

PUBLIC PARTICIPATION PLAN FOR STATEWIDE PLANNING



Draft for Public Comment
November 26, 2008

CONTENTS

| | |
|---------------------------------------------------------------------------------------------------------------|----|
| Introduction..... | 3 |
| Public Participation In Statewide Planning..... | 5 |
| Pennsylvania’s Long-Range Transportation Plan..... | 6 |
| Pennsylvania’s Twelve Year Program..... | 10 |
| Statewide Transportation Improvement Program..... | 10 |
| Consultation With Non-Metropolitan Local Officials..... | 12 |
| Periodic Evaluation Of The Public Participation Process..... | 12 |
| Additional Public Participation Requirements..... | 13 |
| Resources For Public Participation In Statewide Planning..... | 14 |
| Appendix A: MPO and RPO Map | 15 |
| Appendix B: Contact Information for Metropolitan Planning Organizations and Rural Planning Organizations..... | 16 |

Introduction

Planning for the future needs of Pennsylvania's transportation system takes place on many levels. Numerous organizations make decisions that help shape the future of the system by which Pennsylvania's residents, employees and visitors will get around and goods will be transported. State government, Metropolitan Planning Organizations and Rural Planning Organizations, counties, municipalities, public transportation authorities and private sector organizations all play a role in this process.

At the state level, the Pennsylvania Department of Transportation (PennDOT) prepares and maintains three distinct, but closely related plans for the Commonwealth's transportation system. The three plans have different time horizons: 25 years, 12 years, and 4 years. All three plans are developed with public involvement and in close coordination with the state's Metropolitan Planning Organizations (MPOs) and Rural Planning Organizations (RPOs), known collectively as PennDOT's Planning Partners.

First, PennDOT periodically conducts a **long-range** (25 year) planning process to help ensure that resources are targeted to meet priority needs over time. The long-range transportation plan sets a long-term vision and policy direction for the development and preservation of the system. Every two years, PennDOT also works with the State Transportation Commission to prepare a **mid-range** capital program, the Twelve Year Transportation Program. Like the long-range transportation plan, the Twelve Year Program takes a critical look at Pennsylvania's transportation system and overall needs and priorities. However, the Twelve Year Program contains a detailed listing of projects designed to address those priority needs, including numerous investments needed to maintain and manage the system. Finally, a **short-range** capital program, known as the State Transportation Improvement Program, or STIP, is also prepared and updated on a regular basis. The STIP lists all transportation projects in Pennsylvania for which federal funding is proposed over the next four years. It incorporates the regional-level capital programming documents known as Transportation Improvement Programs (TIPs) which are developed by each of the Planning Partners.



A busy downtown street in Washington, PA serves automobiles, transit, and pedestrian traffic.

Figure 1: Pennsylvania’s Transportation Plans

| Plan | <p>Pennsylvania Mobility Plan Pennsylvania's Long-Range (25-Year) Plan</p> | <p>PennDOT's Twelve-Year Plan Mid Range Capital Plan PennDOT & Pennsylvania State Transportation Commission</p> | <p>State Transportation Improvement Program (STIP) PennDOT</p> |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goals | <ul style="list-style-type: none"> • To move people and goods safely and securely • To improve quality of life by linking transportation, land use, economic development, and environmental stewardship • To develop and sustain quality transportation infrastructure • To maximize the benefit of transportation investments | <ul style="list-style-type: none"> • To act as a blueprint for improving and maintaining Pennsylvania's transportation system • To build on the overall policy direction set by the LRTP, as well as emerging needs and opportunities throughout the Commonwealth • To make decisions regarding the use of available funds for proposed projects | <ul style="list-style-type: none"> • To implement the vision, policies, goals, and objectives of the current Statewide Long Range Plan • To advance the projects in the Twelve Year Program to implementation • To list all transportation projects in Pennsylvania for which federal funding is proposed over the next four years, incorporating the regional Transportation Improvement Programs (TIPs) |
| Frequency | 5-6 years | Every 2 years | Every 2 years |
| Public Involvement Opportunities | <ul style="list-style-type: none"> • Targets organizations representing a wide variety of interests and constituencies throughout the State • Includes an extensive outreach process conducted over many months. Outreach may include focus groups, surveys, and work shops • 30-day comment period for the draft plan | <ul style="list-style-type: none"> • Public hearings are held in locations throughout the state, most recently in 2007 for the 2009 TYP • Interested persons may provide oral or written testimony which may be project-specific, issue-oriented, or both • During the hearing process, individuals and organizations may propose transportation projects for consideration | <ul style="list-style-type: none"> • PennDOT provides a 30-day public comment period for public review of the draft STIP • Notification process includes a wide variety of organizations and interested parties |
| Contact Information | <p>Pennsylvania Department of Transportation Center for Program Development and Management c/o Statewide Long-Range Planning PO Box 3365 Harrisburg, PA 17105-3365 (717) 787-7335</p> | <p>Executive Secretary State Transportation Commission P.O. Box 3363 Harrisburg, PA 17105-3363 www.dot.state.pa.us</p> | <p>Pennsylvania Department of Transportation Center for Program Development and Management c/o Statewide Long-Range Planning PO Box 3365 Harrisburg, PA 17105-3365 (717) 787-7335</p> |

The Pennsylvania Department of Transportation oversees the development of three major and recurring transportation plans. Each of these plans is presented in more detail in the following sections.

Public Participation in Statewide Planning

PennDOT is committed to providing ongoing, accessible opportunities for stakeholder and public participation in all forms of statewide transportation decision-making, whether long-range, mid-range, or short-range. In fact, Pennsylvania's statewide transportation planning is collaborative and involves a broad array of organizations and individuals. This broad-based public involvement process helps to ensure that the concerns of Pennsylvania residents and other stakeholders are identified and addressed in the development of plans and programs, resulting in better transportation outcomes and satisfying federal requirements for public involvement in statewide planning.

Federal Public Participation Requirements under SAFETEA-LU

Federal regulations issued following the passage of the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: a Legacy for Users (SAFETEA-LU) in 2005 require formal documentation of the public involvement process used for statewide planning.¹ The public involvement process must provide opportunities for public review and comment at key decision points, with adequate public notice and access to underlying technical and policy information. Timely information about transportation issues and decision-making processes must be provided to citizens, affected public agencies, and stakeholders including representatives of public transportation users and users of bicycle and pedestrian facilities, representatives of the disabled, private transportation providers, providers of freight transportation services, freight shippers, representatives of public transportation employees, and other interested parties. The process must also reach out to those traditionally underserved by existing transportation systems, such as low-income and minority households, so that their needs can be considered.

This Public Participation Plan outlines the process PennDOT will use to provide opportunities for public involvement in the preparation of three key planning products: the Statewide Long-Range Transportation Plan (LRTP), the Twelve Year Program (TYP) and the Statewide Transportation Improvement Program (STIP). A separate public participation process will be used for the development of each of these planning documents, geared to their distinct functions.

In addition to providing for public participation in statewide planning and capital programming, PennDOT provides extensive opportunities for public involvement in the development and design of specific transportation projects. PennDOT's project-based public involvement process is described in publication 295, the *Public Involvement Handbook*.

Opportunities for interested citizens to help shape Pennsylvania's future transportation system are also provided at the regional level by each of Pennsylvania's Metropolitan Planning Organizations and Rural Planning Organizations. These organizations maintain their own Public Participation Plans that describe the avenues available for public review and comment on regional plans and programs. Regional and statewide

¹ 23 CFR 450.210, "Interested parties, public involvement, and consultation," Statewide Transportation Planning Final Rule issued February 14, 2007.

planning processes and associated public involvement programs are coordinated, as PennDOT and its Planning Partners work together to achieve the same ends.

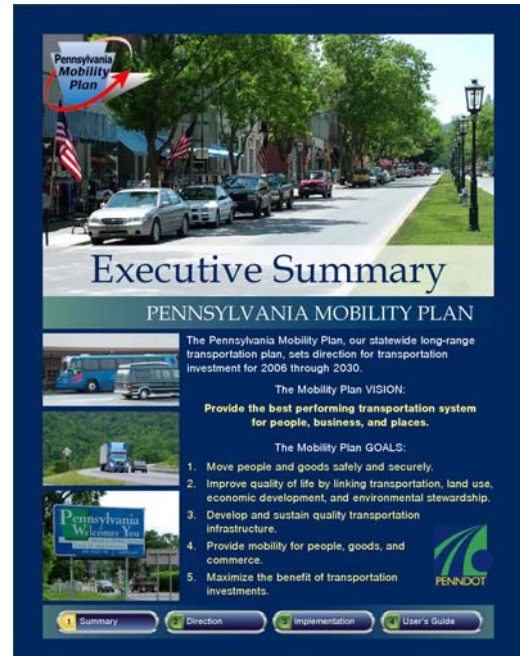
Pennsylvania's Long-Range Transportation Plan

Pennsylvania's LRTP, currently known as the Pennsylvania Mobility Plan, is a comprehensive plan that sets the policy direction and planning framework for all modes of transportation in Pennsylvania over a 25-year period. Pennsylvania's Mobility Plan goals are to move people and goods safely and securely, improve quality of life by linking transportation, land use, economic development, and environmental stewardship, develop and sustain quality transportation infrastructure, provide mobility for people, goods, and commerce, and maximize the benefit of transportation investments. The plan includes specific objectives for each of these goals, and detailed strategies and actions for achieving them.

Public Involvement in the Long-Range Planning Process

The statewide LRTP must be updated periodically and Pennsylvania updates its plan typically every 5-6 years. The long-range planning process relies heavily on the collective knowledge and input of a broad range of stakeholders, and as such it involves an extensive outreach process conducted over many months. For example, prior to developing the Pennsylvania Mobility Plan PennDOT conducted a large-scale public involvement effort including meetings of a 75-member development team, 17 special-interest focus groups, a telephone survey of the general public, internet surveys targeting agency stakeholders and business leaders. During plan development 36 regional outreach workshops and 20 implementation workshops were held to bring together representatives of organizations with a common focus to evaluate the Mobility Plan's direction and develop specific actions to effectively implement the plan's strategies.

PennDOT will continue to conduct a comprehensive public outreach process for any future update of the statewide long-range plan. At a minimum, the public outreach process will target organizations representing a wide variety of interests and constituencies throughout the State. It will also include opportunities for participation by the general public. Information on the plan's development will be made readily available, and opportunities for review and comment will be provided and publicized, as described below.



The Pennsylvania Mobility Plan is a previously approved statewide long-range transportation plan.

Targeted Stakeholder Outreach

During each update of the statewide long-range transportation plan, PennDOT will convene a broad-based task force or advisory committee which will meet regularly to incorporate the concerns of a wide range of stakeholders in the plan. The task force or committee will include representatives of a wide variety of organizations, such as those listed below. In addition, PennDOT will initiate and conduct a targeted outreach process consisting of various techniques and meetings (such as targeted surveys or mailings and invitational workshops, interviews, focus groups, or advisory subcommittees) in order to encourage meaningful dialogue with a wide range of stakeholders concerning planning issues and priorities. The specific details of these activities will be determined prior to each update process, and may vary from one plan update to the next. Representatives of the following groups will be included as stakeholders in this targeted outreach process:



Involving a wide range of stakeholders in the planning process is critical to incorporating and balancing the concerns of those most affected by the plan's outcome.

- **Affected Public Agencies**, including representatives of State transportation organizations, regional planning staff and officials, local officials, and related State agencies including environmental resources, cultural resources, human service, and economic development agencies;
- **MPOs and RPOs**;
- **Public Transportation Employees**;
- **Freight Shippers**;
- **Freight Transportation Providers**, including modal association leaders and organizations representing trucking, rail freight, airlines, airports, and ports;
- **Private Transportation Providers**, including intercity and charter bus operators;
- **Bicycle and Pedestrian Facility Users**, including bicycle clubs, walking/hiking clubs, trail advocacy groups, and pedestrian safety advocates;
- **Persons with Disabilities**, including those with visual, hearing, and mobility impairments and the mentally challenged;
- **Public Transportation Users and Providers**, including mass transit organizations and rail clubs, and
- **Other parties who may be interested in commenting.**

In addition, during the update process PennDOT will reach out to traditionally underserved groups, such as low income and minority households, so that their needs can be considered. As part of that effort, PennDOT will include representatives of environmental justice organizations on the plan task force or advisory committee and use focus groups, organizational briefings or issue workshops to engage representatives of economically disadvantaged persons, racial minorities, limited English proficiency populations, and other groups not traditionally represented in the planning process. These methods may be supplemented with other approaches detailed in Pennsylvania's

Environmental Justice Plan, *Every Voice Counts*, released in 2004.² Summary materials describing the LRTP, the planning process and opportunities for participation will be made available in languages other than English, as well as in alternative formats, such as large type or Braille, upon request. Please contact the PennDOT Program Center at (717) 787-7335 for assistance.

Although there are no areas in Pennsylvania under the jurisdiction of Indian Tribal governments, Tribes are considered to be interested parties. Therefore, materials on the plan update will also be mailed to representatives of the 14 Tribal units that have interests in Pennsylvania to provide opportunities for review and comment.

General Public Outreach

In addition to the targeted stakeholder outreach process described above, PennDOT will provide opportunities for citizens and the general public to participate in the long-range planning process. A plan website will provide public access to the technical and policy information under development for the plan, and will include a mechanism for receiving and responding to suggestions and comments. The website will also provide users with an opportunity to join an e-mail or postal mailing list to receive periodic notices on statewide planning matters.

Any individual interested in participating in future LRTP development may also request to be added to the LRTP e-mail or postal mailing list by providing contact information online, at any public meeting on the LRTP, or to PennDOT at the address or telephone number below:

Pennsylvania Department of Transportation
Center for Program Development and Management
c/o Statewide Long-Range Planning
PO Box 3365
Harrisburg, PA 17105-3365
(717) 787-7335

PennDOT will also conduct a 30-day public comment period for the draft LRTP. During the comment period, PennDOT will publicize the availability of the draft plan for review and comment. During the comment period, the draft plan will be posted on the PennDOT website. Notice of the availability of the draft plan for review and comment will include mailings and e-mail announcements, appropriate legal notices, and press releases to statewide and local media, including television, radio and newspapers as well as minority media. Mailings and e-mail announcements will be sent to an extensive database of organizations representing the targeted stakeholders identified in the previous section, along with interested parties. Pennsylvania's MPOs and RPOs will also be asked to post notices and links to the draft plan on their own websites. Copies of the draft plan will also be made available for review at MPO and RPO offices and at PennDOT District offices, and will be sent to interested parties on request.

A series of public meetings will also be held on the draft plan during the public comment period, in partnership with the MPOs and RPOs. These meetings will be held at

² PennDOT Office of Planning, *Every Voice Counts: Environmental Justice Plan*, May 2004

Public Participation Plan for Statewide Planning

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION

convenient times, with at least 14 days advance notice of the meetings provided on the plan website and in the above notice materials distributed for the public comment period. The public will also have the opportunity to submit written comments at the public meetings.



Statewide transportation plans benefit from the involvement of agencies and the general public.

The public meetings will be fully accessible to persons with disabilities. Any materials provided at the public meetings, such as presentations, displays, handouts, surveys and comment cards, will also be posted on the plan website for the benefit of those who cannot attend a public meeting. A summary of comments received at the public meetings will also be posted online. Public meetings may be supplemented with community-based outreach activities designed to reach individuals and groups that cannot or do not normally attend public meetings. These activities may include outreach booths in public places or at community events; information kiosks; school-based outreach programs, or partnerships with other community organizations.

Visualization Techniques

The plan website, draft plan document and public meetings will all incorporate the use of visualization techniques to describe the plan and its supporting studies. Potential tools may include maps, charts, diagrams, aerial photos, landscape photos, drawings, animations and simulations. Visualizations may be used to depict any of the following elements, depending on the information to be conveyed:

- Current transportation system conditions;
- Historic trends in growth, traffic, or congestion;
- Population, employment or travel forecasts;
- Planning scenarios or conceptual alternatives;
- Potential packages of investments and their comparative performance;
- Plan performance measures, and
- Environmental conditions, impacts, or mitigation activities.

Consideration and Response to Comments

PennDOT will review and consider the comments received on the draft plan during the public comment period. A comment response report will be produced that summarizes these comments and the responses thereto. The comment response report will be posted on the plan website. The final LRTP will include a summary of the public involvement process and results.

Pennsylvania's Twelve Year Program

The Twelve Year Program (TYP) is a blueprint for improving and maintaining Pennsylvania's transportation system. The State Transportation Commission adopts a new TYP every two years. Building on the overall policy direction set by the LRTP, as well as emerging needs and opportunities throughout the Commonwealth, decisions are made regarding the use of available funds for proposed projects. Projects in the TYP address a variety of transportation modes, including improvements to roadways, bridges, transit, bicycle and pedestrian facilities, rail freight facilities and airports. In recent years, system maintenance has required a growing share of the Commonwealth's limited resources as the transportation system ages. Consequently the TYP places high priority on projects that rehabilitate, reconstruct, and renew the existing transportation infrastructure.

Public Involvement in the Twelve Year Program Development Process

In developing the TYP, the Commission solicits input from the public and interested parties well in advance of the effective date of the program. Public hearings are held every other year in locations throughout the state, most recently in 2007 for the 2009 TYP. Interested persons may provide oral or written testimony which may be project-specific, issue-oriented, or both. Detailed guidelines for providing oral testimony are issued well in advance of the hearing period and are posted on the PennDOT website. Approximately one month before each hearing, meeting notices are also published in the major newspapers serving each of the hearing locations. During the hearing process, individuals and organizations may present transportation projects for consideration using a Project Abstract form available from PennDOT. Project abstracts can either be submitted electronically via the PennDOT web site, www.dot.state.pa.us, or mailed to the Commission at the following address:

Executive Secretary
State Transportation Commission
P.O. Box 3363
Harrisburg, PA 17105-3363

Statewide Transportation Improvement Program

The Pennsylvania Statewide Transportation Improvement Program (STIP) is designed to implement the vision, policies, goals, and objectives of the current Statewide Long Range Plan and to advance the projects in the Twelve Year Program to implementation. The STIP lists all transportation projects in Pennsylvania for which federal funding is proposed over the next four years. Pennsylvania's STIP is updated every two years,

although amendments as well as minor modifications can be made at any time. The STIP covers the first four years of Pennsylvania's Twelve-Year Program, and incorporates the regional Transportation Improvement Programs (TIPs) developed by the state's 15 Metropolitan Planning Organizations (MPOs) and 7 Rural Planning Organizations (RPOs) and the one independent county, Franklin County. Since the TIPs cover the entire area of Pennsylvania, the great majority of the projects contained in the STIP are also in the respective regional TIPs. The STIP also includes several statewide line items, such as safety investments in guiderail and raised pavement markings.

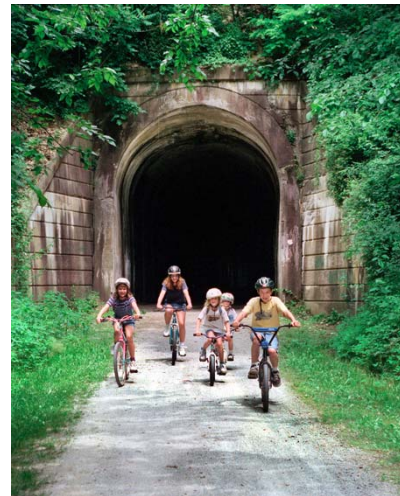
The development of the Twelve-Year Program, as described above, provides an early opportunity for involvement in the decision-making process that helps to generate the set of projects included in the STIP. Further, each MPO and RPO maintains a public participation process for the development of its TIP. These regional participation processes will continue to provide one of the chief avenues for citizens and stakeholders to participate in the STIP, due to the close alignment of the STIP and TIP processes. For example, federal regulations require each MPO to maintain a Public Participation Plan covering the same groups that must be given an opportunity for involvement in the STIP. Pennsylvania has extended this and other federal MPO requirements to the RPOs as well. As a result, citizens anywhere in Pennsylvania have an opportunity to participate in the development of their local TIP.

Public Involvement in the Statewide Transportation Improvement Program

To supplement the existing opportunities for participation in the Twelve Year Program and TIP development and meet the requirements of federal regulation 23 CFR 450.210, PennDOT will also provide a 30-day public comment period for public review of the draft STIP. During this period, the draft STIP will be posted on the PennDOT website and the MPO and RPO websites, and a notification process including appropriate notices, press releases, e-mail and postal mailings will be used to publicize the availability of the draft STIP for public comment. Press releases will be issued to statewide and local media, including television, radio and newspapers as well as minority media.

The e-mail and postal mailing lists for notification will include organizations representing each of the targeted stakeholder groups identified earlier for the LRTP:

- Affected Public Agencies;
- Public Transportation Employees;
- Freight Shippers;
- Freight Transportation Providers;
- Private Transportation Providers;
- Bicycle and Pedestrian Facility Users;
- Persons with Disabilities;
- Public Transportation Users, and
- Other Interested Parties.



Notification of the draft STIP availability for public comment will be sent to targeted stakeholder groups, such as bicycle facility users.

PennDOT will also reach out to traditionally underserved groups, such as low income and minority households, by including representatives of economically disadvantaged persons, racial minorities, and environmental justice organizations in the public notification process, so that their needs can be considered. Materials on the draft STIP will also be mailed to representatives of the 14 Tribal units that have interests in Pennsylvania to provide opportunities for review and comment.

Any individual interested in participating in the STIP process may also request to be added to the STIP e-mail or postal mailing list by providing contact information online, at a regional TIP workshop, or to PennDOT at the address or telephone number below:

Pennsylvania Department of Transportation
Center for Program Development and Management
c/o Statewide Long-Range Planning
PO Box 3365
Harrisburg, PA 17105-3365
(717) 787-7335

PennDOT will document the comments received on the draft STIP and provide timely responses addressing the comments. Comments and responses will be documented in a STIP Public Involvement Report. Upon completion, the final STIP and the STIP Public Involvement Report will be posted on the PennDOT website.

Consultation with Non-Metropolitan Local Officials

PennDOT has a well-established process for consulting with non-metropolitan local officials on statewide plans and programs. The consultation process relies on the State's Rural Planning Organizations (RPOs), which cover all of the non-metropolitan counties in Pennsylvania with the exception of Franklin County. PennDOT provides support for and maintains continual communication with the RPOs, which function similar to MPOs. In addition to preparing planning studies, TIPs and long-range plans, the RPOs provide staff support to Executive Committees, which serve as forums for local officials to participate in regional transportation decisions.

Each RPO is assigned a PennDOT staff liaison who attends Executive Committee meetings, providing opportunities for regular exchange of information during LRTP and STIP updates. PennDOT also consults regularly with Franklin County officials on statewide planning matters. More information on PennDOT's non-metropolitan consultation process is available in a policy statement issued in January 2006.³

Periodic Evaluation of the Public Participation Process

As PennDOT and its stakeholder organizations gain experience over time with public participation in statewide planning and programming, opportunities will be sought to improve the process outlined in this Public Participation Plan. This Plan may be modified from time to time to expand its usefulness as a tool to encourage public input in the statewide planning process. PennDOT will also conduct an evaluation of the Public

³ "Pennsylvania's Rural Transportation Planning and Programming Process," January 31, 2006

Participation Plan for the LRTP and the STIP every five years, seeking input for the evaluation from stakeholder groups as well as the general public through letters, surveys and other appropriate means.

Minor revisions in the Public Participation Plan will be accommodated without formal public notice, but major revisions will result in a 45-day public comment period prior to revising the Plan. The public comment period for the draft revised Plan will be noticed in the *Pennsylvania Bulletin*. In addition, notice of the draft revised Plan will be distributed to interested parties using the same mailing lists prepared for the LRTP and STIP notification process as outlined above. The proposed revisions to the Public Participation Plan will be posted on the PennDOT website. Any comments received will be documented, along with PennDOT's response to those comments.

Additional Public Participation Requirements

In addition to the public involvement provisions of SAFETEA-LU, PennDOT's public involvement efforts are guided by several other federal mandates. In total, these mandates are designed to ensure that planning and public involvement activities are conducted equitably and in consideration of all citizens, regardless of race, nationality, ability, language spoken or economic status.

- **Title VI of the Civil Rights Act of 1964** -- Title VI of the Civil Rights Act states that "No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any program or activity receiving federal financial assistance." PennDOT is committed to providing open and inclusive access to the transportation decision-making process for all persons, regardless of race, color or national origin.
- **Executive Order on Environmental Justice (Executive Order 12898)** – Environmental Justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. A national Environmental Justice policy was formalized with the signing of Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which made Environmental Justice part of each federal agency's mission. PennDOT is committed to providing opportunities for full and fair participation by minority and low-income communities in the transportation decision-making process. More information is available in PennDOT's Environmental Justice Plan, entitled *Every Voice Counts*, prepared in May 2004.
- **Americans with Disabilities Act (ADA)** – The Americans with Disabilities Act of 1990 stipulates involving persons with disabilities in the development and improvement of services. Sites of public involvement activities as well as the information presented must be accessible to persons with disabilities.⁴ PennDOT

⁴ Public Involvement Techniques for Transportation Decision Making
<http://www.fhwa.dot.gov/reports/pittd/ada.htm>

is committed to providing full access to public involvement programs and information for persons with disabilities. All public meetings are held in ADA-accessible locations. With advance notice, special provisions can be made for hearing-impaired or visually-impaired participants. PennDOT's websites meet accessibility requirements for visually impaired users, in accordance with Section 504 of the Rehabilitation Act of 1973.

- **Executive Order on Limited English Proficiency** -- On August 11, 2000, the President signed Executive Order 13166, "Improving Access to Services for Persons with *Limited English Proficiency*." The Executive Order is intended to improve access to federally assisted programs and activities for persons who, as a result of national origin, are limited in their English proficiency. The Federal Highway Administration published guidance concerning services and policies for Limited English Proficiency (LEP) persons in 2005.⁵ The guidance includes methods by which transportation agencies can determine the need for translation of materials or provision of interpreters at public hearings or other events. It states that recipients "are required to take reasonable steps to ensure meaningful access to their programs and activities by LEP persons." Information on PennDOT's statewide plans or programs can be translated into other languages upon request, and special arrangements may be made for provision of interpretation services.

Resources for Public Participation in Statewide Planning

This Public Participation Plan has outlined the general approach PennDOT will follow to provide for a robust statewide participation process and meet the requirements of federal regulation 23 CFR 450.210. The specific details of each public involvement program will be determined as each STIP or LRTP update is scheduled, based on information current at that time. The public involvement program for each STIP and LRTP update will require careful planning in order to maximize the return on resources, engage a representative cross-section of participants, effectively use the input received, build public trust and thereby provide a foundation for success in future public involvement efforts. The following resources provide useful information for designing effective statewide public involvement programs in Pennsylvania:

PennDOT Office of Planning, *Every Voice Counts: Environmental Justice Plan*, May 2004

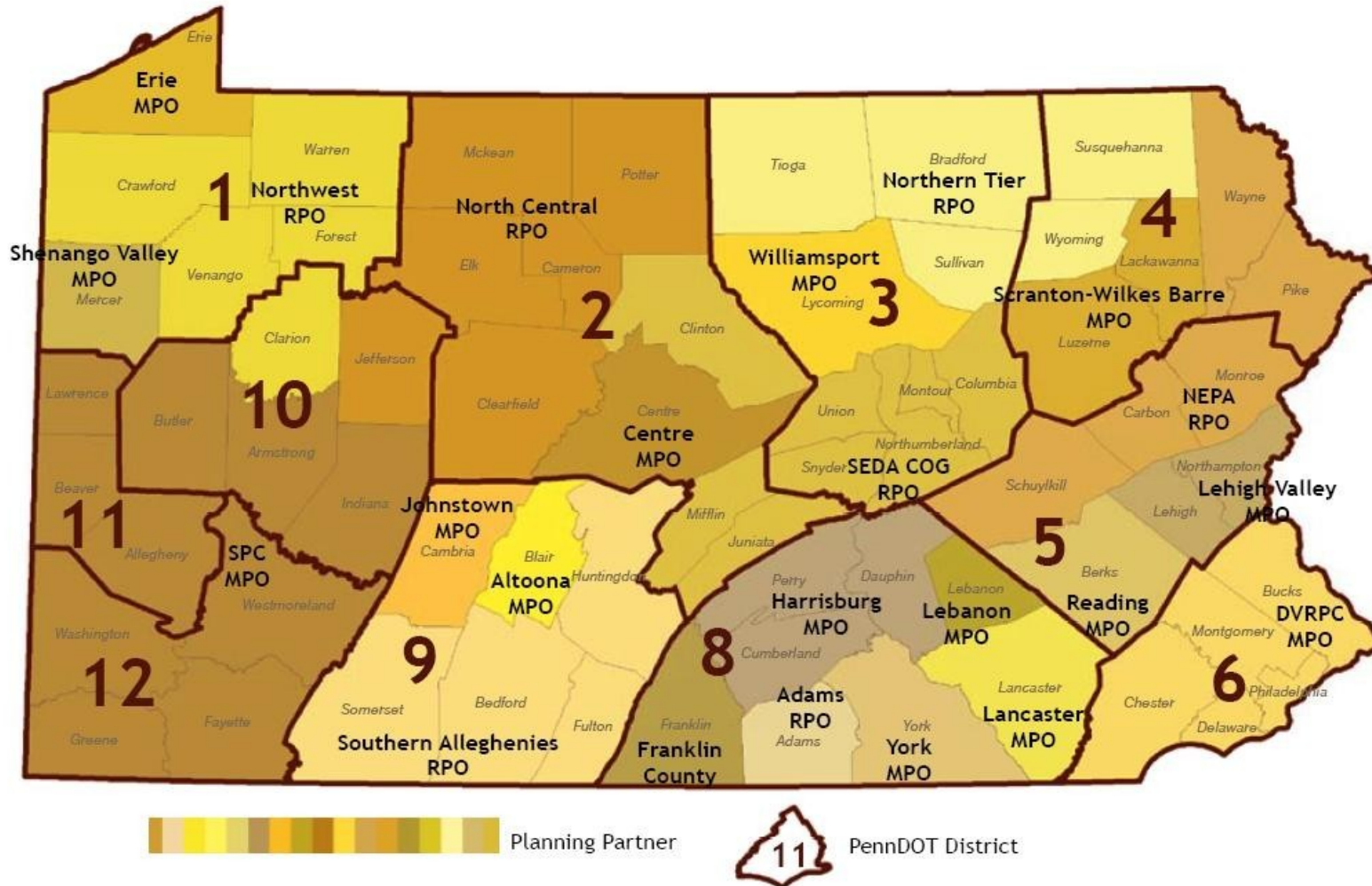
PennDOT Bureau of Design, *Public Involvement Handbook*, Publication #295, currently being updated

PennDOT Bureau of Design, *Community Impact Assessment Handbook*, December 2005, Publication #217

FHWA, "Public Involvement Techniques," <http://www.planning.dot.gov/state.asp>

⁵ Federal Register, Vol. 70, No. 239, December 14, 2005, p. 74087

Appendix A: MPO and RPO Map



Appendix B: Contact Information for Metropolitan Planning Organizations and Rural Planning Organizations

| Official Agency Name | Director | Address | Phone | Email | Website |
|----------------------------------------------------------|------------------|-----------------------------------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| Adams RPO | Richard Schmoyer | Adams County Office of Planning and Development 19 Baltimore Street, Suite 101 Gettysburg, PA 17325 | (717) 337-9824 | rschmoyer@adamscounty.us | http://www.adamscounty.us/adams/cwp/view.asp?A=3&Q=453267 |
| Altoona MPO | Richard T Haines | Valley View Home Wing E 301 Valley View Boulevard, East Wing Altoona, PA 16602-6409 | (814) 940-5978 | rthbcpc@atlanticbbn.net | http://blair.pacounties.org/bcpc/site/default.asp |
| Centre MPO | Robert A. Crum | Centre Regional Planning Commission 2643 Gateway Drive, Suite #4 State College, PA 16801 | (814) 231-3050 | rcrum@crcog.net | http://cog.centreconnect.org/CRMPO/ |
| Delaware Valley Regional Planning Commission (DVRPC) MPO | Barry Seymour | 190 North Independence Mall West, 8th Floor Philadelphia, PA 19106-1520 | (215) 592-1800 | bseymour@dvrpc.org | www.dvrpc.org |
| Erie MPO | Jake Welsh | Erie County Court House, Room 119 140 West 6 Street Erie, Pennsylvania 16501 | (814) 451-6336 | jwelsh@eriecountygov.org | http://www.eriecountyplanning.org/ |

Public Participation Plan for Statewide Planning

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION

| Official Agency Name | Director | Address | Phone | Email | Website |
|----------------------|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Harrisburg MPO | James W. Szymborski | Tri-County Regional Planning Commission Dauphin County Veterans Memorial Office Building 112 Market Street, 2nd Floor Harrisburg, PA 17101-2015 | (717) 234-2639 | jszymborski@tcrpc-pa.org | http://www.tcrpc-pa.org/ |
| Johnstown MPO | Bradford G. Beigay | 401 Candlelight Drive, Suite 213 Ebensburg, PA 15931 | (814) 472-2106 | bbeigay@co.cambria.pa.us | http://www.co.cambria.pa.us/ccpc/site/default.asp |
| Lancaster MPO | James R. Cowhey | 50 North Duke Street, P O Box- 83480 Lancaster, PA 17608-3480 | (717) 299-8333 | cowhey@co.lancaster.pa.us | http://www.co.lancaster.pa.us/planning/cwp/view.asp?a=478&q=388181&planningNav= 5884 |
| Lebanon MPO | Earl H. Meyer | Lebanon County Planning Department Municipal Building, Room 206 South 8th Street Lebanon, PA 17042 | (717) 274-2801 Ext-2325 | lcpd_planning@lebcnty.org | http://dsf.pacounties.org/lebanon/cwp/view.asp?A=3&Q=477676 |
| Lehigh Valley MPO | Michael N. Kaiser | 961 Marcon Boulevard Suite 310 Allentown, PA 18109 | (610) 264-4544 | mnk@lvpc.org | http://www.lvpc.org/ |

Public Participation Plan for Statewide Planning

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION

| Official Agency Name | Director | Address | Phone | Email | Website |
|---------------------------|--------------------|----------------------------------------------------------------------------------------|---------------------------|----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| NEPA RPO | Jeffrey K. Box | 1151 Oak Street Pittston, PA 18640-3726 | (570) 655-5581 | jbox@nepa-alliance.org | http://www.nepa-alliance.org/rpo.htm |
| North Central RPO | Eric M. Bridges | 651 Montmorenci Road Ridgeway, PA 15853 | (814) 773-3162 | ebridges@ncentral.com | http://web2.ncentral.com/transportation/ |
| Northwest RPO | Denise McCloskey | 395 Seneca Street, PO Box-1127 Oil City, PA 16301 | (814) 677-4800 Ext-123 | denisem@nwcommission.org | http://www.nwcommission.org/ |
| Northern Tier RPO | Kevin D. Abrams | 312 Main Street Towanda, PA 18848 | (570) 265-9103 | abrams@northerntier.org | http://northerntier.org/ |
| Reading MPO | Glenn R. Knoblauch | Berks County Services Center 633 Court Street, 14th Floor Reading, PA 19601-3591 | (610) 478-6300 | gknoblauch@countyofberks.com | http://www.co.berks.pa.us/planning/site/ |
| Scranton-Wilkes Barre MPO | Adrian F. Merolli | Penn Place, Suite 208 20 North Pennsylvania Ave. Wilkes-Barre, PA 18701 | (570) 825-1560 | Adrian.Merolli@luzernecounty.org | http://www.luzernecounty.org/county/departments_agencies/planning_commission/lackawannaluzerne-metropolitan-planning-organization |

Public Participation Plan for Statewide Planning

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION

| Official Agency Name | Director | Address | Phone | Email | Website |
|---------------------------|---------------------|-----------------------------------------------------------------------------------------------------------|---------------------------|----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Scranton-Wilkes Barre MPO | Harry Lindsay | 507 Linden Street, 5th Floor Scranton, PA 18503 | (570) 963-6830 | lindsayh@lackawannacounty.org | http://www.lackawannacounty.org/viewDepartment.aspx?DeptID=15 |
| SEDA COG RPO | Dennis Robinson | SEDA-COG 201 Furnace Road Lewisburg, PA 17837 | (570) 524-4491 | drobinson@seda-cog.org | http://www.seda-cog.org/seda_cog/cwp/view.asp?a=3&Q=394838&seda_cogNav=%7C6271%7C |
| Shenango Valley MPO | Dan Gracenin | Mercer County Regional Planning Commission 2491 Highland Road Hermitage, PA 16148 | (724) 981-2412 Ext 220 | dgracenin@mcrpc.com | http://www.mcrpc.com/transportation.htm |
| Southern Alleghenies RPO | Edward M. Silvetti | 541 58th Street Altoona, PA 16602 | (814) 949-6520 | silvetti@sapdc.org | http://www.sapdc.org/ |
| SPC MPO | James R. Hassinger | Southwestern Pennsylvania Commission 425 Sixth Avenue, Suite 2500 Pittsburgh, PA 15219 | (412) 391-5591 | jhassinger@spreregion.org | http://www.spreregion.org/pub_tip.shtml |
| Williamsport MPO | Kurt Hausammann, Jr | Lycoming Planning Commission Court House, 4th floor 48 West 3rd Street Williamsport, PA 17701 | (570) 320-2130 | khausammann@lyco.org | http://www.lyco.org/dotnetnuke/Home/PlanningandCommunityDevelopment/TransportationPlanning/WilliamsportAreaTransportationStudy/tabid/330/Default.aspx |

Public Participation Plan for Statewide Planning

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION

| Official Agency Name | Director | Address | Phone | Email | Website |
|----------------------|-----------------|-------------------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| York MPO | Felicia S. Dell | York County Planning Commission 28 East Market Street York, PA 17401-1580 | (717) 771-9870 | fdell@ycpc.org | http://www.ycpc.org/transportation.htm |
| Franklin County | Phil Tarquino | Franklin County Planning Commission 218 North Second Street, Chambersburg, PA 17201 | (717) 261-3855 | ptarquino@co.franklin.pa.us | NA |