



**DRAFT**

**PUBLIC PARTICIPATION PLAN**

**California Transportation Plan  
and Federal Statewide  
Transportation Improvement  
Program**

**March 2008**

## Executive Summary

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To be added for Final

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## Introduction

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Early, comprehensive, and meaningful public involvement is the cornerstone of a public agency's policy and planning programs. Over recent years, federal and State policies have been explicit in encouraging stakeholders, including the general public, to be more engaged, influential, and informed participants. In order for public involvement to be relevant, stakeholders must feel that public agencies are responsive to their inputs and that their inputs impact the decision-making process.

Public involvement efforts that go beyond notification and information by actively engaging and collaborating with all stakeholders in an inclusive process will ultimately benefit California's transportation planning and programming. Collaborating on solutions and efficiencies supports State goals that save taxpayer dollars, provides services that meet public needs, and ensures that communities understand the local context of transportation planning.

Given California's enormous size and diversity, crafting a successful public participation program presents a formidable challenge. However, soliciting, listening, and responding to what citizens and stakeholders have to say about our plans for action can and must be done. And, if done well, the public participation process leads to better decisions on issues of important public policy. This plan provides the framework for this critical mission.

The following Public Participation Plan (PPP) is designed to support and inform the development of the State's long-range transportation plan and the State's list of federally-funded of transportation projects. These documents known as the California Transportation Plan and the Federal Statewide Transportation Improvement Program, respectively, are two major products of the statewide transportation planning and programming process that result in transportation projects and services.

## California Transportation Plan and Federal Statewide Transportation Improvement Program

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### The California Transportation Plan (CTP)

The CTP is developed in response to federal and State requirements for a statewide, long-range transportation plan. It provides a common policy and strategic framework for decision makers at all levels of government and the private sector to guide transportation decisions and investments. The CTP presents a

vision for California's future transportation needs and defines goals, policies, and strategies to achieve the vision.

### **The Federal Statewide Transportation Improvement Program (FSTIP)**

The FSTIP is a compilation of transportation projects resulting from the statewide long-range planning process. This process begins at the policy level with the CTP and ends with the selection of specific projects. The FSTIP is consistent with the vision, goals, and policies of the CTP, as well as regional long-range plans and individual project listings from metropolitan areas of the State called the Federal Transportation Improvement Programs (FTIPs).

The FTIPs and FSTIP contain all transportation projects or identified phases (e.g., environmental studies) of transportation projects proposed for federal transportation funds. Projects include capital investments, such as new highway lanes or rail lines, and non-capital, such as operating funds for transit service. Any project that is deemed regionally significant, regardless of fund source, must be included in the FSTIP.

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## **Federal Laws and Regulations**

Federal laws and regulations have requirements pertaining to public involvement in transportation decision making. These laws and regulations flow from legislation typically passed every six years that accompanies "reauthorization" of new federal transportation funding.

Passed by Congress in 1991 the Intermodal Surface Transportation Efficiency Act (ISTEA) followed by its 1998 successor, Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), emphasized public involvement in the transportation planning and programming process. The federal regulations supporting these statutes required statewide transportation planning and programming to provide guidance for developing and adopting a program that allowed full public involvement and access to key planning and programming decisions.

### **Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)**

The most recent reauthorization in 2005, SAFETEA-LU, generally echoes the earlier ISTEA and TEA-21 authorizations. New regulations flowing from SAFETEA-LU, published in February of 2007 (Appendix A), require the State to provide opportunities for public comment on existing and proposed processes for public involvement in the development of the long-range statewide transportation

plan and the short-range program of projects (or FSTIP). These planning rules also require the State to develop a public involvement process that shall:

1. Establish early and continuous public involvement opportunities directed by ISTEA and TEA-21 earlier, and provide timely information about transportation issues and decision-making processes to interested parties;
2. Provide reasonable public access to technical and policy information used in the development of the long-range statewide transportation plan and the FSTIP;
3. Provide adequate public notice of public involvement activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed long-range statewide transportation plan and FSTIP;
4. To the maximum extent practicable, ensure that public meetings are held at convenient and accessible locations and times;
5. To the maximum extent practicable, use visualization techniques to describe the proposed long-range statewide transportation plan and supporting studies;
6. To the maximum extent practicable, make public information available in electronically accessible format and means, such as the World Wide Web, as appropriate to afford reasonable opportunity for consideration of public information;
7. Demonstrate explicit consideration and response to public input during the development of the long-range statewide transportation plan and FSTIP;
8. Include a process for seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services; and
9. Provide for the periodic review of the effectiveness of the public involvement process to ensure that the process provides full and open access to all interested parties and revise the process, as appropriate.

The State's public participation procedures will be considered by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as they make their planning findings to assure that full and open access is provided to California's transportation decision-making process.

### Other Related Statutes and Policies That Support Public Involvement

Caltrans, as a recipient of federal funding, incorporates Title VI of the Civil Rights Act of 1964 and related statutes into its programs, policies, activities, and services, including transportation planning and programming, to ensure non-discrimination in all Caltrans activities. Simply stated, it is Caltrans policy to ensure

that none of its activities or programs treats any part of the community any differently than another.

Caltrans' mission to improve mobility across California includes providing transportation services in an equitable manner to all segments of society. Caltrans emphasizes the fair treatment and meaningful involvement of people of all races, cultures, and income levels, including minority and low-income populations, from the early stages of transportation planning and investment decision making through construction, operations, and maintenance. It is Caltrans policy to encourage the public to express its needs and concerns so that transportation decisions better reflect community values and interests.

To respond to the Americans with Disabilities Act (ADA), Caltrans considers accessibility needs of customers with disabilities to enable participation in all departmental programs, services, and activities available to the public.

Caltrans uses "Context Sensitive Solutions" as an approach to plan, design, construct, maintain, and operate its transportation system. Context sensitive solutions are reached through a collaborative, interdisciplinary approach involving all stakeholders, including the public. This approach is dependent upon early and continuous involvement of all stakeholders in the earliest planning stages. Involvement at the planning level, well before the environmental documentation phase, ensures that community input influences the selection and refinement of project alternatives, location, and enhancements throughout the project development process.

## **Statewide Transportation Planning and Programming Overview**

Extensive public engagement and consultation with transportation partners, stakeholders, interested parties, and the public is conducted by all MPOs, non-metropolitan RTPAs, and the State throughout the statewide planning and programming process to facilitate transparent and comprehensive public involvement.

### **State Plan**

The California Transportation Plan (CTP) is the State's long-range transportation policy plan for meeting the State's future mobility needs. The CTP provides a vision, developed in collaboration with the public and our transportation partners and stakeholders, for California's future transportation system, and defines goals,

policies, and strategies to achieve the vision. The plan is developed by Caltrans and approved by the Governor or the Governor's designee.

The CTP is an important decision tool that links State and regional transportation plans to provide strategic direction for sustainable transportation investments. It is developed in cooperation with the State's regional transportation planning agencies, is influenced by the regional planning process, and provides guidance for developing future regional transportation plans. As defined by State statute, the CTP is not project specific.

By providing a common framework for decision makers at all levels of government and the private sector, the CTP seeks to guide transportation decisions and investments that will enhance our economy, support our communities, and safeguard our environment for the benefit of all.

### Regional Planning and Programming

Projects begin as ideas or concepts in statewide and regional plans that are developed and approved *before* the Federal Statewide Transportation Improvement Program process begins.

All metropolitan and non-metropolitan RTPAs develop long-range regional transportation plans (RTPs). The purpose of the RTP is to encourage and promote the safe and efficient management, operation, and development of a regional intermodal transportation system that will serve the mobility needs of goods and people. The RTP is required to consider the short (0-10 year) and long-range (10-20 year) future, and present clear, concise policy guidance to local, State, and federal officials. Guidelines for the development of RTPs are adopted by the California Transportation Commission (CTC) at public meetings.

The RTP serves as the foundation for the Federal Transportation Improvement Program. The FTIPs, prepared by Metropolitan Planning Organizations are short-range (4-6 years) plans that are a direct subset of the long-range RTPs. The FTIPs are project specific and identify funding available and committed to federally funded, and regionally significant, transportation projects. Each FTIP includes a project list with individual project descriptions, costs, anticipated funding sources, and year of proposed work.

Though non-metropolitan RTPAs develop long-range RTPs, they do not develop short-range, project-specific, FTIPs. Rather, projects in these areas are included directly into the FSTIP. Development of the long-range RTPs and the short-range FTIPs is an open process that includes public participation, interagency consultation and addresses regional environmental and air quality issues. These plans and

processes include a variety of committee meetings, hearings, focus groups, surveys, web postings, and other methods, and are conducted at the regional and local levels.

These planning and programming processes are critical elements leading to development of the FSTIP. Because regional plans are developed and approved before the FSTIP process begins, participation during the local public involvement process provides an earlier and, perhaps, more valuable opportunity for public input.

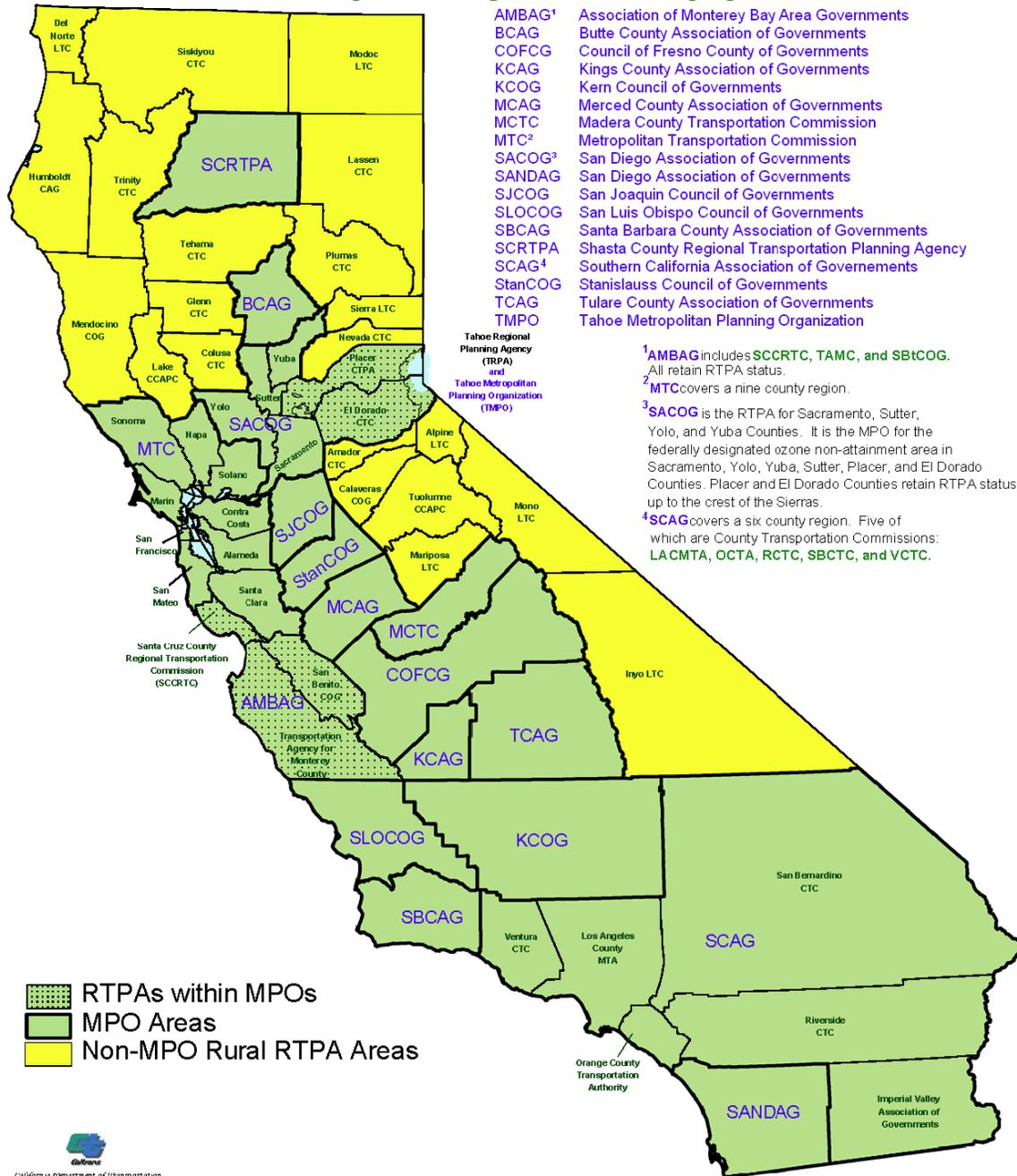
The map of California MPOs and RTPAs is provided on the following page:

# CALIFORNIA

## Metropolitan Planning Organizations (MPOs)

and

## Regional Transportation Planning Agencies (RTPAs)



## Other State "Building Block" Documents

In addition to the long-range CTP and RTPs, there are several other documents, which serve as primary "building blocks" for the FTIPs and the FSTIP. These documents include the:

- 1) Ten-Year State Highway Operation and Protection (SHOPP) Plan  
Identifies ten-year needs for the rehabilitation and operation of the State highway system
- 2) State Highway Operation and Protection Program (SHOPP short-range program)  
Four-year program of projects that have the purpose of collision reduction, bridge preservation, roadway preservation, roadside preservation, mobility enhancement and preservation of other transportation facilities related to the State highway system
- 3) Interregional Transportation Strategic Plan (ITSP)  
Caltrans' ongoing long and short-range plan for the State highway, interregional road system and intercity rail system
- 4) Interregional Transportation Improvement Program (ITIP)\*  
Statewide, short-range, prioritized listing/program of projects developed by the State consistent with the statewide long-range plan
- 5) Regional Transportation Improvement Program (RTIP)\*  
Regional, short-range, prioritized listing/program of projects developed and adopted by MPOs/RTPAs to achieve the goals of the long-range plan
- 6) State Transportation Improvement Program (STIP)  
Multi-year capital improvement program of transportation projects on and off the State Highway System composed of two sub-elements: the ITIP and RTIPs, numbers 4 and 5 above.

\*the ITIP and the RTIPs combine into the STIP.

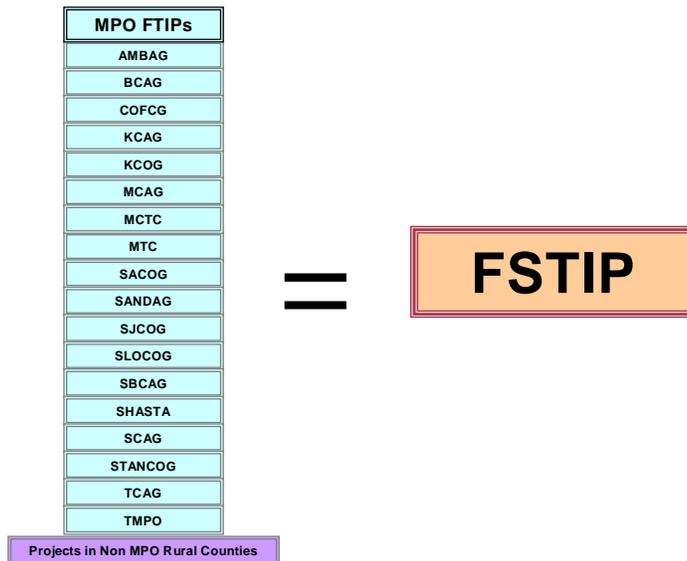
Policy decisions on transportation planning and programming by State, regional and local government officials are made during the development and adoption of these basic planning and programming documents. Consultation with local governments and opportunity for public involvement begins early and continues through the development and adoption of these "building block" documents. Generally, as the documents are developed, draft documents are formally circulated and comments are solicited. Proposed final documents are circulated, and public hearings or meetings are conducted prior to adoption or approval.

## Federal Statewide Programming

The Federal Statewide Transportation Improvement Program (FSTIP) is a statewide, multi-year, multi-program of transportation projects that is financially constrained by the amount of funding expected to be available. Projects in the FSTIP represent the prioritized list of State and regional projects that are federally funded or regionally significant. The FSTIP spans a defined time period, currently four years. Caltrans combines projects listed in the FTIPs together with non-metropolitan RTPA projects into a single document, the FSTIP. Once compiled, the FSTIP is submitted to the Federal Highway Administration and the Federal Transit Administration for review and approval.

Figure 1

### FSTIP Compilation



Federal law requires that the FSTIP either include, or exclude, all projects in an FTIP without change. The majority of projects in the FSTIP have had multiple opportunities for comment *before* the FSTIP process starts. As previously noted, projects listed in the FSTIP begin as ideas or concepts in statewide and regional plans.

Public comment opportunities occur throughout the development of the CTP, other building block documents, and finally, the FSTIP. The FSTIP is available for review and comment via the Division of Transportation Programming's website at:

<http://www.dot.ca.gov/hq/transprog/fedpgm.htm>

The updates to the FSTIP that occur every two years can also be reviewed at most MPO and non-MPO/RTPA websites, at all Caltrans District offices, at various libraries, via email, and through the Interagency Statewide Clearinghouse.

After the FSTIP is approved by FHWA and FTA, amendments are processed on an as-needed basis. An amendment is a major change in project cost, scope, or schedule. Amendments to the FSTIP will be processed according to Amendment Modification Guidelines. These Guidelines were developed in cooperation and consultation with FHWA, FTA, and the MPOs and are available on the Division of Transportation Programming website.

FSTIP amendments are available for public comment concurrent with, or subsequent to, the public comment period for individual FTIP amendments. Links to FTIP/FSTIP amendments that are open for public comment, and the status of all other amendments, are available on the Division of Transportation Programming website.

Caltrans develops amendments for rural, non-metropolitan RTPAs. Amendments in these areas are available for public comment via the internet at the State level and/or the regional level. Internet addresses to MPO web sites are available at: [http://www.dot.ca.gov/hq/transprog/federal/fedfiles/mpo\\_web\\_links.htm](http://www.dot.ca.gov/hq/transprog/federal/fedfiles/mpo_web_links.htm)

Internet addresses to RTPA web sites are available at:

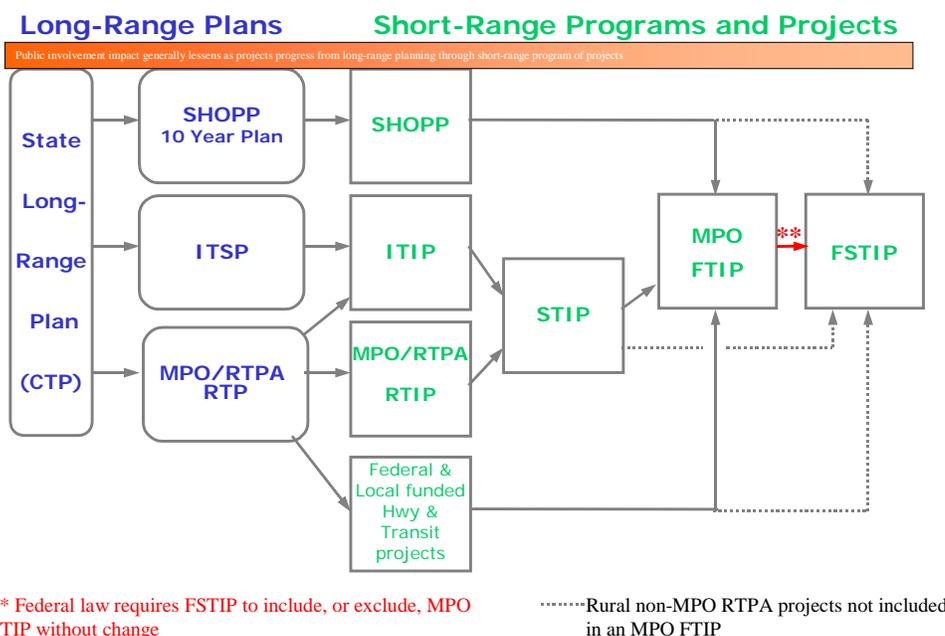
[http://www.dot.ca.gov/hq/tpp/offices/orip/index\\_files/MPOs\\_and\\_RTPAs\\_Contact\\_List.pdf](http://www.dot.ca.gov/hq/tpp/offices/orip/index_files/MPOs_and_RTPAs_Contact_List.pdf).

### Key Decision Points

State statute and practice integrate State and federal planning and programming documents into a sequential process to conserve resources and streamline the process. Figure 2 identifies the major planning and programming documents, all of which are key decision points. Public involvement occurs during the development of each document.

Figure 2

## Major Planning and Programming Documents Key Decision Points with Public Involvement Opportunities



### Sources of Additional Information

#### Caltrans websites:

##### Division of Transportation Planning

<http://www.dot.ca.gov/hq/tpp/>

- California Transportation Plan
- MPO/RTPA contact information
- Regional Transportation Plan Guidelines
- Interregional Transportation Improvement Program3

##### Division of Transportation Programming

<http://www.dot.ca.gov/hq/transprog/>

- Federal Statewide Transportation Improvement Program
- State Transportation Improvement Program
- State Highway Operation and Protection Program
- California Transportation Commission

##### Local Offices (Districts)

<http://www.dot.ca.gov/localoffice.htm>

##### Telephone

(916) 651-6887  
(916) 654-3271

Leslie Snow, Division of Transportation Planning  
Cathy Gomes, Division of Transportation Programming

## Development of the Public Participation Plan

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To develop this Public Participation Plan, Caltrans engaged the consulting firm of Moore, Iacofano, Goltsman, Inc. (MIG), a recognized leader in public participation and facilitation, to gather information from the public and transportation stakeholders about their preferences for engagement and to determine which public participation strategies would be most meaningful, efficient, and effective.

Several different methods were used to engage members of the public and key stakeholders to determine their knowledge of the California Transportation Plan and Federal Statewide Transportation Improvement Program, their interest in becoming involved in the CTP and FSTIP processes, and, if interested, how they wish to be involved. The methods used were phone interviews with representatives of key stakeholder groups, focus groups of the general public, and a web survey of both the general public and stakeholders groups. The categories of stakeholder groups used in this research are consistent with those identified in the federal regulations.

Findings from this research include:

- A high level of interest in transportation planning and programming (particularly local and regional) among all groups
- A lack of knowledge about how to find information or provide input
- The desire to clearly understand the transportation system and its impacts
- The desire to express opinions and have them matter
- A preference for the Internet as the main communication medium by almost all groups and individuals

### Stakeholder Phone Interviews

During October and November 2007, a phone survey was conducted of 41 representatives of stakeholder organizations (public agencies, non-profit organizations, and the private sector) from across the State.

The purpose of the interviews was to determine if these groups have been involved in the process of developing the CTP or FSTIP, if they want to continue or become involved, and if so, what are the most effective methods for gathering meaningful input. In most cases, the interviewees were executive directors or other high-level staff who have a direct interest in transportation. The list is representative, and not exhaustive, but it yielded a number of valuable suggestions from a broad variety of stakeholders. The results of these interviews, with documentation of each category of stakeholders, can be

found in Appendix B. Transcripts of each interview are also available upon request.

### Focus Groups

Whereas the stakeholder interviews were intended to assess the knowledge and interest of particular interest groups in transportation plans and programs, the focus group meetings were held to find out the same information from a cross-section of California residents.

Four focus group meetings were held in the month of December 2007, one each in the cities of Oakland, Sacramento, Fresno and Long Beach. The participants were recruited by placing an advertisement on Craigslist, [www.craigslist.org](http://www.craigslist.org), in each of the four communities. The goal was to recruit 12-15 diverse participants in each location. The ad offered a \$60 stipend for active participants interested in learning about issues and stating their opinions. Forty-six participants were screened and recruited for the four meetings. The focus groups were held from 6:30 to 8:30 pm on a weeknight at a local community facility.

The presentation was followed up by a series of questions regarding the degree of interest the participants have in these processes, what would motivate them to participate, what participation methods would be most attractive to them, and which method of informing them of participation opportunities would be most useful. They were also asked how interested they thought others in their community would be, and what methods of recruitment, information, and participation would work best. Finally, they were asked for recommendations to increase participation in these processes, and they were encouraged to provide additional comments. Participants gave feedback both by filling out a written form and also by participating in discussions. A full report on the focus group methodology and a summary of results can be found in Appendix C.

### Web Survey

The purpose of the web survey was to use yet another means to gather input from the public on the same range of questions that were covered by the interviews and focus groups.

The survey was active during the month of January 2008 and was accessed through multiple Caltrans websites: 1) the main Caltrans home page, 2) the Division of Transportation Planning, 3) the Division of Transportation Programming, and 4) several Caltrans district office home pages. E-mails were sent announcing the survey to transportation stakeholders, Metropolitan Planning Organizations and Regional Transportation Planning Agencies throughout the State.

A total of 307 respondents completed the survey. The survey results provide valuable input on preferred public participation methods for the statewide transportation processes. The web survey summary report, including survey instrument and tallied results, is included as Appendix D.

## Outreach Findings

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This process provided an opportunity for an in-depth exchange with many stakeholders and members of the public on the CTP and FSTIP processes. The web survey confirmed many of the conclusions that were reached using the interviews and focus groups.

### Level of Interest

- **Overall, there is a high degree of interest in the State's transportation planning and programming processes.** The public wants to learn about how transportation projects are planned, programmed, and funded. They want to be able to comment, particularly at the regional and local levels, and know that their input is meaningful.
- **Stakeholder groups and Caltrans local and regional agency partners** want to be actively involved with those processes, even if they have not been in the past. They all recognize the importance of their participation for meeting their own needs.
- **Members of the general public that participated in this process are quite interested in the development of their local and regional transportation system,** especially if they feel they have not been consulted in the past or if they have particular issues with the transportation system. They acknowledge that not everyone will have a high level of interest, but they do feel it is important to be asked for input.
- **Stakeholders and the general public want their representatives to be involved on their behalf** (such as community groups, agency organizations, business organizations, or trade unions) even if they themselves do not have the time or ability to advocate for their transportation interests at the statewide level.
- **Most of all, everyone wants easily accessible, high quality, and up-to-date information on transportation projects and programs.** They want

Caltrans to practice “transparency” in letting the public know how the system works and the status of projects.

### How People Communicate

**The Internet has transformed communications with stakeholders, partner agencies, and the general public.** At this time, most people have access to the web and use it as their main source of information.

## General Approach

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Based on the input collected by MIG and Caltrans, the following general strategies will provide the fundamental principles for ensuring a comprehensive, meaningful, and responsive public participation process.

### Generate excitement

Often, when the public is invited to comment on transportation plans and programs, the sheer volume of routine material as well as the complexity discourages people from further investigation. To stimulate interest, summary materials could feature global and statewide trends and critical issues and highlight how this plan or program addresses them. Issues of general interest to the public are public transportation, traffic congestion, and the impacts of transportation on the environment and health (such as global warming and climate change).

### Transparent Outreach Materials

To help the public understand this complex transportation planning and programming process, simplified educational materials will be developed. To make the planning and programming processes more accessible to the public the following questions will be considered when producing public participation products.

- What is the CTP or the FSTIP? Why are these documents important to the State, to the region, to the city, to me?
- What is in the document? How is it organized? How can I find out about a particular project or what is being planned for my area?
- How does the CTP or the FSTIP fit in with local and regional plans and programs? Isn't it too late for my input at the statewide level?
- How do these projects get paid for?
- What type of input does Caltrans want from me, and by when? Do I have the ability to change the details of a project that is in the FSTIP?
- Why is commenting on this CTP or FSTIP worth my time?

- How will Caltrans address my comments?

Anyone who expresses a desire for an in-depth explanation of planning and programming will be directed to more complex reference documents.

### Visualization

**Public outreach materials (web-based or printed), will incorporate visuals along with text whenever possible.** At times visuals such as charts, graphs, drawings, photos, and process graphics may better convey a complex idea or concept better than a narrative format. An example of a graphic that illustrates a process can be found in Appendix E.

### Accountability

The public wants to know what happens with their input. When a group or individual comments on the CTP or FSTIP, Caltrans will provide a follow-up response depending on the nature and specificity of the comment. For example, in prior CTP efforts, overall broad comments, such as provide more transportation choices, were incorporated into the approved plan (a policy and strategies for supporting modal choice was adopted in the CTP 2025) and highlighted in a newsletter to update participants on the impact of their input.

## Potential Outreach Methods

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Building on the fundamental principles laid out above, the following techniques are potential outreach methods that may be used during the CTP and FSTIP public participation process. Actual outreach methods for a particular CTP and FSTIP planning or programming public involvement activity will be determined based on available resources, time constraints, and applicability.

Appendix F provides a matrix with recommended strategies, special considerations, and topics of high interest particular to specific stakeholder categories. This matrix includes recommended strategies for those interested parties called out in the Code of Federal Regulations Section 450.210 (Appendix A). For example, in our research for this plan, freight shippers told us that one of their main concerns were better education for the public on freight issues. A recommended strategy for engaging freight shippers is to give briefings to their statewide and regional groups. These briefings will be tailored to address their specific concerns, such as how freight issues can be addressed in the CTP.

As the public engagement process progresses, a schedule of public participation activities will be posted on the Caltrans CTP/FSTIP Public Participation website.

### Public Participation Website

Because the public and stakeholders told us that the web was their preferred communication method, a comprehensive website will be a focus of our public participation efforts. A high-quality design based on the "townsquare" model (or a similar interface) will help generate interest in statewide engagement efforts. Townsquare™ is a web-based communication and information management system that provides an on-line project portal for public engagement and education. The City of Richmond is currently using this technology for their General Plan update (<http://www.cityofrichmondgeneralplan.org/>). The CTP and FSTIP public participation website should have the following features:

- User-friendly and attractive
- A Frequently Asked Questions (FAQ) page
- Information on statewide, regional, and local transportation planning and programming and how they all fit together
- A summary of the CTP or FSTIP that focuses on "hot-button" issues for Californians - such as energy reduction, land use, alternatives to driving alone, highway congestion, air quality, transportation funding, Americans with Disabilities Act compliance, and high speed rail
- A table of contents for posted documents with separate links for individual chapters
- Public comment forms, with responses delivered in a timely manner
- Timelines
- Next Steps
- Signup forms for further information and updates via email
- A format that can be linked to software for the visually impaired
- Translation of summary materials into Spanish, and other languages as needed
- The offer of an alternative format (for instance a printed and mailed version of the website material)
- Continual updating

### Focus Groups

Stakeholder and general public focus groups are an effective method for gathering attitudes, opinions, and ideas to help formulate transportation policies and plans. Focus groups can be established by affiliation, ethnicity, income, mode of travel, age group, traveling conditions, and other specific categories.

Because focus groups require a limited number of participants, financial incentives can be offered for participation, and compensation can be provided for a meal, daycare, and transportation to the sessions. To ensure maximum participation, focus groups targeted at the public will be held in the evenings to accommodate work or school schedules.

### Comprehensive Database of Stakeholder Groups

For ease in updating, a stakeholder database will be focused on statewide or regional-level groups, whenever possible. Using this strategy leverages the power of the Internet by creating a "web-tree" of partner organizations that are willing to pass along information and invitations to comment on the CTP and FSTIP to their constituencies.

Because it is often difficult to get the attention and comments from those who are traditionally underserved, such as minority and low-income groups, special efforts should be made to include a broad and diverse set of community-based organizations serving these populations.

### Printed Materials and other Media

While web-based communication has become commonplace, other media still holds a valuable role in public engagement. Newspaper releases, flyers, and postcards can be used to publicize the public participation website, important CTP/FSTIP milestones, and workshops. News releases can be widely distributed through newspaper ads, public notices, radio, and TV. Ethnic media such as *La Vaz Latina*, *The Lang Magazine*, *Hispanic Business Journal*, KEST-AM Chinese World Radio, *Azteca News* and others provide an excellent forum for reaching those traditionally underserved in the planning process.

### Regional Workshops

Face-to-face meetings with the public provide the best forum for public interaction and comment. Meetings will be held at convenient times for the public and stakeholders, in ADA-accessible locations and close to public transit. If needed, translation and sign-language service will be provided. These meetings will be tailored to the type of document that is being reviewed.

### Presentations to Local or Statewide Stakeholder Groups

For some groups, especially community-based and advocacy groups, presenting at established meetings is the best outreach approach. When meeting with these groups, a record of the session using a standard format will be kept to document their ideas, concerns, and suggestions (Appendix G).

### Innovative Outreach

Web-based technology has opened up a whole new range of techniques for reaching out to a large and geographically dispersed population. This is especially important to the FSTIP and CTP outreach activities because these programs face the challenge of engaging the public and stakeholder groups throughout the State. Podcasting, webcasting, blogging, and web posted videos are a few of the techniques that may be employed to channel the power of technology to reach a broad and diverse audience.

### Surveys

Because the public cites surveys as their least preferred method of communication, surveys will be used on a limited basis. E-mail questionnaires may be used to focus on very specific issues or as an additional means to collect comments on draft documents.

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## Engaging the Traditionally Underserved

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Encouraging the traditionally underserved, such as minority and low-income populations, to engage in the development of statewide planning and programming efforts is an area that often requires extra efforts. These efforts should include: enlisting the services of community-based organizations that are advocates for the specific traditionally underserved populations; advertising in media that are more widely accessible to the underserved; delivering the planning and programming presentations and workshops at events and venues hosted by the traditionally underserved; and delivering a message that resonates with the traditionally underserved.

An efficient way of targeting traditionally underserved groups is to build on other Caltrans outreach efforts. For example, the Environmental Justice: Context-Sensitive Planning grant program is intended to promote the direct involvement of low-income, minority, and Native American communities. Many of these groups have websites, email lists, and meetings that could be used to solicit input on the CTP or FSTIP.

This method of engaging these populations at their venues, and through their websites, is preferred over asking the traditionally underserved to attend presentations and workshops at State facilities where time off, transportation, and childcare may be significant hurdles to overcome.

## Evaluation and Update of the Public Participation Plan

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Caltrans is committed to a continuous review of comments received, and a continuous evaluation of the CTP/FSTIP Public Participation Plan and the public involvement process. In particular, Caltrans will be interested in determining if the outreach of the planning and programming efforts has met the intended purpose that the public recommended during the outreach process for this plan. Success can be measured by assessing the public's response to the following questions:

- Did they have an opportunity to participate?
- Did they have a voice in the planning and programming efforts?
- Did they understand the issues?
- Did they feel that Caltrans was responsive to their comments?
- Were they satisfied with the final product?

## Non-Metropolitan Local Officials, Tribal Governments and Natural and Environmental Resource Agencies

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While not technically considered public participation, SAFETEA-LU reaffirmed that consultation efforts with non-metropolitan local officials and tribal governments ensures that rural and tribal issues are addressed. Caltrans recognizes the need to consider consultation in these areas for future statewide long-range transportation planning and programming efforts and documents those processes here.

### Consultation with Non-Metropolitan Regional Agencies and Local Officials

Regulations require the State to provide for non-metropolitan local official participation in the development of the long-range statewide transportation plan and the FSTIP, and to develop a documented process for consulting with non-metropolitan local officials.

Caltrans consulted with the metropolitan and non-metropolitan planning agencies during the updates of the CTP 2025 and the CTP 2030, and will continue to consult with them on substantive changes to long-range statewide transportation plans and programs. Caltrans will continue to consult with the non-metropolitan regional agencies and local officials as required by FHWA and FTA, and as expressed in the *Non-Metropolitan Local Official Consultation Process* adopted January 28, 2004 (Appendix H).

### Tribal Government Consultation

While Caltrans continues to encourage outreach for Native American participation in long-range transportation planning and programming, federal regulations require, and SAFETEA-LU reaffirmed, the requirement for the State to engage Tribal Governments in government-to-government consultation. Caltrans consulted with Tribal Governments during recent statewide transportation planning updates, and Caltrans will continue to enhance ongoing consultation efforts with Tribal Governments in future updates.

Tribal Governments were fully consulted at the Native American Advisory Committee (NAAC) meetings. Caltrans also consulted with Tribal Governments at regional meetings statewide (in the north, central, and south regions) during the last update in order to ensure that their perspectives and issues were addressed. In addition, tribal leadership participated on the Policy Advisory Committee (PAC) as well as the Consultation Meeting for the CTP 2030 Addendum (approved in October 2007). Every effort will be made to ensure that Tribal Government perspectives and issues are addressed in future updates to the CTP.

### Resource Agency Consultation

Caltrans consulted with natural resources and environmental agencies during the development of the CTP 2030 Addendum to support the SAFETEA-LU requirement to consult and compare plans, maps, and data; and proposed a seamless process for bridging transportation planning, environmental planning, and resource planning effort. Caltrans will continue to consult with these natural resources and environmental agencies during the development of the next CTP update. The goal will be to encourage and refine efforts in considering environmental issues early in the transportation planning process, and to expand the framework to support implementation of the consultation process.