

COMMUNITY PRIMER

Environmental Justice

Transportation Planning **on**

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COMMUNITY PRIMER

Environmental Justice & Transportation Planning

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Contents

1	Getting Started	1
2	Why Transportation Matters to You	5
3	Leveling the Playing Field—Environmental Justice and Transportation Decision-Making	9
4	Who Does What—Roles of Government Agencies	15
5	Planning Is Fundamental—Decoding the Transportation Planning Process	23
6	Get in the Game—Public Involvement Opportunities	29
7	Money Matters—Transportation Funding 101	35
8	Who You Gonna Call?—Resources, Websites, and Other Useful Information	41
9	Terms, Abbreviations, and Acronyms	57

1

Getting Started

“Never doubt that a small group of thoughtful committed citizens can change the world. Indeed it’s the only thing that ever has.”

Margaret Mead

“Transportation is second only to housing as the largest expenditure that affects every American pocketbook every day.”

From the Margins to the Mainstream: A Guide to Transportation Opportunities in Your Community,
Surface Transportation Policy Partnership, 2006

Everyday we rely on streets, highways, sidewalks and public transportation to get us where we need to go to work, shop, attend school, visit friends, and do all the things we do in our daily lives. Safe, reliable, accessible transportation systems are important to each of us, and to the well-being of our communities.

But good transportation doesn't just *happen*. It takes a lot of work by elected officials, state and local transportation agencies, community groups, and individuals like yourself to see that the roads, pedestrian ways, and public transportation modes are planned, financed, built, and maintained in the best possible manner. By getting involved in planning for transportation projects, you can help ensure that your needs are fairly considered when transportation decisions are made in your community.

The California Department of Transportation (Caltrans) developed this *Community Primer on*



Environmental Justice & Transportation Planning to provide community members with clear and accurate information about how transportation decisions are made at the state and local levels. It is designed to give you the knowledge and tools you need to participate effectively in the planning and project development process for your community.

“Caltrans supports a balanced representation of all stakeholders in the planning process and considers it a good planning practice to seek out and consider the needs of all stakeholders, especially those who are traditionally underserved.”

Office of Community Planning,
California Department of Transportation

Why You Should Care About Transportation Plans

Transportation projects consume a major portion of federal, state, and local budgets but relatively few community members participate in the decision-making process. You should get involved because:

- Your money is being spent on the roads, rails, sidewalks, buses, and trails your community needs;
- Transportation projects and services directly affect the quality of your daily life;
- You have the right, and the responsibility as a citizen, to participate in making decisions about public investments in your community, and to see that your tax dollars are effectively and fairly spent to meet your needs as well as the needs of others in the community;
- You bring community knowledge that will help planners and elected officials make good decisions; and
- You can make a difference.

Environmental Justice

Environmental Justice is a complex-sounding term for a straightforward goal—seeing that the benefits and adverse impacts of transportation investments are shared fairly and equitably among all affected communities. Meeting this goal requires that public agencies reach out to everyone, including low-income communities, minority communities, and other groups that typically have not participated in public decisions.

Agencies should provide opportunities to meet with community members and listen to different views about proposed transportation projects and services. Community members should also be equipped with the tools and resources they need to participate effectively in transportation decisions.

Organization of the Primer



1 Getting Started explains the purpose of this primer and introduces the remaining chapters.



2 Why Transportation Matters to You highlights the many ways transportation affects you, your community, and your environment.



3 Leveling the Playing Field—Environmental Justice and Transportation Decision-Making defines environmental justice and its core principles, summarizes the history and legal basis for environmental justice, and explains the Caltrans commitment to achieving a “level playing field” in its decision-making process.



4 Who Does What—Roles of Government Agencies identifies the many public agencies involved in planning, developing, operating, maintaining, and funding of the state’s transportation system.



5 Planning Is Fundamental—Decoding the Transportation Planning Process explores the different transportation planning documents prepared by public agencies, typical steps in the transportation

planning and decision-making process, and ways community members can participate in this process.



6 Get in the Game—Public Involvement

Opportunities describes the variety of public involvement strategies and activities in the public involvement toolbox, why and when they might be used, and how you can “get in the game.”



7 Money Matters—Transportation

Funding 101 identifies federal, state, and local resources for funding transportation projects, summarizes transportation spending trends in California, and highlights today’s funding issues facing public agencies and your community.



8 Who You Gonna Call?—Resources, Websites, and Other Useful Information

lists public agencies and community, public involvement, and national organizations involved in a wide range of transportation-related issues and activities—who they are, how they can help you, and how you can contact them.

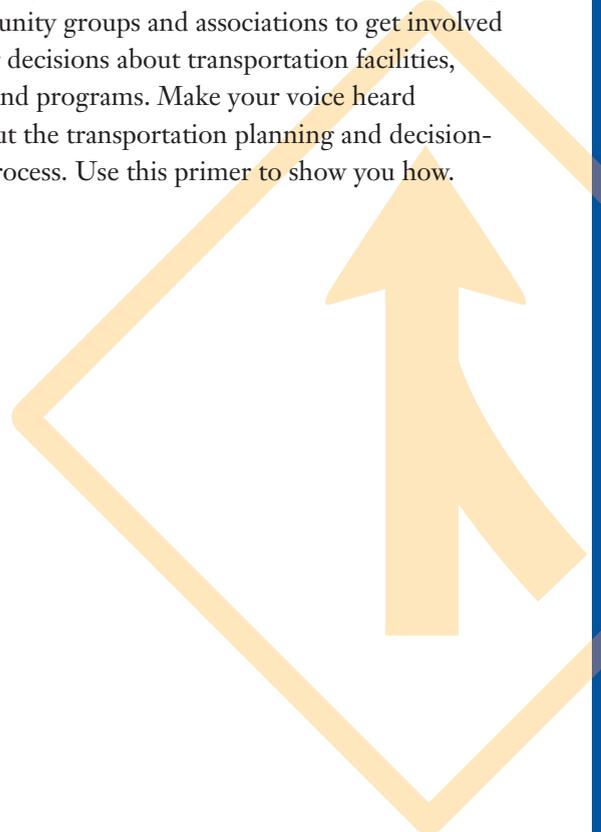


9 Terms, Abbreviations, and Acronyms

defines many of the terms, abbreviations, and acronyms used in transportation planning, environmental analysis, and decision-making.

Conclusion

This primer provides a useful and convenient roadmap for community groups and associations to get involved in making decisions about transportation facilities, services, and programs. Make your voice heard throughout the transportation planning and decision-making process. Use this primer to show you how.



2

Why Transportation Matters to You



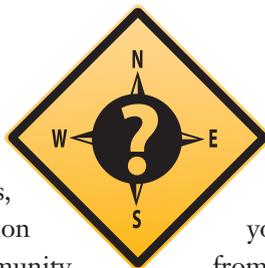
“If you don’t help decide how to spend our nation’s transportation dollars, someone else will.”

From the Margins to the Mainstream: A Guide to Transportation Opportunities in Your Community, 2006

Good transportation options are essential for you and your household to travel to work, school, shopping areas, hospitals, banks, post offices, and other locations. Transportation affects the economic well-being of your community by providing people access to jobs and businesses and by serving the transport needs of local business activities. Transportation also directly affects the air you breathe, the water you drink, the noise you hear, and the quality of life in your neighborhood and community. It affects where you live and work, how you spend your time, and even how much you pay for housing. Transportation projects can unite or divide neighborhoods, and contribute to making communities better places to live. In short, transportation affects nearly every part of your life, for better or worse.

Transportation Directly Affects YOU

Good roadway connections allow you to reach your destinations easily, while poor connections and traffic congestion increase your travel time and costs. Public transit and safe sidewalks and pathways for walking and



bicycling provide options for those who cannot or choose not to drive. Reliable, safe, and efficient transportation affects your personal success by getting you to and from work or school, and giving you access to opportunities you would not otherwise have.

Transportation costs you money. For many people, daily travel requires buying a car and paying the costs to operate, maintain, insure, and park the car. Transit riders pay transit fares and, at some park-and-ride lots, parking fees. Travel also costs you time. Traffic congestion and inadequate transit services waste your time when you are stuck in traffic or when your bus is late.

You know more about your transportation needs and priorities than anyone else. If you don’t make your opinions known and participate in making decisions about transportation improvements, you may find that new transportation projects don’t serve your needs. However, if you understand the rules and get involved in the decision-making process, you can influence the outcome of these decisions.

TIP Identify how well the transportation system serves your needs. As you travel around your community, identify problems that limit your mobility, increase your travel time, or affect you in other ways. Find opportunities to tell your elected officials and agency staff about your specific community's problems and needs.

Transportation Affects Your Community

Transportation projects and services affect the economic vitality of local communities, cities, tribal communities, and regions. Good access to employment, shopping, and businesses is essential for a community to prosper. Congested or poorly maintained streets, highways, and transit services limit mobility, increase travel costs, and inhibit growth. An efficient transportation system serves the wide variety of community activities needed to support economic growth and stability.

Transportation projects can connect neighborhoods and people, or can divide them by creating barriers. Although freeways, rail lines, and major arterials improve regional travel and access for some communities, poorly planned facilities can divide communities by creating real and perceived barriers to community interactions. Relationships among friends, neighbors, and local businesses and access to parks and other community facilities are important components of neighborhood life and community stability. If

transportation projects make life within communities more difficult, they can have a profound effect on social and cultural networks.

Community impacts from transportation projects often are felt most acutely by low-income and minority populations. These groups frequently depend on friends and neighbors to share rides, take care of children and senior family members, and participate in community activities. They may also rely on local businesses more than other communities. Therefore, residents of low-income and minority communities are more vulnerable to disruptions in the neighborhood than residents of other communities.

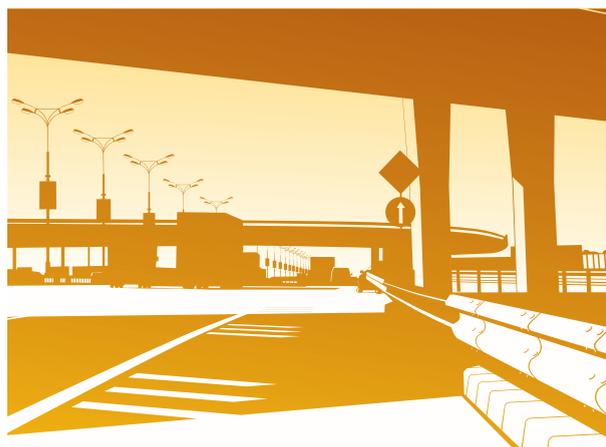
Transportation Affects Your Environment

Transportation affects your environment both in ways that you can see and in ways that you can't. Air pollution is one of the most well-known environmental impacts of transportation. Cars, trucks, and trains release emissions that pollute the air and can make it unhealthy to breathe. Transportation projects affect water quality when pollutants from pavement and rail beds wash into lakes and streams. New roads and rail lines may disrupt wildlife habitats and migration corridors.

Transportation also affects the way your community looks and feels. Elevated roadways and access ramps may block views, reduce sunlight, and create spaces that feel cramped and unpleasant. Sounds from cars, buses, and trains can transform a quiet street into a noisy and uninviting place. In the past, these impacts have often occurred in low-income and minority neighborhoods.

The opinions of residents in these neighborhoods may not have been considered during the planning process.

Transportation projects can also affect cultural resources, including historic buildings and places that have historic or spiritual significance for certain groups. Tribal communities are often particularly interested in protecting cultural resources.



that these resources are shared reasonably and equitably among communities. You have in-depth knowledge about your community and its transportation needs that is critical to making good transportation decisions. By working with Caltrans, other public agencies, and your elected officials, you can help decide on the best use of transportation resources to benefit your community.

Conclusion

Transportation affects your daily life in many ways, from your ability to get where you need to go, to the money you spend for transportation and taxes, to the livability of your neighborhood. It also affects the economic vitality and appearance of your community, the air you breathe, and the water you drink.

California's needs for transportation infrastructure are soaring, and dollars and resources to meet those needs are limited. The goal of environmental justice is to see

3

Leveling the Playing Field

Environmental Justice and Transportation Decision-Making



“Injustice anywhere is a threat to justice everywhere.”

Martin Luther King, Jr.

What Is Environmental Justice?

Environmental justice is the fair distribution of environmental burdens and benefits across communities. Transportation and land development projects often affect different communities in different ways. Projects can hurt some communities while benefiting others. When environmental justice is achieved, the positives and negatives of public projects are shared equally by communities.

environmental justice—the fair treatment of people of all races, cultures, and incomes with respect to the development, adoption, implementation and enforcement of environmental laws and policies (California Senate Bill 115 – Chapter 690, Statutes of 1999)

In the past, low-income and minority communities bore many of the negative impacts of transportation projects. As a result, efforts to promote environmental justice in transportation focus on these communities.



One of the best ways that such communities can protect their environmental rights is to actively participate in transportation decision-making process.

Core Principles of Environmental Justice

To achieve environmental justice, the transportation decision-making process must:

- Invite the full and fair participation of all potentially affected communities;
- Minimize unfair negative impacts caused by transportation projects; and
- Fairly distribute the benefits of transportation projects and policy decisions.

Participation

People should have the opportunity to participate in decisions that may affect their environment or health. For the full participation of all communities, decision-makers must actively try to involve the people affected by their decisions. The public's contribution

must have a real influence on the decisions of government agencies.

Thus, to achieve true environmental justice, it is not enough that decision makers simply be open to input from communities. Decision makers must actively engage communities to obtain their input.

Impacts and Benefits

Transportation projects can have both positive and negative impacts on communities, including environmental, safety, and economic. Environmental impacts can negatively affect the health of nearby residents. Passing vehicles release pollutants into the air that residents breathe. Vehicles also drop pollutants on roads which can then wash into lakes and streams. Noise is another type of environmental impact.

Safety is a concern on all roads and rail lines. Roads that are designed only for cars can be dangerous to cross on foot or bicycle. Improvements to sidewalks, crosswalks, and bicycle lanes can improve the safety of community members.

Transportation projects often have economic impacts too. For example, improvements to public transit service can provide residents with greater access to jobs, schools, health care facilities, and shopping. Improved access may in turn increase property prices. At the same time, communities through which transportation facilities are built may suffer from construction disruptions and loss of homes and businesses. Transportation projects can also be visually unattractive. These impacts can hurt the social and economic fabric of neighborhoods. Environmental justice requires the fair

distribution of all such positive and negative impacts among communities.

History of Environmental Justice

“The environmental justice movement was started by individuals, primarily people of color, who sought to address the inequity of environmental protection in their communities. Grounded in the struggles of the 1960’s Civil Rights Movement, this movement sounded the alarm about the public health dangers for their families, their communities and themselves.”

Environmental Justice, Basic Information,
U.S. Environmental Protection Agency
www.epa.gov/compliance/basics/ejbackground.html

The environmental justice movement originally began in the 1980s as a grassroots response to the disposal of toxic wastes and locating of polluting industries. Research studies found that predominately poor and African-American communities were being targeted for placement of disposal sites and undesirable and noxious facilities were routinely receiving permits from regulatory agencies to locate their plants in communities with a large proportion of people of color and low-income populations. The term, “environmental racism,” was first coined and defined by Dr. Benjamin Chavis of the United Church of Christ Commission for Racial Justice

in 1987, and environmental justice was the name given to the drive to reverse environmental racism.

Environmental justice soon served to represent a number of social equity concerns. Presidential Executive Order 12898 of 1994 (“Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations”) was not a new law but an attempt to address environmental justice within existing federal laws, specifically the Civil Rights Act of 1964, which prohibits discriminatory practices in programs receiving federal funds, and the National Environmental Policy Act of 1969, which requires federal agencies to analyze the effects of proposed actions that significantly affect the quality of the human and natural environment. As understanding of environmental justice concerns grew, community

activists expressed that minority and low-income neighborhoods had for decades largely borne the brunt of the negative impacts of new freeways and received far fewer benefits from them. Many of these highways passed through minority and low-income neighborhoods. While higher income areas benefited from greater mobility, low-income neighborhoods suffered from increased air pollution and traffic noise and loss of local businesses and residential properties, and experienced the disruption of local travel patterns. In addition to these national initiatives, beginning in 2000, California passed its own legislation that required the State’s General Plan Guidelines to address environmental justice and also mandated that the California Environmental Protection Agency develop an environmental justice mission statement for its departments, boards, and commissions.

Timeline: Federal Action on Social, Environmental, and Transportation Concerns

1964	Title VI of the Civil Rights Act prohibits recipients of federal financial assistance from discriminating based on race, color, or national origin.
1969	The National Environmental Protection Act (NEPA) requires federal agencies to analyze the environmental impacts of their actions. Agencies must account for their impacts on minority and low-income populations and must consult the public throughout their analyses.
1970	The Federal Highway Act of 1970 requires that adverse economic, social, and environmental impacts of federally supported highway projects be fully considered during project development and that final project decisions serve the best overall interests of the public. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 requires fair and equitable treatment of persons displaced from their homes or businesses as a direct result of programs or projects undertaken by a federal agency or with federal financial assistance.
1973	The Rehabilitation Act of 1973 prohibits discrimination on the basis of disability in programs conducted by federal agencies, in programs receiving federal financial assistance, in federal employment, and in the employment practices of federal contractors. The 1973 Federal-Aid Highway Act prohibits discrimination on the basis of gender.
1975	The Age Discrimination Act of 1975 prohibits age discrimination in programs receiving federal financial assistance.

Timeline: Federal Action on Social, Environmental, and Transportation Concerns

1987	The Civil Rights Restoration Act of 1987 prohibits discrimination based on race, color, gender, national origin, age, or disability throughout an entire agency if any part of the agency receives federal financial assistance.
1990	The Americans with Disabilities Act of 1990 (ADA) extends the anti-discrimination protection of the 1964 Civil Rights Act to persons with disabilities.
1992	The Office of Environmental Equity is established within the U.S. Environmental Protection Agency. (The Office was later renamed the Office of Environmental Justice.)
1994	President Clinton signs Executive Order 12898, which requires that federal agencies identify and avoid as much as possible the health and environmental impacts of their actions on minority and low-income populations.
1997	The U.S. Department of Transportation's Order on Environmental Justice describes how the Department should address environmental justice concerns.
1998	The Federal Highway Administration (FHWA)'s Order on Environmental Justice further specifies how highway projects should incorporate environmental justice.
2000	President Clinton signs Executive Order 13166, which requires federal agencies to develop systems by which people with a limited ability to speak English can access the services of those agencies

Environmental Justice at Caltrans

Caltrans strives for environmental justice in all of its activities. The agency has its own policies regarding environmental justice. Director's Policy 21 requires that environmental justice be considered in all Caltrans programs, policies, and activities. Deputy Directive 63 defines the specific responsibilities for Deputy Directors, Division Chiefs, and Deputy District Directors in promoting environmental justice. Caltrans has provided funding for environmental justice demonstration projects, conducted workshops to discuss environmental justice, and provided guidance to local and regional agencies and organizations on incorporating environmental justice into their plans and documents.

Our mission is to provide leadership and guidance to ensure nondiscrimination in Caltrans' transportation programs, activities and services, and to promote and engage the participation of all people, regardless of race, color, national origin, sex, age, disability and socioeconomic status.

Caltrans' Title VI Mission

Two environmental laws are particularly important to Caltrans' responsibility for environmental justice in transportation decision making. The National Environmental Policy Act (NEPA) of 1969 requires that transportation agencies analyze the environmental

impacts of their actions. Agencies must account for their impacts on minority and low-income populations and must consult the public throughout their analyses. Similarly, the California Environmental Quality Act (CEQA) of 1970 requires California government agencies to identify the significant environmental impacts of their actions. CEQA also requires agencies to avoid or mitigate those impacts if possible.

To comply with CEQA and NEPA, Caltrans conducts analyses of the impacts of a transportation plan or project. These analyses are an important point for the identification of environmental impacts. They are also an important point for affected communities to provide input to the process. CEQA and NEPA require Caltrans to consult with communities, including tribal governments, affected by transportation projects.

To achieve environmental justice, Caltrans needs the help of local communities. The department encourages community members to participate fully in decisions about the transportation system. Visit the Caltrans website to keep aware of transportation developments that may be of interest to you and your neighbors.

TIP Visit the CEQA web site (<http://ceres.ca.gov/ceqa>) to familiarize yourself with current CEQA requirements, including those that refer specifically to environmental justice and requirements for community access and participation in the planning, environmental review, and implementation of transportation projects.



4

Who Does What Roles of Government Agencies



“Great discoveries and improvements invariably involve the cooperation of many minds.”

Alexander Graham Bell

Government involvement in building and operating California’s transportation system stretches back to the 1880s when California became one of the first states to commission a Bureau of Highways. Its commission first met in 1895. Within 18 months, it recommended a 14,000-mile road network that became the basis for today’s state highway system. In 1940, the freeway era began with the completion of the Arroyo Seco Freeway, and continued through the 1950s and 1960s under the federal interstate highway system. Since the establishment of the original Commission, transportation decision making has become more complicated and involves many more agencies and officials.

Many agencies and private transportation providers are involved in the transportation system that serves your community. Working together, they plan, design, build, operate, and maintain the complex system of streets and highways, sidewalks and bicycle paths, and bus and other public transit services that allow you to travel around your community. This chapter summarizes the roles and responsibilities of the key governmental



agencies you need to know in order to be effective in helping make decisions about your community’s transportation future.

There are four levels of government that make decisions on transportation issues in California: the federal government, the State of California, regional transportation planning agencies, and local governments (counties and cities). The federal government—which collects and distributes the largest amount of transportation-related tax dollars—establishes the basic rules and regulations. States and local agencies must follow these rules to plan, fund, build, and operate your community’s transportation system. The primary role of the federal government is to ensure consistency in the design and operation of transportation systems across the country, as well as to ensure fair and equitable treatment of all of the nation’s citizens in the transportation decision-making process.

The California Transportation Commission (CTC) is responsible for distributing federal and state funds for the construction of highway, passenger rail, and transit improvements throughout California. The Commission,

Federal Government

Collects and distributes federal motor vehicle fuel taxes via Federal-Aid Programs

Sets standards for consistent design and operation of major roads and transit modes

Provides guidance and oversight to ensure that transportation solutions meet the needs of the public, including minority and low-income groups

Key agencies: Federal Highway Administration, Federal Transit Administration, U.S. Environmental Protection Agency

State of California

Collects and distributes state motor vehicle fuel tax, sales taxes, vehicle registration fees

Administers federal-aid funding programs for state, regional, and local projects

Plans, funds, designs, builds, and maintains projects and services across all modes of transportation

Key agencies: California Resources Agency, California Transportation Commission, Caltrans, Department of Motor Vehicles

Regional Transportation Planning Agencies

Prepare Regional Blueprint Plans for development

Prepare and adopt Regional Transportation Plans

Provide forums for regional decision making

Coordinate funding for public transit agencies

Examples: 18 Metropolitan Planning Organizations, 26 Regional Transportation Planning Agencies

Local Governments

Adopt general plan for local development

Plan, build, and maintain local streets and roads, sidewalks, and bikeways

Examples: County Public Works Department, City Traffic Engineer's Office, Local Government Planning and Zoning Department

which meets monthly, considers and approves actions ranging from the *California Transportation Plan* and statewide transportation policies, to transportation project lists and budgets for nearly all state and federally funded transportation improvement projects in the state. The California Department of Transportation (Caltrans) implements the policies and programs adopted by the Commission. Caltrans provides funding; technical assistance; and oversight of state, regional, and local projects. Caltrans manages more than 45,000 miles of highway and freeway lanes; manages and coordinates inter-city rail passenger service; issues permits for more than 400 public-use airports and special-use hospital heliports; and works with local agencies to improve city and county roads, streets, sidewalks, and pedestrian/bicycle trails. Many regional agencies were established in the mid-1960s in response to federal requirements related to transportation planning and the distribution of federal funds. Cities and counties have joined together through these regional organizations

to develop transportation plans, and to coordinate transportation investments for an efficient network of roads, freeways, buses, trains, and trails to get people and goods where they need to go as easily and cheaply as possible. Currently, there are 18 federally designated Metropolitan Planning Organizations (MPOs) and 26 state statutorily created Regional Transportation Planning Agencies (RTPAs) that prepare Regional Transportation Plans in California.

Cities and counties use federal and state funding programs, as well as a variety of locally approved tax monies, to plan, design, build, and operate the local transportation system. In growing areas, many transportation improvements are funded and built by land developers in accordance with local requirements.

Tribal governments also play a role in shaping the transportation system. Tribes are distinct from other types of communities because they are sovereign governments. Federal transportation laws specifically

require that the state and MPOs consult with tribes when developing transportation planning and programming documents. Tribal governments also contribute their own funds to California’s transportation system. Tribes should participate in making decisions about transportation plans and projects.

The table below identifies the major players involved in making transportation decisions in California and briefly summarizes their roles.

Major Transportation Players

The Players	Their Roles and What They Control
National	
Congress	Passes national transportation, environmental, and civil rights laws Approves federal funding levels for transportation programs Enacts annual transportation appropriations Maintains oversight for implementation of transportation programs
Federal Highway Administration (FHWA) Federal Transit Administration (FTA)	Establish rules, regulations, and guidelines to carry out federal laws and manage transportation programs Provide assistance for planning, best-management practices, and other technical activities Approve state and regional transportation plans Approve the environmental impact review process for most federally funded transportation projects (issue Records of Decision) Support transportation-related research
U.S. Environmental Protection Agency (EPA) U.S. Army Corps of Engineers (Corps) U.S. Fish and Wildlife Service U.S. Department of the Interior Federal Land Management Agencies	Participate in transportation planning, project review, and project implementation Protect public health, the environment, historic resources, parks, and other resources potentially affected by transportation projects and/or services Issue permits for specific activities and oversee project implementation to ensure permit requirements are met

Major Transportation Players

The Players	Their Roles and What They Control
State	
California State Governor	<p>Appoints the Director of the Department of Transportation (Caltrans) and members of the State Transportation Commission</p> <p>Submits legislation for consideration</p> <p>Approves or vetoes legislation</p> <p>Initiates the state budget process, including expenditures for transportation</p> <p>Governor (or the governor's designated representative) approves the California Transportation Plan</p>
California State Legislature	<p>Proposes changes, repeals, or adds to existing state transportation laws and annual transportation appropriations</p> <p>Proposes and approves overall transportation and environmental laws and policies for California</p> <p>Approves funding levels for state programs, including transportation, and sets funding priorities</p> <p>Appropriates funds through the annual budget cycle</p> <p>Has authority to designate transportation projects statutorily</p> <p>Maintains oversight for implementing and enacting approved laws</p>
California Transportation Commission (CTC) Appointed by the Governor, nine members	<p>Includes nine members, appointed by the governor</p> <p>Reviews and adopts the Regional Transportation Planning Guidelines and the State Transportation Improvement Program (STIP)</p> <p>Approves projects nominated by Caltrans and regional agencies for funding</p> <p>Recommends policy and funding priorities to the legislature</p> <p>Oversees the delivery of projects</p>

Major Transportation Players

The Players	Their Roles and What They Control
State	
California Department of Transportation (Caltrans)	<p>Plans, designs, builds, and maintains the State Highway System</p> <p>Owns and operates the State Highway System (45,000 miles of highway/freeway lanes)</p> <p>Develops statewide long-range transportation plan, and State Transportation Improvement Program (STIP)</p> <p>Nominates interregional capital improvement projects on the State Highway System</p> <p>Manages the intercity rail operation</p>
California Air Resources Board (CARB)	<p>Develops regional emissions budgets for each metropolitan area where air quality exceeds the national standards established to protect public health</p> <p>Determines emissions budgets for mobile sources of pollution that must be reflected in the Regional Transportation Plan adopted by each Metropolitan Planning Organization (MPO), and Regional Transportation Planning Agency (RTPA)</p>
Regional	
18 federally designated Metropolitan Planning Organizations (MPOs)	<p>Prepare Regional Transportation Plans (RTPs) every four to five years, in accordance with federal statutes</p> <p>Prepare five-year Regional Transportation Improvement Programs (RTIPs) Plan, coordinate, and administer funds for regional transportation systems</p> <p>Usually do not control land use or operate transportation facilities or services</p> <p>Typically governed by a board composed of local elected officials, local, and state transportation agency representatives, and state representatives</p>
26 state-designated Regional Transportation Planning Agencies (RTPAs)	<p>Play similar role as Metropolitan Planning Organizations (MPO)</p> <p>Prepare Regional Transportation Plans every five years, in accordance with state statutes</p>

Major Transportation Players

The Players	Their Roles and What They Control
Regional	
Regional/Local Transit Agencies	<p>Plan and operate public transit services, including para-transit and other special transportation programs</p> <p>Must coordinate with Metropolitan Planning Organizations (MPOs) in development of Regional Transportation Plan and Regional Transportation Improvement Program</p> <p>Larger transit systems receive funds directly from the Federal Transit Administration</p>
Local	
Local Departments of Transportation or Public Works	<p>Build, manage, operate, and maintain local roads, bridges, and the portion of federal-aid highways within their jurisdictions</p> <p>Prepare and/or participate in preparation of local transportation plans (an element of the local general plan)</p> <p>Repair potholes, install signals and stop signs on local roadways</p> <p>Participate in Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Agency (RTPA)</p>
Tribal Governments	
Tribal Governments	<p>Are sovereign nations</p> <p>Must be consulted regarding any environmental, social, or economic impact to their respective reservation/rancheria</p> <p>Both federally and non-federally recognized tribes must be consulted for the identification and protection of cultural resources</p>

TIP **Learn Which Agencies Represent Your Area.** Use the maps included in Chapter 8 to identify the state and regional agencies responsible for making transportation decisions for your area.

TIP **Identify Your Elected Representatives** Chapter 8 includes the web site for the League of Women Voters, where you can find out who represents your area, including federal, state, and local legislators. Contact these representatives and ask about their positions on transportation projects and programs. Let them know your opinions.

TIP Visit the Federal Highway Administration web site at www.mcb.fhwa.dot.gov/briefingbook.html for a description of the metropolitan transportation planning process, a description of agency responsibilities, typical political challenges, a glossary of terms and acronyms, and an explanation of funding sources for transportation projects. The general Federal Highway Administration site (www.fhwa.dot.gov) includes information about federal transportation agencies, along with extensive information about transportation.

Conclusion

The agencies listed in this chapter play a major role in how easily you, your children, and your grandchildren can travel today and in the future. Major transportation projects take from 10 to 25 years to go from an idea to opening day. California agencies and elected officials provide many opportunities for you to make your voice heard and your opinions known in making decisions about the transportation system. Whether you would like to see a new roadway built (or not), better bus service for your neighborhood, or just wish someone would repaint the crosswalk at the corner, you need to know whom to contact. (See Chapter 8 for contact information). You can have a voice in how transportation dollars are spent by the different agencies and levels of government in California.



5

Planning Is Fundamental

Decoding the Transportation Planning Process



“When planning for a year, plant corn. When planning for a decade, plant trees. When planning for life, train and educate people.”

Guan Zhong (725 B.C.E.-649 B.C.E.)

We owe much of the transportation system in California to the transportation planning process. Transportation planning is the way we decide how to shape our transportation system, what the problems are, and how to fix them. Transportation planning helps us answer the big questions about where and how we travel, where we will build and improve roads and rail lines, and how we will pay for them. Once transportation plans are complete, the project development process refines the details of individual projects.

Transportation planning in California is a long process that involves many different organizations, documents, and procedures. There is no simple way to describe the whole process. Planning is as complex as the transportation system itself. Still, there are some basic rules and procedures that govern the process. When you know how transportation planning works, you'll know how to get involved in planning in your area.



How Does It Work?

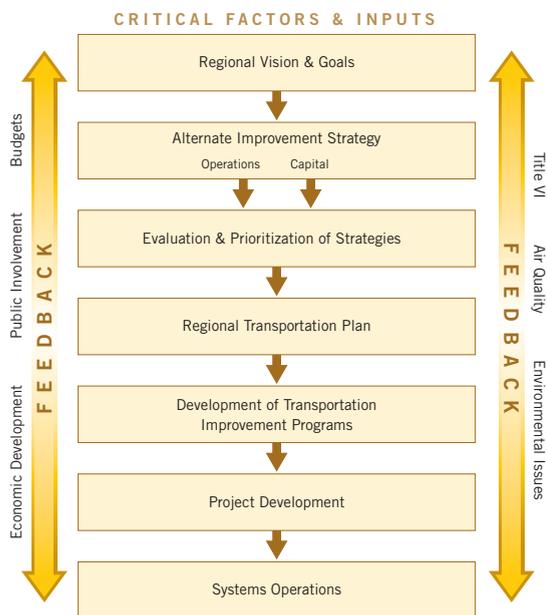
Transportation planning takes place at several geographical levels, including the state, regions, and cities and counties.

Government agencies at each level contribute to transportation plans. Federal and state laws require that Caltrans, Metropolitan Planning Organizations (MPOs), and Regional Transportation Planning Agencies (RTPAs) regularly produce transportation plans.

Plans at each geographical scale are intended to be consistent with plans at both bigger and smaller scales. Transportation plans range from a nationwide map designating high-priority transportation corridors and national policies, to a regional plan for bus networks, to a city plan for sidewalk improvements. While some transportation plans in California are more detailed than others, all of them fulfill the same basic function of directing investment in the system over a period of multiple years.

In California, regional agencies (MPOs and RTPAs) play the most important role in transportation planning. MPOs and RTPAs produce Regional Transportation Plans (RTPs) every four to five years. The RTP establishes a direction for the regional transportation system over a period of 20 years or more. It says which projects the region will pursue over that time frame.

Many regional agencies use similar processes to decide the priorities of their transportation systems, consider investment options, and select projects for their RTPs. The process provides several points for community input. The chart below shows some of the basic steps in developing an RTP, as well as subsequent steps in transportation decision making.



We can think of regional transportation planning as a five-step process.

- **Step 1—Decide on Regional Vision and Goals**

The vision and goals are statements of what the transportation system should look like, how it should function, what its priorities should be, and what benefits it should provide. Typical goals include improving the mobility of citizens, keeping the system in good working condition, and preserving the environment.

- **Step 2—Assess System Needs**

MPOs and RTPAs determine how the system needs to improve to achieve the vision. This step involves some analysis of existing conditions and likely future conditions. Often regional agencies find that they need to tackle increasing congestion and reducing air pollution.

- **Step 3—Develop and Evaluate Strategies**

Agencies consider different investment strategies for improving the system and achieving the vision. There are usually several possible approaches. For example, one strategy might include more investment in buses while another might include building more lanes on highways. Yet another strategy could include more investment in local roads, including bike paths and sidewalks. Agencies use computerized models of the transportation system to try to forecast which investment strategy has the best chance of succeeding.

- **Step 4—Produce Draft RTP**

As agencies near the selection of the best strategy, they prepare a draft plan document. They share this document with other agencies and with the public. MPOs and RTPAs may then refine their strategies one or more times based on the input they receive.

- **Step 5—Final RTP**

Agencies prepare a final plan that documents the selected investment strategy and transportation projects for the region over a period of twenty years or more.

When an RTP is adopted by a regional agency, it becomes the blueprint for transportation investment over the long term. To enact this blueprint, MPOs and RTPAs must secure funding for their projects in the short term. To do that, agencies prepare programming documents based on their RTPs. Programming documents are lists of projects that specify how much funding a project will get over a period of time.

In California, MPOs and RTPAs prepare Regional Transportation Improvement Programs (RTIPs) every two years. These programming documents list projects to be funded over a four-year period. RTIPs from around the state are combined into the State Transportation Improvement Program (STIP). The STIP must be approved by the California Transportation Commission in order to take effect.

How Does Planning Involve You?

Transportation planning provides many opportunities for community involvement. Depending on the particular plan and the agency responsible for it, there may be opportunities for you to participate in decision-making from the beginning to the end of the planning process. At the beginning of transportation planning, you can help establish a vision that is consistent with your community's goals and priorities. When your MPO or RTPA develops and selects strategies for the RTP, you can insist that strategies serve your community's needs. In transportation planning, you may also be able to suggest specific projects that would help your community. If you get involved during the planning process, when the bigger questions are addressed, you can have a bigger impact on the transportation system.

Several federal laws and regulations govern regional and statewide transportation planning processes and your right to participate in them. You should be aware of the following requirements:

- Transportation planning and decision-making must include public participation. Agencies must make a sincere effort to include all members of the affected community throughout the process.
- Plans must evaluate several investment alternatives in terms of costs and benefits and their ability to accomplish stated goals.
- Plans and programming documents must be clearly related. There must be a clear link between the strategic direction of the RTP and the projects included in the RTIP.

- Plans must explicitly consider the impact of transportation system expansions on air quality.
- Plans should account for bicyclists, pedestrians, and transit, not just automobile-based transportation.
- Plans must promote economic vitality, safety, security, accessibility and mobility, environmental quality and energy conservation, multi-modal integration, efficient system management, and preservation of the system.

TIP **Review Transportation Planning and Programming Documents.** Identify the agencies responsible for developing plans for your area and request information about the transportation plans and programs. Some of this information may be available through the Internet, in public libraries, and from government agencies. When reviewing these plans, identify how the recommendations will affect your community needs and priorities and your transportation costs. Chapter 8 includes information about these agencies and how to contact them.

To get involved in transportation planning, contact your MPO or RTPA to find out when they are updating their plans and how the public and community groups can contribute. See Chapter 8 for details of how to contact your regional planning agency.

Project Development

After agencies make the big decisions about which projects to pursue, there are still a lot of other details to be decided. What will facilities look like? How will they be built, modified, or maintained? How will we handle any negative impacts on the environment? We answer these questions through the project development process. In project development, transportation agencies develop engineering designs. They also evaluate environmental and community impacts. Although changing the direction of a project is more difficult once it reaches the project development stage, there are still opportunities for community involvement to shape the project.

Community input is particularly important during the environmental review phase when agencies evaluate projects for potential impacts. Transportation agencies need community members to help ensure that impacts on the environment and affected communities are accounted for. Depending on the results of the evaluation, agencies may make changes to the project.

In California, environmental review is primarily governed by two laws, National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA). All transportation projects in California must comply with CEQA, and many must also comply with NEPA. CEQA and NEPA have their own requirements for community involvement.

Conclusion

Transportation planning is how we make some of the most important decisions about our transportation system in California. Planning is a long process that stretches over many years, but it affects your everyday life in terms of how you travel, how long it takes you to get where you need to go, and how much transportation costs you.

Community members should become involved in developing transportation plans from the initial steps of developing a vision and goals through the final selection of projects. Even after the planning stage, the public should still be involved in making decisions about project development.

Caltrans is committed to involving the public in its transportation planning and decision-making process. It is up to you to take advantage of these opportunities and help make decisions about transportation facilities and services for your community. Chapter 6 includes more specific information about how you can participate in this process.

6

Get in the Game

Public Involvement Opportunities



“Ten people who speak make more noise than ten thousand who are silent.”

Napoleon Bonaparte



Transportation planning agencies involve community members in planning and decision making at different times in the process and in many different ways. This chapter identifies public involvement activities and strategies you can use to: 1) become informed about what is going on in your community; 2) work with agencies to make decisions about what kinds of transportation improvements you want; and 3) have an impact on transportation projects affecting you and your community. By participating in the transportation planning and decision-making process, you can affect decisions about the transportation system serving your community.

Public Involvement

Public involvement is required during the transportation planning and decision-making process, and in preparing and reviewing environmental impact documents. You have the right and the responsibility to participate in these activities. There are many ways you can become involved. Making a difference does not have to take a lot of time or expertise.

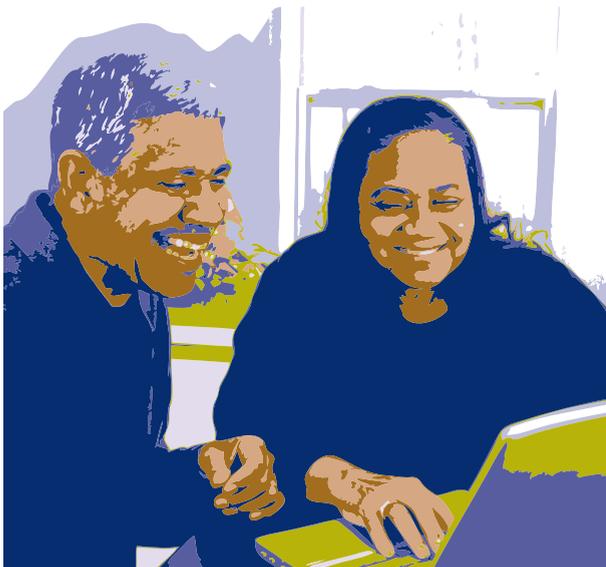
Key ways to have an impact on transportation decisions include:

- Becoming informed about the transportation planning process and what is happening in your community;
- Providing information to agency officials and elected officials who will ultimately make decisions;
- Actively participating in public involvement activities offered by agencies;
- Collaborating with organizations and groups that share your interests and concerns in the planning and decision-making process; and
- Being proactive in getting agencies to provide information and opportunities so that you can participate effectively.

Details about specific activities and strategies follow. Additional resources are included in Chapter 8 of this primer.

Become Informed

- Contact local, regional and state agencies to find out about their transportation plans. Chapter 8 includes contact information for regional and state agencies and organizations involved in transportation planning and decision making. In addition to regional and state agencies, contact your city or county to find out more about current transportation plans and projects.
- Monitor newspaper articles, television, and radio programs and advertisements to find out about transportation plans and projects, public meetings, and other community activities you may want to attend. Op-ed pages, blogs, and reader comments sections provide a wide range of individual opinions and analyses regarding transportation issues.



- Get on the mailing list for specific transportation projects to receive notices, newsletters, and other project information.
- View and become familiar with the contents of websites for all levels of government, specialized agencies, and organizations involved in transportation, such as those listed in Chapter 8.
- Bookmark transportation project websites in your internet browser to stay up to date about what's happening with individual projects.
- Talk with your neighbors and friends to find out what they know about planning projects that affect your community or your transportation.
- Stop by your local library and ask for information about transportation planning and projects in your community. Libraries carry a wide range of current documents such as agendas, general plans, environmental impact reports, public notices, and public review documents. Certain libraries are also official repositories for federal documents. Reference librarians are an excellent resource, and they are usually eager to provide assistance.
- Read about the Caltrans approach to public participation and engagement at www.dot.ca.gov/hq/tpp/offices/ocp/pp.html.

Get Involved in Transportation Planning and Project Development

- Attend public meetings to find out what is being proposed, discuss issues with project staff and elected officials, and provide input to staff and officials.
- Send letters and comments to agency staff and elected officials by mail or e-mail, or through project web sites.
- Contact staff at your city, your regional metropolitan planning organization (MPO) or regional transportation planning agency (RTPA), or your Caltrans district office (listed in Chapter 8) to find out how you can become directly involved in making decisions about transportation plans and improvements.
- Participate in polls and surveys conducted by phone or mail or at community meetings and events.
- Participate in focus groups related to transportation, community development, public transportation, and related community issues.
- Pay attention to deadlines for public comments to make sure your input is received on time.
- Participate in community workshops about transportation plans and projects.
- Become a member of Citizen Advisory Committees established for transportation plans and projects. Or, make plans to attend their meetings.
- Work with your neighbors to discuss transportation problems and decide what kinds of improvements you want for your community.

Collaborate with Other Community Groups That Have Common Interests

- Check out the list in Chapter 8 to find out how to contact other agencies and organizations involved in transportation, environmental issues, transportation financing, voting, and related activities. Many national organizations have state and local chapters.
- Contact agencies you think may share your interests or concerns about transportation, such as The Sierra Club or the National Trust for Historic Preservation, America Bikes or the League of American Bicyclists, America Walks or the National Center for Bicycling and Walking, the Association for Commuter Transportation or the American Public Transportation Association, or other agencies included in Chapter 8.
- Contact public involvement organizations to find out more about effectively participating in the transportation decision-making process.

Be Proactive

- Apply for a state grant to support public involvement and environmental justice in transportation decision-making (<http://www.dot.ca.gov/hq/tpp/grants.html>). Caltrans offers grants to historically underserved communities (up to \$250,000) including cities, counties, transit agencies, private and non-profit organizations, community-based organizations, and tribal governments.

- Organize your neighbors, fellow commuters, and other interested people to participate in community involvement activities conducted by agencies.



- Request that public information be translated into languages used by community members so they can understand the issues.
- Help distribute and share information about transportation issues and plans with your community.
- Request meetings with agency staff and elected officials to discuss transportation issues and plans.
- Request that public agencies conduct meetings, workshops, and other project activities at times and locations that are convenient for you and your neighbors.
- Contact organizations that can provide specialized information about public involvement strategies and actions, such as the International Association of Public Participation (<http://iap2.org>), the American

Planning Association (www.planning.org), or the Transportation Research Board (TRB) Committee on Public Involvement in Transportation (www.trbpi.com).

- Request that agency and project staff present information about transportation plans and projects at meetings of your community and neighborhood associations, meetings of local Chambers of Commerce, PTAs (www.pta.org), Rotary, La Raza (www.nclr.org), Urban League (www.nul.org), CORE (www.core-online.org), APA (Asian Pacific American) for Progress (<http://apaforprogress.org>), and other community and service organizations.
- Apply for a federal grant from the Environmental Protection Agency's Environmental Justice Collaborative Problem-Solving Cooperative Agreement Program (www.epa.gov/compliance/environmentaljustice/grants/ej-cps-grants.html) to support public involvement activities in your community.

Conclusion

There are many ways you can participate in the transportation planning and decision-making process. Some activities require very little time, while others require more time and commitment. You can be involved and effective regardless of how much time you can devote to the process. While you should take advantage of the public involvement opportunities provided by agencies, you should also be proactive and request agencies to provide opportunities and information that meet your needs. There is a broad network of national and local

organizations involved in transportation planning and community development. You can be more effective when you share your information and resources with them, and when you draw upon their resources. So “get in the game,” and help decide how to improve your transportation system, and how tax dollars and other resources should be spent.

7

Money Matters Transportation Funding 101



“Show me the money.”

Cuba Gooding, Jr., *Jerry Maguire* (film—Distributed by TriStar Pictures, 1996)

Without transportation funding, the decisions that government agencies and communities make about the transportation system could never become reality. Transportation agencies need money to build, maintain, and operate highways, local roads, and bus and train systems. California alone invests billions of dollars annually in transportation. A complex system works to collect and spend this money.

The life story of each dollar spent on transportation is a long one. The federal government, state governments, and local governments all have their own sources of transportation funds. Money from each source goes to a variety of accounts and funding programs. Each account and program has its own restrictions on how and where that money can be spent. Transportation decision makers must navigate the requirements for each account, and frequently combine funding from different accounts, to raise sufficient funds for each project.



While you may not need to know where every transportation dollar comes from and goes to, understanding transportation funding is an important part of understanding transportation decision making. When communities are aware of what funding is available and how it is being used, they are better able to help make decisions about spending. California has a limited amount of money to spend on transportation projects, but communities can make sure that they receive their fair share by getting involved in the decision-making process.

Major Funding Sources

You and your fellow citizens provide most of the money that pays for transportation projects in California. Money from gas taxes, sales taxes, and bridge tolls flows into various federal, state, and local funding pots. Decision makers then allocate these funds to road, rail, and transit projects. When you get involved in decision making, you are helping determine how your own money will be spent.

Federal

Federal funds come primarily from fuel taxes. The federal government collects taxes of 18.4 cents per gallon on gasoline and 24.4 cents per gallon on diesel fuel. This money goes to the Highway Trust Fund.

State

California collects an additional 18 cents per gallon on both gasoline and diesel fuel. The state also raises transportation money from truck weight fees, state sales taxes, and bonds. For example, bonds authorized in 2006 by Proposition 1B will raise \$19.9 billion for projects to relieve congestion, facilitate goods movement, improve air quality, and make the transportation system safer and more secure. This money will be spent over multiple years.

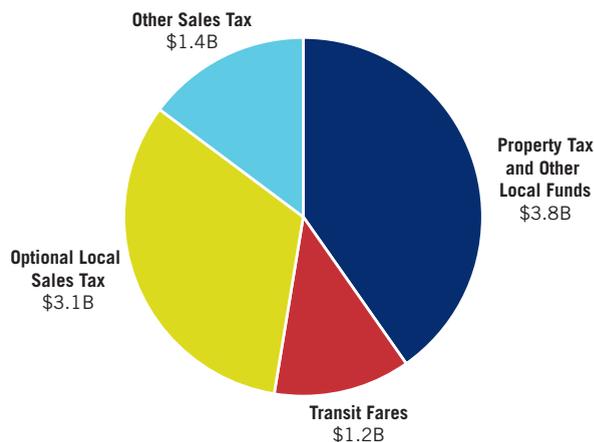
Local

Nearly one-third of the local transportation funds in California come from optional local sales tax measures. With the approval of voters, counties and transit authorities can impose sales taxes of up to one percent for transportation. Nineteen counties in California, including most of the state's major urban areas, have local sales taxes. Usually counties must provide voters with a list of projects that shows exactly how funds will be used.

Local areas also receive some funds from a statewide sales tax. In addition to local areas receiving statewide sales tax funds, they receive funding from other sources. For instance, bridge tolls generate local transportation funds too. Transit agencies raise funds locally through

transit fares. In addition, cities and counties can allocate funds to transportation from other sources, including property taxes and developer fees.

Sources of Local Transportation Funds in California, 2005-06

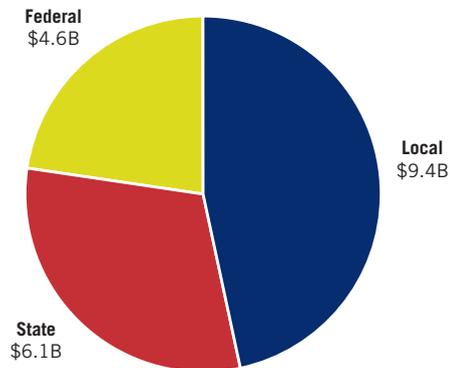


Source: Legislative Analyst's Office, *California Travels: Financing Our Transportation*, January 2007

Funding Programs

Money spent on transportation projects in California comes from a mixture of federal, state, and local sources. About 20 billion dollars are spent annually on transportation projects in California. Typically about half of that money comes from local sources.

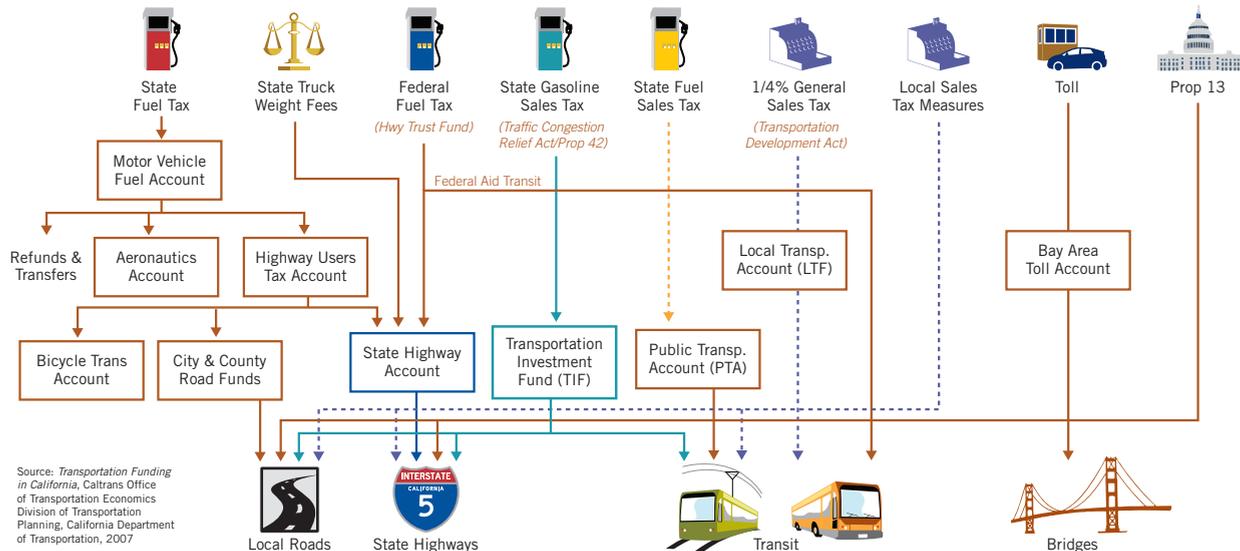
Sources of Transportation Funds in California, 2005-06



Source: Legislative Analyst's Office, *California Travels: Financing Our Transportation*, January 2007

Once it leaves your wallet, your tax money can take several paths before it is finally spent. For example, the federal taxes you pay on gasoline go to the Highway Trust Fund (HTF). Of the total HTF, 85 percent of the money goes to states to fund highway projects and 15 percent goes to regional and local transit providers. The chart below shows some of the other paths that money follows for investment in the transportation system. You can see how complicated transportation funding can get!

California Transportation Funding Pathways—Simplified Overview



Source: *Transportation Funding in California*, Caltrans Office of Transportation Economics Division of Transportation Planning, California Department of Transportation, 2007

Most transportation funding programs allocate money to one, or a combination, of the following categories:

- Highways
- Local streets and roads
- Mass transit
- Planning and administration

Some programs also set aside money for aviation, ports, bicycle and pedestrian facilities, and bridges. In addition, funding programs may target specific kinds of improvements to the system, such as safety, air quality, or congestion relief. Each program has its own rules about how much money can be spent on which types of projects and in what places.

Understanding Funding

To influence decisions about transportation projects in your area, you should know how to identify the relevant sources of funding. Your area is eligible for transportation funds from a variety of federal, state, and local programs. Understanding what funds are available, and what agencies control those funds, helps you better understand who participates in the decision making process.

Different funding sources also provide different opportunities for public involvement. For example, projects that use federal funds must comply with the National Environmental Policy Act (NEPA). NEPA requires that transportation agencies consult the public throughout the environmental analysis of a project.

Agencies make decisions about which specific projects to fund when they compile programming documents. Programming documents are lists of projects to be funded. Refer to Chapter 5 for more information on how programming documents fit into decision-making.

TIP For more in-depth information on transportation funding sources, programs, and expenditures see

Transportation Funding in California, Caltrans Office of Transportation Economics Division of Transportation Planning, California Department of Transportation, 2007

<http://www.dot.ca.gov/hq/tpp/offices/ote/fundchrt.html>

California Travels: Financing Our Transportation, Legislative Analyst's Office, January 2007

http://lao.ca.gov/2007/ca_travels/ca_travels_012607.pdf

8

Who You Gonna Call?

Resources, Websites, and Other Useful Information



“If you don’t know where you’re going, you are certain to end up someplace else.”

Yogi Berra

To get involved in transportation decision making, you need to know which agencies to contact and how to get in touch with them. Looking up your local Caltrans district office and your local MPO or RTPA is a good first step in finding out about transportation planning in your area. There are also many other government agencies,



non-profits, and advocacy groups that play some role in transportation decision making in California.

You can visit their websites to find out what they do and how it affects you.

This chapter will get you started.

Agency or Organization	Type of Information	Contact Information
California Department of Transportation (Caltrans)	Caltrans is responsible for the design, construction, operation, and maintenance of California state transportation facilities. Its website provides extensive information on transportation plans, projects, programs, funding, environmental regulations, laws and regulations affecting transportation, and specific information on individual projects. The Caltrans site has links to many other useful sites related to transportation and environmental issues and topics.	California Department of Transportation Headquarters 1120 N Street Sacramento, CA 94273-0001 <i>Mailing Address</i> P.O. Box 942873 916-654-5266 www.dot.ca.gov There are 12 District Offices. Contact Caltrans Headquarters, or contact your Caltrans District Office. Contact information for each office is provided later in this chapter.

Agency or Organization	Type of Information	Contact Information
<p>California Department of Transportation (Caltrans) Transportation Planning Grant Program</p>	<p>Caltrans awards transportation planning grants, on a competitive basis, to cities, counties, regional governments, and federally-recognized tribal governments that 1) promote community involvement in planning to improve mobility, access, and safety for low-income, minority, and Native American communities, and 2) promote public engagement, livable communities, and a sustainable transportation system. For more information, contact your local district office or visit the Transportation Planning Grant website.</p>	<p>California Department of Transportation Division of Transportation Planning, MS 32 1120 N Street Sacramento, CA 94274-0001 <i>Mailing Address</i> P.O. Box 942874 916-653-1637 www.dot.ca.gov/hq/tpp/grants.html</p>
<p>California Environmental Protection Agency (CalEPA)</p>	<p>CalEPA is responsible for the protection and enhancement of the environment in California to ensure public health, environmental quality, and economic vitality. It is a regulatory agency that ensures adherence to state and federal environmental rules and regulations. Its website includes detailed information on environmental regulations and procedures in California, environmental programs and policies, and specific projects. The site also includes links to related websites and organizations.</p>	<p>California Environmental Protection Agency 1001 "I" Street Sacramento, CA 98812-2815 <i>Mailing Address</i> P.O. Box 2815 Sacramento, CA 95812-2815 916-322-2514 www.calepa.ca.gov</p>
<p>California Air Resources Board</p>	<p>The California Air Resources Board (ARB) is part of CalEPA and is responsible for attaining and maintaining healthy air quality in California, conducting research into the causes of and solutions to air pollution, and addressing the serious problems caused by motor vehicles. Its website has extensive information about the responsibilities and activities of ARB, how you can participate in its activities (including rule-making and other programs), and how to send comments and file complaints.</p>	<p>California Air Resources Board 10011 "I" Street Sacramento, CA 95812 1-800-242-4450 www.arb.ca.gov</p>
<p>League of Women Voters</p>	<p>The League of Women Voters provides names and contact information for local, state, and federal elected officials; information on legislative and election topics; and information on how to register to vote and voting locations.</p>	<p>League of Women Voters 801 12th Street, Suite 220 Sacramento, CA 95814 916-442-7215 www.cal.lwv.org</p>

Agency or Organization	Type of Information	Contact Information
Mineta Transportation Institute	The Mineta Transportation Institute is an independent, non-profit organization involved in transportation-related research, education, and events. The website provides information on a wide variety of transportation topics and agencies, plus links to other sites.	Mineta Transportation Institute SJSU Research Center 210 N. 4th Street, 4th Floor San Jose, CA 95112 408-924-7560 http://transweb.sjsu.edu/mtiportal/index.html
Association of Metropolitan Planning Organizations (AMPO)	AMPO provides information about the role and activities of MPOs around the U.S., including contact and technical information. AMPO provides a variety of publications about transportation and land use, and other areas in which MPOs are involved	AMPO 1029 Vermont Avenue NW, Suite 710, Washington, DC 20005 202-296-7051 www.ampo.org
National Association of Regional Councils (NARC)	NARC advocates for and provides services to its member councils of governments (COGs) and Metropolitan Planning Organizations (MPOs). NARC provides information about a broad range of information related to requirements for these agencies, legislation, programs, and links to other useful sites.	National Association of Regional Councils 1666 Connecticut Avenue NW, Suite 300 Washington, D.C. 20009 202-986-1032 www.narc.org
California State Association of Counties (CSAC)	CSAC represents county governments and issues before the California State Legislature, administrative agencies, and the federal government. CSAC has an emphasis on educating the public about the value and need for county programs and services.	California State Association of Counties 1100 "K" Street, Suite 101 Sacramento, CA 95814 916-327-7500 www.csac.counties.org
League of California Cities	The League of California Cities is an association of California city officials who work together to share information, enhance their respective skills and knowledge, and combine resources so that they may influence state and federal legislation and policies affecting cities.	League of California Cities 1400 "K" Street, Suite 400 Sacramento, CA 95814 916-658-8200 www.cacities.org

Caltrans District Offices



Caltrans District Offices

<p>District 1 1656 Union Street <i>Mailing Address</i> P.O. Box 3700 Eureka, CA 95502 707-445-6600 www.dot.ca.gov/dist1</p>	<p>District 2 1657 Riverside Drive <i>Mailing Address</i> P.O. Box 496073 Redding, CA 96049-6073 530-225-3426 www.dot.ca.gov/dist2</p>
<p>District 3 703 "B" Street <i>Mailing Address</i> P.O. Box 911 Marysville, CA 95901 530-741-4211 www.dot.ca.gov/dist3</p>	<p>District 4 111 Grand Avenue <i>Mailing Address</i> P.O. Box 23660 Oakland, CA 94623-0660 510-286-4444 www.dot.ca.gov/dist4</p>
<p>District 5 50 Higuera Street <i>Mailing Address</i> 50 Higuera Street San Luis Obispo, CA 93401-5415 805-459-3111 www.dot.ca.gov/dist5</p>	<p>District 6 1352 W Olive Avenue <i>Mailing Address</i> P.O. Box 12616 Fresno, CA 93728-2616 559-488-4020 www.dot.ca.gov/dist6</p>
<p>District 7 100 S Main Street <i>Mailing Address</i> 100 S Main Street Los Angeles, CA 90012 213-897-3656 www.dot.ca.gov/dist7</p>	<p>District 8 464 W 4th Street <i>Mailing Address</i> 464 W 4th Street San Bernardino, CA 92402 909-383-4561 www.dot.ca.gov/dist8</p>
<p>District 9 500 S Main Street <i>Mailing Address</i> 500 S Main Street Bishop, CA 93514 760-872-0601 www.dot.ca.gov/dist9</p>	<p>District 10 1976 E Charter Way <i>Mailing Address</i> P.O. Box 2048 Stockton, CA 95201 209-948-7543 www.dot.ca.gov/dist10</p>
<p>District 11 4050 Taylor Street <i>Mailing Address</i> 4050 Taylor Street San Diego, CA 92110 619-688-6670 www.dot.ca.gov/dist11</p>	<p>District 12 3347 Michelson Drive, Suite 100 <i>Mailing Address</i> 3347 Michelson Drive, Suite 100 Irvine, CA 92612-0611 949-724-2000 www.dot.ca.gov/dist12</p>

Metropolitan Planning Organizations and Regional Transportation Planning Agencies



Association of Monterey Bay Area Governments (AMBAG)

445 Reservation Road
 Suite G
Mailing Address
 P.O. Box 809
 Marina, CA 93933-0809
 831-883-3750
 www.ambag.org

Butte County Association of Governments (BCAG)

2580 Sierra Sunrise Terrace
 Suite 100
 Chico, CA 95928-6301
 530-879-2468
 www.bcag.org

Council of Fresno County Governments (COFCG)

2035 Tulare Street
Suite 201
Fresno, CA 93721-2111
559-233-4148
www.fresnocog.org

Kern Council of Governments (KCOG)

1401 19th Street
Suite 300
Bakersfield, CA 93301
661-861-2191
www.kerncog.org

Kings County Association of Governments (KCAAG)

339 W. D Street
Suite B
Lemoore, CA 93245
559-582-3211
www.countyofkings.com/kcag/

Madera County Transportation Commission (MCTC)

2001 Howard Road
Suite 201
Madera, CA 93637
559-675-0721
www.maderactc.com/index.html

Merced County Association of Governments (MCAG)

369 W. 18th Street
Merced, CA 95340
209-723-3153
www.mcag.cog.ca.us

Metropolitan Transportation Commission (MTC)

Joseph P. Bort Metro Center
101 8th Street
Oakland, CA 94607-4700
510-464-7700
www.mtc.ca.gov

Sacramento Area Council of Governments (SACOG)

1415 L Street
Suite 300
Sacramento, CA 95814
916-340-6205
www.sacog.org

San Diego Association of Governments (SANDAG)

Wells Fargo Plaza
401 B Street,
Suite 800
San Diego, CA 92101
619-699-1900
www.sandag.org

San Joaquin Council of Governments (SJCOCG)

555 East Weber Avenue
Stockton, CA 95202
209-468-3913
www.sjcog.org

San Luis Obispo Council of Governments (SLOCOG)

1150 Osos Street
Suite 202
San Luis Obispo, CA 93401
805-781-4219
www.slocog.org

Santa Barbara County Association of Governments (SBCAG)

260 N. San Antonio Road
Suite B
Santa Barbara, CA 93110
805-961-8900
www.sbcag.org

Shasta County Regional Trans. Planning Agency (SCRTPA)

1855 Placer Street
Redding, CA 96001
530-245-6819
www.scrtpa.org

Southern California Association of Governments (SCAG)

818 West 7th Street
12th Floor
Los Angeles, CA 90017
213-236-1944
www.scag.ca.gov

Stanislaus Council of Governments (StanCOG)

900 H Street
Suite D
Modesto, CA 95354
209-558-7830
www.stancog.org

Tahoe Metropolitan Planning Organization (TMPO)

128 Market Street
Mailing Address
P.O. Box 5310
State Line, NV 89449-5310
775-588-4547
www.trpa.org

**Tulare County Association of Governments (TCAG)
Resource Management Agency**

Tulare County Government Plaza
5961 S. Mooney Blvd.
Visalia, CA 93277
559-733-6291
www.tularecog.org

Regional Transportation Planning Agencies**Alpine County Local Transportation Commission (Alpine LTC)**

50 Diamond Valley Road
Markleeville, CA 96120
530-694-2140
www.alpinecounty.ca.gov

Amador County Transportation Commission (Amador CTC)

11400 American Legion Drive
Suite A
Jackson, CA 95642
209-267-2282
www.actc-amador.gov

Calaveras Council of Governments (Calaveras COG)

692 Marshall
Unit A
Mailing Address
P.O. Box 280
San Andreas, CA 95249
209-754-2094
www.calacog.cog

Colusa County Transportation Commission (Colusa CTC)

1215 Market Street
Colusa, CA 95932
530-458-0466
www.colusa-ca.gov

**Del Norte Local Transportation Commission
(Del Norte LTC)**

1225 Marshall Street
Suite 8
Crescent City, CA 95531
707-465-3878
www.dnltc.org

Glenn County Transportation Commission (Glenn CTC)

P.O. Box 1070
Willows, CA 95988
530-934-6530
www.countyofglenn.net

**Humboldt County Association of Governments
(Humboldt CAG)**

427 F Street
Suite 220
Eureka, CA 95501
707-444-8208
www.hcaog.net

Inyo County Local Transportation Commission (Inyo LTC)

P.O. Drawer Q
Independence, CA 93526
760-878-0201
www.inyoltc.org

Lake County/City Area Planning Council (Lake CCAPC)

367 No. State Street
Suite 206
Ukiah, CA 95482
707-263-7799
www.lakeapc.org

Lassen County Transportation Commission (Lassen CTC)

County Admin. Building
707 Nevada Street
Susanville, CA 96310
530-251-8288
www.lassentrans.org

**Mariposa County Local Transportation Commission
(Mariposa LTC)**

4639 Ben Hur Road
Mariposa, CA 95338
209-966-5151
www.mariposacounty.org

Mendocino Council of Governments (Mendocino COG)

367 N. State Street
Suite 206
Ukiah, CA 95482
707-463-1859
www.mendocinocog.org

Modoc County Local Transportation Commission (Modoc LTC)

111 W. North Street
Alturas, CA 96101-0999
530-233-6422
www.infopeople.org/modoc/modtrans.html

Mono County Local Transportation Commission (Mono LTC)

P.O. Box 347
Mammoth Lakes, CA 93546
760-924-1800
monocounty.ca.gov/departments.html

Nevada County Transportation Commission (Nevada CTC)

101 Providence Mine Road
Suite 102
Nevada City, CA 95959
530-265-3202
www.nctc.ca.gov/

Plumas County Transportation Commission (Plumas CTC)

1834 E. Main Street
Quincy, CA 95971
530-283-6492
www.countyofplumas.com

Sierra County Local Transportation Commission (Sierra LTC)

Courthouse Annex
101 Courthouse Sq.
Mailing Address
P.O. Box 98
Downieville, CA 95936
530-289-2848

Siskiyou County Transportation Commission (Siskiyou CTC)

County Public Works Building
305 Butte Street
Yreka, CA 96097
530-842-8250
www.co.siskiyou.ca.us

Tehama County Transportation Commission (Tehama CTC)

9380 San Benito Ave.
Gerber, CA 96035-9702
530-385-1462
gantone@tco.net

Trinity County Transportation Commission (Trinity CTC)

60 Glen Road
Mailing Address
P.O. Box 2819
Weaverville, CA 96093-2819
530-623-1351
www.shastanet.org/trintrans

Tuolumne County Transportation Council (Tuolumne CTC)

2 South Green Street
Sonora, CA 95370
209-533-5601
www.tuolumnecounty.ca.gov

**El Dorado County Transportation Commission
(El Dorado CTC)***

2828 Easy Street
Suite 1
Placerville, CA 95667
530-642-5260
www.edctc.org

Placer County Transportation Planning Agency*

299 Nevada Street
Auburn, CA 95603
530-823-4030
www.pctpa.org/

Transportation Agency for Monterey County**

55-B Plaza Circle
Salinas, CA 93901-2902
831-775-0903
www.tamcmonterey.org

Council of San Benito County Governments**

330 Tres Pinos Road
Suite 7
Hollister, CA 95023
831-636-4170
www.sanbenitocog.org

Santa Cruz County Regional Transportation Commission**

1523 Pacific Avenue
Santa Cruz, CA 95060-3911
831-460-3200
www.sccrtc.org

Public Participation References

How Caltrans Builds Projects, Caltrans, October 1998,
www.dot.ca.gov/hq/oppd/proj_book/overview.pdf

An Overview of Transportation and Environmental Justice,
Publication No. FHWA-EP-00-013, Federal Highway
Administration, May 2000, www.fhwa.dot.gov/environment/ej2000.htm

Environmental Justice in California State Government,
Office of Governor Gray Davis, October 2003

General Plan Guidelines, Governor's Office of Planning
and Research, 2003, [www.opr.ca.gov/planning/PDFs/
General_Plan_Guidelines_2003.pdf](http://www.opr.ca.gov/planning/PDFs/General_Plan_Guidelines_2003.pdf)

*These two agencies fall within the SACOG area on the map

**These three agencies fall within the AMBAG area on the map

Desk Guide: Environmental Justice in Transportation Planning and Investments, January 2003, www.dot.ca.gov/hq/tpp/offices/opar/ejandtitlevi_files/EJDeskGuideJan03.pdf

A Citizen's Guide to Transportation Decision making, Federal Highway Administration, 2001, www.fhwa.dot.gov/planning/citizen/index.htm

Public Participation Guide, Caltrans, Division of Transportation Planning, Office of Community Planning, August 2002, www.dot.ca.gov/hq/tpp/offices/ocp/pp_files/Pub_Particip_Guide8602.pdf

What is a Charrette? National Charrette Institute, 2005, www.charretteinstitute.org/charrette.html

Practitioner Tools, International Association of Public Participation (IAP2), 2005, www.iap2.org/display-common.cfm?an=5

Youth VOICES in Community Design Handbook California, Center for Civic Participation and Youth Development, 2004, www.youthvoicesoncommunitydesign.org/

National Organization Resources

America Bikes

www.americabikes.org

America Walks

www.americawalks.org

American Planning Association

www.planning.org

American Public Transportation Association

<http://www.apta.com/>

American Public Works Association

www.apwa.net

Association for Commuter Transportation

www.actweb.org

Association of Metropolitan Planning Organizations

www.ampo.org

Center for Community Change

www.communitychange.org

Center for Livable Communities

www.lgc.org/center

Community Transportation Association of America

www.ctaa.org

Congress for New Urbanism

www.cnu.org

Environmental Defense

www.edf.org

Friends of the Earth

www.foe.org

League of American Bicyclists

www.bikeleague.org

National Association of Counties

www.naco.org

National Association of Regional Councils

www.narc.org

National Center for Bicycling and Walking

www.bikewalk.org

National Conference of State Legislatures

www.ncsl.org

National Governors Association

www.nga.org

National League of Cities

www.nlc.org

National Neighborhood Coalition

www.neighborhoodcoalition.org

National Trust for Historic Preservation

www.nationaltrust.org

National Urban League

www.nul.org

Partners for Livable Communities

www.livable.com

Project for Public Spaces

www.pps.org

Rails-to-Trails Conservancy

www.railstrails.org

Reconnecting America

www.reconnectingamerica.org

Sierra Club

www.sierraclub.org

Smart Growth America

www.smartgrowthamerica.org

Surface Transportation Policy Partnership

www.transact.org

Transportation and Learning Center

www.transportcenter.org

U.S. Conference of Mayors

www.usmayors.org

State and Local Organization Resources

California Alliance for Jobs

www.rebuildca.org

California Bicycle Coalition

www.calbike.org

California Transit Organization

www.caltransit.org

Healthy Transportation Network

www.healthytransportation.net

Public Advocates

www.publicadvocates.org

Train Riders Association of California

www.calrailnews.com

Transportation and Land Use Collaborative of Southern California

<http://www.tluc.net/>

Transportation California

www.transportationca.com

Federal Agencies

Department of Transportation

www.dot.gov

Environmental Protection Agency

www.epa.gov

Federal Highway Administration

www.fhwa.dot.gov

Federal Railroad Administration

www.fra.dot.gov

Federal Transit Administration

www.fta.dot.gov

National Highway Traffic Safety Administration

www.nhtsa.dot.gov

Public Involvement Organizations and Resources

The Institute for Participatory Management & Planning

www.consentbuilding.com

International Association for Public Participation

www.iap2.org

Transportation Research Board (TRB)

www.trb.org

TRB Committee on Public Involvement in Transportation

www.trbpi.com

TRB Environmental Analysis in Transportation Planning

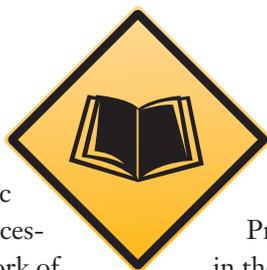
www.itre.ncsu.edu

9

Terms, Abbreviations, and Acronyms



Many terms, abbreviations, and acronyms are used in transportation planning, environmental analysis, and public involvement. This chapter provides an explanation of many of them*.



Americans with Disabilities Act (ADA)

Federal civil rights legislation for persons with disabilities passed in 1990; calls on public transit systems to make services more fully accessible, as well as to underwrite a parallel network of paratransit service.

Area Sources

Small stationary and non-transportation pollution sources that are too small and/or numerous to be regulated in the same manner as larger point sources (e.g., power plants, certain manufacturing facilities) but may collectively contribute significantly to air pollution.

Arterial Street

A class of street serving major traffic movements (high-speed, high-volume), for travel between major points.

Attainment Area

An area considered to have air quality that meets or exceeds U.S. Environmental Protection Agency (EPA) health standards used in the Clean Air Act.

Average Vehicle Occupancy (AVO)

The number of people traveling by private passenger vehicles divided by the number of vehicles used.

Average Vehicle Ridership (AVR)

The ratio of all people traveling by any mode—including cars, buses, trains, and bicycles (or telecommuting)—in a given area during a given time period to the number of cars on the road. A key measure of the efficiency and effectiveness of a transportation network; the higher the AVR, the better in terms of energy consumption and air pollution.

* Sources: Desk Guide, *Environmental Justice in Transportation Planning and Investments*, January 2003, Caltrans Division of Transportation Planning, Office of Policy Analysis and Research; *From the Margins to the Mainstream: A Guide to Transportation Opportunities in Your Community*, Surface Transportation Policy Partnership, 2006.

Budget/ Spending Authority

In the federal highway program, budget authority is contract authority or spending authority, which often means the funding that is apportioned to the states each year under the various highway program categories. In order to obligate federal funds to a specific project, each dollar of spending authority must be paired with a dollar of obligation authority.

California Environmental Quality Act (CEQA)

A statute established in 1970 that requires state and local agencies to identify the significant environmental impacts of their actions and to avoid or mitigate those impacts, if feasible. Environmental Impact Reports (EIRs) are prepared as required by CEQA.

California Transportation Commission (CTC)

A state-level transportation planning agency that sets state spending priorities for highways and transit and allocates funds. CTC approves California's Statewide Transportation Improvement Program (STIP). Its nine members are appointed by the governor.

Caltrans

California Department of Transportation. The state agency that operates California's highway and intercity rail systems.

Capacity

A transportation facility's ability to accommodate a moving stream of people or vehicles in a given time period.

Capital Revenues

Monies dedicated for new projects to cover one-time costs, such as construction of roads, transit lines, and facilities, or purchase of buses and rail cars.

Citizens Advisory Committee (CAC)

A group designated by community members to provide on-going feedback on plans or projects. The structure of such committees varies dramatically. They may be voting bodies or merely advisory; they may meet regularly, or simply when particular input is needed; members may be politically designated, assigned by category (geographic, demographic, modal), or the committee may be open to anyone interested in participating.

Civil Rights Act of 1964

(Pub. L. 88-352, 78 Stat. 241, July 2, 1964) Landmark U.S. legislation that outlawed segregation in schools and public places. Title VI prevented discrimination by government agencies that receive federal funding. If an agency is found in violation of Title VI, it can lose its federal funding.

Clean Air Act (CAA)

Federal legislation that requires each state with areas that have not met federal air quality standards to prepare a State Implementation Plan (SIP). The sweeping 1990 amendments to the CAA established new air quality requirements for the development of metropolitan transportation plans and programs. The California Clean Air Act set even tougher state goals.

Complete Streets

Streets that provide for safe, convenient, efficient, and accessible use by pedestrians of all ages and abilities, bicyclists, transit vehicles, and motor vehicles. Communities with complete streets policies are making sure that their streets work for drivers, transit users, pedestrians, and bicyclists, as well as for older adults, children, and persons with disabilities.

Conformity

A process in which transportation plans and spending programs are reviewed to ensure that they are consistent with federal clean air requirements; transportation projects collectively must not worsen air quality.

Congestion Management Agency (CMA)

A countywide agency responsible for preparing and implementing a county's Congestion Management Program. CMAs came into existence because of state legislation and voters' approval of Prop. 111 in 1990. Subsequent legislation made optional the requirement for counties to have a CMA.

Congestion Management Program (CMP)

CMPs are prepared by Congestion Management Agencies (CMAs) to meet eligibility requirements for certain state and federal funds. Updated biennially, CMPs set performance standards for roads and public transit, and show how local jurisdictions will attempt to meet those standards. CMPs were initially required of every county in California with a population of 50,000 or more, but 1996 legislation allows counties to opt out of CMP requirements under certain conditions.

Congestion Management System (CMS)

Systematic process for managing congestion. Provides information on transportation system performance and finds alternative ways to alleviate congestion and enhance the mobility of people and goods, to levels that meet state and local needs. This is required in larger metropolitan areas (populations of 200,000 or more).

Congestion Mitigation and Air Quality Improvement Program (CMAQ)

A source of federal money contained in the Transportation Equity Act for the 21st Century (TEA 21) for projects and activities that reduce congestion and improve air quality, both in regions not yet attaining federal air quality standards and those engaged in efforts to preserve their attainment status.

Context Sensitive Solutions (CSS)

A collaborative, interdisciplinary approach to project development and design that underscores the importance of community and environmental values that transportation projects can reinforce.

Department of Transportation (DOT)

When used alone, generally indicates the U.S. Department of Transportation. In conjunction with a place name, indicates state, city, or county transportation agency.

Emissions Budget

The part of the State Implementation Plan (SIP) that identifies the allowable emissions levels, mandated by the National Ambient Air Quality Standards (NAAQS), for certain pollutants emitted from mobile, stationary,

and area sources. The emissions levels are used for meeting emission reduction milestones, attainment, or maintenance demonstrations.

Environmental Justice (EJ)

Identifying and addressing disproportionately high and adverse human health or environmental effects of transportation programs, policies, and activities on minority populations and low-income populations.

Environmental Protection Agency (EPA)

The federal regulatory agency responsible for administering and enforcing federal environmental laws, including the Clean Air Act and Clean Water Act.

Federal Highway Administration (FHWA)

The agency within the U.S. Department of Transportation that administers the Federal-Aid Highway Program, principally providing financial assistance and technical and programmatic support to states to construct and improve highways, urban and rural roads, and bridges.

Federal Transit Administration (FTA)

The agency within the U.S. Department of Transportation that provides financial and other resources to transit agencies (i.e., transit providers) in developing and improving public transportation equipment, facilities, services, techniques, and methods.

Financial Planning

The process of defining and evaluating funding sources, sharing the information, and deciding how to allocate the funds.

Fiscal Constraint

Making sure that a given investment program or a specific project can reasonably expect to receive funding within the time allotted for its implementation.

Flexible Funding

Unlike funding that flows only to highways or only to transit by a rigid formula, this money can be invested in a range of transportation projects. Examples of flexible funding categories include the Surface Transportation Program and the Congestion Mitigation and Air Quality Improvement Program.

Formula Capital Grants

Federal transit funds allocated by FTA to transit providers; these funds are very flexible and can fund a range of transit-related improvements.

Geographic Information System (GIS)

Computerized data management system designed to capture, store, retrieve, analyze, and display geographically referenced information.

High Occupancy Lane (HOV)

The technical term for a carpool lane, commuter lane, or diamond lane.

Intelligent Transportation Systems (ITS)

The application of advanced technologies to improve the efficiency and safety of roads and transit services.

Intermodal

The term “mode” is used to refer to and to distinguish from each other the various forms of transportation, such as automobile, transit, ship, bicycle and walking.

Intermodal refers specifically to the connections between modes.

Intermodal Surface Transportation Efficiency Act (ISTEA)

Federal law, enacted in 1991, that restructured funding for transportation programs, authorized an increased role for regional planning agencies/MPOs in funding decisions, required comprehensive regional and state-wide long-term transportation plans, and provided for a uniform federal match for highway and transit projects.

Interregional Transportation Improvement Program (ITIP)

A state funding program intended to address needs that cross metropolitan boundaries. Caltrans nominates and CTC approves a listing of interregional highway and rail projects for 25 percent of the funds to be programmed in the STIP (the other 75 percent are RTIP funds).

Interstate Highway System

The system of federal highways that connects the principal metropolitan areas, cities, and industrial centers of the United States. Also connects the United States to internationally significant routes in Canada and Mexico.

Land Use

Refers to the manner in which portions of land or the structures on them are used, i.e. commercial, residential, retail, industrial.

Level of Service (LOS)

An “A” to “F” ranking system most often used to define the character of traffic operating on a road or

street relative to the characteristics of the roadway. This is also frequently used to rank the degree of intersection delay. Generally, “A” represents light and undisrupted traffic, while “F” indicates congested stop-and-go traffic.

Long-Range Transportation Plan (LRTP)

A multi-year transportation plan developed by state DOTs and MPOs in collaboration with a range of stakeholders that defines a vision for the region’s or state’s transportation systems and services. For metropolitan areas, it includes all transportation improvements proposed for funding over the next 20 years.

Metropolitan Planning Organization (MPO)

A regional policy agency established by the state to serve urbanized areas with populations over 50,000. In cooperation with the state and other transportation providers, an MPO is responsible for carrying out the metropolitan transportation planning requirements of federal highway and transit legislation.

Mode

A specific form of transportation, such as automobile, subway, bus, rail, or air.

Multimodal

Refers to the availability of multiple transportation options, especially within a system or corridor. A multimodal approach to transportation planning focuses on the most efficient way of getting people or goods from place to place, whether by truck, train, bicycle, automobile, airplane, bus, boat, foot, or even computer modem.

National Ambient Air Quality Standards (NAAQS)

Federal standards that set allowable concentrations and exposure limits for various pollutants, as required under the Clean Air Act. Air quality standards have been established for the following six criteria pollutants: ozone (or smog), carbon monoxide, particulate matter, nitrogen dioxide, lead, and sulfur dioxide.

National Environmental Policy Act (NEPA)

Federal law established a national environmental policy requiring that any project using federal funding or requiring federal approval, including transportation projects, examine the effects of proposed and alternative choices on the environment.

National Highway System (NHS)

This approximately 160,000-mile network consists of the 42,500 miles of the Interstate Highway System, plus other key roads and arterials throughout the United States. Designated by Congress in 1995 pursuant to a requirement of the Intermodal Surface Transportation Efficiency Act (ISTEA), the NHS is designed to provide an interconnected system of principal routes to serve major travel destinations and population centers.

National Historic Preservation Act

Section 106 of the Act requires federal agencies to work with the state and federal officials to determine whether a proposed project will have an adverse effect on historic sites listed on, or eligible for, the National Register of Historic Places, and to seek ways to mitigate any adverse effects.

Non-attainment Areas

Areas considered not to have met Clean Air Act standards for designated pollutants. An area may be an attainment area for one pollutant and a non-attainment area for another. In the transportation debate, non-attainment usually refers to areas that do not comply with applicable federal air quality standards for ozone, carbon monoxide, and particulate matter. CMAQ funding is allocated to states based on the population of areas within the state in non-compliance with carbon monoxide and ozone standards (adjusted for severity of ozone noncompliance).

Obligation Authority

The amount of federal funds allocated to state DOTs, which can actually be spent (i.e., federal highway funds that states can actually commit or “obligate” to projects).

Operating Revenues

Monies used to fund general, day-to-day costs of running transportation systems. For transit, costs include fuel, salaries, and replacement parts; for roads, operating costs involve maintaining pavement, filling potholes, and paying workers’ salaries.

Ozone (O₃)

While not a direct emission from transportation sources, ozone is a secondary pollutant formed when certain compounds (e.g., volatile organic compounds and nitrogen oxides) combine in the presence of sunlight. Although ozone in the upper atmosphere protects us from harmful ultraviolet rays, ground-level ozone

produces an unhealthy environment and adversely affects public health.

Performance Measures

Indicators of how well the transportation system is performing with regard to such things as asset management, on-time performance, system access/availability, and accident rates. Used as feedback in the decision-making process.

Planning Funds

Primary source of funding for metropolitan planning designated by the FHWA.

Project Initiation Document (PID)

A document required for all Caltrans project proposals that identifies the scope, schedule, and budget for a project programmed for funding. The PID also identifies project purpose and need. This document often includes information on preliminary engineering and project alternatives.

Regional Council of Government / Planning Organizations

Regional councils of government are multipurpose, multi-jurisdictional, public organizations. Created by local governments to respond to federal and state programs, regional councils bring together participants at multiple levels of government to foster regional cooperation, planning, and service delivery. They have a variety of names, from councils of government to planning commissions or development districts.

Regional Transportation Improvement Program (RTIP)

A listing of highway and transit projects that the region hopes to fund. It is compiled by the MPO every two

years from priority lists submitted by local jurisdictions. CTC must either approve or reject the RTIP list in its entirety. Once CTC approves an RTIP, it is combined with those from other regions to comprise 75 percent of the funds in the STIP.

Regional Transportation Plan (RTP)

A blueprint to guide the region's transportation development for a 20-year period. Updated every two years, it is based on projections of growth and travel demand coupled with financial projections. Required by state and federal law. Sometimes called a Metropolitan Transportation Plan (MTP)

Regional Transportation Planning Agency (RTPA)

A state-designated agency responsible for preparing the Regional Transportation Plan (RTP) and the Regional Transportation Improvement Program (RTIP), administering state funds, and other tasks.

Rural Planning Organization (RPO)

RPOs serve as the forum for local engagement in rural transportation issues. RPOs are composed primarily of local elected officials serving as the link between state DOTs and citizens.

Safe, Accountable, Flexible, Efficient Transportation Equity Act

A Legacy for Users (SAFETEA-LU)—Federal surface transportation law enacted in August 2005 that continues most ISTEA reforms but places added emphasis on safety, security, and freight issues.

Section 4(f)

Reference to a section of the 1966 USDOT Act (i.e., law that established the U.S. Department of Transportation) providing protection for parks, recreation areas, and wildlife or waterfowl refuges, as well as historic and cultural resources.

Single Occupant Vehicle (SOV)

A vehicle with one occupant, the driver; sometimes referred to as a “drive alone.”

Smart Growth

Smart growth is a set of policies and programs designed by local governments to protect, preserve, and economically develop established communities and natural and cultural resources. Smart growth encompasses a holistic view of development.

Sources

Refers to the origin of air contaminants. Can be point (coming from a defined site) or non-point (coming from many diffuse sources). Point sources can be both stationary sources and area sources. Mobile sources include on-road vehicles such as cars, trucks, and buses, and off-road sources such as construction equipment. A non-point source generally refers to pollutants from highway runoff.

Sprawl

Urban form that depicts the movement of development from the central city and built areas to the suburbs and exurbs. Concerns associated with sprawl include loss of farmland and open space due to low-density land devel-

opment, increased public service costs, environmental degradation, and reliance on the automobile.

Stakeholders

Individuals and organizations involved in, or affected by, the transportation planning process. Includes federal/state/local officials, MPOs, transit operators, freight companies, shippers, and the public.

State Implementation Plan (SIP)

Produced by the state environmental agency. A plan mandated by the Clean Air Act that contains procedures to monitor, control, maintain, and enforce compliance with the National Ambient Air Quality Standards (NAAQS). Must be taken into account in the transportation planning process.

State Planning and Research Funds (SPRF)

Primary source of funding for statewide long-range planning.

State Strategic Highway Safety Plan (SHSP)

A new requirement under SAFETEA-LU requiring state DOTs to prepare a highway safety plan focused on strategies to reduce fatalities and injuries, including how funds are to be expended.

State Transportation Improvement Program (STIP)

A multi-year, statewide, intermodal program of transportation projects, consistent with the statewide transportation plan and planning processes as well as metropolitan plans, TIPs, and processes.

Statewide Transportation Plan

The official statewide intermodal transportation plan that is developed through the statewide transportation planning process.

Surface Transportation Program (STP)

One of the key funding programs in TEA 21. STP monies are “flexible,” meaning they can be spent on mass transit, pedestrian and bicycle facilities, as well as on roads and highways.

Telecommuting

Communicating electronically (by telephone, computer, fax, etc.) with an office, either from home or from another site, instead of traveling to it physically.

Title VI

Prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving federal financial assistance. Specifically, Title VI states that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Traffic Operations System (TOS)

A coordinated network of equipment that monitors traffic flows, often by means of detectors embedded in pavement and closed-circuit television cameras, and quickly dispatches tow trucks and other assistance when needed. Message signs and broadcasts can alert drivers and transit riders to conditions ahead, while

ramp metering controls traffic flows. All these devices together comprise the TOS.

Transportation Conformity

Process to assess the compliance of any transportation plan, program, or project with air quality attainment plans, mostly affecting local areas or regions, not states.

Transportation Control Measure (TCM)

Transportation strategies that affect traffic patterns or reduce vehicle use to lower air pollutant emissions. These may include HOV lanes, provision of bicycle facilities, ridesharing, or telecommuting. Such actions may be included in an SIP if needed to demonstrate attainment of the National Ambient Air Quality Standards (NAAQS).

Transportation Demand Management (TDM)

Programs designed to reduce demand for transportation through various means, such as the use of transit and alternative work hours, and changes in land use patterns.

Transportation Development Act (TDA)

State law enacted in 1971. TDA funds are generated from a tax of one-quarter of one percent on all retail sales in each county. Used for transit, special transit for disabled persons, and bicycle and pedestrian purposes, they are collected by the state and allocated to the MPO to fund transit operations and programs. In non-urban areas, TDA funds may be used for streets and roads under certain conditions.

Transportation Enhancement Activities (TEA)

A TEA-21 funding category. Ten percent of STP monies must be set aside for projects that enhance the compatibility of transportation facilities with their surroundings. Examples of TEA projects include bicycle and pedestrian paths, restoration of rail depots or other historic transportation facilities, acquisition of scenic or open space lands next to travel corridors, and murals or other public art projects.

Transportation Equity Act for the 21st Century (TEA 21)

Passed by Congress in 1998, this federal transportation legislation retains and expands many of the programs created in 1991 under ISTEA. Reauthorized federal surface transportation programs for six years (1998–2003), and increased overall funding for transportation.

Transportation Improvement Program (TIP)

The primary spending plan for federal funding. The MPO prepares the TIP every two years with the assistance of local governments, transit operators, and Caltrans. It covers at least a three-year period.

Transportation Management Area (TMA)

An urbanized area over 200,000 in population.

Unified Planning Work Program (UPWP)

The management plan for the metropolitan planning program. Its purpose is to coordinate the planning activities of all participants in the planning process.

U.S. Department of Transportation (DOT)

The federal cabinet-level agency with responsibility for highways, mass transit, aviation, and ports. Headed by the Secretary of Transportation, DOT includes the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Urbanized Area

An area that contains a city of 50,000 or more population plus incorporated surrounding areas meeting size or density criteria as defined by the U.S. Census.

Vehicle Miles Traveled (VMT)

One vehicle traveling the distance of one mile. Thus, total vehicle miles is the total mileage traveled by all vehicles.

For individuals with sensory disabilities, this document is available in Braille, in large print, on audiocassette, or on computer disk. To obtain a copy of one of these alternative formats, please write to the Title VI and Environmental Justice Project Manager, at Division of Transportation Planning, the California Department of Transportation P.O. Box 942874, MS-32, Sacramento, CA 94274-0001, or call (916) 651-6889 (Voice) or 711 (TTY).

If you feel your rights have been violated, you have a right to file a formal complaint in writing. Please send your complaint to:

California Department of Transportation
Civil Rights, Equal Employment Opportunity Discrimination Complaint
Investigation Unit
1823 14th Street, MS 79
Sacramento, California 95811
Toll Free: 866-810-6346
TTY: 711

For more information, please visit
http://www.dot.ca.gov/hq/bep/title_vi/t6_violated.htm



