



ODOT SRTS

Safe Routes to School Education
Grant Application Guidance

CALL FOR APPLICATIONS Federal Fiscal Years 2025-2026 10/01/24 - 9/30/26

ABOUT THE FUNDING

The ODOT Transportation Safety Office (TSO) has \$2 million dollars available for the next two year funding cycle for Education (Non-Infrastructure) Safe Routes to School Program Competitive Grants:
FFY 2025 (October 1, 2024 – September 30, 2025)
FFY 2026 (October 1, 2025 – September 30, 2026)

- The funding is divided into three funding tiers based on program level of the program described in the table below:

Programming Level	Beginner	Intermediate	Advanced
Funding Pathway Tier Name	Tier 1: Education Grant Plus	Tier 2: Education Grant	Tier 3: Innovation Grant
Tier Level Qualifications	Programs new to SRTS Education. Applicants who have never received ODOT SRTS Education funding, or have not since 2017 and are starting over.	SRTS Education programs already in progress. Applicants who are ready to succeed but need additional funding to advance to program sustainability.	Advanced SRTS programs that are currently sustainable without ODOT funding but need a-
Maximum Total Grant Amount	Total award is up to \$200,000 \$150,000 for education grant \$ Up to \$50,000 value, paid by ODOT for consultant planning and technical support -Not a grant	Up to \$150,000	Up to \$50,000
Explanation	Designed to help new grantees plan, develop, and start an Education Program. Activities will be for consultant to help grantee develop an implementation plan, help with project planning and recruitment, and coordinating local efforts to starting a SRTS Education Program.	Designed for continuing a SRTS program already in progress and has not been funded with ODOT SRTS Education grants two times or more since 2017.	Designed for advanced, experienced programs who are looking to expand through innovation; and/or have already been funded 2 times or more since 2017.

There is a 12% match requirement (88% federal funds, 12% local match)

- Matching funds can be cash or in-kind, (e.g. use of existing equipment or facilities specific to the project's needs; donations, incentives, volunteer time etc.).

WHO IS ELIGIBLE TO APPLY (OAR 737-025-0030)

- ❖ School districts, education service or schools (public, private, parochial, charter or alternative education program) offering instruction at levels K-12* in cooperation with the governing body of jurisdiction for the affected roadways or properties



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- **Applicant must submit letters of commitment from their governing bodies stating support of their participation and endorsement as applicable to the program.**
- ❖ A tribe, city, county, regional government agency, transit district or other unit of local government in cooperation with a school district, education service district or a qualifying school
 - **Applicant must submit a letter of commitment from the qualifying school or school district or education service district**
- ❖ A non-profit organization in partnership with a school district, education service or schools (public, private, parochial, charter or alternative education program at levels K-12*) or a local governmental body
 - **If the organization is not a school, the application must include a letter of commitment from the benefiting school district stating its participation or endorsement**

*Due to recent federal legislation from the IIJA-BIL Transportation Bill, SRTS funded programs can now include programming for K-12 schools and students; where historically only K-8 was eligible. For Oregon, this change is pending administrative OAR ([Oregon Administrative Rule](#)) updates and policies.

APPLICATION TIMELINE

February 12, 2024	Grant solicitation begins
March 25, 2024	Applications must be received by 11:59 PM via online portal
June, 2024	Notification of grant awards
October 1, 2024	Grant start date with contracts signed

ABOUT THE APPLICATION:

How to apply: The application is online and can also be accessed on the OregonSafeRoutes.org website

- The application will guide the applicant through a series of questions that leads them to the recommended funding tier (as described in the table above). Applicants **do not** choose which tier they apply under; however, ODOT understands that not all programs will fit perfectly into the three tiers guided by the online application. If an applicant believes they belong in a different tier than the application guides them to, they can contact the SRTS Education Program Manager (See below for contact information).

PRIORITIES FOR THIS APPLICATION CYCLE

Each funding tier is assigned specific scoring priorities. Please see the posted scoring matrices on the [website](#) under application Resources.

WHAT IS A SAFE ROUTES TO SCHOOL PROGRAM?

The goals of a Safe Routes to School Education (Non-Infrastructure Program) are to:



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- ❖ Increase the ability and opportunity for children K-12 to walk, roll and bike safely to and from school;
- ❖ Promote a culture of walking and rolling to/from school and encourage a healthy and active lifestyle;
- ❖ And facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution within two miles of the school.

Examples of eligible SRTS Education (Non-Infrastructure) program funding:

- Costs to employ a SRTS Program Coordinator
- Training, including walk+roll safety education classes, SRTS training workshops that target school and community-level audiences
- Crossing Guard equipment and training beyond what is available from Oregon Department of Education Pupil Transportation program
- Education presentations/meeting costs such as speaker fees, travel, and materials
- Costs for additional overtime law enforcement or equipment needed for enforcement activities
- Bicycle and pedestrian safety curricula, materials and trainers
- Pay for substitute teacher if needed to cover for faculty attending SRTS functions during school hours
- Costs for data gathering, analysis, and evaluation reporting at the local project level
- Creation and reproduction of promotional and educational materials
- Photocopying, duplicating, and printing costs, including digital work (CDs, DVDs, etc.)

This listing is not exhaustive, other items or activities may qualify to be funded. Eligible activities must meet one or more the purposes of the SRTS Program as described above in "What is a SRTS Program?" and be justified to meet overall objectives of the grant. Grant objectives will be determined in the grant agreement building process after the grant award has been announced.

TSO-SRTS Education Grant funds may not be used for the following items:

- Child care
- Paid media such as commercial advertising space or time
- Cash prizes or vouchers redeemable for cash
- Furniture
- Lobbying
- Infrastructure
- Supplanting - funding must **add** capacity rather than reduce state, local or other non-federal funds that have already been allocated for an activity, just because federal funds are now available to fund that same activity (no replacing of already existing budget items)

Please be aware that **this is a reimbursement-based grant**. Funds initially come from the grantee agency's resources for SRTS expenditures and are then reimbursed based on the claims and source documents submitted to ODOT-TSO for eligible activities.



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APPLICATION RESOURCE MATERIALS

Find all the materials below on the OregonSafeRoutes.org website:

- ❖ Online application form
- ❖ Completed proposed budget template
- ❖ List of previously funded ODOT Education SRTS grantees (Use to determine funding pathway tier eligibility)
- ❖ Grant Scoring Matrices (Use to determine funding priorities for the grant application based on each tier).

Application submittal deadline is at 11:59 pm on March 25, 2024.

ODOT SRTS CONTACT:

Heidi Manlove, SRTS Education Program Manager

ODOT Transportation Safety Office

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