

Statewide Transportation Improvement Fund (STIF)

Formula Fund Solicitation Training
FY 2021-23

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How to Ask Questions

- You will be muted during the webinar
- Please submit questions using the chat box
- We will pause at the end of each section to answer pressing questions
- There will be time for a general Q&A at the end of our presentation



Topics

- 2021-23 STIF Formula Guidance
- New STIF Plan Application
- New Public Transportation Service Provider (PTSP) Project Application
- STIF Plan Expenditures: Compliance and Consistency
- Q&A



2021-23 STIF Formula Guidance



What's New?

- Senate Bill 1601
- Major Steps in STIF Plan Development and Approval
- Reporting Interest
- Oregon Public Transportation Plan (OPTP) Goals and Policies
- Funding Availability

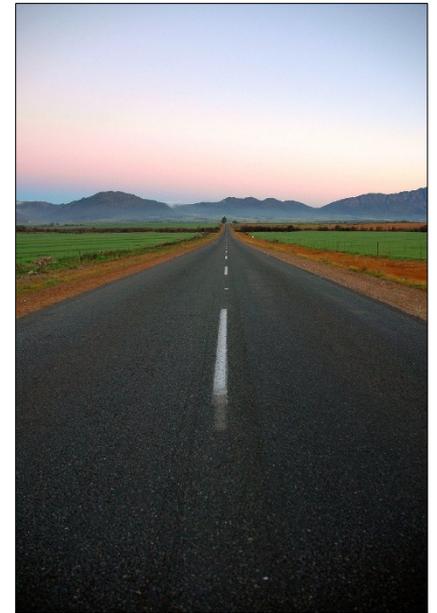


Statewide Transportation Improvement Fund
Formula Fund Guidance and Application Instructions
FY 2021-23



Senate Bill 1601

- SB1601 allows STIF Formula funds to be used for preserving existing services
- Included in the guidance for historical context
- Service preservation projects have always been allowed starting in 2021-23



Major Steps in STIF Plan Development and Approval



September-December 2020

- Qualified Entities (QEs) work with Public Transportation Service Providers (PTSPs) on a sub-allocation method and to solicit project ideas
- QEs affirm that any local plans referenced meet the requirements
- QEs form STIF Advisory Committees

January-February 2021

- STIF Advisory Committees review and recommend a prioritized list of projects
- The QE's Governing Body adopts the STIF Plan and submits it to ODOT

February 1, 2021 = STIF Plans Due



Major Steps in STIF Plan Development and Approval



February-April 2021

- ODOT staff review all plans for completeness before sending them to the Public Transportation Advisory Committee (PTAC)
- The PTAC reviews and makes recommendations to the Commission on whether to approve or reject the plans

May-June 2021

- Commission reviews the plans and decides whether to approve or reject
- ODOT staff notify QEs of the Commission's decision

July 1, 2021 = STIF Plans Effective



Reporting Interest

Accrued Interest

- Must be reported annually
- Preferred method for reporting accrued interest is as part of the Recipient's annual financial audit

Expended Interest

- Interest can be spent in the same STIF Plan cycle that it is earned
- It may also be carried forward to a future STIF Plan, but can only be spent on approved STIF Plan Projects
- Reported on the SPR



Oregon Public Transportation Plan (OPTP) Goals

6.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects. *

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination



Funding Availability

- \$189M Formula Funds 21-23
- Removed 130% option
- \$4.4M From STIF to STF assumed
- 2019 payroll data



STIF Plan Application

2021-23 STIF Plans
Due February 1, 2021 at 5:00 p.m.



PTSP Project Application

Optional



STIF Plan Expenditures: Compliance and Consistency



Introduction

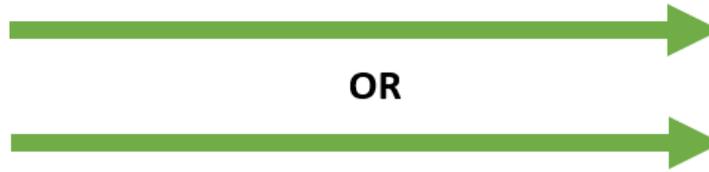
- Under OAR 732-042-0025(5)(e) the Oregon Transportation Commission may reject a STIF Plan for Formula Funding if the “...**Qualified Entity failed to expend STIF Formula funds in a manner that substantially complied with a prior approved STIF Plan.**”
- The purpose is to provide guidance on:
 - Expenditures considered *consistent* with STIF plan
 - Expenditures considered *inconsistent* with STIF plan
 - Determine substantial compliance with STIF Plan



Consistent Spending

- **Shifting budget on same types of activities across projects**
 - e.g. unused vehicle purchase funds from Project 1 to Project 2 for vehicle purchases
 - Total expenditures can't exceed budget of both projects combined
 - ODOT pre-approval required when expenditure is greater than 10% of project cost or \$250,000, whichever is less

Project 1	Weekend Service
Task 1	Capital - Vehicle
Task 2	Operations
Task 3	Administration



Project 2	New Route
Task 1	Capital - Vehicle
Task 2	Operations
Task 3	Administration



Consistent Spending

- **Shifting budget within same project**
 - e.g. Project 4 Task 1 has unused funds, reallocate to Project 4 Task 3
 - Total expenditures can't exceed project budget total
 - ODOT pre-approval required

Project 4	Night Service
Task 1	Capital - Vehicle
Task 2	Operations
Task 3	Administration



Consistent Spending

- **Projects at close of a STIF Plan period where deliverables have not been completed can roll over to the next STIF Plan period**
 - Explanation for unfinished projects required
- **Carry forward and unspent funds can roll over to the next STIF Plan period**
 - Explanation for carrying funding forward to the next STIF Plan period
- **Program reserve spending**
 - Narrative must be provided on which existing plan projects and tasks were supplemented



Consistent Spending

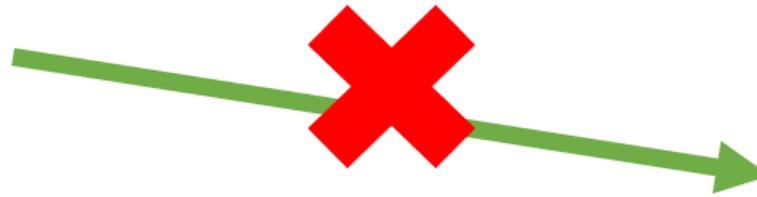
- **Debt payments made on projects and tasks specifically outlined in STIF Plan**
- **Delays in project spending within STIF Plan period**
 - Ensure that at least 1% of total expenditures support transportation for students in grades 9-12 each fiscal year
- **Shifting budget between QEs and their subrecipient PTSPs and shifting between individual PTSPs**
 - Concurrence of both providers in writing required prior to transfer
- **Spending of STIF Formula fund interest**
 - Provide a narrative to which existing STIF projects utilized the interest earned



Inconsistent Spending

- **Going over your STIF plan budget**
- **Shifting budget between both activity type and project**
 - e.g. unused vehicle funds from Project 1 may not go to operations in Project 2
- **Debt payments made to projects and tasks that did not specifically describe use of debt financing in the STIF plan**

Project 1	Weekend Service
Task 1	Capital - Vehicle
Task 2	Operations
Task 3	Administration

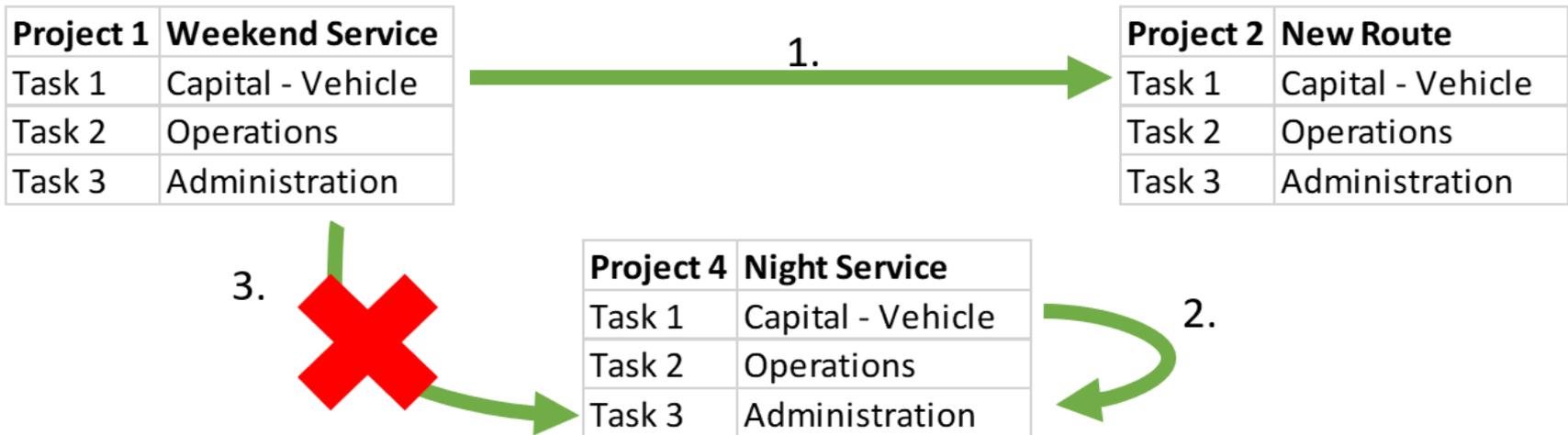


Project 2	New Route
Task 1	Capital - Vehicle
Task 2	Operations
Task 3	Administration



Inconsistent Spending

- **Both shifting budget within tasks and between projects**
 - Shifting budget on same types of activities across projects **or** shifting budget within same project, **but not both**
 - e.g. Project 4 shifted budget from Task 1 to Task 3, it cannot receive additional funds from other projects, nor can it transfer budget to other projects



Compliance

- **Failure to complete one or more of the following actions may result in a determination of STIF Plan non-compliance**
 - At least 1% of expenditures spent supporting transportation for students in grades 9-12 in each fiscal year (FY)
 - At least one project that benefits low-income households over the STIF Plan period
 - All reports are complete and on time over the STIF Plan period
 - Provide documentation that supports STIF Plan expenditures
- **ODOT will identify compliance issues and work with QE toward resolution**



Q&A

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