

2025-2027 Regional Flexible Funds Allocation

Application Handbook for:

Regional Flexible Funds

Regional Trails Bond Funds

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# Background

Every three years the Joint Policy Advisory Committee on Transportation (JPACT) and Metro Council decide how to spend the region’s allotment of federal transportation money, known locally as the Regional Flexible Funds. The [Regional Flexible Funds Allocation (RFFA)](http://www.oregonmetro.gov/rffa) is the process to identify which transportation projects and programs will receive these funds.

In this cycle, Metro anticipates allocating approximately $142 million, comprised of federal Surface Transportation Block Grant (STBG) and Congestion Mitigation/Air Quality (CMAQ) program funds, to be obligated in the 2025-2027 timeframe. It is regional practice to allocate these funds to several transportation focus areas, as shown in Table 1 below.

**Table 1: Total 2025-2027 Regional Flexible Funds**

|  |  |
| --- | --- |
| **Step 1A:** Transit & Project Development Bond Repayment Commitment | $65,280,000 |
| **Step 1B:** Region-wide Program Investments, Planning | $35,820,186 |
| **Step 2:** Capital Investments | $41,249,814 |
| **Total 2025-2027 RFFA** | **$142,350,000** |

Investments through Steps 1A and B were previously identified and adopted through the 2025-2027 RFFA Program Direction (Resolution 21-5194, adopted by Metro Council September 9, 2021). This handbook is focused on the Step 2 Capital Investments portion of the 25-27 RFFA funds, approximately $41.25 million.

Up to $20 million in funding for regional trails from the 2019 Metro Parks and Nature bond measure will also be awarded through the RFFA process in this funding cycle.

This handbook is to assist eligible agencies in preparing applications for either the Step 2 Capital Investment project funds or the Trails Bond funding.

# Regional Investment Policy Priorities

Following the adoption of the 2018 Regional Transportation Plan (RTP) JPACT and the Metro Council decided that Regional Flexible Funds for individual projects should be focused on achieving the four primary RTP investment priorities:

* advancing Equity
* improving Safety
* implementing the region’s Climate Smart Strategy
* Congestion relief

Specific investment direction for the 2025-2027 Regional Flexible Funds can be found in the 2025-2027 RFFA Program Direction.

Voters passed the 2019 Metro bond measure to Protect and Connect People to Nature, authorizing Metro to issue general obligation bonds to fund natural area and water quality protection and to connect people to nature. The policy priorities included in the bond measure are:

* Racial Equity
* Climate Resilience
* Community Engagement

Further direction on bond measure policy direction can be found in the 2019 Parks and Nature Bond Measure Trails Grant Handbook.

Taken together, these investment priorities form the basis for the criteria and performance measures used in evaluating the proposed projects.

# Applicant Requirements

## eligibility

Applications for RFFA funded projects may be submitted on behalf of eligible sponsors for projects located within the region’s Metropolitan Planning Organization (MPO) boundary area, including Washington County and its cities, Clackamas County and its cities, Multnomah County and its eastern cities, the City of Portland, Oregon Department of Environmental Quality, TriMet, Oregon Department of Transportation (ODOT), Port of Portland and Parks and Recreation Districts.

For Trails Bond eligibility, refer to the Trails Grant Handbook

## local agency certification/project delivery

Agencies applying for either RFFA or Trails Bond funds will need to plan for project delivery.

For recipients of RFFA funds, agencies that are certified by ODOT for parts or all project delivery may lead the delivery for project development tasks they are certified to lead. If an agency is not certified for all or portions of project delivery tasks, they will need to arrange for a certified local agency or for ODOT to lead delivery of the project. The project budget should account for the costs of project delivery administration by the certified agency or ODOT and the risk of that agency implementing federal guidance in a manner that may be more expensive than an applicant agency previously presumed as a lead agency with local funds.

For more information on ODOT’s role in the administration of federal funding programmed to local agencies, see: <https://www.oregon.gov/ODOT/LocalGov/Pages/index.aspx>. Additional information is included in the Local Agency Guidelines manual, which can be found at the above link.

For more information on the ODOT certification process, see:

<https://www.oregon.gov/ODOT/LocalGov/Pages/Certification.aspx> and <https://www.oregon.gov/ODOT/LocalGov/Pages/certification-guidance-forms.aspx>

Applicants must demonstrate capacity to provide required local match. This will include the ability to execute an agreement with ODOT to govern the implementation of the project and the financial capacity to place local match funds on deposit and carry project costs until reimbursement of eligible expenses is approved.

# Project Eligibility Factors

To be considered for funding, a proposed project must meet several eligibility factors. These factors may vary somewhat depending on if the applicant is seeking RFFA or Trails Bond funding.

## project type and inclusion in regional plans

Projects funded through RFFA dollars must be an eligible use of these funds as defined in the Regional Transportation Finance Approach. This approach and RFFA uses can be found in the 2025-2027 RFFA Program Direction beginning on page 4. For the purposes of selecting projects funded through the Step 2 RFFA funding category, eligible project types include:

* Active Transportation (including on and off-street facilities, and paved trails)
* Arterial Expansion, Improvements and Reconstruction (limited to arterial freight facilities for ITS, small capital projects and project development)

Projects funded through the RFFA must be included on 2018 RTP Constrained Project List.

To be eligible for Trails Bond funding, projects must be included on Metro’s Regional Trails System Plan Map. It is anticipated that the majority of proposals will be paved multi-use trails, however other types of trails are also eligible. Single-use and unpaved trails are eligible, as are water trail improvements such as non-motorized boat launches.

## project phases and minimum funding requests

Both RFFA and Trails Bond funds can be used on a wide spectrum of project phases, from initial consideration of alternatives, through project design, preliminary and final engineering, right-of-way (ROW) acquisition, and construction.

To use both funding sources in an efficient manner, Metro has established minimum funding amount for various project phases, as shown below in Table 2.

**Table 2: Project Phase Minimum Funding Requests**

|  |  |  |
| --- | --- | --- |
|  | **Trails Bond** | **RFFA** |
| “Pre-NEPA” scoping | (consult w/Metro) | (consult w/Metro) |
| Project development | $200,000 | $500,000 |
| ROW/Construction | $600,000 | $3 million |

Project development is defined as planning, coordination, and engineering activities up to ROW acquisition.

If an applicant is interested in a small amount of funds for a project feasibility study or to consider alternatives, please consult with Metro staff prior to applying for funding. This is particularly important if using RFFA funds as only certain activities are allowable for federal funds before triggering the start of the [National Environmental Policy Act](https://www.epa.gov/nepa/national-environmental-policy-act-review-process) (NEPA) process. For further information, see the “Project Scoping Assistance” on page 14 of this handbook.

# Limits on Total Applications

A minimum number of applications must be submitted to meet the federal requirements for conducting a competitive allocation process. To ensure sufficient time and staffing capacity is available to evaluate applications, Metro is limiting the number of applications for consideration in this cycle to a total of forty-two (42). Each sub-region, listed below, has the following target limits to applications submitted for projects within its boundaries (Table 3). These limits are based on population and employment data within the portions of each sub-region within the Transportation Planning Area.

**Table 3: Sub-region Application Limits**

|  |  |
| --- | --- |
| City of Portland | 12 |
| Washington County | 11 |
| Clackamas County | 10 |
| Multnomah County (exclusive of Portland) | 9 |

Coordination and discussion of proposed projects among applicants – both at the Coordinating Committee level as well as across the region – is encouraged. This will help to ensure each sub-region does not exceed their designated target project limit. (If a sub-region wishes to submit applications above the designated limit, please consult with Metro staff.)

# Steps in the Project Funding Process

There are several steps that make up the process to select and fund projects. This section gives an overview of the process to provide applicants with an understanding of how the information provided will be used.

## completing the application

The application form contains six sections. All sections must be completed for the application to be accepted by Metro. The application form gathers information that will be used for several purposes, including the Outcomes Evaluation, and Risk Assessment reports used to help select projects for funding. The application information is also necessary for the technical analysis and programming work needed to update the 2024-2027 Metropolitan Transportation Improvement Program (MTIP).

All RFFA-funded projects are to be included in the MTIP. So having accurate and complete information in the project application will help ensure projects selected for funding can be added to the MTIP and be programmed to receive a funding award.

It is understood that projects applying for Project Development funding only may not be able to respond to some of the questions – particularly regarding final design and cost – with a high level of detail or accuracy.

The four RFFA Criteria categories are the primary evaluation areas (Equity/Safety/Climate/Congestion Relief[[1]](#footnote-1)) and are weighted equally. The focus of the responses to application questions should be on addressing the performance measures aligned with these criteria.

There are also additional criteria used in the Outcomes Evaluation, to help measure a project’s economic benefits and for projects to be funded with Trails Bond dollars, criteria to measure specific outcomes for that funding source. Responses to Trails Bond-specific criteria will not influence the selection of RFFA-funded projects. Similarly, responses to the Congestion Relief criteria will not influences the selection of Trails Bond-funded projects.

## outcomes evaluation and risk assessment

Once the application window has closed, work begins on the Outcomes Evaluation and Risk Assessment. The Outcomes Evaluation and Risk Assessment processes will occur concurrently, during March and April 2022.

The Outcomes Evaluation is a technical analysis to measure how well the projects advance regional investment priorities as defined in the RFFA Program Direction and Trails Bond guidance. In the Outcomes Evaluation, projects will receive a rating for how well they perform relative to each of the Criteria areas as described below, as well as an overall project score. The Outcomes Evaluation takes a data-informed look at project’s location, design and context. A regional work group, comprised of Metro staff, agency staff not affiliated with applying jurisdictions, and community members, will perform the evaluation and prepare a written report detailing the outcomes.

Most of the information used to rate projects in the Outcomes Evaluation is based on the applicant’s responses to questions in sections B, C and D in the application. The primary regional data sources used in the Outcomes Evaluation can be found at the [RFFA Map Tool](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473). The Map Tool contains information about the regional system pulled from several regional data sources, such as equity focus areas, crash data, RTP network maps, Economic Value Atlas employment data, etc. Projects will be rated based on responses to the questions in the “Scoring” column in Table 4 below.

It is recognized that some data may be several years old and not the most current available. Additional data sources that may be used in the application are indicated in the performance measures table below. These sources can be used to assist applicants to provide additional data in the application and will help the evaluation work group fully understand and rate the proposed project. The applicant should indicate the updated or additional data (with sources) in their response in the Purpose and Need section of the application.

In the case of applications for project development funding there may be project details that are not yet fully determined or known. This will be taken into consideration in the Outcomes Evaluation rating. A project’s level of planning and development work undertaken is not a determinant of funding. But the amount of funding requested should reflect the current project development status and be sufficient to complete all the phases identified in the project scope. Applicants should provide as much detail as possible and make it clear in their responses how the potential project development funds will be used to resolve any unknown project details.

As in the prior RFFA evaluation, Metro will hire a consultant to conduct a risk assessment of the project proposals. This evaluation will measure the thoroughness of projects’ scoping, timeline and budget, and identify any associated risks to the project being completed as indicated in the proposal. Applicants will have the opportunity to amend their proposal following the initial risk assessment report to address any findings. The purpose of the risk assessment is to ensure that the regional funding awarded to a project is an appropriate amount, can be obligated within the 2025-2027 time frame[[2]](#footnote-2), and that the project will proceed as described in the applications. Examples of what the risk assessment report will provide include:

* Ensuring the funding award is appropriate for the level of project development completed. For example, a project that has unresolved issues – such as right-of-way acquisition, utility relocation, environment impacts, railroad crossings, impacts on ODOT system, etc. – may be awarded funding limited to further project development work to fully identify and resolve these issues. This will assist the applicant in developing a more accurate funding request for subsequent project phases in future RFFA cycles or from other funding sources.
* Reviewing the project schedule to identify any risks to the project timeline.
* Identifying interested parties that may be missing from the application to ensure that they are aware of the project, are cooperating with the applicant, are working through any outstanding issues, etc. In particular, right-of-way (ROW) issues frequently present problems to project delivery if these issues have not been identified early on and accounted for in the project scope and cost estimate. The risk assessment report will identify the level of communication and coordination existing between the applicant’s planning, project management and ROW staff (or consultant).

By identifying risks early in the funding process, adjustments to the application may be put in place by the applicant, or the requested funding amount may be targeted towards additional project development activities to better position the project for successful delivery.

A useful tool to help ensure that all aspects of a project scope are accounted for and considered is ODOT’s [Local Agency Technical Scope Sheet](https://www.oregon.gov/odot/Forms/2ODOT/7345151.pdf). While completing this Scope Sheet is not required as part of the RFFA application process, agencies will need to complete it should their project be selected for funding and needs to be delivered through the ODOT local project delivery process.

Additional assistance may be available via a consultant to help applicants in developing their project scope and cost estimate. Assistance is limited to a preliminary review of an application prior to submission. Contact Metro RFFA staff if you are interested in assistance.

## public comment

Following issuance of the Outcomes Evaluation and Risk Assessment reports, Metro will conduct a 30-day public comment period in May 2022, focusing on outreach to community and neighborhood organizations, county coordinating committees and other stakeholders. A summary of input received through the public comment period will be made available along with the Technical Evaluation and Risk Assessment reports to inform the final RFFA decision making process.

county coordinating committee/city of portland recommendations

Each county coordinating committee and the City of Portland will have the opportunity to provide recommendations to decision-makers on which projects submitted from their jurisdictions best reflect their local priorities. Project information gathered through the Outcomes Evaluation, Risk Assessment and Public Comment will be provided to assist in making recommendations. Recommendations are to be provided to TPAC and JPACT in advance of the August 2022 meetings.

## tpac/jpact discussion and action

From June through September 2022, TPAC will be asked to consider and discuss the above input received, and to provide a recommendation to JPACT on a package of projects to be funded through RFFA, including both Step 1 and Step 2 investments.

JPACT will consider and discuss the TPAC recommendation and will be requested to take action to refer a package of projects to Metro Council. JPACT action is scheduled for September 15, 2022.

For projects being considered for Trails Bond funding, a separate staff recommendation will be prepared and advanced to Metro Council for action. TPAC and JPACT will not take action on projects considered for Trails Bond funding, however, information on those projects will be provided to TPAC and JPACT.

## metro council action

Metro Council will consider and take actions on the JPACT-referred package of RFFA investments and Trails Bond funding recommendation in October 2022.

## project application and selection process timeline

|  |  |
| --- | --- |
| Call for projects opens | November 2021 |
| Proposer’s workshop | Dec. 10, 2021 |
| **Applications due (by 4:00 p.m.)** | **Feb. 25, 2022** |
| Outcomes Evaluation, Risk Assessment | March, April 2022 |
| Public Comment period (30 days) | May 2022 |
| TPAC/JPACT briefings, workshops and discussions | June-September 2022 |
| TPAC recommendation to JPACT | August 2022 |
| JPACT approval of final project list (RFFA)Staff recommendation (Trails Bond) | September 2022 |
| Metro Council action | October 2022 |

# Guidance for Completing the Application

The following guidance will assist applicants in responding to the application questions and understanding how it will be used.

**NOTE: Applications must be received by Metro no later than 4:00 p.m. on Friday, February 25, 2022.**

## section a: applicant and project information

Questions A1-7: Information in this section captures the basics of a proposed project; who is the applicant, contact information, the project name, RTP ID number, and other factual information.

This information is used to program projects in the [Metropolitan Transportation Improvement Program](https://www.oregonmetro.gov/metropolitan-transportation-improvement-program) (MTIP), so accurate answers are important. Without being programmed in the MTIP, a project funded with federal funds cannot advance. Pay particular attention to the project name. Choose a name that clearly indicates the primary project street or trail section and the type of improvements. Examples of clear project names are:

“SE 129th Street – Bike Lane and Sidewalk Project”

“SE Belmont St: 7th Ave – 34th Ave”

“Willamette Greenway Trail: Columbia Blvd Bridge”

“Red Electric Trail: SW Bertha - SW Capitol Hwy”

Please consult with Metro staff if you have any questions regarding proper naming requirements and other project information.

Question A8: Please describe the discussions and approvals from local government leadership that support this application for project funds.

## section b: purpose and need

This section provides information on the underlying conditions the project addresses and how the proposed project will make improvements. Responses in this section should focus on describing what are the existing conditions addressed by this project, and why the proposed project is the best choice to result in improved outcomes.

Choose the primary and secondary project purposes from the dropdown lists in question B1 and select all of the relevant project features from the list in question B2. This information provides the project specifications in a format required for MTIP programming.

For responding to questions B3 and B4, applications must include the following as attachments:

1. a map or overhead photograph of the entire project area with the boundaries or limits clearly delineated
2. drawings or illustrations detailing the cross-section of all project segments before and after construction (a useful online tool for creating street cross-sections is [streetmix.net](https://streetmix.net))
3. street photos (overhead and cross-section) detailing the current conditions (may use Google Street View, Microsoft Bing Maps or similar)

These illustrations help to provide a complete picture of what the existing situations are and show the need for improvements. They are also needed for MTIP documentation. They should be included as attachments to the application as your responses to questions B3 and B4.

Responses to questions B5 should focus on how the project responds to and advances regional investment priorities and the RFFA criteria (see the Criteria and Performance Measures section of this handbook for more details). What is being requested here is demonstration that the proposed project is aligned with regional policy and is a good fit for these funds. In responding to this question, think about “why” your project aligns with regional policy. Discuss why it will advance these regional priorities.

Your answer to Question B6 should build upon the information provided in Question B5 but provide further details about the specific problems or opportunities the proposed project intends to address. This response should focus on the “what” and “how”; what are the issues and how does the project address them?

## section c: project detail

This section provides a detailed technical description of the specific project elements. Responses in this section should focus on how the project design will lead to the outcomes described in Section B.

C1: List all the streets, including intersecting streets, trails or areas that will be changed or impacted through the project. Areas could include neighborhoods, centers, transit stations, communities, etc.

C2: Clearly indicate the project’s beginning and ending points. The beginning and ending points should match the visuals provided in Section B.

C3: Intersections and street crossings are of particular safety concern for people walking, bicycling and accessing transit. In this question, indicate which intersections and or street crossings will be included and improved. Provide both the names of both streets, or the street and the trail that make the intersection. If the project does not include an intersection or trail crossing indicate that. If there is an intersection or trail crossing within the boundary of the project that is not improved, explain why.

C4: Include functional classifications for motor vehicle, bicycle, pedestrian, freight and transit if applicable. Include the design classification if applicable. Improvements identified in Question C5 must be consistent with the preferred designs appropriate for the functional and design classification identified. Refer to [Chapter 3 of the Livable Streets and Trails Guide](https://www.oregonmetro.gov/tools-partners/guides-and-tools/guidelines-designing-livable-streets-and-trails) for information on functional and design classifications. Trails do not have a design classification but do have a pedestrian and bicycle functional classification (in addition to “regional trail”). However, some trail projects may be parallel to or within the ROW of a street with a design classification and that should be noted. Additionally, some regional bike and pedestrian routes/projects will not have a design classification if they are not on the arterial network. If a jurisdiction also has functional and design classifications, applicant may choose to supplement the answer with additional details.

C5: Answers should illustrate how the improvements are adhering to the design principles and approach presented in the Chapter 4 of the Livable Streets and Trails guidance. Under each of the “design realms” (e.g. Pedestrian realm), briefly describe the improvements. If no improvements will be made in one or more of the “design realms”, write “Not Applicable” and briefly explain why, if necessary. For each improvement/treatment indicate if it is the preferred treatment for the context. If not, explain what constraints exist to prevent using the preferred treatment and how the alternate design approach will still help achieve the regional investment priorities identified in Section B.

Be as specific as possible. Projects that are applying for scoping, planning or project development funds may not have all of the design details determined at this stage, but describing what improvements are being considered or are already committed to will be useful in performing the technical evaluation.

C6: Describe any known or potential constraints. Provide additional information to supplement Question C5, if needed, to describe how the project will work within the constraints to and how the alternate design approach will still help achieve the regional investment priorities identified in Section B.

C7: A gap is considered “complete” if the project links two existing facilities (e.g. a bicycle and pedestrian bridge that connects two complete bicycle and pedestrian facilities). A gap is considered partially filled if the project links to or extends a facility, but a gap still remains at some point within or adjacent to the project area (e.g. a new bicycle facility that ends at a large arterial intersection without bicycle crossing enhancements). Per the 2014 Regional Active Transportation Plan, areas with high levels of walking and bicycling, deficient facilities are considered gaps.

C8: Safety countermeasures are specific treatments that address and reduce specific types of crashes, such as the [FHWA’s proven safety countermeasures](https://safety.fhwa.dot.gov/provencountermeasures/). Answers to this question should describe how the project addresses any known serious safety concerns. Answers may refer to design treatments identified in Question C5.

C9: Answers should include the proximity of the treatments to the school (e.g. within 1 mile). Answers to this question may refer to design treatments identified in Question C5.

## section d: community involvement

In this section, provide detail on how the community has been engaged and involved in the project to date, and how that involvement will continue through the project phases to be funded with RFFA or Trails Bond dollars. In particular, how did community involvement help to shape the project purpose and need statement in Section B? What changes or improvements to the project design came about because of community input?

## section e: project readiness and delivery

The questions in this section are intended to gather detail on the project’s existing level of planning and project development. It is critical that projects receiving regional funds through the RFFA competitive process can be delivered as they are described in the application, on time and within budget.

Through their responses to questions in this section and on the ODOT Local Agency Technical Scope Sheet, applicants should demonstrate full awareness of the factors that may impact these project delivery goals (scope, schedule, budget). This should be demonstrated in the following ways:

* Showing that there is communication and cooperation between all applicable stakeholders involved – including ODOT, utility companies, railroads, landowners, etc.
* Identification of all potential environmental impacts and issues associated with both the construction as well as the completed project
* If the applicant is not a certified project delivery agency and will need ODOT to deliver the project, they should demonstrate an understanding of the ODOT project delivery process and document ODOT’s awareness of and ability to deliver the project should it be funded

For applicants seeking to fund project development activities, it may not be possible to definitively answer some of the questions in this section. At a minimum, responses should indicate how the project development funding will explore and respond to the project delivery issues listed in the application and prepare the project for future stages of design, ROW and construction.

Applicants are encouraged to consult with an ODOT Local Agency Liaison (LAL) in developing their project application.

Responses in this section will be used in developing the Risk Assessment of the projects. Applications that have a minimum of demonstrated project development and readiness may be referred back for additional information or may be recommended to be funded for project development activities only.

Question E10 addresses any consultation with Tribal Governments that may have occurred to date. Please do not disclose the specifics of any known cultural resources in your application so that this information is not inadvertently publicly disclosed without appropriate Tribal Government approvals. For this purpose, responses are limited to “Yes” or “No” for this question.

## section f: project cost and funding request

Please provide a project cost estimate, documenting the methods used to generate the project cost. Provide a total estimated project cost, even if the funding request is not for all phases of the project.

Adequate budget to deliver RFFA awarded projects has been a significant issue in the on-time, on-scope project delivery. Metro is providing additional guidance and opportunities to better develop project cost estimates and request adequate funding to complete projects in this funding cycle.

Metro provides a risk assessment as a part of the evaluation of all funding applications to identify risks to candidate projects being able to complete the described project scope on budget and within a proposed timeline. We are continuing to update our application materials to better understand and reduce these risks for all the candidate projects. By explicitly addressing the following issues in documenting your cost estimation methods, you will improve the risk assessment rating for your candidate project application.

### Inflation

One of the critical risk factors impacting project delivery is cost estimation. It is important to demonstrate that the total costs of all project phases and activities have been accounted for and properly costed in the budget.

The project cost estimate should include the costs associated with expected inflation. Based on the RFFA schedule, prior project delivery experience and expectations for project delivery, the following schedule can be utilized to calculate a generic project delivery and spending schedule and account for the number of years of annual inflation that should be accounted for. If your particular project or agency, based on project complexity and/or your agency’s delivery capabilities, is able to achieve project milestones more quickly, Metro staff will facilitate advancing funds to meet your expedited schedule. However, your initial cost estimate should account for inflationary costs associated with the following project implementation timeline.

* October 2022: Project funding awards made
* Fall 2022 - Summer 2023: Programming of funds by project phase in MTIP/STIP
* October 2023 – September 2024: Project kick-off, IGA development, LPA budget and staff prep
* October 2024 – September 2026: Project Development phases (Planning or PE)
* October 2026 – September 2027: Project ROW phase
* October 2027 – October 2028: Construction phase

### Federal Aid Project Cost Elements

There are some unique or additional cost elements associated with federal aid projects that need to be accounted for. These include:

* Project management to address federal aid process requirements. Non-certified agencies will need have the project budget provide reimbursement to their project delivery agency (ODOT or another certified agency). Certified agencies can incorporate these costs into other project cost elements but should indicate how they have done so.
* NEPA process costs and project mitigation design elements
* Meeting federal ROW procedural and cost requirements beyond local agency process
* Construction engineering/traffic management requirements beyond local agency process

### Right of Way, Utilities and Stormwater

Most projects require a right-of-way phase, if only for construction easements. Include costs for right-of-way needs as described in application question E6.

Describe whether investigation into the presence of utilities in the project area has been completed and listed in application question E7. Account for the costs associated with further investigation needed, relocation or easements.

The addition of impervious surfaces, or even adjustments to existing surfaces may trigger stormwater requirements. Account for these costs as they are described in response to application question E11.

### Intelligent Transportation Systems, System or Demand Management Projects or Components

Incorporation of system and demand management components into capital projects is highly encouraged and should be incorporated into project cost estimates. Stand-alone system management projects such as a signal system upgrade may be programmed differently than traditional capital projects. Contact Metro staff if you are considering such an application for further guidance.

Question F2: Applicants who are submitting proposals for trails project funding may indicate their preferred source of funding. In most cases, the Trails Bond funding will have a less complex project delivery process with lower overhead costs due to the fact this is a non-federal funding source. Applicants who only wish to accept Trails bond funds should their project be selected may account for this cost difference in developing their project cost methodology.

Trails project applicants who want to be considered for funding through either source should develop their cost estimates assuming their project will use federal funds and be delivered through an ODOT-certified delivery agency or through ODOT’s project delivery process.

For all non-trail projects, select “RFFA”.

### Apply Project Costs to Programming Phases

Question F3: Indicate all project phases for which you are requesting regional funds. For each phase, show the amounts of regional, matching and (if applicable) any other funds that will be used. When developing your project cost estimate, apply the component parts of the cost estimate and display the total cost by each project programming phase (Planning, PE, ROW, Utilities, Construction). This will allow you to identify the amount of funds requested and those to be provided by local or other sources for each project phase, by fiscal year. This request should be made in response to Question F3 of the application. The total amount of revenues requested and supplied by local or other sources should equal the cost of each project phase.

For each line item in the budget, please indicate what portion of the costs are to be paid with RFFA or Trails Bond funds, and what is covered with local or other funding. In particular, be aware of ODOT costs of project delivery and account for that in your cost estimation.

### Calculating Local Match

Regional funds will cover only a portion of eligible project costs. The total project amount must be shown as a combination of regional funds and required matching funds. The match rate is shown as a percentage of the total costs. There are different match requirements associated with the federal RFFA dollars, and the local Trails Bond dollars, detailed as follows.

* The minimum required match for RFFA-funded projects is 10.27%. This means that RFFA funds will pay 89.73% of eligible project costs and the local agency is responsible for covering the balance.
* There are three match levels for the Trails Bond funds. These match levels are determined by the percentage of BIPOC population in the project area.
	+ Tier 1 census tracts are those that are very likely above the regional average percentage people of color (given the margin of error of the census tract). The local match requirement for projects that are substantially within Tier 1 census tracts is 15%.
	+ Tier 2 census tracts are those that could be above or below the regional average of percentage people of color (given the margin of error of the census tract). The local match requirement for projects that are substantially within Tier 2 census tracts is 30%.
	+ Tier 3 census tracts are those that are very likely below the regional average percentage people of color (given the margin of error of the census tract). The local match requirement for projects that are substantially within Tier 3 census tracts is 45%.
* The same regional and local cost sharing principle as the RFFA funds applies to the Trails Bond funds. Consult the Trails Grant Handbook for a map detailing the locations of eligible projects and census tract tiers to determine the appropriate match rate for your project.

The easiest way to calculate matching funds is to begin with the total estimated amount of funding from all sources required to complete a project phase, then calculate the percentage of local and regional funds based on that total.

For example, if a project phase is estimated to cost $100,000, the amounts of regional and local match funds would calculated be as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Funding type** | **Match rate** | **Regional funds** | **Local funds** |
| RFFA  | 10.27% | $89,730 | $10,270 |
| Trails Bond – Tier 1 | 15% | $85,000 | $15,000 |
| Trails Bond – Tier 2 | 30% | $70,000 | $30,000 |
| Trails Bond – Tier 3 | 45% | $55,000 | $45,000 |

Question F4: In the event of project cost overruns, it is important that the applicant can cover any shortfalls to ensure the project will be delivered as described in the application. Describing the anticipated source of the “Other funds” is to indicate that your agency has the financial capacity to provide required matching funds and any additional funds needed to fully fund the estimated project cost.

Upon award of RFFA or Parks Bond funding, the lead agency is to begin budgeting of local funds and awarded funds in its capital improvement program and agency budget process. Demonstration of commitment of local funds to meet match requirements and fully fund the project phases will be needed by the fiscal year awarded funds are programmed in the MTIP, or the awarded funds cannot be made available.

Question F5: RFFA and Parks Bond funding is awarded for the delivery of a project. Agencies applying for and awarded funding are responsible for delivering the project as described in the application. For this reason, it is critical that the project scope description and cost estimate are carefully considered and appropriately account for all project delivery considerations and an adequate contingency cost to address project delivery risks. In the event of project cost overruns, it is expected the applicant will first prioritize covering any shortfalls with additional local revenues to ensure the project will be delivered as described in the application. It is in this context that applicants should craft a response to question F5.

A reduction in project scope to meet cost overruns may be requested but is not encouraged without first demonstrating that additional local resources have been exhausted and are not feasible. A scope reduction request may be subject to approval by JPACT and/or the Metro Council. The awarding of funds is informed and greatly influenced by the performance evaluation of the applications in each funding cycle. A reduction in project scope may have changed the performance evaluation of a project and its relative competitiveness with other project applications during the original award process, and in such circumstances would not be fair to the other project applications that did not receive funding.

### Project Cost Estimation Assistance

Review of your project cost estimate and recommendations to help ensure you have accounted for project risks and the unique costs associated with the delivery of a federal aid project prior to the submission of your application is available at no charge as resource availability allows. This will help ensure you are requesting adequate funding assistance and will proactively ensure the best possible risk rating for your project. Please contact Dan Kaempff for further guidance if you wish to pro-actively request funding for such work as a part of your application.

### Project Scoping Assistance

If a particular issue is identified that would benefit from some additional investigation to determine its potential impact and risk to the project scope and cost, Metro and the nominating agency may agree to include a request for funding to conduct some investigation and analysis on the issue prior to entering a formal PE phase. This new tool is referred to as a “Pre-NEPA Scoping” project development phase. Such a request may occur at any time during the application and allocation decision making process.

## section g: attachments

Please include the following attachments in addition to the completed application form:

* Question B3: A vicinity map showing and detailing the limits of the project, and overhead and cross-section photos of the current conditions
* Question B4: Provide a drawing/schematic of the anticipated completed project
* Question F1: Provide a project cost estimate (as an attachment) that shows the methodology used in its development and addresses the guidance in Section F. (Excel preferred)
* Two-page (both sides) project fact sheet. This should include brief descriptions of the project area, purpose and need, proposed design, RFFA/Trails Funding amount requested, total project amount, and photos or illustrations of the project area and design. A template is included in the application materials.

# Criteria and Performance Measures

The 2025-2027 RFFA Program Direction identifies project selection criteria that form the basis for the project outcomes evaluation. These criteria are derived from the four investment priorities that emerged from regional input for the 2018 RTP. Projects that receive RFFA dollars should demonstrate how they will make improvements to the regional transportation system in the following ways:

|  |  |
| --- | --- |
| **RTP Investment Priorities** | **RFFA Criteria** |
| **Equity** – Reduce barriers and disparities faced by historically marginalized communities, particularly for communities of color and people with low income. | * **Increased accessibility**
* **Increased access to affordable travel options**
 |
| **Safety** – Reduce fatal and severe injury crashes to move the region as quickly as possible toward Vision Zero, particularly for communities of color and other historically marginalized communities. | * **Reduced fatal and serious injury crashes for all modes of travel**
 |
| **Climate Change** – Reduce greenhouse gas emissions from cars and small trucks to reduce the impacts of climate change, particularly impacts on communities of color and other historically marginalized communities. | * **Reduced emissions from vehicles**
* **Reduced drive alone trips**
 |
| **Congestion Relief** – Manage travel demand and increase use of travel options to make travel more reliable on the region’s busiest roadways, particularly for communities of color and other historically marginalized communities. | * **Increased reliability**
* **Increased travel efficiency**
* **Increased travel options**
* **Reduced drive alone trips**
 |

The four RTP Investment Priorities are the primary basis for the project Outcomes Evaluation and are weighted equally. Additional project outcomes, such as economic benefits, will also be evaluated but not weighted as highly as the RTP Investment Priorities in the Outcomes Evaluation.

In developing the 2019 Parks and Nature bond, Metro Council adopted the following criteria to guide investments in regional trails.

Investments must satisfy all the following community engagement and racial equity criteria.

* Meaningfully engage with communities of color, Indigenous communities, people with low incomes and other historically marginalized communities in planning, development, and selection of projects.
* Prioritize projects and needs identified by communities of color, Indigenous communities, low-income and other historically marginalized groups.
* Demonstrate accountability for tracking outcomes and reporting impacts, particularly as they relate to communities of color, Indigenous communities, people with low incomes and other historically marginalized communities.
* Improve the accessibility and inclusiveness of developed parks.
* Include strategies to prevent or mitigate displacement and/or gentrification resulting from bond investments.
* Set aspirational goals for workforce diversity and use of COBID contractors and work to reduce barriers to achieving these goals; demonstrate accountability by tracking outcomes and reporting impacts.

Additionally, trails program investments must satisfy at least one of the following nine criteria:

* Provide people access to streams, rivers and wetlands.
* Include connections to or partnerships with trails of statewide significance.
* Close a gap in existing trail segments or a gap between major destinations.
* Demonstrate that trail acquisition or development has a high level of readiness (e.g. existing master plan, completed land acquisition, completed design work and local agency leadership).
* Leverage other public, private or non-profit investments in the surrounding community.
* Focus on closing gaps and completing ready-to-build projects that fulfill the Regional Trails Plan, including land and water trails, particularly those identified as priorities by communities of color, Indigenous communities, low-income and other historically marginalized communities.
* Consider proximity to affordable housing and transit and connections to regional or local parks, local streams and rivers.
* Prioritize trails likely to be used by communities of color, Indigenous communities, low-income and other historically marginalized communities.
* Include universal design for people of all abilities.

Following adoption of the 2025-2027 RFFA Program Direction a work group provided input to the development of a set of performance measures for each of these criteria. The performance measures are to be used in the project Outcomes Evaluation, which provides a technical analysis of how each proposed project is advancing the above criteria.

The work group was comprised of TPAC members, staff from local agencies and staff from non-profit agencies representing the community. They met three times to discuss what performance measures would best reflect the adopted criteria and could be objectively evaluated.

Based on the work group input, staff have developed the following performance measures to be used in evaluating project proposals. The measures are primarily objective and quantifiable, but there are also subjective measures included as well in order to capture additional information used to provide a complete picture of proposed projects relative to the criteria. A successful application will clearly illustrate how the project performs on each of the performance measures.

**Table 4: 2025-2027 RFFA Performance Measures**

|  |
| --- |
| **Equity** |
| **Performance Measures** | **Data Sources** | **Scoring** |
| Project makes improvements in an Equity Focus Area (EFA) | [Equity Focus Area map layer](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473) | Is project in an EFA (Yes/No)?EFA includes greater than regional average numbers of all three EFA groups[[3]](#footnote-3)? (Y/N) |
| Improves access to community places for Black, Indigenous, and People of Color (BIPOC), and underserved communities | [Economic Value Atlas walkability and Community Service accessibility score](https://www.oregonmetro.gov/tools-partners/guides-and-tools/economic-value-atlas) | Is project in tract with a below-regional average walkability score? (Y/N)Is project in tract with a below-regional average Community Service accessibility score? (Y/N) |
| Makes active transportation improvements in area with poor community health outcomes | [Regional Barometer (life expectancy at birth)](https://regionalbarometer.oregonmetro.gov/)[Regional Barometer (diesel particulate matter)](https://regionalbarometer.oregonmetro.gov/)[Regional Barometer (respiratory hazards due to air toxics)](https://regionalbarometer.oregonmetro.gov/) | Is project tract area below regional average for life expectancy (80.5 yrs)? (Y/N) Is project in area with higher than regional average diesel particulate matter concentration (>.62)? (Y/N)Does project area have higher than regional average level of air toxics? (Y/N) |
| Improves access to low and middle wage jobs | [Economic Value Atlas labor access (layers for low and middle/high wage jobs)](https://www.oregonmetro.gov/tools-partners/guides-and-tools/economic-value-atlas) | Is project in tract with an above-regional average number of low and middle wage jobs within 30 mins. (all modes)? (Y/N) |
| Identified by community as a priority | [Regional Investment Measure project list (Get Moving 2020)](https://www.oregonmetro.gov/sites/default/files/2021/02/24/Get-Moving-2020-final-investment-proposal-20200613.pdf)Documentation of public input and prioritization | Is project (or a portion of it) included on the Regional Investment Measure project list? (Y/N)How has public input informed project’s prioritization? (Subjective) |
| Includes strategy to address displacement | [Anti-displacement Strategies memo from the Metro Parks Bond](https://www.oregonmetro.gov/sites/default/files/2021/07/12/20210706-PN-Bond-Anti-dStrategies.pdf) | Have anti-displacement strategies have been considered and included in the project design? (Y/N) |

|  |
| --- |
| **Safety** |
| **Performance Measures** | **Data Sources** | **Scoring** |
| Project location is designated as a priority for safety improvements | [Regional High-injury Corridors map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473), [ODOT ARTS project list](https://www.oregon.gov/odot/Engineering/Docs_TrafficEng/ARTS_SUmmary-Report-2018.pdf), [ODOT ATNI priority location](https://kai.maps.arcgis.com/apps/MapSeries/index.html?appid=fd738594718a403aa58d5faa033fc044), locally adopted safety action plan | Is project identified and documented as a priority through a state, regional or local process? (Y/N)Is project addressing a specific area with a high level of fatal or serious injury crashes? (Y/N) |
| Number and type of design elements based on the project facility’s designated design classification | [Livable Streets and Trails design guide, Chapters 3 and 4](https://www.oregonmetro.gov/tools-partners/guides-and-tools/guidelines-designing-livable-streets-and-trails) | Number included that address safety and access, and are consistent with the design approach in the Livable Streets and Trails design guide. (More elements, higher quality = more points)Is each design element the preferred treatment for the design classification (per Chapter 4, Livable Streets guide)? (Y/N) |
| Project design represents the best possible improvement in project area, based on functional and design classification and contextual constraints. | [Livable Streets and Trails design guide](https://www.oregonmetro.gov/tools-partners/guides-and-tools/guidelines-designing-livable-streets-and-trails) User provided: identified constraints and proposed solutions | Project design approach and elements are context sensitive and respond to identified constraints (geographic, ROW, financial, etc.) to achieve desired outcomes. (Y/N, Subjective) |
| Fills (completely, partially[[4]](#footnote-4)) AT or Trails network gap[[5]](#footnote-5) | [Regional Active Transportation Network Maps](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473) | Does the project address a network gap? (Y/N)Does the project completely or partially fill the gap? (Y/N) |
| Project is within 1 mile (or designated walking zone) of a K-12 school | [Safe Routes to School Regional Framework school map](https://www.oregonmetro.gov/regional-safe-routes-school-framework) | Does project contain elements that improve active transportation access within 1 mile of a K-12 school? (Y/N)Graded scoring based on proximity to school: ¼ mi or less / ½ mi / 1 mi |
| **Climate** |
| **Performance Measures** | **Data Sources** | **Scoring** |
| Provides/increases transit option (CSS rating = 5 stars) | [2018 RTP transit network map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473)TriMet or SMART data[Enhanced Transit Treatments (ETC) (Regional Transit Strategy: Ch. 4, Table 2)](https://www.oregonmetro.gov/regional-transit-strategy)Regional Trail Gap project list | Does project add/improve an identified connection to transit? (Y/N)Is project on an Enhanced Transit Corridor pilot list? (Y/N)Does project improve transit operations (stop or intersection enhancement)? (Y/N) |
| Provides/increases bicycling/walking (CSS rating = 3 stars) | [RTP network maps](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473) | Does project increase or add Active Transportation infrastructure? (Y/N) |
| Improves system management via technology (CSS rating = 2 stars) | Regional [TSMO Strategy](https://www.oregonmetro.gov/public-projects/regional-tsmo-strategy/strategy-update) (identified as investment type) | Does project identify specific TSMO investments in the project scope that will substantially improve efficiency and safety for all modes? (Y/N)Is project on a prioritized TSMO Strategy corridor? (Y/N) |
| Improves/adds street connectivity (CSS rating = 1 star) | [RTP regional motor vehicle network policy (Ch. 3-59)](https://www.oregonmetro.gov/sites/default/files/2020/07/29/2018-RTP-Ch3-Regional-System-Policies_0.pdf)Project need, type, design (subjective) | Is project likely to encourage local traffic to use local and collector streets to minimize local traffic on regional arterial streets? (Y/N)Is project included on regional bicycle/pedestrian networks? (Y/N)  |
| In a designated 2040 priority Land Use center or corridor (or connects to?) | [Regional 2040 map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473) | Is project located in a designated priority 2040 land use area? (Y/N) |
| Improves access in area with high lack of access to vehicle/high housing + transportation burden | Equitable Development Tool | Does project improve access to travel options in an area with below regional averages in housing and transportation costs? (Y/N) |

|  |
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| **Congestion Relief** |
| **Performance Measures** | **Data Sources** | **Scoring** |
| Improves/adds street connectivity | [2018 RTP network map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473)Congestion Management Process network | Does the project increase motor vehicle route options near congested facilities and provide shorter distanced trips for people walking, bicycling or accessing transit? (Y/N)Does the project provide an alternative walking and bicycling route to a high-injury corridor? (Y/N) |
| Improves travel reliability, efficiency | [2018 RTP network map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473)ITS network/priorities; ETC maps | Does the project make all travel modes more reliable and efficient (Complete Street design)? (Y/N) |
| Provides/increases transportation option | [2018 RTP network map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473) | Does the project fill a gap or deficiency in the regional transit, bicycling and/or pedestrian networks? (Y/N) |
| Reduces delay for transit | Transit reliability data[Congestion Management Process (CMP) network map](https://www.oregonmetro.gov/sites/default/files/2019/05/28/RTP-Appendix_L_CMP%20RoadmapFinal20181206_updated_safety_tables.pdf)Enhanced Transit Corridors NetworkLivable Streets enhanced transit checklist | Does the project include elements that improve transit reliability? (Y/N) |
| Improves freight reliability | [Regional freight network map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473)Applicant description of barrier and solution | Does the project improve reliability by removing a barrier on regional freight system? (Y/N) |
| Implements elements from the Congestion Management Process (CMP) | [CMP network map](https://www.oregonmetro.gov/sites/default/files/2019/05/28/RTP-Appendix_L_CMP%20RoadmapFinal20181206_updated_safety_tables.pdf) | Does the project include elements from the CMP that improve the CMP network? (Y/N) |
| Project area has a high number of crashes (all levels of severity) | [Regional High Injury Corridors map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473), ODOT ARTS map, ODOT ATNI priority location, locally adopted safety action plan, ODOT SPISS, other documents provided by applicant identifying high crash locations | Does project improve safety/reduce potential congestion in an area identified as a high crash location (all levels of severity)? (Y/N) |
| Removes, reduces disparities and barriers (jobs, transit, services for equity communities) | Definition of barrier(s) removed (applicant defined)[Economic Value Atlas Mobility map layer (“Place” – walkability and Comm. Services access, vehicle availability rate)](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473)Barrier street map layer | Does project improve travel options in tract area with lower than regional average vehicle access? (Y/N)Does project improve travel options in tract area with lower than regional average walkability and community service access? (Y/N) |

|  |
| --- |
| **Other** |
| **Performance Measures** | **Data Sources** | **Scoring** |
| Provides/increases access to Target Industries | [Economic Value Atlas: Target Industries](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473) | Does project improve access to a tract with a number of target industries that is greater than the regional average? (Y/N) |
| Industrial/Commercial developability | [Economic Value Atlas: number of acres in tract](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473) | Does project improve access to a tract with number of developable acres that is greater than the regional average? (Y/N) |
| Residential developability | [Economic Value Atlas: potential housing units in tract](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473) | Does project improve access to a tract with greater capacity to develop housing units than the regional average? (Y/N) |

The following performance measures will also be applied to projects being considered for Trails Bond funding.

|  |
| --- |
| **Trails Bond Performance Measures** |
| **Criteria** | **Performance Measures** | **Data Sources** | **Scoring** |
| 1. Provides access to streams, rivers and wetlands
 | Provides access to streams, rivers and wetlands  | [RLIS water layer](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473) | Is the project within 200 feet of a stream, river or wetland? Y/N. |
| 1. Provide connections to or partnerships with trails of statewide significance
 | Provide connections to or partnerships with trails of statewide significance | [RLIS trails layer](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473)List of state-designated scenic and regional trails | Is the project part of, or does it connect to, a state-designated scenic or regional trail, or a trail with a “state” functional classification in RLIS? Y/N. |
| 1. Close a gap in existing trail segments or a gap between major destinations.
 | [from the RFFA Safety criteria above]: Fills (completely, partially) AT or Trails network gap | [Regional Bike Network Map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473)[Regional Pedestrian Network Map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473)[Regional Trails and Greenways Network Map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473)Bond trail acquisition prioritization tool (currently in development) | How much of the existing trail/bike network does the project connect to? (High, Medium, Low) |
| 1. Demonstrate that trail acquisition or development has a high level of readiness
 | Level of planning, design, and acquisition work completed.Degree of support from community and elected leadership.  | Staff and consultants will conduct a risk assessment as part of the proposal evaluation that will gauge a project’s readiness, among other things. |  |
| 1. Leverage other public, private or non-profit investments in the surrounding community.
 | Leverage other public, private or non-profit investments in the surrounding community. | Applicant provided.  | Does project partner with or benefit from other adjacent capital investments? How? |
| 1. Focus on closing gaps and completing ready-to-build projects that fulfill the Regional Trails Plan, including land and water trails, particularly those identified as priorities by communities of color, Indigenous communities, low-income and other historically marginalized communities.
 | [from RFFA Equity criteria above]: Identified by community as a priority | Applicant provided | How has public input informed project’s prioritization? (Subjective) |
| 1. Consider proximity to affordable housing and transit and connections to regional or local parks, local streams and rivers.
 | [from RFFA Climate criteria above]: Improvement in area with high lack of access to vehicle/high housing + transportation burdenProvides/increases transit option\* (CSS rating = 5 stars)Project increases access to regional and local parks. | Regional Investment Measure project list[RTP transit network map](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473)TriMet Pedestrian PlanTriMet Access to Transit Sidewalk dataSMART dataEnhanced Transit TreatmentsBond trail acquisition prioritization tool (currently in development) | Does project add/improve an identified connection to transit? (Y/N)Is project on an Enhanced Transit Corridor pilot list? (Y/N)Does project increase access to regional and local parks? (High, Medium, Low) |
| 1. Prioritize trails likely to be used by communities of color, Indigenous communities, low-income and other historically marginalized communities.
 | See RFFA Equity criteria above. |  |  |
| 1. Include universal design for people of all abilities.
 | Does project include universal design elements? | Applicant provided  | How much (all, some, none) of the project will be accessible for people of all abilities? (High, Medium, Low) |

# Data Resources

Much of the data used in the Outcomes Evaluation is found in the [RFFA Map Tool](https://drcmetro.maps.arcgis.com/home/item.html?id=e182fcc5c7bc40f7b0decddb0a346473). This map is a compilation of several regional datasets. The map has 9 tabs, each containing different data layers as referenced in the “Data Sources” column in the Performance Measures matrix above.

The Map shows the Metro boundary, as well as all streets and rivers. Specific data layers included in the RFFA map:

* Equity Focus Areas
* Fatal and serious injury crash locations
* RTP Network Maps (Bike, Pedestrian, Freight, Transit)
* 2018 RTP projects
* 2040 Design Types
* Jobs and Housing (from Economic Value Atlas and Equitable Development Strategy)

Other potential data sources that may be used by applicants to help describe a project are listed in Table 4 above.

# GIS Specifications

All applicants must submit project information in a geodatabase or shapefile format, clearly identified using the project name, snapped to the current RLIS Street centerline and conform to the following coordinate system:

* NAD\_1983\_HARN\_StatePlane\_Oregon\_North\_FIPS\_3601
* Projection: Lambert\_Conformal\_Conic
* False\_Easting: 8202099.73753281
* False\_Northing: 0.00000000
* Central\_Meridian: -120.50000000
* Standard\_Parallel\_1: 44.33333333
* Standard\_Parallel\_2: 46.00000000
* Latitude\_Of\_Origin: 43.66666667
* Linear Unit: Foot
* Geographic Coordinate System: GCS\_North\_American\_1983\_HARN
* Datum: D\_North\_American\_1983\_HARN
* Prime Meridian: Greenwich
* Angular Unit: Degree

## gis data submission instructions

Project applicants must digitize the extent of their project by snapping to RLIS street lines (see below for examples) and saved as shapefiles or features in a geodatabase and uploaded to the Sharefile account as an application attachment.

Projects should be illustrated in one of three ways:

* Linear Projects: Projects on roads, sidewalks, and other continuous paths associated with roadways should be created as a line feature that consists of RLIS street segments (e.g., traffic signal timing in a corridor or multiple corridors within a jurisdiction.) Please select the RLIS street lines for the project extent and export the feature titled with the RTP ID number and project name.
* Point projects: Projects that are in discreet locations (e.g., intersection improvements, bridge projects, etc.} should be created as a point feature in a geodatabase or a shapefile and snapped to the street network. Please export the point feature titled with the RTP ID number and project name.
* Area projects: Transportation projects that do not conform to lines or points can be represented with a polygon. These include region-wide projects, or projects that are programmatic in nature. In these cases please submit a polygon of the project extent in a geodatabase or as a shapefile. For instance, if your project is to implement a safe routes to school program in a city, you can submit the city boundary. Please export and submit the polygon feature titled with the RTP ID number and project name. If more than one project is contained within a shapefile, please provide the RTP ID number and project name for each project in the attribute table.

If you have questions about the requirements or need help with this process, please email Matthew Hampton at matthew.hampton@oregonmetro.gov.

# Submitting Applications

When you have completed your application, please upload a single file folder containing the application form and all required attachments to the RFFA Sharefile account found at [this link](https://oregonconventioncenter.sharefile.com/r-ra30c3e910e2942f4b97b723b177ef34a). You will receive an email response confirming that your application has been received. Applications are due by 4:00 p.m. on Friday, February 25, 2022.

If you have any questions regarding the RFFA application, please send an email to rffa@oregonmetro.gov.

If you picnic at Blue Lake or take your kids to the Oregon Zoo, enjoy symphonies at the Schnitz or auto shows at the convention center, put out your trash or drive your car – we’ve already crossed paths.

**So, hello. We’re Metro – nice to meet you.**

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Lynn Peterson

**Metro Councilors**

Shirley Craddick, District 1 Christine Lewis, District 2 Gerritt Rosenthal, District 3 Juan Carlos González, District 4 Mary Nolan, District 5

(currently vacant), District 6

**Auditor**

Brian Evans

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1. Congestion Relief will not be a scored criterion for Trails Bond funded projects. [↑](#footnote-ref-1)
2. Trails Bond funding will be available earlier than the RFFA funding. [↑](#footnote-ref-2)
3. Persons of Color, Limited English Proficiency, Low-Income [↑](#footnote-ref-3)
4. Completing a gap = a project that links two existing facilities (e.g. a bicycle and pedestrian bridge that connects two complete bicycle and pedestrian facilities). Partially filling a gap = a project that links to or extends a facility, but does not fully connect into a complete or improved facility (e.g. a new bicycle facility that ends at a large arterial intersection without bicycle crossing enhancements). [↑](#footnote-ref-4)
5. In areas with high levels of walking and bicycling, deficient facilities are considered gaps (2014 Regional Active Transportation Plan). [↑](#footnote-ref-5)