



OFFICE OF THE SHERIFF

Sheriff Adam D. Shanks
225 W. Olive Street
Newport, Oregon 97365
(541) 265-4277
Fax (541) 265-4926

MEDIA RELEASE FOR IMMEDIATE RELEASE

Date: January 15, 2025
Contact: Susan Trachsel, Assistant Emergency Manager
541-265-4199
lcemergencymanagement@co.lincoln.or.us

Emergency Preparedness Matching Grant Program Notification Fiscal Year 2024-2025

01/15/2025 – Lincoln County

The Lincoln County Board of Commissioners are pleased to announce continuation of the local matching grant program for emergency preparedness, disaster response and disaster recovery for qualifying entities.

Purpose:

To provide matching funds to qualifying local entities to purchase emergency supplies or equipment (e.g., disaster food items, water purification equipment, bedding, cots, sanitation, first-aid supplies, warning radios or other devices, and similar supplies or equipment) intended for disaster response or recovery efforts.

Qualifying Entities – all applicants must be in Lincoln County, Oregon

- **City:** Incorporated cities
- **Fire:** City Fire Departments and Rural Fire Protection Districts
- **Schools:** Lincoln County School District, Linn-Benton-Lincoln ESD, Oregon Coast Community College, Charter Schools, OSU Hatfield Marine Science Center
- **Ports:** Alsea, Depoe Bay, Toledo, Newport
- **Tribes:** Confederated Tribes of Siletz Indians
- **Water Districts:** Lower Siletz, Kernville-GB-LB, Beverly Beach, Otter Rock, Panther Creek, Carmel Beach, Devil's Lake, Seal Rock, SW Lincoln
- **Community:** OSU Extension Service

Other Requirements

Qualifying entities are required to provide any updates to their formal governing body's adopted plan for emergency preparedness and disaster recovery showing how these funds will be used. Each applicant must submit a written certification generally identifying what supplies or equipment will be purchased and how those supplies or equipment will be stored, accessed, and used for emergency preparedness or post-disaster relief in the community.

Total Funding Available:

Lincoln County has made available individual grants up to \$2,500 per qualifying entity, up to \$36,000, for fiscal year 2024-2025. Grants will be awarded to approved projects on a first come / first served basis.

These are one-to-one (1:1) matching grants.

Application Process

1. **Notification:** An email announcement of the grant opening will be forwarded by the County Emergency Manager to the qualifying entities agency leadership.
2. **Application**
 - To be considered for a matching grant, qualifying entities must submit the application online. The application is located at <https://www.co.lincoln.or.us/884/7238/Emergency-Preparedness-Matching-Grant-Pr>
 - A PDF version of the application is available online to review before completing the online application.

Completing the Application

Applicants will provide:

- Agency demographics, points of contacts, project timelines, list of items to be purchased and where they will be stored.
- Project narrative, including how the requested funds will be used for emergency preparedness, response, or disaster recovery efforts.
- Agency Emergency Operations Plan (EOP) - upload a digital PDF copy of the current agency EOP in the digital application form.

Application Timeline

The application will remain open until all funds are awarded for this fiscal year or until March 14, 2025, whichever is sooner.

Award Process

1. Notification of Award

- a. Notification will be mailed and emailed to applicants regarding their application status.

- b. To accept the award, entities must return a signed agreement to Lincoln County Emergency Management.
 - c. Once awarded and accepted, further instructions will be provided. This includes how to access funds, final expense reporting and project conclusion with timelines report.
 - d. **To receive funds early:** Complete the [Grant Advance Request](#) form if an advance is needed. The form will be emailed with the award notification, allow 3 weeks for payment processing, submit via email to County Emergency Manager.
 - e. **To receive remaining funds:** Complete the [Project Financial Final Request/Report](#) form once all items have been expensed and submit to the county Emergency Manager. Please allow 3 weeks for payment processing.
 - f. Funds must be requested by the Awardee by June 1, 2025 to receive payment before the end of the fiscal year.
 - g. Funds must be awarded by July 25, 2025.
2. **Project Conclusion:**
- a. Complete the online [Project Conclusion Report](#) to make notification of expenditures and project conclusion.
 - b. Complete the [Final Financial Project Request](#) form and forward to County Emergency Manager with supporting documentation (receipts/invoices).
 - c. If Awardee is unable to use all their awarded funds for their project and they requested advance funds they will be invoiced for the return of the unused amount of the match funds.
 - d. County Emergency Manager should be notified via email if response or recovery supplies are relocated to a new location in future years.

Contact

- **Grant Website:** <https://www.co.lincoln.or.us/884/7238/Emergency-Preparedness-Matching-Grant-Pr> All application links and reporting forms are provided on the County website.
- **Grant Coordinator:** County Assistant Emergency Manager, Susan Trachsel, strachsel@co.lincoln.or.us 541-265-4199

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