

**Rapid City Area Metropolitan Planning Organization
Public Participation Project Plan Worksheet**

Prior to developing any transportation product, Metropolitan Planning Organization staff should consider the following information when designing a specific public participation plan.

1. Determine the specific goals and objectives that public involvement is to accomplish.
The public involvement activities seek to gain an understanding of the issues experienced by the general public as they travel by all modes in and around the Rapid City Area.
2. Identify the public that either might be interested in participating or whose involvement is necessary in order to achieve the objectives.
The general public and stakeholders who live, work, shop, or visit in the Rapid City area.
3. Select a technique(s) for interacting with the public that will achieve the objectives.
Surveys, focus groups, open houses, presentations, public meetings, online surveys, and Virtual Public Involvement tools, including project visualizations, do-it-yourself videos, virtual town halls, and mapping tools.
4. Select suitable notification techniques for reaching the desired public with the desired information.
Advertisements and notices in local newspapers, on the City of Rapid City website, on the Rapid City MPO website, and social media outlets.
5. Conduct the appropriate involvement technique(s).
Surveys, focus groups, open houses, presentations, public meetings, online surveys, and Virtual Public Involvement tools, including project visualizations, do-it-yourself videos, virtual town halls, and mapping tools.
6. Determine how the techniques are to be evaluated.
Number of people attending public meetings/completing surveys and/or comments received.
7. Incorporate the results of the involvement into the plan, document, special study, or project.
Feedback from the public and stakeholder input activities will be used to develop the RapidTRIP 2045 Metropolitan Transportation Plan and Bicycle and Pedestrian Master Plan Update.

Project: **Metropolitan
Transportation Plan and
Bicycle and Pedestrian
Master Plan Update** Today's Date: **11/8/2019** Staff: **Kip Harrington**