

**ODOT PUBLIC TRANSIT DIVISION  
FY 2011 – 2013 DISCRETIONARY GRANT PROGRAMS  
PRELIMINARY INFORMATION**

The Public Transit Division (PTD) is offering discretionary grant funding for the 2011-2013 biennium (July 1, 2011 through June 30, 2013). There will be grant opportunities in the following grant programs.

The following information is for planning purposes. More information will be available in the grant application packets, which will be posted to the Public Transit Division website starting the week of October 18, 2010.

<b>Older Adults and People with Disabilities Projects (Apply for projects through STF Agencies)</b>	<b>Estimated Funds Available</b>	<b>PTD Contact:</b>
Special Transportation Discretionary Grant	\$2 million	Jean Palmateer <a href="mailto:Jean.m.palmateer@odot.state.or.us">Jean.m.palmateer@odot.state.or.us</a>
Federal Transit Administration Older Adults and People with Disabilities Program Section 5310 Program	\$26.5 million	Joni Bramlett <a href="mailto:Joni.d.bramlett@odot.state.or.us">Joni.d.bramlett@odot.state.or.us</a>

<b>Statewide Solicitations for Projects (Apply directly to PTD for projects)</b>	<b>Estimated Funds Available</b>	<b>PTD Contact:</b>
Intercity Bus – 5311(f)	\$1.7 million	Matthew Barnes <a href="mailto:Matthew.m.barnes@odot.state.or.us">Matthew.m.barnes@odot.state.or.us</a>
Mass Transit Vehicle Replacement	\$4 million	Joni Bramlett <a href="mailto:Joni.d.bramlett@odot.state.or.us">Joni.d.bramlett@odot.state.or.us</a>
Planning Projects	\$300,000	Sherrin Coleman <a href="mailto:Sherrin.k.coleman@odot.state.or.us">Sherrin.k.coleman@odot.state.or.us</a>

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New Freedom – 5317	\$1.4 million:  \$800,000 rural program; \$600,000 small urban program	Jean Palmateer <a href="mailto:Jean.m.palmateer@odot.state.or.us">Jean.m.palmateer@odot.state.or.us</a>
JARC – 5316	\$1.6 million  \$600,000 rural program; \$1,000,000 small urban program	Jean Palmateer <a href="mailto:Jean.m.palmateer@odot.state.or.us">Jean.m.palmateer@odot.state.or.us</a>

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**GRANT PROGRAM SCHEDULE**

<p>September through December 2010</p>	<p>STF Agencies and local partners review/update Coordinated Plans and identify potential projects for special needs solicitation.</p> <p>All agencies competing for statewide solicitation programs will identify potential projects.</p> <p>Preliminary information is distributed to STF Agencies, eligible applicants, and other stakeholders via e-mail and posted to the ODOT PTD Web site.</p>
<p>October - November 2010</p>	<p>ODOT PTD publishes Discretionary Grant Programs applications and instructions.</p> <p>Week of October 18, 2010: Older Adults and People with Disabilities Program materials posted to PTD Web site</p> <p>Other grant program materials posted by Nov 15.</p> <p>All materials will be available for a minimum of 45 days before submission deadlines.</p>
<p>November 2010</p>	<p>Discretionary Grant Workshops – see website for specific locations and time:  <a href="http://www.oregon.gov/ODOT/PT/TECH_ASSIST/events.shtml">http://www.oregon.gov/ODOT/PT/TECH_ASSIST/events.shtml</a></p> <p>Salem: November 4; November 9 and November 30</p> <p>La Grande: November 16</p> <p>Redmond: November 18</p> <p>Medford: November 23</p>
<p>January – March 2011</p>	<p>Applications due to ODOT PTD (timing depends on the program). (Note that STF Agencies need to set own due dates for local application submission.)</p> <p>January 31, 2011: Older Adults and People with Disabilities Program</p> <p>February 15, 2011: Job Access and Reverse Commute Program (JARC) and New Freedom Program</p> <p>February 15, 2011: Planning Program</p> <p>March 1, 2011: Intercity Bus</p> <p>March 15, 2011: Mass Transit Vehicle Replacement Program</p>
<p>April 2011</p>	<p>Grant awards announced.</p>
<p>April through July 1, 2011</p>	<p>Grant agreements written. Projects start, pending executed agreements.</p>

## **OLDER ADULTS AND PEOPLE WITH DISABILITIES DISCRETIONARY GRANT PROGRAMS**

The Older Adults and People with Disabilities Grants Programs are composed of two sources of grant funds: Special Transportation Fund Discretionary and FTA Section 5310. These two fund sources are offered to STF Agencies concurrently.

STF Agencies are the lead agencies for managing the project process at the local level. The STF Agencies are responsible to identify the projects that will be proposed for funding by each of the two sources of funds.

### **Description of the Grant Process**

The Older Adults and People with Disabilities Discretionary Grant Programs have a two-part grant identification and selection process.

First, project ideas are submitted to the STF Agencies for their review and initial recommendations. The STF Agency prepares the applications for submission to PTD.

Second, Public Transit Division staff reviews the applications submitted by the STF Agencies and makes final decisions.

### **STF Agency Activities**

1. Each STF Agency will be eligible for an allocation of §5310 funds and a separate allocation of STF discretionary funds. The allocations are based on a formula. See charts.
2. Each STF Agency sets a local application deadline and review schedule and publishes these dates for potential applicants.
3. STF Agencies will solicit for potential projects from providers in its STF area. They may use the application prepared by PTD or they may use another form or method to identify projects.
4. STF Agencies must publicize the application procedure and due date.
5. Applications/project ideas are submitted to STF Agencies by the applicants.
6. The STF Agencies lead the local process to identify the projects to be funded with the funding allocations.
  - a) STF Advisory Committees may have additional representatives of people with low income and others necessary to ensure a well-rounded local review committee.
  - b) The STF Agencies will use their adopted "Coordinated Plan" to identify projects for funding.
  - c) The projects will be reviewed and ranked according to local priority as defined by the Coordinated Plan. Any project submitted for funding must be derived from the needs and priorities identified in the adopted Coordinated Plan

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d) STF Agencies will document the funding decisions in application to PTD – one application packet for the STF Discretionary funds and a separate application for the 5310 funds.

7. **Application packets are due from STF Agencies to PTD by close of business January 31, 2011**, which means local application deadlines may be as early as mid-December 2010. Application instructions will be included in the application packet.

### Public Transit Division's Activities

1. PTD will review all applications for applicant and project eligibility. If projects are eligible, PTD will approve the applications.
2. The PTD review criteria will include:
  - a) The proposed project must be eligible for funds
  - b) The proposed recipients of funds must be qualified to participate in the grant program. Qualification includes past grant performance, availability of local match (as appropriate to the project) and other grant program criteria, such as compliance with ADA and other civil rights, fiscal, operational and managerial capacity.
  - c) The application is complete with all required information and includes all required supplemental forms or documents;
  - d) Application is received by the deadline, or a delayed delivery is negotiated and approved by PTD PRIOR TO THE DEADLINE;
  - e) PTD concurrence that a project is derived from the adopted Coordinated Plan, and;
  - f) The application demonstrates a justification for the funds as defined by the PTD program priorities.
3. During the PTD review and selection process, PTD will conduct a public involvement process that includes providing information to the Public Transit Advisory Committee and the Oregon Transportation Commission.
4. After projects are selected for funding, PTD will write grant agreements.
5. For the STF Funds, the STF Agency will be the grantee per the requirements of Oregon law. For the §5310 funds, the STF Agency will be the presumptive grant until consulting with the STF Agency to identify the best recipient of the funds.

### Program Priorities

The Public Transit Division's goal is to ensure that grant money is used to finance public transit services and infrastructure that support the broadest possible needs of the community including the needs of older adults and people with disabilities. It is up to each STF Agency to establish goals and priorities in the adopted Coordinated Plan for their program. PTD will use the following priorities when evaluating project proposals.

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1. Preservation of public transit services and infrastructure if the services are financially sound, efficient and effective, and a priority in the community;
2. Support rural general public services when the service is designed to meet the needs and is made available to older adults and people with disabilities. Service should be available for a wide range of community needs;
3. Transit enhancements are a priority if the enhancement clearly fills a defined need or gap in service, is coordinated with other services and has a high probability of being sustained financially in future years with local and grant-source funds
4. Agencies that provide public transportation designed to benefit older adults and people with disabilities, including those required complementary paratransit services, have the highest priority for funding in PTD programs.

### Eligibility

1. Eligible applicants are local governments, non-profit agencies, and tribes. See the limitations to grant eligibility described above.
2. Private for-profit agencies and individuals are not eligible to apply.
3. PTD will not accept multiple solicitations for the same project.
4. Mobility management projects are limited to four years or two consecutive biennial grant awards. New projects funded in the FY 2009-2011 period are eligible in the 2011-2013 biennium if the need for continued funding is well described and justified. Projects initiated prior to the 2009-2011 funding period are not eligible.
5. Grants may not be used to fund non-emergency medical transportation or other purposes in a competitive business market. Federal regulations prohibit the use of grant-acquired assets to compete unfairly with the private sector
6. All operations and purchased service projects will be subject to an evaluation of compliance to the Americans with Disabilities Act as part of PTD's project eligibility determination. New operations and purchased service projects financed by discretionary grants will not be eligible for reimbursement until the PTD staff has reviewed and approved the service design and associated ADA compliance plan.
7. Agencies that limit service provision to clients may not be eligible for funding.
  - a) **Client-only transportation providers are eligible only if they provide rides to other older adults and people with disabilities in the community, or provide a reasonable plan for sharing vehicles with other public transportation providers in the community when not in use for their own clients.** Any questions on eligibility should be addressed to the 5310/Capital Program Manager (see contact info. below). Application materials must address these issues in order to be considered for funding.
  - b) Agencies providing client-only transportation services are eligible for Preventive Maintenance (PM) grants only for vehicles procured from Public Transit Division grants. There is a minimum grant award of \$5,000; each vehicle is allowed

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\$1,500 per vehicle per year, so an agency would need to have at least two vehicles to qualify for a PM grant award. STF agencies are encouraged to pool the grant-funded vehicles for smaller agencies into a single application for preventive maintenance which would be awarded to the STF Agency.

- c) Client-only agencies are not eligible for Operations, Facility, Equipment or Mobility Management projects.
  - d) If a project for a client-only agency is approved, PTD will award the grant to the STF Agency for administration. This is to ensure that the grant property is properly procured, used, monitored, accounted for and reported.
8. Agencies whose transportation services are very limited in terms of service availability may not be eligible for funding. PTD expects grant-funded resources to be used as much as possible. To be eligible for a vehicle purchases or preventive maintenance grant, agencies must demonstrate that the vehicles are being used regularly, associated with the community needs being served. PTD will evaluate applications based on the following productivity goals, as applicable to the service.
- a) Use each vehicle regularly for passenger transportation, and at least three days per week, four hours per day or more (144 hours per quarter or 576 hours per year per vehicle);
  - b) Operate each vehicle a minimum of 1500 miles per quarter (6000 miles per year);
  - c) Provide at least 288 passenger rides per quarter (1,152 per year).
  - d) As with client-only providers, agencies who provide very limited services should coordinate services by:
    - i) Making vehicles available to other agencies who will operate the vehicle for public transit service through a vehicle sharing arrangement during periods of time when the vehicle is not in passenger transportation service, or
    - ii) Increase service levels by working with other agencies in a coordinated arrangement.
  - e) Agencies providing very limited services should work with the STF Agencies to identify other financial options to support very small programs.

### **Project Match**

#### **Special Transportation Discretionary Funds:**

1. The STF discretionary funds do not require match.
2. STF discretionary, like the STF formula funds, may be used for any purpose associated with public or special transportation benefiting older adults and people with disabilities, including but not limited to:
  - a) Match to other transportation grants, including for Medicaid waived transportation, and for the §5310 allocation and the Small City and Rural Area (rural general public §5311) formula award.

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- b) Operations, administration, capital or planning projects.
- c) Mobility management, which is a project to benefit transportation coordination and is of limited duration.

### **FTA §5310**

1. Projects eligible to be funded with the §5310 require local match. The capital match rate of 89.73 percent federal share / 10.27 percent local match is applied to all projects, unless otherwise noted.
  - a) Vehicle replacement
  - b) Expansion vehicles
  - c) Preventive maintenance
  - d) Mobility management. See the limitations to grant eligibility described above.
  - e) Purchased Service
  - f) Other capital purchases (e.g., passenger shelters and signs, computer and communications equipment and associated software including installation); facilities and infrastructure construction.
  - g) 5310 Pilot Operations program (56.08/43.92%)
2. *NOTE: PTD will provide additional guidance on the use of funds for the pilot program, which has a statewide funding limit of approximately \$900,000.*

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**STF Agency 5310 Allocation (Federal funds requiring local match):** This is the allocation planned for distribution. We do not anticipate any changes.

STF Agency	5310 Total 2011-2013 Biennial Allocation
Baker County	\$182,065
Basin Transit Service	\$478,850
Benton County	\$484,366
Columbia County	\$316,798
Coos County	\$522,128
Crook County	\$209,683
Curry County	\$245,148
Deschutes County	\$1,053,446
Douglas County	\$826,086
Gilliam County	\$108,818
Grant County Transportation District	\$131,546
Harney County	\$133,850
Hood River County Transportation District	\$171,438
Jefferson County	\$183,176
Josephine County	\$670,543
Lake County	\$135,701
Lane Transit District	\$2,309,324
Lincoln County	\$351,558
Linn County	\$788,654
Malheur County	\$223,669
Morrow County	\$142,561
Rogue Valley Transit District	\$1,446,435
Salem Area Mass Transit District	\$2,518,466
Sherman County	\$108,623
Sunset Empire TD	\$267,496
Tillamook County Transit District	\$235,896
TriMet	\$9,623,592
Umatilla County	\$482,587
Union County	\$200,459
Wallowa County	\$132,356
Wasco County	\$197,951
Wheeler County	\$109,048
Yamhill County	\$608,500
Burns Paiute Tribe	\$100,661
Confederated Tribes of Grand Ronde	\$112,669
Confederated Tribes of Siletz	\$113,017
Confederated Tribes of Umatilla	\$107,268
Confederated Tribes of Warm Springs	\$118,920
Coquille Indian Tribe	\$102,231
Cow Creek Tribe of Umpqua Indians	\$103,055
Confederated Tribes of Coos, et al	\$102,304
Klamath Tribes	\$111,060
<b>TOTAL</b>	<b>\$26,572,000</b>

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**STF Agency STF Discretionary Allocation (state funds):** Please note that these are estimates for planning purposes only. The final allocation will be published in Jan 2011.

STF Agency	STG Total 2011-2013 Biennial Allocation
Baker County	\$30,000
Basin Transit Service	\$30,000
Benton County	\$30,000
Columbia County	\$30,000
Coos County	\$30,000
Crook County	\$30,000
Curry County	\$30,000
Deschutes County	\$52,387
Douglas County	\$33,952
Gilliam County	\$30,000
Grant County Transportation District	\$30,000
Harney County	\$30,000
Hood River County Transportation District	\$30,000
Jefferson County	\$30,000
Josephine County	\$30,000
Lake County	\$30,000
Lane Transit District	\$111,691
Lincoln County	\$30,000
Linn County	\$35,577
Malheur County	\$30,000
Morrow County	\$30,000
Rogue Valley Transit District	\$65,929
Salem Area Mass Transit District	\$131,141
Sherman County	\$30,000
Sunset Empire TD	\$30,000
Tillamook County Transit District	\$30,000
TriMet	\$519,156
Umatilla County	\$30,000
Union County	\$30,000
Wallowa County	\$30,000
Wasco County	\$30,000
Wheeler County	\$30,000
Yamhill County	\$30,167
Burns Paiute Tribe	\$30,000
Confederated Tribes of Grand Ronde	\$30,000
Confederated Tribes of Siletz	\$30,000
Confederated Tribes of Umatilla	\$30,000
Confederated Tribes of Warm Springs	\$30,000
Coquille Indian Tribe	\$30,000
Cow Creek Tribe of Umpqua Indians	\$30,000
Confederated Tribes of Coos, et al	\$30,000
Klamath Tribes	\$30,000
<b>TOTAL</b>	<b>\$2,000,000</b>

## COMPETITIVE STATEWIDE GRANT PROGRAMS

### NEW FREEDOM (FTA §5317) GRANT PROGRAM

New Freedom program provides funds to reduce barriers to transportation services and to expand mobility options available to people with disabilities.

Applications will be available from the Public Transit Division Web site.

New Freedom projects will be awarded through a statewide competitive selection process. PTD staff will review, score and rank the project applications and submit funding recommendations to the Public Transportation Advisory Committee (PTAC) for concurrence.

**Applications are due to PTD by close of business February 15, 2011.** Application instructions will be included with the application packet.

Eligible Applicants:

1. The New Freedom Grant Program is available to agencies who offer service for people with disabilities operated in the small urban areas (Cities of Corvallis and Bend, and the Rogue Valley urban area) and in the rural areas of the state.
2. Eligible applicants are private non-profit organizations, local governmental authorities, and Indian tribes.
3. Service within the large urban areas (Portland urban area including Wilsonville, Salem-Keizer and Eugene-Springfield urban areas) is **not** eligible.

Eligibility Requirements:

1. New Freedom Program funds are intended to fund both new public transportation services and new public transportation alternatives that go beyond the requirements of the Americans with Disabilities Act (ADA) and must:
  - a) Be targeted toward individuals with disabilities; and
  - b) Meet the intent of the program by removing barriers to transportation and assisting persons with disabilities with transportation, including transportation to and from jobs and employment services.
2. Projects eligible to be funded with New Freedom (and the match requirements) include:
  - a) Mobility management (80% federal share/20% local share)
  - b) Transportation operations including administration (50/50%)
  - c) Vehicles (80% federal share/20% local share)
  - d) Other capital, e.g., passenger shelters, computer and communications equipment and associated software and installation (80% federal share/20% local share)

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3. New Freedom projects must be derived from a Coordinated Transportation Plan that has been adopted by an STF Agency. Other eligibility factors include past grant performance, availability of local match (as appropriate to the project) and other grant program criteria, such as fiscal, operational and managerial capacity. Applicants who have not been participants in Public Transit Division programs in the past are subject to a prequalification procedure prior to award of grant funds.
4. Projects funded with New Freedom funds in the past may continue to be eligible for New Freedom funding indefinitely as long as the project(s) continue to be part of the Coordinated Plan.

### **JOB ACCESS AND REVERSE COMMUTE PROGRAM (FTA §5316) GRANT PROGRAM**

Job Access and Reverse Commute Grant Program provides funding to support options for work-related transportation for people with low incomes.

Applications will be available from the Public Transit Division Web site.

JARC projects will be awarded through a statewide competitive selection process. PTD staff will review, score and rank the project applications and submit funding recommendations to the Public Transportation Advisory Committee (PTAC) for concurrence.

**Applications are due to PTD by close of business February 15, 2011.** Application instructions will be included with the application packet.

Eligible Applicants:

1. The JARC program is available to providers who offer service for people with low incomes operated in the small urban areas (Cities of Corvallis and Bend and Rogue Valley urban areas) and in the rural areas of the state.
2. Eligible applicants are private non-profit organizations, local governmental authorities, and Indian tribes.
3. Agencies whose service is operated in the urbanized areas of Salem Area Mass Transit District, Lane Transit District and TriMet are not eligible for funding through the state's program.

Eligibility Requirements:

1. Projects must be specifically related to transport for welfare recipients and eligible low-income individuals to and from jobs and activities related to their employment.
2. Projects eligible to be funded with JARC (and the match requirements) include:
  - a) Mobility management (80% federal share/20% local share)
  - b) Transportation operations (including administration) (50/50%)
  - c) Vehicles (80% federal share/20% local share)

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- d) Other capital, e.g., passenger shelters, computer and communications equipment and associated software and installation (80/20%)
3. JARC projects must be derived from a Coordinated Transportation Plan that has been adopted by an STF Agency. Other eligibility factors include past grant performance, availability of local match (as appropriate to the project) and other grant program criteria, such as fiscal, operational and managerial capacity. Applicants who have not been participants in Public Transit Division programs in the past are subject to a prequalification procedure prior to award of grant funds.
4. Projects funded with JARC funds in the past may continue to be eligible for JARC funding indefinitely as long as the project(s) continue to be part of the coordinated plan. The continuation of existing, qualified programs and services is a priority of this grant program.

### Planning Program

The Planning Program is intended to provide funding for planning projects that lead to transit service improvements; improved mobility and access for citizens; livable and economically viable communities; and/or meet sustainability/climate change goals. The focus of this program is on projects that benefit rural and small urban general public systems.

Examples of project types include, and are not limited to:

- Short-range transit development plans;
- System design plans;
- Ridership surveys and service analysis projects;
- Americans with Disabilities Paratransit Plans;
- Environmental justice analysis and plan; and
- Transit service business plans.

Planning projects will be awarded through a statewide competitive selection process. PTD staff will review, score and rank the project applications and submit funding recommendations to the Public Transportation Advisory Committee (PTAC) for concurrence.

Applications will be available from the Public Transit Division Web site.

**Applications are due to PTD by close of business February 15, 2011.**

Eligible Applicants and Match:

1. The Planning Program is available to transit agencies in the small urban areas (Cities of Corvallis and Bend, and the Rogue Valley urban area) and in the rural areas of the state.
2. Eligible applicants are private non-profit organizations, local governmental authorities, and Indian tribes.

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3. Agencies within the large urban areas (Portland urban area including Wilsonville, Salem-Keizer and Eugene-Springfield urban areas) are **not** eligible.
4. The match requirement is 80% federal share/20% local share.

### **Intercity Bus Program**

Intercity Bus Grant Program is intended to support rural connectivity between Oregon communities and connecting to the regional and national intercity bus system. Intercity bus is characterized by the following:

- Routes are long and have very limited stops; and
- Service connects rural communities to larger communities.
- Where practical service makes meaningful connections to other intercity and local transit services.
- Buses must have the capacity to carry passenger luggage, wheelchairs, and bicycles.
- Services are marketed nationally through Russell's Guide, Oregon Passenger Timetable, TripCheck-TO and Google Transit. GTFS (General Transit Feed Specification) data is available for use by third parties.
- As feasible, transit providers enter into interline agreements with other intercity bus providers, such as Greyhound and/or Amtrak.
- Intercity Bus service is not "commuter bus." Commuter bus service is intended to get people to and from work and work related activities on a routine basis at low cost.

Intercity Bus projects will be awarded through a statewide competitive selection process. PTD staff will review, score and rank the project applications and submit funding recommendations to the Public Transportation Advisory Committee (PTAC) for concurrence.

Applications will be available from the Public Transit Division Web site.

**Applications are due to PTD by close of business March 1, 2011.**

Eligible Applicants:

1. Eligible applicants are private intercity bus companies, private non-profit organizations, local governmental authorities, and Indian tribes.
2. Providers of Oregon transit service meeting the definition of intercity, if otherwise eligible, may compete for intercity funds.

Eligible Projects:

1. Projects eligible to be funded with Intercity Bus program (and the match requirements) include:
  - a. Mobility management (80% federal share/20% local share)
  - b. Planning/Marketing (80% federal share/20% local share)

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- c. Transportation operations (including administration) (50/50%)
  - d. Vehicles (80% federal share/20% local share)
  - e. Other capital, e.g., passenger shelters, computer and communications equipment and associated software and installation (80/20%)
2. Projects funded with Intercity Bus program funds in the past have priority over similar service that has not been funded in the past.

### **Mass Transit Vehicle Replacement Program**

The Mass Transit Vehicle Replacement Program is offered to agencies in the six designated Metropolitan Planning Organization (MPO) areas that are direct recipients of FTA §5307 (urban general public services) Program funds.

This program provides \$4,000,000 each biennium to replace urban fixed route vehicles. There are significantly more requests for replacements than there are funds available. Each vehicle proposed for replacement will compete and be ranked individually based on the following criteria:

1. Meets or exceeds age standard for the vehicle type;
2. Mileage meets or exceeds the standard for that vehicle type;
3. Condition/statement of need described by the applicant agency; and
4. Like-for-like replacement in Oregon Useful Life Standards Categories A, B, and C.

**Applications are due to PTD by close of business March 15, 2011.**

The final list of replacement vehicles will be approved for funding by the Oregon Transportation Commission. At this time, we expect this topic to be on the April 2011 meeting agenda.

Once approved, agencies will receive award letters with dollar amounts. Then the local Transportation Improvement Program (TIP) must be amended to include the project and new STIP key. Once that is complete, funds may be applied for by agencies in a direct grant with FTA in the 5307 program.

Questions may be addressed to ODOT PTD, Joni Bramlett, Capital Programs Manager at 503-986-3416, or e-mail at [joni.d.bramlett@odot.state.or.us](mailto:joni.d.bramlett@odot.state.or.us).