Public Involvement in Transportation Decision Making (NHI-06)

Course materials prepared by the National Highway Institute (NHI)
http://www.nhi.fhwa.dot.gov

Course Outline

Introduction
Public Involvement in Transportation Decision Making is a three-day course that introduces the principles and practices of public involvement to those who carry out and those who are affected by transportation projects. The course is aimed at instilling a sense of duty to and respect for the public, providing a framework for problem solving with the public and a set of techniques for meaningfully engaging the public in transportation decisions. The course provides a basic familiarity with public involvement requirements and the strategies that can meet the requirements. More importantly, the course delves into the underlying motivations, attitudes and organizational and individual values that motivate effective public participation.

Day I

Module 1 – Challenges -- 8:30 – 11:00
- Public Involvement Is...
- Conversation Circle – “Challenges” Discussion
- Course Introduction
- Norms for Behavior

Module 2 – Decision Making – 11:15 – 12:15
- Public Involvement’s Connection to Decision Making
- Natural and Human Environment
- Legal Framework
- Public Expectations

Module 3 – Designing a Public Involvement Plan and Selecting from the Toolbox 1:30 – 4:30
- Key Considerations
- Public Involvement Plan Template
- Matching Strategy to Decision
- Goals and Objectives
- Outcomes and Outputs
- Evaluating Success
- “Techniques” Publication
- Small Group Work Presentations

http://www.techtransfer.berkeley.edu
Day 2

Review – Post-It Exercise Debrief 8:30 – 9:00

Module 4 –
Realizing Public Involvement’s Potential – Interest-Based Problem Solving – 9:00 – 10:45
  o Positions and Interests
  o Collaborative Problem Solving
  o Consensus Building
  o Different Kinds of Needs
  o Power-Rights-Interests

Module 5 – Values – 11:00 – 11:45
  o Values Clarification – Personal
  o Values Clarification – Organizational
  o Public Perception
  o Values Continuum
  o Building Credibility, Respect, Trust

Module 6 – Identifying and Reaching out to Key Stakeholders (with references to non-traditional participants, cultural differences and Environmental Justice) 1:00 – 4:30
  o Engaging the Public in Creating the Plan
  o Identifying Stakeholders
  o Interviews
  o Inclusion
  o Levels of Participation
  o Barriers to Participation
  o Meeting Needs of Non-Traditional Participants
  o Non-Standard Techniques
  o Developing Cultural Competence
  o Environmental Justice
  o Case Study
  o Application to Real Cases

Day 3

Module 7 – Enhancing Outreach – 8:30 – 10:30
  o Increasing Meeting Attendance
  o Communication at its Best – Presentations, Listening, Reframing
  o Improving Technical Materials and Web Sites

Module 8 – Facilitating Public Groups – 10:45 – 12:00
  o Facilitation Skills
- Presentation Skills
- Small Group Techniques

**Module 9 – Leadership – Bringing Public Involvement into Decision Making – 1:15 – 2:15**
- Reviewing the Legal and Regulatory Framework
- Returning to Questions of Integrating Public Involvement into Decision Making

**Module 10 – Organizational Barriers to Effective Public Involvement – 2:15 – 3:00**
- Force-Field Analysis
- Problem Solving – Overcoming Barriers
- Commitment to Change

**Module 11 – Review and Commitment – 3:00 – 4:00**
- Review Course Material
- Post-Test
- Evaluations