

DOVER/KENT COUNTY METROPOLITAN PLANNING
ORGANIZATION

PUBLIC PARTICIPATION PLAN

Adopted November 7, 2007



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Introduction

Few plans to improve transportation go forward without conflict. Interests clash, and compromise becomes necessary. To forge productive compromise, transportation planners must know the community they serve, as well as the wants and needs of the people who live in that community. That means involving the community in the planning process and taking special care to involve groups who have been traditionally underserved, including the poor, the disabled, the elderly and minorities.

This publication outlines the MPO's strategy to involve the community in its work.. It was developed through a collaborative process between the MPO Public Advisory Committee and the public. Using the MPO's Public Participation Policy - adopted in 1994 and revised in 2003 and 2004 - as a starting point, the MPO invited interested individuals, agencies and groups to meet with the PAC to discuss how the MPO conducts its public outreach process. The meeting was held on June 30, 2007 at the Walter Fox American Legion Post on US 113 in Dover. Notes from the meeting and the list of invitees can be found in Appendix B. The meeting confirmed that the MPO's outreach process is basically sound, but the message, or information, needs to be clarified.

Organization of the Dover/Kent County MPO

The Dover/Kent County Metropolitan Planning Organization (MPO) serves all of Kent County, including the Sussex County portion of Milford and the New Castle County portion of Smyrna. It works to plan the orderly development of a transportation system to support the region's growth.

In 1992, an agreement between the State of Delaware, Kent County, and the City of Dover established the MPO to:

- conduct a continuing, comprehensive, coordinated transportation planning program for the region;
- encourage cooperation among all levels of government;
- educate government agencies and elected officials as well as public and private groups; and
- guide development and implementation of a transportation plan that meets all federal mandates.

MPO Council

The MPO Council governs the MPO and is composed of state and local decision makers or their representatives. Voting members include the mayor of Dover, the Kent County Levy Court president and a mayor or council president from another Kent County municipality, who represents all other municipalities in the County, the governor of Delaware, the Delaware Department of Transportation (DelDOT) and the Delaware Transit Corporation (DTC). The Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) are nonvoting members of the Council.

The MPO Council must adopt and implement the Regional Transportation Plan, Transportation Improvement Program, air quality conformity determinations, Unified Planning Work Program and Public Participation Plan. The Council is the MPO's final decision-making authority for the MPO.

Technical Advisory Committee (TAC)

The Technical Advisory Committee (TAC) consists of 14 technical staff representing State, County and municipal agencies in the region with responsibilities for transportation of people and goods, environmental resources, land-use, economic development, public lands and agriculture. Norfolk Southern, the FHWA, the FTA, and the Delaware Motor Transport Association are nonvoting members of the TAC. The TAC provides technical assistance in the preparation of MPO plans and programs and advises the MPO Council on technical issues.

Public Advisory Committee

The Public Advisory Committee (PAC) consists of 13 representatives of the public. Members include business people, civic leaders and others interested in and affected by transportation planning decisions. The City of Dover appoints three people to the committee. Kent County appoints six, and the State of Delaware appoints four. At the direction of the MPO Council, the PAC works to:

1. Identify the community's transportation needs ;
2. Alert the public to upcoming events and encourage attendance;
3. Communicate with the public about MPO plans and programs.
4. Ensure that the MPO produces plans, programs and policies that the public can understand;
5. Provide the MPO Council and TAC with facts about and feedback from the public;
6. Monitor implementation of this Public Participation Plan..

Transportation Plans and Programs

Transportation plans and programs developed by the Dover/Kent County MPO are completed in public. During completion of each plan and program, the public can review the MPO's work and provide feedback to the planning process. Final products/reports are adopted after careful consideration of that feed back. Public participation requirements prescribed by federal government vary by document. Specific requirements for each plan or program is shown in Table 1. Plans and programs undertaken by the Dover/Kent County MPO are briefly described below.

The Regional Transportation Plan (RTP)

The MPO updates and adopts a Regional Transportation Plan every four years. The RTP is a strategic planning tool providing MPO members, transportation providers, the public and other

affected groups and individuals with a blueprint for the future blending of transportation, county and municipal land use plans and Livable Delaware strategies. It provides a common vision for the future supported by plan goals and objectives, a system assessment, identification of future transportation needs, a set of clearly defined fundamental strategies, actions, and a budget and implementation plan.

Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP) contains funded transportation projects to meet state, local and county goals through funded transportation projects. The TIP is a prioritized list of projects, including highway, bus and rail transportation, that the DelDOT expects to undertake during a four-year period. TIP projects are identified in the RTP. The TIP is updated at least every three years.

Unified Planning Work Program (UPWP)

The Unified Planning Work Program (UPWP) identifies the planning activities that the MPO intends to accomplish during the fiscal year using federal, state and local resources. It delineates responsibilities and procedures for carrying out the cooperative transportation planning process. The UPWP is the management tool for directing MPO staff activities annually.

Air Quality Conformity Determination (AQCD)

The Dover/Kent County MPO region is designated as moderate non-attainment for ozone by the Environmental Protection Agency as part of the Philadelphia non-attainment area. As such, the RTP and TIP must include an Air Quality Conformity Determination to show that the transportation system that is being planned and implemented does not worsen the region's air quality.

Other Plans

Periodically, the Dover/Kent County MPO undertakes special planning studies that are prepared by the staff or consultants. These studies also include opportunities for public participation.

Public Participation Strategy

The MPO makes every effort to involve individuals or groups who may be interested in its work, particularly the disabled, transportation workers, businesses that provide transportation, people who walk, run, bike or skate for recreation, businesses, labor organizations, homeowners, senior citizens, military personnel, environmentalists, students and educators, as well as people dependent on or underserved by transit in the planning process.

The MPO also consults with agencies and officials responsible for other activities within the region that are affected by transportation. These include State and local planned growth, economic development, environmental protection, airport operations, or freight movements, recipients of human service transportation funding, governmental agencies and non-profit organizations that receive federal assistance from a source other than the United States Department of Transportation (USDOT) to provide non-emergency transportation services; and federal land management agencies.

To ensure that the Dover/Kent County MPO has a proactive and meaningful public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing regional transportation plans and programs, the MPO Council has adopted the following objectives:

- ❖ thorough dissemination of information to educate the public and promote understanding of the region's needs;
- ❖ expansion of the Dover/Kent County MPO's constituency by increasing public and private sector and intergovernmental communications, and by reaching out to the traditionally underserved in the region; and
- ❖ assurance of ample opportunity for participation in the decision-making process for regional plans and programs.

To achieve these objectives, the MPO shall take the following steps to carry out its public participation plan:

Outreach/Dissemination of Information

- General circulation newspapers and electronic media in Kent County are notified via news release of MPO meetings approximately two weeks in advance. The media shall be notified of other meetings no less than 48 hours in advance. Meetings are also publicized through general mailings and the media.
- The MPO shall seek public comment on transportation plans and programs through the following outlets:
 - media releases sent to general circulation newspapers and electronic media at least 14 days before they are adopted,
 - announcements to libraries, Kent County municipalities, MPO members and anyone who asks for notification,
 - announcement and posting of draft documents on the MPO web site.
- Media releases and announcements shall summarize draft documents or amendments and explain where residents may obtain copies.
- All transportation plans and reports shall be available in electronic or hard copy formats.
- The MPO shall maintain a web site to post meeting notices, agendas, planning documents and other pertinent information.
- The MPO shall publish a newsletter periodically to highlight MPO and member government activities.
- The MPO shall compile and maintain a mailing list of interested individuals, groups and agencies with an interest in the metropolitan transportation planning process. (See Appendix C)

- The MPO shall provide reasonable access to technical and policy information used to develop plans and programs. MPO records and reports shall be available pursuant to the State's Freedom of Information Act.
- The MPO shall minimize jargon and technical language in public documents intended for a broad audience.
- The MPO shall use visualization techniques such as maps and photos to clarify the projects, concepts and recommendations in the TIP and RTP.

Expanding the Constituency

- When initiating any planning activity, the MPO shall invite agencies and interested parties to invite to join the steering committee or working group charged with overseeing the planning process.
- The Public Advisory Committee shall hold an annual workshop to which interested agencies, individuals and groups will be invited to review the MPO's Public Participation Plan and their involvement in the planning process.
- The MPO staff, Council and committee members participate in organizations interested in the MPO's activities such as the Central Delaware Chamber of Commerce, the Central Delaware Economic Development Council, the Dover Safety Advisory and Transportation Committee and the Pedestrian Advisory Council.
- The MPO staff attends civic and business association meetings, as requested, to provide information about the MPO and its activities.
- The MPO staff shall perform an annual assessment of the metropolitan planning process to determine if additional agencies, individuals or interest groups should be involved.

Ample Opportunity for Participation

- MPO Council and committee meetings are open to the public.
- MPO Council and committee meetings are held in locations that are accessible to people with disabilities.
- Public Advisory Committee meetings alternate location among Dover, Smyrna and Harrington. Other locations will be considered if they are accessible, and affordable.
- Anyone wishing to comment on a plan or program shall be given the opportunity to make comments in writing via emails, US Postal service, or in person at any MPO Council or committee meetings.
- The MPO Council, its committees and staff shall consider all public comments. Comments about regional transportation plans and programs shall be summarized, analyzed and included in the documents they address.

- If a revised document differs significantly from circulated drafts or raises new issues, the MPO Council shall extend the period for public comment.
- The MPO shall coordinate its public participation process with those of DeLDOT, City of Dover and Kent County to reduce costs and redundancies.

Table 1

Product	Public Advisory Committee Role	Public Participation Process
Air Quality Conformity Determination	Participate in the review and approval of the conformity analysis; gather and summarize public comments about the analysis; advise the MPO Council about issues raised by the public	Issue media releases to explain the Air Quality Conformity Determination, the process that creates it and the timelines that process follows; set a 30-day period to receive public comments ;MPO Council considers public comments to determine what changes, if any need to be made to the determination; prepare and distribute the final document
Regional Transportation Plan and Amendments	Direct the Public Participation Process in connection to the Regional Transportation Plan; advise the MPO Council about the participation process in connection to the transportation plan; advise MPO staff and MPO Council about the effectiveness of efforts to publicize the plan ; help engage the public in the planning process	Hold public information workshops; issue media notices as each section of the Regional Transportation Plan is completed; distribute each section and set a 30-day period to receive public comment; MPO Council considers public comments to determine what changes, if any need to be made to the plan; prepare and distribute the final document
Transportation Improvement Program and Amendments	Participate directly in the development of the TIP; serve as the host to the joint annual public hearing with the Council on Transportation and annual bus tour; advise the MPO Council about issues raised by the public; oversee the public participation process in connection to the TIP	Conduct two public events to solicit input into the TIP process: September joint public hearing with the Council on Transportation; January or February annual bus tour. Issue media releases to explain the process that creates the TIP; distribute the draft of the TIP and makes copies available to people who ask for them; set a 30-day period to receive public comment; present public comments to the MPO Council and advise the Council about issues raised in the comments; respond to all comments received; prepare a summary of the comments and responses to include in the adopted TIP.
Unified Planning Work Program (UPWP)	Review drafts of the UPWP; provide input regarding public participation activities that should be included in the UPWP; advise the MPO Council if any issues are raised by the public regarding the UPWP.	Issue media releases announcing availability and impending adoption of the draft Unified Planning Work Program; distribute the draft of the planning work program; set a 30-day period to receive public comment; present public comment to the MPO Council for consideration; MPO Council determines if any changes need to be made to the UPWP as a result of public comments; respond to public comments; issue the adopted UPWP.

Public Participation Plan	Monitor the effectiveness of the Public Participation Plan; participate in MPO committees and subcommittees; engage people affected by transportation policy decisions; collaborate with other agencies to make the planning process more comprehensible to the public; draft and propose amendments to the MPO Council	Complete an annual assessment of the Public Participation Plan annually for inclusion in the MPO's annual report. If the plan needs to be amended, provide a 45-day public review period of the proposed changes.
Other Plans	Serve on steering committees and/or working groups overseeing the planning process; attend outreach meetings; advise the MPO Council of any issues raised by the public regarding the study or plan being done.	Outline the public outreach process in the project scope. Assemble a steering committee or working group that includes agencies, individuals and interested parties who will oversee the planning process. Hold public meetings to engage residents and businesses in the study area in a discussion of pertinent issues; place information about the study on the MPO web site; present study findings and public comments to the MPO Council; determine how the comments will be incorporated into the study; prepare and distribute the final report or plan.

APPENDIX A

Definition of Key Terms

Metropolitan Planning Organization (MPO) Federal regulations implementing ISTEA identify the MPO as the forum for cooperative transportation decision making. ISTEA changed transportation planning from a process that emphasized expanding capacity to meet increased travel demand to a multimodal process, which stresses operations and management. Fifteen community, energy, environmental and economic factors must now be incorporated into long-range planning. One focus of the change is metropolitan planning organizations in urbanized areas over 200,000, which are now designated as Transportation Management Areas (TMA). TMAs have mandates regarding membership and the development of management systems that do not apply to smaller MPOs, such as the Dover/Kent County MPO. Membership in an MPO should include local elected officials, officials of agencies that administer or operate major modes of systems of transportation, e.g., transit operators, sponsors of major local airports, maritime ports, rail operators, etc., and appropriate state officials. Local representation on the MPO policy board and committees should be at a level to encourage maximum involvement in the MPO processes.

Governor refers to the Governor of any one of the fifty states, or Puerto Rico, and includes the Mayor of the District of Columbia.

Intermodal means the connection and integration of transportation modes in a way that facilitates smooth transfer of passengers or goods between modes.

Non-attainment area This is a designation by the Environmental Protection Agency (EPA) for any geographic region of the United States where the air quality exceeds the minimum level of transportation-related pollutants specified in a National Ambient Air Quality Standard (NAAQS).

Performance measures refers to operational characteristic, physical condition, or other appropriate parameters used as a standard to evaluate the adequacy of transportation facilities and estimate needed improvements.

State means any one of the fifty states, the District of Columbia, or Puerto Rico.

Transportation Management Area (TMA) This is an urbanized area with a population over 200,000 (as determined by the latest decennial census). The TMA designation applies to the entire metropolitan planning area (s). Other areas may be designated when requested by the Governor and the MPO (or affected local officials), and officially designated by the Administrators of the FHWA and the FTA. TMAs must comply with the special requirements applicable to such areas regarding congestion management systems, project selection, and certification.

Major Transportation Investment refers to an expensive, high-type highway or transit improvement that is expected to impact significantly on capacity, traffic flow, level of service, or mode share at the transportation corridor or sub-area scale.

Management System A management system is a systematic process, designed to assist decision-makers in selecting cost-effective strategies/actions to improve the efficiency and safety of, and protect the investment in, the transportation system. A management system includes: identification of performance measures; data collection and analysis; determination of needs; evaluation and selection of appropriate strategies/actions to address the needs; and evaluation of the effectiveness of the implemented strategies/actions. The results (e.g., policies, programs, projects. etc.) of the individual management systems shall be considered in the development of metropolitan and statewide transportation plans and improvement programs, and in making project selection decisions.

State Implementation Plan (SIP) The portion (or portions) of an applicable plan outlining the state's intentions for meeting air quality standards approved or promulgated under sections 110,301 (d) and 175A of the Clean Air Act (42 US. C. 7409, 7601, and 7505a).

State Transportation Improvement Program (STIP) refers to a staged, multi-year, statewide, intermodal program of transportation projects which is consistent with the Statewide Transportation Plan and planning processes and metropolitan plans, TIPs, and processes.

APPENDIX B

DOVER/KENT COUNTY MPO PUBLIC ADVISORY COMMITTEE JUNE 30, 2007 WORKSHOP MINUTES

Public Advisory Committee Members & Alternates attending:

Nicholas DiPasquale, Chair	Horace Cook, Vice Chair
Richard Ornauer	Dwight Meyer
Daniel Houghtaling	Arley Cooper
James Webster	Prameela Kaza
Diana Welch	William Saunders

Non-members attending:

Juanita Wieczoreck, MPO Staff	Joshua Waltz, MPO Staff
Daniel McNulty, MPO Staff	Peter Schaeffer, Member Candidate
Rexene Ornauer, Guest	Joan Terrell, NAACP
Ron Zink, Sierra Club	James Wolfe, Rep. Users of Public Transportation
Terry Villanueva, U S Fish & Wildlife	Benjamin Clendaniel, DRBA
Daniel Wolfensberger, CDEDC	Don Neizer, Smyrna Planning Commission
Tom Antoniou, City Cab	John Kepfer, Rep. Public Transportation employees
Chandra Aleong, Member Candidate	

Discussion: Development of a documented, comprehensive and sustainable public participation program.

Dan McNulty presented to the PAC Members, and guests in attendance five questions to be discussed on how to improve the public participation with the MPO. These are the question that were asked, and the responses they generated.

- **How should the MPO be conducting effective public outreach?** The PAC as a group came up with four major categories on how to improve public participation, each with several ideas on how to accomplish them.

Marketing the MPO was a key point stressed by a few of the PAC Members in reaching out to the public. The two ideas for implementing a marketing program expressed were one, hire or appoint a marketing director, and two, have a grad student do the marketing.

Advertising was the second idea brought up by the PAC members for encouraging public participation. Below is a list of the ideas that was generated by the PAC for advertising the MPO.

1. Utilizing the media by advertising on Comcast CN8, talk to local radio personalities, print notices and ads in the local newspapers in Smyrna and Harrington, and place ads on buses or cabs. Utilizing the internet by way of Internet Blogs, linking the MPO to other local websites, and placing ads in electronic newsletters. Also noted was contacting State retired Persons and "Base Retirement People" through their newsletters.
2. Getting out and speaking to public organizations like Rotary and Lions Clubs along with speaking at town council meetings, and civic groups was seen as a positive way to advertise the MPO.

3. Other ideas expressed by various members of the PAC were get the University involved, think “Sexy” and “Green” when advertising, print notices in color, and raise the “Alarm” to get people to attend meetings.
4. Have a banquet/reception to say thanks and draw attention to the MPO.
5. Have municipalities on the PAC that have planning bodies.

The MPO Image, as viewed by the public, is something that needs improvement or clarification. The MPO Mission Statement was expressed as hard to understand by someone like a “Soccer Mom” PAC members suggested rewriting in a way that anyone could instantly know what the MPO stood for. They felt that the public is unclear of the powers and influence that the MPO has. Below are the ideas the PAC came up with to help improve the MPO Image.

1. Express the relevance of any project to the project, and how it relates to them. Do not sugar coat stuff, and provide “Cliff Notes” on describing the MPO and its functions.
2. They also wanted the MPO to get away from being perceived as a ‘rubber stamp’ agency and also reinforce the accountability to the Council.
3. The other two key points for improving the MPO Image was create a better website, and link the MPO to the subdivision process.

The Contributing Factors to our current volume of public participation had a lot to deal with the education of the Public and the attitude that they do not think about transportation until the bulldozers are in their backyard. The PAC also feels the public needs to be better informed by DelDOT on projects, and in the past they have never had the need to call the MPO for information.

1. The question, “Is the MPO in an identity crisis?” was brought up as a factor along with if we have a good idea the people will come to us.
2. To help attendance at meetings the idea of getting the right people involved was expressed such as Delaware’s legislators who need to get educated about the MPO.
3. The question “Why isn’t the county involved in roads” was asked as a possible contributing factor.

- **What Transportation Issues and processes are of greatest interest?** There were two main themes expressed by the PAC to answer this question.

How to notify people by means of word of mouth to neighbors from the public that has already attended a workshop, and links to popular websites were the two ideas expressed for Transportation Issue Notification.

Improvements was the other topic brought up by this question and mainly consisted of better communication to the public and keeping them better informed from the planning of a project, to the bulldozers breaking ground. The PAC also suggested the questions that need to be answered: “Who the MPO is?” and “what can the MPO do for them?”, or “how can we help? Also explaining, for example, how a lack of a budget and bus service affects them was an idea brought up for improvements.

1. One added note for interests was the idea of Mass Transit/Connectors in Smyrna.

- **What other agencies should be involved in the process?** Two approaches were seen as ways to get other agencies involved. The first is a list of agencies not already involved in the MPO process, and the second is a way to make sure they stay involved.

Agencies to involve Here is the list of agencies and other entities that should be involved in the MPO process.

1. Disability Agencies
2. General population (Soccer Mom)
3. HOA's, Neighborhood Agencies, and Crime Watch Groups

Staying Involved by figuring out who the right people to contact was said to be key in keeping participation up.

1. Figure out who the staff is and not the chair, because they tend to be associated with the organization longer.
2. If you are the right person of contact, who is? Can you tell us?
3. Don't advocate and focus on one specialty group.

- **What level of involvement do constituents want to have with the MPO?** The PAC first said that we need to define it, and once it is defined for example; "our door is always open", use it. Also said was as PAC members' public speaking is key to getting the word out. They also stated that a common link to DelDOT and other local/state government offices needs to be defined and expressed to the public. Two slogans also emerged from the discussion.

"Planning is our middle name." Richard Ornauer

"This is where you plan your future" (Tom Antoniou)

- **What type of monitoring mechanism should be put into place to insure that the MPO is meeting SAFETEA-LU guidelines?**

To insure that the stakeholders are being kept informed and invited to the appropriate meetings and workshops, a very disciplined approach must be employed. Invite lists must be reviewed and those ignoring the invitations should be taken off the list and replaced.

PAC June 30, 2007 Workshop Invitees

Mr. Herbert Coleman
NAACP

Mr. Colin Faulkner
Kent County Emergency Services
911 Public Safety Blvd.
Dover, DE 19901

Dave Carlson
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165 Brick Store Landing Road
Smyrna, DE 19977

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League of Women Voters of Greater Dover
138 West Camden-Wyoming Avenue
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APPENDIX C

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APPENDIX D

Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
Federal Register, Vol. 72., No. 30, Wednesday, February 14, 2007
Statewide Transportation Planning; Metropolitan Transportation Planning Final Rule

Section 450.210 –Interested Parties, Public Involvement, and Consultation

- (a) The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.
 - (1) The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:
 - (i) Providing adequate public notice of public participation 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 metropolitan transportation plan and the TIP;
 - (ii) Providing timely notice and reasonable access to information about transportation issues and processes;
 - (iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;
 - (iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;
 - (v) Holding any public meetings at convenient and accessible locations and times;
 - (vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;
 - (vii) 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;
 - (viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts;
 - (ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and

- (x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.
- (2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.
- (3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.
- (b) In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, metropolitan transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:
 - (1) Recipients of assistance under title 49 U.S.C. Chapter 53;
 - (2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and
 - (3) Recipients of assistance under 23 U.S.C. 204.
- (c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.
- (d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.
- (e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under § 450.314.