LANE COUNTY, OREGON

County Administration

Request for Applications

Lane County American Rescue Plan Community Grants

Submit applications electronically to
LCGrantAdmin@lanecountyor.gov

Deadline:

Wednesday, July 6, 2022

5:00 p.m. PST

Table of Contents

I. INTRODUCTION 2
II. GENERAL APPLICATION INFORMATION 5
III. CONTRACT REQUIREMENTS 6
IV. APPLICATIONS 7
V. AWARD SELECTION 9
ATTACHMENT A: APPLICATION NARRATIVE TEMPLATE……..10
ATTACHMENT B: BUDGET TEMPLATE……12
ATTACHMENT C: PRE-SCREENING MATRIX……..13
ATTACHMENT D: SCORING COMMITTEE MATRIX……...14
ATTACHMENT E: INSURANCE COVERAGES REQUIRED……15

Lane County American Rescue Plan Community Grant

Request for Applications

I. INTRODUCTION

Request for Applications. Lane County will receive applications for American Rescue Plan Community Grants until 5:00 p.m. PST on Wednesday July 6, 2022. Applications received after this deadline will not be accepted. Applications must be submitted electronically to LCGrantAdmin@Lanecountyor.gov.

Please reference this Request for Application document at www.LaneCounty.org/ARPA. Complete RFA information will also be posted on the Lane County Procurement and Purchasing webpage.

Eligibility. Non-profit 501(c)(3) organizations, and public agencies who were not eligible for direct American Rescue Plan allocations from the Department of Treasury are eligible to apply. Applicants must offer their services to all residents of Lane County, regardless of political or religious opinions or affiliations, age, sex, race, color, national origin, marital status, disability, or sexual orientation.

Awards. Lane County will award $3 million in grants. The minimum award is $10,000 and maximum award is $500,000. Limit one award per organization.

Grant awards will be made in the form of a subrecipient agreement executed between the applicant and Lane County. The grant period, scope, allowable budget, and reporting requirements will be outlined in a contract between the applicant organization and Lane County. The contract will be for a 1 or 2 year period between 9/1/2022 through 6/30/2024. There will not be an option to extend contract past this period. All awarded funds must expended no later than 6/30/2024. The standard practice is for monthly or quarterly reimbursements after proof of expenditure is submitted.

Background. Since the first case of coronavirus disease 2019 (COVID-19) was discovered in the United States in January 2020, the pandemic has caused severe, intertwined public health and economic crises. In March 2021, as these crises continued, the American Rescue Plan Act of 2021 (ARPA) established the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) to provide state, local, and Tribal governments with the resources needed to respond to the COVID-19 public health emergency and its negative economic impacts.

The ARPA provided $65.1 billion in direct allocation to counties. Lane County's direct allocation is $74,212,036 in total, paid in two equal payments, the first of which was received on May 19, 2021 and the second payment expected in May 2022.

In addition to the CSLFRF funds received directly from the U.S. Treasury and funds received through the State of Oregon, Lane County has received additional ARPA funds for Rent and Utility Assistance, Weatherization, Water Assistance, and a McKenzie River Water System grant. ARPA funds have been allocated to regional partners that pass-through the state and federal government, and other competitive ARPA funding may be available through state and federal grant programs. To date, Lane County has allocated over $110 million in ARPA funding:

- Housing - $22 million
- Homelessness - $13.8 million
- Aid to Nonprofits - $9.1 million
- Public Health - $8.3 million
- Public Safety - $17.5 million
- COVID Response and Government Services - $19.7 million
- Infrastructure - $19.7 million

Purpose. In March 2022, the Lane County Board of Commissioners approved up to $3 million in American Rescue Plan Act (ARPA) funding for community grants. The purpose of this grant opportunity is to:

- Assist nonprofit entities to respond to the COVID-19 public health emergency and its negative economic impacts
- Assist nonprofit entities to provide services to individual members of the community who were negatively impacted by the COVID-19 pandemic, especially those individuals who were disproportionally impacted
- Leverage existing public and private partnerships
- Provide gap or "last mile" funding for projects that already have significant community investment

Program Focus Areas. Program Focus Areas include:

- Affordable housing
- Mental health services, including for youth ages 24 and under
- Projects that serve rural Lane County residents (outside Eugene/Springfield)
- Services for disproportionately impacted communities
- Innovative programs

Equity. Lane County is prioritizing communities hardest hit by the COVID-19 public health emergency for ARPA-funded investments. Applications eligible for ARPA funding will be evaluated using different criteria, one of which is equity. Applications must successfully demonstrate that the organization and project have significant commitment to diversity, equity, inclusion, and promote equitable outcomes through an equity lens or similar critical analysis.

The January 20, 2021 Executive Order on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government clarifies "The term "equity" means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality."

Timeline and Process. This Request for Applications was issued on Monday May 16, 2022 at www.LaneCounty.org/ARPA. An information session for interested parties will be held virtually using Microsoft Teams on Monday May 23, 2022 at 12:00 noon. This information session will be accessible via this join link (which will be posted at www.LaneCounty.org/ARPA).

Questions about this RFA can be submitted electronically to LCGrantAdmin@lanecountyor.gov. A list of received questions and their answers will be updated and posted at www.LaneCounty.org/ARPA and the Lane County Procurement and Purchasing webpage. Applicants are responsible for checking the webpage for updated responses to questions.

Electronic submissions are due by 5:00 p.m. PST on Wednesday, July 6, 2022 to LCGrantAdmin@lanecountyor.gov. The Lane County Board of Commissioners will review Scoring Committee recommendations for funding at their meeting on Tuesday August 9, 2022. Anticipated project start date is Thursday, September 1, 2022.

Eligible Costs. Eligible uses of funds are governed by the Department of Treasury Final Rule and include but are not limited to:

- Public health expenditures that respond to the COVID-19 pandemic, for example, funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and increased demand for services due to the pandemic.
- Expenditures that address the negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, nonprofits, and other impacted industries.
- Services that address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households.

Ineligible Costs. Ineligible uses of funds are governed by the Department of Treasury Final Rule. Funds cannot be used to supplant other revenue sources. Ineligible costs include but are not limited to:

- Projects that bear no relation or are grossly disproportionate to the type or extent of harm experienced due to the COVID-19 public health emergency.
- Contributions to rainy day funds, financial reserves, or similar funds.

- Payment of interest or principal on outstanding debt instruments.

II. GENERAL APPLICATION INFORMATION

Proposal Submission. Proposals must be received by 5:00 p.m. PST on Wednesday, July 6, 2022. To be considered, proposals must be submitted via email to LCGrantAdmin@Lanecountyor.gov and in the form and manner specified in this RFA, with responses to all criteria and requirements included in the RFA, and other documents required to be submitted, if any. By submitting an application, applicant acknowledges they have read and understand the terms and conditions applicable to this RFA.

All application material must be submitted electronically in PDF form, including the information requested in *Section IV: Applications* below. Postmarks and hand delivered applications will not be accepted.

All costs associated with the preparation and submission of this application will be borne by the applicant.

Applications Subject to Oregon Public Records Law. Applications submitted in response to this RFA become public records under Oregon law and, following contract award, will be subject to disclosure to any person or organization that submits a public records request. Proposers are required to acknowledge that any proposal may be disclosed in its entirety to any person or organization making a records request, except for such information as may be exempt from disclosure under the law. Applicants must clearly identify all information included in its application that is claimed to be exempt from disclosure. If the County receives a records request, including subpoena, covering information the applicant believes is covered by an applicable public records exemption, it is the applicant's responsibility to defend and indemnify the County for any costs associated with establishing such an exemption.

Correction, Withdrawal, and Late Submissions. Applicants may withdraw applications at any time prior to the deadline set for receipt of applications, by email to LCGrantAdmin@Lanecountyor.gov, and may submit a new application in the manner stated in this RFA. The County will not consider proposals received after 5:00 p.m. PST on Wednesday, July 6, 2022. Applicants may not modify applications after submission, other than to address minor informalities, unless the application is withdrawn and resubmitted as described above. All applications should be clear, concise, and complete. No additional information will be accepted past application deadline unless specifically requested by the County.

III. CONTRACT REQUIREMENTS

Compliance. Grantees are considered subrecipients and must comply with the Department of Treasury Final Rule that covers this federal funding source, American Rescue Plan Coronavirus Relief Fund (ARPA) and 2 CFR Part 200 Uniform Guidance. Documents that outline the rules regarding ARPA spending restrictions are available on the Treasury website. Key documents to examine on the Treasury website are in order of how much detail they contain:

- Compliance and Reporting Guidance
- Overview of the Final Rule
- Final Rule

Management Qualifications. Applicants do not need to have a Management Qualifications packet on file with Lane County to apply.

Prior to Contract Execution. Prior to contract execution, grantee must submit the following information to Lane County:

- Proof of active registration with the U.S. System for Award Management, www.sam.gov and your Unique Entity Identifier (UEI) number
- Financial statements and/or tax returns for the last two fiscal years
- Completed W-9
- Proof of current registration with the Oregon Secretary of State Corporate Division
- Copy of IRS letter indicating tax number and non-profit or other status, if applicable

Insurance Coverages Required. Standard Lane County insurance requirements are required for grantees. See **Attachment E**.

Reporting. Grantee will be required to complete quarterly and annual reporting of expenditures for reimbursement as well as programmatic outcomes. Format will be provided by Lane County staff in compliance with Department of Treasury compliance guidelines.

Monitoring. By accepting grant, grantee agrees to programmatic and fiscal monitoring to ensure quality compliance with applicable federal, state, and local rules and regulations. Frequency and depth of monitoring will be determined by grantee risk assessment completed by Lane County staff.

Indirect Cost Reimbursement. Per the Uniform Grant Guidance 200.332(a)(4) grantees may charge indirect costs on the funds allocated. Grantees may use either a federally negotiated rate (documentation required) or the 10% de minimus rate. Grantees may charge indirect costs on Modified Total Direct Costs (MTDC) as defined in UGG 200.1. As used in this grant, MTDC means direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel.

IV. APPLICATIONS

Format. Submissions must use the Microsoft Word document template (**Attachment A**) provided for application narrative and the Microsoft Excel file budget template (**Attachment B**). The completed application must be submitted in pdf format via email to LCGrantAdmin@lanecountyor.gov.

Responses are limited to six (6) pages single-spaced. Cover page, budget, and attachments are not included in the page limit.

Required Response Criteria. Applications should include responses to the following questions, maintained in the order listed below.

As Applicable: Proof of Nonprofit Status. If applying as a nonprofit, attach documentation verifying applicant nonprofit status.

Cover Page. Complete the cover page included in the application template (**Attachment A).**

1. **Organizational Introduction and Commitment to Equity.** Provide a brief description of your organization, including the year it was founded, its mission, major accomplishments and other information that demonstrates your capacity to carry out the proposed project. How does your organization approach equity? How diverse is your organization's executive leadership, board, and staff? Describe actionable steps your organization has taken that demonstrate a commitment to diversity and equity. (Please limit your response to 500 words).

2. **Project Narrative.** The Project Narrative should provide someone unfamiliar with the proposed project a good understanding of the project. Please be succinct. Remember that the purpose of the application is to convey your vision of the project and to ensure that vision is consistent with American Rescue Plan and Lane County's priorities. The Project Narrative should include responses to the following questions:

    a. **Project Overview.** Describe the project in sufficient detail so as to provide an understanding of the intended use(s) of funds and how this project responds to the COVID-19 public health emergency or its negative economic impacts. Please describe how this project responds to the broad health impacts of COVID-19, the negative economic impacts on households or the community due to COVID-19, and/or provides services to communities disproportionately impacted by COVID-19. (Please limit response to 500 words)

    b. **Primary Population Served.** What is the primary population or community that would be served by this award? Briefly describe how you understand the

needs that exist for this population or community. (Please limit response to 100 words)

c. **Geographic Area Served**. Will this project primarily serve the Eugene/Springfield area or rural Lane County (outside Eugene/Springfield)? If rural, what area? (Please limit response to 50 words)

d. **Outcomes.** Describe project's measurable outcomes. How does this project promote equitable outcomes? How have you used an equity lens, or similar critical analysis, in developing your project? (Please limit response to 500 words)

e. **Strategic Priorities.** How does your project relate to one of Lane County's Strategic Priorities? Please select only one. (Please limit response to 150 words)

- Safe, Healthy County
- Vibrant Communities
- Robust Infrastructure

f. **Timeline and Milestones.** Give an overall timeline of the project. Describe and detail the anticipated project milestones, including anticipated start and completion dates. (Please limit response to 100 words)

g. **Collective Impact.** One of the purposes of this funding opportunity is to leverage existing public and private partnerships, and provide gap or "last mile" funding for projects that already have significant community investment. Please describe how this grant would leverage or bridge other funding received or partnerships that have been established. Identify the amount and status of other funding sources committed towards this project. Describe other resources and partnerships that will support this project. Describe the collective impact of this project and other partners involved. (Please limit response to 300 words)

h. **Ability to Scale.** If you receive partial funding for your project compared to the amount requested, would you be able to adjust your project and budget. If so, how? (Please limit response to 100 words). *This question is not scored, however information may be used when determining grant awards based on available funds.*

3. **Budget.** Complete the Microsoft Excel budget template (Attachment B) which includes the following information:

a. Total project cost by category

b. ARPA Request cost by category

c. Detailed narrative description of the budget

V. AWARD SELECTION

Pre-Screening. Applications will first be screened by Lane County staff and the Lane County Equity Manager to ensure the application materials are complete, the project meets ARPA and Treasury guidelines, and Lane County's priority to center projects on equity. See **Attachment C**. Applications that meet pre-screening criteria will be scored by Scoring Committee.

Scoring Committee. Application scoring will be conducted by a Scoring Committee. Scoring Committee will include two County Commissioners (at least one serving rural Lane County), two American Rescue Plan Steering Committee members, two American Rescue Plan staff members, and one representative from the philanthropic community. The Scoring Committee will use the Scoring Committee Matrix (**Attachment D**) to score each application, then select grant applications and make a recommendation to the Lane County Board of Commissioners for funding. Final funding decisions will be made by the Lane County Board of Commissioners.

ATTACHMENT A: COMPLETE APPLICATION TEMPLATE

For Lane County Use Only:
#

APPLICATION COVER PAGE

Organization Name: _____

Working Name of Project: _____

ARPA Amount Requested: _____

Overall Project Cost: _____

Estimated Project Completion Date: _____

Brief description of proposed project (50 words or less):

Applicant type: ☐**Nonprofit (501c3)** ☐**Special District** ☐**Public Agency (ineligible for direct ARP Allocation)**

Street Address:

Address	*City*	*State*	*Zip Code*

Mailing Address (*if different*)**:**

Address	*City*	*State*	*Zip Code*

Executive Director:

Name	*Phone*	*Email*

Submission Contact:

Name	*Phone*	*Email*

Geographic Area Served by Project ***(Mark all that apply)***

☐Eugene only ☐Springfield only ☐Eugene/Springfield

☐Rural (outside Eugene/Springfield, please specify area: _____

Lane County American Rescue Plan Community Grant Application

1. **Organizational Introduction and Commitment to Equity *(500 words max).***

2. **Project Narrative**

    a. **Project Overview *(500 words max).***

    b. **Primary Population Served *(100 words max).***

    c. **Geographic Area Served *(50 words max).***

    d. **Outcomes *(500 words max).***

    e. **Strategic Priorities *(150 words max).***

    f. **Timeline and Milestones *(100 words max).***

    g. **Collective Impact *(300 words max).***

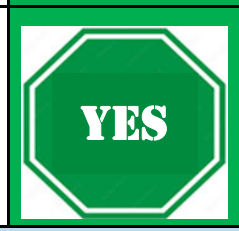
    h. **Ability to Scale *(100 words max).***

Attachment B: Lane County ARPA Community Grant Budget Template

Category	Total Project Budget *(Including all funding sources)*	ARPA Funds Requested for this Proposal
Revenue		
1. Grants/Contracts/Contributions		
ARPA		
Local Government		
State Government		
Foundations (itemize)		
Corporations (itemize)		
Individuals		
Other (specify)		
2. Earned Income		
3. Membership Income		
4. In-Kind Support		
5. Other (Specify)		
Total Revenue	**$0.00**	**$0.00**
Expenditures		
Salaries, Wages and Related Costs		
Materials and Supplies		
Travel		
Equipment and other Capital Costs		
Supplies		
Contractual		
Other Consultants		
Other		
Total Direct Costs	$0.00	$0.00
Indirect or Admin Costs		
Total Project Costs	$0.00	$0.00

Detailed Narrative Description of Budget
Provide a detailed narrative description of the budget line items. Clarify if budget includes indirect cost reimbursement (optional). Indirect cost reimbursement may be 10% de minimus rate or federally negotiated indirect rate, as applicable.

Attachment C: Pre-Screening Matrix

Part 1: Minimum Qualifications	**Eligible Applicant**		
	Complete Application Submitted		
Pre-Screening: Total score must be sufficient (≥7) to advance			

	Points	**0-1**	**2-3**	**4**	**5**
Part 2: Pre-Screening	**Organizational Commitment to Equity (Question 1)**	Organization has no commitment to equity or has not considered equity prior to this application.	Response is sometimes generalized or unclear but demonstrates some commitment to equity.	Organization has taken steps to self-assess for gaps in equitable outcomes and is making concerted efforts to be more equitable. Good response to overall question.	Organization demonstrates diverse executive and board leadership, has done extensive equity work and continues to center mission on equity. Organization is a leader among nonprofits in demonstrating how to lead with equity.
	Project Responds to the COVID-19 Public Health Emergency and/or its Negative Economic Impacts (Question 2a)	Is not a direct response the COVID-19 public health emergency or its negative economic impacts.	May assist in the response to the COVID-19 public health emergency or its negative economic impacts.	Adequate explanation of how project responds to the COVID-19 public health emergency or its negative economic impacts.	Project clearly directly responds to the COVID-19 public health emergency or its negative economic impacts.

Attachment D: Scoring Committee Matrix

Question #	2b	2c	2d	2e	2f	2g	2h	3
Topic	Population Served	Geographic Area Served	Equitable Outcomes (Equity Lens)	Supports the Lane County Strategic Plan	Timeline and Milestones	Resources & Partnerships (Collective Impact Lens)	Ability to Scale	Budget
Weight								
0-1	Does not support disproportionately impacted communities. The project does not appear to have made significant efforts at reaching out to new and/or underserved groups.	Project only serves community members in Eugene or Springfield.	Project has no equitable impact or does not measure equitable outcomes. Outcomes are unclear. No equity lens incorporated into project design.	Does not support or is completely unrelated to a strategic plan priority.	Project cannot be completed by 6/30/2024	No clear collective impact. No cash or in-kind resources have been sourced. ARPA Grant is sought to fund all or almost all of the project. Little or no mention of community partnerships consulted in the development of the project.	**Not scored- for information only**	Budget is vague, incomplete, missing, or unreasonable. ARP funds are 100% of total project cost.
2-3	Likely supports or has indirect support for disproportionately impacted communities. The project appears to make some significant efforts at reaching out to new and/or underserved groups.	Project primarily serves community members in Eugene and/or Springfield. Some community members outside Eugene/Springfield may benefit.	Project will have minimal impact on equity. Project has some outcomes listed. Unclear how equity lens was incorporated into project, or equity lens applied as an afterthought.	Loosely or indirectly supports a strategic plan priority.	Timeline and milestones demonstrate that project may not be fully expended by 6/30/2024	May have some collective impact and common agenda for addressing complex community problem/some partnerships demonstrated. Very little cash or in-kind resources have been sourced. ARPA Grant is sought to fund a significant portion of the project. Little or no mention of community partnerships consulted in the development of the project.		Budget adequately demonstrates overall project plan. Minor leverage of other funding sources or partnerships. ARP funds are 51-75% of total project cost.
4	Adequately supports or has indirect support for disproportionately impacted communities. The project makes significant efforts at reaching out to new and/or underserved groups.	Project serves community members across Lane County, including some targeted areas outside Eugene and Springfield.	Adequate clear outcomes for project, with impact on promoting strong, equitable growth, including racial equity. Some equity considerations taken in project design.	Sufficiently relates to a strategic plan priority.	Adequate timeline and milestone detail that demonstrates funds would likely be expended by 6/30/2024.	More than average collective impact and partnerships. Project adequately leverages partnerships and other funding sources. Cash and in-kind resources have been pledged and/or are under consideration by promising funders. Organization has viable plan to raise remaining project funds. Community partnerships referenced, with some specifics cited.		Sufficient detail to fully understand project design and goals. Budget is realistic given level of funding. Leverages other funding sources. ARP funds are 26-50% of total project cost.
5	Provides direct support to disproportionately impacted communities. The project is in a community that's in need of service, and/or making significant effort to ensure that its activities are reaching a broad group of constituents, including underrepresented audiences.	Project only serves community members who live in rural areas (outside of the Eugene/Springfield area).	Excellent, very clear measurable equitable outcomes from project. Clearly developed project with equity lens. High impact on promoting strong, equitable growth, including racial equity.	Explicitly relates to a strategic plan priority and helps further Lane County's Strategic Plan.	Realistic detailed timeline and milestones that demonstrate likely expenditure of funds by 6/30/2024.	Cash and in-kind resources have already been raised from a variety of sources. ARPA Grant fills final gap. Organization demonstrates a depth of community partnerships and an ability to leverage funding and services for maximum project outcomes.		Budget includes high level of detail to fully understand project design and goals. Budget is realistic given level of funding. Budget significantly leverages other funding sources. ARP funds are 25% of less of total project cost.

INSURANCE COVERAGES REQUIRED

Contractor shall not commence any work until Contractor obtains, at Contractor's own expense, all required insurance as specified below. Such insurance must have the approval of Lane County as to limits, form and amount. The types of insurance Contractor is required to obtain or maintain for the full period of the contract will be:

☑ **COMMERCIAL GENERAL LIABILITY WITH ADDITIONAL INSURED ENDORSEMENT** shall include:

Policy must include:

- Commercial General Liability
- Damage to Rented Property ($50,000)
- Medical Expenses ($5,000)
- Personal and Advertising (Same as per occurrence)
- Products/Completed Operations (Same as per occurrence)

MINIMUM POLICY LIMITS

☑ $2 million per occurrence*/$4 million aggregate*

☐ $ occurrence / aggregate (Amount pre-approved by Risk Management or required by contract)

☐ Amount required by funding source

Aggregate limits: ☑Per Policy (most contracts) ☐Per Project (construction contracts)

***Umbrella or Excess coverage to increase the policy limits to the required amount is acceptable**

All policies must be of the occurrence form with combined single limit for bodily injury and property damage. Any deviation from this must be reviewed by Risk Management. All claims-made forms must be approved by Risk Management in advance and provide tail/continuous coverage for 24 months from the end of the project.

☑ **ADDITIONAL INSURED ENDORSEMENT** for general liability insurance coverage is required for performance of this contract. Unless otherwise specified below, blanket additional insured is acceptable and is considered a written contract requirement on any insurance policies required herein with respect to Provider's activities being performed under the Contract. The contract **MUST** include language that the additional insured endorsement is required, and proof of blanket coverage from your policy must be provided either by a copy of your policy or by separate blanket endorsement.

☐ ***When this box is checked***, the Additional Insured Endorsement for this contract MUST be by scheduled (or named) **endorsement only,** and must read: "
Lane County, its officers, agents, employees and volunteers are named as additional insureds" with respect to Provider's activities being performed under the Contract. The **additional insureds must be named as an additional insured by separate endorsement,** the policy must be endorsed to show cancellation notices to the Lane County department who originated the contract, and the Endorsement must be attached to the COI.

☑ **AUTOMOBILE LIABILITY WITH ADDITIONAL INSURED ENDORSEMENT:** Insurance with limits as specified below. The coverage shall include owned, hired and non-owned automobiles and include Lane County and its divisions, its commissioners, officers, agent, and employees as additional designated insureds (CA 20 48 02 99 or equivalent). ***Umbrella or Excess coverage to increase the policy limits to the required amount is acceptable.**

*LIMITS** ☐ $2 million combined single limit per accident for bodily injury and property damage
☐ Amount pre-approved by Risk Management and required by contract: $
☐ Amount required by funding source: $

☑ **WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY** as statutorily required for persons performing work under this contract. Any subcontractor hired by Contractor shall also carry Workers' Compensation and Employers' Liability coverage. Sole proprietors not subject to Workers' Compensation coverage must complete, execute, and submit the Workers' Compensation Coverage Exemption Statement.

EMPLOYER'S LIABILITY ☑ Statutory amount (currently $500,000 in Oregon, other states may vary)
☐ Other: minimum of $1,000,000 when not regulated by statute

☐ **OTHER:** ☐ **CYBER** coverage in the amount of $2,000,000
☐ **PROFESSIONAL LIABILITY** coverage: limits not less than $ ($1,000,000/occurrence minimum when required). Policy must provide tail/continuous coverage for 24 months from the end of the project.
☐ **POLLUTION LIABILITY** coverage: limits not less than $ ($1,000,000/occurrence minimum when required). Coverage must be continuous for 24 months from the end of the project and shall include completed operations.
☐ : limits not less than $ ($1,000,000/occurrence minimum unless indicated)
☐ : limits not less than $ ($1,000,000/occurrence minimum unless indicated)

☑ **CERTIFICATE HOLDER:** Lane County, its officers, agents, employees and volunteers, c/o

☑ **LANE COUNTY REQUIRES THE COVERAGE TYPES AND AMOUNTS SHOWN ABOVE OR POLICY LIMITS, WHICHEVER IS GREATER.** The policy limits specified above are minimum requirements; Lane County reserves the right to claim up to the policy limits. All coverages are Primary and Non-Contributory with any other insurance and self-insurance. Acceptance of a COI providing less than required coverages does not relieve contractor of the insurance requirements set out above or in the contract. The contractor must notify the County if non-County claims have infringed or impacted the policy. Contractor is required to notify Lane County of any changes to or cancellation of coverage(s) within 24 hours. Contractor is required to provide a copy of the policy to Lane County upon demand.

☑ **DIRECT ALL INSURANCE RELATED DOCUMENTS FOR YOUR CONTRACT TO YOUR CONTACT AT LANE COUNTY; DO NOT DIRECT YOUR DOCUMENTS TO RISK MANAGEMENT AS THIS WILL RESULT IN DELAYS.**

This document will be an attachment to and part of your contract with Lane County.