

Infrastructure Funding Toolkit User's Guide

- The Infrastructure Funding Toolkit provides guidance on how to approach funding for all major infrastructure types including water, stormwater, sewer, parks/trail systems, and multi-modal transportation systems.
- The Toolkit is designed for use by local governments and stakeholders who play an important or lead role in funding plan development and implementation. Much of the information is broadly applicable to infrastructure funding plans, however, this Toolkit specifically focuses on the development of funding plans for urban reserve areas and areas newly added to Metro's Urban Growth Boundary.
- The purpose of the Toolkit is to help planners develop funding plans that comply with requirements of Metro's Title 11 concept and comprehensive planning rules.

What's included in the Toolkit?

The Toolkit comprises one report and five attachments (see reverse for more info). They offer resources to entities seeking to overcome challenges that arise when seeking solutions to pay for infrastructure to support development.

The report answers common questions, such as:

- What elements should the funding plan contain?
- What steps should planners take to develop the plan?
- How should the funding plan address infrastructure costs?
- What are effective funding strategies?
- How can input be gathered from stakeholders to build champions for implementation of the funding plan strategies?

Use this Toolkit to better understand:

The Title 11 funding plans requirements for concept and comprehensive planning.

The Toolkit will explain the type and level of analysis that should be conducted for funding plans to comply fully with Metro and County needs. It provides an overview of how the funding plan interacts with a range of other state, regional, and local plans and policies.

(see chapter 2 of the report)

Ways to approach a model funding plan planning process.

The Toolkit structures and describes how to proceed with the development of the funding plan in an efficient and effective manner.

(see chapter 3 of the report)

Typical funding options and ways to approach revenue projections.

The Toolkit describes funding tools and revenue sources that may be used to fund and finance infrastructure. It provides tips for developing funding capacity projections for some of the most commonly used infrastructure funding tools.

(see chapter 4 of the report)

Considerations which may arise in planning.

The Toolkit comments on a range of topics (e.g., tax incidence, equity and fairness, timing and phasing from a funding perspective, and negotiations) that the project team should consider as they build the funding plan.

(see chapter 5 of the report)

Importantly, the last two chapters of the Toolkit provide customizable funding plan templates for use.

Other Tools and Resources Included in the Toolkit

Toolkit Glossary

What is it? Definitions and descriptions of common infrastructure funding tools and sources. Definitions of financial and funding terms, legal and programmatic terms, and evaluation criteria.

How to use it? Reference the glossary for a refresh of common terminology and/or copy descriptions into your funding plan to save time.

Funding Plan Calculator

What is it? A resource to help streamline your technical analysis. It includes formulas to estimate a preliminary funding gap and figures to present findings.

How to use it? Document projects and costs and input revenue estimates from available infrastructure funding sources to estimate a preliminary funding gap. Determine the financial implications of that gap on a per acre basis of your planning area.

Funding Plan Gant Chart

What is it? An example funding plan schedule, which follows the process steps outlined and described in the main report.

How to use it? Customize this schedule for your use and/or build it into a broader concept or comprehensive planning schedule.

Example Public Infrastructure Finance Strategy Memorandum of Understanding

What is it? A customizable memorandum of understanding (MOU), which derived from the City of Tigard's Public Infrastructure Finance Strategy.

How to use it? To inform negotiations, work with partners and legal representation to customize an MOU to establish expectations that can assist in later stages of negotiation if a more formal agreement (i.e., contract) is pursued.

Summary of Existing Planning Processes - Details

What is it? Documentation of details from a review of past Title 11 funding plans, prepared for urban reserve areas and newly urbanizing areas in Washington County.

How to use it? Review the matrix to get an idea of the similarities and differences amongst six different infrastructure funding plans.