



2020-2023 State Transportation Improvement Program (STIP)
Public Participation Plan

Michigan Department of Transportation
Michigan 2045
Möbility
A transportation plan for a connected future #MM2045





2020-2023 State Transportation
Improvement Program (STIP)

Public Participation Plan



Introduction

Public participation or involvement is a fundamental requirement of the transportation planning process. From goal-setting to prioritizing projects to environmental clearance, the public plays an important role in shaping Michigan's transportation system.

This Public Participation Plan provides a road map for assuring that the public's voice is not only heard but makes a difference in moving Michigan forward. This document focuses on public involvement as it relates to the State Transportation Improvement Program (STIP), as further described throughout this document.

The federal requirements for a Public Participation Plan are specified in 23 U.S.C. The act clearly requires not only a documented process, but also implementation of that process for the state long-range transportation plan (SLRTP) and the STIP. As stated in 23 CFR 450.210 (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 participation process that provides opportunities for public review and comment at key decision points."

The transportation planning process is carried out in accordance with the provisions of federal legislation, 23 U.S.C. 134 and 135; 42 U.S.C. 7410 et seq.; 49 U.S.C. 5303 and 5304; 49 CFR 1.85 and 1.90, and the National Environmental Policy Act (NEPA). Procedures to be followed in the development of all federal-aid highway actions processed in Michigan are under the provisions of CFR 23 450, which guides the scope of the statewide planning process.



Michigan's Transportation Planning Process

Before we begin with the strategy for this Public Participation Plan, we would first like to briefly define the transportation planning process for the State of Michigan. The transportation planning process is multi-layered and responsive to both state and federal requirements, as described in the following paragraphs.

Michigan Department of Transportation
From Policy to Projects

State Long-Range Plan (SLRP)
2- to 30-Year Document
Michigan's Transportation Vision

Transportation Asset Management (TAMP)
10-Year Document
State and Local Performance Management

Five-Year Transportation Program (5YTP)
Five-Year Document
MDOT Projects

State Transportation Improvement Program (STIP)
Four-Year Document
MDOT and Local Projects

State Long-Range Transportation Plan (SLRTP)

Michigan is required by federal law to have in place a [SLRTP](#) that covers a 25-year planning horizon. The SLRTP serves as a policy document that establishes a vision and associated priorities for transportation in Michigan, and provides the analysis needed to make decisions about the future. These priorities are translated into projects and planned out for the near-term in the Five-Year Transportation Program (5YTP) and then the STIP. All projects listed in the 5YTP and STIP contribute to achieving one or more of the objectives stated in the SLRP.

Transportation Asset Management Plan (TAMP)

The initial [TAMP](#) is a policy document that describes the asset management process by which MDOT makes its program and project decisions for interstate roadways and the National Highway System (NHS), and the national performance measures for pavements and bridges. Interstate and NHS pavements and bridges, while important from a national perspective, are a subset of the total transportation infrastructure in Michigan.

Five-Year Transportation Program (5YTP)

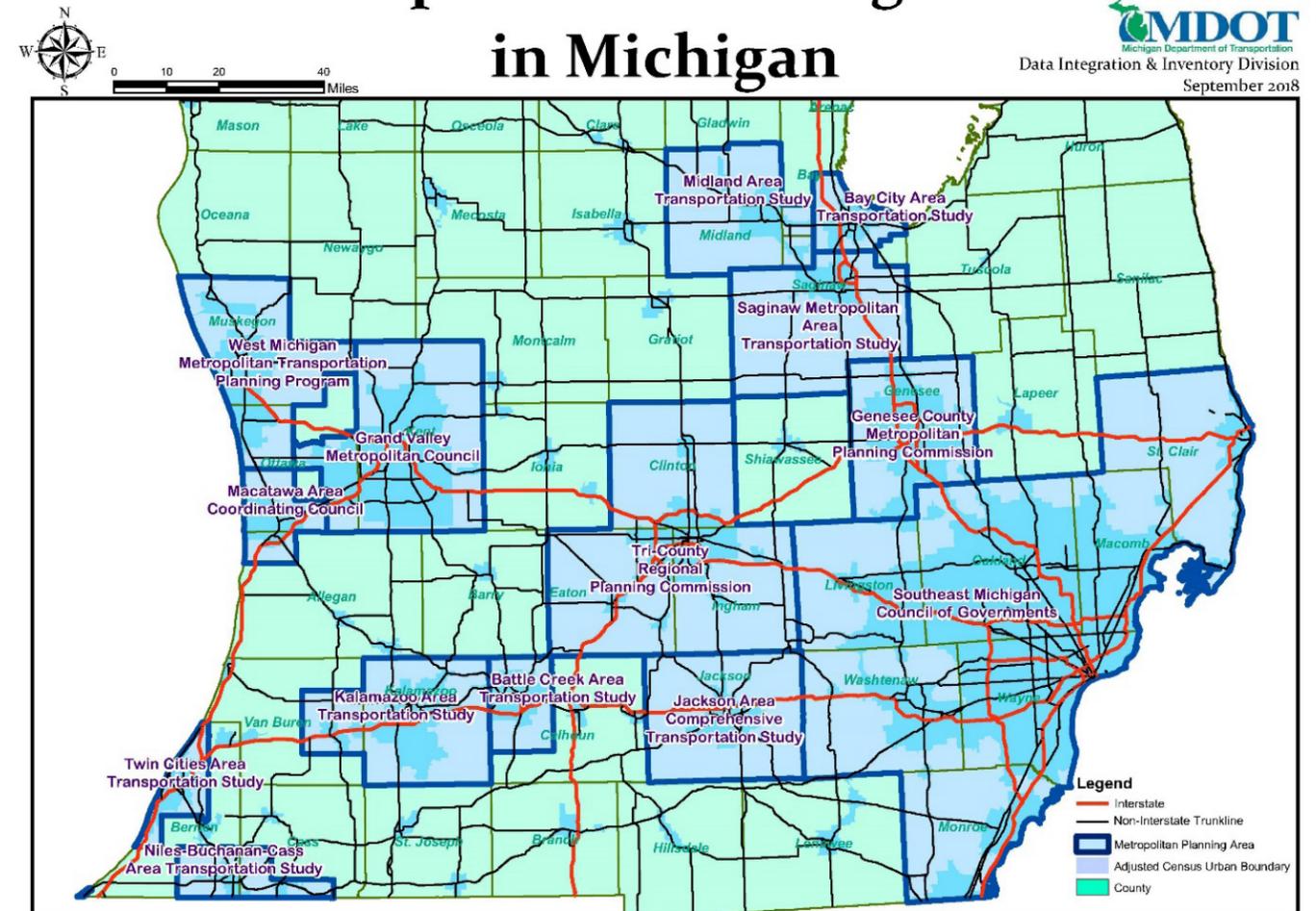
The [5YTP](#) includes information about MDOT's near-term funding picture and major state-funded transportation projects to be constructed in the next five years. It provides the foundation for short-range planning and program development and is a rolling five-year program, updated annually. The 5YTP is provided to the state Legislature prior to March 1, as required. The STIP is developed from this foundation.

State Transportation Improvement Program (STIP)

The STIP is a federally mandated planning document that includes a list of surface transportation projects to be funded with federal aid.



Metropolitan Planning Areas in Michigan



The document covers a period of four years and is updated every three years. It includes projects listed in the 5YTP, statewide rural projects (road and transit), and, by reference, Transportation Improvement Programs (TIPs) from the 14 [metropolitan planning organizations \(MPOs\)](#).

In addition to the list of projects, the STIP contains information on federal requirements for state and metropolitan planning, statewide transportation goals, and a detailed financial plan. The STIP must:

1. Be consistent with the state long-range transportation plan;
2. Be fiscally constrained (projects cannot exceed available revenue);

3. Cover at least four years;
4. Provide opportunity for public input; and
5. Meet air quality conformity regulations.

Amending the STIP

The STIP and TIPs must be amended periodically to add or remove projects, to adjust funding sources or cost estimates, and to update project scoping information. Amendments to the rural STIP are made available to the public via the MDOT website every two months. MPO TIPs are also amended regularly but have different calendars for these amendments. Check with your local MPO for listing on their website (see map above).



The Public Participation Plan for the STIP

MDOT’s mission of “providing the highest quality integrated transportation services for economic benefit and improved quality of life” can only be accomplished when customers are identified and brought into the planning process. A record of all comments received is maintained by the public information and hearings officer.

All public involvement pertaining to the STIP will be in accordance with federal regulations found in 23 CFR 450.210:

- All notices will be made at least 15 days prior to the scheduled event.
- MDOT will use its public website, Gov Delivery e-mailing list, and social media accounts for notification.
- MDOT will pay special attention to identifying and involving the underserved, minority, and low-income population by holding public meetings at convenient and accessible locations and times, making materials available in alternative formats and languages upon request, and providing translators where there is an identified need.
- Comments regarding the STIP should be submitted during the designated public comment period. General comments to MDOT are always welcome.

Document Availability

In accordance with federal requirements, the STIP is published with reasonable notification of its availability for review through regionally significant newspapers, public outreach throughout the state, MDOT region offices, various social media outlets (including Twitter and Facebook), and MDOT’s website.

Social Media

MDOT welcomes public comment on the draft STIP via social media as well, including Twitter (@MichiganDOT) and Facebook (@MichiganDOT).

Subscribe to an E-mail List

If you would like to be notified of upcoming engagement opportunities, join either an MDOT region or Statewide News Releases e-mail subscription service via Gov Delivery. MDOT uses this service to provide relevant and useful information to subscribers statewide. You can sign-up online by visiting the [MDOT Gov Delivery site](#). Please note that not all e-mail subscriptions are available via text messaging.

E-mail Communications

Individuals can submit comments via e-mail to mdot-stip@michigan.gov.

Written Comments via Postal Service

Written comments regarding the draft STIP can be mailed to the MDOT public involvement and hearings officer at:

Anita Richardson
 Public Involvement and Hearings Officer
 Environmental Services Section
 Michigan Department of Transportation
 P.O. Box 30050
 Lansing, MI 48909

In-Person Meetings

MDOT strives to make it easy to get involved in the public transportation planning process. When feasible, MDOT opts to present information to the public at already-scheduled public meetings, such as MPO meetings, in order to maximize the reach and effectiveness of sharing information with interested citizens.

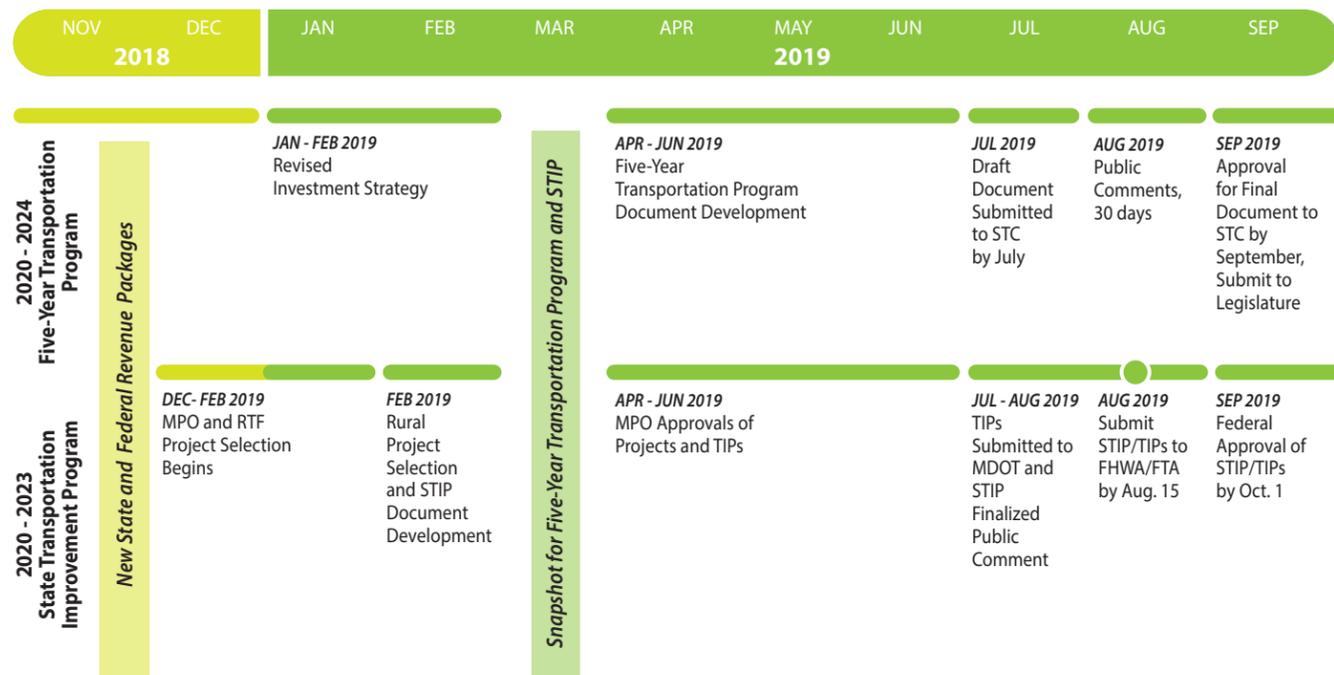
The following table and chart display a variety of public involvement opportunities for the STIP, including information on several in-person meeting opportunities.



Action (Who)	Public Activity (What)	Public Comment Method (Where)	Timeframe (When)	Notification Method (How)	Use of Input (Why)
MDOT	Environmental Consultation: connect to trail and nonmotorized groups, tribes, other governmental agencies, stakeholder groups.	Letters to governmental agencies and other organizations for environmental consultation during plan development.	March – April 2019	Letter to agencies and organizations, stakeholder group outreach.	To engage with other agencies who want to be part of plan development.
MDOT	Connect to MDOT region-level public involvement opportunities.	MDOT region offices provide information on STIP at project-level public meetings held in region area.	May – August 2019	Region public meetings: MDOT sends notification via news release, social media, and e-mail distribution to stakeholder group e-mail subscriptions.	Comments are analyzed and summary included in final STIP document. Project requests are forwarded to appropriate MDOT staff or local agencies as needed.
MDOT	Connect to rural task force (RTF).	MDOT Statewide Planning Section staff provide information, presentation on STIP at RTF meetings as agenda item.	May – August 2019	MDOT sends information via e-mail, requests to be on RTF agenda as presentation/ discussion item.	
MDOT	Connect to MPOs.	MDOT Statewide Planning Section staff provide information, presentation on STIP at MPO meetings as agenda item.	May – August 2019	MDOT sends information via e-mail, requests to be on MPO agenda as presentation/ discussion item	
MDOT	Connect to County Road Association of Michigan (CRA) and Michigan Association of Regions (MAR).	MDOT Statewide Planning Section staff provide information, presentation on STIP at MPO meetings as agenda item.	May – August 2019	MDOT sends information via e-mail, requests to be on agenda as presentation/ discussion item	
MDOT	Connect to Small Urban Program.	MDOT Statewide Planning Section to provide information to agencies via e-mail.	May – August 2019	Via e-mail subscription.	
MDOT	Connect to rural transit agencies.	MDOT Statewide Planning Section to provide information to agencies via e-mail.	May – August 2019	Via MDOT Office of Passenger Transportation e-mail subscription.	
MDOT	Provide draft for 30-day public comment.	www.michigan.gov/stip Written comments submitted via web form, e-mail, or US mail.	May – August 2019	Prior to comment period, MDOT sends notification via news release, social media, and e-mail distribution to stakeholder group subscriptions.	



STIP/Five-Year Transportation Program Timeline



The department will continue to explore opportunities for review and comment to ensure public participation in the STIP and other planning documents.

Federal Regulations for the STIP

The federal regulations related to participation in transportation decision-making can be found in Title 23; Section 450.210. Also linking the transportation planning and National Environmental Protection Act (NEPA) process is 23 U.S.C. 134 and 135; 42 U.S.C. 7410 et seq.; 49 U.S.C. 5303 and 5304; 49 CFR 1.85 and 1.90.

These regulations leave the methods for carrying out participation to the discretion of each state; however, participation processes must provide:

- Early and continuous opportunities for involvement.
- Public meetings at convenient and accessible locations and times.

- Timely information on transportation issues, processes and procedures.
- Reasonable access to technical and policy information.
- Electronically accessible and available public information via the Web.
- Adequate notice of involvement opportunities at key decision points.
- Methods for considering and responding to public input.
- A course of action for seeking out and considering the needs of traditionally underserved groups.
- Periodic review and evaluation of the participation process.

The Federal Highway Administration (FHWA) requires each state highway agency to develop a STIP, which must list all federally funded highway



and transit projects, as well as all regionally significant transportation projects that are not federally funded. The STIP is administered in accordance with the following federal requirements: All surface transportation projects that utilize resources from programs funded under Title 23 United States Code (U.S.C.) and Title 49 U.S.C. Part 53, except the programs identified in 23 CFR 450.216 (g), are included in the STIP. The STIP also includes a metropolitan planning process that is consistent with the requirements of 23 CFR 450.216.

Accommodations for Persons with Disabilities of 1990 (ADA)

The ADA states that “no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity.” Sites for participation activities, as well as the information presented, must be accessible to persons with disabilities. ADA requires specific participation, particularly for developing para-transit plans, such as:

- Outreach by developing contacts, mailing lists, and other means of notification.
- Consultation with disabled individuals.
- The opportunity for public comment.
- Accessible formats.
- Public hearings.
- Summaries of significant issues raised during the public comment period.
- Ongoing efforts to involve persons with disabilities in planning.

Anti-Discrimination

Title VI of the Civil Rights Act of 1964, together with related statutes and regulations, provide that “no person shall on the ground of race, color, and national origin be excluded from participation in, be denied the benefits of, or be subjected to

discrimination under any program or activity receiving Federal funds. The entire institution, whether educational, private or governmental must comply with Title VI and related Federal civil rights laws, not just the program or activity receiving federal funds.”

Executive orders regarding environmental justice and outreach to persons with limited English proficiency are also regulated under Title VI of the Civil Rights Act.

Environmental Justice

Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 1994, states that “each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies and activities on



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minority populations and low-income populations.” Traditionally underserved groups, such as low-income and minority populations, must be identified and given increased opportunity for involvement in order to ensure effective participation.

Americans with Disabilities Act (ADA)

Under Title II of the ADA, MDOT is prohibited from denying qualified individuals with disabilities the opportunity to participate in or benefit from its programs or activities due to inaccessibility of facilities or policies and procedures that have the effect of being discriminatory.

MDOT’s public involvement and hearings officer works with the requestor to see which accommodation is reasonable and best meets their need. MDOT also maintains a list of service providers who offer translation, sign language, audio recording, Braille, and other appropriate services. Every effort is made in study promotional materials to invite accessibility requests. Legal notices, news releases and brochures are excellent vehicles for this. The following is added language used by MDOT for inviting requests:

“Accommodations can be made for persons with disabilities and limited English-speaking ability. Large print materials, auxiliary aids or the services of interpreters, signers, or readers are available upon request. Please call 517-335-4381 to request at least seven days before meeting date.”

Limited English Proficiency

Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, 2000, requires that recipients of federal financial aid must ensure that the programs and activities normally provided in English are accessible to persons with limited English proficiency.

Consultation with Native American Tribal Governments

MDOT considers the concerns of Native American tribal governments that have jurisdiction over land within the state. The department provides meaningful and timely consultation with 12 federally recognized sovereign Native American tribal governments on a regular basis and prior to certain types of department actions. MDOT’s tribal affairs coordinator serves as a point of contact for Native American tribal governments to facilitate communication and problem resolution on transportation-related topics. Coordinating with Native American tribes is an essential part of determining transportation needs and the environmental impacts and mitigation of proposed projects.



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Helpful Links

[MDOT Rural Task Force Program](#)

[Map of Rural Task Force Areas – Links to Michigan Association of Regions website](#)

[MDOT Small Urban Program](#)

[MDOT State Transportation Improvement Program](#)

[MDOT Five-Year Transportation Program](#)

[MDOT Region Map](#)

[Map of Metropolitan Planning Organization \(MPO List\) - Links to Michigan Transportation Planning Association](#)

[State Long-Range Transportation Plan](#)



Providing the highest quality integrated transportation services for economic benefit and improved quality of life.