



Public Involvement Plan

Utah Department of Transportation
Division of Systems Planning and Programming
Planning Section
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1. Purpose

This Public Involvement Plan provides guidance for long-range transportation public involvement activities conducted by the Planning Section of the Utah Department of Transportation's (UDOT) Systems Planning and Programming Division. The Public Involvement Plan contains goals and objectives, roles and responsibilities, strategies and timelines.

The Planning Section Public Involvement Plan was developed using both internal and external research and following Federal Highway Administration (FHWA) guidelines.

2. UDOT Planning Section

The UDOT Planning Section is responsible for ongoing development and modification of the statewide long-range transportation plan and other products that support the state's transportation vision and needs. UDOT's special planning focus is in the rural areas where efforts concentrate on working with local officials and stakeholders to develop Corridor Plans, Community Transportation Plans and other special studies. Each of these plans is used to update the statewide long-range plan.

The Planning Section coordinates with the metropolitan planning organizations (MPOs) that have the primary charge for transportation planning in Utah's four urbanized areas.

Planning is dedicated to developing and implementing the statewide transportation vision in a strategic, proactive and responsive way.

"We develop the statewide vision to identify current needs and promote a quality system for future generations."
Planning Section
Mission Statement

2.1 Planning Section Documents

The Planning Section prepares transportation planning documents for non-urbanized areas. These documents are developed with the public's involvement and identify issues and projects that need to be considered as part of the long-range plan updates. They include corridor plans, community transportation plans and special studies. Planning's public involvement is guided by the strategies and tactics outlined in this plan. Below is a brief description of each document's purpose.

2.1.1 Long Range Transportation Plan

UDOT's statewide Long Range Transportation Plan (LRP) is a "future vision" of projects and programs intended to address the state's transportation needs over the next 30 years. Local and statewide transportation needs and priorities are identified and prioritized according to UDOT's goals and objectives. General revenue projections are developed and project lists are aligned to anticipated revenues by decade.

The long-range plan update is developed by UDOT with the assistance of many individuals and organizations. UDOT works closely with the MPOs, local, state, and federal agencies; communities, general public, non-governmental agencies and organizations, to determine current and projected transportation needs and evaluate the best way to meet those needs. (See Section 6.1) The planning cycle of the Long Range Transportation Plan is comprehensive and continuous, with an update occurring every three years.

2.1.2 Corridor Plans

The purpose of the corridor plans is to identify the short- and long-range transportation needs and issues along a transportation corridor to help guide future developments and roadway expenditures. UDOT incorporates the corridor plan's long-term transportation needs into the analysis of statewide needs for the long-range plan.

2.1.3 Community Transportation Plans

UDOT Planning assists rural and small urban communities having limited planning resources to prepare a Community Transportation Plan (CTP). The CTP process assists communities in identifying their short- and long-range transportation needs and desires, relating them to the land-use element of their General Plan, and setting goals that help guide future developments and roadway expenditures.

The open dialogue of the CTP process helps communities better understand the requirements of and existing opportunities within the state transportation system while providing UDOT a more detailed view of local needs, preferences, and priorities that may be incorporated into its own plans.

2.1.4 Special Studies

At the request of the Legislature, administration and others, UDOT Planning conducts special studies on timely or innovative issues being considered.

2.1.5 Travel Demand Modeling and Micro Simulation

Travel demand modeling is used to analyze and plan for current and future transportation needs. An important element of this process is the forecasting of travel demand using computerized simulation models. The primary objective of travel demand forecasting is to preview the impacts of various policies, programs, and projects on highway and transit facilities. These impacts are commonly quantified by representing the projected demand in terms of forecasted traffic volumes and transit ridership.

Micro-simulation enables UDOT to study the effects to a neighborhood or an entire municipality of a development, a change in the road network (like road closures or restrictions) or multiple intersections. Micro-simulation analysis closely simulates actual driver behavior that may be experienced in the real world.

Micro-simulation can be used as a tool for public involvement that demonstrates the consequences of various potential planning decisions to the general public. In this way, the effect of transportation improvements or increased demand can be demonstrated to the designers, the public and decision makers.

3. Public Involvement Planning Guidelines

Several Federal laws and regulations provide general guidelines for the development of UDOT's public involvement planning and implementation. This section describes those laws, regulations and guidelines.

3.1. Federal Highway Administration

It is the policy of Federal Highway Administration (FHWA) that transportation planning must reflect the desires of communities. Since the Federal-Aid Highway Act of 1950 and the Federal Transit Laws originally enacted in 1964, FHWA has worked to ensure that all interested persons have the opportunity for a voice in how the transportation system is developed. The 1991 Intermodal Surface Transportation Efficiency Act (ISTEA) and the 1998 Transportation Equity Act for the 21st Century (TEA-21) extended the opportunity for public involvement into the transportation planning process.

3.2 Code of Federal Regulations

Transportation planning is governed by 23 Section 450.316(b) of the Code of Federal Regulations. It requires public involvement to include:

- A proactive process that provides complete information
- Timely notice
- Full public access to key decisions
- Opportunities for early and continuing involvement.

3.3 National Environmental Policy Act

On January 1, 1970, the National Environmental Policy Act of 1969 (NEPA) became effective. NEPA established a mandate for Federal agencies to consider the potential environmental consequences of their proposals, document the analysis, and make this information available to the public for comment prior to implementation.

NEPA requires Federal agencies and state agencies that receive Federal funding to use an interdisciplinary approach in planning and decision-making for any action that may adversely affect the environment. NEPA requires, and FHWA and UDOT are committed to, the examination and avoidance of potential impacts to the social and natural environment when considering approval of proposed transportation projects.

In addition to evaluating the potential environmental effects, FHWA and UDOT must also take into account the transportation needs of the public in reaching a decision that is in the best overall public interest. The FHWA and UDOT NEPA project development process is an approach to balanced transportation decision-making that takes into account the potential impacts on the human and natural environment and the public's need for safe and efficient transportation. It is FHWA's policy (23 CFR § 105) that public involvement and a systematic interdisciplinary approach are essential parts of the development process for transportation projects.

3.4 Environmental Stewardship and Streamlining

The Utah Department of Transportation's environmental stewardship and streamlining is consistent with FHWA and NEPA guidelines. The data collected and plans developed during UDOT's planning public involvement process will be used in UDOT's environmental reviews by incorporating the data and discussion by reference. Tiering will streamline UDOT's ability to identify the preliminary needs and issues of importance early in the project development phase.

3.4.1 History and Guidelines

On September 18, 2002, President Bush signed Executive Order 13274, titled Environmental Stewardship and Transportation Infrastructure Project Reviews, which emphasizes the importance of expedited transportation project delivery while being good stewards of the environment. The executive order complemented and reinforced FHWA's strategic direction established in its [Environmental Stewardship and Streamlining Vital Few Goal](#). UDOT has adopted FHWA's Vital Few Environmental Goal: Stewardship and Streamlining. FHWA oversees how UDOT's environmental processes are carried out; the project sponsors and other practitioners determine the final product, i.e., the project.

Environmental Streamlining drives UDOT to improve project delivery without compromising environmental protection. Environmental Stewardship helps demonstrate that UDOT is mindful of the natural and human environment while addressing mobility and safety needs of the public. FHWA promotes actions that demonstrate responsible stewardship of the environment. FHWA encourages UDOT to take advantage of opportunities to enhance environmental protection and encourage partnerships that promote eco-system conservation or encourage broader mitigation strategies that seek corridor or watershed based approaches. Environmental Streamlining solutions must go hand in hand with principles of stewardship.

3.5 FHWA Public Involvement Plan Development Guidelines

The Federal Highway Administration's *Public Involvement Techniques for Transportation Decision-Making* states that "developing an effective public involvement program is a strategic effort that requires assembling a selection of techniques to meet the needs of a given transportation plan, program, or project." While current Federal statutes and regulations provide general guidelines for locally developed public involvement processes and procedures, there is, "great flexibility available to transportation agencies in developing specific public involvement programs. Every given situation is different, and each approach to a specific public involvement challenge will be unique." The five FHWA guidelines are:

1. Act in accord with basic democratic principles by understanding that public involvement is more than simply following legislation and regulations.
2. Provide continuous contact between agency and non-agency people throughout transportation decision-making, from the earliest stages, as one or more transportation problems are identified, through defining purpose and need or planning principles, through the development of a range of potential solutions, and up to the decision to utilize particular planning solutions.

3. Use of a variety of public involvement techniques that target different groups or individuals in different ways or target the same groups or individuals in different ways.
4. Provide active outreach to the public by searching out the public and working hard to elicit response.
5. Focus participation on decisions rather than on conducting participation activities because they are required.

The approach UDOT used to develop the planning public involvement plans included Federal Highway Administration's five guidelines as their five recommended steps:

1. Setting goals and objectives. The goals and objectives will derive from the specific circumstances of a given transportation plan, program, or project.
2. Identifying the people (target publics) to be reached.
3. Developing a general approach or set of general strategies that are keyed to the goals and objectives of the involvement program and the characteristics of the target audiences.
4. Identifying the approach with specific techniques.
5. Assuring that proposed strategies and techniques aid decision-making to close the loop.

3.6 Context Sensitive Solutions

UDOT has adopted a Context Sensitive Solutions (CSS) philosophy for its planning, design, construction, and maintenance activities. Context Sensitive Solutions is about understanding community values and finding transportation solutions while considering the context where those solutions will take place. Beyond simply addressing the requirements mentioned above, a CSS approach works to ensure that each activity finds the best balance between the three CSS principles:

- Meet Transportation Needs
- Be a Community Asset
- Fit the Natural and Built Environment

Planning with proactive public involvement is the primary element in defining context and is the cornerstone to developing Context Sensitive Solutions.

4. UDOT Project Selection Process

The Statewide Long Range Transportation Plan is the first step in UDOT's project selection process. Transportation needs across the state are identified through data analysis, public involvement, CTP and corridor studies, and the direct experience of the UDOT Regions and other divisions. These transportation needs are prioritized according to UDOT's goals, and planning-level project concepts and cost estimates are drafted to address the needs. General revenue projections are developed and project lists are aligned to anticipated revenues by decade.

The second step in UDOT's project selection process is the Statewide Transportation Improvement Program (STIP), a five-year program of projects selected for implementation from Metropolitan Planning Organizations' (MPOs) long-range plans

and the Statewide Long Range Transportation Plan. The projects brought forward from the long-range plans to the STIP have the best near-term feasibility and priority to the state and region, can be linked to a specific funding source, and are consistent with UDOT's goals.

According to federal regulations, an urbanized area project added to the STIP must come from an approved long-range plan. Newly discovered high-priority needs require a long-range plan amendment before they may be added to the STIP. FHWA requires that the STIP be updated at least every two years. STIP projects from outside the urbanized area must be consistent with the official statewide plan. UDOT performs annual updates.

During the STIP period, projects are evaluated in greater detail to:

- Establish funding sources
- Complete environmental review processes
- Design the project
- Secure right-of-way and other clearances
- Initiate construction

Once a project moves from the long-range plan to the STIP, it is placed on the potential construction list. The final step before a project can be designed and constructed is the environmental review process to ensure that the project meets Context Sensitive Solutions with best design and/or appropriate alternative standards. Once that process is finalized, the project is likely to be constructed. However, unanticipated environmental findings, large project cost increases, or reductions in expected funding can change this.

4.1 Public Involvement in Project Selection

Transportation planning is ongoing, nonstop, and can take many years. UDOT provides many opportunities for the public to discuss their needs and concerns and be a part of transportation solutions. The public's involvement in transportation planning is critical to ensure that the transportation decisions made are in the best overall public interest.

5. Public Involvement Staff Roles and Responsibilities

Transportation planners play a key role in working with the public during the planning process.

5.1 UDOT Engineer for Transportation Planning

The Engineer for Transportation Planning is responsible for the overall management and oversight of all Planning Section activities. As such he/she coordinates the planning activities of the Planning Managers and Planning staff.

The Planning Section public involvement mission statement is:

"To capture the public's vision and sense of need by establishing an on-going dialogue that is collaborative, respectful, and timely."

5.2 UDOT Planning Managers

All members of the Planning Section follow the direction of the Public Involvement Plan. Each of the Planning Managers has varying public involvement needs and responsibilities. The Public Involvement Transportation Planner (PI Transportation Planner) is responsible for coordinating those needs. The Long Range Transportation Plan Planning Manager also receives public involvement activity reports and provides guidance for the PI Planner.

5.3 UDOT Public Involvement Transportation Planner

- Manage and oversee all public involvement activities for the Planning Section.
- Develop and implement guiding documents such as public involvement plan, meeting plans, notification plan and public participation plans.
- Serve as planners “go-to” person for all public involvement activities.
- Engage planning and program development staff in review and discussion of public comments.
- Document public involvement activities, monitor the effectiveness of public involvement techniques and recommend changes when appropriate.
- Develop relationships with organizations in order to establish an open dialogue regarding transportation issues.
- Explore opportunities to participate in local and statewide events and coordinate and promote staff involvement.
- Provide regular updates on Planning Section public involvement I and partnering activities.
- Maintain style standards for Planning public involvement documents.
- Work with members of the public who express concerns with public involvement or transportation planning processes.
- Work with transportation planners to provide information requested by the public.
- Maintain and enhance Environmental Justice activities.
- Share Planning’s public involvement data with the central and regional environmental sections and Communications Teams.

5.4 UDOT Transportation Planning Staff

- Advise and involve the PI Planner in potential public involvement activities so activities can be planned as far in advance as possible for maximum impact.
- Work with the PI Planner on information needed to accurately provide transportation planning information to the public.
- Coordinate with the PI Planner to develop presentations, fact sheets, guides, and displays about the transportation planning process and transportation issues.
- Coordinate with the PI Planner on public involvement logistics and activities.

5.5 Planning Partners

UDOT is committed to ongoing assessment and partnering opportunities to promote the vision of the future of transportation in Utah. Statewide, UDOT's primary customers are Utah's residents, businesses and organizations, local, state and federal stakeholders, and Utah's visitors, who use Utah's roads to travel, recreate and sightsee.

UDOT's primary urban area partners in development of the statewide Long Range Transportation Plan are Utah's four metropolitan planning organizations (MPOs). The MPOs have the lead role for planning capacity enhancements to the transportation system within the urbanized areas. These include the Wasatch Front Regional Council, the Cache MPO, Mountainland Association of Governments and the Dixie MPO. Each MPO prepares its area long-range plan, which is incorporated by reference into each Long Range Plan update.

For the rural areas, primary partners include local government officials, Joint Highway Committee, community residents, and other special interest stakeholders. UDOT coordinates closely and offers assistance in developing their community transportation plans from which UDOT draws short and long range priorities that relate to the UDOT system responsibilities.

A list of UDOT's planning partners can be found in Appendix A.

6. Public Involvement Goals and Objectives

Meeting the goals of UDOT's public involvement plan is what drives the selection of public involvement tactics. The objectives lay out specifically how UDOT will achieve its goal and identifies who will implement the objective and when.

Goal: To gather and understand the issues of importance for all types of transportation users for consideration in the Long Range Plan.

Objectives:

1. Identify, quantify and evaluate stakeholder's transportation vision and needs by utilizing this statewide public involvement program beginning July 2005.
2. Elevate the public's understanding of transportation planning with education and partnering and annually evaluating its effectiveness.
3. Improve the quality of transportation decision-making and increase the range of opportunities for stakeholder involvement in the LRP update process.
4. Evaluate and revise public involvement planning activities to ensure UDOT is meeting benchmark levels and reaching the audiences in a timely, continuous and consistent fashion.

6.1 Target Publics

Consistent with its CSS philosophy and federal regulations, UDOT's target publics for transportation planning include government agencies, business and industry, tribal governments, community and neighborhood groups, community service

organizations, educational institutions, environmental organizations, special interest groups, ethnic, low-income groups, minorities, the disabled, health care service providers and religious communities. A list of identified stakeholders can be found in Appendix A.

6.2. Objectives and Tactics

- 1. Identify, quantify and evaluate stakeholders' transportation vision and needs.**
 - a. Identify communities that need and want a community transportation plan. Schedule CTP areas and Corridor study meetings from master schedule created every two years.
 - i. Lead: CTP/Corridor Planning Manager
 - ii. Partners: UDOT Region staff, administration directors, local governments
 - iii. Target Implementation Date: Every two years beginning July 2005
 - b. Conduct focus group planning sessions with various special interest groups, organizations and associations to better understand their issues and needs.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: July 2005
 - c. Coordinate with UDOT Communication Team to understand the public's overall transportation vision.
 - i. Lead: PI Planner
 - ii. Partner: UDOT Community Relations
 - iii. Target Implementation Date: June 2006
 - d. Every third year, hold a "Transportation Forum" session during the Utah League of Cities and Towns annual meetings to update transportation needs and vision using interactive methods such as instant voting machines.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: September 2006
 - e. Prepare public participation implementation plans for Planning public involvement opportunities, for example open houses, roundtables and workshops. The implementation plan will ensure that meetings are accessible to all who wish to attend; held in an adequate facility (size and condition); during a time that accommodates the needs of the affected communities, and has an atmosphere of equal participation.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: On-going
 - f. Utilize the computerized Planning PI process of collecting, recording and incorporating methods for responding to transportation comments received during PI opportunities.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: On-going

- g. Provide yearly communications training to all Planning staff who will be making public presentations; facilitating meetings, workshops or roundtables and hosting Q/A opportunities and scribing community comments.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: November-December 2005
 - h. Maintain an issue content analysis report utilizing issues/needs raised during PI opportunities on comments received during public involvement opportunities and make it available to participants, UDOT staff, regions, MPOs and decision-makers.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: Quarterly
- 2. *Elevate the public's understanding of transportation planning with education and partnering.***
- a. Develop a citizen's guide to explain transportation planning and programming process, decision-making and opportunities for public comment.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: April 2006
 - b. Utilize "fact sheets" about specific transportation project/study issues (for example: How to make a stop light request). These would be used both in hard-copy form and as fact sheets on UDOT's website.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: September 2005
 - c. Develop planning/issues "common theme" exhibits to display during workshops and other public opportunities.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: On-going
 - d. Make presentations at annual meetings such as Utah League of Cities and Towns, Utah Association of Counties, Joint Highway Committee, Utah Issues, Utah Trucking Association and other special interest groups to solicit public comment on transportation needs.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: On-going
 - e. Survey participants of planning activities on their knowledge of transportation planning and need for process improvements.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: On-going/Sample basis
- 3. *Improve the quality of transportation decision-making and increase the number of opportunities for stakeholders to be involved in the LRP process.***
- a. Utilize the Planning Section PI data base to further link public involvement long-range planning, environmental (NEPA), and project development processes and partner to accomplish earlier and better coordination and promoting Environmental Stewardship and Streamlining by working

- closely with the Regions, Environmental, Program Development and other special interests.
- i. Coordinator: Engineer for Transportation Planning
 - ii. Target Implementation Date: June 2006
- b. Develop a public notification plan using tactics such as the UDOT web site, local newspapers and Public Service Announcements, county fairs, and community newsletters to maintain communication with planning partners and increase participation.
- i. Lead: PI Planner
 - ii. Partner: UDOT Community Relations
 - iii. Target Implementation Date: July 2005
- c. Develop a "LRP Final Push" plan that covers the last year of planning for the LRP update to increase awareness of the process and encourage participation.
- i. Lead: PI Planner
 - ii. Target Implementation Date: December 2005
- d. Coordinate with the UDOT Communication Team (PICs) to secure their contribution to the Planning public comment "master" mailing list and database to track and share contact with the public in an on-going and consistent manner, to facilitate streamlining the environmental review process, to update on the planning process and to foster communication.
- i. Lead: PI Planner and Communications Director
 - ii. Target Implementation Date: On-going
- e. Utilize UDOT's website to post planning public meetings/workshops dates to increase the coordination of public outreach between local jurisdictions, UDOT regional offices and other planning partners, reduce duplication, to identify needs and issues and increase participation.
- i. Lead: PI Planner
 - ii. Target Implementation Date: On-going
- f. Coordinate with MPO's to foster understanding by urban areas of LRP rural transportation needs and statewide opinions by participating in public involvement opportunities such as the "Transportation Fairs".
- i. Lead: PI Planner
 - ii. Target Implementation Date: October 2005
- g. Coordinate with Planning Partners to ensure the LRP public comment includes Planning Partners public involvement data.
- i. Lead: Planning Manager
 - ii. Target Implementation Date: On-going
- h. Incorporate into planning documents how public comment was collected and used, or not used.
- i. Lead: PI Planner
 - ii. Target Implementation Date: On-going

4. ***Evaluate and revise public involvement planning activities to ensure UDOT is meeting benchmark levels and reaching the audiences in a timely, continuous and consistent fashion.***
 - a. Identify benchmark performance measures and evaluation criteria for the public involvement activities that help analyze the public understanding of transportation planning, their level of involvement in decision-making and the success of the public involvement techniques implemented.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: July 2005
 - b. Survey participants of planning activities (2e) using the benchmark performance measures to learn their knowledge of transportation planning, satisfaction of their involvement, and other issues as outlined in the data collection plan.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: On-going
 - c. Conduct Planning Staff "lessons learned" sessions to evaluate the results and effects of PI tactics and prepare an annual PI evaluation and report for the Planning Manager.
 - i. Lead: PI Planner
 - ii. Target Implementation Date: February 2006
 - d. Coordinate public involvement "lessons learned" sessions with planning, environmental, regions and communications teams to evaluate and strengthen the public involvement tactics that are being used.
 - i. Lead: Engineer for Transportation Planning
 - ii. Target Implementation Date: Annually - March 2006

Appendix A Stakeholders

Planning Partners

- Utah Transit Authority
- Wasatch Front Regional Council
- Mountainland Association of Governments
- Cache Metropolitan Planning Organization
- Logan Transit District
- Dixie Metropolitan Planning Organization
- Joint Highway Committee

Internal UDOT Stakeholders

- Administration
- Aeronautical Operations
- Communications Construction & Materials
- Environmental/Complex and Regions
- ITS
- Maintenance
- Motor Carriers/Ports of Entry
- Operations
- Systems Planning and Programming
- Project Development/ Region Oversight
- Region-1
- Region-2
- Region-3
- Region-4
- Structures
- Traffic and Safety
- Transportation Commission

External UDOT Stakeholders

- Potentially Underserved Populations
 - Low-income, Minorities, Disabled, Indian Tribes and Elderly
- Freight Shippers (Business & Industry)
 - FedEx, UPS
- Freight Transportation Services Providers
 - Union Pacific Railroad, Utah Railway, Amtrak
Burlington Northern Santa Fe Railway
- Utah Motor Carriers Association
- Utah Trucking Association
- Private Transportation Services
 - Taxi, Limo Service, Shuttle Service, Bus

- Emergency Service Providers
- Users: Inter and Intrastate
- Federal Land Management Agencies
 - BLM, EPA, Corps of Engineers, National Parks Service, US Forest Service, Bureau of Reclamation
 - Scenic Byways Committee
- Non-Land Federal Management Agencies
 - Department of Defense
 - Strategic Highway Network
- Utah Counties
 - Utah Association of Counties
- Cities and Towns
 - Utah League of Cities and Towns
- Utah State Agencies
 - Department of Business and Commerce
 - Demographic & Economic Analysis
 - International Business Development
 - Motor Carriers
 - Community & Economic Development
 - Asian Affairs
 - Black Affairs
 - Business & Economic Development
 - Community & Economic Development
 - Community Development
 - Community Development Block Grant
 - Rural Main Street Program
 - Ethnic Offices
 - Film Commission
 - Hispanic Affairs
 - Historical Society
 - Indian Affairs
 - International Business Development
 - Pacific Islander Affairs
 - Travel Development
 - Utah Travel Council
 - Veterans Affairs
 - Department of Environment & Natural Resources
 - Air Quality
 - Environmental Quality Department
 - Environmental Response & Remediation
 - Hazardous Waste
 - Lands & Forestry
 - Natural Resources Department

- Parks and Recreation
 - School & Institutional Trust Lands Administration (SITLA)
 - Solid & Hazardous Waste
 - Water Quality Division
 - Water Resources
 - Wildlife Resources
 - Health Department
 - Human Services Department
 - Aging Services
 - Services for People with Disabilities
 - Public Safety - Highway Safety Office
 - Workforce Services
- Public Interest Groups
 - Coalition de la Raza
 - NAACP
 - Envision Utah
 - Bonneville Shoreline Trail
 - Jordan River Parkway
 - Moab Trail Mix
 - YWCA
 - Chambers of Commerce
 - Rotary Clubs
 - Lions Clubs
 - Hill Air Force Base
 - Universities (U of U, BYU, SLCC, etc.)
 - AAA
 - AARP
 - Parent Teacher Association
 - Southern Utah Wilderness Association
 - Utah Urban and Rural Specialized Transportation Association
 - Bicyclists
 - UBC - Utah Bicycle Coalition (Ted Wilson)
 - SLCBAC - Salt Lake County Bicycle Advisory Committee (Jason Bultman)
 - Provo Bike Committee (Travis Jensen)
 - Mooseknuckler Alliance (Washington County advocacy)
 - Weber Pathways
 - Pedestrians
 - Alliance for Cardiovascular Health
 - Sierra Club
 - Utah Issues
 - Utah Rivers

Appendix B Potential Public Involvement Evaluation Measures

- Number of meeting notices, display ads and invitations - Compare invited versus registration
- Number of CTP workshops and follow-up contacts - Compare with length of adoption process and number of plans adopted
- Number of local official meetings - Compare with number of workshops held
- Number of addresses on mailing list and number of mailings - Measure public understanding of planning
- Number and type of collateral materials - Measure public understanding of planning
- Distribution of Planning Section Public Involvement Plan - Measure understanding of planning
- Number of public comments and public comments reports - Measure the types of comments received
- Number of avenues to reach elderly and disadvantages, language barriers - Measure increase diversity
- Number of participants and communities involved
- Number of LRP changes from public comment - Measure UDOT's ability to understand the issues and assess registration.
- Survey data
 - Understanding of the planning process
 - Understanding of plan for comment
 - Public awareness of plan changes

Glossary

Citizen's Guide	A citizen's guide is the first step of the entire planning process; it gives the public an citizens explanation of how an idea becomes a reality in the transportation arena. It familiarizes the public with the process and identifies how and where the public can participate.
CTP	Community Transportation Plan
Environmental Streamlining	A goal of FHWA to improve project delivery without compromising environmental protection.
Environmental Stewardship	A goal of FHWA to demonstrate that FHWA is mindful of the natural and human environment while addressing mobility and safety needs of the public.
FHWA	Federal Highway Administration
Focus Groups	A small group discussion with a facilitator. A carefully-selected group of individuals convenes to discuss and give opinions on a topic. Participants are selected in two different ways: randomly to assure representation of all segments of society; non-random selection helps elicit a particular position or point of views. A combination of selection techniques can result in a focus group of people well versed in transportation issues along with those who are solely consumers of transportation services.
MPO	Metropolitan Planning Organization
NEPA	National Environmental Policy Act
Public	Includes general public, elected officials, special interest groups, organizations, associations, low-income groups, minorities and the disabled.
Public Involvement	The active and deliberate engagement of the public in a proposed project, program, idea, debate, or concept to obtain feedback, ideas, comments, and criticisms from the public.
Transportation Fair	Transportation fair is an event used to interest community members in transportation and in specific projects or programs.
UDOT	Utah Department of Transportation

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