



Theodore R. Kulongoski, Governor

Department of Transportation

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DATE: April 20, 2010
TO: OREGON CITIES AND COUNTIES
FROM: Sheila Lyons, P.E.
Bicycle and Pedestrian Program Manager
SUBJECT: Pedestrian and Bicycle Grants

The Oregon Bicycle and Pedestrian Program is accepting grant applications for pedestrian and/or bicycle projects for Fiscal Years 2012/2013. The total amount available is approximately \$5,000,000. Past grant cycles have been very competitive; about one out of five projects typically gets funded. All the materials needed to apply are available online at <http://www.oregon.gov/ODOT/HWY/BIKEPED/grants1.shtml>.

Paper copies of the application materials can be obtained by contacting this office. **ALL PROJECT ELEMENTS MUST BE WITHIN A STREET RIGHT OF WAY.** Please contact our office if you have questions about your project's eligibility (Sheila Lyons (503) 986-3555 or Rodger Gutierrez (503) 986-3554.)

Please read the following information carefully before applying;

Think BIG

The Oregon Bicycle and Pedestrian Advisory Committee invites you to think big, think bold, think comprehensive, when developing your proposed projects. OBPAC is interested in funding a limited number of large projects that fully meet the grant program goals (enclosed.) The Committee is interested in show case projects that demonstrate the significant role walking and bicycling can play in the transportation network. To encourage high quality projects with community wide impacts OBPAC is increasing the maximum amount that can be awarded on any one project to \$1 million.

ALL PROJECT SIZES ARE STILL ELIGIBLE and the majority of awards will be in the \$25,000 to \$500,000 range. However, the Committee will consider awarding a limited number of large projects – up to one million dollars each. These signature projects must meet the program goals, provide community wide impacts, demonstrate that walking and bicycling can make significant contributions to our transportation needs and must include the highest quality design elements. Show case projects should:

- Be supported by local planning documents: Transportation System Plans, Master Plans, Comprehensive Plans, etc.
- Give walking and bicycling parity with motor vehicle travel
- Demonstrate innovation
- Demonstrate community commitment to walking and bicycling

Show case projects proposals will be strengthened by leveraging Oregon Pedestrian and Bicycle Program grants with other funding sources; serving regional needs or reflecting regional cooperation and

including before and after studies to demonstrate the projects impact on mode splits, facility use or other metrics that document the contribution walking and bicycling make to the transportation system.

General provisions:

1. Only one application per city or county will be accepted.
2. Jurisdictions with a current grant must complete the project before October 1, 2010 in order to be considered for a 12/13 grant.
3. **Projects must be situated within the public right-of-way of a state highway, county road or local street.** Minor right-of-way purchasing for widening is allowable. Points can be awarded for adjacent, related improvements made outside the ROW at the agency's cost.
4. There must be support for the project from local elected officials; someone with budget authority must sign the appropriate box on the signature page.
5. There is no maximum grant amount per project;
6. There is a minimum 10% match required. A voluntary match over 10% will be accepted and will receive bonus points. In-house engineering and design can be considered as match.

Project information:

1. Eligible projects include, but are not limited to: sidewalk infill, pedestrian crossings, intersection improvements, critical gap infill, streetscapes, bike boulevards, and minor roadway widening for bikeways. Projects should include features that enhance walking and bicycling, such as: landscaping, lighting, bicycle parking and other features.
2. Projects that include automobile capacity improvements **are not eligible**.
3. New road construction or road reconstruction projects are **not eligible**, as walkways and bikeways must be provided on these projects by law (ORS 366.514);
 - However, projects that add walkways or bikeways to road resurfacing or other maintenance projects are **encouraged**, as efficiencies and cost savings can be gained with this approach.
4. If your proposal adds sidewalks to a state highway, check with the local ODOT District office to see if another project is scheduled there, as sidewalks may be eligible for other ODOT funding sources.
5. Environmental, right-of-way or railroad impacts should be minimal, or have been resolved prior to applying.
6. **Design standards count heavily in project scoring.** 5' curbside sidewalks or projects that do not adequately enhance the walking or bicycling environment do not fare well in the competitive process.
7. Special consideration will be given to projects that:
 - Show a high level of design and a significant number of preferred design elements (see criteria).
 - Show innovation in design.
 - Are located on significant routes.
8. Please refer to the scoring criteria ODOT uses for technical screening to understand the factors ODOT and the Oregon Bicycle and Pedestrian Advisory Committee will consider in project selection. The scoring criteria are available online: <http://www.oregon.gov/ODOT/HWY/BIKEPED/grants1.shtml>.

Timeline:

1. **All Applications must be postmarked by JULY 9, 2010.**
2. Projects on state highways must be pre-approved by local ODOT staff before submission; **applications must first be turned into the local ODOT District Office by June 1, 2010** to give ODOT staff time to review or suggest modifications to your proposal and reply to you before the July 9th deadline.
3. Final project selection will be made by the Oregon Bicycle and Pedestrian Advisory Committee (OBPAC) at their October '10 meeting; applicants will be notified by January 2011.
4. If your project is selected:
 - The first half of the requested funding will be available July 1, 2011.
 - It is the applicant's responsibility to develop construction plans, advertise for bids, hire a contractor, administer the project and inspect the work.
 - Projects should be completed by October 2013.

To obtain an electronic application:

The application form has changed. You must submit your application on the current form. Download it at <http://www.oregon.gov/ODOT/HWY/BIKEPED/grants1.shtml>.

If you have trouble downloading the forms, we will email them to you (Jaime.m.patzer@odot.state.or.us or peter.v.ignatovitch@odot.state.or.us). The application form is designed to be downloaded then filled in on your computer, then printed and mailed to us. **We will reject applications that do not follow the directions or that are not submitted on the form provided.** Please contact our office well before the deadline if you need help filling out the application or need a paper copy.

GOOD QUALITY MAPS and drawings help sell your project and convey a lot of information to reviewers. Please see application instructions for information on providing the required maps. A hand drawn map is OK if it clearly provides the information needed. Color maps are allowed, but not required.

A maximum of four, one page, letters of endorsement will be accepted. Cover letters may be provided, but are not forwarded to the committee for review. A good project speaks for itself, clarity and brevity will help reviewers better understand your project.

Please reference the following attachments:

Pedestrian and Bicycle Grant Program Goals
2012-2013 Grant Program Goals

cc: ODOT District, Area & Region Managers & ODOT Planners
League of Oregon Cities
Association of Oregon Counties
DLCD TGM Program
ACTS Oregon
Local COG's & MPO's
Governor's Economic Revitalization Team
Oregon Downtown Development Association
OBPAC