

Public Transportation Office Planning and Research Grants

Overview

Application Process

Pre-application due: 5:00 PM, September 25, 2026

Applicants that pass the pre-application review will be provided with a link to the final application form on or before October 9, 2026. Only pre-applicants deemed eligible will be allowed to apply.

Final application deadline: 5:00 PM, November 25, 2026

Grant program purpose

To fund planning projects that lead to improved mobility and accessibility for people in Oregon, more livable and economically vital communities, and efficient, connected, and coordinated public transportation systems.

Funding

- Funding available: Estimated \$900,000
- Match
 - Planning projects for urban areas: up to 20% local match
 - Planning projects for rural areas: 0% local match
- Sources of funding: Federal Transit Administration Section 5304 Statewide Planning and Research, Statewide Transportation Improvement Fund Technical Resource Center

Eligible applicants

Metropolitan planning organizations, local governmental authorities (including cities, counties and councils of government), and operators of public transportation systems, and tribal governments

Eligible projects

- Developing transportation plans and programs (coordinated plans, system development, route modifications, long or short-range plans, succession plan)
- Planning and evaluating transportation projects (feasibility studies for facilities improvements, fleet expansion, replacement, software, technology)
- Conducting technical studies (regional coordination, reductions in duplicative services)
- Comprehensive intermodal transportation planning, including relationships among land use and transportation modes.

Goals of planning activities

- Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency

- Increase the safety of the transportation system for motorized and nonmotorized users
- Increase the security of the transportation system for motorized and nonmotorized users
- Increase the accessibility and mobility of people
- Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns
- Enhance integration and connectivity of the transportation system across and between modes
- Promote efficient system management and operation
- Emphasize the preservation of the existing transportation system

Pre-Application Portal

Applications are completed in [Cognito form](#)

An electronic version of this document is located in the Section 5304 Statewide Transportation Planning Grant section of the Public Transportation Funding Opportunities Page located here: [Funding-Opportunities \(https://www.oregon.gov/ODOT/RPTO/Pages/Funding-Opportunities.aspx\)](https://www.oregon.gov/ODOT/RPTO/Pages/Funding-Opportunities.aspx).

Assistance

For general questions about the application process and eligibility, contact Phil Paulson, Technical Resource Coordinator Program phil.paulson@odot.oregon.gov. For advice on preparing an application for your specific project, contact your Regional Transit Coordinator, listed below.

Pre-Application Basics

Eligible applications

Pre-applications are reviewed on a pass/fail basis on each of the criteria. Pre-applications that do not meet the first three requirements will not be advanced in the application process. The Public Transportation Office (PTO) will use criteria four to advance planning applications that mitigate disruptions of service. This criterion may not apply to all applications

1. Clear transit relationship

The proposed project must have a clear relationship to public transportation.

2. Project(s) shows how outcomes/objectives are met

Project description must explain how project will advance one or more objectives described under “Goals of planning activities” on page 1. Project description must show measurable steps that will be taken to produce a final project or outcome related to the objectives.

3. Support of local officials

A proposed project must clearly demonstrate that local officials, for both for the primary applicant and any co-applicants, understand the purpose of the grant application and support the project objectives. Application must include from the governing body of **all** applicants either 1) a resolution or 2) minutes from board meetings that show a need or recommendation of the project proposed.

4. Applicant risk assessment

An applicant may be deemed by PTOs as a high-risk agency or issued a management letter. PTO on an annual basis evaluates agencies on criteria such as reporting, financial review, technical capacity and

triennial reviews. This dynamic list of agencies is determined on a case-by-case basis using the above criteria.

Pre-application

Instructions

Applicants are encouraged to familiarize themselves with the online form in advance of the deadlines. Do not wait until the last minute to complete the pre-application or to reach out to your RTC if you have issues or questions regarding the pre-application or the process.

You can begin your pre-application and save your progress by clicking the “Save” button at the bottom of the form. You will receive a link by email to return to your form. You can submit your application using the “submit” button at the bottom of the application form at any time prior to the final due date.

Application Question	Application Help
Applicant agency name	List the legal name of agency applying for grant
Mailing address	
UEID number for agency	UEID number for agency applying for funding
Regional Transit Coordinator	List the name of your Regional Transit Coordinator (RTC)
Applicants contact name	The contact person is the primary contact during the application phase and typically the proposed project manager.
Contact title	
Contact phone number	
Contact email	
Name of person approved to sign agreements (Accountable Executive)	The person who is authorized to make decisions and sign a funding agreement with PTO should the project be chosen for funding. This could be department head, Commission or Board Chair.
Title of approved signatory (Accountable Executive)	

Phone	
Email	
Does this project involve co-applicants?	

If yes, please list co-applicants.	List other jurisdictions if a joint project will be conducted. (Jurisdictions with an advisory or review role do not need to be listed)
Will the planning projects be completed by the transit agency?	
If answer above is no, who will be completing or providing support for this planning project?	Consultant, co-applicant, other party responsible for completing the project.
Does the entity have established procurement policy?	
Project Information	
Project title	The project name should be brief and often matches the name of the final document. The name you provide will be used in summary reports, ODOT web pages, and other published materials. (Example: Facility feasibility study, Coordinated Plan update, Transit Master Plan updated)
Grant categories • Developing transportation plans and programs • Planning and evaluating transportation projects • Conducting technical studies • Comprehensive intermodal transportation planning, including relationships among land use and transportation modes • Other	Choose a type of planning project from drop down.
Project description:	Project description should clearly outline the issues this project will help to solve, the objectives that you plan to achieve and the final outcomes that you will receive upon completion and timeline. Description should clearly outline transit benefits for regions, or community area served. Description should list what product(s) will be produced by the project. What support locally is part of this process, and how project(s) could mitigate possible high-risk factors for community or future transit funding.
Rural service area	Describe how this project serves a rural area?
Issue/Need	What is the issue that this project will help to solve or what needs it covers.
Objectives	List the main objectives that will be achieved by this project.

Outcomes	A list of outcomes, estimated timelines
Clear transit relationship	How will this project benefit public transit. If a multi-modal project, how does it tie into public transit use.
Meets goals of Section 5304 (page 1)	Has does the project meet one or more of the project objectives outlined for goals for Section 5304 funding found on page 1.
Local support	Provide narrative of how this project received local support (part of TSP, Coordinated Plan, recognized as a need during a board/commission meeting)
Mitigation of high-risk factors	How does this project mitigate risk factors. (Received management letter, compliance finding, or have significant turnover)
Estimated budget	Estimate is not binding but helps PTO staff to determine level of need for the call for projects.
Estimated request	How much of the project do you need to fund with this grant application.
Submit	It is a good idea to save your application often to prevent loss of information. Once pre-application is completely finished hit the submit button prior to the deadline of 5:00 pm on September 25, 2026.