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### Request for Proposals

The intent of this program is to leverage existing funds and efforts that develop, enhance, steward, or make accessible GIS Framework data for Oregon by providing supplemental resources. In the 2019 – 2021 biennium, proposed projects will be placed into one of two categories designed to facilitate continued progress toward fulfilling the mission and goals of the Oregon Framework Program. The categories or funding areas are:

1. foundational Framework data element projects
2. general Framework projects

The largest funding area is focused on *foundational Framework data elements* (Appendix A, Table 2). Foundational Framework data elements are base geospatial data used for constructing a majority of Framework data elements<sup>1</sup> and are required for achieving the highest levels of integration among Framework themes.<sup>2</sup> These data were identified by the Framework Implementation Team leads and teams in 2017. Secondary Framework data elements (Appendix A, Table 2) were also identified in 2017 as important to Oregon’s Framework and will be considered in the same pool as foundational Framework data element projects but at a lower priority. Proposers are welcome to provide a recommendation and justification for the funding pool and priority in which a proposed project should be placed. Proposed projects that focus on other topics relevant to Oregon’s Framework will be evaluated using the criteria that has historically been used by the Framework program; these projects are referred to as *traditional Framework projects* in this document. The Framework Development program seeks to direct approximately 70% of total available funds to foundational Framework data element projects and the remainder to traditional projects for this biennium.

Eligible applicants to this program are limited to all public bodies (i.e., state government bodies, local government bodies and special government bodies).<sup>3</sup> Non-public bodies are invited to participate in the program as partners through subcontracts.

Requests for Framework Implementation Team (FIT) geospatial data development funds generally exceed the available fund balance each biennium. Because of this limitation, this funding program is competitive and selective. All project proposals are evaluated against certain criteria in order to provide a fair and equitable distribution of available funds. Only select projects demonstrating sufficient benefit and meritorious work may be funded. \$500,000 is available for the 2019 – 2021

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<sup>1</sup> Framework data elements are spatial phenomena of a defined type, feature class, or set of features that are represented together under an Oregon GIS Framework theme such as “road centerlines” under the Transportation theme.

<sup>2</sup> Framework data themes are groups of similar and/or related data elements. Current Framework data themes are in alphabetical order: Address Points, Administrative Boundaries, Bioscience, Cadastral, Climate, Coastal and Marine, Elevation, Geodetic Control, Geosciences, Hazards, Hydrography, Imagery, Land Use Land Cover, Preparedness, Reference, Transportation, and Utilities.

<sup>3</sup> Public bodies are defined by Oregon Revised Statute 174.109 as state government bodies, local government bodies and special government bodies ([https://www.oregonlegislature.gov/bills\\_laws/ors/ors174.html](https://www.oregonlegislature.gov/bills_laws/ors/ors174.html)).

biennium; approved projects have ranged from \$15,000 to \$150,000 in the past. As with the 2017 – 2019 program, indirect costs are not allowable.<sup>4</sup>

The criteria and review process used to prioritize and fund requests are below. OGIC, Policy Advisory Council (PAC), FIT, and GIS Program Leaders (GPL) members will review the funding criteria and priorities on a regular basis, and modifications may occur based on either resource availability or changes in OGIC goals. The review process is facilitated by the Reviewing Team composed of members from the PAC, FIT, and GPL groups, as well as other members of the Framework community. Members of any reviewing group with ties to individual proposals will identify the proposals and abstain from the review, evaluation, and decision making for those proposals.

Program communications are distributed via GEO's email distribution lists (pac@listsmart.osl.state.or.us, fit@listsmart.osl.state.or.us, gpl\_list@listsmart.osl.state.or.us, ogic@listmart.osl.state.or.us, and ous-gis@listsmart.osl.state.or.us). The announcement is also posted on the FIT web page: <http://www.oregon.gov/DAS/CIO/GEO/pages/fit/fit.aspx>.

### **Submission**

The proposal deadline is stated on the cover page of this document. Please submit your proposal by email:

**To:** [framework.funding@oregon.gov](mailto:framework.funding@oregon.gov)

**Subject:** Framework Development Program 2019-21

### **Review Process Overview**

The review process is illustrated in **OGIC – FIT Proposal Review Process** (Figure 1) and begins with an initial review to determine that proposals meet the requirements listed in the Basic Proposal Requirements.

**All proposals must be presented to the reviewing groups.** (Please see the timeline below for the presentation meeting date and the reviewing groups section for explanation of their roles and responsibilities.) Presentations are expected to be 10 to 20 minutes in length depending on the number of presentations; additional detail will be provided once the request for proposals has closed. Proposers are encouraged to bring questions about the program and its process to the presentation meeting. Reviewers are encouraged to provide questions to the Framework Coordinator in advance of the presentations so that they may be shared with the proposal presenters. The meeting will occur in Salem with a video-enabled remote participation option available.

Submitted proposals are first reviewed by FIT and GPL using each group's proposal evaluation criteria. PAC then reviews proposals based on its evaluation criteria, as well as the outcomes and comments of the FIT and GPL reviews. Proposals, outcomes, and comments are then returned to

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<sup>4</sup> <https://www.oregon.gov/geo/OGIC%20Documents/OGIC%20Policy%20-%20Indirect%20Costs%20-%202017.pdf>

the Reviewing Team. The Reviewing Team compiles all input and formulates a recommendation for OGIC consideration. Refer to Table 1 for the timeline.

### **Reviewing Group Descriptions**

**Reviewing Team.** This team consists of the State Geospatial Information Officer (GIO), Framework Coordinator, and one member each from the PAC, FIT, and GPL groups. The main purpose of the Reviewing Team is to ensure feedback from PAC, FIT, and GPL is appropriately solicited, gathered, and integrated into the recommendations provided to OGIC. To accomplish this, the Reviewing Team conducts an initial review of submitted proposals; compiles review results from each reviewing body; ferries review materials to reviewing bodies as directed by the review process (Figure 1); and compiles and submits final reviewing group recommendations to OGIC.

**Framework Implementation Team (FIT).** The FIT is composed of GIS professionals from multiple levels of government and sectors. It endeavors to develop data, data standards, and stewardship plans for Oregon’s GIS Framework. FIT is composed of the Lead from each FIT theme.<sup>5</sup>

**GIS Program Leaders (GPL).** The GPL is composed of GIS program leaders from all levels of government in the State of Oregon. GPL functions as the technical advisory body to OGIC.<sup>6</sup>

**Policy Advisory Committee (PAC).** The PAC is composed of members appointed by the Oregon Geographic Information Council (OGIC). PAC advises OGIC on issues related to strategic planning, budgets, and policy development.<sup>7</sup>

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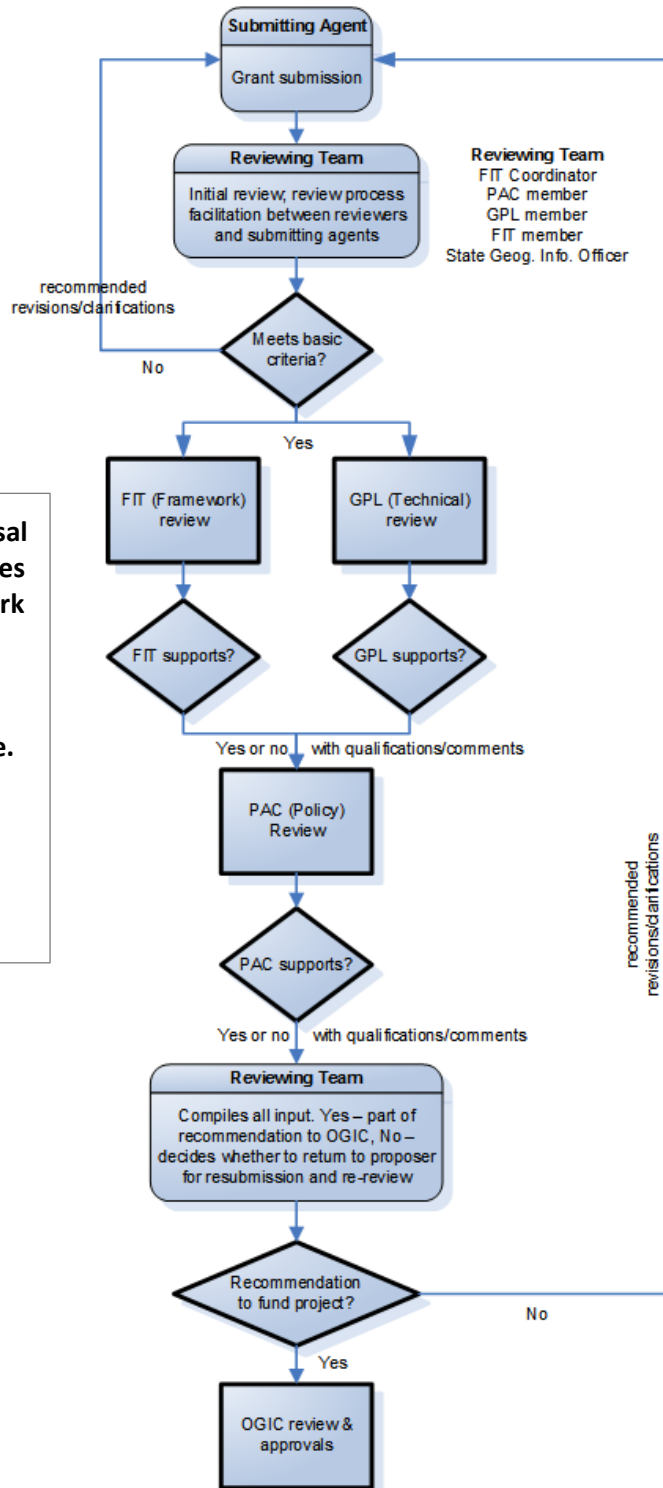
<sup>5</sup> <http://www.oregon.gov/geo/Pages/fit.aspx>; Framework data themes are groups of similar and/or related data elements. Current Framework data themes are in alphabetical order: Administrative Boundaries, Bioscience, Cadastral, Climate, Coastal and Marine, Elevation, Geodetic Control, Geosciences, Hazards, Hydrography, Imagery, Land Use Land Cover, Preparedness, Reference, Transportation, and Utilities.

<sup>6</sup> <http://www.oregon.gov/geo/Pages/gpl.aspx>

<sup>7</sup> <http://www.oregon.gov/geo/Pages/pac.aspx>

# OGIC – FIT Proposal Review Process

OGIC Endorsed, 6/11/2008



**Figure 1. The proposal review process makes use of the Framework community, GIS Program Leads, and OGIC’s Policy Advisory Committee. OGIC provides the final approvals for projects to move forward in the funding program.**

**Table 1. The Framework funding program schedule of events and milestones.**

<b>FIT Funding Process Timeline</b>	
<b>March 6</b>	Announce 2019 – 2021 Framework Develop Program request for proposals.
<b>March 26</b>	Target date for Reviewing Team formation.
<b>April 4</b>	Funding program question and answer conference call, 2:00 – 3:00 PM. <sup>8</sup>
<b>April 30</b>	Submission deadline. Submissions must be received by 5:00 PM.
<b>May 1 - 10</b>	Reviewing Team performs initial review.
<b>May 30</b>	10 AM to 3 PM: Proposal presentations; location to be announced.
<b>June 11</b>	10 AM to 12 PM: FIT reviews proposals based on Framework criteria. 1:30 PM to 3:30 PM: GPL reviews proposals based on technical criteria.
<b>June 19</b>	FIT and GPL recommendations submitted to PAC and Reviewing Team by 5:00 PM.
<b>June 21 - 24</b>	PAC meets to review proposal based on policy criteria and FIT and GPL recommendations.
<b>June 26</b>	PAC recommendations submitted to Reviewing Team by 5:00 PM.
<b>Early July</b>	Reviewing Team recommendations provided to OGIC.
<b>Mid-July</b>	OGIC review of proposals with Reviewing Team recommendations and GPL, PAC, and FIT evaluations.
<b>Late July/Early August</b>	OGIC meeting and endorsement of funded projects
<b>Early August</b>	Recipients informed; contract development initiated; successful project abstracts posted to GEO website.
<b>September</b>	Projects begin upon contract execution.

<sup>8</sup> Conference call will be driven by caller questions:  
 +1 669 900 6833 US (San Jose)  
 +1 855 880 1246 US Toll-free  
 Meeting ID: 284 221 272

## **Proposal Evaluation Criteria**

### **Basic program aspects, reviewed by Reviewing Team**

The Reviewing Team will ensure that all proposals reviewed by the other reviewing groups meet the basic proposal requirements.

1. Received by deadline
2. Conforms to template
  - Includes all required material
  - Does not exceed page limits (cover page, project narrative, budget justification, budget)
  - Meets formatting guidelines, including font size requirements for readability

### **Framework aspects, reviewed by FIT Leaders:**

FIT leaders assess if a proposed project pursues Oregon GIS Framework goals. Evaluation criteria differ slightly depending on the project funding area.

#### Basic criteria

1. Proposed project covers Framework data theme/element.
2. Proposed project covers appropriate spatial extent for the data theme/element.

#### Foundational data element-focused project criteria

FIT leaders evaluate pursuit of Oregon GIS Framework goals in the areas of (i) data need, maintenance, and access; and (ii) horizontal and vertical data integration.

#### *Data need, maintenance, and access*

1. Proposal describes need for completing one or more foundational data elements. Content may include, but is not limited to:
  - description of the broad need for the foundational data element
  - description of the need for a completed and/or updated theme that requires the foundational data element
  - description of the level of incompleteness of one or more Framework data themes built on the proposed foundational data element(s)
2. Project deliverables include metadata in Oregon Metadata Standard format (most recent OGIC-endorsed version).
3. Stewardship overview for data maintenance includes an identified and willing steward and describes a path to successful stewardship.

#### *Data integration*

1. Proposal documents the project's relationship to other themes and data sets. At a minimum, describes process steps to ensure horizontal integration and vertical integration with all appropriate, related Framework themes.

#### *Other consideration areas*

1. Project aligns with priorities external to FIT/ National Spatial Data Infrastructure (NSDI). For example, completing a foundational data element in the short term may be required to complete a related non-foundational data element in the long term.



2. Timely availability of existing (matching) funds
3. Conforms to an approved data exchange standard
4. Project accelerates the completion of a foundational data element or Framework theme

General Framework proposal criteria

FIT leaders assess if a project pursues a broad array of Oregon GIS Framework goals.<sup>9</sup> Past projects include data and tool development efforts.

*Need, maintenance, and access*

1. Proposal describes broad need for completing the proposed project.
  - In addition, data development project proposals must provide:
    - description of the level of incompleteness of one or more Framework data themes related to the data element(s) of interest
    - description of the broad need for complete and/or updated theme(s)
2. Project deliverables include metadata in Oregon Metadata Standard format (most recent OGIC-endorsed version), as appropriate to the deliverable(s). For example, the Oregon Metadata Standard may not be appropriate for a web application.
3. Stewardship overview for deliverable maintenance includes an identified and willing steward and describes a path to successful stewardship.

*Integration*

Proposal documents the project's relationship to FIT themes and data elements. For data development projects, the proposal must describe, at a minimum, process steps to ensure horizontal integration and vertical integration with one or more Framework themes. For non-data projects, the proposal must document the proposed project's relationship to FIT goals, themes, and data elements and recommendations for successful integration.

*Other consideration areas*

1. Project aligns with priorities external to FIT/ National Spatial Data Infrastructure (NSDI). For example, completing the proposed project in the short term may be required to complete a separate data element or specific Framework program goals in the long term.
2. Timely availability of existing (matching) funds
3. Conforms to common or approved standards:
  - For data development projects, deliverable(s) conform to an approved data exchange standard
  - For other projects, deliverable(s) conform to relevant common standards
4. Project accelerates the completion of a foundational data element or Framework theme

**Technical Aspects, reviewed by GPL:**

Foundational data elements and general Framework proposal criteria

1. Project is technically sound.
  - Resources sought are appropriate and adequate to perform proposed work and deliverables (hardware/software/staff)
  - Project implements cost-effective methodology
    - Project has reasonable and measurable deliverable(s)

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<sup>9</sup> Framework program goals are available at <https://www.oregon.gov/GEO/Pages/fit-program-goals.aspx>

- Proposed project adheres to professional standards (e.g., data capture, GIS, application development/implementation, and/or project management)
  - All technical issues are addressed (e.g., edge-matching, raster-image compression ratios, appropriate precision and accuracy) and defined in project work plan
  - Project has realistic timeframe and work plan
  - Distribution, access, and storage plan clearly articulates successful storage and delivery of proposed project.
2. Project demonstrates enterprise<sup>10</sup> orientation:
- Plans for integration with the Framework program, relevant data themes, or data elements
  - Distribution of deliverables are to be freely available for redistribution. Data elements will be published to Oregon Spatial Data Library (OSDL); exceptions should be justified in the project narrative
  - Deliverable attributes are appropriately defined and/or described
  - Conforms to common or endorsed standards

**Policy Aspects, reviewed by PAC:**

Foundational data elements and general Framework proposal criteria

1. Project demonstrates enterprise orientation:
- Involves appropriate stakeholder communities and partners
  - Describes project’s connection to relevant, appropriate business lines (e.g., agency, cross-agency, cross-jurisdiction, etc.)
2. Funding and cost:
- Project leverages funding (or other types of) partnerships, where available and appropriate
  - Project will cost significantly more if not funded in the current biennium
3. Other consideration areas:
- Project deliverable timeframe extends beyond current funding cycle
  - Project conforms to existing Oregon Revised Statutes (ORS) and Oregon Administrative Rules (OAR)
  - Relevance of project to broad-scale ongoing or planned efforts to improve service provisioning to Oregonians by government and other public bodies
  - Project accelerates progress toward the Governor’s priorities

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<sup>10</sup> Enterprise refers to the formal and informal organizational structure that forms the Framework community.

**Appendix A. Foundational and Secondary Framework Data Elements**

**Table 2. Foundational Framework data elements**

<b>ID</b>	<b>Theme</b>	<b>Element</b>	<b>Description</b>
110	Transportation	<b>airports</b>	Point locations of airports for representation at small scale.
122	Elevation	<b>bathymetry</b>	Contours defining constant depth under surface water bodies (lakes, oceans, reservoirs)
98	Transportation	<b>bridges</b>	Structures for roads crossing over water bodies, topographic obstacles or other obstructions. Structures that cross over roads, such as railroad or pedestrian crossings.
7	Cadastral	<b>CadNSDI</b>	The CadNSDI represents the cadastral components of the Public Land Survey System (PLSS) or Cadastral National Spatial Data Infrastructure. The coordinates portray the legal land parcels of the PLSS and tie land description, records, parcel information, and resource data to positions on the ground. (formerly known as GCDB)
17, 18	Admin Bnds, Reference	<b>county boundaries – OR county boundaries - WA, CA, ID, NV</b>	Legal boundary of Oregon’s 36 counties.  County boundaries of neighboring states.
118	Elevation	<b>digital elevation models</b>	Digital representation of the topographic surface. Compiled from collections of elevation values that consist of topographic breaklines and masspoints. Grid cell spacing is 10 to 20 meters.
188	Cadastral	<b>Donation Land Claims</b>	Areas of land given by the federal government to western settlers.
1	Geodetic Control	<b>geodetic control points</b>	Monumented points randomly located but also objects such as lighthouses, masts, and church spires. These are then used to locate section corners and meander lines. Focus is now on active control points (CORS).
109	Transportation	<b>navigation hazards</b>	Buildings or structures that may present a hazard to airplanes during landing or takeoff.
114	Imagery	<b>orthoimagery</b>	Orthorectified imagery derived from scanned aerial photography or digital aerial camera.
2	Cadastral	<b>PLSS</b>	A single, published coordinate pair for corner positions; may include lines depicting Public Land Survey System (PLSS) boundaries for Townships, Ranges, and Sections.
5	Cadastral	<b>public lands ownership</b>	Parcels of land owned by federal, state, or local government agencies.
97	Transportation	<b>railroads</b>	Centerlines of railroad tracks.
94	Transportation	<b>road centerlines</b>	Centerlines includes all city, county, state and federal roads by 2006.
142	Geoscience	<b>soils</b>	Detailed soil units from Soils Surveys covering nonfederal land conducted by the U.S. Natural Resource Conservation Service (NRCS) that differentiates mapped units on the basis of a range of physical, topographic, and chemical properties.
6	Cadastral	<b>state-owned lands</b>	Boundaries of state-owned properties with associated ownership info.
3	Cadastral	<b>tax lots</b>	Taxlots defined by counties (and recognized by DOR) and defined on real property tax rolls with a unique ID.
276	Cadastral	<b>Tribal Trust Lands</b>	Lands held in trust for AI tribes

ID	Theme	Element	Description
124	Hydrography	<b>water bodies</b>	All lakes, ponds, double-banked streams and other waterbodies best represented as an area.
123	Hydrography	<b>watercourses</b>	Natural and manmade channels of water flow (rivers, streams, creek, canals) regardless of flow regime.

**Table 3. Secondary Framework data elements. Data elements in this group will be considered under the foundational Framework data elements funding pool, but at a lower priority level than the foundational data elements found in Appendix A, Table 2.**

ID	Theme	Element	Description
80	Preparedness	<b>address points</b>	Point locations indicating the location of a site address. The location is defined based on mapping rules for a particular project (may be a tax lot centroid, building centroid, building entrance, or other defined location).
95	Transportation	<b>address ranges</b>	High and low addresses representing ranges on right and left side of each block of street.
8	Admin Bnds	<b>American Indian Reservations</b>	Area encompassing the variety of land ownerships & management for a particular tribe.
145	Bioscience	<b>anadromous fish habitat distributions</b>	event attribute of watercourses
82	LULC	<b>archaeological sites</b>	Locations of subsurface artifacts.
121	Elevation	<b>aspect</b>	The compass direction toward which a sloped surface is facing.
213	Cadastral	<b>assessor's map boundaries</b>	Area covered by each assessor's map
84	LULC	<b>cemeteries</b>	Point locations or area delineations of public or private cemetery.
9	Reference	<b>census geographies</b>	groups, tracts and others, defined by the U.S. Census Bureau. Demographic data collected by the Census Bureau are associated with the block groups and tracts.
253	Hazards	<b>Channel Migration Zone</b>	
11	Admin Bnds	<b>city limits</b>	Boundary of the incorporated area for a municipality
214	Reference	<b>coordinate systems</b>	Parameters and metadata of coordinate systems used in Oregon.
243	Preparedness	<b>correctional facilities</b>	Location of all correctional facilities, including work release centers and other "in-community" facilities.
16	Admin Bnds	<b>council of governments boundaries</b>	Area enclosing extent of regional government.
99	Transportation	<b>culverts</b>	Structures constructed along-side or under roads for drainage control associated with roads.
91	Preparedness	<b>dam facilities</b>	Locations of dams and related facilities.
85	Reference	<b>demographic data</b>	Population data (income, education, housing type, ethnicity, etc.) aggregated by defined enumeration areas. This includes decennial Census data from the Census Bureau, demographic data collected from other surveys, or population projections (State Data Center).

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 Table 3. Secondary Framework data elements

<b>ID</b>	<b>Theme</b>	<b>Element</b>	<b>Description</b>
133	Utilities	<b>electric distribution facilities</b>	The facilities that form the infrastructure supporting the distribution of electrical power to individual buildings and sites. These features include poles, distribution lines, service lines, transformers, and other electric control facilities
129	Utilities	<b>electric generation &amp; transmission facilities</b>	The facilities that form the infrastructure supporting the generation and transmission of electrical power. Features may include power generation plants, transmission towers, substations, and transmission lines.
119	Elevation	<b>elevation contours</b>	Contour intervals of constant elevation, ranging from 10' to 80'
222	Preparedness	<b>emergency facilities</b>	Facilities such as Emergency Operation Centers, PSAPs, shelters, supply points, and other sites that support the management of events during emergency operations.
197	Preparedness	<b>emergency reference data stations</b>	Locations of weather stations, flood gauges, lat/long grid for helicopters.
198	Preparedness	<b>evacuation routes</b>	Designated routes to be followed by citizens when evacuating areas in the case of an emergency.
135	Utilities	<b>gas distribution facilities</b>	All pipelines and associated facilities for the transport of natural gas from the point of supply to customer sites. Includes such features as transmission and distribution mains, valves, fittings, meters, etc.
141	Geoscience	<b>geology</b>	Compilation of existing geologic mapping: includes bedrock type or unconsolidated deposits at/near the surface, age, lithologic description
143	Geoscience	<b>geomorphology</b>	Delineation of landforms following a classification scheme.
151	Bioscience	<b>hatchery release locations</b>	Event attribute of watercourses.
172	Preparedness	<b>hazardous materials sites</b>	Location of hazardous materials sites
89	Preparedness	<b>health care facilities</b>	Point locations of all types of health care facilities, including hospitals, medical clinics, nursing homes, and even veterinary clinics.
106	Transportation	<b>heliports</b>	Locations designated for the take-off and landing of helicopters.
86	LULC	<b>historic sites</b>	Buildings or sites of historic significance that have a federal, state, or local designation.
127	Hydrography	<b>hydrologic units (1st-6th fields)</b>	Areas delineating watersheds defined by drainage divides. Hydrologic unit delineation follows a standard defined by the U.S. Geological Survey and is the subject of a current mapping project led by BLM, as a partner in the PNW Hydrography Framework Clearinghouse.
107	Transportation	<b>lighthouses</b>	Locations of lighthouses.
227	Transportation	<b>milepoints</b>	Milepoints on state hwys are collected using the distance measure instrument from the beginning of the hwy and when features intersect or happen on the hwy, including milepost paddles. The milepoint is cataloged and put into event tables that are dynamically segmented to the highway system. Local roads may use similar methods.
96	Transportation	<b>mileposts</b>	Locations of milepost paddles. Some milepost may be missing; some are not located precisely at one-mile intervals.
108	Preparedness	<b>military facilities</b>	Location of all military bases, facilities, and operations sites.

2019 – 2021 Framework Development Program Request for Proposals  
Table 3. Secondary Framework data elements

<b>ID</b>	<b>Theme</b>	<b>Element</b>	<b>Description</b>
41	Admin Bnds	<b>national forest boundaries</b>	Boundaries of National Forests administered by the U.S. Forest Service. Includes outer boundary and boundary of inholdings that are not part of the forest.
42	Admin Bnds	<b>national memorials, parks, scenic areas, etc.</b>	Federal special management areas. Dup of public land mgmt/stewardship?
254	Hazards	<b>Naturally Occurring Hazardous Materials</b>	
190	Utilities	<b>oil &amp; gas supply and transmission facilities</b>	The infrastructure required to extract, process, and transmit oil and gas from sites of production to sites of consumption.
225	Geodetic Control	<b>other survey control</b>	Horizontal and/or vertical points established to support surveying or mapping projects. May be referenced to a datum and coordinate system or just locally defined (e.g., fixed point for site survey). May or may not have a physical marker.
88	Preparedness	<b>port facilities (air, sea, river)</b>	Detailed port facility areas, regardless of mode.
105	Transportation	<b>ports</b>	Point locations of ocean or river ports operated to support the loading and unloading of waterborne cargo.
81	Preparedness	<b>public bldg footprints</b>	Buildings owned by federal, state, or local government agencies
230	LULC	<b>public land management / stewardship</b>	Areas managed for fish, wildlife, conservation, wilderness, watershed conservation, or other land designations.
226	Preparedness	<b>public safety station locations</b>	Office/station locations for police, sheriff, fire, emergency medical organizations, state police post locations, and locations of other public safety organizations.
239	Reference	<b>quadrangle boundaries</b>	Quad boundaries for 3 mapping scales
200	Preparedness	<b>rail facilities</b>	Detailed rail facilities, including maintenance yards, depots, switching yards, etc.
87	LULC	<b>recreation sites</b>	All areas and features administered by federal or state authorities that have been designated for recreational use. These features include trails, camping areas, swimming areas, parks, and picnic areas.
191	Utilities	<b>recycling facilities</b>	
148	Bioscience	<b>riparian areas</b>	Areas delineating extent of riparian cover adjacent to streams.
54	Admin Bnds	<b>roadless areas</b>	Areas in national forests that are relatively undeveloped.
131	Utilities	<b>sanitary sewer treatment &amp; collection facilities</b>	All facilities associated with collection and treatment of wastewater. Features include treatment plants, interceptor lines, sewer mains and laterals, lift stations, manholes, etc
207	Preparedness	<b>schools</b>	Locations of public and private schools at all levels.
137	Utilities	<b>septic systems</b>	Locations of permitted septic systems.
279	Coastal and Marine	<b>shoreline</b>	
120	Elevation	<b>slope</b>	The average incline of an area of the surface expressed in degrees or as a percent.
192	Utilities	<b>solid waste/transfer sites</b>	Sanitary landfills and other waste disposal sites and transfer sites for temporary storage of waste.

2019 – 2021 Framework Development Program Request for Proposals  
 Table 3. Secondary Framework data elements

<b>ID</b>	<b>Theme</b>	<b>Element</b>	<b>Description</b>
90	Preparedness	<b>stadiums</b>	Area delineation or point locations of public or private stadiums.
61	Admin Bnds	<b>state boundary</b>	Official boundary of the State of Oregon.
62	Admin Bnds	<b>state forest boundaries</b>	Boundaries that encompass state forests managed by ODF.
63	Admin Bnds	<b>state park boundaries</b>	Boundaries of state parks operated by the Parks and Recreation Dept.
132	Utilities	<b>storm sewer drainage &amp; control facilities</b>	Maintained storm sewers and drainage facilities designed to collect and control storm drainage in local areas. Includes underground storm sewers, catch basins, inlets, maintained open channels, retention ponds, etc.
221	Cadastral	<b>subdivision plat maps</b>	Image of plat map showing subdivisions with blocks and lots.
130	Utilities	<b>telecommunication facilities</b>	All facilities supporting telecommunications, including cellular phone towers, telephone lines, and exchange boxes, as well as cable TV infrastructure.
66	Reference	<b>time zone boundary</b>	Line delineating Pacific from Mountain time.
104	Transportation	<b>trails</b>	Trails maintained by federal, state, and local authorities and non-governmental groups
69	Admin Bnds	<b>urban reserve areas</b>	Area designated by local governments outside the Urban Growth Boundary to insure a supply of land for urbanization.
134	Utilities	<b>utility easements</b>	Areas in which recorded deeds convey certain rights for utility facility placement and use. In most cases, these involve corridors for utility lines which run outside the public right-of-way
111	Transportation	<b>VOR</b>	Air traffic control beacons. VHF Omni Directional Radio Range (VOR) beacons. In the past also referred to RADAR.
125	Hydrography	<b>water body shorelines</b>	One or more shorelines for water bodies; one designated as the default.
219	Utilities	<b>water distribution facilities</b>	All the water distribution facilities, including mains, hydrants, valves, service lines, pump stations, etc.
126	Hydrography	<b>water points</b>	Springs and other natural surface water features best represented by points.
128	Utilities	<b>water supply &amp; transmission facilities</b>	All facilities related to the supply and treatment of water from wells and reservoirs to the transmission of water (through major distribution mains) to the local distribution network.
242	Bioscience	<b>wetlands, LWI</b>	Local wetlands inventories
147	Bioscience	<b>wetlands, NWI</b>	1:24k distribution of wetlands, classified by wetland type (Cowardin, national standard), by HGM (HydroGeoMorphic type, national standard), and by vegetation type (National Vegetation Classification, Ecological System, national standard).
275	Admin Bnds	<b>wilderness areas</b>	Congressionally designated wilderness areas
168	Hazards	<b>wildland/urban interface boundary</b>	Delineates areas where structures and other human development meet or intermingle with wildland or vegetative fuels. Used for wildfire protection planning and fire fighting.
245	Utilities	<b>wireless carrier service areas</b>	Delineation of wireless service areas

**Appendix B. Proposal Template**

**Instructions:**

Use this template as a style and content guide for your proposal. Proposals not conforming to this template or missing information may be returned without review. Page and word limitations are indicated where relevant. Please use 10 - 12 point font size depending on the font: for Arial, Courier, Palatino types, please use a minimum of 10 points; for Times types please use a minimum of 11 points. Adequate font size increases the ease with which the reviewers can read proposals.



**PROPOSAL COVER PAGE (1 PAGE)**

**Project title**

**Contact information**

Include primary project staff including agency or organization affiliation  
Specify a single point of contact for project

**Project duration and end date**

Project end date may be no later than 5/31/2021

**Geographic extent of project**

Text description and/or map of the project extent as appropriate.

**Amount requested**

Total request should match the budget total cost/requested amount.

**Project abstract (250 words)**

Successful proposal abstracts to be posted to the GEO website

**PROJECT NARRATIVE (8 PP)**

The project narrative will become the Statement of Work for successful proposal agreements.

**Project scope**

Brief overview of the proposed project. May include the project purpose, an introduction and/or background for the proposed project, and/or other relevant information that is not found elsewhere in the narrative.

**Relationship to Oregon Framework**

Brief description of how the project deliverables and outcomes fit into the Oregon Framework. May include relevant themes and/or data elements, past Framework projects, or future relevant work efforts.

**Expected benefits**

Describe how project deliverables and outcomes will benefit the Oregon Framework and its community of data users. External benefits and priorities may also be included in this subsection.

**Methodology**

Fully describe the planned procedures and protocols to be used to develop project deliverables and outcomes.

### Deliverables to be funded by this proposal

Brief description of project deliverables and outcomes. All projects are required to include a stewardship deliverable. See supporting guidance under subsection “Stewardship Overview” for more information.

### Project timeline

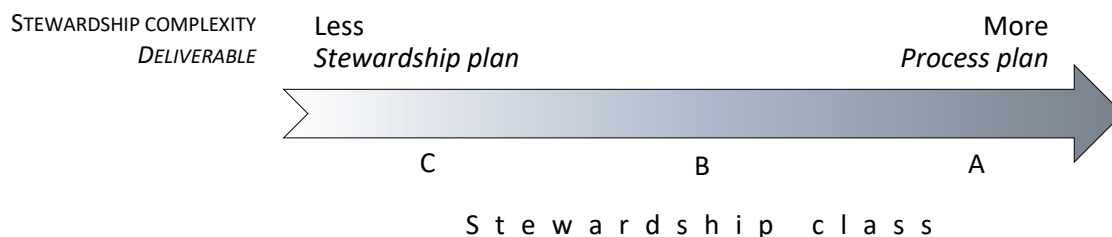
Document major milestones, tasks, and/or expected timeframes for deliverables and outcomes. Gantt charts are a simple but effective format for completing this subsection, but are not required. Example formats are provided in Appendix D.

### Stewardship Overview

This subsection of the proposal should briefly describe how data element deliverable(s) will be maintained and identifies the data steward. The subsection elaborates on and justifies the stewardship deliverable’s content.

All projects are required to deliver either a stewardship plan or a process plan that will lead to a stewardship plan and involves the proposing public body. The proposed work product’s or data element’s *stewardship class*<sup>11</sup> will be the main determinant for the stewardship deliverable’s content (Figure 2). Class C data elements require minimal stewardship documentation and therefore should identify a stewardship plan as a deliverable. Development of stewardship plans for Class A elements are likely to require more time and resources than are allowable under this program, therefore a *process plan* leading to a stewardship plan is required for these elements. Class B elements may or may not require a stewardship plan deliverable depending on the circumstances described in the proposal. Additional information on stewardship is available from the GEO website.<sup>12</sup>

**Figure 2. Successful stewardship can depend on multiple factors.**



<sup>11</sup> For stewardship class definitions, please refer to the “[Expert Key to Classify Framework Elements for Stewardship](https://www.oregon.gov/geo/Documents/Expert%20Key%20to%20Classify%20Framework%20Elements%20for%20Stewardship.pdf)”  
<https://www.oregon.gov/geo/Documents/Expert%20Key%20to%20Classify%20Framework%20Elements%20for%20Stewardship.pdf>

<sup>12</sup> <http://www.oregon.gov/geo/Pages/data-stewardship.aspx>

### **Data Storage and Distribution Plan**

Describe how deliverables will be stored, distributed, and any anticipated restrictions to distribution. Identify if data products will be delivered to the Geospatial Enterprise Office for distribution and storage. If an alternative storage location is anticipated, identify the expected storage facility and describe how the project deliverables will be distributed. Brief discussions of data security may be appropriate for this subsection.

### **Commitment to effort**

Describe actions and opportunities that indicate commitment by your organization or your proposal team for the project deliverables and outcomes. Information may include but is not limited to your organization's requirement for the project deliverables and activities related to the proposed project or its deliverables/outcomes.

### **Relevant experience/expertise of project team and organizational capacity**

Describe the project team's skills and relevance to the project's success. Organizational resources, experience, expertise, etc. may be used to identify organizational capacity for the proposed project.

## **BUDGET JUSTIFICATION STATEMENT (1 PAGE)**

Explain the need for each line item in the budget. Successful statements will convey why the costs are necessary for project success. Please note that OGIC will reimburse only the direct project costs; indirect costs cannot be reimbursed.

## **BUDGET (1 PAGE)**

- Identify funds from partners, other project related funds, matching funds, etc.
- Estimate of in-kind match
- Identify any unfunded activities
- Include information about any planned contracting
- Example budget formats are provided in Appendix C.

## **OPTIONAL INFORMATION (NO LIMIT)**

- Letters of support or participation
- Project personnel resumes or CVs

**Appendix C. Example Budget Templates**

Budget Example 1: Project with subcontract and detailed salary information

Project title							
	FTE	Monthly Salary	Project Months	Salary Cost	OPE Rate	OPE Cost	Total Cost
<b>SALARIES</b>	%						
GIS Analyst	1.00	\$ X,539	2.00	\$ X,078	0.68	\$ X,813	\$ X,891
Technical Program Mgr.	0.90	\$ X,719	3.00	\$ X,441	0.57	\$ X,802	\$ X,243
Project Manager	0.80	\$ X,180	0.75	\$ X,708	0.56	\$ X,076	\$ X,784
Student Worker	per hr.	\$ X,080	0.50	\$ X,040	0.08	\$ 83	\$ X,123
<b>Total Salaries</b>				\$ XX,267		\$ XX,774	\$ <b>XX,042</b>
<b>SUBCONTRACTS</b>							<b>Cost</b>
Subcontractor A							\$ X,000
<b>Total Subcontracts</b>							\$ <b>X,000</b>
<b>TOTAL DIRECT COSTS</b>							\$ <b>XX,442</b>
<b>TOTAL COST</b>							\$ <b>XX,442</b>

Budget Example 2: Project budget with indirect and partner/in-kind contributions

<b>Project Budget</b>			
<b>Budget Item</b>	<b>Role/Task</b>	<b>Time</b>	<b>Cost</b>
Coordinator	Project Management	0.50 months	\$X,000
	Independent Review Coordination	0.25 months	\$X,000
	Metadata Review	0.10 months	\$X,800
	Publication Preparation	0.50 months	\$X,000
GIS Analyst	Geometry and Attribute Creation	5.00 months	\$XX,500
	Field Verification	0.50 months	\$X,250
	Database Consolidation and QA/QC	0.25 months	\$X,625
	Metadata Authoring	0.25 months	\$X,625
	Publication Preparation	0.50 months	\$X,250
Publications Coordinator	Publication Preparation	0.25 months	\$X,000
<b>Subtotal</b>			<b>\$XX,050</b>
<b>Total FIT Funds Requested</b>			<b>\$XX,050</b>
Indirect costs			\$XX,000
Partner match/leverage	See <i>Partner Contributions</i> Section		\$XX,000
<b>Total Project Cost</b>			<b>\$XX,050</b>

**Appendix D. Example Project Timelines**

Timeline Example 1: Project timeframes linked to tasks, milestones, and deliverables

Dates	Tasks	Milestones	Deliverables & outcomes
Aug. 2015 – May 2017	Scoping & coordination	Milestone 1: Scoping session Milestone 2: oversight group kick-off meeting held	Deliverable 1: Summary document containing scoping session findings Outcome 1: Establishment of oversight group
Oct. 2015 – Oct. 2016	Task 2	Milestone 3 Milestone 4	Deliverable 2 Outcome 2
May 2016 – Oct. 2016	Task 3	Milestone 5 Milestone 6 Milestone 7	Deliverable 3 Deliverable 4 Outcome 3 Outcome 4

Timeline Example 2: Task table with start and end date columns

Phase/deliverable	Task	Start Date	End Date
Phase 1	Task 1 Task 2 Task 3	7/1/2015	3/31/2016
Optional Increment – Priority 1	Task 1 Task 2 Task 3	4/1/2016	6/30/2016
Optional Increment – Priority 2	Task 1 Task 2	7/1/2016	9/30/2016
Optional Increment – Priority 3	Task 1 Task 2	10/1/2016	12/31/2016
Deliverables 1 - 3	Database consolidation and QA/QC, metadata authoring	1/1/2017	3/31/2017
Deliverables 4 - 5	Technical report and maps for publication	4/1/2017	5/29/2017

Timeline Example 3: Gantt chart

Task	2015 Q3	2015 Q4	2016 Q1 & Q2	2016 Q3
Standard (no funding requested)				
Stewardship Plan Development				
Data Development				
Data QA/QC				
Metadata Authoring/Report Writing/Map Creation				