

Proposed Outreach Process for the Long-Range Statewide Transportation Plan and the Statewide Transportation Improvement Program

September 2013



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It is the Washington State Department of Transportation's (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT's Office of Equal Opportunity (OEO). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OEO's Title VI Coordinators, George Laue at (509) 324-6018 or Jonte' Sulton at (360) 705-7082.

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Notificación de Título VI al Público

Es la póliza de el Departamento de Transportación del Estado de Washington de asegurar que ninguna persona sea excluida de participación o sea negado los beneficios, o sea discriminado bajo cualquiera de sus programas y actividades financiado con fondos federales sobre la base de raza, color, origen nacional o sexo, como proveído por el Título VI de el Acto de Derechos Civiles de 1964. Cualquier persona que cree que sus protecciones de Titulo VI han sido violadas, puede hacer una queja con la Oficina de Igualdad de Oportunidades (OEO). Para información adicional con respecto a procedimientos de quejas de Titulo VI y/o información con respecto a nuestras obligaciones sin discriminación, por favor de comunicarse con los Coordinadores de Titulo VI de la Oficina de Igualdad de Oportunidades (OEO), George Laue (509) 324-6018 o Jonte' Sulton (360) 705-7082.

Send comments to:

Bill Bennion
Washington State Department of Transportation
PO Box 47370, Olympia, WA 98504-7370.
Phone: (360) 705-7968
Email: benniob@wsdot.wa.gov

The long-range statewide transportation plan is required by 23 USC Section 135, 23 CFR Parts 450 and 500, and 49 CFR Part 613 in order to receive federal surface transportation funds.

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Overview

This document details how the Washington State Department of Transportation proposes to involve the public in the development of the Long-Range Statewide Transportation Plan and the Statewide Transportation Improvement Program (STIP).

The long-range statewide transportation plan (current version is the 2007-2026 Washington Transportation Plan) summarizes the current conditions of the transportation system and the 20-year system needs. This system includes state highways, ferries, rail, aviation, transit, marine ports and navigation, and bicycle facilities and pedestrian walkways.

The STIP is a four-year, fiscally constrained prioritized program of transportation projects compiled by WSDOT and approved by US DOT. It is required in order for each state to receive certain federal funds.

The following sections explain how WSDOT will provide opportunities for early and continuous public involvement in compliance with federal regulations in 23 CFR 450.210(a).

Your comments and feedback on this document will guide us as we prepare to involve stakeholders and the public in the update to the long-range transportation plan and the STIP. The comment period for this document ends November 14, 2013.

Tribal governments and members are invited to comment on any WSDOT activity, however, this document describes the process for involving the public and not governments. WSDOT and many Tribal Governments in Washington have entered into the attached Communication Protocol and the Consultation Protocol for Policy and Statewide Issues and WSDOT follows these protocols when consulting with Tribal Governments.

Who will we involve in the STIP and Long-Range Statewide Transportation Plan?

- The public
- Affected public agencies
- Representatives of public transportation employees
- Freight shippers
- Private providers of transportation
- Representatives of users of public transportation
- Representatives of users of pedestrian walkway and bicycle transportation facilities
- Representatives of the disabled
- Providers of freight transportation services
- Other interested parties

How will WSDOT seek comments for this proposed process?

- Post this document on the WSDOT website for a minimum of 45 calendar days
- Describe the process in press releases to media statewide
- Distribute the document to WSDOT region offices and communications staff
- Distribute the document to external transportation planning agencies including: Metropolitan Planning Organizations; Regional Transportation Planning Organizations; Tribal Transportation Planning Organization; the Association of Washington Cities; the Washington State Association of Counties; and Transit agencies
- Receive and review comments relating to the proposed process.

WSDOT conducts public involvement for projects using similar, but different, methods. For more information on how you can get involved in projects, please contact the WSDOT Region office where the project is located. You can find project and contact information at www.wsdot.wa.gov/projects.

Note: WSDOT may contact you if we have questions regarding your comments. If you would like to be contacted, please include contact information.

What are the next steps for this proposed outreach process after the comment period?

After the public comment period on this proposed public involvement process document, WSDOT will review, document, and sort comments by subject. Any comments received about subjects other than this document will be documented and then forwarded to the proper WSDOT department or office. Changes to this document will be considered based on comments received. All comments will be responded to by email, phone, mail, or on WSDOT's website. The final document will be posted on the WSDOT website.

The final document will be reviewed periodically and updated if necessary. Proposed updates will be available for public review and comment before being finalized.

What is the Long-Range Statewide Transportation Plan?

The Long-Range Statewide Transportation Plan summarizes the current conditions and the projected 20-year needs of the statewide transportation system. This system includes state highways, county roads, city streets, ferries, airports, seaports, river ports, transit, freight rail, passenger rail, as well as bicycle and pedestrian facilities.

Federal law requires each state to have a long-range statewide transportation plan in order to receive federal Surface Transportation Funds. Requirements are in federal law (23 USC Section 135) and federal regulations (23 CFR Parts 450 and 500, and 49 CFR Part 613).

Washington's current plan is the 2007-2026 Washington Transportation Plan. It is updated periodically. See WSDOT's planning webpage at www.wsdot.wa.gov/planning/ for more information.

What additional requirements must WSDOT follow?

WSDOT must comply with all state laws and rules regarding public meetings and the use of state resources. Since WSDOT receives federal funds, we are required to comply with federal laws and regulations. The requirements that pertain to public involvement include Title VI of the Civil Rights Act of 1964; Presidential Executive Order 12898 "Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations;" and Presidential Executive Order 13166 "Improving Access to Services for Persons with Limited English Proficiency." These federal requirements are often referred to as Title VI or Civil Rights/Nondiscrimination.

This document describes these requirements and how WSDOT proposes to address them in the development of the long-range statewide transportation plan.

What is Title VI?

Title VI refers to the federal Civil Rights Act of 1964, its amendments, and federal guidance. Title VI prohibits discrimination on the basis of race, color, sex, and national origin in programs and activities receiving federal financial assistance. Since WSDOT receives federal funds, we are required to comply with these laws.

How does WSDOT comply with Title VI when developing the Long-Range Statewide Transportation Plan?

WSDOT develops and submits an agency-wide Title VI Plan to the US Department of Transportation that we will follow during the development of the Long-Range Statewide Transportation Plan.

Major activities from this plan include:

- Ensuring that all aspects of the transportation planning process operation are conducted in a nondiscriminatory manner and comply with all provisions of Title VI.
- Ensuring the full participation of all social, economic, and ethnic populations impacted by the Department's transportation planning processes by disseminating program information to minority media and ethnic and gender related organizations, and participating in roundtable meetings and other public forums in affected minority communities.
- Providing information in languages other than English when Limited English Proficiency (LEP) populations of 5% or more, or more than 1,000 LEP persons have been identified in any given affected project area.
- Assisting the Title VI Coordinators in gathering and organizing the Transportation Planning Office (TPO) portion of the Annual Title VI Accomplishment and Update Report.
- Reviewing and revising the Statewide Planning & Research Work Program, MPO Procedures Manual, and other directives to ensure compliance with Title VI program requirements.
- Verifying that there is equal participation on Citizens Advisory Committees (CAC) by

requesting the MPOs and RTPOs provide information pertaining to their selection criteria for CAC members and to furnish information on membership makeup (race, gender, and position within the organization) for evaluation.

- Visiting CAC meetings and public meetings to verify the level of participation of Title VI protected group members when offered in predominantly ethnic minority communities.
- Collecting data on gender, race, and national origin from public forum attendees.

What is Environmental Justice (EJ)?

Presidential Executive Order 12898 and federal guidance requires all recipients of federal funds to demonstrate how they have ensured their actions do not discriminate against minority populations and low-income populations. This process is known as Environmental Justice.

How does WSDOT comply with Environmental Justice when developing the Long-Range Statewide Plan?

WSDOT receives federal funds from more than one federal agency and is required to follow each federal agency's guidance for complying with Environmental Justice (EJ). The following steps are intended to comply with applicable guidance.

Generally, the long-range statewide transportation plan is a policy-level plan that does not contain a list of projects recommended for funding and therefore does not have direct impacts to EJ populations. However, WSDOT is committed to ensuring that EJ populations are involved in the planning process. To ensure this, WSDOT proposes to:

- Use the statewide demographic data to determine where EJ populations (minorities and low-income) live.
- Target our outreach events to make sure that EJ populations are given an opportunity to participate.
- Identify if the decisions made at the statewide policy level disproportionately impact EJ populations.
- Mitigate or minimize these impacts.

What is Limited English Proficiency (LEP)?

Presidential Executive Order 13166 "Improving Access to Services for Persons with Limited English Proficiency" requires federal agencies and recipients of federal funds to provide meaningful access to individuals that do not speak English as their primary language and have limited ability to read, write, speak, or understand English.

How will WSDOT comply with Limited English Proficiency when developing the Long-Range Statewide Plan?

WSDOT developed and follows an LEP plan available at www.wsdot.wa.gov/EqualOpportunity/PoliciesRegs/LimitedEnglishProficiency.htm.

The plan includes guidance, legal requirements, lists of translation and interpreter services, demographic and language data, resources, and forms to distribute at public meetings.

What Limited English Proficiency Populations may be impacted by the plan?

Federal guidance includes a four-factor analysis tool. This tool is used to determine what LEP populations may be impacted by a plan or project and if it's reasonable to provide translation or interpreter services. While designed to be a flexible and fact-dependent standard, the starting point is an individualized assessment that balances the following four factors:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the program or grantee
2. The frequency with which LEP individuals come in contact with the program
3. The nature and importance of the program, activity, or service provided by the program to people's lives
4. The resources available to the grantee/recipient or agency, and costs.

As indicated above, the intent of this guidance is to find a balance that ensures meaningful access

by LEP persons to critical services while not imposing undue burdens on small business, or small nonprofits

Four-Factor Analysis for the Long-Range Statewide Transportation Plan

Define the service area: This is the entire state because this is a statewide plan.

Factor one: number of limited English proficiency persons likely to be encountered

- The U.S. Census bureau now collects limited English proficiency data using the American Community Survey (ACS) rather than the decennial census.
- The ACS five-year data for 2007-2011 reports language spoken as: Spanish, Other Indo-European, Asian and Pacific Islander, and Other.
 - o In Washington, there are 3.7% that speak Spanish and speak English “less than well.”
 - o In Washington, there are 2.7% that speak Asian/Pacific Islander and speak English “less than well.”
 - o In Washington, there are 1.2% that speak Other Indo-European and speak English “less than well.”
 - o In Washington, there are less than 1% that speak other languages and speak English “less than well.”

Factor two: Frequency of Contact

- LEP persons come in contact with the statewide transportation plan infrequently, because it is primarily a policy plan and does not propose specific projects or changes in service levels.

Factor three: Nature and Importance of Service Provided

- The statewide transportation plan impacts everyone in the state.

Factor four: Cost

- WSDOT’s LEP plan states that when a need has been identified by WSDOT or WSDOT

receives a request, WSDOT shall make every effort to provide services requested in a timely manner. WSDOT will pay for the translation of vital documents and interpreter services.

Conclusion:

- No LEP populations meet the 5% threshold on a statewide basis. However, following WSDOT’s LEP plan, TPO used data from the American Community Survey and analysis by the Puget Sound Regional Council and determined languages that meet the 5% threshold on a county basis. Based on that analysis, TPO will translate vital documents into five languages for outreach events in the counties as listed below:
 - o Spanish - Okanogan, Chelan, Douglas, Grant, Adams, Yakima, Benton, Franklin, and Walla Walla counties
 - o Chinese - King county
 - o Korean - King county
 - o Vietnamese - King county
 - o Tagalog - King county
- Although the four-factor analysis indicates low demand for the plan to be provided in languages other than English, WSDOT’s policy is to provide reasonable translation and interpreter services for any language requested – even if the person does not fit the definition of LEP. WSDOT’s Office of Equal Opportunity reviews requests for translation and interpreter services and determines if the request is reasonable.

What are the key decision points for the plan?

- Determination of the advisory team
- Determination of the scope of the plan
- Determination of public and stakeholder advisory groups
- Proposed policies
- Number and location of outreach events
- Draft Plan
- Final Plan

How does WSDOT Propose to Encourage Public Participation?

Public meetings/workshops

WSDOT will attempt to include the Long-Range Statewide Transportation Plan and the STIP on meeting agendas of agencies, including the transportation commission, MPOs, RTPOs, community groups, business associations, and other agencies and organizations with a transportation focus.

If additional public meetings are necessary, WSDOT may set up meetings solely to discuss the Long-Range Statewide Transportation Plan and/or the STIP. These meetings will be held at low-or-no cost accessible facilities and shall be scheduled for reasonable times to facilitate public participation.

Visualization techniques

To the extent practicable, WSDOT will employ visualization techniques, which may include:

- Maps
- Charts
- Graphs
- Web content
- Slide Shows
- Artist's renderings
- Animation
- Videos

Polls/surveys

If a poll or survey is to be employed, it may include telephone polls, electronic surveys through the internet or email, or hard-copy printed surveys distributed at meetings or by mail.

Public involvement materials

To minimize expense, WSDOT will attempt to minimize the use of printed materials. Where necessary, printed materials should be presented

in reader-friendly format and should also employ visualization techniques as much as possible.

WSDOT tries to provide timely information about transportation issues and decision making processes simply, efficiently, concisely and correctly. Examples of materials used for public involvement include:

- Flyers
- Brochures
- Visualizations
- Maps
- Drawings
- Renderings
- Photographs
- Presentations
- Fact sheets
- Charts and Graphs
- Newsletters
- Web Sites

Publications

Copies of the Long-Range Statewide Transportation Plan will be published on the WSDOT web site and notice will be given when materials are published. For those lacking internet access, hard copies can be requested from the Transportation Planning Office.



Design Visualization before and "after" on SR 20

Targeted mailings/flyers

Letters and/or postcards announcing updates to the Long-Range Statewide Transportation Plan and the STIP may be sent to targeted audiences encouraging them to comment on the plan and/or program. Flyers may be developed and delivered to community organizations announcing updates if desired.

Using local media

The statewide plan will have meetings in various locations throughout the state. When those locations have been chosen, local media will be notified. Some ways that WSDOT may notify local media:

- News release(s)
- Purchased advertising
- Written commentary pieces
- Display advertising
- Public service announcements
- Agency spokesman on public access or cable television programming
- Neighborhood or regional publications/newsletters
- Non-English publications in areas with LEP populations

Electronic access to information

To the extent practicable, WSDOT will provide materials electronically to the widest possible audience. To achieve this, materials will be posted on the web site and sent out by email. Materials may also be sent or posted to social media sites if desired. WSDOT has an FTP site that can be used to transfer large files and a SharePoint site that could be used to accept comments.

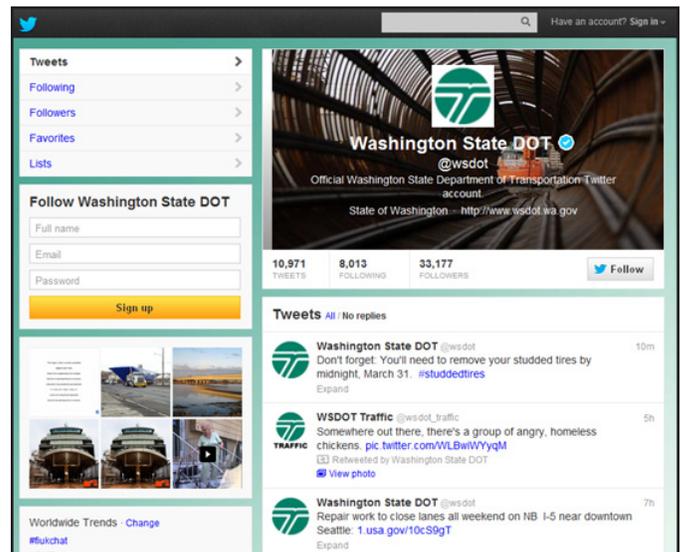
Public notifications

Public notification may be through:

- Notices on the web
- Email
- Newsletters
- Announcements at public meetings
- Advertisements
- Local Media
- Flyers
- Exhibits
- Twitter, Facebook, and the WSDOT Blog

Consideration and response to public comment

To the extent practicable, WSDOT will review and consider all comments made on the Long-Range Statewide Transportation Plan and associated public involvement materials. Response will be made where reasonable and appropriate.



Screenshot from the WSDOT Twitter account

What is the Statewide Transportation Improvement Program (STIP)?

Federal law requires each state to have a federally-approved Statewide Transportation Improvement Program (STIP) in order for projects to be authorized for federal funding. The STIP is a four-year, fiscally constrained prioritized program of transportation projects that is compiled by WSDOT and approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The STIP is a document that is also searchable online.

Types of projects include pavement overlays, roadway widening, bridge replacement or repair, signal systems, safety performance enhancements, bicycle and pedestrian facilities, and transit improvements. They can include, but are not limited to, improvements to the system or particular facilities located on state highways, county roads, city streets, tribal roadways, or transit systems. Funding is usually from a combination of federal, state, and local sources.

Transportation Improvement Programs (TIPs) include all federally funded projects and regionally significant projects that are submitted by tribes, cities, counties, the state and transit providers to the MPOs and RTPOs. Before being included in a TIP, projects are presented publicly and the community is provided opportunity to participate as per the MPO/RTPO public participation processes. After approval, TIPs are submitted to WSDOT.

Each MPO develops a federally-required Metropolitan Transportation Plan (MTP) and a Metropolitan Transportation Improvement Program (MTIP). The MTP is a 20-year transportation plan for state highways, county roads, city streets, and tribal roads in the MPO planning area boundary. Plans are required to be updated at least every four years in air quality nonattainment and maintenance

areas and at least every five years for the others. MTPs are approved by the MPO and then submitted to the Governor, FHWA, and FTA for informational purposes.

An MTIP is a list of transportation projects that are consistent with the MTP. The MTIPs are submitted to WSDOT for approval. If the MTIP is approved, the projects from the MTIP are included in the STIP without change. MPOs can, but are not required to, submit monthly updates to their MTIP for inclusion in the STIP. These are known as TIP amendments.

RTPOs are required by state law to periodically prepare and submit Regional Transportation Plans (RTPs) and Regional Transportation Improvement Programs (RTIPs) to WSDOT. WSDOT ensures the RTP and the RTIP are consistent with state law. If they are consistent, WSDOT includes these projects in the STIP. RTPOs can, but are not required to, submit monthly updates to their RTIP projects for inclusion in the STIP.

WSDOT receives the program of projects (called Transportation Improvement Programs) from two main sources: Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Organizations (RTPOs).

WSDOT encourages public participation throughout the entire STIP process. As comments are provided, WSDOT works with the MPOs and RTPOs to clarify any remaining concerns and provides a new STIP to FHWA and FTA for approval.

How does WSDOT ensure access for development of the statewide transportation improvement program (STIP)?

The STIP is a four-year prioritized program of projects. These projects have been identified through state, regional and local planning processes, as the highest priority for the available funding to preserve and improve the state’s transportation

network. Local agencies work through their metropolitan planning or regional transportation planning organizations and counties as appropriate, to include projects into their TIPs. Since these projects must be included in the STIP without change (23 CFR 450.216) the public involvement process for project selection is conducted by the agencies submitting the projects to the TIPs.

STIP Update Process

Step	1	2	3	4	5
Action	MPOs submit TIPs to WSDOT	STIP public review comment period	WSDOT submits STIP to FHWA and FTA	FHWA and FTA approve STIP	WSDOT posts approved STIP
Timeline	By October of each year	30 days (November)	By 12/25	Within 45 days of the draft STIP	Within 3 days of approval
Where to find it	MPO websites www.wsdot.wa.gov/planning/metro www.wsdot.wa.gov/map.htm	WSDOT website	WSDOT website		WSDOT website

STIP Amendment Process

Step	1	2	3	4	5	6
Action	MPOs post amended projects for comment	MPO submits final amendment to WSDOT for review for inclusion in STIP	MPO informs WSDOT of amendment	WSDOT forwards amendment & recommendations for inclusion in STIP to FHWA/ FTA	FHWA/ FTA approve changes in the STIP	WSDOT posts the FHWA/ FTA approval letter and projects to website
Timeline	3rd Friday Jan - Oct	Varies by MPO	Varies by MPO	Within 14 days	Within 14 days	Within 3 days
Where to find it	MPO, RTPO and county websites and/or as described in their Public Participation Plan	websites and/or as described in their respective Public Participation Plan				WSDOT website

Appendix



What is WSDOT's Office of Equal Opportunity?

Reporting to the Secretary of Transportation, the Office of Equal Opportunity (OEO) provides statewide direction of department programs relating to external civil rights, which include:

- Disadvantaged Business Enterprises (DBE)
- Minority/Women Business Enterprises (MWBE)
- Small Business Enterprises (SBE)
- Equal Employment Opportunity (EEO)
- Contract Compliance
- On-The-Job Training Support Services
- Tribal Employment Rights Ordinance (TERO)
- Title VI
- Limited English Proficiency (LEP)
- Environmental Justice
- External Complaint Investigations

The Office of Equal Opportunity represents the Department and provides liaison with the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Federal Aviation Administration (FAA), Federal Railroad Administration (FRA), and other regulatory agencies involved in the administration of the department's external civil rights programs.

OEO has copies of the Title VI Plan and the LEP Plan.

Office of Equal Opportunity contact information

Call or email us at:

- Statewide Title VI Coordinator, 360-705-7082, SultonJ@wsdot.wa.gov
- Persons who are hard of hearing may call Washington State Telecommunications Relay Service (TTY) at 711

Write us at:

- Office of Equal Opportunity External Civil Rights Program PO Box 47314 310 Maple Park Olympia WA 98504-7314

Go to our website:

- <http://www.wsdot.wa.gov/EqualOpportunity/InternalCivilRights/titlevi.htm>

23 CFR 450.210 *Interested parties, public involvement, and consultation.*

- (a) In carrying out the statewide transportation planning process, including development of the long-range statewide transportation plan and the STIP, the State shall develop and use a documented public involvement process that provides opportunities for public review and comment at key decision points.
- (1) The State's public involvement process at a minimum shall:
- (i) Establish early and continuous public involvement opportunities that provide timely information about transportation issues and decisionmaking processes to citizens, affected public agencies, representatives of public transportation employees, freight shippers, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, providers of freight transportation services, and other interested parties;
 - (ii) Provide reasonable public access to technical and policy information used in the development of the long-range statewide transportation plan and the STIP;
 - (iii) 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 STIP;
 - (iv) To the maximum extent practicable, ensure that public meetings are held at convenient and accessible locations and times;
 - (v) To the maximum extent practicable, use visualization techniques to describe the proposed long-range statewide transportation plan and supporting studies;
 - (vi) 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;
 - (vii) Demonstrate explicit consideration and response to public input during the development of the long-range statewide transportation plan and STIP;
 - (viii) 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
 - (ix) 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.
- (2) The State shall provide for public comment on existing and proposed processes for public involvement in the development of the long-range statewide transportation plan and the STIP. At a minimum, the State shall allow 45 calendar days for public review and written comment before the procedures and any major revisions to existing procedures are adopted. The State shall provide copies of the approved public involvement process document(s) to the FHWA and the FTA for informational purposes.

Communication Protocol

Between the Washington State Department of Transportation (WSDOT) and Tribal Governments with interests in Washington State.

Purpose:

The purpose of these protocols is to assist WSDOT staff when communicating with Tribal Governments and bring consistency to WSDOT's consultation process. This Communication Protocol applies to all formal correspondence with Tribal Chairs. WSDOT and Tribes recognize that day-to-day contact occurs at the staff level.

WSDOT will send the following types of formal correspondence to Tribal Chairs with a cover letter:

- Consultation meeting requests
- Calls for projects / proposals for WSDOT funding programs or planning documents
- When seeking formal input on a project, policy, plan or program
- Submission of Tribal agreements, contracts and contract amendments
- Monitoring / site visit requests for Tribal contract compliance
- Invitations to participate in WSDOT-sponsored public events

Formal correspondence will be addressed in the following manner:

- Address line: The Honorable
- Salutation: Dear Chairman, Chairwoman, or President

When sending formal correspondence to Tribal Chairs, electronic copies should go to the following:

- The appropriate Tribal staff as identified by the Tribe
- For letters regarding statewide / policy issues going to all Tribes, also copy the Washington Indian Transportation Policy Advisory Committee (WITPAC) Delegates, Alternates and designated staff members
- Respective WSDOT staff according to internal protocol

Time sensitive information, such as funding opportunities, may be sent electronically to Tribal Chairs and appropriate staff by WSDOT Tribal Liaisons, Regional Administrators or Division Directors.

The WSDOT Government Relations Tribal Liaison will maintain a current distribution list of transportation contacts including: Tribal Chairs, WITPAC Delegates and staff contacts for Cultural Resources, Natural Resources, Planning, TERO and others as identified by each Tribe. The WSDOT Government Relations Tribal Liaison will work with individual Tribes at least once a year to identify and update contacts.

Implementation and Issue Resolution:

WSDOT will incorporate these protocols into its agency Executive Order on Tribal Consultation and conduct training to ensure that they are understood by WSDOT management and staff.

If a Tribe(s) becomes concerned that these protocols were not implemented, they are encouraged to contact the WSDOT Government Relations Tribal Liaison. The Tribal Liaison will facilitate a meeting of Tribal representatives and the WSDOT representative responsible for a specific consultation effort. If concerns are not fully resolved, the Tribal Chair may request a consultation meeting with the Secretary of Transportation.