



STIF Plan 2023-25

- [STIF Program Guidebook](#)
- [STIF Plan Application Instructions](#)

For alternative formats / accessibility questions please reach out to:

The Regional Transit Coordinator in your region or Brian Roth: brian.roth@odot.oregon.gov

1. Qualified Entity

Qualified Entity Name

Sunset Empire Transportation District

Qualified Entity Address

900 Marine Dr., Astoria, Oregon 97103

STIF Plan Contact Name

Paul Lewicki

STIF Plan Contact Title

Interim Executive Director

STIF Plan Contact Email

paul@ridethebus.org

STIF Plan Contact Phone Number

(503) 861-5399

Employer Identification Number (EIN)

93-1146160

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

No

1.2 Sub-Recipients in STIF Plan

2. Advisory Committees

2.1 Advisory Committee Website

By checking this box, I agree that all Advisory Committee requirements of OARs 732-040-0030, 732-040-0035 and 732-042-0020 have been met, including, but not limited to: required constituencies, written bylaws, public meetings, and STIF Plan project review and prioritization.

Yes

Advisory Committee Web Address

<https://www.nworegontransit.org/advisory-boards-setd/>

If this information is not available on a website, you must upload other documentation that demonstrates how Advisory Committee information was published.

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

Yes

Please upload meeting minutes demonstrating that input from the optional work group was considered as part of the Advisory Committee process.



[TAC Draft January 2023 Meeting Minutes Final.docx](#)

3.1 MB



3. Local Plan Compliance

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

Local Plan 1

Local Plan Name	Governing Body that adopted	Plan Adoption Date
Long Range Comprehensive Transportation Plan	Local Plan Board of Commissioners	4/25/2019

Local Plan Web Address

<https://www.nworegontransit.org/transportation-plan/>

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

Local Plan 2

Local Plan Name	Governing Body that adopted	Plan Adoption Date
Coordinated Human Services Transportation Plan	Local Plan Board of Commissioners	10/20/2022

Local Plan Web Address

<https://www.nworegontransit.org/transportation-plan/>

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

Local Plan 3

Local Plan Name	Governing Body that adopted	Plan Adoption
Board Strategic Priorities	Local Plan	Date
	Board of Commissioners	12/9/2022

Local Plan Web Address

<https://www.nworegontransit.org/agencies/sunset-empire-transportation-district/>

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

3.2 Local Plan requirements

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

Yes

4. Accountability

4.1 Accountability methods

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

Yes

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

Yes

4.2 Sub-Allocation method

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

Yes

Describe the Qualified Entity's method for sub-allocating STIF Formula Fund moneys and the collaborative process used to work with Public Transportation Service Providers and other potential

Sub-Recipients, as relevant, to develop the sub-allocation method.

Since Sunset Empire is the only Public Transportation Service Provider within the area, and there are no other potential Public Transportation Service Provider expressing interest in applying for STIF Formula funding, the sub-allocation isn't possible.

Upload Response

4.3 High Percentage of Low-Income Households

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

SETD used the ODOT "Estimating Low Income Households Guidance" Method # 1 to determine the number of HH's below 200% for Clatsop County. This analysis was conducted at the Zip Code level to determine communities with the highest number of low income individuals and then calculate how many households that meant based on average household size.

The study concluded there are 5,600 low income households in Clatsop County, which is approximately 35% of all households in the County. Cannon Beach has the highest percentage of low income HH's at 48%, Seaside is next at 41%, Hammond is at 38%, Warrenton is at 35%, and Astoria is at 32% Tolovana Park and Arch Cape have the lowest percentage of low income HH's at 14% and 13%. SETD also used the Remix program to determine the how many low income individuals were within a half mile from bus stops. Using the B25010 Average Household Size of Occupied Housing Units by Tenure table from AFF, we converted the individuals into household size.

Upload Response

5. STIF Plan Period and Adoption

5.1 Period Covered By STIF Plan

Provide start and end dates for projects proposed for funding in this STIF Plan. The earliest possible start date is July 1, 2023.

Start Date:	End Date
7/1/2023	6/30/2025

5.2 STIF Plan Adoption

STIF Plan Advisory Committee recommendation date	STIF Plan Governing Body adoption date
1/9/2023	1/13/2023

Website where Governing Body adoption document is located
<https://www.nworegontransit.org/agencies/sunset-empire-transportation-district/>

Upload Governing Body adoption document if website is unavailable.

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

No

6. Projects

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

No

6.1 Project Detail Entry

Project 1

Qualified Entity or Sub-Recipient Name

Sunset Empire Transportation District

Project Name

Match for FTA 5310

Project Description

This project will fund the match to FTA 5310 funds for fixed route service Preventive Maintenance and Mobility Management.

Is this project intended for services benefiting seniors and individuals with disabilities (formerly STF)?

Yes

Do you plan to expend funding in a future STIF Plan period?

No

Percent of project budget in district

100%

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

Improve or Expand Service

0%

Maintain Service

100%

If project is maintaining an existing service, describe rationale.

This funding for match to FTA funds will maintain fixed route service that was reinstated after a short halt of operations.

Local Plan from which this project is derived:
Board Strategic Priorities Plan 23-25

Local Plan page
number
1

Multi-Phase Project

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

No

6.1.1 Project Scope

Task 1

Task Description

This task is for match funds for FTA section 5310 Preventive Maintenance for Paratransit/Demand Response.

Category

Preventive Maintenance 11.7A.00

Preventive Maintenance Task Category

Task Category Amount

\$9,662.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Fund Type	FY 2024	FY 2025	Total
STIF	\$4,831.00	\$4,831.00	\$9,662.00
Federal	\$42,213.00	\$42,214.00	\$84,427.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Prior Biennia STIF Funds	\$0.00	\$0.00	\$0.00
	\$47,044.00	\$47,045.00	\$94,089.00

Fund Type	FY 2024	FY 2025	Total
Prior Biennia Interest Accrued	\$0.00	\$0.00	\$0.00
Prior Biennia Program Reserve	\$0.00	\$0.00	\$0.00
	\$47,044.00	\$47,045.00	\$94,089.00

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

No

6.1.3 Outcome Measures

Outcome Measures for Older Adults and People with Disabilities

Outcome 1 Placeholder for older adults and people with disabilities

Increase in ridership from older adults and people with disabilities

Outcome 2 Placeholder for older adults and people with disabilities

Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Ridership Percentage Increased

Number of Units:

25%

Task 2

Task Description

This project is for Match for FTA 5310 Section Mobility Management

Category

Mobility Management 11.7L.00

Mobility Management Task Category

Task Category Amount

\$27,328.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Fund Type	FY 2024	FY 2025	Total
STIF	\$13,664.00	\$13,664.00	\$27,328.00
Federal	\$119,380.00	\$119,380.00	\$238,760.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Prior Biennia STIF Funds	\$0.00	\$0.00	\$0.00
Prior Biennia Interest Accrued	\$0.00	\$0.00	\$0.00
Prior Biennia Program Reserve	\$0.00	\$0.00	\$0.00
	\$133,044.00	\$133,044.00	\$266,088.00

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

No

6.1.3 Outcome Measures

Outcome Measures

Outcome Measure 1

Mobility Management

Number of individuals that received transit training

100

Number of individuals that are served by a coordinated demand response call center
30,000

All Project Types

Other Measure
Marketing Materials Created

Number of Units:
20

6.2 Allocation of STIF funds by project

STIF Criteria

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

FY 2024 STIF Total	FY 2025 STIF Total
\$18,495.00	\$18,495.00

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

Criterion	FY 2024	FY 2025
Criterion 1	0.0%	0.0%
	100.00%	100.00%

Criterion	FY 2024	FY 2025
Criterion 2	50.0%	50.0%
Criterion 3	5.0%	5.0%
Criterion 4	0.0%	0.0%
Criterion 5	0.0%	0.0%
Criterion 6	0.0%	0.0%
Criterion 7	5.0%	5.0%
Criterion 8	40.0%	40.0%
	100.00%	100.00%

6.3 Oregon Public Transportation Plan Goals

Select the OPTP goals that apply to your STIF Plan Projects.

Goal 1 Mobility: Public Transportation User Experience

Goal 2: Accessibility and Connectivity

Goal 3: Community Livability and Economic Vitality

Goal 4: Equity

Goal 5: Health

Goal 6: Safety and Security

Goal 9: Funding and Strategic Investment

6.4 Project Summary

Project Name

Match for FTA 5310

STIF Project Grand Total	Amount in District	Amount out of District
\$36,990.00	\$36,990.00	\$0.00
FY 2024 STIF Project Total	FY 2025 STIF Project Total	
\$18,495.00	\$18,495.00	

Funds Supporting Student Transportation

FY 2024 percent of STIF Funds supporting student transportation 5%	FY 2025 percent of STIF Funds supporting student transportation 5%
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Funds Supporting Older and Disabled Persons Transportation

Funds from Previous Biennia

FY 2024 STIF Funds From Previous Cycle \$0.00	FY 2025 STIF Funds From Previous Cycle \$0.00
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Project 2

Qualified Entity or Sub-Recipient Name

Sunset Empire Transportation District

Project Name

Match for FTA 5311 Projects

Project Description

This funding will help match FTA 5310 funds such as Operations, Preventive Maintenance, Administration for routes that have been reinstated after a brief halt of all service.

Is this project intended for services benefiting seniors and individuals with disabilities (formerly STF)?

Yes

Do you plan to expend funding in a future
STIF Plan period?

No

Percent of project budget in district

100%

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

Improve or Expand Service
0%

Maintain Service
100%

If project is maintaining an existing service, describe rationale.

This funds are helping match FTA 5311 funds to maintain reinstated routes.

Local Plan from which this project is derived:
Long Range Comprehensive Transportation Plan

Local Plan page
number
8-21

Multi-Phase Project

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

No

6.1.1 Project Scope

Task 1

Task Description

Provide match for FTA 5311 Operations

Category

Operations 30.09.01 (Operating Assistance)

Specify the mode that this task will support.

Fixed Route

Operations Task Category

Task Category Amount

\$816,034.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Fund Type	FY 2024	FY 2025	Total
STIF	\$408,017.00	\$408,017.00	\$816,034.00
	\$929,000.00	\$929,001.00	\$1,858,001.00

Fund Type	FY 2024	FY 2025	Total
Federal	\$520,983.00	\$520,984.00	\$1,041,967.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Prior Biennia STIF Funds	\$0.00	\$0.00	\$0.00
Prior Biennia Interest Accrued	\$0.00	\$0.00	\$0.00
Prior Biennia Program Reserve	\$0.00	\$0.00	\$0.00
	\$929,000.00	\$929,001.00	\$1,858,001.00

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

Yes

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
96,876	4,643.00	38,250

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

16,309

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

3,449

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

0

Is this project supporting student transportation?

Yes

Is this project supporting services for older adults and people with disabilities?

Yes

Choose at least one

Operations

Number of students in grades 9-12 with free or reduced fare transit pass

Number of students in grades 9-12 with free or reduced fare transit pass

1,343

Outcome Measures for Older Adults and People with Disabilities

Outcome 1 Placeholder for older adults and people with disabilities

Ridership

Outcome 2 Placeholder for older adults and people with disabilities

Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Ridership Number Increased

Number of Units:

25%

Task 2

Task Description

Match for FTA 5311 Funds for Preventive Maintenance

Category

Preventive Maintenance 11.7A.00

**Preventive Maintenance Task
Category**

Task Category Amount

\$23,622.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Fund Type	FY 2024	FY 2025	Total
STIF	\$11,811.00	\$11,811.00	\$23,622.00
Federal	\$103,183.00	\$103,183.00	\$206,366.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Prior Biennia STIF Funds	\$0.00	\$0.00	\$0.00
Prior Biennia Interest Accrued	\$0.00	\$0.00	\$0.00
Prior Biennia Program Reserve	\$0.00	\$0.00	\$0.00
	\$114,994.00	\$114,994.00	\$229,988.00

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

No

6.1.3 Outcome Measures

Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Ridership Percentage Increased

Number of Units:

25%

Task 3

Task Description

Match for FTA 5311 Funds for Administration tasks.

Category

Project Administration 11.79.00

Project Administration Task Category

Task Category Amount

\$34,532.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Fund Type	FY 2024	FY 2025	Total
STIF	\$17,266.00	\$17,266.00	\$34,532.00
Federal	\$150,856.00	\$150,856.00	\$301,712.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Prior Biennia STIF Funds	\$0.00	\$0.00	\$0.00
Prior Biennia Interest Accrued	\$0.00	\$0.00	\$0.00
Prior Biennia Program Reserve	\$0.00	\$0.00	\$0.00
	\$168,122.00	\$168,122.00	\$336,244.00

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

No

6.1.3 Outcome Measures

Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Plans Created

Number of Units:

2

6.2 Allocation of STIF funds by project

STIF Criteria

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

FY 2024 STIF Total

\$437,094.00

FY 2025 STIF Total

\$437,094.00

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

Criterion	FY 2024	FY 2025
Criterion 1	25.0%	25.0%
Criterion 2	0.0%	0.0%
Criterion 3	25.0%	25.0%
Criterion 4	0.0%	0.0%
Criterion 5	0.0%	0.0%
Criterion 6	0.0%	0.0%
Criterion 7	10.0%	10.0%
Criterion 8	40.0%	40.0%
	100.00%	100.00%

6.3 Oregon Public Transportation Plan Goals

Select the OPTP goals that apply to your STIF Plan Projects.

Goal 1 Mobility: Public Transportation User Experience

Goal 2: Accessibility and Connectivity

Goal 3: Community Livability and Economic Vitality

Goal 4: Equity

Goal 5: Health

Goal 6: Safety and Security

Goal 9: Funding and Strategic Investment

6.4 Project Summary

Project Name

Match for FTA 5311 Projects

STIF Project Grand Total	Amount in District	Amount out of District
\$874,188.00	\$874,188.00	\$0.00

FY 2024 STIF Project Total	FY 2025 STIF Project Total
\$437,094.00	\$437,094.00

Funds Supporting Student Transportation

FY 2024 percent of STIF Funds supporting student transportation 10%	FY 2025 percent of STIF Funds supporting student transportation 10%
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Funds Supporting Older and Disabled Persons Transportation

Funds from Previous Biennia

FY 2024 STIF Funds From Previous Cycle \$0.00	FY 2025 STIF Funds From Previous Cycle \$0.00
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Project 3

Qualified Entity or Sub-Recipient Name
Sunset Empire Transportation District

Project Name
Operations

Project Description
This project will help fund reinstated routes after a brief halt of all services.

Is this project intended for services benefiting seniors and individuals with disabilities (formerly STF)?
Yes

Do you plan to expend funding in a future
STIF Plan period?
No

Percent of project budget in district
100%

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

Improve or Expand Service
0%

Maintain Service
100%

If project is maintaining an existing service, describe rationale.

This project helps maintain services that have been reinstated after a brief halt of all services.

Local Plan from which this project is derived:
Long Range Comprehensive Transportation Plan

Local Plan page
number
8-21

Multi-Phase Project

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

No

6.1.1 Project Scope

Task 1

Task Description

This project will fund operations for Fixed Route Services

Category

Operations 30.09.01 (Operating Assistance)

Specify the mode that this task will support.

Fixed Route

Operations Task Category

Task Category Amount

\$114,670.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Fund Type	FY 2024	FY 2025	Total
STIF	\$114,670.00	\$0.00	\$114,670.00
Federal	\$0.00	\$0.00	\$0.00
	\$114,670.00	\$0.00	\$114,670.00

Fund Type	FY 2024	FY 2025	Total
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Prior Biennia STIF Funds	\$0.00	\$0.00	\$0.00
Prior Biennia Interest Accrued	\$0.00	\$0.00	\$0.00
Prior Biennia Program Reserve	\$0.00	\$0.00	\$0.00
	\$114,670.00	\$0.00	\$114,670.00

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

Yes

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
96,876	4,643.00	38,250

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

16,309

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

3,449

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

0

Is this project supporting student transportation?

Yes

Is this project supporting services for older adults and people with disabilities?

Yes

Choose at least one

Operations

Number of rides provided to students in grades 9-12

Number of rides provided to students in grades 9-12

1,343

Outcome Measures for Older Adults and People with Disabilities

Outcome 1 Placeholder for older adults and people with disabilities

Outcome 2 Placeholder for older adults and people with disabilities

Outcome Measures**Outcome Measure 1****All Project Types**

Other Measure

Ridership Percentage Increased

Number of Units:

25%

Task 2

Task Description

This project will fund operations for Demand Response/Paratransit Services

Category

Operations 30.09.01 (Operating Assistance)

Specify the mode that this task will support.

Demand Response

Operations Task Category

Task Category Amount

\$172,004.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Fund Type	FY 2024	FY 2025	Total
STIF	\$172,004.00	\$0.00	\$172,004.00
Federal	\$0.00	\$0.00	\$0.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Prior Biennia STIF Funds	\$0.00	\$0.00	\$0.00
Prior Biennia Interest Accrued	\$0.00	\$0.00	\$0.00
Prior Biennia Program Reserve	\$0.00	\$0.00	\$0.00
	\$172,004.00	\$0.00	\$172,004.00

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

Yes

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
71,490	5,415.00	6,990

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

16,309

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

3,449

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

0

Is this project supporting student transportation?

Yes

Is this project supporting services for older adults and people with disabilities?

Yes

Choose at least one

Operations

Number of rides provided to students in grades 9-12

Operations - Demand Response

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

Number of rides provided to students in grades 9-12

1,343

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

343

Outcome Measures for Older Adults and People with Disabilities

Outcome 1 Placeholder for older adults and people with disabilities

Outcome 2 Placeholder for older adults and people with disabilities

Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Number of Units:

6.2 Allocation of STIF funds by project

STIF Criteria

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

FY 2024 STIF Total	FY 2025 STIF Total
\$286,674.00	\$0.00

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

Criterion	FY 2024	FY 2025
Criterion 1	0.0%	0.0%
Criterion 2	0.0%	0.0%
Criterion 3	0.0%	0.0%
Criterion 4	0.0%	0.0%
Criterion 5	0.0%	0.0%
Criterion 6	0.0%	0.0%
Criterion 7	0.0%	0.0%
	0.00%	0.00%

Criterion	FY 2024	FY 2025
Criterion 8	0.0%	0.0%
	0.00%	0.00%

6.3 Oregon Public Transportation Plan Goals

Select the OPTP goals that apply to your STIF Plan Projects.

Goal 1 Mobility: Public Transportation User Experience

Goal 2: Accessibility and Connectivity

Goal 3: Community Livability and Economic Vitality

Goal 4: Equity

Goal 6: Safety and Security

Goal 9: Funding and Strategic Investment

Goal 10: Communication, Collaboration, and Coordination

6.4 Project Summary

Project Name

Operations

STIF Project Grand Total	Amount in District	Amount out of District
\$286,674.00	\$286,674.00	\$0.00

FY 2024 STIF Project Total	FY 2025 STIF Project Total
\$286,674.00	\$0.00

Funds Supporting Student Transportation

FY 2024 percent of STIF Funds supporting student transportation 0%	FY 2025 percent of STIF Funds supporting student transportation
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Funds Supporting Older and Disabled Persons Transportation

Funds from Previous Biennia

FY 2024 STIF Funds From Previous Cycle	FY 2025 STIF Funds From Previous Cycle
\$0.00	\$0.00

Project 4

Qualified Entity or Sub-Recipient Name
Sunset Empire Transportation District

Project Name
Administration

Project Description
This project will fund administrative daily tasks.

Is this project intended for services benefiting seniors and individuals with disabilities (formerly STF)?
Yes

Do you plan to expend funding in a future STIF Plan period?
No

Percent of project budget in district
100%

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

Improve or Expand Service	Maintain Service
0%	100%

If project is maintaining an existing service, describe rationale.
This project maintains administrative staff.

Local Plan from which this project is derived:
Long Range Comprehensive Transportation Plan

Local Plan page
number
8-29

Multi-Phase Project

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

No

6.1.1 Project Scope

Task 1

Task Description

Administrative tasks and planning for new financial software.

Category

Project Administration 11.79.00

Project Administration Task Category

Task Category Amount

\$286,674.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Fund Type	FY 2024	FY 2025	Total
STIF	\$286,674.00	\$0.00	\$286,674.00
Federal	\$0.00	\$0.00	\$0.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Prior Biennia STIF Funds	\$0.00	\$0.00	\$0.00
Prior Biennia Interest Accrued	\$0.00	\$0.00	\$0.00
Prior Biennia Program Reserve	\$0.00	\$0.00	\$0.00
	\$286,674.00	\$0.00	\$286,674.00

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

Yes

6.1.3 Outcome Measures

Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Plans Created

Number of Units:

1

6.2 Allocation of STIF funds by project

STIF Criteria

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

FY 2024 STIF Total

\$286,674.00

FY 2025 STIF Total

\$0.00

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

Criterion	FY 2024	FY 2025
Criterion 1	50.0%	50.0%
Criterion 2	0.0%	0.0%
Criterion 3	0.0%	0.0%
Criterion 4	0.0%	0.0%
Criterion 5	0.0%	0.0%
Criterion 6	0.0%	0.0%
Criterion 7	5.0%	5.0%
Criterion 8	45.0%	45.0%
	100.00%	100.00%

6.3 Oregon Public Transportation Plan Goals

Select the OPTP goals that apply to your STIF Plan Projects.

Goal 1 Mobility: Public Transportation User Experience

Goal 2: Accessibility and Connectivity

Goal 3: Community Livability and Economic Vitality

Goal 4: Equity

Goal 5: Health

Goal 6: Safety and Security

Goal 9: Funding and Strategic Investment

6.4 Project Summary

Project Name

Administration

STIF Project Grand Total	Amount in District	Amount out of District
\$286,674.00	\$286,674.00	\$0.00

FY 2024 STIF Project Total	FY 2025 STIF Project Total
\$286,674.00	\$0.00

Funds Supporting Student Transportation

FY 2024 percent of STIF Funds supporting student transportation 5%	FY 2025 percent of STIF Funds supporting student transportation
--	--

Funds Supporting Older and Disabled Persons Transportation

Funds from Previous Biennia

FY 2024 STIF Funds From Previous Cycle \$0.00	FY 2025 STIF Funds From Previous Cycle \$0.00
---	---

Project 5

Qualified Entity or Sub-Recipient Name
Sunset Empire Transportation District

Project Name
OTIB Debt Service

Project Description

This project will help repay the OTIB loan spread over 2 biennia. This project sets aside the funds for 1 biennium.

Is this project intended for services benefiting seniors and individuals with disabilities (formerly STF)?

No

Do you plan to expend funding in a future
STIF Plan period?

No

Percent of project budget in district
100%

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

Improve or Expand Service	Maintain Service
0%	100%

If project is maintaining an existing service, describe rationale.

This project is to repay OTIB loan

Local Plan from which this project is derived:	Local Plan page number
OTIB SETD Loan Document	1-8

Multi-Phase Project

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

No

6.1.1 Project Scope

Task 1

Task Description

Loan repayment

Category

Operations 30.09.01 (Operating Assistance)

Specify the mode that this task will support.

Fixed Route

Operations Task Category

Task Category Amount

\$618,336.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Fund Type	FY 2024	FY 2025	Total
STIF	\$309,168.00	\$309,168.00	\$618,336.00
	\$309,168.00	\$309,168.00	\$618,336.00

Fund Type	FY 2024	FY 2025	Total
Federal	\$0.00	\$0.00	\$0.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Prior Biennia STIF Funds	\$0.00	\$0.00	\$0.00
Prior Biennia Interest Accrued	\$0.00	\$0.00	\$0.00
Prior Biennia Program Reserve	\$0.00	\$0.00	\$0.00
	\$309,168.00	\$309,168.00	\$618,336.00

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

Yes

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
96,876	4,643.00	38,250

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

16,309

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

3,449

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

0

Is this project supporting student transportation?

No

Is this project supporting services for older adults and people with disabilities?

Yes

Outcome Measures for Older Adults and People with Disabilities

Outcome 1 Placeholder for older adults and people with disabilities

Rides Given

Outcome 2 Placeholder for older adults and people with disabilities

Outcome Measures

Outcome Measure 1

All Project Types

Other Measure

Plans Created

Number of Units:

1

6.2 Allocation of STIF funds by project

STIF Criteria

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

\$618,336.00	\$618,336.00	\$0.00
FY 2024 STIF Project Total	FY 2025 STIF Project Total	
\$309,168.00	\$309,168.00	

Funds Supporting Student Transportation

FY 2024 percent of STIF Funds supporting student transportation 0%	FY 2025 percent of STIF Funds supporting student transportation 30%
--	---

Funds Supporting Older and Disabled Persons Transportation

Funds from Previous Biennia

FY 2024 STIF Funds From Previous Cycle \$0.00	FY 2025 STIF Funds From Previous Cycle \$0.00
---	---

7. STIF Plan Summary

STIF Plan Grand Total	Amount Carried Forward	Amount in District	Amount out of District
\$2,102,862.00	\$0.00	\$2,102,862.00	\$0.00

STIF Revenue Totals for Plan Period
\$2,102,862.00

FY 2024 Total STIF Funds From Previous Cycle \$0.00	FY 2025 Total STIF From Previous Cycle \$0.00
--	---

FY 2024 Total STIF Funds \$1,338,105.00	FY 2025 Total STIF Funds \$764,757.00
---	---

8. Services for older adults and people with disabilities.

FY 2024 STIF Total	FY 2025 STIF Total
\$309,168.00	\$309,168.00

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

Criterion	FY 2024	FY 2025
Criterion 1	0.0%	0.0%
Criterion 2	0.0%	0.0%
Criterion 3	0.0%	0.0%
Criterion 4	0.0%	0.0%
Criterion 5	0.0%	70.0%
Criterion 6	0.0%	0.0%
Criterion 7	0.0%	30.0%
Criterion 8	100.0%	100.0%
	100.00%	200.00%

6.3 Oregon Public Transportation Plan Goals

Select the OPTP goals that apply to your STIF Plan Projects.

Goal 1 Mobility: Public Transportation User Experience

Goal 2: Accessibility and Connectivity

Goal 3: Community Livability and Economic Vitality

Goal 4: Equity

Goal 5: Health

Goal 6: Safety and Security

Goal 9: Funding and Strategic Investment

6.4 Project Summary

Project Name

OTIB Debt Service

STIF Project Grand Total	Amount in District	Amount out of District
--------------------------	--------------------	------------------------

FY 2024 Student STIF Funds	FY 2025 Student STIF Funds
\$58,967.85	\$137,384.55
FY 2024 Percent of STIF Funds supporting student transportation	FY 2025 Percent of STIF Funds supporting student transportation
4.41%	17.96%
FY 2024 Older and Disabled Persons STIF Funds	FY 2025 Older and Disabled Persons STIF Funds
\$620,406.90	\$491,403.60

Effective Date

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

Signature

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

Download the signature page here:

[STIF Plan Signature Page](#)

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[FY 2023-2025 Statewide Trans...](#)

0.6 MB



Project Name	Description	FY24	FY25	Recommended Project #
Match for 5310	This project will fund the match to FTA 5310 funds for fixed route service Preventative Maintenance and Mobility Management	\$180,088.00 ✓ 18495-	\$180,089.00 ✓ 18495-	1
Match for FTA 5311 Projects	This funding will help match FTA 5310 funds such as Operations, Preventative Maintenance, Administration for routes that have been reinstated after a brief halt of all service	\$1,232,116.00 ✓ 437,004	\$1,332,116.00 ✓ 437,004	2
Operations	This project will help fund reinstated routes after a brief halt of all services	\$286,674.00 ✓ 17165		3
Administration	This project will fund administrative daily tasks, planning for new Financial Software	\$286,674.00 ✓ 17165		4
OTIB Debt Service	This project will help repay the OTIB loan spread over 2 biennia. This project sets aside the funds for 1 biennium	\$309,168.00 ✓	\$309,168.00 ✓	5

\$2,294,720.00 \$1,821,373.00 \$4,116,093.00

1,338,105 741,757 2,102,862

12
485,589 ✓
379,657

× 1,752,584
1,191,684
256,000 = 282

1,082
268,000
1,350,000

4%

96%

