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# BMPO 2024 PUBLIC PARTICIPATION PLAN

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BONNEVILLE METROPLITAN PLANNING ORGANIZATION



JANUARY 17, 2024

545 SHOUP SUITE 257 - IDAHO FALLS IDAHO



**RESOLUTION NO.**

**FOR THE PURPOSE OF APPROVING THE BONNEVILLE METROPOLITAN PLANNING ORGANIZATION PUBLIC PARTICIPATION PLAN**

**WHEREAS**, the Bonneville Metropolitan Planning Organization has been designated by the Governor of Idaho as the metropolitan planning organization responsible for transportation planning in Bonneville County;

**WHEREAS**, the Infrastructure Investment and Jobs Act (IIJA), Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 require that metropolitan planning organization develop participation plans that provide reasonable opportunities for interested parties to comment on transportation plans;

**WHEREAS**, the IIJA, Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 require that participation plans be developed in consultation with all interested parties;

**WHEREAS**, the Bonneville Metropolitan Planning Organization has developed a Public Participation Plan with participation from the Technical Advisory Committee.

**WHEREAS**, the Bonneville Metropolitan Planning Organization will consider and implement the principles of equality for all citizens as formulated in Title VI of the Civil Rights Act of 1964 and the Executive Order for Environmental Justice to the extent possible; and

**WHEREAS**, the public and stakeholders were invited to review and provide feedback on the draft Public Participation Plan from October 2023 to January 2024, following all requirements and best practices outlined for public involvement.

**NOW, THEREFORE, BE IT RESOLVED**, that the BMPO Policy Board approval of the Public Participation Plan.

**ADOPTED** this the 17th day of January, 2024

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Darrell West, Director  
Bonneville Metropolitan Planning Organization

Lisa Burtenshaw  
Bonneville Metropolitan Planning Organization  
Policy Board Chairman





## **WHAT IS BONNEVILLE MPO? WE'RE A REGIONAL TRANSPORTATION PARTNERSHIP**

Bonneville Metropolitan Planning Organization (BMPO) for the metropolitan area of Bonneville County, Ammon, Idaho Falls, Iona and Ucon. MPOs were created under federal law to direct urban transportation planning and the allocation of federal and state funds. As a regional transportation planning agency, BMPO provides a forum for local elected officials, transportation experts, and members of the community to work together to improve mobility for residents, businesses, and visitors.

## **WHAT CAN YOU FIND IN THIS PLAN?**

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# WHAT DO WE DO & HOW DO WE DO IT?

*OUR MISSION IS TO MAKE OUR AREAS TRANSPORTATION BETTER*

BMPO provides leadership in transportation planning by engaging the public and fostering effective partnerships, throughout BMPO Planning Area. We aim to help create a transportation system that safely and efficiently moves people and goods through various transportation options. We partner with other governments and agencies to support a thriving region that is inviting to visitors and attractive to diverse business interests.

To find out how you can get involved with transportation planning or to get more information about BMPO please:



## Visit us in person

Bonneville MPO  
545 Shoup Ave., Suite 257  
Idaho Falls, Idaho 83402

Attend and make a public comment at a meeting. Or invite us to speak to your group about transportation.



## Contact us via email

[bmpo@bmpo.org](mailto:bmpo@bmpo.org)

You can stay informed on Transportation information by signing up to receive periodic BMPO emails



## Follow us on social media

FACEBOOK @ BMPO



## Give us a call

208.612.8530

Call our office to provide comments or to request information.



## Visit us online

[Bmpo.org](http://Bmpo.org)

Find a wealth of information on our website, including transportation plans, meeting dates and agendas, sign-up for news emails, and much more.



## Written Request

Send written request or comments to our office at 545 Shoup, Idaho Falls Idaho 83402

## WHAT ARE THE REASONS TO DO WHAT WE DO?

### Executive Summary

The best policy decisions by government are made in the context of public participation. In 1991 the Intermodal Surface Transportation Efficiency Act (ISTEA), and its successor, the Transportation Equity Act for the 21st Century (TEA21) of 1998 and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) have continued and strengthened educating and involving the public in transportation planning activities. The mandates of ISTEA, TEA-21, SAFETEA-LU, MAP-21, FAST Act and IIJA have encouraged more concerted efforts to develop and maintain comprehensive and effective public outreach programs in accordance with TITLE VI of the Civil Rights Act of 1964. As the years pass, experience fosters greater knowledge of what measures are most effective, and MPO's around the state, and indeed the nation, are working together to share best practices.

### The Bonneville Metropolitan Planning Organization

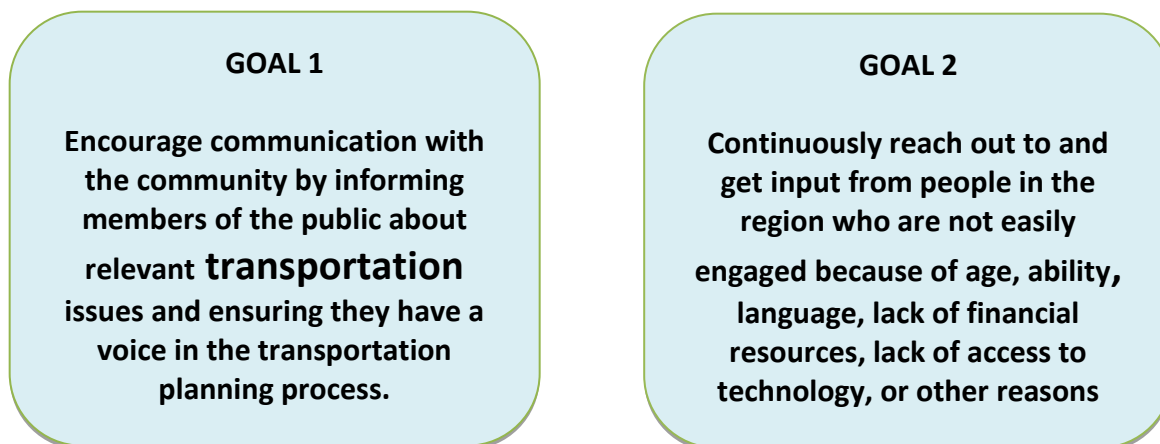
The Governor of the State of Idaho designated Bonneville Metropolitan Planning Organization (BMPO) in March 1992 as the official metropolitan planning organization for the cities of Ammon, Idaho Falls, Iona, and the urbanized portions of Bonneville County. The participating entities entered into a cooperative agreement that established the means to accomplish a comprehensive transportation planning process by BMPO. In May of 2004, Ucon joined BMPO. The process embraces all modes of transportation in a manner that will serve the State and local communities efficiently and effectively. BMPO is governed by a Policy Board comprised of the elected officials from the participating entities as well as the Idaho Transportation Department (ITD).

## WHAT ARE THE GOALS FOR PUBLIC PARTICIPATION?

Bonneville Metropolitan Planning Organization (BMPO) invites community participants to define the region's needs and priorities and helps them find ways to be part of the solution to these issues. We seek broad diversity of thought in setting priorities for the county area – especially among people who have not been represented adequately in the past.

These overall goals for public participation guide BMPO in establishing consistent, effective community outreach practices. They also help the region's residents know what to expect from their metropolitan planning organization.

The goals of the BMPO Public Participation Plan are to:



# IF YOU AREN'T FAMILIAR WITH ALL THE TERMS?

*THESE COMMON DEFINITIONS AND ABBREVIATIONS CAN HELP*

Sometimes it seems like transportation planning has its own language. Here are some terms that you may encounter:

## **ADA**

**Americans with Disabilities Act:** A federal law that requires public facilities (including transportation services) to be accessible to persons with disabilities.

## **ITD**

**Idaho Transportation Department:** This state agency oversees transportation for the state and is divided into districts. The BMPO's planning area is within District 6.

## **LEP**

**Limited English Proficiency:** Refers to a person who is not fluent in the English language. BMPO wants to ensure individuals with limited English skills can participate in the transportation planning process through our Title VI Program: Nondiscrimination & Language Plan.

## **POP**

**Public Outreach Planner** is a tool for analyzing and quantifying public outreach needs, which will ultimately lead to appropriate and efficient outreach management.

[https://itd.idaho.gov/pop/ITDPOP\\_1.html](https://itd.idaho.gov/pop/ITDPOP_1.html)

## **TITLE VI**

The portion of the Civil Rights Act of 1964 that says no person in the U.S. can be excluded from programs or activities receiving federal financial assistance.

## **L RTP**

**Long Range Transportation Plan:** 20-year forecast plan required of metropolitan planning organizations to determine regional goals and how transportation can best meet these goals.

## **TIP**

**Transportation Improvement Program:** Sets the schedule for improvements to the region's transportation system over the next five years.



# HOW CAN YOU PARTICIPATE IN TRANSPORTATION PLANNING?

THERE ARE MANY WAYS TO GET INVOLVED; CHOOSE WHAT WORKS FOR YOU



**Learn about transportation.** All Bonneville Metropolitan Planning Organizations (BMPO) Board and committee meetings are open to the public. We also sometimes hold public meetings to discuss certain plans or particular projects. The organization has a comprehensive calendar, which is updated continuously and will reflect the latest information – including meetings that may have been scheduled on short notice or to address an emergency situation.



**Let us know if you need help to participate.** BMPO will make accommodations at no cost for persons with disabilities or persons requiring alternative language services who desire to participate in a meeting or event. People wanting to arrange for accommodations should call 208.612-8509 at least three business days prior to the event.



**Voice your opinion.** Every meeting has time set aside for public comments, and staff members can assist with the procedure for speaking during those times. When we have significant plan changes or are introducing new projects, we have extended public comment periods, during which we receive comments. Comments can be emailed to [bmpo@bmpo.org](mailto:bmpo@bmpo.org).



**Find updates on studies and projects on website.** BMPO provides update of studies and project on the website. This email is available to anyone. Send us your questions or comments to our email address at [bmpo@bmpo.org](mailto:bmpo@bmpo.org)



**Follow us on social media.** We are active on Facebook (@BMPO),

# WHO TAKES PART IN OUR PROCESS?

## BOARD & COMMITTEE MEMBERS, TRANSPORTATION PARTNERS & YOU

The public is vital to the planning process, as described by federal law. That means one of the first people to the table when transportation planning is discussed should be YOU.

In addition, our board or committee structure is set up to serve the best interests of regional planning by offering a steady stream of input to decision-makers from many points of view. Here's how it works:

*Committees may not meet every month. Dates and times may change due to holidays or other conflicts. Meeting locations are published on the BMPO website. They are open to the public, and your participation is encouraged. Agendas are available online at [www.bmpo.org](http://www.bmpo.org).*

### BMPO Committees



The BMPO has three (3) committees dedicated to the development of transportation goals, plans, programs, and policies.

Policy Board, whose composition was previously described (page 7), ensures that plans and programs submitted by advisory committees are reviewed and, when appropriate, adopted and observed. The Board is responsible for development of policies regarding conditions and needs of the public, directed through the public involvement process.



Technical Advisory Committee (TAC) is comprised of engineers, planners, directors and other employees from planning, public works, parks and recreation and other departments from each of the participating entities and agencies. The TAC is directly responsible for overseeing the technical feasibility of plans and programs. The TAC also reviews public input and makes recommendations to the Board.



Bicycle Pedestrian Advisory Committee (BPAC) is comprised of cycling enthusiasts, walking/running enthusiasts, business owners, city/state officials, school districts, health department and other members within the community who share an interest in bicycle and pedestrian improvements. The goal of the committee is geared toward providing a network of bicycle and pedestrian facilities extending from residential communities to key destinations such as: workplaces, schools, recreation areas and commercial centers. The Bicycle Pedestrian Advisory Committee is responsible for prioritizing Transportation Enhancement Projects and making recommendations to the BMPO TAC and Policy Board, as well as, addressing bicycle and pedestrian concerns/issues, and maintaining a current Bicycle & Pedestrian Plan.

# WHAT ARE BMPO'S PLANS?

## MAJOR PLANNING DOCUMENTS AND PROGRAMS

Metropolitan planning organizations, such as BMPO, are charged in federal law with developing three specific plans: 1) Long Range Transportation Plan, 2) Transportation Improvement Program, and 3) Unified Planning Work Program. BMPO also produces a Prioritized Project List, which serves to connect the priorities of the BMPO with those of the Transportation Improvement Program, as required by state law.

For each plan, the outreach process includes: making plan documents available throughout the review process by the Policy Board Technical Advisory Committee and Bicycle Pedestrian Advisory Committee; identifying meetings where the plan will appear on the agenda; and inviting public comment, both at meetings and through separate means. All board and committee meetings include opportunities for the public to speak on the plans before they are considered for a vote. Meetings are properly advertised, according to State of Idaho Open Meeting Law guidelines.

The BMPO continuously develops and updates several programs and plans associated with transportation alternatives and activities. In exercising its authority to guide the expenditure of federal and state transportation funds, it is critical for its public involvement process to provide complete information, timely public notice, and support continuing involvement of the public in developing plans and programs. All Plans are available by request at the BMPO business office located at 545 Shoup, Suite 257, Idaho Falls, ID 83402, telephone (208) 612-8530 or on the BMPO website [www.bmpo.org](http://www.bmpo.org).

### Long Range Transportation Plan (LRTP)

Long Range Transportation Plan, identifies transportation improvements up to at least 20 years in the future. It lays out what is necessary to maintain adequate mobility and to accommodate growth. The plan is developed, in part, through a comprehensive analysis of highway, public transit, bicycle, pedestrian, and freight movement needs. Public policy considerations and public input help guide development of the plan.



The plan does not display project design, but only general right-of-way needs according to functional classification rather than needs specific to each project. As a project nears the programming stage (approximately five years prior to construction), long range planning needs are followed by more detailed designs. Federal regulations mandate an update to the LRTP at least every five years.

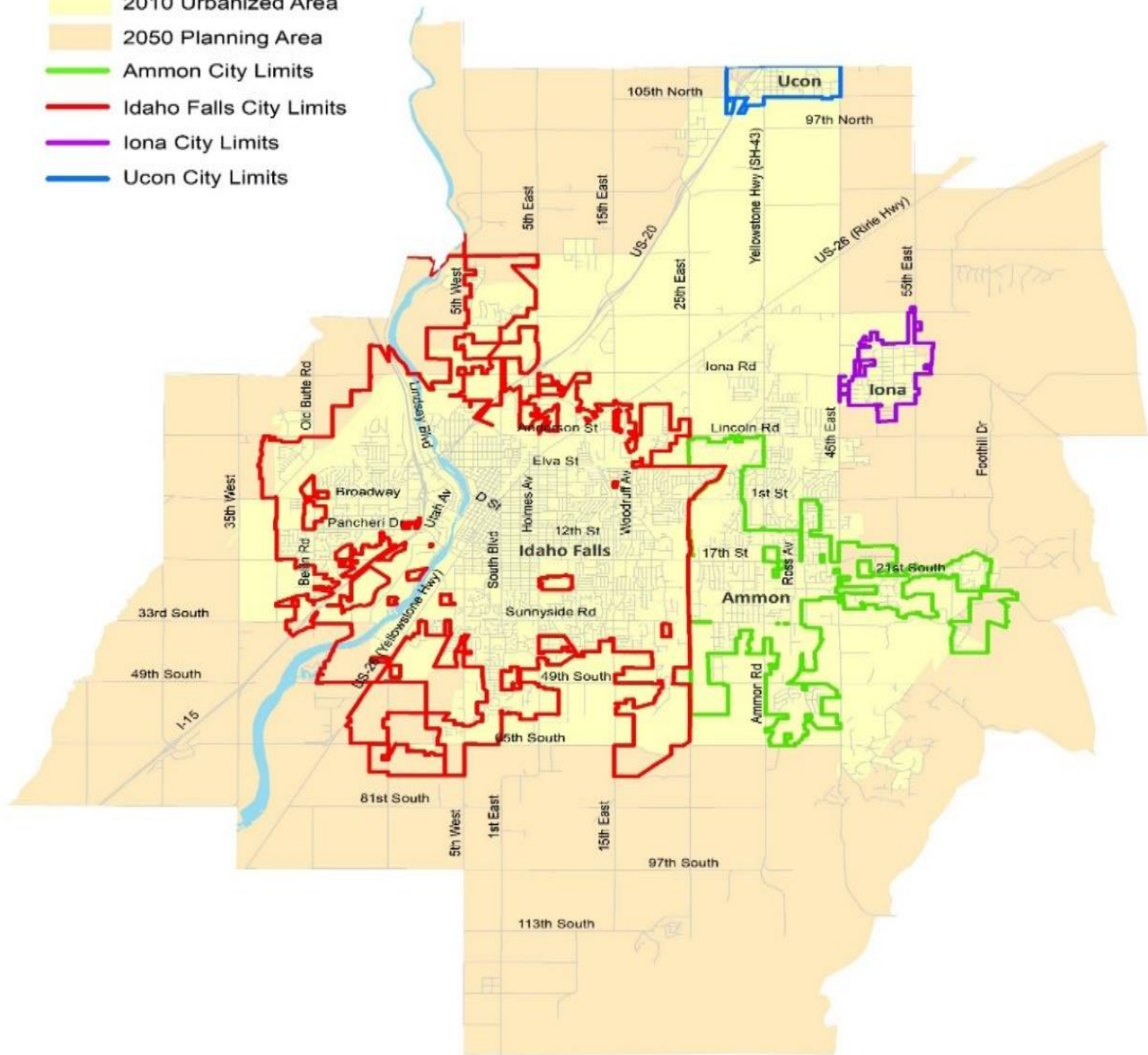
The LRTP can be grouped into five (5) general categories and are subject to public participation and comment:

1. Existing transportation conditions and needs,
2. Assumptions about land use, population and employment growth, travel patterns, roadway capacity and funding,
3. Projected transportation conditions and needs,
4. Project selection and prioritization to meet the projected needs.
5. Financial plan and investments.

**Figure 1**  
**Bonneville Metropolitan Planning**  
**Organization (BMPO) Boundaries**



- 2010 Urbanized Area
- 2050 Planning Area
- Ammon City Limits
- Idaho Falls City Limits
- Iona City Limits
- Ucon City Limits



### Long Range Transportation Plan Amendments

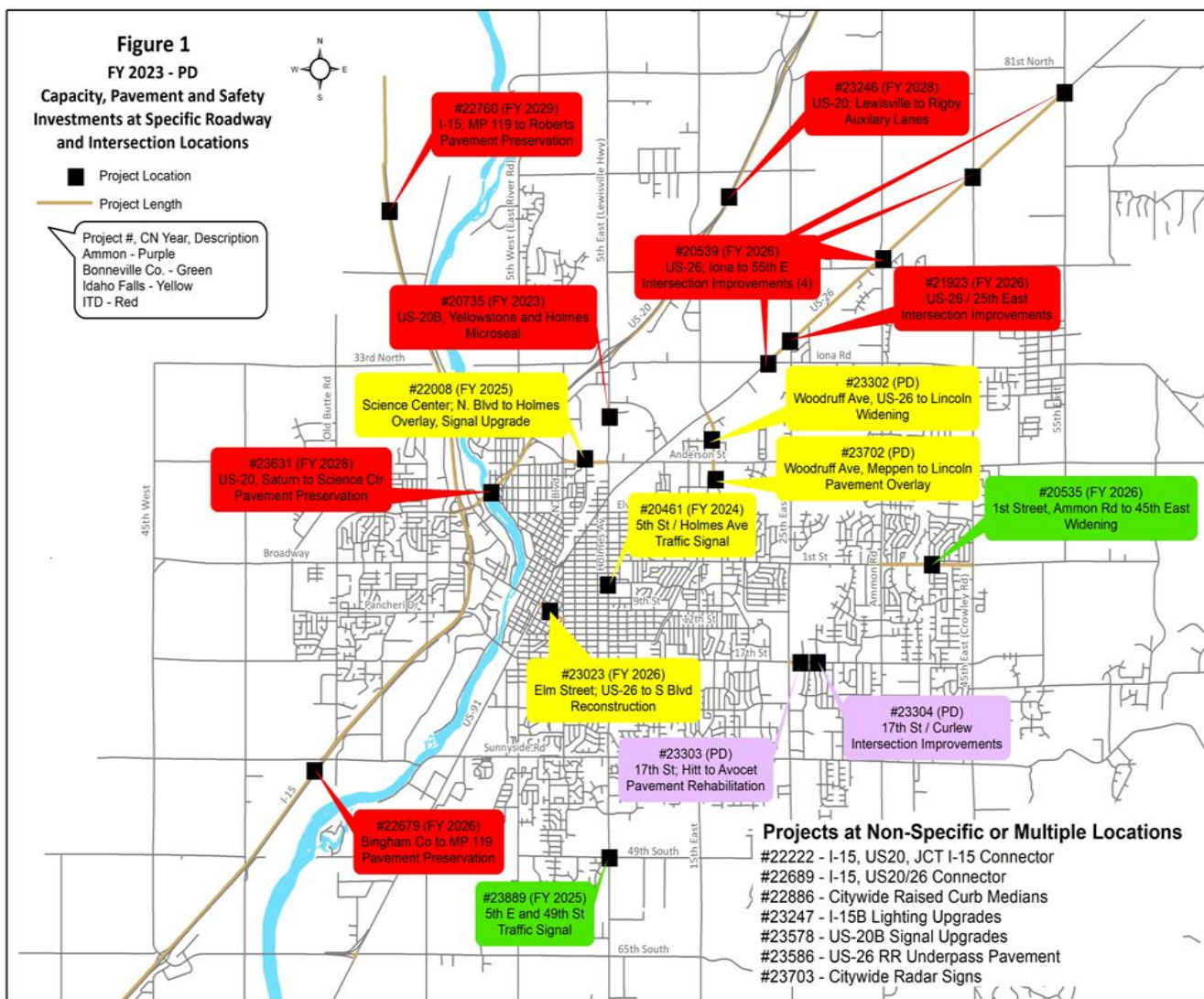
Changes to the long-range plan are occasionally needed. An amendment is a revision to the plan that involves a major change. In area growth, infrastructure modifications, funding availability, project prioritization, etc.



## Transportation Improvement Program (TIP)

The TIP is a budget document and reflects a short range (five years plus preliminary development) program of transportation projects for the BMPO planning area. All transportation projects that use federal transportation dollars must be shown in the TIP. The TIP schedules the projects identified in the LRTP either specifically or referenced in need. The first four years of the TIP constitute an implicit commitment to accomplish the projects with the financial support of local governmental entities/agencies and the community. Projects beyond the initial four-year period are provided for informational purposes, allowing citizens and others to be aware of the proposals and have adequate time to respond. The TIP and projects contained in the TIP must be fiscally constrained.

As a TIP project nears construction, environmental impacts and necessary mitigation measures are determined. During this stage, project design and right-of-way are attained, and public transportation service improvements are designed. The sponsor entity/agency is primarily responsible for the public involvement process during this stage of the implementation process. If requested, BMPO may have a limited role.



## Unified Planning Work Program (UPWP)

The Unified Planning Work Program (UPWP) is the Bonneville MPO's principal budgetary document. It describes the planning activities to be undertaken by the MPO for the current year. The UPWP portrays planning activities that consist of current, short term and long-term deficiencies and needs focused on economic vitality, environmental protection and transportation safety, accessibility, connectivity, efficiency, and maintenance.

### Bicycle and Pedestrian Plan

Bicycle and Pedestrian Plan is developed to encourage non-motorized transportation by identifying facilities that improve overall conditions for bicyclists and pedestrians. The Plan not only provides the framework necessary for developing physical facilities but also identifies education and encouragement programs to increase social awareness of non-motorized travel. The bicycle and pedestrian facilities and programs provide Ammon, Idaho Falls, Iona, Ucon, and portions of Bonneville County with opportunities to use non-motorized forms of travel in a safe and accessible manner. The BMPO Bicycle and Pedestrian Plan is updated every five years.

[http://bmppo.org/?page\\_id=592](http://bmppo.org/?page_id=592)

### Other Plans and Studies

Plans and studies are developed when transportation needs accrue, based on new developments or changes in the transportation system. These plans will provide information to the public and decision makers. The plans are done upon request.

# HOW WILL WE MEET OUR GOALS?

## THERE IS A SYSTEM FOR EVALUATING PROGRESS IN KEY AREAS

All our public participation activities at the BMPO are focused on establishing a comprehensive and inclusive process through various methods and creating continuous opportunities to engage the public in transportation planning. Public outreach occurs in person and online in activities organized by Bonneville Metropolitan Planning Organization, as well as in response to public requests.

Following are two broad goals that will guide our public participation performance. Each one is realized through objectives, strategies, and tools that can be measured to evaluate performance.

### Goal 1

*Encourage two-way communication with the community by informing members of the public about relevant transportation issues and ensuring they have a voice in the transportation planning process.*

#### Objectives that support Goal 1:

A. Plan or take part in least one outreach events as often as needed.

#### SUGGESTED STRATEGIES/TOOLS:

- a) Use targeted meetings, partnerships, and other methods to foster meaningful participation by a broad range of participants.
- b) Leverage partnerships with transportation agencies, local governments, and interested parties to broaden outreach across the region and reach transit riders, pedestrians, and cyclists.
- c) Maintain an active venue to inform community groups about transportation planning and provide easily accessible information on how to request speakers via telephone, email, or website signup.
- d) Develop ways to interact with the public at events and presentations, such as surveys and video comments.
- e) Provide periodic presentations to board and committee members, working groups, and partners on outreach activities and feedback received from the public.

B. Publish and distribute **easy-to-read and visually appealing materials that use plain language to inform the public** about significant accomplishments, key issues, upcoming events, and participation opportunities relating to the work of BMPO transportation planning.

#### SUGGESTED STRATEGIES/TOOLS:

- a) Distribute printed products, such as annual reports, brochures, and project-specific reports that provide accessible information, summarize accomplishments, and outline key issues.
- b) Develop digital products, such as the organization website, electronic newsletters, and videos that maximize visualization and interaction to make outreach more effective.
- c) Develop targeted media materials for print, broadcast, and online outlets to help in reporting stories related to transportation planning by providing facts and context.

- d) Provide information (text, photos, and video) about outreach activities as fact sheets, reports, website posts, electronic newsletter articles, and social media posts.

C. Meet federal and state requirements for public involvement by having approval from the Idaho Transportation Department and annually from the Federal Highways - U.S Department of Transportation.

#### SUGGESTED STRATEGIES/TOOLS:

##### **Measurement of Results for Goal 1:**

The measurement of success for this goal will be to increase average outreach with documented engagement, as outlined below:

- Outreach events
- Promotional and informative materials content review
- Digital outreach
- Social Media postings

## **Goal 2**

*Continuously reach out to and get input from people who are not easily engaged because of age, ability, language, financial resources, access to technology, or other reasons. Include traditionally underserved populations in the region – senior citizens, economically disadvantaged, physically disabled, young people, and people with limited proficiency in English.*

### **Objectives that support Goal 2:**

- A. Develop ways to provide outreach for traditionally underserved populations in the region, using environmental justice focus areas. The focus areas, included in our Limited English Proficiency Plan, were established by layering regional maps of disadvantaged populations and identifying the areas with the highest concentrations of people who meet those criteria.

#### SUGGESTED STRATEGIES/TOOLS:

- a) Conduct targeted meetings or attend events that occur within the focus area boundaries.
- b) Develop partnerships that help foster meaningful participation among groups whose voices are not regularly heard in the transportation planning process.
- c) Distribute outreach materials in languages other than English, when needed.
- d) Provide materials in hard copy when needed for those without online access.
- B. Develop and use an outreach program appropriate for students, with an emphasis on planning a future transportation system.



## SUGGESTED STRATEGIES/TOOLS:

- a) Use programs that promote transportation planning in schools or for school-aged groups.
- b) Distribute age-appropriate materials that explain fundamentals of the transportation system at school and community events.

### ***Measurement of Results for Goal 2:***

The measurement of success for this goal will be to provide documentation of the following:

- Target outreach events to get participation from underserved populations
- Explore new outreach tools for getting participation from hard-to-reach or underserved groups
- Outreach through youth and school-focused programs

# WHAT ARE THE REQUIREMENTS FOR PUBLIC PARTICIPATION?

## BONNEVILLE METROPOLITAN PLANNING ORGANIZATION COMPLIES WITH STATE AND FEDERAL REGULATIONS

The procedures for community engagement are determined by the rules and regulations set forth in federal legislation and policy. Particulars of the federal guidance are cited in this section. But community engagement is more than just a requirement. It is a critical element of our planning process.

BMPO welcomes advice, suggestions, and ideas about regional issues from interested persons and groups. There are many opportunities and levels of involvement related to public policy development. We encourage the public to be involved throughout the decision-making process, including at local government levels where early stages of policy formation often occur.

The BMPO Public Participation Plan is developed in consultation with all interested parties, identifying procedures, strategies, desired outcomes, and evaluation tools related to :

- Providing adequate notice of public participation activities.
- Providing timely notice and reasonable access to information about transportation issues and processes.
- Using visualization techniques.
- Making public information available on [bmpo.org](http://bmpo.org).
- Holding public meetings at convenient and accessible locations and times.
- Demonstrating explicit consideration and response to public input received.
- Seeking out and considering the needs of those traditionally underserved by the existing transportation systems, such as low-income and minority households.
- Providing an additional opportunity for public comment, if the final plan differs significantly from the version made available for public comment.
- Coordinating with the statewide transportation planning public involvement and consultation processes.
- Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

The BMPO public participation process is continuing, cooperative and comprehensive.

## Laws Governing Public Participation



As part of the planning process, federal law, and state law both require public involvement to ensure that various parties are given reasonable opportunities to participate.

These parties may include, but are not limited to individuals, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, and representatives of users of public transit.

## HOW DO WE WELCOME ALL PARTICIPATION?

*A NONDISCRIMINATION & LANGUAGE PLAN LAYS OUT A PROCESS*



BMPO is committed to equity in transportation planning and welcomes participation from everyone. The Public Participation Plan (PPP) is organized to work in concert with the organization's Title VI Nondiscrimination & Language Plan. This plan is posted under "Nondiscrimination & Language Plan" BMPO.org.

For questions or concerns about civil rights, nondiscrimination, please contact BMPO at (208) 612-8509 or [bmpo@bmpo.org](mailto:bmpo@bmpo.org)

### **Our Public Participation Policy**

Meetings and events at the BMPO are open to the public and are posted in the online calendar at [bmpo.org](http://bmpo.org). The following information about how to request reasonable accommodation is included on electronic and printed events listings:

Public participation is conducted without regard to race, color, national origin, sex, age, disability, religion, or family status. Persons wishing to express concerns, who require special assistance under the Americans with Disabilities Act, or who require language services (free of charge) should contact BMPO by phone or email at least three days prior to the event: (208) 612-8509 or [bmpo@bmpo.org](mailto:bmpo@bmpo.org)

La participación pública se lleva a cabo sin distinción de raza, color, origen nacional, sexo, edad, discapacidad, religión o estado familiar. Las personas que deseen expresar inquietudes, que requieran asistencia especial bajo la Ley de Americanos con Discapacidad (ADA) o que requieran servicios de traducción (sin cargo) deben ponerse en contacto con Bonneville MPO por teléfono o por correo electrónico por lo menos tres días antes del evento: (208) 612-8509 or [bmpo@bmpo.org](mailto:bmpo@bmpo.org)

## WHAT ARE THE FEDERAL REQUIREMENTS?

### *OTHER FEDERAL PUBLIC PARTICIPATION REQUIREMENTS*



BMPO is committed to providing equal opportunity to participate in public participation activities to all residents and to fulfilling all federal requirements relating to equal opportunity, as outlined below.

Title VI of the Civil Rights Act of 1964

BMPO is committed to compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives. BMPO assures that no person shall on the grounds of race, color, national origin, gender, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any BMPO service, program, or activity. BMPO also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies, and activities on minority and low-income populations.

The BMPO Title VI plan can be found online at

[https://static1.squarespace.com/static/5f4818ef31f0ff53d986ae65/t/5f4fc7c290bc7737550e1291/1599064002103/2009-Title-VI-Plan-MOU-between-ITD\\_BMPO.pdf](https://static1.squarespace.com/static/5f4818ef31f0ff53d986ae65/t/5f4fc7c290bc7737550e1291/1599064002103/2009-Title-VI-Plan-MOU-between-ITD_BMPO.pdf)

Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (LEP)

Under Title VI of the 1964 Civil Rights Act, public agencies are obligated to provide competent language assistance to limited-English-proficient individuals. The BMPO Limited English Proficiency Plan has been prepared to address BMPO responsibilities as a recipient of federal financial assistance as related to the needs of individuals with limited English language skills.

The BMPO Limited English Proficiency Plan can be found online

<https://static1.squarespace.com/static/5f4818ef31f0ff53d986ae65/t/5f4fc6a8ca1e2c2771a7dcce/1599063720632/Limited-English-Proficiency-Plan.pdf>

Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations Presidential Executive Order 12898 focuses federal attention on the environmental and human health effects of federal actions on minority and low-income populations with the goal of achieving environmental protection for all communities. It directs federal agencies and recipients of federal funding to identify and address the disproportionately high and adverse human health or environmental effects of their actions on minority and low-income populations, to the greatest extent practicable and permitted by law. BMPO Environmental Justice Plan has been prepared to address BMPO responsibilities as a recipient of federal financial assistance to identify and address the effects of all programs, policies, and activities on minority and low-income populations.

In addition, BMPO identifies Environmental Justice Consideration Areas by using Census and American Community Survey data to locate block groups with high minority population and tracts with low-income populations. BMPO then uses this information to ensure that identified areas are

not unduly impacted, or neglected, by transportation projects listed in the long-range transportation plan or other Transportation Improvement Program, and ensures that public comment opportunities are promoted and provided in these areas. BMPO Environmental Justice Plan and Environmental Justice Consideration Area maps can be found online at <https://static1.squarespace.com/static/5f4818ef31f0ff53d986ae65/t/6359a919eeab6c454768d7d5/1666820390183/Final+2050+LRTP.pdf>

### Americans with Disabilities Act (ADA)

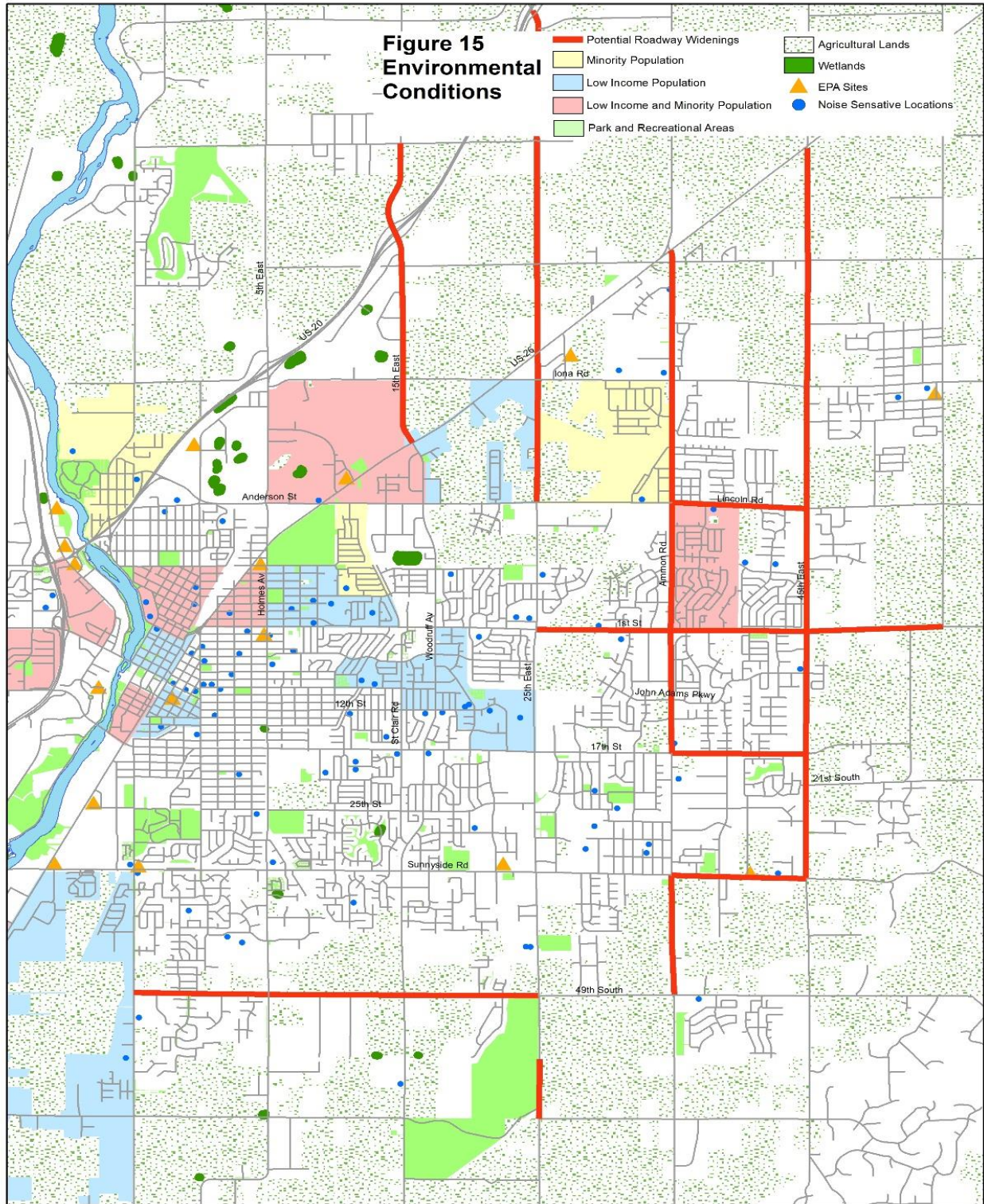
BMPO is committed to involving all members of the community in public outreach efforts, including those with disabilities. BMPO complies with the Americans with Disabilities Act and facilitates public participation by individuals with disabilities by:

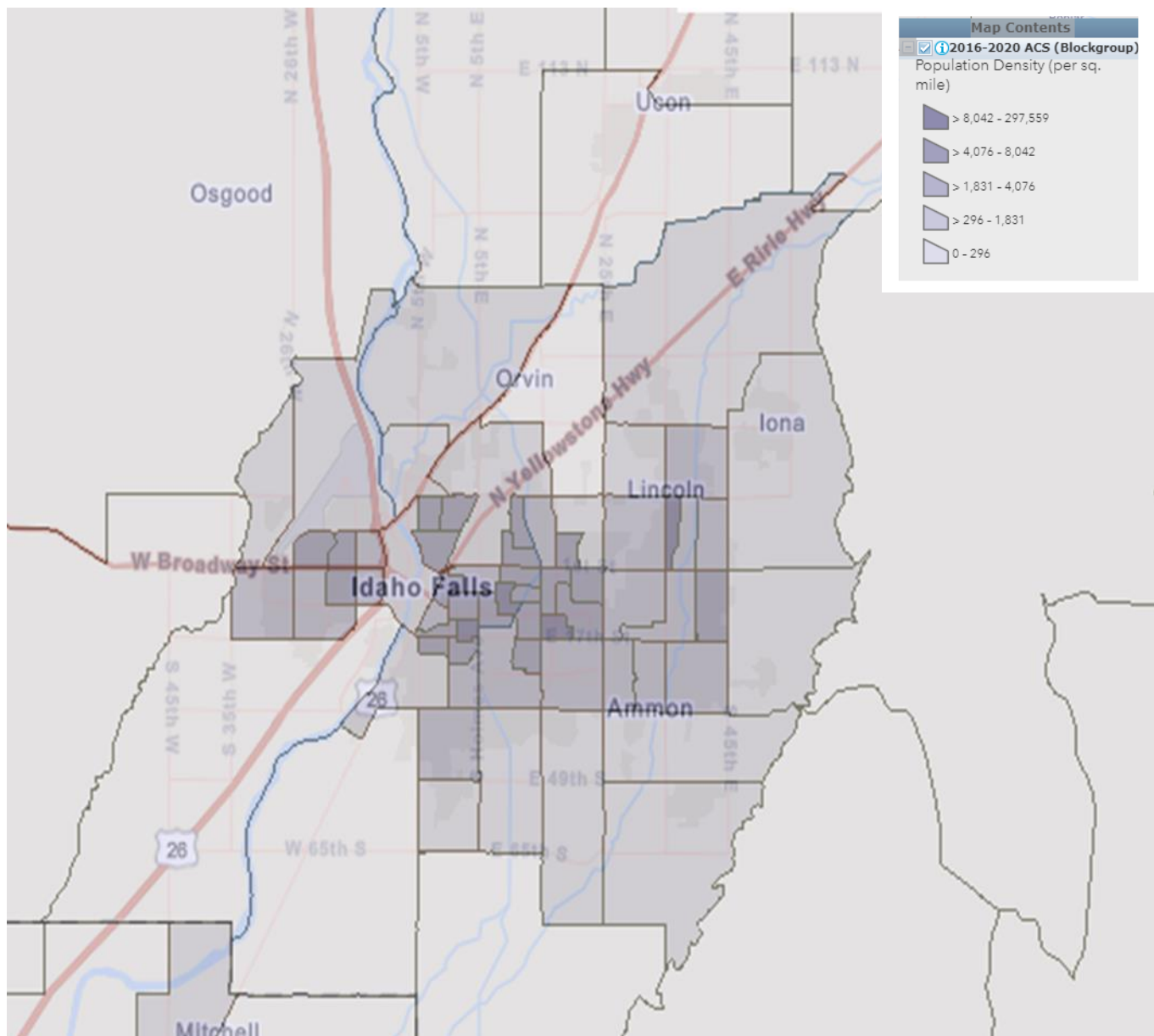
- Providing all BMPO materials online
- Ensuring that the BMPO website, email blasts, and social media posts are formatted for assistive technology (e.g., screen readers)
- Holding public meetings in accessible locations
- Providing materials in alternate formats (e.g., braille or large print) as requested
- Providing accommodations, as requested, to assist individuals with disabilities in fully participating in public participation opportunities

Those needing assistance with BMPO events or materials, or needing materials in alternate formats, please call (208) 612-8509 with 48 hours advance notice. Si necesita asistencia con una junta de BMPO, o necesita un documento en otro formato, por favor llame al (208) 612-8509 con 48 horas de anticipación.

In addition, BMPO assesses demographic characteristics within its planning area using the US Environmental Protection Agency's EJSCREEN tool<sup>2023</sup>, as well as other data, to ensure all populations within Bonneville County are included in its outreach processes, including public comment opportunities.







Key demographic characteristics considered in the development of this Public Participation Plan. Of particular note are high populations of Hispanic and Spanish-speaking individuals, as well as households without internet service. This information underscores the importance of translating materials into Spanish, promoting public comment opportunities in newspapers and via other non-electronic means, and of providing information for comment in hard copy and at public locations, such as libraries, where it can be accessed without internet access. BMPO analyzes the same categories of demographics for other planning efforts, as well as additional demographics as appropriate to the specific plan or program.



# Public Involvement Requirements



● = Federally Required    ● = BMPO required    ⊙ = As appropriate	PPP	L RTP	L RTP AMEND	TIP	TIP AMEND	OTHER
<b>Prepare</b>						
Determine if/when agency coordination is needed and document process [23 CFR 450.316(e)]	●	●	●	●	●	●
Coordinate with statewide planning public involvement efforts [23 CFR 450.316(a)(1)(ix)]	●	●	●	●	●	⊙
Seek out and consider the needs of traditionally underserved [23 CFR 450.316(a)(1)(vii)]	●	●	●	●	●	●
Develop a participation plan in consultation with all interested parties [23 CFR 450.316(a)(1)]	●	●	●	●	●	●
Review federal public participation, Title VI, and related requirements	●	●	●	●	●	●
Set project-specific public participation goals	●	●	●	●	●	●
Develop internal public participation checklist	●	●	●	●	●	●
Gather/analyze demographics; identify under-represented populations	●	●	⊙	●	⊙	⊙
Identify stakeholders; compile stakeholder outreach matrix	●	●	⊙	●	⊙	●
<b>Inform</b>						
Provide adequate public notice of public participation activities [23 CFR 450.316 (a)(1)(i)]	●	●	●	●	●	●
Provide timely notice and reasonable access to information [23 CFR 450.316 (a)(1)(ii)]	●	●	●	●	●	●
Use visualization techniques (maps, graphics, photos, etc.) [23 CFR 450.316 (a)(1)(iii)]	⊙	●	⊙	●	⊙	⊙
Post information of website [23 CFR 450.316 (a)(1)(iv)]	●	●	●	●	●	●
Send email notification of opportunity to comment	●	●	●	●	●	●
Use social media to notify of opportunity to comment	●	●	●	●	●	●
Place legal notices	●	●	●	●	●	●
Purchase paid advertisements	●	●	⊙	●	⊙	⊙
Cultivate earned media exposure (news releases)	●	●	⊙	●	⊙	⊙
Place comment material in public locations	⊙	●	⊙	●	⊙	⊙
Give public presentations	⊙	⊙	⊙	⊙	⊙	⊙





● =Federally Required   ● = BMPO required   ⊙ = As appropriate	PPP	L RTP	L RTP AMEND	TIP	TIP AMEND	OTHER
<b>Involve</b>						
Provide that all interested parties have reasonable opportunities to be involved with/comment on the metropolitan planning process [23 CFR 450.316.(a)]	●	●	●	●	●	●
Post draft materials on website for review [23 CFR 450.316(a)(1)(v)]	●	●	●	●	●	●
Hold any public meetings at convenient and accessible location/time [23 CFR 450.316(a)(1)(v)]	●	●	●	●	●	●
Consult/coordinate with other agencies affected by transportation [23 CFR 450.316 (b)]	●	●	●	●	●	⊙
Involve federal public land managers [23 CFR 450.316 (d)]	⊙	●	⊙	●	⊙	⊙
Engage in actions to eliminate language, mobility, temporal, and other obstacles to participation [Federal Transit Administration Circular 4702.18] **	●	●	●	●	●	●
Hold formal public comment periods (PPP = 45 days; LRTP/TIP = 30 days; amendments = 15 days) [23 CFR 450.316 (a)(3)]	●	●	●	●	●	●
Consult with advisory committees and/or work groups	●	●	●	●	●	⊙
Hold open houses/public meetings	⊙	●	⊙	●	⊙	⊙
Develop comment forms	●	●	⊙	●	⊙	⊙
Use innovative outreach techniques	⊙	⊙	⊙	⊙	⊙	⊙
Provide multiple public comment formats (e.g., email, online, comment form)	●	●	●	●	●	●
Translate key documents/information and/or provide in other alternative formats	●	●	⊙	●	⊙	⊙
<b>Incorporate</b>						
Demonstrate explicit consideration and response to public comments [23 CFR 450.316 (a)(1)(vi)]	●	●	●	●	●	●
Analyze, summarize, and report on public comments; include in/with final document [23 CFR 450.316 (a)(2)]	●	●	●	●	●	⊙
Provide additional opportunity for comment when the final differs significantly from public comment version and raises new material issues [ 23 CFR 450.316 (a)(1)(viii)]	⊙	●	⊙	●	⊙	⊙
Evaluate public involvement efforts [ 23 CFR 450.316 (a)(1)(x)]	●	●	●	●	●	●
Respond to questions	●	●	●	●	●	●
Provide comments to Board/committees	●	●	●	●	●	●
Post all comments with final documents	●	●	●	●	●	●
Distribute final documents	●	●	●	●	●	●

PREPARE

INFORM

INVOLVE

INCORPORATE