



2027-2029 5310 Supplemental Grant Project Proposal
Enhanced Mobility for Older Adults and People with Disabilities

GENERAL INFORMATION – PART 1

Agency Name: **Circle of Friends School**

Agency Name (dba): **Circle of Friends**

Mailing Address: **514 E Whiteaker Ave., Cottage Grove, OR 97424**

Federal Tax ID#: **84-4437766** Agency Website: www.coforegon.org

Contact Name and Title: **Michael Aguilar** Email: michael@coforegon.org

Telephone Number: **(541) 321-0962**

Type of Agency / Business: Private Non-Profit

Federally Recognized Tribal Entity

Local Government (City/County/Other)

Legal Name of Partner Agency (for multi-agency applications; add more pages, if needed)

Contact Name and Title: **N/A** Email: **N/A**

Telephone Number: **N/A**

By my signature below, I certify that the attached proposal, budget, and information is complete and accurate to the best of my knowledge, and that I have been authorized to submit this proposal on behalf of the organization.

Print Name and Title: **Michael Ramon Aguilar, Executive Director**

Signature: 

Date: **04/09/2026**

PROJECT TYPE – PART 2

Capital Projects

Replacement Vehicles (must replace existing vehicle that has been in service)

New Vehicles (expansion to add capacity to existing fleet or introduce new service)

- Vehicle Preventive Maintenance (oil changes, tune-ups, tires, & routine service)
- Vehicle Component Rehabilitation (replacement / rebuild of engine, transmission)
- Equipment
- Signs and Other Amenities
- Passenger Shelters
- Other (identify) _____

Operations Projects

- Operating: Maintain Service Expand Service New Service
- Mobility Management: Maintain Service Expand Service New Service
- Mobility Manager
- One-Stop Referral Center
- Trip / Itinerary Planning
- Travel / Mobility Training
- Internet-based Information System
- Information Materials / Marketing
- Coordinated System Planning

Agency, Project, and Coordination Information – Part 3

Does the proposing agency provide transportation services to older adults and/or people with disabilities as a primary or secondary mission of the agency?

- Primary – providing transportation is part of the agency’s mission
- Secondary – agency provides other services and transportation is one part
- Neither – agency provides other services that supports transportation for older adults and/or people with disabilities.

Describe main mission of agency: _____

Describe the proposed project (maximum 500 words). For vehicle replacements, include year, make model, and current mileage:

Circle of Friends is requesting funding to purchase a wheelchair-accessible vehicle to provide safe, reliable, and specialized transportation for children and youth with complex disabilities across Lane County.

Transportation is one of the most significant barriers facing the students we serve. Many of our students require mobility supports, medical equipment, or 1:1 and 2:1 staffing to travel safely. Traditional transportation options are often unavailable, inconsistent, or not equipped to meet these needs. As a result, students miss school, therapies, and critical opportunities for social connection.

Circle of Friends is currently based in Cottage Grove, a rural community where access to public transportation connecting to the Eugene and Springfield urban core is limited. For individuals with disabilities, particularly those who rely on wheelchairs or specialized supports, these limitations are even more pronounced. Existing transit options often do not align with school schedules, lack the necessary accommodations, or require extended travel times that are not feasible for students with complex medical or behavioral needs. This creates a significant access gap for families seeking consistent, high-quality services.

This project will fund the acquisition of a dedicated, ADA-accessible vehicle designed to safely transport students with physical, developmental, and medical complexities. The vehicle will be used daily for student pick-up and drop-off, ensuring consistent access to education and reducing absenteeism caused by transportation gaps.

Beyond daily routes, the vehicle will expand access to essential services and community-based experiences. It will be used to transport students to:

- After-school and summer enrichment programs
- Mental and behavioral health services
- Community-based learning opportunities
- Recreational and social activities
- Field trips that build independence and real-world skills

Currently, transportation limitations restrict participation in these opportunities, particularly for students living in rural areas or those requiring specialized support. This vehicle will directly address those gaps by providing a reliable and flexible transportation solution tailored to our population.

The project aligns with the goals of the FTA Section 5310 program by enhancing mobility for individuals with disabilities, improving access to essential services, and promoting independence and community integration. It also supports priorities outlined in the Lane Coordinated Public Transportation Plan by addressing unmet transportation needs for vulnerable populations and strengthening coordination between human service providers.

By investing in this vehicle, Circle of Friends will increase access, reduce missed services, and improve overall quality of life for students and their families. This is not simply a transportation solution. It is a pathway to education, healthcare, independence, and belonging for some of the most underserved youth in our community.

What is the population to be served by the proposed project?

General Public (service open to anyone in the community or defined service area including older adults and people with disabilities).

Older adults and people with disabilities (designated service only for seniors and people with disabilities).

Agency Clientele (serves a specific clientele determined by program, housing, or activity, such as a senior center or work program). Please specify type of clientele: _____

Other: (specify) _____

What geographic area within Lane County is covered by the proposed project?

Lane County (county-wide project)

Metro Eugene Springfield

Rural (outside of metro area, please specify): Circle of Friends is based in Rural Cottage Grove, but serves youth with complex disabilities from across Lane County.

Describe how this project is derived from and supports the Lane Coordinated Plan. (Include page references in the Lane Plan that are relevant to the Project. (The Lane Coordinated Plan can be found on the LTD Website at www.ltd.org/wp-content/uploads/2025/10/Public-Transit-Human-Services-Coordinated-Plan.pdf. List all agencies that will be involved in and are central to the project.

Project Alignment with the Lane Coordinated Public Transportation Plan

The proposed Circle of Friends transportation project is directly derived from and aligned with the priorities outlined in the Lane Coordinated Public Transportation Plan (2019 Update), particularly those focused on reducing transportation barriers for people with disabilities, improving access to essential services, and strengthening coordination between transportation providers and human service organizations.

The Lane Coordinated Plan identifies individuals with disabilities as a priority population experiencing significant transportation gaps, especially in rural communities such as Cottage Grove (see Sections 3 and 4: Needs Assessment and Priority Populations). The plan highlights that transportation barriers limit access to education, healthcare, and social services, particularly for individuals requiring mobility aids or specialized support.

This project directly responds to those identified needs by providing a dedicated, ADA-accessible vehicle to transport children and youth with complex disabilities who are unable to reliably access existing transportation systems.

Additionally, the plan emphasizes the need for improved connectivity between rural communities and the Eugene-Springfield urban core (Section 4: Barriers and Gaps). Circle of Friends is based in Cottage Grove, where public transportation options are limited and often not feasible for individuals who rely on wheelchairs or require individualized supervision. This project addresses that gap by ensuring safe, reliable transportation to educational programming, healthcare services, and community-based opportunities.

The project also aligns with several of the plan's priority strategies, including:

- **Expanding accessible transportation options for individuals with disabilities (Section 5: Strategies and Actions)**
- **Supporting partnerships with human service providers to deliver transportation solutions tailored to high-need populations**

- **Improving access to employment, education, and healthcare services through coordinated transportation efforts**
- **Reducing service fragmentation by integrating transportation into broader systems of care**

By operating transportation internally, Circle of Friends is able to provide a level of consistency, safety, and individualized support that cannot be achieved through traditional fixed-route or paratransit systems alone.

Agencies and Partners Involved

This project will involve coordination and alignment with several key agencies and partners, including:

- **Lane Transit District (LTD), as the Lead Agency and regional transportation provider**
- **Oregon Department of Transportation (ODOT) Public Transportation Division, as the administering agency for Section 5310 funds**
- **Local school districts including South Lane, Springfield, Bethel, and Creswell School Districts, which refer and fund student placements**
- **Lane County Human Services Division (Developmental Disabilities Services), as a referral and coordination partner**
- **Healthcare and therapy providers supporting students (including OT, PT, behavioral health providers)**
- **Community-based organizations such as Bridgeway House, Direction Service, and other disability service providers**

Through this project, Circle of Friends strengthens the coordinated network envisioned in the Lane Plan by bridging transportation gaps for a highly underserved population and ensuring that mobility is integrated into a broader system of education, healthcare, and community support.

Estimate the number of older adults and/or people with disabilities who will be supported by this project for the grant period and describe how you arrived at this figure.

Year 1: (Oct 1 2027-Sept 30 2028) Older adults **0** People with disabilities **60**

Year 2: (Oct 1 2028-Sept 30 2029) Older adults **0** People with disabilities **85**

Describe how you arrived at these figures:

These estimates reflect Circle of Friends’ planned expansion from a K–8 school into a comprehensive K–12 disability services hub that includes education, mental health services, Direct Support Professional (DSP) supports, and after-school and summer programming . The requested vehicle will be a shared, core infrastructure asset that supports all program areas, ensuring that transportation is not a barrier to participation at any point across a student’s day or continuum of care.

By October 2027, Circle of Friends anticipates serving approximately 25 students in its core K–12 education program. In addition, expanded programming will serve youth through after-school enrichment, summer programming, and disability-informed mental and behavioral health services. This transportation resource will operate throughout the full day

and year, providing morning and afternoon school routes, mid-day transportation for therapy and appointments, and extended hours for after-school and community-based programming. Because transportation needs vary by service type, timing, and level of support, the same student may require different transportation solutions across programs. Accounting for unduplicated individuals while recognizing multiple access points, we estimate approximately 60 individuals with disabilities served in Year 1.

Critically, this vehicle will allow Circle of Friends to extend its reach beyond Cottage Grove into communities across Lane County, including Eugene, Springfield, Creswell, and surrounding rural areas. For many families, particularly those living in rural parts of the county, transportation is the single greatest barrier to accessing consistent education, healthcare, and support services. This is especially true for youth who rely on wheelchairs, adaptive equipment, or require 1:1 or 2:1 supervision during transport. By providing a reliable, accessible, and program-integrated transportation option, Circle of Friends will ensure that geography does not determine access to care.

By Year 2, continued growth in enrollment, full implementation of 3–5 full-time therapists, and expansion of DSP and community-based services will significantly increase reach. The vehicle will support not only daily school attendance, but also transportation to mental health services, community-based learning, workforce development experiences, and social engagement opportunities. With expanded capacity and deeper community integration, we conservatively estimate 85 unduplicated individuals with disabilities served annually.

These projections prioritize sustainable growth while maintaining the intensive staffing ratios (1:1 and 2:1 when needed) required to safely serve students with complex medical, behavioral, and developmental needs. The addition of this vehicle is essential to ensuring that all services are accessible, coordinated, and equitably available to youth with disabilities across Lane County.

Estimate the number of one-way rides (or other units of service) that the project proposes to provide for the grant period and describe how you arrived at this figure.

Year 1: (Oct 1 2027-Sept 30 2028): One-way rides / Other units of service

One-way rides: 21,600

Year 2: (Oct 1 2028-Sept 30 2029): One-way rides / Other units of service

One-way rides: 30,600

Describe how you arrived at these figures:

If you used other units of service, please identify those units

One-way ride estimates reflect the vehicle’s role as shared infrastructure supporting all Circle of Friends program areas, including K–12 education, mental health services, Direct Support Professional (DSP) supports, after-school programming, summer programming, and community-based learning.

Transportation demand is not limited to traditional school hours. The vehicle will operate across the full day and calendar year, providing:

- Morning and afternoon school transportation
- Midday transportation for therapy, medical, and mental health services
- Transportation for after-school and summer programming
- Community-based instruction, field trips, and workforce development experiences
- DSP-supported transportation for skill-building and community integration

Year 1 Estimate (21,600 one-way rides) is based on:

- 60 unduplicated participants
- Average of 2 one-way rides per day (pickup and drop-off)
- 180 service days annually

Year 2 Estimate (30,600 one-way rides) reflects:

- Growth to 85 participants
- Same baseline utilization assumptions

These estimates are intentionally conservative and reflect only baseline daily transportation. They do not fully capture additional rides generated by expanded programming, staggered service schedules, or multi-trip days for participants accessing multiple services.

Project Budget – Part 4

Project Title: Access Without Barriers: Lane County Inclusive Transportation Initiative

Agency: Circle of Friends

PROJECT BUDGET For the specific project being proposed, complete a line item cost summary along with a full list of other resources that will be used to support the proposed project. If the request is for a project that is currently being funded, include the current year's budget as well as that for Grant Year 1 and Year 2. In addition to this Project Cost Summary, a reconciliation of Current Agency revenue and expenses and an approved Agency budget must be submitted with the application.

The proposed budget reflects the acquisition and operation of a dedicated, ADA-accessible vehicle that will serve as critical infrastructure supporting transportation access for youth with disabilities across Lane County. Consistent with the intent of the FTA Section 5310 program, the primary request is for capital funding to purchase a specialized vehicle designed to safely transport individuals with mobility, medical, and behavioral support needs.

The requested vehicle is a custom-built, wheelchair-accessible bus configured to accommodate both ambulatory passengers and multiple wheelchair users, including securement systems and a commercial-grade lift. Based on manufacturer estimates, the total capital cost is projected at approximately \$225,000, representing a mid-range estimate for a 38-foot vehicle on an F-650 chassis with specialized accessibility features.

This project prioritizes maximizing the impact of a single capital investment by utilizing the vehicle across multiple service areas, including daily school transportation, mental and behavioral health services, after-school and summer programming, and community-based

learning opportunities. By operating the vehicle across multiple service blocks throughout the day and year, Circle of Friends will achieve a high level of utilization, ensuring cost-effective service delivery and broad community benefit.

In alignment with Section 5310 funding requirements, Circle of Friends is leveraging a combination of philanthropic support, program revenue, and agency resources to meet local match expectations and ensure long-term sustainability. Grant funds are primarily allocated toward capital acquisition, while operating costs including staffing, fuel, insurance, and maintenance are supported through diversified revenue streams. This approach demonstrates both financial readiness and the organization’s capacity to sustain the project beyond the grant period.

The budget also reflects a phased growth model, with higher initial costs in Year 1 associated with vehicle acquisition, followed by stabilized operating costs in Year 2. As program enrollment and service delivery expand, cost efficiencies are achieved through increased ridership and multi-use scheduling of the vehicle.

Circle of Friends is committed to coordinating with Lane Transit District and other regional partners to ensure that this project complements existing transportation services rather than duplicating them. The proposed vehicle fills a critical gap by serving individuals whose needs cannot be met through fixed-route or traditional paratransit systems, particularly those requiring specialized equipment, flexible scheduling, and individualized support.

Overall, this budget is designed to be realistic, sustainable, and aligned with regional transportation priorities. It ensures that the requested investment directly translates into increased mobility, improved access to essential services, and expanded opportunities for individuals with disabilities, particularly those living in rural and underserved areas of Lane County.

EXPENSE (By Line Item) Description	Current Year Revised	Grant Year 1 Budget 10/1/27- 9/30/28	Grant Year 2 Budget 10/1/28- 9/30/29	TOTAL Year 1 & Year 2
ADA-Accessible Bus Purchase (Custom Build, F-650 Chassis, 38 ft)	\$0	\$225,000	\$0	\$225,000
Vehicle Upfit & Accessibility Equipment (wheelchair lift, securement, safety systems)	\$0	Included	\$0	\$0
Delivery & Dealer Fees	\$0	Included	\$0	\$0
Licensing, Title, Registration	\$0	\$3,000	\$0	\$3,000
Mobility Management / Coordination (Transportation Scheduling & Access Support)	\$0	\$10,000	\$0	\$10,000
Maintenance & Repairs	\$0	\$5,000	\$6,500	\$11,500
TOTAL PROJECT COST	\$0	\$243,000	\$6,500	\$249,500

Resources	Current Year Revised	Grant Year 1 Budget 10/1/27- 9/30/28	Grant Year 2 Budget 10/1/28- 9/30/29	TOTAL Year 1 & Year 2
LTD Grant funds requested/needed:	\$0	\$197,200	\$0	\$197,200
Other project revenue or resource:	\$0	\$50,000	\$25,000	\$75,000
Other project revenue or resource:	\$0	\$15,000	\$20,000	\$35,000
Your local agency match contribution:	\$0	\$8,000	\$39,000	\$47,000
TOTAL PROJECT RESOURCES	\$0	\$270,200	\$84,000	\$354,200

Will you be charging a fare for the service you offer? **No**

If so, what are your fares? **NA**

Do you offer fares that reduce the barrier for older adults and people with disabilities? Please explain.

Circle of Friends does not charge fares for transportation services. Transportation is provided as an integrated component of our programming to ensure that cost is not a barrier to access for youth with disabilities and their families.

The individuals we serve often experience significant financial, medical, and logistical challenges. Many require specialized equipment, individualized supervision, or support that makes traditional transportation options inaccessible or cost-prohibitive. By embedding transportation into our service model, we remove a critical barrier and ensure consistent access to education, mental health services, and community-based opportunities.

Our approach aligns with the intent of the Section 5310 program by prioritizing equitable access for individuals with disabilities, particularly those in rural and underserved areas of Lane County. Rather than implementing a fare structure, we leverage a combination of public funding, philanthropic support, and program revenue to subsidize transportation costs.

This model ensures that all participants, regardless of income or level of need, can fully access services without financial burden, while maintaining a sustainable and coordinated transportation system.

Please list any additional considerations for reviewers:

Circle of Friends serves a population whose transportation needs are often not fully met through existing systems. Many of the youth we support require wheelchair-accessible transportation, medical equipment accommodations, and individualized supervision, including 1:1 or 2:1 staffing. These needs often exceed the capacity and flexibility of traditional fixed-route and paratransit services, particularly when consistent scheduling and specialized support are required.

This project is designed to complement, not duplicate, existing transportation infrastructure. By providing program-integrated transportation, Circle of Friends is able to coordinate routes around education, therapy, and community-based services in a way that maximizes efficiency and ensures continuity of care.

We are also a financially strong and growing organization with a demonstrated ability to secure philanthropic and institutional funding. Circle of Friends is well-positioned to sustain this vehicle over its full useful life, including ongoing operating costs such as staffing, fuel, maintenance, and insurance. This request represents a one-time capital investment that will yield long-term impact.

In the past year, transportation barriers have directly contributed to missed instructional time and delayed access to services for students we serve, underscoring the urgency of this investment. For many families across Lane County, particularly those in rural communities, the burden of transportation falls entirely on parents and caregivers. Families are often required to drive long distances, multiple times per day, to ensure their child can access education and services. This creates significant strain on employment, household stability, and overall family wellbeing.

Additionally, this project advances equity by expanding access for youth with disabilities living in rural communities across Lane County, including Cottage Grove and surrounding areas where transportation options are limited or inaccessible for individuals who rely on wheelchairs or specialized supports

The requested vehicle will also support long-term system-level impact by reducing reliance on fragmented transportation solutions, increasing attendance and engagement, and improving overall outcomes for youth with complex needs.

This investment represents a high-impact opportunity to leverage a single capital asset across multiple programs, services, and years of operation, ensuring that transportation is no longer a barrier to access, participation, and belonging.

Please indicate:

- Proposer has positive history of past grant management – reports are accurate and on time, match is available as required, etc.
- (If a non-profit agency) Proposer is current in agency incorporation, registration, and annual report submissions to state and federal governments.
- Applicant is fiscally responsible and capable of managing grant funds.
- Agency has a budget which includes all sources and uses of funds; and the budget is adopted, managed, and revised as necessary by the governing board.
- Applicant has adequate staff and resources to manage the project.
- Applicant staff has basic knowledge of transportation and receives training as required for duties
- Project design is for, or benefits, older adults and/or people with disabilities.
- Project design is appropriate to purpose and type of project.
- The project is derived from the adopted Coordinated Plan.
- Service is accessible to people with disabilities in conformance to ADA.
- Vehicles are appropriate for type of service.
- Service is efficient and effective for the type of service.
- Applicant has adequate revenue to maintain services

Checklist of attachments:

- Current Federal Certifications and Assurances
- Current Reconciled Agency Revenue and Expense Budget
- Current Approved Agency Budget executive