

2022 PARTICIPATION PLAN EVALUATION UPDATE

Update on Implementation

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June 26, 2023



Background

- TPB contracted with Foursquare ITP to review TPB's public participation activities from 2019 - 2022.
- Staff began implementation in December 2022 on a rolling basis



TPB Participation Plan Implementation Evaluation

Task 4: Participation Plan Implementation Evaluation Report

November 21, 2022

Prepared for:



National Capital Region
Transportation Planning Board

Prepared by:



FOURSQUARE ITP



Completed Recommendations Overview

- Updated various webpages to reflect current practices
- Provided resources and updates to advisory committee webpages
- Utilized boosted posts on social media and TPB Public Comment listserv to promote opportunities for engagement
- Published the Participation Plan Evaluation and created evaluation tools
- Clarified the public's role in virtual/hybrid TPB and committee meetings



Recommendations Under Consideration

- Access and Language Translation
- Equity and Public Participation
- Input from Diverse Perspectives
- TPB's Participation Plan



Access and Language Translation

Recommendation	Status
Identify a professional translation vendor who understands technical transportation issues to assure accurate translation	<ul style="list-style-type: none">• Currently, several Spanish-speaking staff review translated documents for accuracy. Staff will continue to identify translation vendors.
Identify high-profile documents and announcements that are candidates for translation into Spanish or other frequently spoken languages across the region	<ul style="list-style-type: none">• Staff is considering translating the LRTP Executive Summary and announcements related to federally required public comment periods.
Continually review and identify documents that could be summarized onto or converted to webpages for easier access and automatic translation	<ul style="list-style-type: none">• TPB staff continue to explore the feasibility of incorporating documents directly onto webpages.



Equity and Public Participation

Recommendation	Status
Exploring the feasibility of oversampling EEAs for surveys	<ul style="list-style-type: none">• TPB oversamples jurisdictions with higher concentrations of low-income people and people of color due to lower response rates. We are considering the feasibility of oversampling EEAs.
Develop objectives and measures related to equity and track them to ensure equity is woven into TPB products and activities	<ul style="list-style-type: none">• Recent equity work includes updating EEAs with new ACS information and exploring Justice40 impacts. Staff continues researching how to incorporate equity into TPB products.

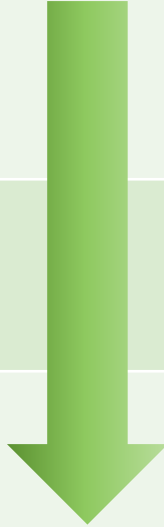


Input from Diverse Perspectives

Recommendation	Status
Offering pre- and post-incentives for surveys and focus groups	<ul style="list-style-type: none">• TPB previously offered post-incentives for surveys and paid focus group participants. TPB will continue to consider this for future opportunities.
Proactively providing accommodations like captioning, ASL, or Spanish interpretation, etc.	<ul style="list-style-type: none">• TPB offers these accommodations by request and will consider them for future public events.
Plan events to happen at different times of day/days of week, and different geographic locations	<ul style="list-style-type: none">• TPB staff will consider different times/days, and geographic locations for future public events.
When planning engagement for a plan update, schedule a mix of in-person and virtual engagement opportunities	<ul style="list-style-type: none">• TPB staff will consider this recommendation while planning for the next plan update engagement.



TPB's Participation Plan

Recommendation	Status
Consider editing the second policy goal to include 'equitable access'	<ul style="list-style-type: none"> Under consideration for the next Participation Plan update
Consider editing the fifth policy goal to clarify TPB solicits input from the public on regionwide policy matters	
Consider including a process in the Staff Guide where staff highlight changes to products based on input	
Update the Participation Plan and Title VI to reflect current hybrid/virtual practices and TPB News publication frequency	

Next Steps – Website and Social Media

- Update and rename the 2008 Citizen’s Guide and update the Public Involvement Process website to explain how the public can get involved at the local and regional level
- Provide consistent language about live comment opportunities across committees
- Promote TPB’s social media in more places on the website
- Change the name of the ‘Requirements’ webpage on the Visualize website to be ‘About the Plan’, and add a new header for ‘Glossary’ and add more terms to the list that exists
- Create staff resources to ensure public-facing materials are written in plain language



Next Steps – Advisory Committees

- Revise the CAC report out to be more interactive
- Stating whether CAC/AFA agenda items are informational or seek input
- Produce an annual memo summarizing how CAC or AFA input has influenced TPB decisions or documents



Next Steps – Participation Evaluation

- Create an evaluation template for public participation activities
- Embed evaluation of participation plan activities in project work plans
- Consistently share Participation Plan with staff and consultants working with the public



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