

ORMAP Funding Criteria

Funding Process

1. The department will announce the projected available funds for the current funding cycle and the projected limits for large and small grants.
2. Grant applications sent to the Department of Revenue will reviewed using the [Administrative Review Criteria](#) and [ORMAP Policies](#). Counties have the opportunity to make timely changes to their grant application and resubmit to correct criteria the county did not meet. An application that does not pass all of these criteria will not be submitted to the technical committee for further review.
3. The technical committee reviews grant applications that pass the *Administrative Review Criteria*. The committee applies the [Technical Review Criteria](#) at its first scheduled meeting. Counties are given the opportunity to correct any failed items by timely providing an addendum detailing the changes to the ORMAP coordinator.
4. Once the department receives the final deposit for the funding cycle, the large and small grant limits will be set. The department will apply an automatic modification to grants to match the 20% and 3% limits, if needed.
5. The department will use the [Priority Scoring](#) to score grants applications that pass both the administrative and the technical committee review. Scoring is only required if the grant applications that pass the administrative and technical committee reviews request more funds than are available from the ORMAP project for that funding cycle. The technical committee at its second scheduled meeting reviews scoring. The technical committee will determine that the department applied all the rules correctly and that the resulting decisions on scoring were applied in an objective way. The technical committee will review any grant addendums and approve priority scoring at its second scheduled meeting.
6. The department provides funding to as many counties as possible, ranking each grant application in point total order, with the higher scoring projects receiving preference, taking account of and applying (at the discretion of the department) budget reduction package information, until the funds available are largely depleted (allowing for a slight ending balance).

Review Criteria

Administrative Review

Each of these criteria is pass/fail. The county may make changes to the application if it does not meet the criteria, prior to it being posted for technical review.

1. **Maintain a current online ORMAP business plan and provide DOR with a status map of the county's ORMAP project phases.**

A countywide status map will be a map of the county showing all the townships and sections within the county showing all phase of the remapping process. This will include all completed and future phases.

2. **Have no more than two outstanding ORMAP "single county" grants.**

A county may only have two outstanding single county grants. A "single county" grant is a grant that has only one county named in the grant. If a county has two outstanding grants at the start of the funding cycle they may still

apply for funding as long as at the time the current cycle's grant becomes active they only have two grants. This means if a county has two outstanding grants, one of those grants must be completed or expire at the time the current cycle's contract becomes active. A contract modification that includes a deadline extension may affect a county's ability to receive future funding.

Grant applications that are part of the Production Tools Group are exempt from this review criteria, as are grants that include a partnership of more than one county.

3. Agree to share data with the Department for its internal uses.

Data outlined in the Cadastral Data Exchange Standard. **Does not** include ownership information; includes use of the data for the ORMAP website.

4. Propose a project directed at meeting one of ORMAP's goals.

5. Provide ORMAP, by February 1, with the most current calendar year's countywide shape file, which meets the Cadastral Data Exchange Standard.

6. At the Department's discretion, counties will provide a "reduction package" within the grant application outlining funding reductions of varying percentages.

To prioritize county needs and help the Department apply funding reductions, if needed.

Technical Review

Each of these criteria is pass/fail. If the application does not meet the criteria, the county can make changes via an addendum following the technical committee's first meeting and prior to the committee's second meeting.

The grant application must:

1. Demonstrate a successful process.

A successful process is one that is cost effective and aligns with the ORMAP goals.

2. Have a completion timeframe not to exceed one year.

Projects that will last longer than one year must be broken into multi-year projects or phases and are reviewed each year.

3. Have a reasonable and measurable deliverable.

A reasonable and measurable deliverable is a deliverable that can be completed within the one-year timeframe using the methodology detailed in the grant application.

Priority Scoring

Scoring points for technical and policy ratings are added into a single score.

Technical Rating

County grant proposals that meet all of the ORMAP criteria are scored as follows:

1. County edge matching projects – maximum of 5 points

If the requested project will address edge matching of the tax lot layer with neighboring counties, it will receive a maximum of five points. The county must have agreements with the neighboring counties affected by the project. The scoring will be as follows:

Percent of project, in distance (miles), along a common boundary:

1% - 10%	=	1 point
11% - 20%	=	3 points
21+%	=	5 points

If the county boundary is completed, and the county can produce documentation that the neighboring counties agree to the boundary, the county will receive an automatic 3 points on all future grant applications. To qualify for these points the county must use the following procedures.

a. Counties Agree to Common County Tax Lot Boundary

Counties agree to a common county tax lot boundary for assessment purposes, remapping of tax lots, and tax lot maintenance. This boundary will be derived from the tax lot layer.

This agreement must identify the counties' data steward and provide their contact information. The data steward is the person in the county that is responsible for the maintenance of the county's tax lot layer.

b. Counties Exchange County Boundary Data

Counties will exchange digital tax lot boundary data with the other county involved in the agreement for internal review. Any discrepancies must be resolved or documented.

c. Counties agree to notify the other of any Boundary Changes

A county must notify the other county of any changes made to their cadastral data occurring along the county boundary and provide them with updated boundary data within 30 days of the change.

d. Counties submit county boundary data to Department of Revenue for review.

The county tax lot boundary data will be submitted to the Department of Revenue for an annual review of the county boundaries statewide. If the department finds any discrepancies with the data, it will notify the counties for their review and correction.

2. Ongoing projects – 2 points

The project is part of an ongoing, multi-phased project outlined in the county's online ORMAP business plan.

3. Completion of a low percentage of tax lots that meet the ORMAP Technical Specifications – maximum of 5 points

The percentage of completed tax lots are taken from the county’s online ORMAP business plan. If the requesting county has a low percentage of its tax lots meeting the technical specifications, points are awarded as follows.

1% - 30%	=	5 points
31% - 70%	=	3 points
71% - 99%	=	1 point

Policy Rating

1. Multi-county efforts to encourage collaboration – 1 point

Projects that involve more than one county in the production of maps, collection of control, or sharing of resources is considered a multi-county effort. An example is remapping the county boundary where each county involved remaps a portion of the boundary and other counties use that data. Another example is one county developing a tool or process that can be used by other counties. In order to receive points, an agreement with the other counties is needed indicating that this tool or process will be implemented by the other counties.

2. Funding partnerships – 1 point

A funding partnership is an agreement with another agency or department within the county to provide cash or services to meet the goals of ORMAP. Services that are normally be provided by that agency, such as computer support from county IT services are not included.

3. Significantly greater costs if not funded in the current cycle – 3 pts

The county must document a significant saving to funding the project in the current cycle versus funding later or by spreading it out over multiple project phases.

4. Significant contribution of non-DOR resources to completing ORMAP Goal 6 – Maximum of 5 points

Comparison of the total amount of ORMAP funds expended divided by the number of tax lots that are currently in Goal 6 compliant tax maps. A county in the 75 percentile measured by the lowest cost per tax lot receives five points; a county in the 50 percentile receives 3 points; a county in the 25 percentile receives 1 point.

5. County has signed a statewide data sharing agreement to share their tax lot data – 2 points

This is in reference to the Department of Administrative Services (DAS) and the Cadastral Framework Team’s (FIT) effort to share county tax lot data with state agencies for limited purposes. By signing this agreement a county would received \$1,000 annually in exchange for making their tax lot data available as part of a statewide tax lot shapefile.

6. Preference points for next funding cycle – 3 points

If a county voluntarily withdraws its grant request, “preference points” are awarded when the county resubmits the grant request. The grant request must be the same as the withdrawn grant. The department gives consideration for any reasonable increases in cost because of the delay in performing the work.

Appendix 1:

ORMAP Policies

The County: The “county” is defined as the group requesting funds from the ORMAP Project. Only members of county staff may request funds from ORMAP. The county assessor is responsible for all contracts awarded by ORMAP, whether or not the assessor’s office is the county department requesting the funds.

Grants Request: Requests for ORMAP funds are made during the grant cycles specified by DOR, typically in the spring and in the fall. A county must complete an ORMAP Grant Application; Form No. 150-304-101-9. The application is available upon request to the ORMAP Project Coordinator. The completed application must be submitted to the ORMAP Project Coordinator no later than the due date posted on the ORMAP website for that funding cycle.

ORMAP Goals: Currently ORMAP has established six goals, all of which relate to remapping of the county tax lot and tax maps. The goals are:

Goal 1: Establishes that by April of 2002, Oregon will have a statewide, easily accessible, digital base map system that provides picture images of assessor maps and a limited amount of information via the ORMAP website. (Completed)

Goal 2: Establishes that by October of 2004, Oregon will have a statewide, digital tax lot system that supports a limited number of GIS applications. (Completed)

Goal 3: Establishes that by October of 2006, Oregon will have a statewide, digital tax map system that supports the Assessment and Taxation (A&T) function and may be useful for a variety of additional GIS applications. Forty percent (40%) of county tax maps are produced using ORMAP Mapping Methodology and meet ORMAP Technical Specifications.

Goal 4: establishes that by October of 2012, Oregon will have a statewide digital tax map system that supports the needs of the Assessment & Taxation (A&T) function and may be useful for other public and private GIS applications. Seventy percent (70%) of county tax maps are produced using ORMAP Mapping Methodology and meet ORMAP Technical Specifications.

Goal 5: Establishes that by October of 2014, Oregon will have a statewide digital tax map system that supports the needs of the Assessment & Taxation (A&T) function and may be useful for other public and private GIS applications. Ninety percent (90%) of county tax maps are produced using ORMAP Mapping Methodology and meet ORMAP Technical Specifications.

Goal 6: Establishes that by October of 2016, Oregon will have a statewide digital tax map system that supports the needs of the Assessment & Taxation (A&T) function and may be useful for other public and private GIS applications. All (100%) of county tax maps are produced using ORMAP Mapping Methodology and meet ORMAP Technical Specifications.

Pilot Project: To ensure a quality deliverable, the completion of a successful pilot project is required before the approval of large grant requests or grants using a contractor new to the ORMAP process.

Work Completed: ORMAP will only pay for work completed during the one-year timeframe of the contract. DOR will not provided funding for work completed prior to the date on the signed contract or after the expiration date. All funding requests represent an estimated cost, and unused funds are reverted to ORMAP. In order to receive funds, a

county submits an invoice with a detailed list of completed deliverables. The technical committee will review cost overruns before allocating new funds.

Funding Personnel: ORMAP grant applications may be submitted to fund:

- overtime incurred by existing county personnel assigned to complete work on an approved mapping project,
- temporary employees hired by the county to complete project work,
- new, regular status personnel hired to work on the project that is the subject of the grant application.

NOTE: The decision to use contractors, temporary employees, or regular status employees is at both the discretion and at the peril (in the event of insufficient grant funding) of the county. Once the project that is the subject of the grant application is completed, ORMAP funding for staff will cease unless a grant request for another project is approved.

Hardware and Software Purchases: These purchases will be limited to equipment on the approved ORMAP Equipment list and within the approved price range for the counties to use for Assessment and Taxation functions. These requests can be made at anytime as stated in OAR 150-306.132. Any hardware or software purchase is a one-time purchase, and all future maintenance and licensing becomes the responsibility of the county.

Large Grants: The Department will announce the projected available funds prior to the funding cycle. Large grants are grant requests over 20% of the available funds. If grant reductions are required, all grant requests in excess of 20% of available funds are automatically reduced to the announced dollar amount before calculating and applying further reductions, if needed.

Example: The announced fund balance is \$400,000, and 20% of this is \$80,000. Grant requests for the funding cycle exceed the available funds and reductions are required.

“County A” has submitted its original grant for \$95,000. It is automatically reduced to \$80,000 (the 20% limit), scored and weighted using the funding criteria, and is then reduced by another 40%. The total awarded to County A is, \$48,000.

Small Grants: The Department will announce the projected fund balance prior to the funding cycle. Small grants are grants requesting 3%, or less, of the available funds. Counties requesting a “small grant” will receive full funding if it passes the funding criteria as defined by the department. These grants are awarded funds prior to grants that exceeded the 3% in the funding cycle, reducing the overall available dollars.

Example: The announced fund balance is \$400,000, and 3% of that is \$12,000. Grant requests for the funding cycle exceed the available funds and reductions are required.

“County B” has submitted its original grant for \$12,000. Since this grant did not exceed the 3% limit, County B is awarded \$12,000.

Final Remapping Grant Application: If a county grant application brings the entire county to meeting ORMAP Goal 6 (100% of county tax maps meeting the technical specifications), it will receive a one-time full funding to the 20% funding limitation. If more than one county submits a final grant request the technical group and advisory committee will review final grant applications for full funding.

Exception Areas: Exception Areas are areas within a county that the assessor has identified as having no current (or anticipated) business need or economic return to remap to ORMAP Technical Specifications, at this time. The county must document these areas in the metadata; this will contain an explanation as to why the area does not meet the standards. The county will also fill in the appropriate codes in the attribute table following the [Oregon Cadastral Data Exchange Standard](#) (see [ORMAP Reliability Codes](#)).

Data Conversion: Data conversion requested in a grant application must be part of the county's plan for remapping and included in its ORMAP business plan. If a conversion is part of the remapping plan but the converted data may not meet ORMAP technical specifications, the technical committee will review the data conversion request. If the committee determines the proposed conversion benefits ORMAP goals, the county will be eligible to receive ORMAP funds for the conversion. If a county is already mapped to ORMAP technical specifications, converting existing digital data to a new data format may be considered maintenance.

ORMAP Tools Group: The department will set aside 3% of the available funds each cycle to fund tool development. This fund will not exceed \$25,000. This fund will be separate from the funds available for remapping projects. The Tools Committee determines the tools or enhancements that are eligible for funding. They will assign a county to be responsible for the work. The group submits a grant request to ORMAP outlining the tools or enhancement. The group will report to the Tech Group the progress of each project.

Once the tool is completed, the Tools Committee would be responsible for testing the new tool. When testing is complete, the Tools Committee Chair will notify the ORMAP Coordinator that the tool is eligible for reimbursement from ORMAP. Participating counties would be required to provide a county match to the funds provided through by ORMAP.