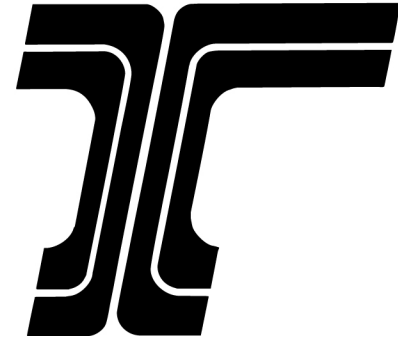


Oregon Department of Transportation



STIF Plan

FY 2021-23

1. Qualified Entity

Qualified Entity Name

Sherman County

Qualified Entity Address

500 Court Street

Address Line 1

Moro	Oregon	97039
City	State	Zip Code

STIF Plan Contact Name

Marnene Benson-Wood

STIF Plan Contact Title

Transportation Coordinator

STIF Plan Contact Email

marnenebw@co.sherman.or.us

STIF Plan Contact Phone Number

(541) 565-3553

Employer Identification Number (EIN)

93-6002311

Will any of the projects in this STIF Plan use funds jointly managed with one or more other Qualified Entities?

No

1.2 Public Transportation Service Providers in this STIF Plan

Provider 1

The Qualified Entity is the only Public Transportation Service Provider in this STIF Plan.

Yes

Service Provider Name

Sherman County

2. Advisory Committees

2.1 Advisory Committee Website

By checking this box I agree all Advisory Committee requirements of OARs 732-040-0030, 732-040-0035 and 732-042-0020 have been met, including but not limited to, required constituencies, bylaws that include method for determining high percentage of Low-Income Households, public meetings, review and prioritization of STIF Plan Projects.

Advisory Committee Web Address

<https://www.co.sherman.or.us/departments/sherman-transit/>

3. Local Plan Compliance

3.1 Existing Local Plans from which project(s) are derived.

Local Plan 1

Local Plan Name

SHERMAN COUNTY
COORDINATED HUMANE
SERVICES PUBLIC
TRANSPORTATION PLAN

**Governing Body that adopted
Local Plan**

SHERMAN COUNTY COURT

Plan Adoption Date

11/18/2020

Local Plan Web Address

<https://www.co.sherman.or.us/departments/sherman-transit/>

3.2 Local Plan requirements

I agree that all Local Plans are consistent with the STIF requirements specified in OAR 732-040-0005(18)

Yes

No, one or more Local Plans are not yet consistent with STIF rule requirements.

4. Accountability

You may insert a web address in place of a description or document upload, as long as the information is sufficient enough to warrant approval of the STIF Plan and comply with STIF Rule.

4.1 Accountability methods

By checking this box I affirm that all of the necessary policies and procedures are in place to ensure compliance with OAR 732, Divisions 40 and 42, and to achieve the goals and outcomes specified in this STIF Plan, including, but not limited to program and financial management, operations management, procurement, use and maintenance of equipment, records retention, compliance with state and federal laws, civil rights and compliance with ADA.

By checking this box I affirm that all of the necessary policies and procedures are in place to ensure compliance of all Sub-Recipients with OAR 732, Divisions 40 and 42, and to achieve the goals and outcomes specified in this STIF Plan, address deficiencies in Sub-Recipient performance, and to ensure the Qualified Entity can accomplish the applicable requirements of these rules, including but not limited to, audit and compliance requirements, accounting requirements, capital asset requirements and reporting requirements.

4.2 Sub-Allocation method

Describe the Qualified Entity’s method for sub-allocating STIF Formula Fund moneys and the collaborative process used to work with Public Transportation Service Providers and other potential Sub-Recipients, as relevant, to develop the sub-allocation method.

Sherman County is the qualified entity and the only public transportation provider in Sherman County is Sherman County Transportation. The STIF Advisory Committee noted this and determined there was no reason to sub-allocate. Sherman County approved this recommendation.

Limit 1000 Characters

4.3 High Percentage of Low-Income Households

Explain how the STIF Plan defines and identifies communities with a high percentage of Low-Income Households.

For the purposes of the County Commission review of the STIF projects, the definition of 'high percentage of Low-Income Households' shall be: Sherman County is an area determined to have a high percentage of low-income households when the percent of resident/household population demographics with income at or below 200% of the poverty level exceeds the percent of low-income population demographics in the State of Oregon by comparison. We utilized the American Fact finder site and gathered information regarding the total population for Sherman County which is 1,780, and of that 670 live below 200% poverty level. $670/1780=37.7\%$ High % Low Income HHS Total Households $748 \times 37.7\%=282$ low income households Average household size is 2.4. We divided the number of population below 200% by the average household size of 2.4 which is $670 \text{ low income pop} / 2.4 = 279$ households identified as low-income households.

Limit 1000 Characters

5. STIF Plan Period and Adoption

5.1 Period Covered By STIF Plan

Provide start and end dates for projects proposed for funding in this STIF Plan. The earliest possible start date for the initial solicitation cycle is July 1, 2021.

Start Date:

7/1/2021

End Date

6/30/2023

5.2 STIF Plan Adoption

STIF Plan Advisory Committee recommendation date

1/13/2021

STIF Plan Governing Body adoption date

2/1/2021

Website where Governing Body adoption document is located

https://www.co.sherman.or.us/county-meeting-minutes-archive/

Did the Governing Body modify the Advisory Committee's recommended STIF Plan?

No

6. Projects

6.1 Project Detail Entry

Project 1

Public Transportation Service Provider or Qualified Entity Name

Sherman County

Project Name

Maintain Expanded Service

Limit 50 characters

Project Description

Continue our expanded service which is an additional day of shopping with prior notification from clients to include scheduled business appointments. This expanded service will include the regular scheduled Tuesday bus. This Tuesday bus will expand its route to include a once monthly route into Hood River for a variation of shops, bakeries and eateries. This route is an additional 40 miles round-trip.

Limit 1000 Characters

Do you plan to expend funding in a future STIF

Plan period?

Yes

No

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

30%

Maintain Service

70%

If project is maintaining an existing service, describe rationale.

Continuing service started in 2020 with much interest from the public. Our service is completely dial-a-ride and the clients using our service are continual repeat riders with some new passengers occasionally. Clients riding the bus have indicated they have no other means of travel. This rural area does not have available department stores or grocery stores, only small markets with very limited supplies.

Limit 500 Characters

Local Plan from which this project is derived:

Local Plan page number

Multi-Phase Project

Is your project part of a larger, multi-phase project?

No

6.1.1 Project Scope

Task 1

Task Description

Tuesday Shopping Bus continuation, inclusive of all operating costs. This includes driver wages, insurance, fuel and other overhead costs.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$32,000.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not select more than eight fund sources.

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$16,000.00	\$16,000.00			\$32,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00			\$0.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00			\$0.00
	\$16,000.00	\$16,000.00	\$0.00	\$0.00	\$32,000.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
5,358	335.00	779

Number of people with access to transit (within ½ mile of transit stop for fixed route)

1,780

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)

282

Is this project supporting student transportation?

No

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

Task 2

Task Description

Continue the demand response service for Sherman County including wages, fuel, insurance, administrative costs and other overhead costs. Demand response will include student transportation. Transporting students to extra curricular activities.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$102,000.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not select more than eight fund sources.

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$26,000.00	\$26,000.00			\$52,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$25,000.00	\$25,000.00			\$50,000.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00			\$0.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00			\$0.00
	\$51,000.00	\$51,000.00	\$0.00	\$0.00	\$102,000.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
96,735	4,242.00	2,114

Number of people with access to transit (within ½ mile of transit stop for fixed route)

1,780

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)

282

Is this project supporting student transportation?

Yes

Choose at least one

Operations

- Number of students in grades 9-12 with free or reduced fare transit pass
- Number of students in grades 9-12 attending a school served by transit
- Number of rides provided to students in grades 9-12
- Other

Operations - Demand Response

- Number of students in grades 9-12 served by demand response

Number of rides provided to students in grades 9-12

40

Number of students in grades 9-12 served by demand response

59

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

6.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.
6. Coordination between Public Transportation Service Providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$42,000.00

FY 2023 STIF Total
\$42,000.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not add or remove additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	25.0%	25.0%		
Criterion 2	20.0%	20.0%		
Criterion 3	0.0%	0.0%		
Criterion 4	0.0%	0.0%		
Criterion 5	25.0%	25.0%		
Criterion 6	25.0%	25.0%		
Criterion 7	5.0%	5.0%		
	100.00%	100.00%	0.00%	0.00%

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

6.4 Project Summary

Project Name

Maintain Expanded Service

STIF Project Grand Total

\$84,000.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Project Total

\$42,000.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Project Total

\$42,000.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 percent of STIF Funds supporting student transportation

5%

FY 2023 percent of STIF Funds supporting student transportation

5%

Project 2

Public Transportation Service Provider or Qualified Entity Name

Sherman County

Project Name

Program Reserve

Limit 50 characters

Project Description

Program Reserve funds will be used toward a planned bus facility if we are not awarded the STIF Discretionary Funds. If we are awarded STIF Discretionary Funds those funds will be used for the Bus Barn and these Program Reserve Funds will be used for operating expenses.

Limit 1000 Characters

Do you plan to expend funding in a future STIF

Plan period?

Yes

No

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

20%

Maintain Service

80%

If project is maintaining an existing service, describe rationale.

This is planned for the bus facility which will assist in housing more of our vehicles to maintain the quality of the vehicles.

Limit 500 Characters

Local Plan from which this project is derived:

Sherman County Coordinated Human Service Plan

Local Plan page number

66

Multi-Phase Project

Is your project part of a larger, multi-phase project?

No

6.1.1 Project Scope

Task 1

Task Description

Program Reserve funds will be used toward a planned bus facility if we are not awarded the STIF Discretionary Funds. If we are awarded STIF Discretionary Funds these Program Reserve Funds will be used for Operating.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Program Reserve Task Category

Task Category Amount

\$116,000.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.**

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$58,000.00	\$58,000.00			\$116,000.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$0.00	\$0.00			\$0.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$93,750.00	\$93,750.00			\$187,500.00
	\$151,750.00	\$151,750.00	\$0.00	\$0.00	\$303,500.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

6.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity’s service area.
6. Coordination between Public Transportation Service Providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total **FY 2023 STIF Total**
 \$151,750.00 \$151,750.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not add or remove additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	0.0%	0.0%		
Criterion 2	0.0%	0.0%		
Criterion 3	0.0%	0.0%		
Criterion 4	0.0%	0.0%		
Criterion 5	100.0%	100.0%		
Criterion 6	0.0%	0.0%		
Criterion 7	0.0%	0.0%		
	100.00%	100.00%	0.00%	0.00%

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

6.4 Project Summary

Project Name

Program Reserve

STIF Project Grand Total

\$303,500.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Project Total

\$151,750.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Project Total

\$151,750.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Funds From Previous Cycle

\$93,750.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Funds From Previous Cycle

\$93,750.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

7. STIF Plan Summary

STIF Plan Total

\$387,500.00

FY 2022 Total STIF

FY 2023 Total STIF

Funds
\$193,750.00

Funds
\$193,750.00

FY 2022 Student STIF Funds
\$2,100.00

FY 2023 Student STIF Funds
\$2,100.00

FY 2022 Percent of STIF Funds supporting student transportation
1.08%

FY 2023 Percent of STIF Funds supporting student transportation
1.08%

FY 2022 Total STIF Funds From Previous Cycle
\$93,750.00
Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 Total STIF From Previous Cycle
\$93,750.00
Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

Effective Date

This STIF Plan shall become effective as of the date it is approved by the Oregon Transportation Commission and it shall terminate as of the end date specified in Section 5 of the approved STIF Plan.

Signature

This STIF Plan serves as a legally binding agreement between the Qualified Entity and the State of Oregon, acting by and through its Department of Transportation.

Download the signature page here [STIF Plan signature page](#).

Upload signature page here.
FY 2021-2023 FORMULA FUND STIF Certification Agreement Feb 1 2021.pdf
Limit 100 MB