program.
2. The Oregon State Manpower Planning Division, acting on behalf of the Governor, has authorized Grant No. 98C021 in the amount of \$72,850 for the City to operate a 1979 Youth Conservation Corps program.
3. There is no change in the FY 79-80 City Budget as a result of this ordinance.
4. Local matching funds in the amount of \$23,780 have also been included in the FY 79-80 City Budget.
5. Indirect costs are charged to this grant at the rate of 7% in the amount of \$5,707.
6. It is therefore appropriate for the Mayor and Auditor to accept, on behalf of the City, the Youth Conservation Corps Grant No. 98C021 in the amount of \$72,850 from the State of Oregon for the operation of a 1979 program during the period beginning July 2, 1979 and ending August 24, 1979.

NOW THEREFORE, the Council directs:

- a. The Mayor and Auditor are hereby authorized to accept, on behalf of the City, the Youth Conservation Corps Grant No. 98C021 in the amount of \$72,850 from the State of Oregon, similar in form to Exhibit "A".

THE COMMISSIONERS VOTED AS FOLLOWS:		
	Yeas	Nays
Ivancie	☒	☐
Jordan	☒	☐
McCready	☒	☐
Schwab	☒	☐
Goldschmidt	☒	☐

FOUR-FIFTHS CALENDAR	
Ivancie	
Jordan	
McCready	
Schwab	
Goldschmidt	

Calendar No. 2188

ORDINANCE No. 147973

Title

An Ordinance authorizing the acceptance of Grant No. 980021 in the amount of \$72,850 from the State of Oregon for the operation of a 1979 Youth Conservation Corps program, for the period beginning July 2, 1979 and ending August 24, 1979 and declaring an emergency.

Filed JUN 22 1979

GEORGE YERKOVICH
Auditor of the CITY OF PORTLAND

By George Yerkovich

Deputy

INTRODUCED BY
Mayor Neil Goldschmidt

NOTED BY THE COMMISSIONER
Affairs
Finance and Administration <u>W</u>
Safety
Utilities
Works

BUREAU APPROVAL
Bureau:
Human Resources
Prepared By: _____ Date: _____
Joseph Gonzales/JW/h
Budget Impact Review:
☐ Completed ☐ Not required
Bureau Head: <u>Janice J. Wilson</u>

NOTED BY
City Attorney
City Auditor
City Engineer