

# Statewide Transportation Improvement Fund (STIF) Formula Program

## Fiscal Year 2025-2027 Grant Solicitation Training

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Sep 11, 2024

# Zoom Meeting Logistic

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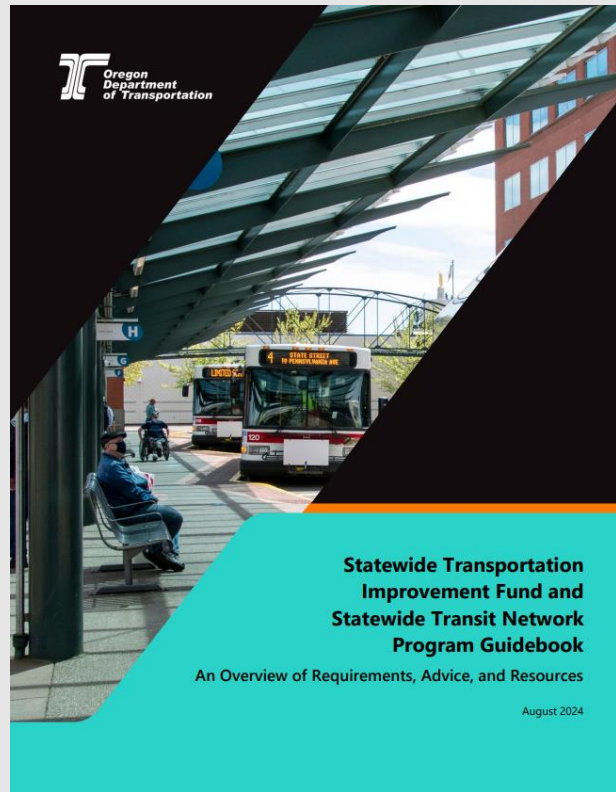
- This webinar is being recorded
- Chat function is disabled
- Submit Questions using the Q&A function
- Question will be answered at the end of the presentation
- Use “Raise Hand” function to ask a question during the Q&A

# Training Goals



- STIF Plans that are complete and meet all requirements

# Resources



# Objectives

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- Understand
  - Funding structure and availability
  - Provider and project eligibility
  - Key dates
- Review STIF Plan Cognito form, including changes
- Process for STIF Plan Review
- Where to find additional resources

# Outline

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1. Overview
2. Eligibilities
3. Schedule and key dates
4. STIF Plan
5. Review Process
6. Points of Emphasis
7. How to get more information
8. Questions

# 1. Overview



# 1.1 Overview

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- **Program Purpose:**
  - Expand, improve, and maintain public transportation services
- **ODOT allocates funding for:**
  - Projects of Statewide Significance (POSS)
  - Program Administration
- **Funding then allocated to:**
  - Formula - 90% (population/payroll)
  - Discretionary - 5%
  - Intercommunity - 4%
  - Technical Resource Center - 1%



# 1.2 Overview

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- **Population formula:**
  - Approx 10% of funding
  - Supports transit services for older adults and individuals with disabilities
  
- **Payroll formula:**
  - Approx 90% of funding
  - May be used for any eligible transit services, including services for older adults and individuals with disabilities
  
- **Student transportation requirement: 1%**

# 1.3 Overview: Funding Estimate

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- Funding estimate for upcoming biennium: \$243.4M

## 2. Eligibilities



# 2.1 Eligibilities: Applicants

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- Applicants
  - Only Qualified Entities (QE)
  - Other agencies access STIF Formula funding through QE

## 2.2 Eligibilities: Projects

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- Projects must improve or maintain public transportation
- Compliant Local Plan
- Limited eligibility for:
  - Client only projects
  - Bicycle and pedestrian projects
- Restrictions
  - Light rail capital expenses
  - Supplanting local or regional funds

# 3. Schedule and Key Dates

Milestone	Date
Solicitation opened	August 27, 2024
Drop in Q&A Session 1	September 25, 2024
Drop in Q&A Session 2	December 3, 2024
Applications due	January 16, 2024
PTD review complete	March 13, 2025
PTAC recommends plans to OTC	April 1, 2025
OTC approves plans	May 2025
FY 25-27 Funding disbursements start	July 1, 2025

## 4. STIF Plan



- Walk through with a focus on changes to the application
- Use the instructions to fill out the application

# 4.1 STIF Plan: Where to find the Application

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Funding Opportunities webpage:

- <https://www.oregon.gov/odot/rptd/pages/funding-opportunities.aspx>

Aug 27 Gov Delivery



# 4.2 STIF Plan: Remember to save!

Upload signature page here. \*

or drag files here.

Limit 100 MB

**Your progress has been saved.**

Copy or email the link below and return to your form to complete your submission.

Copy your form link:

Email me my link:

# 4.3 STIF Plan: Show/Hide Feature

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## Sections 1-5 Visibility \*

Show  Hide

## Project 1

### Project Visibility \*

Show  Hide

## ⊗ Task 1

### Task Visibility

Show  Hide

# 4.4 STIF Plan: QE Information

**1. Qualified Entity**

Qualified Entity Name \*

Qualified Entity Address \*

Address Line 1

City Oregon Zip Code

STIF Plan Contact Name \* STIF Plan Contact Title \*

STIF Plan Contact Email \* STIF Plan Contact Phone Number \*

Employer Identification Number (EIN) \*

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

# 4.5 STIF Plan: Subrecipient information

**1.2 Sub-Recipients in STIF Plan**

**⊗ Provider 1**

Are any Sub-Recipients included in this STIF Plan? \*

Yes

Provider Name \*

Sub-Recipient Contact Name \*

Sub-Recipient Contact Title \*

Sub-Recipient Phone Number \*

Sub-Recipient Email \*

Sub-Recipient Type \*

Sub-Recipient Employer Identification Number (EIN) \*

Sub-Recipient Website \*

+ Add Provider

# 4.6 STIF Plan: Advisory Committee Information

## 2. Advisory Committees

### 2.1 Advisory Committee Website

By checking this box, I agree that all the requirements for Advisory Committees set out in OARs 732-040-0030, 732-040-0035 and 732-042-0020 have been met, including, but not limited to the following:

- The Advisory Committee is guided by written bylaws that contain all the information required in OAR 732-040-0030(5)(a).
- The Advisory Committee's bylaws, meeting notices, and meeting minutes have been made available to the public in a reasonable and timely manner and are retained for the period required by Oregon public records laws.
- The Advisory Committee has the membership composition required by OAR 732-040-0035.
- For all Projects submitted as part of this application and/or any sub-recipient application, the Advisory Committee has engaged in the review process described by OAR 732-042-0020, to recommend approval or rejection of all proposed Projects and to recommend prioritization of approved Projects.

Please include a link to an Advisory Committee Website.

This website should include the information required by OARs 732-040-0030, 732-040-0035 and 732-042-0020, and show how the Advisory Committee's bylaws, meeting notices, and meeting minutes are made available to the public.

If some or all of the information required by OARs 732-040-0030, 732-040-0035 and 732-042-0020 is not available on a website, please upload any additional documentation showing how you met the Advisory Committee requirements and how the Advisory Committee's bylaws, meeting notices, and meeting minutes are made available to the public.

or drag files here.

Limit 100 MB

Did the QE's Advisory Committee or Governing Body convene an optional work group as outlined in OAR 732-040-0030? \*

- Yes  
 No

# 4.7 STIF Plan: Local Plan Compliance

## 3. Local Plan Compliance

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

Remember to add more than one plan if you are using a combination of multiple plans to meet this requirement.

#### Local Plan 1

Local Plan Name \*

Governing Body that adopted Local Plan \*

Plan Adoption Date \*

Local Plan Web Address \*

Upload copy of Local Plan if it is not available on a website. \*

or drag files here.

Limit 100 MB

### 3.2 Local Plan requirements

I agree that the Local Plan(s), either separately or together, contain all of the information required by OAR 732-040-0005(19). \*

Yes

No, the Local Plan(s) are not yet consistent with STIF rule requirements.

If the Local Plan(s) are non-compliant, describe how the Local Plan(s) are non-compliant, and the schedule to bring the Plan(s) into compliance. \*

Limit 500 Characters

# 4.8 STIF Plan: Accountability Methods

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## 4. Accountability

### 4.1 Accountability methods

- Qualified Entity Accountability:** By checking this box, I affirm that all of the necessary policies and procedures are in place to provide reasonable assurance that compliance of the Qualified Entity with OAR 732, Divisions 40 and 42 is met, 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.
  
- Sub-Recipient Accountability:** By checking this box, I affirm that all of the necessary policies and procedures are in place to provide reasonable assurance that compliance of all Sub-Recipients with OAR 732, Divisions 40 and 42 is met to achieve the goals and outcomes specified in this STIF Plan, address deficiencies in Sub-Recipient performance, and to provide reasonable assurance that 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.

# 4.9 Sub-allocation Method

## 4.2 Sub-Allocation method

You may insert a web address in place of a description or document upload, as long as the website includes all the information needed to support approval of the STIF Plan and comply with STIF Rule.

By checking this box, I affirm that all data used to develop the sub-allocation method was shared with each Public Transportation Service Provider and other potential sub-recipients, as relevant.

**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. \***

*Limit 1000 Characters*

### Upload Response \*

 or drag files here.

*Limit 100 MB*



# 4.10 STIF Plan: High Percentage of Low-Income Households

## 4.3 High Percentage of Low-Income Households

You may insert a web address in place of a description or document upload, as long as the website includes all the information needed to support approval of the STIF Plan and comply with STIF Rule.

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

The definition should also be in your STIF Advisory Committee's bylaws.

*Limit 1000 Characters*

**Upload Response \***

 or drag files here.

*Limit 100 MB*

# 4.11 STIF Plan: STIF Plan Period and Adoption

## 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 is July 1, 2025.

Start Date: \*

7/1/2025

End Date \*

### 5.2 STIF Plan Adoption

STIF Plan Advisory Committee recommendation date \*

STIF Plan Governing Body adoption date \*

Website where Governing Body adoption document is located \*

Upload Governing Body adoption document if website is unavailable. \*

or drag files here.

Limit 100 MB

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

If yes, explain why the Governing Body modified the Advisory Committee's recommended STIF Plan. \*

Limit 1000 Characters

# 4.12 STIF Plan: Upload Approved Sub-Recipient Project Applications

## 6. Projects

You may upload Sub-Recipient Project Applications instead of manually entering the information for each sub-recipient. All uploaded Sub-Recipient Project Applications must have been submitted to the Qualified Entity's STIF Advisory Committee, approved by the Qualified Entity's Governing Body, and will be part of the Qualified Entity's STIF Plan.

In addition to this, any Qualified Entities with their own Projects may enter that information directly into the STIF Plan, or may choose to upload their own Sub-Recipient Project Application. In all cases, you cannot split information for a single entity between the STIF Plan and an uploaded Sub-Recipient Project Application. All project information for a given entity must be contained either solely within the Sub-Recipient Project Application or STIF Plan itself.

**Important note:** If you'd like to use this optional upload feature, please enter the total amount from each Sub-Recipient Project Application in the conditional boxes that will appear below (this information can be found in the last section of the Sub-Recipient Project Application). This will ensure that the sum of all Qualified Entity and sub-recipient projects are included in STIF Plan section 7. STIF Plan Summary.

**Would you like to upload any approved Sub-Recipient Project Applications for this STIF Plan? \***

Yes

No

# 4.13 STIF Plan Detail Entry For Sub-Recipient Project Application

## 6.1 Project Detail Entry

### Sub-Recipient 1

Upload Project Application Here \*

or drag files here.

Sub-Recipient Name \*

Sub-Recipient Project Application Total \*

Planned Carry Forward \*

FY 2026 Total STIF Funds \*

FY 2027 Total STIF Funds \*

FY 2026 Student STIF Funds \*

FY 2027 Student STIF Funds \*

FY 2026 Percent of STIF  
Funds supporting student  
transportation \*

FY 2027 Percent of STIF  
Funds supporting student  
transportation \*

FY 2026 Older and Disabled  
Persons STIF Funds

FY 2027 Older and Disabled  
Persons STIF Funds

FY 2026 Total STIF  
Funds From Previous Cycle \*

FY 2027 Total STIF  
Funds From Previous Cycle \*

Includes Prior Biennia STIF Funds, Prior  
Biennia Interest Accrued (FY 23-25)

Includes Prior Biennia STIF Funds, Prior  
Biennia Interest Accrued (FY 23-25)

# 4.14 STIF Plan: Project Detail Entry

## 6.1 Project Detail Entry

### Project 1

#### Project Visibility \*

Show  Hide

#### Qualified Entity or Sub-Recipient Name \*

#### Project Name \*

Limit 50 characters

#### Project Description \*

Limit 1000 Characters

# 4.15 STIF Plan: Planned Carry Forward

**Do you plan to set aside funding that you receive during this biennium to pay for expenses related to this project in a future biennium? \***

Yes

No

Please be aware that you will need to add a new project for each planned carry forward expense. For example, if you intend to use carry forward funds to (1) accumulate sufficient funds for a capital project that costs more than can be funded during a single STIF Formula funding cycle; (2) make bond payments on the acquisition of a capital asset; and (3) pay for a planning expense during the next biennium, you will need to add a project for each of these planned uses of your carry forward funding.

**Are you planning to carry forward funds to either (1) accumulate sufficient funds for a capital project that costs more than can be funded during a single STIF Formula Fund funding cycle or (2) to make bond payments on the acquisition of a capital asset? \***

Yes

No

# 4.16 STIF Plan: Planned Carry Forward

Are you planning to carry forward funds to either (1) accumulate sufficient funds for a capital project that costs more than can be funded during a single STIF Formula Fund funding cycle or (2) to make bond payments on the acquisition of a capital asset? \*

- Yes  
 No

Please describe the Capital Project or Capital Asset: \*

Over what period of time do you plan to spend the carry forward funds? \*

What are you planning to use the carry forward funds for? \*

- 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)

What is the amount of funding that you plan to carry forward? \*

This will be added to the total amount of STIF funds requested.



Are you planning to carry forward funds to either (1) accumulate sufficient funds for a capital project that costs more than can be funded during a single STIF Formula Fund funding cycle or (2) to make bond payments on the acquisition of a capital asset? \*

- Yes  
 No

What are you planning to use the carry forward funds for? \*

- 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)

What is the amount of funding that you plan to carry forward? \*

This will be added to the total amount of STIF funds requested.

# 4.17 STIF Plan: All Other Projects

How much of the Project budget will be used to improve or expand services, and how much will be used to maintain existing services?

Improve or Expand Service \*

100%



Maintain Service

0%

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? \*



# 4.18 STIF Plan: Multi-Phase Project

## Multi-Phase Project

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

Yes



Project Timeline \*

2025-2029

Total Project Budget (All Phases) \*

Other Planned Funding Sources \*

STIF  Federal  Other State  Local

What phase of the project is funded by this STIF Plan? \*

Example: This is phase one of the project, which includes service start up and service element refinement.

Limit 200 Characters

# 4.19 STIF Plan: Task Description

## 6.1.1 Project Scope

### ⊗ Task 1

#### Task Visibility

Show  Hide

#### Task Description \*

#### 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.
- Local matching funds for Federal Grant to purchase a new vehicle.

Limit 250 Characters

#### Is this task supporting services for older adults and people with disabilities? \*

Yes  No

# 4.20 STIF Plan: Task Support a Bicycle or Pedestrian Project

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Is this task supporting a pedestrian or bike project with a physical or functional relationship to public transit? \*

Yes  No

What percentage of the funding for this task is supporting the pedestrian/bike project?

100%

# 4.21 STIF Plan: Spending Categories

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## Category\*

- Communications 44.26.14
- Equipment Purchase
- Facility Purchase
- Mobility Management 11.7L.00
- Operations 30.09.00 (State Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Program Reserve/Contingency 11.73.00
- Project Administration 11.79.00
- Signs/Shelters Purchase
- Vehicle Purchase 111-00
- Capital 117-00 Other Capital Items (Bus)

# 4.22 STIF Plan: Expenditure Estimates

**Expenditures by Fund Source and Fiscal Year**

<b>Fund Type *</b>	<b>FY 2026 *</b>	<b>FY 2027 *</b>	<b>Total</b>
STIF Population Funds			\$0.00
STIF Payroll Funds			\$0.00
Federal			\$0.00
Other State			\$0.00
Local			\$0.00
Other Funds			\$0.00
Prior Biennia STIF Funds			\$0.00
Prior Biennia Interest Accrued			\$0.00
	\$0.00	\$0.00	\$0.00

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

Check this box if you are using STIF funding in this task as a match another source of funding. Please make sure you have indicated that information in your task description above in section 6.1.1.

# 4.23 STIF Plan: Outcome Measures

## 6.1.3 Outcome Measures

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

### ⊗ Outcome Measure 1

#### All Project Types

Other Measure

Number of Units:

+ Add Outcome Measure

# 4.24 STIF Plan: Operations Outcome Measures

## 6.1.3 Outcome Measures

### Minimum required measures for operations tasks

Revenue Miles \*

Revenue Hours \*

Rides \*

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

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

Number of new shared stops with other transit providers (reducing fragmentation in transit services) \*

Is this project supporting student transportation? \*

# 4.25 Allocation of Project Funds

## 6.2 Allocation of STIF funds by project

Please identify what percentage of this STIF project budget is allocated to each of the criteria listed below by fiscal year.

Note: More information about requirements for criterion #7 can be found in [OAR 732-042-0015\(3\)\(g\)](#). More information about requirements for criterion #8 can be found in [OAR 732-042-0010\(1\)\(a\)](#).

### 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.
8. Services for older adults and people with disabilities.

FY 2026 STIF Total  
\$0.00

FY 2027 STIF Total  
\$0.00

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

If some criteria don't apply to this project, fill in with zeros. Do not add or remove any criteria from the table.

Criterion	FY 2026 *	FY 2027 *
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	0.0%	0.0%
Criterion 6	0.0%	0.0%
Criterion 7	0.0%	0.0%
Criterion 8	0.0%	0.0%
	0.00%	0.00%



## 4.26 STIF Plan: Oregon Public Transportation Plan 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

# 4.27 STIF Plan: Project Summary

## 6.4 Project Summary

Project Name

STIF Project Grand Total

\$0.00

*Includes Prior Biennia STIF Funds and Prior Biennia Interest Accrued (FY 23-25)*

FY 2026 STIF Project Total

\$0.00

*Includes Prior Biennia STIF Funds and Prior Biennia Interest Accrued (FY 23-25)*

FY 2027 STIF Project Total

\$0.00

*Includes Prior Biennia STIF Funds and Prior Biennia Interest Accrued (FY 23-25)*

### **Funds Supporting Student Transportation**

FY 2026 STIF Funds supporting student transportation

\$0.00

FY 2027 STIF Funds supporting student transportation

\$0.00

FY 2026 percent of STIF Funds supporting student transportation

FY 2027 percent of STIF Funds supporting student transportation

### **Funds Supporting Older and Disabled Persons Transportation**

FY 2026 STIF Funds supporting older and disabled persons transportation

\$0.00

FY 2027 STIF Funds supporting older and disabled persons transportation

\$0.00

FY 2026 percent of STIF Funds supporting older and disabled persons transportation

FY 2027 percent of STIF Funds supporting older and disabled persons transportation

### **Funds from Previous Biennia "Old Money"**

FY 2026 STIF Funds from Previous Cycle

\$0.00

*The total of Prior Biennia STIF Funds and Prior Biennia Interest Accrued (FY 23-25)*

FY 2027 STIF Funds from Previous Cycle

\$0.00

*The total of Prior Biennia STIF Funds and Prior Biennia Interest Accrued (FY 23-25)*

# 4.28 STIF Plan: STIF Plan Summary

## 7. STIF Plan Summary

STIF Plan Grand Total  
\$0.00

*STIF Plan Grand Total: includes STIF Plan Total, as well as Prior Biennia STIF Funds and Prior Biennia Interest Accrued (FY 23-24)*

Planned Carry Forward Total  
\$0.00

*Planned Carry Forward Total: The total amount of funding that is set aside to pay for project expenses in a future biennium.*

STIF Plan Total (Plan Maximum)

\$0.00

**STIF Plan Total:** The total amount of funding that COOT will be authorized to distribute under this plan when it is approved by the OTC. This does not include Prior Biennia STIF Funds or Prior Biennia Interest Accrued (FY 23-25).

FY 2026 Total Prior Biennia Funds  
\$0.00

*The total of Prior Biennia STIF Funds and Prior Biennia Interest Accrued (FY 23-24)*

FY 2027 Total Prior Biennia Funds  
\$0.00

*The total of Prior Biennia STIF Funds and Prior Biennia Interest Accrued (FY 23-24)*

FY 2026 Total STIF Funds  
\$0.00

FY 2027 Total STIF Funds  
\$0.00

FY 2026 Total STIF Funds from Sub-Recipient Applications  
\$0.00

FY 2027 Total STIF Funds from Sub-Recipient Applications  
\$0.00

FY 2026 Student STIF Funds  
\$0.00

FY 2027 Student STIF Funds  
\$0.00

FY 2026 Percent of STIF Funds supporting student transportation

FY 2027 Percent of STIF Funds supporting student transportation

Unless it is not practicable, each year, the percentage of STIF Funds supporting student transportation must equal or exceed 1% of the FY Total STIF Funds.

Please explain why your allocation of STIF Funds to support student transportation is less than 1%. \*

Limit 600 Characters

FY 2026 Older and Disabled Persons STIF Funds  
\$0.00

FY 2027 Older and Disabled Persons STIF Funds  
\$0.00

FY 2026 Percent of STIF Funds supporting older and disabled persons transportation

FY 2027 Percent of STIF Funds supporting older and disabled persons transportation

The amount of STIF Funds that support transit services for Older and Disabled Persons. This amount must equal or exceed the Qualified Entity's allocation of population-based formula funds.

# 4.29 STIF Plan: Effective Date & Signature

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## 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. \*

or drag files here.

Limit 100 MB

# 4.30 STIF Plan: Save and Submit

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Submit STIF Plan

Save

# 5. Review Process



- ODOT completeness review
- PTAC review & recommendation
- OTC review & approval

# 6. Points of Emphasis



# 6.1 Points of Emphasis

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- Common mistakes:
  - Not following the application instructions
  - Describing a program reserve task too narrowly
  - Not selecting your outcome measures carefully
- Changes
  - Show/hide feature, single page
  - Planned carry forward funding
  - Population funds line



## 6.2 Points of Emphasis

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- Required documents are readily available on linked webpages
- Bike and pedestrian eligibility
- Appendix A to instruction for discussion of feedback
- Appendix B for explanation of calculations in STIF Plan

## 6.3 Points of Emphasis: Guidebook Update

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- Reorganization
- Definitions of key terms, including:
  - Carry forward
  - Plan maximum
  - Program reserve
  - Reserve payment
- Discussion of plan amendment rule

## 6.4 Points of Emphasis: Upcoming

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- STIF rulemaking process
- STIF process review

## 7. For more information

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- Drop-in Q&A sessions on Wed, 9/25 at 11 a.m. & Tue, 12/3 at 2 p.m.
- STIF and STN Guidebook
- STIF Plan Application Instructions
- Regional Transit Coordinators

**Remember:** 5311 & 5310 Federal Formula Subrecipient Training is Wed, 9/18 at 11 a.m.

# 8. Questions

