



Public Involvement Element of the 2045 Metropolitan Transportation Plan



-  **Cumberland County**
-  **Town of Eastover**
-  **City of Fayetteville**
-  **Fort Bragg**
-  **Harnett County**
-  **Hoke County**
-  **Town of Hope Mills**
-  **Town of Parkton**
-  **City of Raeford**
-  **Robeson County**
-  **Town of Spring Lake**

October 24, 2018

Continuing · Comprehensive · Cooperative · Transportation Planning

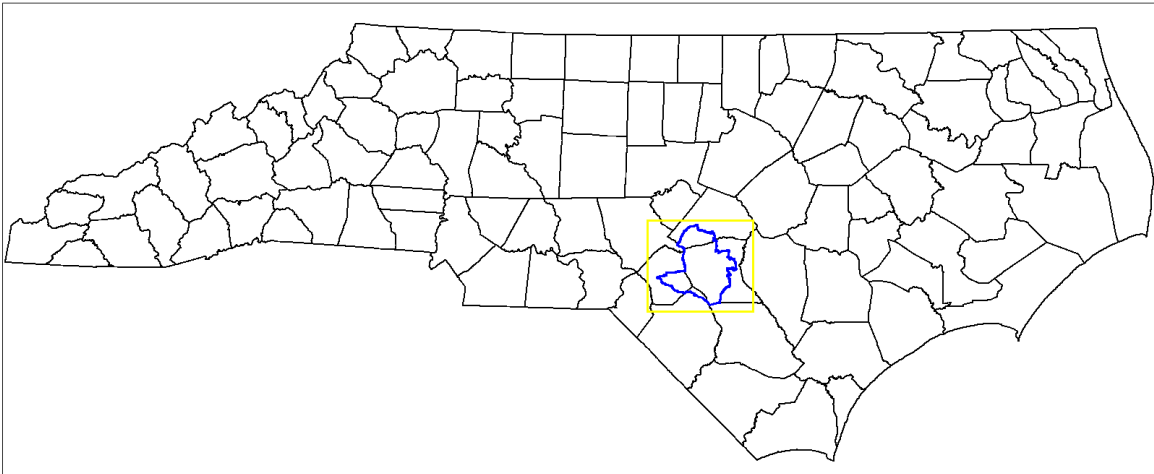
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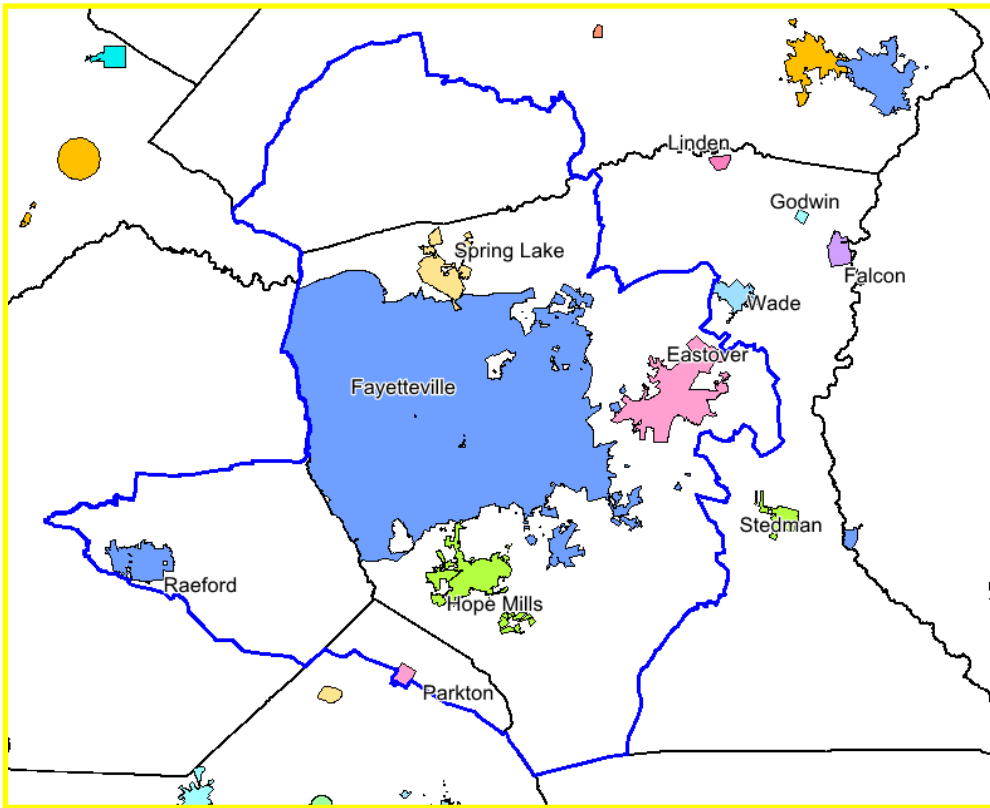
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INTRODUCTION

The Fayetteville Area Metropolitan Planning Organization (FAMPO) was established in 1975 as a result of the Federal Surface Transportation Assistance Act of 1973. Any Urbanized Area (UZA) with a population greater than 50,000 is designated as an MPO. Any UZA with a population greater than 200,000 is also designated as a Transportation Management Area (TMA). The Fayetteville Area MPO is a TMA. Every 10 years, the Census Bureau establishes new UZA boundaries. In addition to meeting all the federal requirements for an urbanized area and MPO, TMAs are also responsible for developing a congestion management system, Transportation Improvement Program (TIP) project selection, and are subject to a comprehensive Federal review of their planning processes. In March 2017, a Certification Review Team consisting of members from the Federal Highway Administration and the Federal Transit Administration conducted a joint review of FAMPO's Transportation Planning Process and determined that the Transportation Planning Process substantially meets the Federal requirements and has been re-certified for four years. The complete report can be found on the FAMPO website at www.fampo.org.





FAMPO is located in Eastern North Carolina along the Cape Fear River and includes the Cities of Fayetteville and Raeford; the Towns of Eastover, Hope Mills, Parkton, and Spring Lake; Fort Bragg Military Reservation; and the urban portions of Cumberland, Harnett, Hoke, and Robeson Counties. According to the 2010 Census, the

Fayetteville Urbanized Area population was 366,383. FAMPO is governed by three committees; the Citizens Advisory Committee (CAC), Transportation Coordinating Committee (TCC), and the Transportation Policy Board (TPB).

Transportation Policy Board (TPB)

The Transportation Policy Board (TPB) has the responsibility of serving as a forum for cooperative transportation planning and decision making for the Fayetteville Area Metropolitan Planning Organization (FAMPO). The TPB makes all the final decisions and approves all federal aid transportation funds for the Fayetteville Metropolitan Planning Area (MPA).

The TPB performs the following tasks:

- reviews and approves a Unified Planning Work Program (UPWP) annually;
- oversees development of and approves the Metropolitan Transportation Plan (MTP), the Metropolitan Transportation Improvement Program (MTIP), and all other FAMPO documents;
- keeps the various member jurisdictions informed of the status and requirements of the transportation planning process;
- assists in the dissemination and clarification of decisions and policies of the various member jurisdictions; and
- ensures that the MPO is providing for meaningful citizen participation in the transportation planning process.

The TPB is comprised of elected officials and representatives from the following member jurisdictions:

City of Fayetteville	Harnett County
City of Raeford	Hoke County
Town of Eastover	Robeson County
Town of Hope Mills	Federal Highway Administration (FHWA)
Town of Parkton	Federal Transit Administration
Town of Spring Lake	NC Board of Transportation, Division 6
Fort Bragg Military Reservation	NC Board of Transportation, Division 8
Cumberland County	

FAMPO staff serves as the TPB's point of contact for the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the North Carolina Department of Transportation (NCDOT). FAMPO staff also acts as secretary and staff advisors for the Citizens Advisory Committee (CAC), the Transportation Coordinating Committee (TCC), and the TPB.

The FAMPO *Public Involvement Plan* is used to describe the process of public participation throughout the development of transportation plans and programs. The procedures for public participation have been formally enacted, reviewed and certified as being in compliance with all applicable federal rules and regulations. Aspects of this plan are also affected by the FAMPO *Title VI and Limited English Proficiency Policies and Plans*, which is available on the FAMPO website. The *Public Involvement Plan* also satisfies the public involvement requirements related to the City of Fayetteville's Program of Projects.

Public involvement is an essential part of all successful transportation planning. Meaningful and effective public involvement allows the FAMPO to:

- inform the public and raise awareness about transportation issues,
- encourage public participation and comments, and
- ensure the incorporation of local and regional concerns, values, and ideas into transportation planning.

Transportation Coordinating Committee (TCC)

The Transportation Coordinating Committee (TCC) is responsible for providing technical assistance and advice to the TPB at the MPO level. The TCC provides the general review, guidance, and coordination of the transportation planning process for the planning area. The TCC's responsibilities include making recommendations to the TPB regarding any actions relating to the continuing, comprehensive, and cooperative (3C) transportation planning process.

The TCC also assists in the development and review of, and make recommendations for, the Metropolitan Transportation Plan (MTP), project prioritization, the Prospectus, the Metropolitan Transportation Improvement Program (MTIP), the Unified Planning Work Program (UPWP), the Comprehensive Transportation Plan (CTP), and other MPO documents.

The TCC is comprised of technical experts from Local, State, and Federal governmental agencies. They are knowledgeable in areas related to transportation planning and provide technical assistance and advice to the TPB. They are responsible for general review, guidance, and coordination of the transportation planning process and make recommendations to their respective agencies and the TPB regarding transportation concerns. Membership shall include, but not be limited to, representatives from all of the jurisdictions and member agencies that are integral to the transportation planning process. The TCC membership is flexible.

Citizen Advisory Committee (CAC)

The purpose of the CAC is to act as an enhanced public involvement component by serving as the principal medium for public participation in the transportation planning process. It serves as a conduit between the citizens and the TPB. The CAC will take into account all modes of transportation and the needs of all citizens and will serve in an advisory capacity for the MPO in the continuing, comprehensive, and cooperative (3C) transportation planning process, while disseminating information to the community and area officials.

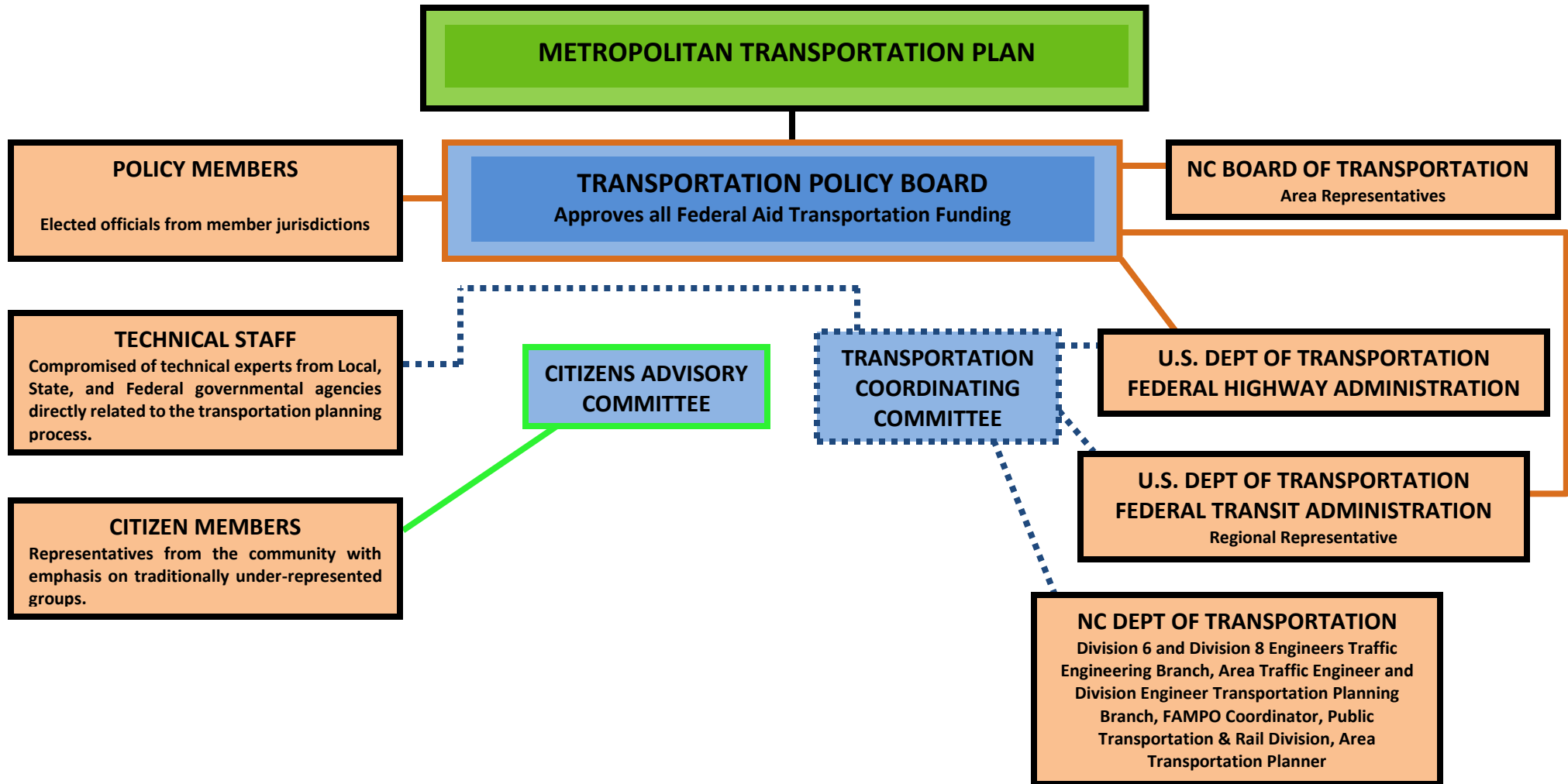
More specifically, the CAC will:

- ensure involvement of the public throughout the MPO transportation planning process;
- solicit and consider input from all groups and citizens interested in, affected by, or concerned with MPO transportation plans and programs; special consideration will be given to solicit input from the traditionally under-represented populations;
- assist FAMPO in formulating goals and objectives for improving the transportation system for the Fayetteville MPA;
- provide recommendations to the TPB on transportation plans, projects, and information regarding citizens' input; and
- disseminate information about and gather support for MPO activities throughout the community.

The initial CAC members were selected among a pool of citizens that volunteered during the Public Involvement meetings held in the summer of 2007. These members represent areas of interest and/or groups within the MPO, with emphasis on the traditionally under-represented members of the community and initially addressed specific interests including, but not limited to:

- Bicycle and pedestrian/greenways
- The environment
- Minority representatives
- Road safety
- Traffic congestion
- Disabilities advocates
- Freight
- Rail
- Seniors advocates
- Transit

FAYETTEVILLE AREA METROPOLITAN PLANNING ORGANIZATION (FAMPO) ORGANIZATIONAL CHART



FAMPO's Responsibilities

FAMPO is responsible for the distribution of federal transportation funds for highways, transit, bicycle, pedestrian and other projects within the entire metropolitan planning region. Metropolitan Planning Organizations are required by federal law to develop and coordinate four major transportation plans. All of the current plans, documents, and listing of current committee members are available on the FAMPO website, www.fampo.org, and at our offices.

Metropolitan Transportation Plan (MTP)

The Metropolitan Transportation Plan is a fiscally constrained plan that identifies transportation improvements necessary to maintain adequate mobility and to accommodate growth forecasted through the metropolitan area while balancing anticipated revenue. Transportation improvements are established through a comprehensive identification of highway, public transit, bicycle, pedestrian, and freight movement transportation needs and policies. This plan is revised every five years and has a horizon of 25 years. The current Metropolitan Transportation Plan includes projects through the year 2040. The new MTP will include projects through 2045 and will be approved in 2019.

Comprehensive Transportation Plan (CTP)

The CTP is a multimodal plan that addresses identified transportation facility and service needs precipitated by projected growth and development based on the limitations of the existing system. Although it is not a fiscally constrained plan, it provides data-driven guidance about anticipated transportation deficiencies beyond the horizon of the MPO's long-range plan.

Metropolitan Transportation Improvement Program (MTIP)

The Metropolitan Transportation Improvement Program identifies short term transportation projects within the Metropolitan Planning Area. The MTIP is approved by the TPB and incorporated into the State Transportation Improvement Program (STIP), which identifies all transportation projects in the entire state. In both the MTIP and STIP, a seven-year horizon of projects is shown along with projected costs and funding sources. The first four years of the Transportation Improvement Program are federally adopted, while the remaining three years are for informational use only. This document is developed every two years in cooperation with local, state and federal agencies and was last approved in October 2017.

Unified Planning Work Program (UPWP)

The Unified Planning Work Program is an annual document that identifies the transportation planning budget and related activities for the metropolitan area. The Unified Planning Work Program provides a detailed project breakdown of costs to meet the needs of projects and planning processes and is updated yearly.

GOALS AND OBJECTIVES

FAMPO's Goal: To increase public awareness and involvement in all phases of transportation planning.

FAMPO stresses continuous public involvement, making information available to the public, cooperating with the public to arrive at project alternatives, evaluative criteria and mitigation needs, open public meetings, and open access to the decision-making process. FAMPO provides clear and concise information to the public to enable them to become involved in the transportation planning process, which leads to public ownership and greater support for transportation projects.

Objectives, Strategies and Measurements

Objective 1: Publicize a clear definition and brand for FAMPO.

STRATEGY	MEASUREMENT
Publish a Quarterly Newsletter	Account for number of public comments received
Maintain an active website	Account for number of visitors
Collect transportation surveys at public meetings	Evaluate most effective communication methods

Objective 2: Continuously update the citizen contact database.

STRATEGY	MEASUREMENT
Encourage people at public meetings and events to sign up to learn more about transportation issues	Account for number of persons added to database list
Emphasize opportunity to sign up and comment on website	Keep record of number of persons that sign up and/or comment via the website

Objective 3: Increase the number of website visitors.

STRATEGY	MEASUREMENT
Include website information on all media, printed materials and community email notices	Monthly Website Statistics
Update website regularly to encourage frequent visits	Monthly Website Statistics
Increase the number of external websites with a link to the FAMPO website	Monthly Website Statistics
Use social media websites to disseminate information and encourage participation	Monitor Comments & Followers

Legislative Requirements

The FAMPO *Public Involvement Plan* is periodically reviewed to assure compliance with State and Federal regulations. The Fixing America's Surface Transportation Act (FAST Act) was signed on December 4, 2015. The FAST Act authorizes the federal-aid transportation program and outlines specific language regarding Public Involvement processes and procedures. The FAST Act built upon previous transportation legislation (ISTEA, TEA-21, SAFETEA-LU, and MAP-21) to provide states specific direction in conducting and promoting broad-based public involvement activities.

1. Identify Stakeholders

The FAST Act continues to place emphasis on an expanded list of interested parties and increased consultation with local, state, and federal agencies.

Interested Parties

Interested parties are any person or group who has an interest in the transportation planning process. This includes those who are impacted by a project or process, those who will use a project or process, and those who hold an affected value in a project or process. This includes all the representative interest groups in the FAMPO planning area. Some examples of interested parties include:

Citizens	Representatives of bicycle transportation facilities (employees and users)
Affected public agencies	Representatives of the elderly and disabled
Civic and social organizations	Representatives of the traditionally underserved
Advocacy groups	Agencies or entities responsible for safety and/or security operations
Private transportation providers	Underserved transportation population
Representatives of public transportation (employees and users)	Providers of non-emergency transportation services receiving financial assistance from a source other than title 49 U.S.C. Chapter 53
Providers of freight transportation services	Other interested parties
Representatives of pedestrian walkways	

The FAMPO *Public Involvement Plan* has been developed in consultation with all interested parties and has provided, and continues to provide, an excellent opportunity for the entire public to comment on all transportation plans.

Consultation

The consultation process for the *Public Involvement Plan* is twofold. The *Public Involvement Plan* was developed in consultation with interested parties through a survey available online, at public meetings and mailed to stakeholders. FAMPO, in accordance with the 3C process, will work with federal, state, and local agencies to

consult and coordinate for planning activities within the Fayetteville area. The consultation will include agencies interested in planned growth, economic development, Department of Defense, land use management, natural resources, environmental protection, airport operations and conservation and historic preservation concerning the development of the transportation plan.

Consultation with these agencies, several who are active members of the Transportation Coordinating Committee (TCC), will help to coordinate the design and delivery of transportation services within the entire FAMPO planning area while protecting and enhancing the environment and the quality of life of the community.

2. Methods

Federal legislation requires specific methods of public involvement. These methods facilitate meetings that are convenient and accessible to everyone by employing strategies such as those outlined in the Goals and Objectives section of this document.

Convenient and Accessible

All public meetings will be held at accessible locations and during times convenient to expected participants. Every effort will be made to hold meetings in a space that has adequate parking and at least one meeting will be scheduled at a convenient location for transportation deficient citizens.

FAMPO will provide auxiliary aids and services under the Americans with Disabilities Act for disabled persons who wish to participate in a meeting. FAMPO also provides certain translation and interpretation services as outlined in the FAMPO *Title VI and Limited English Proficiency Policies* document. Anyone requiring special services should contact FAMPO staff as early as possible, but no later than seven days prior to the event, so that arrangements can be made.

The input of the traditionally underserved populations, such as minority, low-income, disabled, limited English proficiency, and the elderly, is explicitly sought out by FAMPO. Notice of upcoming events is provided to advisory groups, civic and social organizations that serve special populations, and by our participation in targeted events and use of diverse media, including local minority newspapers and social media.

Visualization

FAMPO stresses the use of visual components, such as maps and photos, to enhance communication. To the greatest extent possible, all FAMPO public involvement meetings will include visual representations of the projects and plans. Using computer-based graphics programs, visualizations can easily be customized to meet the project needs and will be available to the public. Additionally, all information presented to the public will be written in clear and simple language.

Document Availability

Along with traditional accessibility to hard copies of all FAMPO documents, Federal guidance stresses the need for increased electronic availability of plans and public information. The Internet continues to grow as a medium for passing information on to the public. All of the current FAMPO plans, along with other information, are available 24 hours a day on the FAMPO website, www.fampo.org. Hard copies are available for review during normal business hours at the FAMPO office or can be downloaded from the website.

FAMPO implements a proactive public involvement process that provides information and access to key decisions and supports early and continuous involvement of the public.

PUBLIC NOTIFICATION

Timely, advanced notice is a crucial element in any public involvement process. Citizens must be notified while projects, activities and programs are in the initial planning phases. Notification of upcoming projects provides vital information to all area stakeholders. FAMPO will continue to provide notice of all meetings and copies of plans as requested to all local stakeholders.

Public Notification Guidelines

FAMPO Committee Meetings, Public Meetings and Public Hearings

Public notice shall be provided to the local news media, including local newspapers, radio, and local government Public Information Officers, at least three days in advance. The Transportation Policy Board, Transportation Coordinating Committee and Air Quality Stakeholders are examples of FAMPO committees. A calendar of regular and special meetings is posted and will be maintained on the FAMPO website.

Comment Period

Public notice shall be provided to the local news media in advance to solicit public review and comments on draft transportation plans under consideration by FAMPO. Public comment will be open for the following time frames:

45 days	Public Involvement Plan
14 days	Metropolitan Transportation Plan and related documents (MTP)
14 days	Metropolitan Transportation Improvement Program (MTIP)
14 days	Unified Planning Work Program (UPWP)
14 days	Major Amendments to FAMPO documents
14 days	Annual Fayetteville Area System of Transit (FAST) Program of Projects, when not in conjunction with the MTIP

Public Hearings

Public notice required for public hearings shall follow the above timeline. Notices will be published in the local major newspaper, *The Fayetteville Observer*, in the Local section, and the local minority newspaper, *The Fayetteville Press*, when the newspaper printing schedule permits and in accordance with the FAMPO *Title VI and Limited English Proficiency (LEP)* and *Environmental Justice* documents. All public notices will include accessibility guidelines outlined in this document, the *Environmental Justice* and *Title VI and LEP* documents for both ADA and LEP. When applicable, FAMPO notices will include the following statement: "This public notice of public participation activities and time established for public review and comments will satisfy the Program of Projects requirements for the City of Fayetteville."

Draft Transportation Plan Distribution

Copies of final draft transportation plans shall be made available at easily accessible locations in the region for public review and comment two weeks in advance of the deadline for submission of comments. Distribution of drafts will ensure availability for Minority and Low-income populations (MLI) in accordance with the FAMPO *Environmental Justice and Title VI and Limited English Proficiency* documents. The final draft transportation plans will all be available on the FAMPO website,

www.fampo.org . FAMPO staff will have copies available in the office and forward copies of the draft transportation plan when requested.

Public Comment

The public may submit general comments to FAMPO at any time. A specified public comment period regarding a transportation plan or project will be announced by public notice. Public comments will be incorporated into the plan in the following manner:

FAMPO will provide a response in a timely fashion and appropriate manner.

A summary of public comments and staff response will be provided to the CAC, TCC and TPB.

When significant written and oral comments are received on a draft plan, a summary and analysis will be a part of the final plan.

FAMPO will take public comments into consideration with the appropriate project.

If public comments lead to significant changes to the draft plans initially available, an additional opportunity may be provided for public comment on the revisions not seen before the public involvement effort began. In this case, the draft will again be made available for review and comment for a period of 14 days after the changes are reflected in the document. The Transportation Policy Board Chair shall determine when changes are significant and warrant additional opportunity for public comments.

As FAMPO identifies deficiencies and builds new strategies, this and other FAMPO documents may be administratively updated when those modifications do not result in major changes to the document.

Toolkit

The *Public Involvement Plan* may be tailored to best match the outreach tools and resources to be used for a single upcoming plan or project. The FAMPO public involvement process is designed to increase public awareness and involvement in all phases of transportation planning. There will be opportunities for public comment and involvement identified for each project. Public involvement incorporates many techniques that will be refined as public comment and questions lead to new ideas, and as the project moves through the decision-making process. The toolkit can be modified and updated to incorporate new public involvement techniques as available. The individual project specific public involvement plans will incorporate a variety of techniques necessary to involve the different stakeholders in each project.

The following briefly describes the tools currently used by FAMPO for public involvement.

1. Website

The FAMPO website, www.fampo.org, is an easy and convenient way for the public to stay informed and involved in the transportation planning process. The website contains a prominent public comment area and public participation survey. The website is maintained and routinely updated by FAMPO staff.

FAMPO also provides a link to the Cumberland County GIS website, www.ccmaps.org. Using Exponare software, the public can search for specific transportation projects or bus routes using an address or parcel identification number. The resulting map is easy to read and concisely provides information and links to corresponding web pages, such as detailed project maps, bus route information, tax information, plat numbers, and deed.

The same software program is also used to visualize complete transportation projects, the transit system and the surrounding areas.

Previous FAMPO surveys found that web and email outreach and communication efforts are effective and desirable for those people who have regular access to the Internet. FAMPO understands that not all stakeholders in the planning area have regular Internet access. All plans and documents are available over the Internet and hard copies are available in the FAMPO office. Staff will mail hard copies of planning documents when requested to the extent possible and follow these requests up with a one-on-one discussion session, if needed.

2. Database

FAMPO maintains and updates a database of business and citizen contacts. The database includes committee membership, mailing information, phone and fax numbers, and e-mail addresses as available. The database is used to establish and maintain a list of contacts for meeting notifications, newsletter distribution, and announcements.

3. Media

Flyers

FAMPO creates and distributes flyers, as needed, for several purposes. They describe the FAMPO organization, how citizens can get involved, list steps a person can take to contribute to cleaner air, list the Air Quality Index, list the current transportation improvement projects, and many more. In accordance with the FAMPO Title VI and Limited English Proficiency document, flyers are also produced in Spanish. According to the scope of the project or plan, flyers are made available through many outlets, including, but not limited to, the FAMPO offices, community events, public libraries, transit centers, direct mailings, and can be inserted into the local paper.

Advertisements

Display advertisements are used on an as-needed basis to promote public and special meetings, such as Metropolitan Transportation Plan workshops and Strategic prioritization, as well as grant opportunities. The advertisements are published in the local section of the major local newspaper.

Newsletters

FAMPO produces a quarterly newsletter available online and distributed to citizens, local governments, media and other agencies. Citizens are added to the distribution list at their own request. The newsletter includes FAMPO contact information, upcoming meetings and community events, and current planning project reports. Newsletter stories may also include updates about significant transportation issues, air quality updates and important actions taken by the Transportation Policy Board.

Annual Report

FAMPO produces an annual report that summarizes accomplishments for the current fiscal year and highlights major events in the upcoming fiscal year. In addition, the annual report serves as an informational piece. It is occasionally distributed at community events to raise awareness of FAMPO and is available by request.

Social Media

FAMPO is embarking on the use of social media, such as Facebook, Twitter and Instagram as outreach tools as these become more mainstream in government.

4. Outreach

Community Festivals and Events

FAMPO regularly participates in major community festivals and events throughout its planning area. Community events allow FAMPO to reach a large group of stakeholders all at once.

Speakers Bureau

FAMPO staff members will be available to speak about transportation issues in response to requests from business and civic groups, citizens, organizations, and state and local elected officials to the greatest extent possible. Staff member outreach will help to further identify our organization and encourage the public to ask about their transportation planning questions.

Press Releases

Press releases and Public Service Announcements are sent to local media (newspaper, TV, and radio) and governments to announce upcoming FAMPO meetings and activities.

Press Kits /FAMPO Introduction Packets

Press kits and FAMPO Introduction packets are distributed upon request to people who are not familiar with FAMPO. These packets contains a folder with information about the organization such as the annual report, latest newsletter, sample materials, the relevant plan, and staff contact information. The goal of the packet is to provide background information to raise public awareness.

5. Public Comments

Surveys

Surveys may be used to obtain input from the public on transportation matters during project planning or document updates. They may ask the public about transportation issues and concerns and some demographic information. Surveys are also used to gather specific technical data during planning studies.

Comment Forms

Comment forms are used to solicit comments from the public at FAMPO meetings or public hearings. Comment forms are also included on the FAMPO website, www.fampo.org, to solicit input regarding any current or future project or to address any transportation related issues. All FAMPO materials contain the website address where a link for citizens to “Voice Your Opinion” is located on the toolbar of every page. Comment forms can be either general or very specific in nature. For example, a comment form affords citizens the opportunity to express general feelings about any aspect of transportation or help identify preferred alignment alternatives considered during a corridor study.

Public Meetings

Public meetings are used to both present information and solicit public comment on a plan or issue being considered by FAMPO. Public comments are recorded and a summary provided to the Transportation Policy Board. Public meetings include visualization techniques such as maps, aerial photographs, conceptual renderings and drawings to facilitate public understanding.

EVALUATION PROCESS

An important step in public involvement is evaluating the effectiveness of the plan and outreach activities to ensure a full and open involvement process. The *Public Involvement Plan* is a work in progress, striving to improve FAMPO's efforts toward increasing public awareness and involvement in transportation planning. The public involvement process will be evaluated on a short and long-term basis.

Short Term

At every event, participants will be asked to evaluate the public involvement activity. FAMPO staff will ask how the public found out about this activity, if they felt this was an effective public involvement event and suggestions for improvement.

Public involvement objectives and measures will be evaluated annually. The objectives, strategies or measurement techniques will be updated as necessary after the evaluation process to continue improving the *Public Involvement Plan*.

Long Term

The entire *Public Involvement Plan* must be reviewed at least every five years before development of the MTP. This document serves as an update to the previous *Public Involvement Plan* dated April 25, 2012.

Both short and long-term evaluations ensure that appropriate changes to the *Public Involvement Plan* are being made, implemented and evaluated by FAMPO. Once FAMPO has evaluated the public involvement activities, it is possible to identify those that are ineffective and to improve or discontinue using them or also add new public involvement activities.

As FAMPO identifies deficiencies and builds new strategies, the *Public Involvement Plan* may be administratively updated, when those modifications do not result in major changes to the document. The Transportation Policy Board will review and approve any administrative changes upon recommendation from the Citizen Advisory Committee and Transportation Coordinating Committee.

Conclusion

FAMPO is striving to increase public awareness and involvement in all phases of transportation planning. We are responsible for the transportation needs of the entire Fayetteville Metropolitan Area and our transportation planning decisions affect the entire population. Seeking out and obtaining public input and comments is vital to the success of transportation planning within the Fayetteville Metropolitan Area.

Public Involvement Plan written by the
Fayetteville Area Metropolitan Planning Organization Staff
in cooperation with the
Citizens Advisory Committee,
Transportation Coordinating Committee, and the
Transportation Policy Board

This Public Participation Plan was partially funded by grants
from the
Federal Highway Administration (FHWA)
and the
Federal Transit Administration (FTA)



**Historic Courthouse
130 Gillespie Street
Fayetteville, NC 28301**

**fampo@co.cumberland.nc.us
Telephone: (910) 678-7614
Fax: (910) 678-7638**

www.FAMPO.org