



**Department of Land Conservation and Development (DLCD)
and Housing Accountability and Production Office (HAPO)
2026 URBAN GROWTH BOUNDARY (UGB)
EXPANSION AREA PLANNING APPLICATION**

Please complete each section in the form below. Fill out the requested information in the spaces provided. **Submit completed applications by midnight on June 5th, 2026.**

Date of Application Submittal:

Applicant:

Contact Name and Title:

Contact email address:

Contact phone number:

Project Title:

Project Summary: (Summarize the project and products in 50 words or fewer)

Project Description & Work Program

Please describe the proposed project and address each of the following (A-C), either directly inserted into this application document or attached to the application.

A. Goals and Objectives. Please state the goals or overall purpose of the project. Describe particular objective(s) the community hopes to accomplish. Please indicate whether this is a stand-alone project or is part of a longer multi-year program. If it is the latter, describe any previous work completed, subsequent phases and expected results, and how work beyond this project will be funded.

B. Products and Outcomes. Please describe the product(s) and outcome(s) expected from the proposed project in detail, including a brief description of any anticipated significant effect the project would have on development, livability, regulatory streamlining, and compliance with state/federal requirements, equitable socioeconomic benefits, or other relevant factors.

C. Work Program, Timeline & Payment. Please include a comprehensive work program describing the specific tasks, timelines, expected budget, and deliverables. Community engagement is a necessary component of any planning process but may be tailored to fit the project context.

Tasks, Timelines, and Budget

List and describe the major tasks, including:

- The title of the task;
- Anticipated timeline for each task, including the tentative start date after the grant agreement or consultant contract is executed, task completion dates, and project completion date;
- For direct grant projects, anticipated budget for all tasks; and
- Expected local contribution, including budget, staff time, and resources.

Task	Title	Timeline (begin, end)		Estimated Budget*	Local Contribution
1					
2					
3					
4					
5					
6					
7					
8					
Total					

**Budget estimates are only required for direct grant requests, applicants requesting DLCD-provided consultants may leave this field blank.*

If the project is part of a multi-year program, provide an overview of the expected timelines in sequence of expected start dates and completion date for each phase and describe subsequent phases to be completed.

Project Criteria and Additional Information

1. Evaluation Criteria. Include a statement that addresses the program priorities and evaluation criteria presented in the application instructions (“Eligible Projects and Evaluation Criteria”).

2. Project Partners. List any other public or private entities that will participate in the project, including federal and state agencies, council of governments, city and county governments, and special districts. Briefly describe the role of each (*e.g.*, will perform work under the grant; will advise; will contribute information or services, etc.). If the project includes multiple jurisdictions, briefly describe the capacity and support of those jurisdictions to support and participate in the project.

3. Advisory Committees. List any advisory committee or other committees that will participate in the project.

4. Cost-Sharing and Local Contribution. DLCD funds may comprise a portion of overall project costs; if so, please identify sources and amounts of other funds, staff time, or services that will contribute to the project’s success. Cost-sharing (match) is not required, but recommended.

Will a consultant be retained to assist in completing grant products? Yes No

Will you be utilizing this funding to dedicate your own staff resources in completing grant products? Yes No

Local Official Support

The application ***must include a resolution or letter from the governing body*** of the city demonstrating support for the project. The letter of support may be received by DLCD after the application submittal deadline, but it must be received before planning assistance is awarded.

Submit your application electronically with all required information to:

E-mail: DLCD.HAPO@dlcd.oregon.gov

Please note that we will not be accepting applications by mail. If your jurisdiction requires special accommodations, please reach out to a Grant Program Contact as soon as possible.

If you have questions about the UGB Expansion Area Planning program, please contact:

Kieran Turnbull at Kieran.Turnbull@dlcd.oregon.gov

For all correspondence, please include the appropriate [Regional Representative](#).

Mid-Willamette Valley	Melissa Ahrens	melissa.ahrens@dlcd.oregon.gov
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Important UGB Expansion Area Planning Program Dates

Date	Milestone
March 30 th , 2026	Application period opens; materials distributed
April 9 th , 2026 11 AM – 12 PM	Webinar – Overview and Q & A Register Here
June 5 th , 2026	Application period closes; materials submittal deadline
Early July 2026	Anticipated funding decision; award notices sent
July – September 2026	Direct grant agreements anticipated execution
July – September 2026	Consultant contract anticipated execution
End of 2029	Project completion deadline

APPLICATION DEADLINE: midnight, June 5th, 2026.