

## Chapter 2. Planning & Program Development

### A. OVERVIEW

Program development begins with transportation planning to explore needs at the state and local levels and identify projects for the Statewide Transportation Improvement Program (STIP). The STIP is a staged, multi-year, statewide capital improvement plan for transportation projects. The STIP is consistent with the statewide transportation plan as well as metropolitan transportation improvement programs (also known as TIPs or MTIPs). The STIP must be developed in cooperation with the metropolitan planning organizations (MPOs), public transit providers, and any Regional Transportation Planning Organizations (RTPO) in the state.

Projects listed in the STIP may include state and federally funded highway and bridge construction or repairs; project development activities such as environmental review; and other non-construction projects such as public transit service improvements and capital purchases. The STIP also includes federal transportation projects in national parks and forests, federal lands and Indian reservation road systems, interstate highways, regional highways, and bridges, as well as many locally funded projects of statewide or regional significance, and public and active transportation projects.

### B. TRANSPORTATION PLANNING

Transportation planning includes development of the Oregon Transportation Plan and modal plans that provide Oregon's strategic transportation vision and policies. Statewide policy plans also provide guidance and direction for developing other transportation system plans.

City and county Transportation System Plans (TSPs), which include all of the state highway system within their boundaries, describe existing conditions, identify roadway classification and transportation needs over a 20-year period and develop priorities for transportation system improvements within a defined geographic area. Generally completed by local cities or counties, TSPs evaluate needs across all modes of transportation and may include portions of or whole transportation corridors. Program Managers may propose projects identified in TSPs for inclusion in the STIP.

Transportation Policy Planning includes:

- Oregon Transportation Plan
- Oregon Highway Plan and other modal plans
- Strategic vision
- A framework to help prioritize investments for all modes of transportation

- Identification of strategic objectives and outcomes from management and investment decisions

Transportation System Planning includes:

- City and county TSPs
- ODOT facility plans
- An assessment of future transportation system needs and recommended solutions
- Prioritized investment strategies and projects
- All modes of transportation
- Projects that are prioritized for inclusion in the STIP

ODOT's Transportation Planning Section is responsible for managing the statewide policy planning process and the Regional Planning Units are responsible for managing the system planning process.

### C. STIP DEVELOPMENT & ADOPTION

The STIP identifies projects to be funded, when the work should be done, and what state or federal funding sources or programs will be used to pay for them. The STIP includes a financial plan that identifies all capital and noncapital projects within the State of Oregon for which there is committed or reasonably available funding. See *Code of Federal Regulations, 23 CFR Part 450* for additional information.

The STIP further includes:

- Sufficient scope description (type of work, termini, and length)
- Estimated total project cost, which may extend beyond the program years of the STIP
- Federal funds proposed by fiscal year
- Proposed source(s) of federal and non-federal funding
- Responsible agency

Resources:

- [Code of Federal Regulations, 23 CFR Part 450](#)

The STIP is adopted by the Oregon Transportation Commission (OTC) and is effective once approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Identifying and planning for transportation needs is an ongoing process with periodic reviews. The STIP is updated every three to four years, and routinely amended from month to month for project-specific changes and additions.

## D. PLANNING TRANSITION

The intent of the Planning Transition phase is to maximize communication and understanding between planning and project development to ensure information provided and commitments made to stakeholders during the planning process are carried forward.

Planning Transition is part of the STIP development process, which includes:

- STIP program and work type criteria
- Program objectives and goals
- Required Title VI and ADA considerations
- Access management
- Public involvement
- NEPA and environmental justice considerations
- System performance outcomes
- Scoping criteria

To establish realistic project delivery schedules for the STIP and to communicate critical project related information, internal communication between the LPA's project engineering and planning staff should occur at each of the following project phases:

- Scoping
- Project selection
- Project design

It is also important to consult with the funding program-awarding agency (e.g., MPO, ODOT) regarding project delivery schedules to ensure the information programmed in the STIP is up to date. LPAs should be aware of STIP and MTIP amendment requirements and timelines. See the resources linked below for additional information.

## E. IDENTIFYING POTENTIAL PROJECTS

A project evolves from a transportation problem or need identified through a variety of sources while ensuring the transportation system is accessible to all users:

- Legislation
- Data Driven Management systems
- Area Commissions on Transportation
- ODOT Modal Plans

- ODOT Facility Plans
- Local Transportation System Plans

## F. PROJECT SELECTION

The Statewide Investments Management Section allocates the annual STIP funding levels to five funding categories in support of the Oregon Transportation Commission’s goals. Regions balance their individual programs with their allotted funding targets. The OTC establishes funding targets for all programs and the criteria for identifying priorities.

Statewide Investments Management Section staff use the Oregon Transportation Management System to identify and prioritize preservation, bridge and safety projects. Additional sources of information include statewide ADA compliant traffic data, Intelligent Transportation Systems, freight movement, fish passage culvert strategic or action plans, public transit, Intermodal Management Systems, MPOs, local governments, Area Commissions on Transportation (ACTs), regional partnerships, and stakeholder and public input.

ODOT funding program managers create initial business cases for projects at 150% of available funding. Region project teams scope each project, except those coming through the MPOs, to develop cost estimates and project details.

The funding program managers use scoping data to select projects at 100% of funding levels. STIP coordinators in each region reenter the selected projects into the STIP database, and the resulting list of projects make up the draft STIP. ODOT provides at least a 45-day public review of the draft STIP and a minimum of two open public meetings per region during this period. Region STIP coordinators summarize and send public comments to the STIP development manager.

Resources:

- [Statewide Transportation Improvement Program](#)
- [ODOT Federal Highway Administration / Federal Transit Administration Amendment Matrix](#)
- [Transportation Development Planning](#)