

Small City Allotment Program

2026 Grant Application Instructions

PROGRAM OVERVIEW

The Small City Allotment (SCA) Program provides \$5 million each year for transportation projects in Oregon cities with populations of 5,000 or fewer. Funding comes from city gas tax revenue and the State Highway Fund. Under ORS 366.805, SCA funds may only be used on streets that are inadequate for the capacity they serve or are in a condition detrimental to safety.

Awards are made through a competitive, region-based process. Selected projects may receive up to \$250,000. Cities should request only the amount necessary to complete their proposed project.

APPLICANT ELIGIBILITY

- Incorporated city with a population of 5,000 or fewer
- Previously awarded SCA projects complete
- Reimbursement request sent to ODOT by May 1 for previous SCA awards

REQUIREMENTS & ELIGIBILITY

- Project is located within the city's incorporated limits
- Apply only for funding necessary for project
- Project meets SCA safety or capacity criteria

CAPACITY

Reconfiguring a roadway to improve traffic flow
Resurfacing to improve roadway conditions
Paving gravel roads
Adding walkways or curb ramps to improve multimodal movement

SAFETY

Adding turn lanes or widening lanes
Installing crosswalks, sidewalks, or shoulders
Addressing visibility or drainage issues
Improving road surfaces to reduce safety hazards

NON-ELIGIBLE EXPENSES

- ⊗ New street construction
- ⊗ Paving parking lots
- ⊗ Right-of-way expenses
- ⊗ Improvements outside the public right of way
- ⊗ Improvements located outside city limits
- ⊗ Utility adjustment or relocation costs
- ⊗ Equipment, tools, or reusable materials
- ⊗ Costs incurred before agreement execution or after project termination
- ⊗ Administrative work performed by the recipient

2026 PROGRAM TIMELINE

March 16 – April 30	Application period
May 1, 2026	Previously awarded SCA projects complete and reimbursement request received by ODOT
May 1 – June 30	ODOT conducts project evaluations
Mid-July	Award announcements

SPECIAL CONDITIONS

Match*: Cities may use SCA funds as match for an existing state or federally funded project. Submit a copy of the executed funding agreement with your application.

State Highway: If the project will abut a State Highway, contact the SCA program manager, there may be additional requirements.

County Road*: If the county has jurisdiction over any location included in your application you must submit a letter of support from the County.

***REQUIRED DOCUMENTATION CAN BE UPLOADED AT THE END OF THE APPLICATION**

COMPLETING APPLICATION

Save

You may save your progress at any time by clicking SAVE at the bottom of the form. This will generate an email containing a return link to resume your application.



[SCA website](#)



[2026 Small City Allotment Application](#)

APPLICANT CONTACT INFORMATION

- 1** Contact name, title,
phone number, email and mailing address
- 2** Project name
Total project length in feet (sum of all locations)
- 3** Funding request amount
Total estimated cost

PROJECT LOCATIONS

The following must be completed for **each** location within the project.
Click +Add button for additional streets.

1 PROJECT LOCATION #1

- Street name and beginning/ending points
- Length of improvements (feet)
- Estimated cost
- Whether on a county road or state highway

[+ Add Location](#)

- ☒ City Street
- ☒ Abuts/Crosses/Touches a State Highway *Special Conditions may apply
- ☒ County Road *Special Conditions apply

2 IDENTIFY THE PROBLEM

Write a brief paragraph describing the need for the project in relation to an existing capacity or safety issue. Be sure to include the current conditions of this location.

Capacity projects address issues that increase efficiency.

Safety projects address a safety issue or concern.

Problem Statement

Describe existing conditions and how they present either a safety or capacity issue. *

Maximum characters 750

3 EXPLAIN THE SOLUTION

Describe the proposed improvements and how the project will resolve the issue. Additional space is provided in the following “Project Details” section.

Project Description

Do not include ineligible project improvements within the description. *

4 PROJECT DETAILS

- Select all improvements identified at this project location.
- These details will need to be completed individually for each location.

Base Repairs ☐ Yes ☒ No	Resurfacing ☒ Yes ☐ No	Storm Sewer ☐ Yes ☒ No	Bike Lanes ☐ Yes ☒ No
Curbs ☐ Yes ☒ No	Multi-use Paths ☐ Yes ☒ No	Gutters ☒ Yes ☐ No	Bridge ☐ Yes ☒ No
Walkways ☐ Yes ☒ No	Right of Way ☐ Yes ☒ No	Curb Ramp ☐ Yes ☒ No	Other ☐ Yes ☒ No

Selecting **YES** will open new fields that will require additional details.

Example below with two improvements selected:

Resurfacing

☒ Yes ☐ No

Gutters

☒ Yes ☐ No

Resurfacing

Identify existing surface and what material will be used to overlay or replace it.

Location (provide beginning and ending points)

Existing Width and Length

Proposed Width and Length

Gutters

Provide a brief description of the intended improvements, include width & length.

Location

Identify which side of the street: North, South, East, West, and beginning and ending points.

REQUIRED ATTACHMENTS

Map Shows start and end points	Estimate Itemized cost	Photos Limit to 5 photos per location showing current conditions
Proof of secured match (if applicable)	County Support Letter (if applicable)	

MAP - Proposed Project Area * Upload or drag files here. Map should include the project area and clearly depict start and end points.	COST - Itemized Estimate * Upload or drag files here. Identify the items for which the city will be seeking reimbursement from the SCA program
PROJECT MATCH - Executed Funding Agreement Upload or drag files here. Proof of secured State and/or Federal funding if grant will be used as local match to an <i>existing</i> project.	LETTER - County Support Upload or drag files here. Letter of support should be on official County letterhead.
PHOTOS - Current conditions * Upload or drag files here. Please limit photos to 5 per location. Submit the original photos, do not create a slide show. <i>Photos of the improvements will be required at project closeout.</i>	

Submit

APPLICATION EDITS POST SUBMITTAL

If you need to make changes after submission, email the SCA Program at SmallCityAllotments@odot.oregon.gov.

A link will be provided for edits. Only minor corrections are permitted after the deadline.