



## Transportation and Growth Management Program

# Quick Response Projects



### Selection of Quick Response Projects

A major objective of TGM is to support development decisions that address the complex interrelationship between transportation and land use. Specific TGM Objectives (see Appendix A) include providing for transportation choice (with special attention to walking, bicycling, and transit); supporting development of vibrant neighborhoods, centers, and downtowns; supporting economic vitality in existing industrial and employment centers; and efficient use of land that reduces public and private costs while promoting environmental stewardship.

QR helps bridge the gap between long range transportation planning and subsequent actions affecting specific properties. Eligible projects are generally site specific, small scale, and near term, focusing on facilitating readiness for future development.

### Program Eligibility

To qualify for funding, applications for QR projects must meet all of the following:

#### Eligibility #1: TGM Program Objectives

Projects will be considered only if the local government understands TGM Objectives and is willing to work towards project solutions consistent with them.

#### Eligibility #2: Transportation

The project must have a clear transportation relationship and benefits. Projects exclusively addressing land use are not eligible.

#### Eligibility #3: Implementation Focus

Projects that do not involve near term (within three years) implementation and that are more general, proactive, or speculative in nature may be candidates for TGM [grants](#), but are not eligible for QR project funding.

#### Eligibility #4: Local sponsor

A request for QR assistance must be sponsored by the government entity that will be responsible for approving or implementing the project. Examples of eligible sponsors

include cities, counties, urban renewal agencies, transit districts, school districts, tribes and state agencies. In the case of special district requests, city or county coordination and participation are required. While the sponsor is not required to provide a cash match, each project will require significant involvement of local staff and support including providing public notice and meeting logistics.

#### Eligibility #5: Support from ODOT and DLCD

The project must have the support of ODOT and DLCD regional staff. QR staff will consult with the ODOT regional planner and the DLCD regional representative to assess level of support for the project.

#### Eligibility #6: Property Owner Support

Projects must have the support of the property owner(s). For projects involving a private development proposal, the property owner(s) or developer must be supportive of TGM objectives and willing to participate in the process.

### **Selection Factors**

Once a proposed project has met all of the Eligibility Criteria, a second screening is conducted. Factors A through E, listed below are considered when evaluating eligible QR project requests. Not all factors will apply to any particular project, but QR applicants are encouraged to address applicable factors in their funding request letter.

#### Factor A: Public benefit

The project would address important uses and connections within the community such as multimodal connections and circulation from a logical grouping of properties that might otherwise be developed in an uncoordinated way. A clear public benefit must be identified when the project will be limited to a single property ownership or control.

#### Factor B: Pending development proposal that is inconsistent with TGM Objectives

The local government request is in response to a development proposal that, though it may meet the letter of the law, does not address the community's vision for efficient transportation linked to well-designed development.

#### Factor C: Opposition to pending development proposal that is consistent with TGM Objectives

The local government request is in response to a development proposal consistent with TGM Objectives that is unable to proceed due to community opposition.

#### Factor D: Opportunity for success

The project has a high likelihood of approval by the local sponsor and/or construction by the property owner.

#### Factor E: Implementation of previous planning

The project offers the opportunity to leverage a concurrent Community Assistance effort and further a local plan that is consistent with TGM Objectives, including plans previously funded by TGM. However, a potential QR project that would largely duplicate work previously funded by TGM would not be eligible.

### **Selection Process**

QR requests are evaluated on a first-come, first-served basis and are subject to funding availability.

#### Step 1: Inquiry

Eligible local sponsors, regional and state staff make inquiries to the TGM program about potential QR projects. The QR program manager discusses potential projects and advises on the Eligibility Criteria and Selection Factors to help determine which projects have promise. The QR program manager will follow-up with the potential local sponsor when ODOT or DLCD staff suggests a QR project

#### Step 2: Written Request

Local sponsors must request assistance through an application letter. The letter must describe the problem to be addressed; the services being requested; how the project relates to TGM Objectives, the QR program Eligibility Criteria and Selection Factors. The request for assistance should have the explicit backing of the local decision-making body (e.g., city council, county commission, tribal council), but at a minimum, support from management level staff is required.

#### Step 3: Investigation and Evaluation

The QR Program Manager (or designated project manager) conducts background research and has follow-up conversations with state, regional, and local staff. ODOT region planner(s), DLCD regional representative(s), and ODOT/DLCD TGM program managers are contacted. QR staff may visit the project area, meet with the local sponsor and other stakeholders, or request additional information (e.g., proposed site plans, local development regulations, and traffic studies).

In making a preliminary determination, the QR Program Manager may consider the following internal review factors:

### Outreach and Example

While all TGM projects must involve public participation, projects that provide opportunities for general education and outreach or that have significant potential to serve as an example for other jurisdictions of successful application of TGM Objectives will receive extra consideration.

### Regional Balance

QR seeks to support projects in all regions of the state. Projects located in regions that have not recently had QR projects will receive additional consideration.

### State Benefit

The project would advance State interests such as supporting a state asset – for example a state highway or a state park – or aid in implementing State plans and policies, such as the Oregon Highway Plan or other modal/topic plans.

### Step 4: Decision

Based on the application letter and follow up investigation and evaluation, the QR Program Manager determines if the requested QR project is approved. Projects that are likely to be contentious, borderline as to approval, or are likely to exceed \$50,000 are reviewed in advance by the TGM Operations committee for input and direction. Once approved, the approval or denial of the project request letter is sent to the applicant, regional ODOT and DLCD planners, and central TGM file.

### Step 5: Statement of Work (SOW)

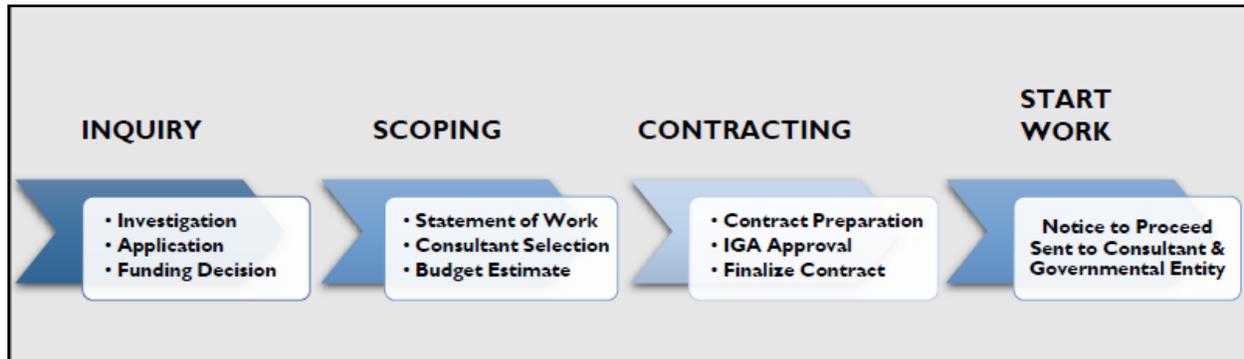
The designated project manager prepares a draft SOW describing tasks, meetings, deliverables, and schedule. The SOW is reviewed by the local sponsor, ODOT and DLCD regional planners, and other affected parties (e.g., property owners, community stakeholders, special districts, tribes).

### Step 6: Contracting

When the TGM project manager and local sponsor reach consensus on the SOW, a consultant is selected according to ODOT's procurement rules. The SOW is then negotiated with a selected consultant. When the TGM project manager, the local sponsor, and the consultant reach consensus, the SOW is sent to the TGM Program Grants/Contracts Specialist for review and processing. The SOW is incorporated into both the consultant contract and in most cases an intergovernmental agreement (IGA) with the local sponsor.

## Timeline

A QR project may be initiated in around five months, although complicated situations may require a longer lead time. Once underway, a typical QR project lasts three to six months.



## Personnel

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## **TGM MISSION**

*TGM supports community efforts to expand transportation choices.*

*By linking land use and transportation planning, TGM works in partnership with local governments to create vibrant, livable places where people can walk, bike, take transit or drive where they want to go.*



Oregon's Transportation and Growth Management program (TGM)  
is a joint effort of the  
Oregon Department of Transportation (ODOT) and the  
Oregon Department of Land Conservation and Development (DLCD)



## **TGM – Better Ways to Better Places**

## Appendix A

### TGM Objectives<sup>1</sup>

*The TGM Program works in partnership with local governments and other stakeholders to accomplish the following goals and objectives:*

1. **Provide transportation choices** to support communities with the balanced and interconnected transportation networks necessary for mobility, equity, and economic growth.
  - 1.1 A balanced, interconnected, and safe transportation system that provides a variety of transportation options and supports land uses.
  - 1.2 Appropriately sited, designed, and managed local, regional, and state transportation facilities and services that support the movement of goods and provide for services.
  - 1.3 Mobility choices for underserved communities and those with limited options.
  - 1.4 Safe and convenient walking, biking, and public transportation opportunities to support a healthy, active lifestyle.
  
2. **Create communities** composed of vibrant neighborhoods and lively centers linked by convenient transportation.
  - 2.1 Livable towns and cities with a mix of housing types, work places, shops, schools, and parks for people of all ages, incomes and abilities.
  - 2.2 Well-located activity centers, including schools and other government services, which are accessible to pedestrians, bicyclists, and transit users.
  - 2.3 A safe and appealing physical environment supportive of the social, cultural, and health needs of all the community residents.
  
3. **Support economic vitality** by planning for land uses and the movement of people and goods.

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<sup>1</sup> Excerpted from 2015/2016 TGM Grant Application Packet

3.1 Thriving existing neighborhoods and centers and well-planned new growth that accommodate existing and future residents, businesses, and services.

3.2 Well-located and accessible industrial and employment centers.

4. **Save public and private costs** with compact land uses and well-connected transportation patterns.

4.1 Urban growth accommodated within existing communities, thus minimizing, delaying, or providing an alternative to an urban growth boundary expansion.

4.2 Future transportation needs accommodated within the existing or improved system, thus minimizing, delaying, or providing an alternative to constructing additional major infrastructure projects.

5. **Promote environmental stewardship** through sustainable land use and transportation planning.

5.1 Transportation systems and land use patterns that protect valuable natural resources, promote energy efficiency, and reduce emissions of air pollution and greenhouse gases.

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