



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST NOTICE OF INTENT

(Revised: 9/23/13)

### Board Clerk Use Only

Meeting Date: 7/31/14  
 Agenda Item #: C.1  
 Est. Start Time: 9:30 am  
 Date Submitted: 7/14/14

### Agenda **NOTICE OF INTENT to submit an application for a \$20,000 Human Resources innovation grant for wellness**

*Note: This APR is for NOIs only. APRs are available for other types of submittals. Title should not be more than 2 lines but be sufficient to describe the action requested.*

<b>Requested Meeting Date:</b>	<u>July 31, 2014</u>	<b>Time Needed:</b>	<u>Consent Agenda</u>
<b>Department:</b>	<u>County Management</u>	<b>Division:</b>	<u>Central HR</u>
<b>Contact(s):</b>	<u>Amy Lippay, Tanya Barham, Shaun Coldwell &amp; Allegra Wilhite</u>		
<b>Phone:</b>	<u>503-988-6376;</u>	<u>86376;</u>	<b>I/O Address:</b> <u>503/3/300</u>
<b>Presenter Name(s) &amp; Title(s):</b>	<u>N/A</u>		

### General Information

**1. What action are you requesting from the Board?**

Approval for Central Human Resources to submit a grant application for a one time, \$20,000 CPS HR/IPMA-HR Innovation Grant for Government Agencies. More information on the grant is available at <http://www.cpshr.us/grantcriteria.html>.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The purpose of this grant program is to support excellence in HR through recognition of contributions to public service that foster quality, fairness, equity, and solutions to organizational needs. The grant will be offered to agencies demonstrating the promotion of such objectives through the implementation and utilization of innovative human resource programs. The County Wellness program within Central Human Resources intends to use funds to support a new pilot wellness process for County Departments with the Department of Community Services. The pilot will be focused on identifying and addressing department-specific obstacles to wellness and empowering departmental first line and grassroots teams to foster organizational behaviors that are supportive of employee health

and well being.

**3. Explain the fiscal impact (current year and ongoing).**

The funds, if awarded, would be used to offset current internal staffing and cover all expenses related to the pilot, up to \$20,000 total, in one time only funds.

**4. Explain any legal and/or policy issues involved.**

None.

**5. Explain any citizen and/or other government participation that has or will take place.**

None.

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### Grant Application/Notice of Intent

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If the request is a Grant Application or Notice of Intent, please answer all of the following in detail:

• **Who is the granting agency?**

CPS HR/IPMA-HR is the granting agency.

• **Specify grant (matching, reporting and other) requirements and goals.**

The goal is to create an innovative program that could serve as a national model. It requires a presentation at an upcoming IPMA-HR conference. No match required.

• **Explain grant funding detail – is this a one-time only or long term commitment?**

This grant is for one time only funds.

• **What are the estimated filing timelines?**

The grant application is due August 1<sup>st</sup>.

• **If a grant, what period does the grant cover?**

The project period is from November 1, 2014 – January 31, 2015.

• **When the grant expires, what are funding plans?**

The grant will fund the pilot program.

• **Is 100% of the central and departmental indirect recovered? If not, please explain why.**

Yes, 100% of indirect costs are covered by this grant.

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### Required Signatures

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**Elected Official  
or Department/  
Agency Director:**

Karyne Kieta /s/

**Date:** July 14<sup>th</sup>, 2014

**Budget Analyst:**

Ching Hay /s/

**Date:** July 11<sup>th</sup>, 2014

*Note: Please submit electronically. We are no longer using actual signatures. Insert names of your approvers followed by /s/. Please insert date approved.*