



## State School Fund Transportation Grant

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Craig Pruitt – Pupil Transportation

# Transportation Grant

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- No maximum amount – part of the State School Fund calculation for Total Formula Revenue
- ORS 327.331 Defines Parameters for Grant
- OAR 581-023-0040 Defines approved costs
- Largest Grant in the state school fund
  - \$468.3 M for the 2023-2024 SY
  - 70, 80, 90 % reimbursement based on Cost per ADMr



# What types of costs does the grant cover?

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## Reimbursable Trips:

- Home-to-school
- Between educational facilities
- In-state field trips where it is an extension of classroom activities

## Non-Reimbursable Trips:

- Athletics
- Activity trips (not part of classroom instruction)
- Transportation for students that the district is not required to transport

# Transportation Grant - Reimbursement Rate

- Transportation Grant Section of Estimate
- Transportation per ADMr Rank
- 90-99 = 90% Reimbursement
- 80-89 = 80% Reimbursement
- 0-79 = 70% Reimbursement

Net Eligible Trans Expenditures = \$1,350,000.00

Transportation per ADMr Rank 63%

Transportation Reimbursement Rate 70.00%

70.00% of the Net Eligible Transportation Expenditures =  
the Transportation Grant \$945,000.00

Net Eligible  
Transportation  
Expenditures



Reimbursement  
Rate



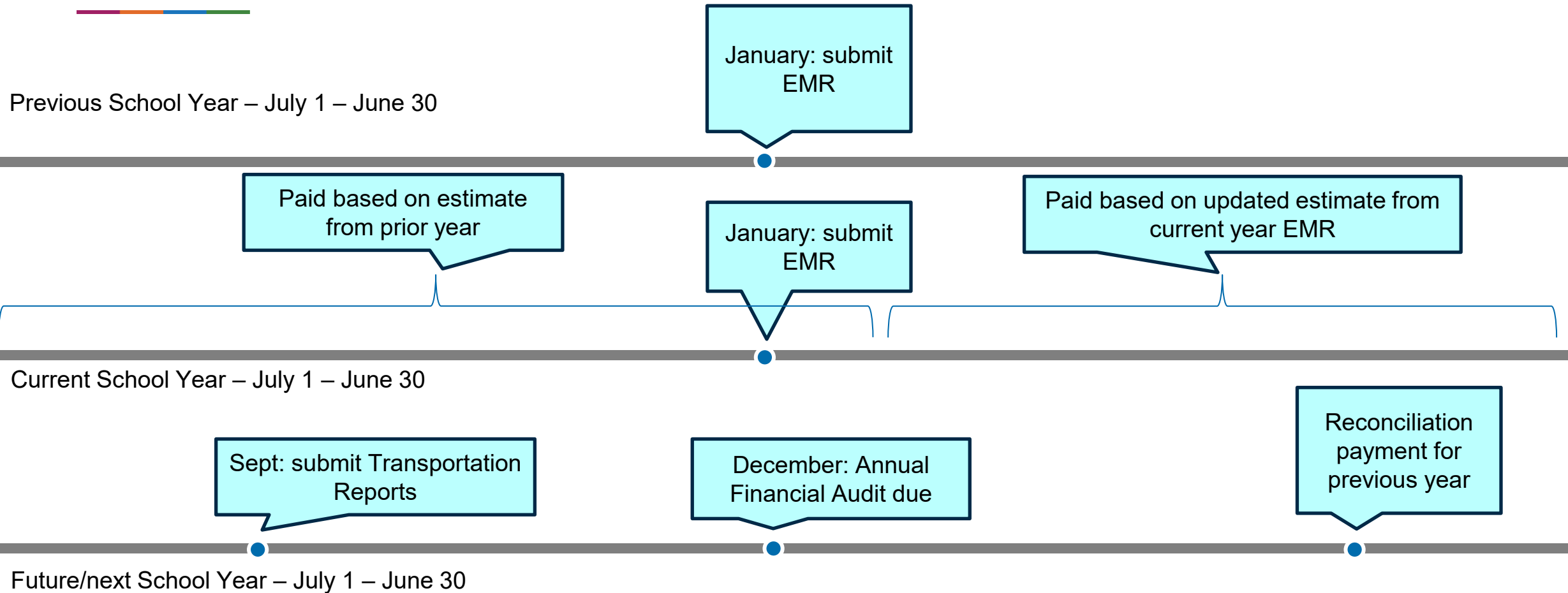
Total  
Transportation  
Grant

# Estimate of Membership and Revenue

## 3. Estimate of Net Transportation Cost

	Current Year 2024-25	Projected Year 2025-26
Including bus/garage allowable depreciation and net of transportation receipts and non-reimbursable mileage	1500000	1700000
Alternative Transportation (not to exceed 5% of Total Transportation Cost)	0	5000
Total Transportation Cost	1500000	1705000

# Timeline of Transportation Grant





# Transportation Reports

# Transportation Team

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- Brock Dittus
- Leslie Hagman
- Shonna Bumgardner
- Rachel Good
- Craig Pruitt (final day 7/31/25)
- Cory Samelson
- Yarelli Miranda (not present)
  - Temporary Staff
- Korn Davis
- Debora Lincoln





# Transportation Reports

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- [Form 581 -1453, Certification of Drug and Alcohol Testing Compliance](#)
- [Form 581-2256, Annual Vehicle Certification Report](#)
- [Form 581-3171, Bus and Garage Depreciation Schedule and Mileage Report](#)
- [Consolidated Collection – Transportation Information](#)
- [Form 81-5523, Confirmation of Eligibility](#)
- [Form 581-2251, School Bus License Approval](#)
- [Form 581-2255, Annual Vehicle Inspection and Maintenance Report](#)

# Transportation Reports (cont)

## Confirmation of Eligibility

A RESPONSE TO ODE IS REQUIRED WITHIN 60 DAYS Please submit via email to [buslicense@ode.oregon.gov](mailto:buslicense@ode.oregon.gov) or via fax. If you have any questions, please contact BusLicense email.

Transportation Entity		
Reference # (last 5 digits of VIN)		
Once you have obtained the License Plate Number, Bus Number and Purchase Price for this vehicle please submit this sheet back to Pupil Transportation with the following information:		
Date:	*Return this form within 60 days	
<b>Vehicle Information</b>		
License Plate Number		
Bus/Fleet Number		
Purchase Price		
At least 50% of the mileage for this vehicle...		
<input type="checkbox"/>	Will be used for transportation eligible for reimbursement.	
<input type="checkbox"/>	Will <u>not</u> be used for transportation eligible for reimbursement.	
Printed Name	Signature	Date
Return Email Address		

## SCHOOL BUS LICENSE APPROVAL (ORS 801.460) SCHOOL ACTIVITY VEHICLE LICENSE APPROVAL (ORS 801.455)

### PURCHASER:

Name of Contractor or District \_\_\_\_\_ District No. \_\_\_\_\_  
Address \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

### FIRM SELLING VEHICLE:

Name \_\_\_\_\_ Address \_\_\_\_\_

### BODY INFORMATION:

Make \_\_\_\_\_ Model Year \_\_\_\_\_ Model \_\_\_\_\_ Body Serial No. \_\_\_\_\_  
Manufacture date \_\_\_\_\_ Passenger Capacity \_\_\_\_\_ Maximum Design Capacity \_\_\_\_\_ Seat Knee Room \_\_\_\_\_ inches  
Number of Passenger Seat Belts Installed \_\_\_\_\_ Number of Type 1 Seat Belts \_\_\_\_\_ Number of Type 2 Seat Belts \_\_\_\_\_  
Body Weight: ☐ Empty ☐ Loaded \_\_\_\_\_ Load Distribution: Front \_\_\_\_\_ % Rear \_\_\_\_\_ % Overall Length \_\_\_\_\_ inches  
Body Type: ☐ A ☐ B ☐ C ☐ D ☐ 10 ☐ 20 ☐ 21  
Equipment: ☐ Windows ☐ Full Drop ☐ Split Sash \_\_\_\_\_ in.  
☐ Reflective Markings ☐ FMVSS 111 Mirror System ☐ Posted Passenger Capacity  
☐ Fire Block Seat Upholstery ☐ P.A. System  
☐ Wheelchair Lift ☐ Wheelchair Positions # \_\_\_\_\_  
☐ Full Track Seating ☐ Other \_\_\_\_\_  
Emergency Exits (specify clear opening)  
☐ Service Doors \_\_\_\_\_ sq. in.  
☐ Rear Door \_\_\_\_\_ sq. in.  
☐ Left Side Door \_\_\_\_\_ sq. in.  
☐ Rear Window \_\_\_\_\_ sq. in.  
☐ Right Side Door \_\_\_\_\_ sq. in.  
# \_\_\_\_\_ ☐ Roof Hatch(es) \_\_\_\_\_ sq. in. each  
# \_\_\_\_\_ ☐ Swing Out Window(s) \_\_\_\_\_ sq. in. each  
TOTAL INCHES EMERGENCY EGRESS \_\_\_\_\_ sq. in.

### CHASSIS INFORMATION:

Make \_\_\_\_\_ Model Year \_\_\_\_\_ Model \_\_\_\_\_ I.D. No. \_\_\_\_\_  
Mfg's Rated Axle Capacity \_\_\_\_\_ front \_\_\_\_\_ rear Mfg's GVW Rating \_\_\_\_\_ Wheelbase \_\_\_\_\_ inches  
Engine \_\_\_\_\_ make \_\_\_\_\_ cu. in. displ. \_\_\_\_\_ no. cyls. ☐ Gas ☐ Diesel ☐ Propane ☐ CNG ☐ Hybrid ☐ Electric  
Tire Size \_\_\_\_\_ Ply Rating \_\_\_\_\_ Fuel Tank Capacity \_\_\_\_\_ Alternator Capacity \_\_\_\_\_  
Brakes: ☐ Air ☐ Hydraulic (or Battery Capacity for Electric Vehicle)  
Equipment: ☐ Moisture Ejection System ☐ Automatic ☐ Manual 4 Speed ☐ Manual 5 Speed  
☐ Manual to Skirt ☐ Wiring Diagram ☐ Tachometer  
☐ Automatic ☐ 2-Speed Axle ☐ Other \_\_\_\_\_  
☐ Air Dryer

I hereby certify that this chassis conforms to all applicable rules under ORS 820.100 to 820.120 and that the vehicle is safe for operation on the highway.  
(ORS 820.130)

By \_\_\_\_\_



# Transportation Account Codes

# Transportation Grant – Object Codes

## 2023-2024 Transportation Grant

Salaries =	\$680,988.00
Payroll =	\$503,017.00
Purchased Services =	\$82,769.00
Supplies =	\$98,568.00
Other =	\$32,642.00
Garage Depreciation =	\$1,718.00
Bus Depreciation =	\$174,618.00
Fees Collected =	\$0.00
Non-Reimbursable =	(\$168,852.00)
Net Eligible Trans Expenditures =	\$1,405,468.00
Transportation per ADMr Rank	60%
Transportation Reimbursement Rate	70.00%
70.00% of the Net Eligible Transportation Expenditures =	
the Transportation Grant \$983,827.60	

Financial Audit  
data

- **Funds**
  - General Fund (100)
- **Function**
  - Student Transportation Services (2550)
- **Objects**
  - Salaries (100)
  - Benefits (200)
  - Contract Services (300)
  - Supplies and Materials (400)
  - **Other (600) \***

Fees Collected reduction  
Revenue Source codes 1411, 1412, 1413,  
1420

*\*Object code 622 includes all Funds & excluding Object codes 610, 660*

# Financial Data from Transportation Reports

## 2023-2024 Transportation Grant

Salaries =	\$309,090.00
Payroll =	\$323,523.00
Purchased Services =	\$64,592.00
Supplies =	\$70,312.00
Other =	\$44,259.00
Garage Depreciation =	\$0.00
Bus Depreciation =	\$76,364.00
Fees Collected =	(\$1,911.00)
Non-Reimbursable =	(\$35,250.00)
Net Eligible Trans Expenditures =	\$850,979.00
Transportation per ADMr Rank	78%
Transportation Reimbursement Rate	70.00%
70.00% of the Net Eligible Transportation Expenditures =	
the Transportation Grant \$595,685.30	

- a. Vehicles designed for a capacity of 20 or less 495 miles @ \$1.60 = 792.00
- b. Vehicles designed for a capacity of 21 or more 10836 miles @ \$3.18 = 34458.48

### Part II

Listed below are district-owned garages and student transportation vehicles according to last year's report that have not been fully depreciated. Please delete items disposed of and add items acquired and received during fiscal year. Do not list any vehicle used predominantly for non-reimbursable purposes:

Fleet No.	License Number	Type of Asset	Bus Body	Bus Chassis	First Year Reported	Value for Depreciation Purposes	Depreciation Already Allowed up to June 30, 2023	Allowable Depreciation 2023 - 2024
Van	E259055	Bus	2013 Van	Dodge	2014	\$20,444.00	\$20,444.00	\$0.00
8	E263528	Bus	2014 Van	Dodge	2015	\$20,271.00	\$18,243.90	\$2,027.10
9	E263978	Bus	2015 Van	Dodge	2015	\$18,069.50	\$16,262.55	\$1,806.95
3	E264842	Bus	2017 Bluebird	Bluebird	2017	\$113,735.00	\$79,614.50	\$11,373.50
4	E264843	Bus	2017 Bluebird	Bluebird	2017	\$113,735.00	\$79,614.50	\$11,373.50
5	E264844	Bus	2017 Bluebird	Bluebird	2017	\$113,735.00	\$79,614.50	\$11,373.50
V-1	E281665	Bus	2019 DODGE	Dodge	2019	\$22,596.00	\$11,298.00	\$2,259.60
2	E283406	Bus	2020 Bluebird	Bluebird	2020	\$120,502.00	\$48,200.80	\$12,050.20
6	E283407	Bus	2020 Bluebird	Bluebird	2020	\$120,502.00	\$48,200.80	\$12,050.20
1	E283408	Bus	2020 Bluebird	Bluebird	2020	\$120,502.00	\$48,200.80	\$12,050.20
Total record(s) listed: 10					Total depreciation for items listed:		\$76,364.75	



# Non-Reimbursable Mileage

# Non-Reimbursable Miles

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**If** - you record expenditures for non-reimbursable miles in 100-2550

**Then** – you report the total non-reimbursable miles on form 581-3171, Bus and Garage Depreciation and Mileage Report

**If** - you record expenditures for non-reimbursable miles in any other Fund/function

**Then** – you DO NOT report the total non-reimbursable miles on form 581-3171, Bus and Garage Depreciation and Mileage Report

# Non-Reimbursable Mileage Rate



Allows school districts to use the same equipment, staff, and supplies to support transportation that is not reimbursable under the Transportation Grant.



Used to deduct the expenses for non-reimbursable trips.



Updated annually using Consumer Price Index trend data.

## Non-Reimbursable Rate 2025-26

- Seat capacity >20 = \$3.41
- Seat capacity <20 = \$1.71

## 2026-27

- Seat capacity >20 = \$3.53
- Seat capacity <20 = \$1.77



# Transportation Fees or Reimbursement?

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Some grants allow reimbursement of transportation expenditures. Oregon Administrative Rules define which reimbursements are considered in calculating the Transportation Grant, and which are not.

## **PATRON EXCEPTION** - OAR 581-023-0040 (1)

Patron Exceptions are defined as:

- 338.145 – Public Charter Schools
- 339.133(4) – Foster Care
- 327.527 – Summer breakfast and lunch program reimbursement
- 327.540 – School after-school meal and snack program
- 327.390 – Outdoor School

## **PATRON EXCEPTION**

When a reimbursement is received for transportation expenses from one of the five programs receiving the patron exception, that revenue **SHOULD NOT** be recorded as Transportation Fees and will not reduce net eligible transportation expenditures.

# Transportation Reimbursement – Patron Exception

Reimbursements for transportation expenses received from a source with a patron exception should NOT be booked as Transportation Fees and DO NOT reduce the Net Transportation Expenditures.

## District Cost With a Patron Exception Reimbursement

Total Transportation Expense	\$1,000
70% Transportation Grant	(\$700)
30% Patron Exception Reimb	(\$300)
<hr/>	
Net District Expense	\$0

# Transportation Reimbursement – No Patron Exception

## District Cost With Reimbursement

Total Transportation Expense	\$1,000
30% Grant Reimbursement	(\$300)
Net Eligible Trans Expense	\$700
70% Transportation Grant	(\$490)
Net District Expense	\$210

Transportation Fees are included in the Transportation Grant calculations. If the reimbursement comes from a source that does not have a patron exception, the reimbursement is considered Transportation Fees and should be booked in one of the above revenue codes.

# Transportation Fees

## **2023-2024 Transportation Grant**

Salaries	=	\$309,090.00
Payroll	=	\$323,523.00
Purchased Services	=	\$64,592.00
Supplies	=	\$70,312.00
Other	=	\$44,259.00
Garage Depreciation	=	\$0.00
Bus Depreciation	=	\$76,364.00
Fees Collected	=	(\$1,911.00)
Non-Reimbursable	=	(\$35,250.00)
Net Eligible Trans Expenditures	=	\$850,979.00
Transportation per ADMr Rank		78%
Transportation Reimbursement Rate		70.00%
70.00% of the Net Eligible Transportation Expenditures =		
the Transportation Grant \$595,685.30		

## Revenue codes for Transportation Fees

- 1411
- 1412
- 1413
- 1420

Transportation fees reduce net eligible transportation expenditures

# No Transportation Reimbursement

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Many districts charge grants the full transportation cost, similar to a third-party billing rate. These expenses do not run through the General Fund and therefore are not considered in the Transportation Grant.



# Alternative Transportation

# Alternative Transportation



Oregon Department of Education

In 2023 HB 3014 added a new category and eligible expenditure under the State School Fund Transportation Grant: Alternative Transportation. Alternative Transportation includes both active transportation and public transportation.

- **Active transportation** includes human-powered forms of transportation, such as walking or bicycling, when students are traveling less than three miles to school.
- **Public transportation** includes forms of transportation that are provided by a public entity, charge set fares to ride and run on fixed routes that are available to the public.



# Alternative Transportation (cont)

In order for Alternative Transportation to be eligible for reimbursement, a supplemental plan and/or waiver must be approved by the State Board of Education.

- A **supplemental plan** is required when the school district plans to provide transportation for students within the walking boundary. This applies when elementary school students live within 1 mile of the school, and when secondary school students live within 1.5 miles of the school.
- A **waiver** is required when the school district is not able to provide sufficient transportation services to students who live outside the walking boundary.



## [Alternative Transportation Waiver and/or Supplemental Plan Request](#)



# Alternative Transportation – 5% of Total Transportation Costs

Expenditures for alternative transportation are projected in section 3 of the Estimate of Membership & Revenue Collection and should be reported in the Actual Expenditures Collection under 100.2560

3. Estimate of Net Transportation Cost	Current Year 2024-25	Projected Year 2025-26
Including bus/garage allowable depreciation and net of transportation receipts and non-reimbursable mileage	1500000	1700000
Alternative Transportation (not to exceed 5% of Total Transportation Cost)	0	5000
Total Transportation Cost	1500000	1705000

**2560 Alternative Transportation (2023 HB 3014).** Activities concerned with alternative transportation costs, including active transportation (walking, bicycling, and other human-powered means) for students who reside within three miles of their school and/or public transportation. These expenses may be reimbursable per House Bill 3014 from the 2023 legislative session only if they are approved in a waiver and/or supplemental plan by the State Board of Education. Supplemental plans and waivers must be reauthorized every two years.

# Questions



# Thank you!

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