

Department of Land Conservation and Development



Application for Wetlands Technical Assistance Grants & Consultant Support

2025-2027

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WETLANDS TECHNICAL ASSISTANCE PROGRAM OVERVIEW

PROGRAM

DESCRIPTION

The Community Services Division within the Department of Land Conservation and Development (DLCD) provides technical assistance to help Oregon communities prepare and update local land use plans and implement ordinances to support consistency with the Oregon land use system.

Under ORS 197.040, ORS 197.090, ORS 197.225, ORS 197.230 DLCD is authorized to support wetland planning that will facilitate the development of needed housing in Oregon communities. The Wetlands Technical Assistance Program (WTAP) implements that direction.

WHO CAN APPLY

Cities and counties may apply on their own behalf or in collaboration with housing developers, housing authorities, and other governmental and tribal organizations that are actively engaged in the development of needed housing.

GRANT PROGRAM CONTACTS

DLCD staff are available to answer your questions regarding application requirements and status. The first point of contact is the regional representative for your jurisdiction. You can find the regional representative assigned to your jurisdiction or region at <https://www.oregon.gov/lcd/CPU/Pages/Regional-Representatives.aspx>.

If you cannot contact your regional representative, please contact Kevin Young, WTAP Project Manager, at 503-602-0238 (cell), or via email at: kevin.young@dlcd.oregon.gov

AWARD TYPES

DLCD offers two types of grant funding awards to provide flexibility for jurisdictions 1) Government-to-government "direct" grants between DLCD and the applicant and 2) DLCD "consultant-provided" contracts on behalf of the applicant. When applying for grant funding under this application, jurisdictions must select which award type they are seeking. The award types are described in more detail below.

“Direct” Grants

A “Direct” grant is an award that DLCD provides directly to a jurisdiction to implement the project. In this case, the local government may use grant funds to fund their own staff or contractors to complete the project. Direct grants between DLCD and the local government are typically completed more quickly than DLCD “consultant-provided” contracts because the local government will be responsible for any procurement or external party contracting.

“Consultant-Provided” Contracts

DLCD will contract with experienced wetlands consulting teams to support local governments to complete projects funded under the Wetlands Technical Assistance Program. If a jurisdiction does not wish to take on the responsibility of their own procurement process to find a qualified contractor, DLCD will contract with a consultant on behalf of the local jurisdiction. DLCD will manage the administration of the contract including but not limited to invoicing, amendments, and contract close-out on behalf of the local jurisdiction.

ELIGIBLE PROJECTS: The Wetlands Technical Assistance Program will support local government or development work in the following areas:

Local Wetlands Protection Program Development for Areas Planned for Residential Development– funded work may include one or both of the following components:

- 1. Local Wetlands Inventory** - Development of a local wetlands inventory (LWI) for a citywide urban growth boundary area, or within an urbanizable area within a UGB where residential development is planned, which may include a UGB expansion area. LWI work tasks and products shall be consistent with the Oregon Department of State Lands (DSL) approval standards in OAR 141-086-0100 through OAR 141-086-0350. Funding will also support any additional work necessary to receive DSL approval after the initial submittal, if consultant work is completed prior to June 15, 2027.
- 2. Goal 5 Local Wetlands Protection Program** – Development of an adoption-ready, Goal 5-compliant wetlands program using a safe harbor approach, consistent with OAR 660-023-0100. The applicant may choose to include additional analysis (the ESEE process) to justify extension of utilities

through a wetland to serve upland areas in cases where alternative utility locations are not viable. A Goal 5 wetlands program enables communities to allow additional residential development in non-locally protected wetland areas, while preserving significant wetlands.

Specific Housing Development-Related Projects – These may be projects developed by the local government, or the local government may apply on behalf of a housing developer, if the project meets an identified community housing need.

1. **Wetland Delineation** – A development-site specific wetland delineation in conjunction with proposed housing development. A delineation consistent with the DSL approval standards in OAR 141-090-0005 through OAR 141-090-0050 shall be submitted to DSL for review and concurrence.
2. **Determinations of Uplands** – A development-site specific upland determination in conjunction with a proposed housing development. A determination shall be submitted to DSL for review and concurrence.
3. **Plans for Avoidance or Minimization** – These are site-specific plans for development of properties on which there is an approved wetland delineation. This type of plan is required by DSL to demonstrate that development on the site will either avoid the wetland area or will minimize impacts to the wetland area.
4. **Plans for Permittee-Responsible Mitigation** – If it is determined that wetland impacts are unavoidable, this type of plan will identify options for permittee-responsible mitigation for the wetland impacts.

**EVALUATION
CRITERIA:**

WTAP Funding Criteria for wetland delineations, determinations of uplands, plans for avoidance or minimization, and plans for permittee-responsible mitigation by priority:

1. Project is expected to facilitate the development of many housing units in the near term (by June 30, 2027). Proposal

should estimate time needed for developer to secure building permits or certificates of occupancy.

2. Project is expected to facilitate the development of many housing units or high-density housing development. Higher priority is given to project that is expected to result in the development of affordable¹ or accessible² housing units.

WTAP Funding Criteria for local wetland inventories and Goal 5 programs by priority: Local wetland inventories and Goal 5 programs allow cities to determine which wetlands are worthy of protection and which wetlands do not need to be locally protected. This allows for accurate accounting of buildable lands and informs development decisions, including projects that may require plans for avoidance or minimization and plans for permittee-responsible mitigation.

1. Housing development is not currently allowed in the subject area due to lack of an LWI and Goal 5 program.
2. A large number of housing units are planned, or where high-density housing is planned. The area of analysis for a local wetland inventory may be an entire urban growth boundary, or may be limited to an urban growth boundary expansion area. Highest priority will be given to LWI or Goal 5 program projects that will facilitate housing development by June 30, 2027.

To evaluate applications against the priorities above, DLCD will use the Planning Assistance evaluation review criteria, explained in sections 1 through 5 below. Please address these, as applicable, in your application attachment.

Projects are not expected to satisfy non-mandatory criteria, but those that rate well under one or more of them will have an improved likelihood of receiving funds.

1. Project Objectives

The *project objectives* are clearly stated; and should address the following question: "how does the proposed project support the

¹ An "Affordable housing unit" is a unit that is obligated to serve households at 80% or below of Median Area Income for no less than 30 years.

² "Accessible housing unit" means a unit that is designed, constructed, or altered in conformance with Uniform Federal Accessibility Standards as implemented by the 2010 Americans with Disabilities Act Standards for Accessible Design, the Americans with Disabilities Act Accessibility Guidelines, or the American National Standards Institute (ANSI) Type A Unit standard adopted by the state building code as defined under ORS 455.010(9).

near-term development of needed housing, while creating little or no loss of wetland function?”

Specific housing development-related projects should be linked to identified needed housing, as demonstrated from the most recent acknowledged housing capacity analysis or adopted housing production strategy reports. The project objectives need to be reasonably achievable within the project budget and timeline.

2. Program Priorities

The project addresses the *program priorities* as follows:

1. For specific development-related projects (wetland delineations, determinations of uplands, plans for avoidance or minimization, and plans for permittee-responsible mitigation):

- A. Project is expected to facilitate housing development in the near term (by June 30, 2027). Does the project timeline realistically enable developer to secure building permits or certificates of occupancy?
- B. Project is expected to facilitate the development of many housing units or of high-density housing development.
- C. Higher priority is given to project that will facilitate the development of affordable housing, established for households earning 80% or less of AMI.

2. For Local Wetland Inventory and Goal 5 wetland protection planning projects:

- A. Project covers an area where a large number of housing units are planned, or where high-density housing is planned.
- B. Development in project area is currently not allowed under current administrative rules until LWI is approved and Goal 5 wetlands protection program is established.
- C. Project completion is feasible prior to June 30, 2027*

*Completion and DSL approval of an LWI is sufficient for a successful project. Local governments are encouraged to apply in

the next biennium for support drafting and adopting a local wetland protection program (if the legislature funds WTAP in the next biennium).

3. Project Description

The *approach, budget (if requesting a direct grant), products, and timing* are defined for every task and are reasonable considering the benefits of the project and the work proposed is reasonably likely to achieve the project objectives.

Priority will be given to applications that provide detailed project descriptions with well-defined tasks, products, and timelines.

4. Applicant Capacity

The application and past performance on grant-funded projects (where applicable) demonstrate that there is *adequate local capability* to successfully manage the project. DLCD may consider past performance on grant-funded projects as a prioritization factor of submitted applications.

5. Leverage

Local matching contributions demonstrating commitment to the project. Matching contributions are *not mandatory* for an application to be successful, but a demonstration of local commitment can tip the balance in favor of some applications. Matching funds do not need to be from the applicant's budget – they could come from another state agency, a federal agency, or a foundation. In-kind and other non-cash match are also considered, such as staff time dedicated to a project.

REVIEW PROCESS

Applications will be reviewed considering the evaluation criteria explained above. DLCD will award those applications that best satisfy these criteria.

DLCD will notify applicants of award decisions at the earliest time possible. To start projects as soon as possible, DLCD is aiming to notify applicants of award decisions within 30 days of the application period close, but this is subject to change. Unsuccessful applications may be reconsidered if additional assistance becomes available throughout the 2025-2027 biennium.

Once awards are determined, the assigned DLCD grant manager will work closely with the awardee to complete the statement of work or project description and execute agreements. This will be completed at the earliest time possible; past experience indicates this phase can take 60 to 90 days after notice of award to complete a grant agreement and up to several months to execute

a contract with a DLCD-provided consultant. DLCD staff aims to **execute grant agreements and consultant contracts by approximately January 15, 2026**. This process can take longer depending on the complexity of the statement of work.

ELIGIBLE COSTS

Funds may be expended only for direct project-related costs associated with the funded project. Eligible costs include salary of staff assigned to the project, consultant fees, postage, supplies, and printing. Equipment purchases and indirect costs, including general administrative overhead and software costs, are not eligible.

Costs incurred prior to the execution date of a “Direct” Grant or “Consultant-Provided” Contracts are not eligible project costs and cannot be reimbursed. This includes costs of preparing the grant application, preparing a statement of work or project description, and any other work completed before agreement execution.

APPLICATION INSTRUCTIONS

1. **Complete the funding application.** Be specific and thorough in describing all anticipated work products as described in the application form. Submit application materials **by midnight November 24, 2025** to:

By e-mail to: DLCD.GFGRANT@dlcd.oregon.gov

Please note that we will not be accepting applications by mail. If your jurisdiction requires special accommodations, please reach out to DLCD by emailing kevin.young@dlcd.oregon.gov. Contact as soon as possible.

2. **Include a resolution or letter from the governing body of the city or county demonstrating support for the project.** The application must include a resolution or letter from the governing body of the city or county demonstrating support for the project. If the applicant is a regional entity applying for a joint project including multiple local governments, a letter from the local government governing body or administrator with authorization to execute intergovernmental agreements supporting the application may be included in lieu of a resolution. The letter of support may be received by DLCD after the application submittal deadline, how it must be received before planning assistance is awarded.

3. DLCD will confirm receipt of applications by e-mail, review applications promptly, contact applicants if additional information is needed to complete review, and notify applicants of our decision.

RESERVATION OF RIGHTS

DLCD reserves all rights regarding this funding opportunity, including, but not limited to, the right to:

- Amend or cancel this funding opportunity without liability if DLCD decides to do so.
- When appropriate, DLCD will issue revisions, substitutions, or clarifications as addenda to this funding opportunity. Changes and modifications to the funding opportunity shall be recognized only if in the form of written addenda issued by DLCD and posted on the website:
https://www.oregon.gov/lcd/About/Pages/Grants.aspx?utm_medium=email&utm_source=govdelivery
- Set a maximum award amount per recipient organization and set a maximum amount per client.
- Waive any minor informality or non-conformance with the provisions or procedures of this funding opportunity.
- Seek clarification of any application.
- Negotiate the requirements described in this funding opportunity.
- Reject any application upon a finding by DLCD that accepting the application may impair the integrity of the solicitation process or that rejecting the application is in the best interest of DLCD as determined by DLCD, in its sole discretion.
- Verify any information or endorsements included in the application or letters of support to ensure accuracy.
- Approve funding awards for less than the amount requested by an applicant.
- Adjust the amount of funding and negotiate modifications to the applicant's project and budget prior to the execution of a grant agreement and related legal documents for the award.

Approval of an application will be conditional and subject to further review and execution of an agreement. Agreements may also be subject to review and approval by the Oregon Department of Justice.

Applicants will not receive awarded funds until documents required in the Notice of Intent to Award and any follow-up documents have been submitted and are deemed satisfactory by DLCD and a grant agreement is executed.

Pre-award costs are not eligible for funding unless expressly authorized by DLCD, in its sole discretion.

DLCD also reserves the right to amend any agreement that is issued as a result of this funding opportunity.

Important Wetlands Technical Assistance Program Dates

Date	Planning Assistance Milestone
Oct. 22, 2025 9 am – 10 am	Webinar – Project Overview, Q and A, Survey, and Input Register Here
October 27, 2025	Application period opens; materials distributed
November 24, 2025	Application period closes; materials submittal deadline
Early December	Anticipated funding decision; award notices sent
December 2025 – Jan. 2026	Direct grant agreements anticipated execution
December 2025 – Jan. 2026	Consultant contract anticipated execution
June 15, 2027	Project completion deadline