

Department of Land Conservation and Development



Application for Technical Assistance Grants

2025-2027

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TECHNICAL ASSISTANCE GRANTS

PROGRAM DESCRIPTION

The Department of Land Conservation and Development (DLCD) provides resources to help Oregon communities prepare and update local land use plans and implement ordinances to respond to growth management and resource protection issues and changes in state agency programs and requirements. Technical Assistance grants are typically used to complete planning requirements that are not on periodic review work programs, or to satisfy local planning needs.

DLCD's 2025-2027 budget has been approved by the Legislature, and the department invites Technical Assistance grant applications for the biennium. The department will target grants to fund projects that result in the highest priority outcomes, as explained in the "Eligible Projects and Evaluation Criteria" section of this application packet.

The general fund grant program this biennium will have only one round of applications. The deadline for all applications is **October 10, 2025**.

WHO CAN APPLY

Technical Assistance grant applications will be accepted from the following:

- A city or county
- Cities and counties jointly with one jurisdiction as the contact
- Multiple cities and counties with one jurisdiction as the contact
- A council of governments on behalf of one or more local governments
- A recognized Tribal Government or group of tribal governments
- A regional planning agency
- A port district

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>.

Tribal governments are encouraged to contact, Kirstin Greene, Deputy Director and Tribal Liaison Manager at 503-701-1584 or Gordon Howard, Grant Program Manager, at 503-856-6935 or gordon.howard@dlcd.oregon.gov.

If you cannot contact your regional representative, please contact:

Gordon Howard, Grant Program Manager, at 503-856-6935 or gordon.howard@dlcd.oregon.gov.

ELIGIBLE PROJECTS AND EVALUATION CRITERIA

Technical Assistance grants are used to help complete projects that update comprehensive plans and implementing regulations, plan for specific areas or support inclusive planning activities. The [2025-2027 Grants Allocation Plan](#), approved by the Land Conservation and Development Commission, lists the program priorities for use of Technical Assistance grant funds as follows (additional detail in “Program Priorities,” below):

1. Promote economic development.
2. Plan for resilience to natural hazards and climate change.
3. Plan for resolution of a local planning issue, challenges in resolving divergent priorities reflected in the statewide planning goals, or a problem of statewide concern that can provide a framework, solutions, or guidance for similar programs to be implemented by other local governments around the state.
4. Update a local government plan for public facilities needed to serve existing development and future projected growth.
5. Update comprehensive plans and implementing codes to respond to changes in state law, regulatory streamlining, or local conditions since the last plan update. Of particular interest to the department are applications for a voluntary periodic review program.
6. Planning for cultural resources under the new Goal 5 Cultural Areas rules.
7. Planning for identification and protection of environmental resources, particularly wetlands and riparian areas.

Priority one, economic development is the highest priority – the remaining priorities are of equal weight to each other. Those planning projects that do not match these priorities are eligible, but the department will consider such projects after it has considered all projects that match these priorities; grants for these projects will be awarded based on the merits of the application as funds allow.

The Technical Assistance grant evaluation review criteria, explained in sections 1 through 8 below, address program priorities, considerations to ensure appropriate use of funds, and other program objectives. Please address these, as applicable, in your application attachment.

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

1. Project Objectives

The *project objectives* are clearly stated; address the problem, need, opportunity, and issues; are defined in a manner consistent with the statewide planning goals; and directly relate to a clear statement of expected outcomes. 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. Promote economic development. This priority is for planning or implementation projects that establish or further a community's economic or community development objectives. This may include completing an economic opportunities analysis or a main street plan, establishing an urban renewal district, completing public facilities plans for employment lands, or a variety of other projects that directly increase employment and economic development opportunities or benefit economic and community development efforts. Of note: the 2023-2031 DLCD Strategic Plan recommends focusing on economic opportunities analyses that focus on reduction of greenhouse gas emissions.
2. Plan for resilience to natural hazards and climate change. This priority is for grants that assist with: (a) creating or updating local natural hazards mitigation, climate adaptation, pre-disaster recovery, and planning to reduce climate pollution; (b) other studies and activities supporting local resilience to natural hazards, climate adaptation, pre-disaster recovery, and climate mitigation; (c) incorporating new natural hazards, climate adaptation, climate pollution reduction, and pre-disaster recovery data and policies, and related state goals, policies, and regulations, into comprehensive plans, land use and zoning regulations – many local government comprehensive plans have natural hazards information and policies that have not been updated in several decades.
3. Plan for resolution of a local planning issue, challenges in resolving divergent priorities reflected in the statewide planning goals, or a problem of statewide concern that can provide a framework, solutions, or guidance for similar programs to be implemented by other local governments around the state. Examples include but are not limited to: plans for designation of non-resource lands under the provisions of ORS 215.788 to ORS 215.794; zoning code revisions providing clear and objective standards for housing development applications on lands that are identified as being protected by Statewide Planning Goals 5, 6, 7, 15, 16, 17, and 18; implementation of climate-friendly areas rulemaking required by OAR 660-012-0310 to OAR 660-012-0920; or utilization of the Collaborative Regional Problem Solving process of ORS 197.652 to ORS 197.659.
4. Update a local government plan for public facilities needed to serve existing development and future projected growth. Provide infrastructure financing plans for urbanizing areas and areas with redevelopment or infill potential. This priority is for projects that help a local government plan for necessary public facilities or complete an infrastructure financing plan to prepare for and fund local infrastructure to support growth and development.
5. Update comprehensive plans and implementing codes to respond to changes in state law, regulatory streamlining, or local conditions since the last plan update. Many local codes have not been updated in years.

Technical assistance grants are often an opportunity to help modernize local regulations.

6. Planning for cultural resources under the new Goal 5 Cultural Areas rules. This category could include grants to tribal governments as well as joint efforts between tribal and local governments to plan for cultural resources on areas under the land use jurisdiction of local governments.

7. Planning for identification and protection of environmental resources, particularly wetlands and riparian areas. Such planning is important not only to protect these areas, but also to streamline the development process in areas without such resources by eliminating regulatory uncertainty.

3. Project Description

The approach, budget and products 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.

4. Grantee 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. RST Priorities

The project advances [*Regional Solutions Team \(RST\) priorities*](#). Each regional advisory committee sets priorities for the region, and grant applications will be assessed to determine whether the project furthers one or more of these priorities. *This is not mandatory*. That is, projects that do not closely align with RST priorities are eligible for a grant award. However, those that clearly advance an RST priority will score better than those that do not.

6. Multiple Jurisdictions

The project *benefits multiple jurisdictions* or entities. This can be accomplished through a joint application by more than one local government, tribe, or service district, with the grant products benefitting each. Or the products of the grant may include a guidebook, template, or toolbox that will benefit the public or local governments or regions that did not receive the grant. *This is not mandatory*. Grantees are encouraged to work regionally or to create products with broad application, while DLCD recognizes that the products of many projects will benefit only the grantee.

7. Equity & Inclusion

The applicant demonstrates a commitment to inclusion of priority populations. All applications are expected to include deliverables related to inclusive outreach and engagement practices. However, those that aim to address local and regional inequities related to local or regional land use planning issues through inclusive planning processes will receive additional points.

8. Leverage

A local cash or in-kind match is not required for individual grants. Typically for a local government to provide a cash match, the match must be budgeted ahead of time, which increases the lead time for project planning. Cash matches may also be particularly difficult for small jurisdictions. The required lead time and the uncertainty of grant awards present barriers to participation for some communities and may result in missed opportunities for the program. Regardless of any hard match requirement, however, a local government must provide in-kind resources for grant administration and must facilitate the local decision-making process.

REVIEW PROCESS

Grant applications will be reviewed considering the program priorities in the Grants Allocation Plan and the evaluation criteria explained above. The department will award those grants that best satisfy these criteria.

The department will notify applicants of award decisions at the earliest time possible, usually within 60 days. Unsuccessful applications may be reconsidered if additional grant funds become available.

Once awards are determined, the DLCD grant manager will work closely with the grantee to complete the scope of work and execute a grant agreement. Again, this will be completed at the earliest time possible; usually taking 60 to 90 days after the award but can take longer depending on the complexity of the scope of work.

ELIGIBLE COSTS

Grant 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 signing a grant agreement are not eligible project costs. This includes costs of preparing the grant application and preparing a statement of work for the grant agreement.

Grant funds are provided on a reimbursement basis for products in accordance with the reimbursement schedule specified in the grant agreement.

APPLICATION INSTRUCTIONS

1. Complete the grant application. Be specific and thorough in describing all proposed grant products as described in the application form. Submit application materials **by October 10, 2025** to:

By e-mail (**preferred**) to: DLCD.GFGrant@dlcd.oregon.gov

By mail to: Grants Administrative Specialist
Department of Land Conservation and Development
635 Capitol Street NE, Suite 150

2. Include a resolution or letter from the governing body of the city, county, district, or tribe demonstrating support for the project. If the applicant is a council of governments on behalf of a city, a letter or resolution from the city council supporting the application must be included. The letter of support may be received by DLCD after the application submittal deadline, but it must be received before a grant 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/cpu/pages/community-grants.aspx>
- 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 a grant agreement. Grant 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 grant agreement that is issued as a result of this funding opportunity.