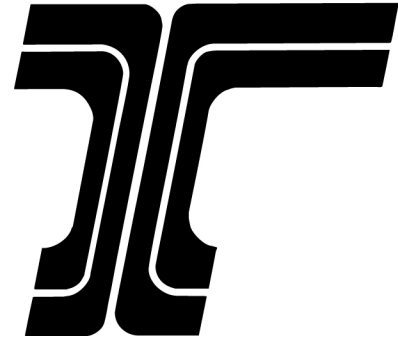


Oregon Department of Transportation



2027-2028 Competitive Transit Grant

Applicant Information

Agency Legal Name

Lane Transit District

Agency Legal Street Address

PO Box 7070

City

Springfield

State

OR

Zip

97475-0100

Application Contact First Name

Jack

Application Contact Last Name

Ramsey

Application Contact Position Title

Grants Administrator

Application Contact Email Address

jack.ramsey@ltd.org

Application Contact Phone

(425) 417-7118

First Name of Person Signing Grant Agreement

Pamela

Last Name of Person Signing Grant Agreement

Strutz

Official who has authority to indebted agency or company

Title of Person Signing Grant Agreement

Chief Financial Officer

FEIN (Federal Employer Identification Number)

930586982

UEID (Unique Entity Identification)

U5LFCFM1A8J5

Transit Agency Type

Special District

Does your agency have any existing grant agreements with ODOT?

☒ Yes

☐ No

Authorized Representative**First Name**

Pamela

Last Name

Strutz

Title

Chief Financial Officer

Email Address

pamela.strutz@ltd.org

Phone Number

(541) 682-6161

Flood Zones

Are any FTA-funded buildings that your transit agency owns located in a flood zone?

- ☒ Yes ☐ No

If you are not sure if your project is located in a flood zone, use the [Federal Emergency Management Act \(FEMA\) website](#) to locate the project address.

Do you have flood insurance?

- ☒ Yes ☐ No

Risk Assessment Information

Did your agency have any turnover of management or financial staff in the last two years?

- ☒ Yes

- ☐ No

Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?

- ☒ Yes

- ☐ No

What type of accounting system does your agency use?

- ☐ Manual

- ☒ Automated

- ☐ Combined

An example of an Automated accounting system is a program tool such as QuickBooks. A Manual accounting system is a bookkeeping system for recording business activity transactions where financial records are kept without using a computer system with specialized accounting software. A Combined system uses a combination of the two systems.

Does your agency have a system in place that will account for 100 percent of each employee's time?

- ☒ Yes

- ☐ No

What is the financial software utilized?

PDS Vista

Did your staff members attend the Public Transportation Division's required trainings and meetings during prior grant award cycles?

- ☒ Yes

- ☐ No

Will applicant delegate the administration of the grant to a separate agency?

- ☐ Yes

- ☒ No

Did your agency stay on budget in the past two years?

☒ Yes

☐ No

Is the Public Transportation Division currently conducting a forensic audit of your agency?

☐ Yes

☒ No

Was your agency audited by the State and/or Federal government in the past two years?

☒ Yes

☐ No

Did the audit result in one or more audit findings?

☒ Yes

☐ No

Explain any repeat findings if applicable.

N/A

List the year of your last audit and include a URL to the audit document.

<https://www.ltd.org/wp-content/uploads/2025/09/Lane-Transit-District-2024-Final-Single-Audit-Report.pdf>

Delegation of Administration/Contracting

Do you plan to use a subrecipient or contractor to implement the grant supported activity?

☐ Yes

☒ No

Is the project a capital project or an operations project?

☐ Capital

☒ Operations

Applicants must fill out separate applications for capital and operations projects. They cannot be included on the same application.

Operations Project

Project Information

Project title

Downtown and Riverfront Circulator - Pilot Extension

Project description

The Downtown and Riverfront Circulator is a critical initiative designed to address the evolving transportation needs of Downtown Eugene. As the area undergoes significant changes, including the development of new high-density housing in the Riverfront neighborhood and the establishment of a new City Hall at the Riverfront, it is essential to provide a transit solution that accommodates this growth and enhances mobility for all community members. This project proposes continuing operations for a new, as of the July 1, 2025, circulator service that connects key destinations, including LTD's Downtown Eugene Station, Eugene Depot (Amtrak Station), the Riverfront District, the new City Hall, housing for older adults and people living with disabilities, and other major points of interest within downtown. The service operates frequently (30 minute intervals) to facilitate short trips and will feature low or no fares to ensure accessibility for everyone, especially older adults, people with disabilities, and families with small children. The project is designed as a fixed-route service, aligning with stakeholder recommendations from the recent Downtown and Riverfront Public Transportation and Shared Mobility Study. LTD anticipates the need for up to 7 vehicles and expects to provide 29,000 annual revenue hours (as defined by the National Transit Database). LTD will implement this service adhering to its program guidelines. This circulator significantly improves mobility within the downtown area, making it easier for residents and visitors to navigate the evolving urban landscape.

Does your agency operate a fixed route service?

☒ Yes ☐ No

Services provided on a repetitive, fixed schedule basis along a specific route with vehicles stopping to pick up and deliver passengers to specific locations; each fixed route trip serves the same origins and destinations, such as rail and bus (MB); unlike demand responsive (DR) and vanpool (VP) services.

Would this award support ongoing operations of an existing service or resume a recently reduced service?

☒ Yes ☐ No

Would this award support intercommunity service?

☐ Yes ☒ No

Will this award establish services on corridors that are identified in the Priority Intercity Bus Network Study?

☐ Yes ☒ No

Will this award support a new pilot project?

☐ Yes ☒ No

Pilot operations projects may be considered for funding if the application indicates a feasible financial plan for ongoing operations beyond the initial pilot period, per OAR 732-044-0005.

Would this award support purchased service?

☐ Yes ☐ No

Would this award support mobility management?

☐ Yes ☒ No

Would this award support preventative maintenance?

☐ Yes ☒ No

Project Service Area

Indicate the primary service area for the proposed project.

☒ Large urban

☐ Small urban

☐ Rural

Large Urban (over 200,000 population), Small Urban (50,000-200,000 population), and Rural (under 50,000 population).

If the proposed project spans more than one geographic type, use the most appropriate or majority of the project location.

Please select all that apply for the project.

☐ Predominantly serves or provides access to and from rural communities (communities outside of urbanized areas with populations of 50,000 people or less)

☐ Serves an area outside of the Public Transportation Service Provider's geographic jurisdiction

☐ Fills a significant gap in the Statewide Transit Network, i.e. the service connects two or more communities that are 20 or more miles from each other

☒ Provides statewide benefits to multiple Public Transportation Service Providers outside of the area where the proposed project will be located

Project Service Type

What is the main type of service that will be supported with this award?

☐ Commuter

☐ Complementary Paratransit

☐ Demand Response

☐ Deviated Fixed Route

☐ Intercity

☒ Fixed Route

☐ Paratransit

☐

Service Days and Times

Please populate the table with the start and end time of service for the appropriate day. If there is no service on a given day, please leave blank.

Days of Service	Start Time	End Time
Monday	7:00 AM	11:00 PM
Tuesday	7:00 AM	11:00 PM
Wednesday	7:00 AM	11:00 PM
Thursday	7:00 AM	11:00 PM
Friday	7:00 AM	11:00 PM
Saturday	8:30 AM	10:00 PM
Sunday	8:30 AM	9:00 PM

Project Administration

Will project administration be an element of the proposed project?

☐ Yes ☒ No

Project Delivery

Is this project part of a group of projects that are dependent on each other?

☐ Yes ☒ No

For example, bus washing station dependent on facility.

Does this project include tasks that are dependent on each other?

☐ Yes ☒ No

Please describe the task level deliverables.

LTD will measure and report revenue hours, ridership, and productivity to ODOT on a quarterly basis in the same manner that was approved in the 2025-2027 STIF Disc project. No new contracts will be required for the continuation.

Where applicable, please include the request for proposal or invitation to bid issue date, contract award date, initial delivery date, final delivery date, and contract completion date.

On-going Operations or Recently Reduced Operations

For each on-going operations or recently reduced operations deliverable, please fill out the following section.

If there are multiple on-going operations or recently reduced operations deliverables in your project, please

select "Add Deliverable" at the end of the section.

Ongoing Operations Deliverable 1

Provide a brief history of the current service or recently reduced service.

Please see attachment for route details.

Describe any elements of the proposed project that differ from the existing or recently reduced service.

It is anticipated that the route will remain the same. Alterations may be considered when taking into account customer and planner feedback.

Provide the operations costs for the service for the previous fiscal year.

\$1,032,871.00

If the service operated in 2024, how many rides were provided? Answer N/A if not tracked.

N/A

If the service operated in 2025, how many rides were provided? Answer N/A if not tracked.

23870

What is the predicted number of rides that will be served in the next full year of service? Answer N/A if not tracked.

24000

What is the total project cost to support ongoing operations?

\$1,032,871.00

The total project cost is the award amount plus the 20% match.

Minimum project cost to support ongoing or recently reduced operations?

\$950,000.00

The total project cost is the award amount plus the 20% match.

Project Match

Match Source	Match Amount	Match Percentage	Match Status
State	\$206,575.00	100.00%	Planned
\$206,575.00		100.00%	

If you selected "Other" for match source, please describe in detail.

N/A

Project timeline milestones

These estimated dates will populate your statement of work if awarded. Note that for operations projects that are awarded STIF Discretionary or STIF Intercommunity funding, the target grant period will be July 2027 to June 2028.

How will you deliver the proposed project activity?

☒ In-house ☐ Contractor or Consultant

In-house

Start of project activity

7/1/2027

Enter start of project activity date.

Completion of project activity

6/30/2028

Enter completion of project activity date.

Task Level Deliverables

For each task in your ongoing operations or recently reduced deliverable, please fill out the section below. Select "Add Task" to add another task.

Task 1

Task title

Quarterly Reporting

Task description

On a quarterly basis, in accordance with the current STIF Disc agreement, LTD will measure and report revenue hours, ridership, and productivity to ODOT on a quarterly basis in the same manner that was approved in the 2025-2027 STIF Disc project. No new contracts will be required for the continuation.

Please provide a task description for this task. Where applicable, please include the request for proposal or invitation to bid date, contract award date, initial delivery date, final delivery date, and contract completion date.

Purchased Service

For each purchased service deliverable, please fill out the following section. If there are multiple purchased service deliverables in your project, please select "Add Deliverable" at the end of the section.

Operations Project Total

Total Project Cost

\$1,032,871.00

Match Amount

\$206,574.00

Grant Amount

\$826,297.00

Budget

What is the estimated total cost to complete this project?	Estimated Match Amount	Estimated Grant Amount
\$1,032,871.00	\$206,574.00	\$826,297.00

Minimum award amount (grant share only, not including match) that will still allow your project to proceed?

\$826,297.00

Is your agency including in-kind match in the application?

☐ Yes ☒ No

Scored Questions

The Scored Questions contain the primary questions that will be used to evaluate and score applications. The scoring weights are provided *in italics* in each section.

Please answer the questions completely with relevant details that will help the evaluation committee appraise the merits of the project. Examples of low scoring and high scoring answers are provided in the Application Instructions document.

Community Benefits

Operations Projects 30%, Capital Projects 20%

For the questions in this section, please describe how this project addresses important community needs and will deliver a significant benefit to the community.

Please explain how operations for the service were previously funded.

STIF Discretionary as well as in-kind match dollars that were previously used for Route 1. Route 1 funding match totaled \$118,714.

Please explain why there are no longer sufficient funds to operate this service?

2025 - 2027 STIF Discretionary funding will be expended by the time the biennium is over, so additional funding will be required to continue service.

Describe the need this project addresses. Please provide information to support these statements.

This funding will be used to continue improvements to mobility in Downtown Eugene that were realized by the pilot project. The project builds on insights from the Downtown and Riverfront Public Transportation and Shared Mobility Study, which included a comprehensive market analysis and extensive stakeholder engagement. The pilot circulator service connects key downtown destinations, including LTD's Downtown Eugene Station, the Amtrak Station, the Riverfront District, the new City Hall, senior and disabled housing, the public library, Lane County Public Health, and more. The route is designed to address several key needs:

Enhance service for seniors and people with disabilities: The route is close to multiple downtown housing developments for older adults and people with disabilities, providing easy access to critical resources.

Attract visitors and families with young children: The service will feature distinctive branding, low-floor vehicles, and low or no fares to make it user-friendly and encourage transit use over driving.

Provide convenient access to pharmacies and grocery stores: The route offers frequent service to pharmacies and affordable grocery stores on E 18th Ave, filling a gap in downtown's offerings.

Connect the Riverfront and new City Hall: The service ensures accessible transit to the Riverfront and new City Hall, benefiting over 500 new housing units, including affordable housing, expected in the area over the next five years.

Serve students and young adults: The pilot created new transit connections for college students and young adults in the west campus area, a demographic less likely to own personal vehicles.

Facilitate access to the Amtrak Station: The circulator provides frequent, all-day service between the downtown transit station and regional train services.

Describe how your agency determined this need existed, including any community engagement you conducted.

Positive feedback from the community has led LTD to seek methods of extending the program. Customers have written to LTD to comment, "Please keep it," with a passenger stating that he, "absolutely loves it". Another customer indicated that it helps them get to their pharmacy. Another customer says that it gives seniors better access to medications, doctor appointments, and grocery shopping. Another customer complimented the planning department for scheduling, "the new Downtown Loop to run every half an hour." The rider went on to say, she feels like she, "Has more availability to do activities and not have to get home after dark." Community feedback is often constituted by constructive criticism, so LTD planners have been pleasantly surprised by the volume of positive comments.

The need for the Downtown loop was identified in LTD's Transportation and Shared Mobility Study. The study aimed to evaluate the transit market and address the transportation needs of Downtown Eugene, including the newly developed Riverfront neighborhood and the new City Hall. The need for the pilot circulator service was determined through comprehensive market analysis, adherence to best practices, and extensive stakeholder engagement.

- Comprehensive market analysis: Assessed the existing transportation network in downtown Eugene, as well as the land use, demographic, and travel conditions that support the transportation network.
- Adherence to best practices: Evaluated services in seven peer regions with downtown transit options to determine best practices for downtown transit service.
- Extensive stakeholder engagement: Stakeholder engagement took place in May and June 2024, comprising focus group sessions, individual stakeholder meetings, and an online questionnaire. Stakeholder groups included community-based organizations focused on transportation and housing, downtown business groups, and regional government and local government partners. Participation in stakeholder meetings included representation from over 30 community-based and government organizations. Feedback gathered during these sessions revealed strong support for a fixed-route transit concept that would connect the new Riverfront District and ensure accessibility for all downtown residents and visitors, particularly older adults, individuals with disabilities, and families with young children.

Describe the expected community benefits from this project.

The pilot service provided a variety of community benefits including helping the city to expand mobility options, improve health outcomes, and meet climate goals. The pilot project increased public transportation options in coordination with current and future land use changes in the Downtown and Riverfront neighborhoods. Coordinated public transportation and land use planning supports implementation of several Eugene City Council adopted plans including the 2035 Eugene Transportation System Plan, Climate Action Plan 2.0, Downtown Plan, and Riverfront Urban Renewal Plan. Downtown is planned for adoption as a Climate-Friendly Area where active transportation will be prioritized in order to meet state and local greenhouse gas reduction targets.

Improve health outcomes: The pilot provides enhanced public transportation service for seniors and people with disabilities residing downtown and increases access to parks, open space, pharmacies, and affordable grocery stores.

Meet climate goals: By providing a new public transportation options that complements active transportation, the pilot service helps people living, working, and visiting downtown live a car-light or car-free lifestyle, which helps reduce carbon emissions and meet the city's climate change goals outlined in the Climate Action Plan 2.0.

If this project is not awarded funding from this solicitation, what are the expected impacts?

Alternative and yet to be identified funding would need to be secured. Alternatively, the Downtown Loop would be discontinued.

Does your project have the potential to increase the use of active transportation, including public transportation?

☒ Yes ☐ No

Please describe.

The downtown project encourages Mode shift: The project encourages mode shift to transit and reduce reliance on personal vehicle use for people living, working, and visiting Downtown Eugene. People living downtown, including in senior and low-income housing, have expanded access to downtown services and destinations via transit. People visiting downtown, including tourists and families with young children, are enabled to visit downtown without a personal vehicle or to drive and "park once" in a downtown parking garage and use transit to make multiple stops. Downtown commuters can access the service as part of their trip to work or to access City Hall, County Courthouse, Federal Courthouse, and other civic destinations during the work day. The new downtown transit service provided by the pilot project complements other transportation options available in downtown Eugene including bike share and car share. The loop improves connectivity between regional trains and local buses in Downtown Eugene by creating a new frequent service connecting Amtrak station, LTD's Downtown Eugene Station, and important downtown destinations.

Select all that apply to your project.

- ☒ Improves the passenger experience.
- ☒ Benefits multiple transportation service providers.
- ☐ Involves consolidation, coordination, or resource sharing between agencies.

☐ None apply to my project.

Describe how this project would improve each of the items you selected in the previous question.

As previously indicated, positive feedback from the community has led LTD to seek methods of extending the program. Customers have written to LTD to comment, "Please keep it," with a passenger stating that he, "Absolutely loves it". Another customer indicated that it helps them get to their pharmacy. Another customer says that it gives seniors better access to medications, doctor appointments, and grocery shopping. Another customer complimented the planning department for scheduling, "the new Downtown Loop to run every half an hour." The rider went on to say, she feels like she, "Has more availability to do activities and not have to get home after dark." Community feedback is typically constituted by constructive criticism, so LTD planners have been pleasantly surprised by the volume of positive comments.

The Downtown Loop improves connectivity between regional trains and local buses in Downtown Eugene by creating a new frequent service connecting Amtrak station, LTD's Downtown Eugene Station, and important downtown destinations.

Are there any additional community benefits for the proposed project that have not been addressed in the previous questions in this section?

☒ Yes ☐ No

Please describe.

Climate: By providing a new public transportation option that complements active transportation, the pilot service can help people living, working, and visiting downtown live a car-light or car-free lifestyle, which helps reduce carbon emissions and meet the city's climate change goals outlined in the Climate Action Plan 2.0.

Health: The project provides enhanced public transportation service for seniors and people with disabilities residing downtown and increase access to parks, open space, pharmacies, and affordable grocery stores.

Safety

Operations Project 20%, Capital Projects 20%

This section evaluates how projects may enhance safety of vulnerable road users and transit riders.

What safety amenities are included in this project? Select all that apply.

- ☒ None
- ☐ Trimming
- ☐ Current arrival time tracker
- ☐ Lighting
- ☐ Cameras
- ☐ Seat belts
- ☐ Pedestrian or bicycle infrastructure

☐ Other

Describe the safety improvements or features funded by this project. In particular, describe how the project will improve the safety of vulnerable road users and transit riders.

The project supports safety by creating a new service in downtown Eugene that will provide a new transportation option for vulnerable road users and transit riders. The pilot service is designed to benefit older adults, people living with disabilities, and families with young children in particular. This new transit service will help people safely navigate several transportation barriers downtown including railroad tracks and multilane roads.

Climate Mitigation

Operations Projects 20%, Capital Projects 20%

The purpose of the climate mitigation questions is to determine how the proposed project advances state goals for reducing greenhouse gas emissions by maintaining or increasing transit ridership, deploying low- or no-emission vehicles, or using low carbon materials or carbon-efficient design principles.

If your agency is proposing a facility construction or renovation project, explain how your agency will reduce the climate impact of the project. If not relevant, write "N/A".

N/A

This could include the use of low-carbon materials, energy efficient design, onsite renewable energy, etc.

Describe how this project will reduce greenhouse gas emissions through encouraging people to use less carbon intensive forms of transportation? If not relevant, write "N/A".

By providing a new public transportation option that complements active transportation, the pilot service can help people living, working, and visiting downtown live a car-light or car-free lifestyle, which helps reduce carbon emissions and meet the city's climate change goals outlined in the Climate Action Plan 2.0.

For each vehicle you intend to acquire, provide the vehicle category, propulsion type, estimated annual miles, and the number of expected annual passenger rides (i.e., one-way passenger rides) in the first year of service for each vehicle.

N/A

For each vehicle include all one-way passenger rides, even if the vehicle is used across different routes or services.

Example:

- 1. Category A – diesel, 27,500 miles, 5000 passenger trips*
- 2. Category C – gasoline, 10,000 miles, 2000 passenger trips*

Access

Operations Projects 30%, Capital Projects 20%

The purpose of this application section is to assess how the proposed project planning and implementation incorporates meaningful involvement of resource-limited groups in decision-making. Project sustains or improves access to transportation for resource-limited groups.

What are the specific geographic boundaries of your transit service area? If you have a shapefile, file geodatabase, or REST service of your transit service area, please save it as a .zip file and attach it in the Supporting Documents section of the application.

See attachment

If the project serves more than one community (e.g. intercity bus), what are the geographic boundaries (e.g. city, county, and/or urban growth boundaries, etc.) of the primary beneficiaries of the service?

N/A

Did your agency engage or does your agency plan to engage members of resource-limited groups or their representatives in the development of this project?

☒ Yes ☐ No

Please explain the engagement that you conducted or plan to conduct.

Stakeholder engagement took place in May and June 2024, comprising focus group sessions, individual stakeholder meetings, and an online questionnaire. Stakeholder groups included community-based organizations focused on transportation and housing, downtown business groups, and regional government and local government partners. Participation in stakeholder meetings included representation from over 30 community-based and government organizations. Feedback gathered during these sessions revealed strong support for a fixed-route service that connects the new Riverfront District and ensure accessibility for all downtown residents and visitors, particularly older adults, individuals with disabilities, and families with young children.

If such engagement is not important to the success of this project, please explain why.

N/A

How may resource-limited groups benefit from this project?

Primarily older adults, individuals with disabilities, families with young children, and students benefit from the Downtown Loop.

How may resource-limited groups be burdened by this project?

N/A

Infrastructure and multi-modal connectivity

Capital Projects 10%

The purpose of this section is to evaluate how the proposed project improves conditions of transit-related infrastructure and/or multimodal connectivity of public transportation system.

Does this project improve bus-related infrastructure or multi-modal connectivity (e.g., pedestrian or bicycle infrastructure)?

☒ Yes ☐ No

Please explain.

The project has the potential to increase the use of public transportation and complements the use of active transportation modes including walking, biking, and bike share in Downtown Eugene. Mode shift: The project encourages mode shift to transit and reduce reliance on personal vehicle use for people living, working, and visiting Downtown Eugene. People living downtown, including in senior and low-income housing, have expanded access to downtown services and destinations via transit. People visiting downtown, including tourists and families with young children are able to visit downtown without a personal vehicle or to drive and “park once” in a downtown parking garage and use transit to make multiple stops. Downtown commuters can access the service as part of their trip to work or to access City Hall, County Courthouse, Federal Courthouse, and other civic destinations during the work day. The new downtown transit service provided by the pilot project will complement other transportation options available in downtown Eugene including bike share and car share. Intermodal trips: The project improves connectivity between regional trains and local buses in Downtown Eugene by creating a new frequent service connecting Amtrak station, LTD’s Downtown Eugene Station, and important downtown destinations.

Readiness to Proceed

Operations Projects 10%, Capital Projects 10%

The purpose of the following questions is to evaluate how the proposed project will be successfully completed by end of grant agreement period.

Describe why this project is realistic. How will you successfully implement the project and complete it on budget and within the grant agreement period?

The project has already been implemented, and 2027 - 2025 STIF Discretionary funding will allow LTD to continue the service.

For operations and equipment projects, the funding period will end June 30, 2028. For rolling stock, facilities, and other infrastructure project, the performance period will end June 30, 2031.

If this project will last beyond June 30, 2028, describe the plan for ongoing funding including match. If not applicable, respond N/A.

Depending upon the continuation of project success, LTD may opt to fund the project with General Fund dollars or seek alternative sources of funding.

Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, write N/A.

N/A

If actual costs exceed the budgeted amount for the project, describe your contingency plans.

LTD will supplement the budget with General Fund dollars.

Examples include but are not limited to eliminate add-ons, provide additional local funds, or cancel the project.

Describe how your project could be scaled down to receive a smaller amount of money than your desired request. If your project cannot be scaled down, write N/A.

LTD would consider reducing route frequency.

Describe the process your agency has for creating and maintaining the public General Transit Feed

Specification (GTFS) data that describe the service.

LTD utilizes our scheduling and CAD/AVL software and data to create the static GTFS that describes the current service. We maintain this data set for any changes and modifications that arise. Each service change, we have an internal process that we follow to define and activate the new service within our various systems. The static data set is made available to the public via one of our web servers for which we have public facing URLs for access to the data set. Our CAD / AVL system is loaded with the current schedule information and is able to provide real-time feed updates. The real-time feed is also made available via public facing URLs. The URLs are how our various data consumers like Google, Transit, Apple Maps, etc access the data for visibility to the public via the respective platforms.

Environmental

Answer the following questions to help determine if National Environmental Protection Act (NEPA) requirements apply to the proposed project.

Will the proposed project involve FTA funding? (Not including an award from this grant program)

☐ Yes ☒ No

According to federal regulation, projects evaluated under NEPA must demonstrate "independent utility", meaning the project must be usable and be a reasonable expenditure even if no additional improvements are made in the area. This does not prohibit the construction of a project in phases.

Answer the following questions to help determine if the proposed project demonstrates independent utility.

Would the project described above require additional improvements to be usable or to be considered a reasonable expenditure? This includes improvements considered part of another project or improvements funded by another grant or state/local funds.

☐ Yes ☒ No

Does the proposed project involve development of property or installation of equipment purchased through a separate project, including property or equipment purchased with state or local funds?

☐ Yes ☒ No

Does the proposed project involve acquisition of property, equipment, or vehicles that will be developed, constructed, or installed as part of a separate project?

☐ Yes ☒ No

Answer the following questions to help determine if the proposed project would require completion of FTA's CE Worksheet. Would the project include any of the following:

Final design activities – any design beyond 30%

☐ Yes ☒ No

Property acquisition – includes, but is not limited to, purchase discussions with property owners that imply or are explicitly binding.

☐ Yes ☒ No

Purchase of construction materials – includes, but is not limited to, purchase of any materials used for the activities listed under the definition of project construction below

☐ Yes ☒ No

Purchase of rolling stock

☐ Yes ☒ No

Project construction – FTA definition includes construction, alteration, or repair (including dredging, excavating, and painting) of buildings, structures, or other real property; excludes the assembly, alteration, or repair of vessels or other kinds of personal property.

☐ Yes ☒ No

Has the FTA already provided NEPA concurrence for this project or components of this project?

☐ Yes ☒ No

Supporting Documents

Please provide any additional supporting documents

Downtown Circulator Map.pdf

Upload Coordinated plan, Preventative Maintenance plan, project administration budget etc.

Submitting Your Application

- Click the "Save" button to save your work. A link to the application will appear that you can copy for future reference. Or, you can enter your email address to have the link emailed to you.
- Attach any supporting documents using the "Upload" button or by dragging documents from your computer to the "drag files here" area.
- Electronically sign your application by using the pen icon. Type your name in the "Printed Name" section.
- Submit your application by using the "Submit Application" button.
- IF YOU DO NOT RECEIVE AN EMAIL RESPONSE, PLEASE CONTACT US IMMEDIATELY AT 503-986-3300 OR ODOTPTDREPORTING@ODOT.OREGON.GOV.

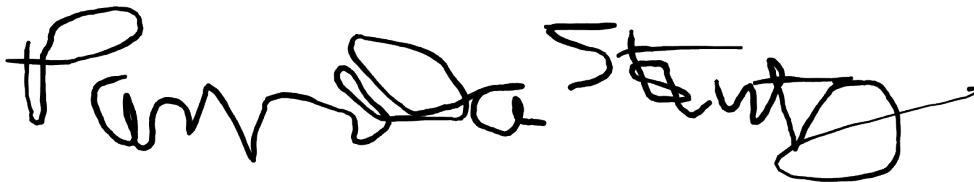
The person signing this form must have the legal authority to submit the application on behalf of the applicant.

By electronically signing and submitting this form, the agency representative certifies that the information on the application is true and accurate to the best of their knowledge.

Signature

Printed Name

Pamela Strutz

A handwritten signature in black ink, appearing to read "Pamela Strutz", with a stylized, cursive script.

☒ I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729–3730 and 3801–3812

Submission Date

4/22/2026