

**Project:** 2010 – 2014 Transportation Improvement Program (TIP)

**UDC Meeting Date:** 05/21/2009

## **Project Specific Public Participation Plan The Sioux Falls MPO “Seven Step Process”**

Public involvement should not merely be conducting public meetings to meet federal regulations, but rather public involvement should be considered as access to information and influence over the outcome of decisions. Therefore, prior to development of any transportation product, staff should consider the following seven-step process, read through each step’s section in the PPP, and design a specific public participation plan.

**Step 1 Goals:** What is the public participation goal?

Inform and Understand (see pages 5-6 of PPP)

- Education regarding the projects, program and process
- Gather input and disseminate information on the projects to interested public

**Step 2 Stakeholders:** Who are the stakeholders?

Sioux Falls MPO, general public, MPO interested parties, underrepresented populations, media

**Step 3 Methods:** What public participation method(s) for interacting with the public will be utilized?

Public hearing, coordination with CIP and STIP processes, Channel 16 public service announcements, the City’s website and the SECOG/Sioux Falls MPO website

**Step 4 Notification:** What notification techniques will be used to inform the public?

Press releases, legal notice regarding public hearing, the City’s website and the SECOG/Sioux Falls MPO website, City of Sioux Falls cable channel 16, word of mouth

**Step 5 Implementation:** Where, when and how will the public participation techniques be implemented?

Meetings will be held at an accessible facility with access to public transportation, meetings will take place when public transportation is in service, notices will be posted or printed with adequate advance notice, sign-in sheets will be available at meetings to collect a list of interested parties and contact information.

**Step 6 Evaluation:** What documentation will the plan or product include to fulfill the identified participation goals and objectives?

A public participation section will be included in the plan detailing how Steps 1-5 were completed including documentation of specific public participation techniques that have been completed.

**Step 7 Incorporate:** How will the documented participation be reviewed for changes to the plan or product?

Significant oral or written comments will be evaluated, summarized, and addressed in the appendix of the TIP. Approval of the TIP means the MPO supports the funding scenarios and priority rankings.

**Outcome (or The Decision):** Who recommends and approves? What does the approval of this plan or product determine? (Link this back to the participation plan goals – Step 1)

The final plan will be presented to all MPO committees. Recommendations shall be provided by the CAC, and TAC. Final approval is required by the UDC.