Grant Process Flow Chart

APPLY

Applicants may complete one or multiple applications for different projects.

SUBMIT

Applicants submit application material to the Oregon Department of Aviation.

COMPLETENESS REVIEW

The Department of Aviation (ODA) conducts the Initial Completeness Review of applications. If necessary, ODA contacts applicant(s) for missing application material.

REVIEW BY THE ACT REVIEW COMMITTEE

ACT Review Committee reviews applications and sends their individual recommendations to ODA to compile together.

Per OL 2015 c.700 Section 7, In selecting transportation projects the ACT Review Committee shall consider:

(a) Whether a proposed transportation project reduces transportation costs for Oregon businesses or improves access to jobs and sources of labor;

(b) Whether a proposed transportation project results in an economic benefit to this state;

(c) Whether a proposed transportation project is a critical link connecting elements of Oregon's transportation system that will measurably improve utilization and efficiency of the system;

(d) How much of the cost of a proposed transportation project can be borne by the applicant for the grant from any source other than the Connect Oregon Fund;

(e) Whether a proposed transportation project is ready for construction; and

(f) Whether a proposed transportation project has a useful life expectancy that offers maximum benefit to the state.

REVIEW BY THE AVIATION BOARD

Board Members individually review project applications following Board policy and procedures.	Aviation Board sends individual scores to ODA.

Per OL 2015 c.700 Section 7, The review committee shall recommend applications to the State Aviation Board, which shall select applications with the following priority:

(a) First, to applications filed to assist airports in Oregon with match requirements for Federal Aviation Administration Airport Improvement Program grants;

(b) Second, to applications filed with respect to safety and infrastructure development; and

(c) Third, to applications filed with respect to aviation-related economic benefits related to airports.

PREPARATION FOR FINAL PROJECT SELECTION BOARD MEETING

(ODA Administrative Work)

ODA creates a baseline matrix consisting of the Board Member's combined average scores.	ODA sends final review packages to Board Members.	ODA publishes information to the public about the final project selection meeting.

FINAL PROJECT SELECTION AT PUBLIC BOARD MEETING

Aviation Board completes final prioritization rankings and selects final project(s).

GRANT AGREEMENT EXECUTION

Agreement execution within 180 days from approval.	ODA sends selected applicant(s) and their legislative representatives a notice of grant award.	Send a notice of denial to applicant(s) whose projects were not selected.