The Oregon Department of Transportation will award approximately $5,000,000 in Small City Allotment Funds for program year 2020. ODOT is accepting project proposals from eligible cities June 1, 2019 through July 31, 2019. Each city may submit one application.

### Available Funds
$5 million total for 2020

### Maximum Award per City/Project
$100,000

### Who May Apply
Incorporated cities with populations 5,000 people or less

### Number of Applications Accepted
Only one application per City will be accepted

### Application Deadline
Applications must be received prior to August 1, 2019

### Notice of Projects Awarded
Each applicant will be notified if their project was or was not selected by December 1, 2019

### When Funds are Available
January 1, 2020 (after executed agreement)

### Payment Method
Cities may receive a project advance of 50% of award with executed agreement upon request and will be reimbursed the balance upon project completion. Otherwise full reimbursement will occur upon project completion.

### Project Completion
Projects must be completed within two years of the executed agreement.

### Background
The Small City Allotment (SCA) Program was established in 1947 by the Oregon Legislature under Oregon Revised Statute (ORS) 366.805. Guidelines and a working Agreement have been developed between ODOT and the League of Oregon Cities. The purpose of the program is to address city streets that are inadequate for the capacity they serve or are in a condition detrimental to safety. A sum of $5,000,000 (half from city gas tax revenue and half from the State Highway Fund) will be available for the 2020 program.

### Allocation
The funding is dispersed between ODOT’s five regions per an allocation formula based on population, number of eligible cities and the number of applications received. Project applications will be scored and ranked. The Small Cities Advisory Committee will review the rankings and applications and recommend projects to be awarded to the extent that the regional allocation allows.

### Who May Apply
Incorporated cities with populations of less than 5,000 as of the most recent census.
**Project Eligibility and Scoring**

Eligible streets must not be on the State Highway system, must be inadequate for the capacity they serve or are in a condition detrimental to safety.

Eligible projects will be assessed and scored on current conditions, average daily traffic, 5 year population growth and number of years since last project was awarded.

**Application Process**

The application form is attached and may also be accessed via ODOT’s website: https://www.oregon.gov/ODOT/LocalGov/Pages/Funding.aspx

Note: Only one application per eligible city will be accepted.

Prior to submitting the application, ensure that: (a) all fields have been completed, and (b) that the application has been signed by the person with the appropriate authorization to do so. The application will be scored and only those receiving scores high enough to make it into a 150% list will receive site visits to further evaluate the project; therefore it is imperative that you provide complete and detailed information.

**Submitting an Application**

Completed application forms must be submitted to the Small City Allotment Mailbox: SmallCityAllotments@odot.state.or.us

Please also copy your regional staff contact, the ODOT Project Manager/Local Agency Liaison assigned to your region. These individuals can assist you with questions or support with the application process:

<table>
<thead>
<tr>
<th>Region</th>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Region 1</td>
<td>Matthew Novak</td>
<td><a href="mailto:Matthew.C.Novak@odot.state.or.us">Matthew.C.Novak@odot.state.or.us</a></td>
<td>503-731-3247</td>
</tr>
<tr>
<td>Region 2</td>
<td>Shelly White-Robinson</td>
<td><a href="mailto:Shelly.White-Robinson@odot.state.or.us">Shelly.White-Robinson@odot.state.or.us</a></td>
<td>541-757-4199</td>
</tr>
<tr>
<td>Region 3</td>
<td>Jeanette Denn</td>
<td><a href="mailto:Jeanette.M.Denn@odot.state.or.us">Jeanette.M.Denn@odot.state.or.us</a></td>
<td>541-957-3508</td>
</tr>
<tr>
<td>Region 4</td>
<td>Paul Singer</td>
<td><a href="mailto:Paul.Singer@odot.state.or.us">Paul.Singer@odot.state.or.us</a></td>
<td>541-410-2993</td>
</tr>
<tr>
<td>Region 5</td>
<td>Michael Barry</td>
<td><a href="mailto:Michael.P.Barry@odot.state.or.us">Michael.P.Barry@odot.state.or.us</a></td>
<td>541-963-1353</td>
</tr>
</tbody>
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Best regards,

Alan Thompson
Small City Allotment Program Manager
503-986-7202

Enclosures:
Application Form