

# PUBLIC PARTICIPATION PLAN

*For the Jackson Metropolitan Planning Organization serving Hinds, Madison, and Rankin Counties*

*Draft  
September 2020*



*How your voice is heard*

*Funding Disclaimer*

*This document was prepared and published by the Jackson Metropolitan Planning Organization (MPO) and is prepared in cooperation with and financial assistance from the following public agencies: the Mississippi Department of Transportation (MDOT), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) under the Metropolitan Planning Program. The contents of this report do not necessarily reflect the official views or policy of the funding agencies.*

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# How to Get Involved in the Jackson MPO Transportation Planning Process

## Call Us



601-981-1511

To speak with MPO staff members during normal business hours.

Mon.-Fri.  
8:00 AM – 4:30 PM

## Write Us



Jackson Metropolitan  
Planning Organization

Post Office Box 4935  
Jackson, MS 39296-4935

## Follow Us



Facebook @ [facebook.com/CMPDD](https://www.facebook.com/CMPDD)

## Email Us



[mpo@cmpdd.org](mailto:mpo@cmpdd.org)

## Participate in Person



Watch for meeting notices on the MPO's website, social media account, or in a local newspaper detailing upcoming workshops or public meetings hosted by the Jackson MPO. Visit the MPO's website at [www.cmpdd.org/public-notice](http://www.cmpdd.org/public-notice) to learn more.

## Visit the MPO Website

[www.cmpdd.org](http://www.cmpdd.org)



## Complete a Comment Card



Comment cards are provided at all workshops and public meetings hosted by the MPO. An electric comment card is continuously available on the MPO's website at [www.cmpdd.org/public-notice/](http://www.cmpdd.org/public-notice/).

## Table of Contents

How to Get Involved.....	1
About this Document .....	5
Purpose .....	5
What is a Metropolitan Planning Organization (MPO) .....	5
Core MPO Documents .....	7
Guiding Regulations .....	8
Stakeholder Involvement .....	9
Goals and Objectives .....	12
Outreach Techniques.....	13
Engaging Traditionally Underserved Populations.....	16
Requesting an Accommodation.....	16
Plan Specific Outreach .....	17
Public Participation Plan (PPP) .....	17
Metropolitan Transportation Plan (MTP).....	17
Transportation Improvement Program (TIP).....	19
Transit Program of Projects (POP).....	20
Emergency Health and Safety Procedures.....	21
Plan Evaluation.....	21
Public Involvement Evaluation Matrix .....	22

## Appendices

Appendix A Summary of Plan Specific Participation Techniques .....	25
Appendix B Key Decision Points for Stakeholder Involvement .....	26
Appendix C Socio-Economic Analysis .....	27
Appendix D Acronyms and Definitions.....	29

# **Public Participation Plan**

## **Jackson Metropolitan Planning Organization**

This document was approved and adopted by the  
Jackson Metropolitan Planning Organization on \_\_\_\_\_, 2020

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The Honorable Butch Lee, Chairman  
Metropolitan Planning Policy Committee

*PREPARED BY*

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Federal Highway  
Administration  
Federal Transit  
Administration



## About this Document

This document constitutes the Jackson Metropolitan Planning Organization's (MPO's) Public Participation Plan as prescribed in federal regulations. This document has been issued for public comment for a period of not less than 45 days prior to formal adoption or revision by the Jackson MPO Metropolitan Planning Policy Committee. This Public Participation Plan update was adopted by the Jackson Metropolitan Planning Organization (MPO) on ----, 2020. A 45-day public comment period, began September 19, 2020, and concluded November 2, 2020.

23 C.F.R. 450.316 states that a **Metropolitan Planning Organization will provide** "... individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with **reasonable opportunities to be involved** in the metropolitan transportation planning process."



Public participation is an integral part of the transportation planning process. The information and perspectives provided through the public participation process assist decision-makers and lead to a more meaningful and comprehensive planning process. Effective public participation techniques allow planners to identify issues and understand aspects of the transportation system directly from its users. Effective transportation planning must include the participation of those whose everyday lives are affected by how they are able to get to work, home, school, stores, and services.

## Purpose

This Public Participation Plan establishes the methods used by the Jackson MPO to provide a proactive public involvement process which increases public awareness and understanding; offers complete information and timely public notice; supports early and continued involvement of the public and stakeholders; and provides opportunities for meaningful involvement and citizen feedback. This document provides a list of activities and procedures the Jackson MPO will follow to engage the public in the transportation planning process. This Plan is not a static document. It is a living document and will be continually reviewed for possible revisions as needed to improve the participation process.

This Public Participation Plan also satisfies the public participation requirements necessary for the City of Jackson's Program of Projects (POP), as the designated transit provider (JTRAN) for this area.

## What is a Metropolitan Planning Organization (MPO)

A Metropolitan Planning Organization (MPO) is a federally designated regional transportation planning organization that serves as a forum for cooperative transportation decision-making. In 1962, the Federal-Aid Highway Act required the formation of a MPO in all metropolitan areas with a population greater than 50,000. MPOs were established to ensure that existing and future expenditures for transportation projects and programs were based on a continuing, comprehensive, and cooperative planning process.

The Central Mississippi Planning and Development District (CMPDD) was designated as the Jackson Metropolitan Planning Organization for the Jackson Mississippi Urbanized Area on February 5, 1975. As the MPO, CMPDD maintains and conducts a continuing, cooperative and comprehensive regional transportation planning process for the Jackson MPO planning area. The Jackson MPO planning area is defined as the area projected to become urbanized within the next 20 years. Figure 1 outlines the Jackson MPO planning area which includes portions of Hinds, Madison, and Rankin Counties.

The Jackson MPO functions under a committee structure comprised of the Metropolitan Planning Policy Committee and the Intermodal Technical Committee. In addition, the MPO is served by two advocacy committees, the first being the Stakeholders Committee and the other

being the Bicycle and Pedestrian Subcommittee. The Jackson MPO committee structure makes recommendations regarding transportation planning processes, procedures, and products and approves the use of federal transportation funds within the Jackson Urbanized Area for highway, transit, bicycle and pedestrian projects as well as other transportation related projects.

The Metropolitan Planning Policy Committee serves as the official governing authority for the MPO and is responsible for making policy decisions regarding the transportation planning process. The Metropolitan Planning Policy Committee is comprised of local elected and appointed officials representing the counties and municipalities located in the Jackson MPO urbanized area, an official from the Jackson Transit Authority (JTRAN), as well as leadership from the Mississippi Department of Transportation (MDOT). Ex-Officio members include the Division Administrator for the Federal Highway Administration (FHWA) in Jackson and the Regional Administrator of the Federal Transit Administration (FTA).

The Intermodal Technical Committee is comprised of public works officials, engineers, planners and other representatives whose skills and training are more technical in nature. Representatives from each county and municipality located in the Jackson Urbanized Area are included on this committee, as well as representatives of all transportation modes, including streets/highways, public transportation, bicycling/pedestrian, air transportation, railroad, and the trucking industry. The MPO's Technical Committee provides technical review, comments, and recommendations to the Metropolitan Planning Policy Committee on all MPO plans, programs, studies, and other pertinent matters. In addition, the committee hears comments from citizens and others at public meetings and forwards their recommendations to the Metropolitan Planning Policy Committee.

## Jackson MPO Portions of Hinds, Madison, and Rankin Counties

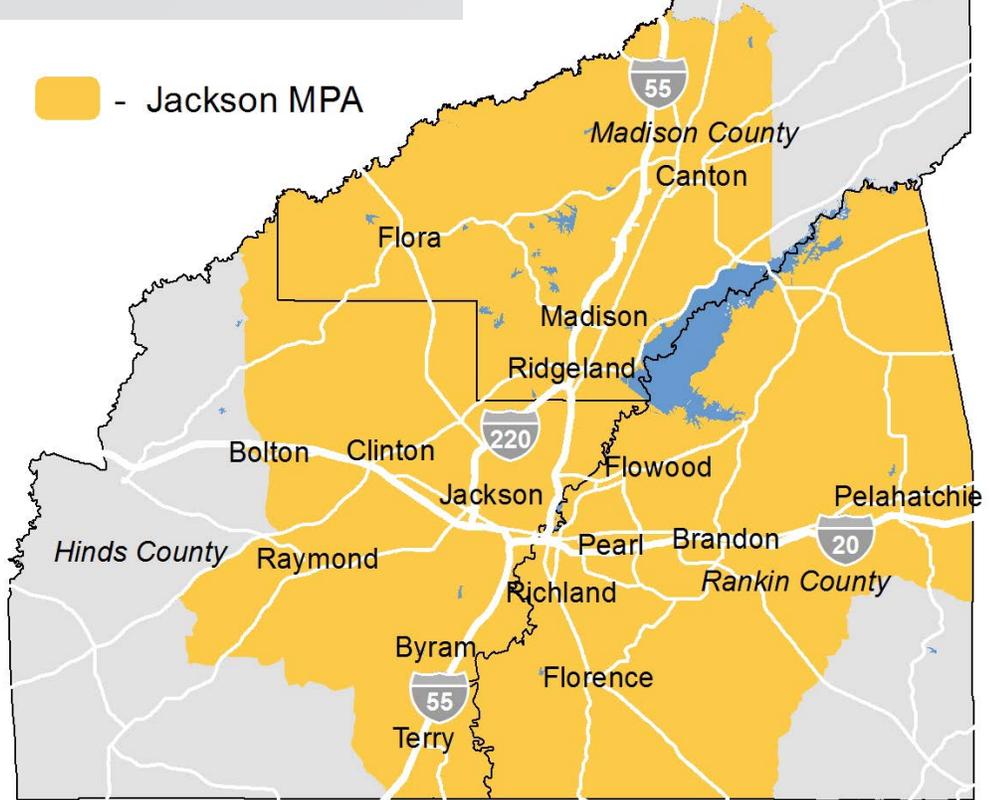


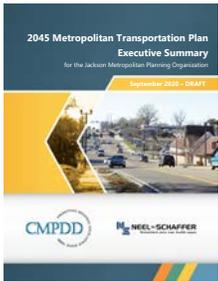
figure 1

The Bicycle and Pedestrian Facilities Committee is a subcommittee to the Intermodal Technical Committee. The committee is comprised of individuals who are representatives of Bicycle and Pedestrian Advocacy Groups and representatives from counties and municipalities in the Jackson Urbanized Area. The committee is responsible for providing input into the transportation planning process as it relates to bicycle and pedestrian planning.

The Stakeholders Committee allows those with a vested interest in transportation planning an opportunity to be part of the metropolitan planning process. The committee is comprised of agencies, organizations, and individuals that are not represented on the Intermodal Technical Committee, but have a vested interest in transportation planning efforts in the Jackson planning area.

# Core MPO Documents

The MPO is required to produce four (4) main documents a Metropolitan Transportation Plan (MTP), a Transportation Improvement Program (TIP), a Public Participation Plan (PPP), and a Unified Planning Work Program (UPWP). The UPWP is produced every two years, the MTP is produced every five years, and the TIP is produced at least every four years. The PPP is a living document that is continuously evaluated to determine its effectiveness, but it is formally reviewed at least every five-years. Additional documents developed as part of the transportation planning process include the Annual Listing of Obligated Projects, Prospectus (bylaws document) and Project Submittal Guidelines (project selection process). Other documents are produced by the MPO as needed to carry out the transportation planning process.



**Metropolitan Transportation Plan (MTP)**

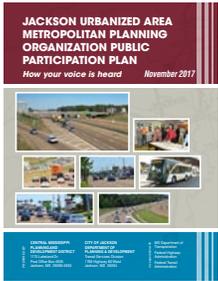
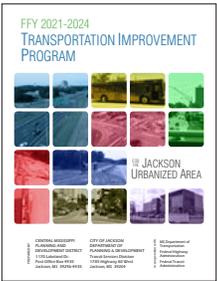
Long-range plan with a 20+ year horizon

Updated every 5 - years

**Transportation Improvement Program (TIP)**

Short-range implementation plan of MTP projects

Updated at least every 4 - years



**Public Participation Plan (PPP)**

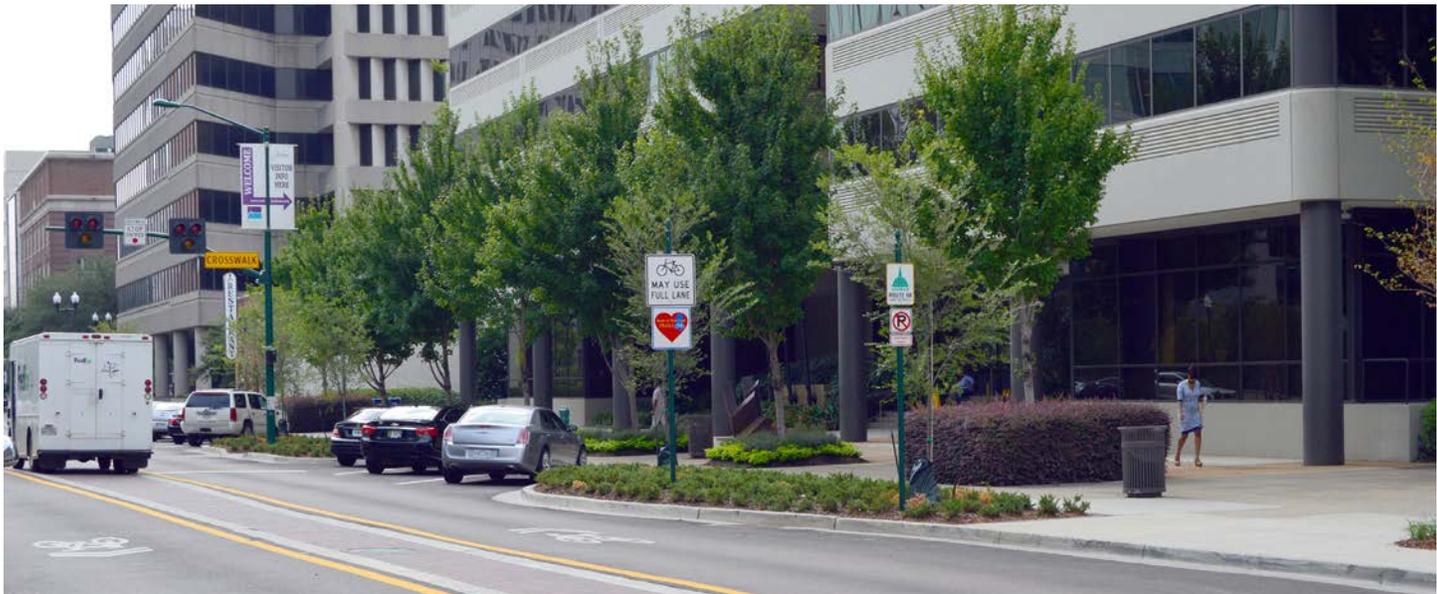
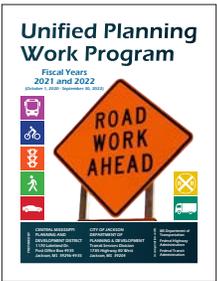
Involvement Process for all Stakeholders

Updated at least every 5 - years

**Unified Planning Work Program (UPWP)**

MPO and Transit Services (JATRAM) work plan

Updated every 2 - years



## Guiding Regulations

Public outreach in metropolitan transportation planning has long been a federal requirement. Federal law includes a number of specific requirements and performance standards and expectations for state departments of transportation and MPOs to follow during the transportation planning process. These requirements have been amended and reinforced through various transportation and environmental legislation, and related regulations and orders addressing environmental justice and persons with disabilities. Guiding regulations for the transportation process include, but may not necessarily be limited to the following:

- Title 23 United States Code (USC) Sections 134 and 135
- Federal regulation Title 23 Code of Federal Regulations (C.F.R.) Section 450
- Federal regulation Title 49 Code of Federal Regulations (C.F.R.) Section 613
- The American with Disabilities Act of 1990, which was updated in 2010, requires coordinating with disabled communities and providing access to sites where public involvement activities occur as well as to the information presented.
- Executive Order #12898 of February 11, 1994, reinforces the requirements of Title VI of the Civil Rights Act of 1964 and focuses attention to address Environmental Justice in Minority Populations and Low-Income Populations.
- Executive Order #13166 of August 11, 2000, requires federal agencies and other entities that receive federal funds via grants, contracts, or subcontracts to make their activities accessible to persons with Limited English Proficiency.
- Fixing America's Surface Transportation (FAST) Act, Public Law, 114-94, December 2015
- Moving Ahead for Progress in the 21st Century (MAP-21), Public Law 112-141, July 2012
- Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA-LU), Public Law 109-59, August 2005
- Transportation Equity Act for the 21st Century (TEA-21), Public Law 105-178; June 1998
- Intermodal Surface Transportation Efficiency Act (ISTEA), Public Law 102-240; December 1991



# Stakeholder Involvement

Stakeholder involvement is the process by which interested and affected individuals, organizations, agencies, and government entities are consulted and included in the decision-making process. Various strategies are utilized by the Jackson MPO to ensure all stakeholders identified in Title 23 C.F.R. Section 450.316 are involved in the transportation planning process in the Jackson Planning Area. Those targeted for participation include:

## 1. Affected Public Agencies

The primary affected public agencies with responsibility for transportation planning and implementation in the Jackson Planning Area include the Mississippi Department of Transportation (MDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and local jurisdictions. Each of these public agencies has representation on the Intermodal Technical Committee, as well as the Metropolitan Planning Policy Committee. The Jackson Municipal Airport Authority, which governs the Jackson-Medgar Wiley Evers International Airport, is represented on the Intermodal Technical Committee. Furthermore, the City of Jackson, which provides fixed route transit service (JTRAN) within the City of Jackson, is represented on the Metropolitan Planning Policy Committee. Finally, the U.S. Department of Interior, National Park Service has jurisdiction over the Natchez Trace Parkway, and a representative of the Natchez Trace Parkway is a member of the Intermodal Technical Committee.

## 2. Representatives of Public Transportation Employees

A representative of employees of the management company which operates JTRAN, the only public fixed-route transit system in the Metropolitan Planning Area is represented on the Policy Committee. Representatives of employees of human resource agencies that provide non-fixed route transit service within the Jackson Urbanized Area are also included on the Stakeholders Committee.

## 3. Freight Shippers and Providers of Freight Transportation Services

A representative of the freight industry is a member of the Intermodal Technical Committee and other representatives of freight companies may be added to that Committee as needed. In addition, representatives of the companies which utilize freight services (shippers) may be included on the Stakeholders Committee. A representative of the Mississippi Railroads Association is also a member of the Intermodal Technical Committee.

## 4. Private Providers of Transportation

Representatives from the taxicab/limousine industry, as well as, representatives from employer-based commuting programs are included on the Stakeholders Committee.

## 5. Users of Public Transportation Services

Representatives of public transportation riders both fixed route, JTRAN, and riders who utilize transportation services provided by human service agencies are included on the Stakeholders Committee.

## 6. Pedestrian Walkways and Bicycle Transportation Facilities

Representatives of bicycle and pedestrian advocacy groups are currently members of the Bicycle and Pedestrian Committee. A representative also serves on the Intermodal Technical Committee.

## 7. Senior Citizens and Disabled Persons

Representatives of the Area Agency on Aging are included on the Stakeholders Committee to advocate the interest of senior citizens and the disabled community.

## 8. Needs of those Traditionally Underserved by Existing Transportation Systems

Human Resource Agencies that provide transportation services for senior citizens with disabilities using Federal Transit Administration funds and to persons residing in areas not served by an urbanized fixed route transit system who face challenges accessing employment and other services, including low income and minority households are represented on the Stakeholders Committee.

Furthermore, Federal regulations require the Jackson MPO to consult with agencies and officials responsible for other planning related activities within the Metropolitan Planning Area. The Jackson MPO has taken steps to ensure local agencies and officials responsible for other planning related activities are included in the Jackson MPO's transportation planning process. Those agencies and officials include:

<b>Those Involved in State Planned Growth</b>	<ul style="list-style-type: none"> <li>• Mississippi Development Authority has a representative on the Intermodal Technical Committee.</li> <li>• Delta Regional Authority is included on the Stakeholders Committee.</li> </ul>
<b>Those Involved in Local Planned Growth</b>	<ul style="list-style-type: none"> <li>• CMPDD, as the MPO, assists local governments with the development of local comprehensive plans, zoning ordinances and other planning documents. CMPDD is designated as the MPO and participates on all committees.</li> <li>• Representatives from local governments who prepare and adopt comprehensive plans, zoning ordinances and other planning documents serve on the Intermodal Technical Committee and Metropolitan Planning Policy Committee.</li> </ul>
<b>Those Involved in Local Economic Development</b>	<ul style="list-style-type: none"> <li>• The Greater Jackson Alliance has a representative on the Intermodal Technical Committee.</li> <li>• Local economic development agencies including:               <ul style="list-style-type: none"> <li>o Hinds County Economic Development Authority</li> <li>o Madison County Economic Development Authority</li> <li>o Madison County Foundation</li> <li>o Rankin First Economic Development Authority</li> </ul>               each has a representative on the Stakeholders Committee             </li> </ul>
<b>Those Involved in Environmental Protection</b> <i>(The Jackson MPO area is currently an air quality attainment area, meaning it meets minimum standards established by the EPA for air quality.)</i>	<ul style="list-style-type: none"> <li>• Each of the following have designated members on the Stakeholders Committee:               <ul style="list-style-type: none"> <li>o The U.S. Environmental Protection Agency (EPA)</li> <li>o The Mississippi Department of Environmental Quality (MDEQ)</li> <li>o U.S. Army Corps of Engineers (USACE)</li> <li>o Mississippi Department of Wildlife, Fisheries, and Parks</li> <li>o United States Fish and Wildlife Service</li> <li>o The U.S. Forest Service</li> </ul> </li> </ul>
<b>Those Involved with Protection and Preservation of Historic Structures and Sites</b>	<ul style="list-style-type: none"> <li>• The Mississippi Department of Archives and History has a representative on the Stakeholders Committee.</li> <li>• The Mississippi Heritage Trust has a representative on the Stakeholders Committee.</li> </ul>
<b>Those Involved with Airport Operations</b>	<ul style="list-style-type: none"> <li>• A representative of the Jackson Municipal Airport Authority is a member of the Intermodal Technical Committee.</li> </ul>

<b>Those Involved with Freight Movement</b>	<ul style="list-style-type: none"> <li>• A representative of the freight industry is a member of the Intermodal Technical Committee, and other freight industry members may be added.</li> <li>• The Mississippi Railroad Association has a representative appointed to the Intermodal Technical Committee.</li> </ul>
<b>Those Involved with Tourism</b>	<ul style="list-style-type: none"> <li>• The Mississippi Development Authority has a representative on the Intermodal Technical Committee.</li> </ul>
<b>Those Involved with Natural Disaster Risk Reduction</b>	<ul style="list-style-type: none"> <li>• The Mississippi Emergency Management Agency is represented on the Stakeholder's Committee.</li> <li>• Representatives from local governments who prepare and adopt local hazard mitigation plans serve on the Intermodal Technical Committee and Metropolitan Planning Policy Committee.</li> </ul>
<b>Recipients of Assistance under Title 49 U.S.C. Chapter 53</b>	<ul style="list-style-type: none"> <li>• The City of Jackson which operates JTRAN, the only public fixed-route transit system in the Metropolitan Planning Area, which receives Federal Transit Administration funds is represented on the Metropolitan Planning Policy Committee.</li> <li>• Human Resource Agencies that provide transportation services using Federal Transit Administration funds are represented on the Stakeholders Committee.</li> </ul>
<b>Non-Profit Organizations that Receive Assistance from other Sources than Federal Transportation Funds to Provide Non-Emergency Transportation</b>	<ul style="list-style-type: none"> <li>• CMPDD, as the Area Agency on Aging, uses U.S. Department of Health and Human Services funds to provide operating assistance to Human Resource Agencies. Those agencies are represented on the Stakeholders Committee.</li> <li>• Mississippi Department of Human Services is represented on the Stakeholders Committee.</li> </ul>
<b>Federal Land Management Agencies</b>	<ul style="list-style-type: none"> <li>• Since the Natchez Trace Parkway is Federal public lands, a representative of the U.S. Department of Interior, Natchez Trace Parkway is a member of the Intermodal Technical Committee.</li> </ul>
<b>Indian Tribal Governments</b>	<ul style="list-style-type: none"> <li>• As required by the Indian Tribal Governments, all correspondence and consultation with the Tribal Governments will be initiated by the Federal Highway Administration (FHWA). When the MPO develops a new MTP, TIP, or PPP the MPO coordinates with FHWA to notify the Indian Tribal Governments when a consultation is needed.</li> </ul>

## Goals and Objectives

Obtaining public participation is an essential aspect of the transportation planning process. It is the goal of the Jackson MPO to provide a proactive public involvement process which increases public awareness and understanding; offers complete information and timely public notice; supports early and continued involvement of the public and stakeholders; and provides opportunities for meaningful involvement and citizen feedback. To achieve this goal the Jackson MPO has established five (5) objectives for creating and maintaining an effective public participation process.

### Objective #1: Educate

The Jackson MPO will strive to inform and educate the public about the regional transportation planning process to create a forum that allows for meaningful participation and involvement by citizens and stakeholders.

### Objective #2: Engage

The Jackson MPO will engage the public by providing ample and consistent opportunity for involvement and participation in the transportation planning process.

### Objective #3: Encourage

The Jackson MPO will encourage all citizens, stakeholders and transportation users to provide input and participate in the planning process. Hearing from a variety of individuals with diverse transportation experiences and needs is key to the overall success of the transportation planning process.

### Objective #4: Incorporate

The Jackson MPO will take the information and feedback received from the public to the Intermodal Technical Committee and Metropolitan Planning Policy Committee, as described later in this document, for consideration and incorporation, as appropriate into transportation plans, programs, or projects.

### Objective #5: Evaluate

The Jackson MPO will routinely evaluate the public participation process to gauge the effectiveness of the methods used to involve the public in the transportation planning process, and make changes as needed to improve upon the public participation process.



## Outreach Techniques

The Jackson MPO will employ various outreach techniques and informational tools to engage public involvement. Outreach techniques are used to solicit information from the public, while information tools are used to share information with the public. Listed below are general techniques and tools the Jackson MPO can choose from to encourage public outreach and information dissemination to ensure all interested stakeholders have the opportunity to be involved in the transportation planning process, including those traditionally underserved. These are general techniques to be used by the Jackson MPO. Plan specific guidelines are listed later in this plan.

## MPO Committee Meetings

*Description:* The Jackson MPO has an adopted committee structure outlined in the MPO's Prospectus document. Committee meetings will be used as an effective way to gather questions and comments from stakeholders, and as a means of providing information to all participants.



## MPO Web Site

*Description:* The Jackson MPO will maintain a website (<http://www.cmpdd.org>) to provide information about the MPO process, members, meeting times, and contact information. Work products such as the PPP, MTP, TIP, annual listing of obligated projects and other documents produced by the MPO will be available on the site. Citizens will be able to review MPO documents and submit comments to the MPO for their review and consideration. Notices for public meetings and public comment periods will be posted on the website, as well as, instructions on how interested parties can access and comment on draft plans.



## MPO Logo

*Description:* The logo for CMPDD, as the designated MPO administrator, shall be used on all MPO correspondence, products and publications. The logo helps the public identify the MPO and where to go for questions regarding the MPO and the transportation planning process.

## MPO GIS Portal

*Description:* The MPO will maintain a Geographic Information System (GIS) Portal (<http://www.cmpdd.org/viewers/>) to provide the public information that has traditionally been provided in paper format in a visual and interactive map format. The GIS Portal will enhance public access to data available through the MPO including but not limited to bikeway and pedestrian plans, functional classification system, traffic counts, population and employment projections, transit services, as well as proposed improvements.

## County-Wide Summits

*Description:* The MPO shall conduct at least one county-wide summit in each county (Hinds, Madison, and Rankin) when preparing a new updated MTP or a new TIP, and at other times deemed necessary by the MPO. Each summit is intended to inform the citizens of each county and municipality about the transportation planning process and transportation projects in their area. Each summit will be held at strategic and accessible locations in each county and at convenient times when citizens can attend. The MPO shall publish a county-wide summit notice in a newspaper with statewide circulation and in a publication that targets typically underserved populations at least 14 days in advance of county-wide summits. Summit notifications shall also be placed on the MPO website at least 14 days in advance.

## Public Meetings and/or Hearings

*Description:* All public meetings conducted by the MPO including, but not limited to, the MTP and TIP shall be held before the Intermodal Technical Committee. The Intermodal Technical Committee shall hear comments from citizens and others at public meetings and forward their recommendations to the Metropolitan Planning Policy Committee. Any person not agreeing with the recommendation(s) of the Intermodal Technical Committee may appear before the Metropolitan Planning Policy Committee at the next meeting following the public meeting and present their views. The MPO shall publish a public meeting notice in a newspaper with statewide circulation and in a publication that targets typically underserved populations at least 14 days in advance of public meetings. Public meetings shall be conducted in the MPO office at 1020 Centre Pointe Blvd. in Pearl, and at other locations in the Jackson Metropolitan Area that are convenient and accessible when deemed necessary by the MPO. Public meetings shall be held at convenient times between 4:00 P.M. and 6:00 P.M. unless other times are deemed necessary by the MPO.

## Virtual Meeting Technology

*Description:* The MPO may use digital technology to engage individuals or to visualize projects and plans from time to time. Virtual meetings may include the integration of audio, video, chat tools, surveys, interactive maps, and/or application sharing technologies to conduct a meeting or gather feedback over the internet.

## Comment Cards

*Description:* The MPO will make comment cards available at the MPO office, as well as during county-wide summits, public meetings, and other meetings as needed to receive comments and answer questions relative to the MPO and the transportation planning process. In addition, visitors to the MPO website will be able to submit comments through the transportation comments link on the MPO website (<http://www.cmpdd.org/public-notice/>). All comments received by the MPO either by comment cards, the website, or mail will be submitted to the Intermodal Technical Committee for review and appropriate action as needed.

## Surveys

*Description:* The MPO may conduct mail, in-person, or web-based surveys to obtain public input or to gauge

public opinion from time to time as deemed necessary.

## Face to Face Meetings

*Description:* The MPO may conduct in-person meetings to obtain public input or to gauge public opinion from time to time as deemed necessary.

## Comprehensive Planning Seminars

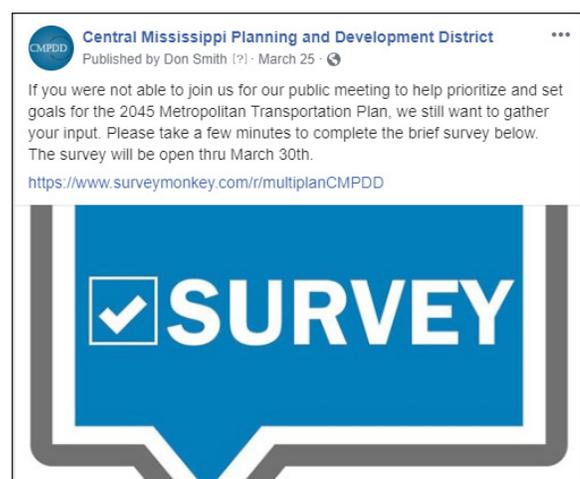
*Description:* The MPO will offer comprehensive planning seminars or workshops relating to the development of the MTP, TIP, comprehensive plans, zoning, new urbanism and “smart codes,” subdivision regulations, capital improvement programming, innovative financing techniques (including the financing of transportation improvements) and other planning topics as needed.

## Speakers Bureau

*Description:* The MPO will establish a “speaker’s bureau” consisting of planners who are familiar with various products of the transportation planning process, local comprehensive plans and codes, and other topics of interest to the transportation planning process. The speaker’s bureau will be available to make presentations to civic organizations, church groups, local planning commissions, municipal boards, county boards, and others as requested.

## Information Tables and MPO Staff at Local Events

*Description:* As staff time allows, MPO staff should use events sponsored by other organizations to provide educational information about the MPO transportation planning process. Sponsoring an event or setting-up an exhibit table allows MPO staff the opportunity to meet others in a friendly, non-threatening setting.



## Press Releases

*Description:* The MPO will, as needed, issue press releases regarding transportation planning products and improvement projects particularly addressing projects financed through Federal Surface Transportation Block Grant (STBG) Program Funds and Transportation Alternative (TA) Funds.

## Visual Presentations

*Description:* The MPO will, as needed, develop and produce PowerPoint and/or DVD presentations which help to visualize the improvements outlined in the various productions of the transportation planning process.

## Project Specific Website

*Description:* When deemed necessary for individual projects, project specific websites may be used. These sites are used when project information is too extensive to be included on the MPO website and/or when the MPO is working in conjunction with multiple partners on a project. Specific project websites can contain study area maps, meeting announcements, descriptions of alternatives, comment forms, user surveys and project team contact information. Links to project specific sites will be provided from the main MPO website.

## Posters, Flyers, and Brochures

*Description:* As needed posters, flyers, and/or brochures containing pictures, maps, and text may be produced to provide stakeholders information regarding the transportation planning process.

## Newsletters and Annual Report

*Description:* Articles providing information on transportation related matters may be published in CMPDD's quarterly newsletter called the "Central Update." CMPDD's Annual Report also provides stakeholders with a variety of information on planning related matters, as well as a summary of the MPO's yearly activities. Both documents are distributed through mail outs and are available at CMPDD's office or on CMPDD's website, ([www.cmpdd.org](http://www.cmpdd.org)).

## Email Announcements

*Description:* The MPO may employ a direct mailing through email to announce upcoming activities or to provide information to a targeted area or group of people. Email announcements are usually letters, but can take the form of a postcard or flyer.

## Direct Mailings

*Description:* Project specific mailings may be used to announce upcoming meetings or activities or to provide information to a targeted area or group of people. Direct mailings are usually letters, but can be postcards or flyers. An area may be targeted for a direct mailing because of potential impacts from a project, or because a specific group holds an interest on a specific issue, for example cyclists.

## Social Networking

*Description:* The official Facebook, Twitter, YouTube or other social media accounts of CMPDD may be utilized by the MPO from time to time as deemed necessary to spread the word about what is occurring at the MPO and the transportation planning process.

Like and Follow us on: @ [facebook.com/CMPDD](https://www.facebook.com/CMPDD)

## Display Ads

*Description:* These ads may be used to promote the MPO as well as meetings or activities that are not regularly scheduled such as workshops, project specific meetings, open houses, or public meetings. They should be published in local/regional newspapers and/or through social and digital media sites that provide the best coverage at an economical price.

## Social Media Ads

*Description:* From time to time the MPO will use social media advertising as a way to target audiences with messages that appear on their social media feeds on specific networks.

## Video and Audio Announcements

*Description:* The MPO may produce brief audio and video recordings focused on a specific topic or project from time to time. These recordings will be shared through social media, the MPO website, and distributed to the appropriate media outlets such as TV and radio stations.

## MPO Master Database

*Description:* The MPO will maintain a master database of businesses, federal, state and local agencies and individuals with an interest in transportation planning. The list will continue to grow as additional outreach activities are held. This master database may be used for issuing email announcements, direct mail outs, newsletter mailings, and other outreach activities.

## Engaging Traditionally Underserved Populations

The Jackson MPO shall make special efforts to consider the concerns of traditionally underserved populations, such as low-income, minority, elderly, and disabled populations, who face challenges accessing employment and other services. Jackson MPO meetings shall be held at convenient times when citizens can attend and held in locations that are compliant with the Americans with Disabilities Act (ADA). The Jackson MPO staff may use any combination of the following techniques, as appropriate, to further engage the traditionally underserved populations.

- Provide a comfortable meeting space in a neutral location with appropriate accommodations.
- Seek the assistance of local officials and community leaders.
- Utilize a mixture of traditional visual aids and computer based presentation materials during public outreach efforts.
- To the extent possible, host meetings in locations that are accessible by transit service and held during transit operating hours.
- Form partnerships to utilize the knowledge and connections of existing community organizations.
- Attend scheduled and special events that target traditionally underserved populations.
- Try to reach traditionally underserved residents in their own communities which may require the assistance of consultant services and/or partnerships with community organizations.
- Advertise public meetings and workshops in publications that target traditionally underserved populations.

The Jackson MPO's policy is not to discriminate against any person with respect to any MPO program or service and to engage all segments of the population in the transportation planning process.

The most recent U.S. Census provides a method for analyzing socio-economic characteristics of communities within the Jackson MPO Planning Area to help identify those traditionally underserved. The Census can also be used as a tool for identifying low-literacy and Limited English Proficiency communities (see Appendix C). The Jackson MPO will also work closely with the Mississippi Department of Transportation Office of Civil Rights to utilize any additional resources they may have available to assist in seeking out or identifying those traditionally underserved.

### Requesting an Accommodation

Requests for reasonable accommodations, including meeting accommodations or to receive materials in alternative formats, should be directed to the Jackson MPO's Senior Transportation Planner at 1020 Centre Pointe Blvd. Pearl, MS 39208, or by phone at 601.981.1511 or by email to [mpo@cmpdd.org](mailto:mpo@cmpdd.org). All requests for meeting accommodations should be made at least seven days prior to the meeting date.



## Plan Specific Outreach

Public participation will be purposely sought for the development of the PPP, MTP, and TIP using the various techniques previously outlined. However, public participation is not limited to these products. To the extent practicable, the Jackson MPO shall coordinate with the MDOT, FTA, and the Mississippi Division of FHWA regarding transportation planning, public involvement and consultation. This includes scheduling public meetings and other meetings concurrently to the extent reasonable regarding the MTP, TIP/Statewide TIP, and other products as necessary. Furthermore, the MPO, to the extent practicable, shall coordinate and consult with agencies and officials responsible for other planning related activities as well. Appendix B outlines key decision points during the development of the MTP and the TIP when consultation with stakeholders will be sought.

## Public Participation Plan (PPP)

In accordance with Federal regulations, the Public Participation Plan (PPP) shall be assessed periodically based on changes in local, state, or federal legislation, and in response to periodic evaluations of the effectiveness of public participation techniques outlined in the PPP. The PPP is a living document that shall be updated as needed to improve its effectiveness. However, at a minimum, the PPP shall be formally reviewed every five-years and modified as needed to expand its usefulness as a tool to encourage public input into the transportation planning process.

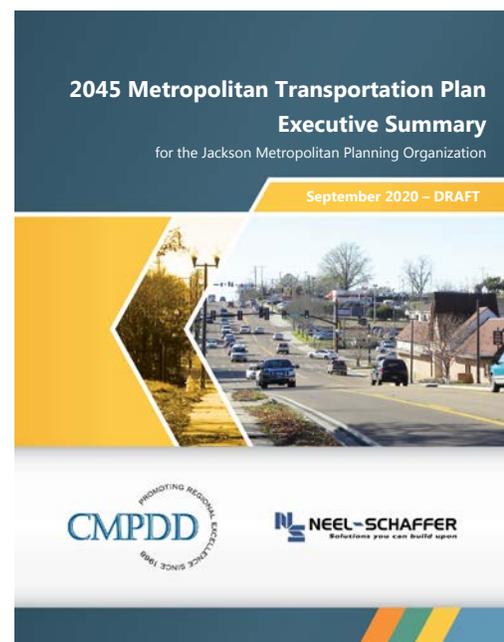
- a) When an update to the PPP is made, the public participation process shall require a comment period of 45 calendar days before a revised participation plan is adopted by the MPO. Proposed changes to the PPP shall be posted on the MPO website during the comment period, as well as instructions on how interested parties can access and comment on any proposed revisions to the PPP. Furthermore, relevant state and federal agencies shall be informed and provided with an opportunity to comment.
- b) Following the review of all public comments, if no significant changes are made to the PPP it shall then be considered by the MPO for formal adoption. However, an additional public comment period shall be held on the final plan if it differs significantly from the draft plan.

- c) Furthermore, other outreach techniques such as press releases, Central Update articles, visual presentations, and direct mailings may be used from time to time to foster additional public input as deemed necessary by the MPO.
- d) MPO staff members may make administrative changes to the PPP including revision of references to applicable regulations and typographical corrections with no public notification required as long as changes are not made to the Plan Specific Outreach Procedures.

## Metropolitan Transportation Plan (MTP)

In accordance with Federal regulations, the Metropolitan Transportation Plan (MTP) or the Long Range Transportation Plan (LRTP) as it is sometimes called must be updated every five-years in air quality attainment areas such as the Jackson Urbanized Area. The MTP must address a transportation plan for no less than a 20-year planning horizon.

- a) To begin the update process, a public meeting shall be held at the beginning of the plan update process to seek input regarding what the general public and other stakeholders consider being the greatest needs in the area. A written record of all comments shall be made to insure consideration during the plan development phase is given to all comments provided. All public meetings shall be conducted as outlined in the Outreach Techniques section.



- b) Once a draft MTP has been developed by the MPO, the MPO shall conduct county-wide summits in each county. These summits will be intended to inform citizens of each county and municipality about the contents of the draft MTP before formal public meetings are conducted before the Intermodal Technical Committee. Each summit shall be conducted as outlined in the Outreach Techniques section.
- c) The draft MTP shall also be posted on the MPO website for public review and comments for a period of not less than 45 days. The MPO shall post transportation related documents on its website in PDF format. Citizens reviewing the information through the website will be able to make comments through the website or by mail. During this review period draft plans shall also be available in hard copies at the MPO office along with comment cards.
- d) Following the completion of county-wide summits, public meetings (as many as needed to receive comments) shall be held on the draft MTP before the Intermodal Technical Committee as outlined in the Outreach Techniques section.
- e) The MPO shall produce a report containing a summary, analysis and disposition of the comments received either by mail, through the website, at county-wide summits, or at the public meeting(s) on the draft plan. This report shall be incorporated into the final plan.
- f) Following the review of all public comments, if no significant changes are made to the MTP it shall then be considered by the MPO for formal adoption. However, additional public meetings shall be held on the final plan if it differs significantly from the draft plan. Significant changes are those such as the addition of new roadways or a significant increase in roadway mileage for a proposed project. Minor changes that shall not require an additional meeting shall include increases in congressional earmarks, changes in year of implementation, or additional right-of-way acquisition that was not originally anticipated to complete a project.
- g) Relevant state and federal agencies shall be informed and provided with an opportunity to comment during the beginning, draft, and final stages of the MTP planning process.
- h) Furthermore, other outreach techniques such as press releases, Central Update articles, visual presentations, social media platforms, and direct mailings may be used from time to time to foster additional public input as deemed necessary by the MPO.
- i) Final copies will be provided to MDOT, FHWA, and FTA. Additionally, copies of the MTP will be made available at the MPO's main office and on the MPO's website, <http://www.cmpdd.org/long-range-transportation-plan-lrtp/>.
- j) Once adopted, the MPO shall post notices of any proposed amendments to the MTP on the MPO's website for a period of not less than 10 days. Notices of any proposed amendments shall be listed in PDF format. Interested citizens can submit comments by mail, through the website, or in person at the time and location listed in the notice for the meeting in which the Intermodal Technical Committee will consider the proposed amendment. Any person who does not agree with the recommendation(s) of the Intermodal Technical Committee regarding the amendment may appear before the Metropolitan Planning Policy Committee at the next meeting following the Intermodal Technical Committee to voice their views.



## Transportation Improvement Program

In accordance with Federal regulations, the Transportation Improvement Program (TIP) must be updated at least every four-years. The TIP shall cover a period of not less than four years and must include capital and non-capital surface transportation projections (or phases of projects) within the boundaries of the metropolitan planning area proposed for funding through various Federal sources as well as other regionally significant projects.

- a) Once a draft TIP (in other words, a new document, not including amendments to an existing TIP) has been developed by the MPO, the MPO shall conduct county-wide summits in each county. These summits will be intended to inform citizens of each county and municipality about the contents of the draft TIP before formal public meetings are conducted before the Intermodal Technical Committee. Each summit shall be conducted as outlined in the Outreach Techniques section.
- b) The draft TIP shall also be posted on the MPO website for public review and comments for a period of not less than 45 days. The MPO shall post transportation related documents on its website in PDF format. Citizens reviewing the information through the website will be able to make comments through the website or by mail. During this review period draft plans shall also be available in hard copies at the MPO office along with comment cards.
- c) Following the completion of county-wide summits, public meetings (as many as needed to receive comments) shall be held on the draft TIP before the Intermodal Technical Committee as outlined in the Outreach Techniques section.
- d) The MPO shall produce a report containing a summary, analysis and disposition of the comments received either by mail, through the website, at county-wide summits, or at the public meeting(s) on the draft plan.
- e) Following the review of all public comments, if no significant changes are made to the TIP it shall then be considered by the MPO for formal adoption. However, additional public meetings shall be held on the final plan if it differs significantly from the draft plan. Significant changes are those such as the addition of new roadways or a significant increase in roadway mileage for a proposed project.

FFY 2021-2024  
**TRANSPORTATION IMPROVEMENT PROGRAM**



FOR THE JACKSON  
URBANIZED AREA

PREPARED BY	CENTRAL MISSISSIPPI PLANNING AND DEVELOPMENT DISTRICT 1170 Lakeland Dr. Post Office Box 4935 Jackson, MS 39296-4935	CITY OF JACKSON DEPARTMENT OF PLANNING & DEVELOPMENT Transit Services Division 1785 Highway 80 West Jackson, MS 39204	in cooperation with	MS Department of Transportation Federal Highway Administration Federal Transit Administration
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Minor changes that shall not require an additional meeting shall include increases in congressional earmarks, changes in year of implementation, or additional right-of-way acquisition that was not originally anticipated to complete a project.

- f) Relevant state and federal agencies shall be informed and provided with an opportunity to comment during all stages of the TIP planning process.
- g) Furthermore, other outreach techniques such as press releases, Central Update articles, visual presentations, and direct mailings may be used from time to time to foster additional public input as deemed necessary by the MPO.
- h) Copies of the final, adopted TIP will be made available at the MPO office and on the MPO's website, <http://www.cmpdd.org/transportation-improvement-program-tap/>. Final copies will be provided to MDOT, FHWA, and FTA as well.

- i) Once adopted, the MPO shall post notices of any proposed amendments to the TIP on the MPO's website for a period of not less than 10 days. Notices of any proposed amendments shall be listed in PDF format. Interested citizens can submit comments by mail, through the website, or in person at the time and location listed in the notice for the meeting in which the Intermodal Technical Committee will consider the proposed amendment. Any person who does not agree with the recommendation(s) of the Intermodal Technical Committee regarding the amendment may appear before the Metropolitan Planning Policy Committee at the next meeting following the Intermodal Technical Committee to voice their views. Guidelines explaining what merits an amendment or administrative modification to the TIP can be found in the Jackson MPO's Prospectus document.

## Transit Program of Projects (POP)

The Program of Projects (POP) is a list of projects to be funded in a grant application submitted to FTA by a designated transit recipient. The City of Jackson, the operator of JTRAN, is the designated transit recipient for the Jackson Urbanized Area. The POP for JTRAN utilizes the TIP development, amendment, and modification process previously outlined to inform the public of the new POP or any changes. When developing a new TIP, all TIP notices for the MPO public meetings and county summits shall include the following statement or other similar statement as required by FTA.

*This announcement shall satisfy the requirement of public participation for the development of the Program of Projects (POP) for the Federal Transit Administration (FTA) Urbanized Area Formula Program for funds administered by the City of Jackson for the operation of JTRAN. Pursuant to federal requirements the proposed POP for Jackson will be final unless revised as a result of public comments.*



## Emergency Health and Safety Procedures

The MPO is required to produce and submit the PPP, MTP, and TIP in compliance with Federal guidelines based on predetermined timelines. The MPO will make every reasonable attempt to follow the MPO's standard procedures outlined in the Plan Specific Outreach section. However, in the event one or more of these documents must be approved, but health and safety risks prevent the MPO from following standard procedures the following outreach strategies may be utilized as necessary:

- The MPO will notify MDOT, FHWA, and FTA they are implementing the emergency health and safety procedures related to one or more of the documents that must be considered for approval. Types of emergencies that may impact the public participation process and cause the emergency health and safety procedures to be implemented include, but are not limited to: natural disasters such as hurricanes and prolonged winter weather events; civil unrest; a health crisis; and/or other local/national emergency declarations.
- Once notification has been given to appropriate state and federal partners, the MPO will notify transportation stakeholders and the general public emergency health and safety procedures are being implemented by posting a public notice on the MPO's website as soon as reasonably possible.
- If in-person meetings are not feasible, virtual meeting technology will be utilized to replace all public meetings and county summits. The use of one virtual meeting technology will be treated the same as three county summit meetings since virtual events can be made available for replay over a longer period of time than a single meeting time.
- If the situation does not allow for the printing of newspapers, increased social media advertisements as well as the distribution of posters and/or flyers shall be utilized in place of printed newspaper advertisements. Email notifications shall also be utilized to reach as many transportation stakeholders as possible utilizing the MPO's master database.
- If technology does not allow for the utilization of social media outlets and/or the MPO website, efforts shall be undertaken to distribute flyers and posters advertising public comment opportunities as well as any public meetings, county summits, or virtual meetings associated with the development of the MTP, TIP, or PPP. Increased newspaper advertisements shall be utilized as well if available.
- If proposed documents can't be viewed on the MPO's website page, printed copies shall be distributed throughout the MPO region at locations such as CMPDD's offices, City Halls, County Board of Supervisors offices, libraries, and/or other appropriate public locations accessible to the general public.

## Plan Evaluation

The PPP is a constantly evolving document that must be continuously evaluated and improved upon to create and maintain effective public engagement. By continuously evaluating public involvement activities, it is possible to improve or add new activities to the Jackson MPO's outreach techniques and to discontinue activities that are identified as ineffective.

A complete review and update of the PPP shall be initiated every five years to reevaluate the methods and strategies for engaging the public. In the interim, the public participation activities shall be tracked on an annual basis to assess the effectiveness of the Jackson MPO's public participation process. Public participation methods will be assessed using the participation measures outlined in the Public Involvement Evaluation Matrix. Information from annual assessments will be compiled and included in an annual outreach report that is published on the MPO's website. Furthermore, in addition to conducting statistical analysis annually on public participation activities, surveys may be used from time to time to gauge the effectiveness of public participation techniques.

## Public Involvement Evaluation Matrix

Public Participation Tool	Evaluation Criteria	Performance Goal(s)	Method to Meet Goal(s)
<b>MPO Committee Meetings</b>	Number of Committee meetings held Attendance at meetings	Hold meetings on a regular schedule	Schedule at convenient times and locations. Use other public involvement tools to increase awareness of meetings. Maintain an accurate committee contact list.
<b>MPO Web Site</b>	Number of Hits/Users	Increase the number of web hits.	Emphasize the MPO webpage in information released by the MPO including announcements and plans. Update and maintain the content of the MPO webpage regularly.
<b>MPO Logo</b>	No formal criteria.	Increase recognition of the logo.	The MPO logo should be used on all MPO products and publications, and on all materials for all MPO sponsored activities.
<b>MPO GIS Portal</b>	Number of Hits/Users	Increase the number of users.	Emphasize the MPO GIS Portal in information released by the MPO. Update and maintain the content of the GIS Portal regularly
<b>County-Wide Summits</b>	Attendance at Summits, questions, calls & letters resulting from Summits	Increase the number of interested parties in attendance.	Schedule at convenient times and locations. Use other public involvement tools to increase awareness of meetings.
<b>Public Meetings and/or Public Hearings</b>	Attendance at meetings, calls & letters resulting from public meeting notice.	Increase the number of interested parties in attendance.	Schedule at convenient times and locations. Use other public involvement tools to increase awareness of meetings.
<b>Virtual Meetings</b>	Attendance at meetings, calls, & comments resulting from virtual meetings	Increase the number of interested parties in attendance.	Schedule at convenient times. Use other public involvement tools to increase awareness of meetings.
<b>Comment Cards</b>	Number of responses and comments received	Increase the number of meeting attendees that fill out a form or return comments by mail or submit comments as a visitor to the MPO website.	Use other public involvement tools to encourage responses by explaining the importance of receiving comments in order to improve the planning process.

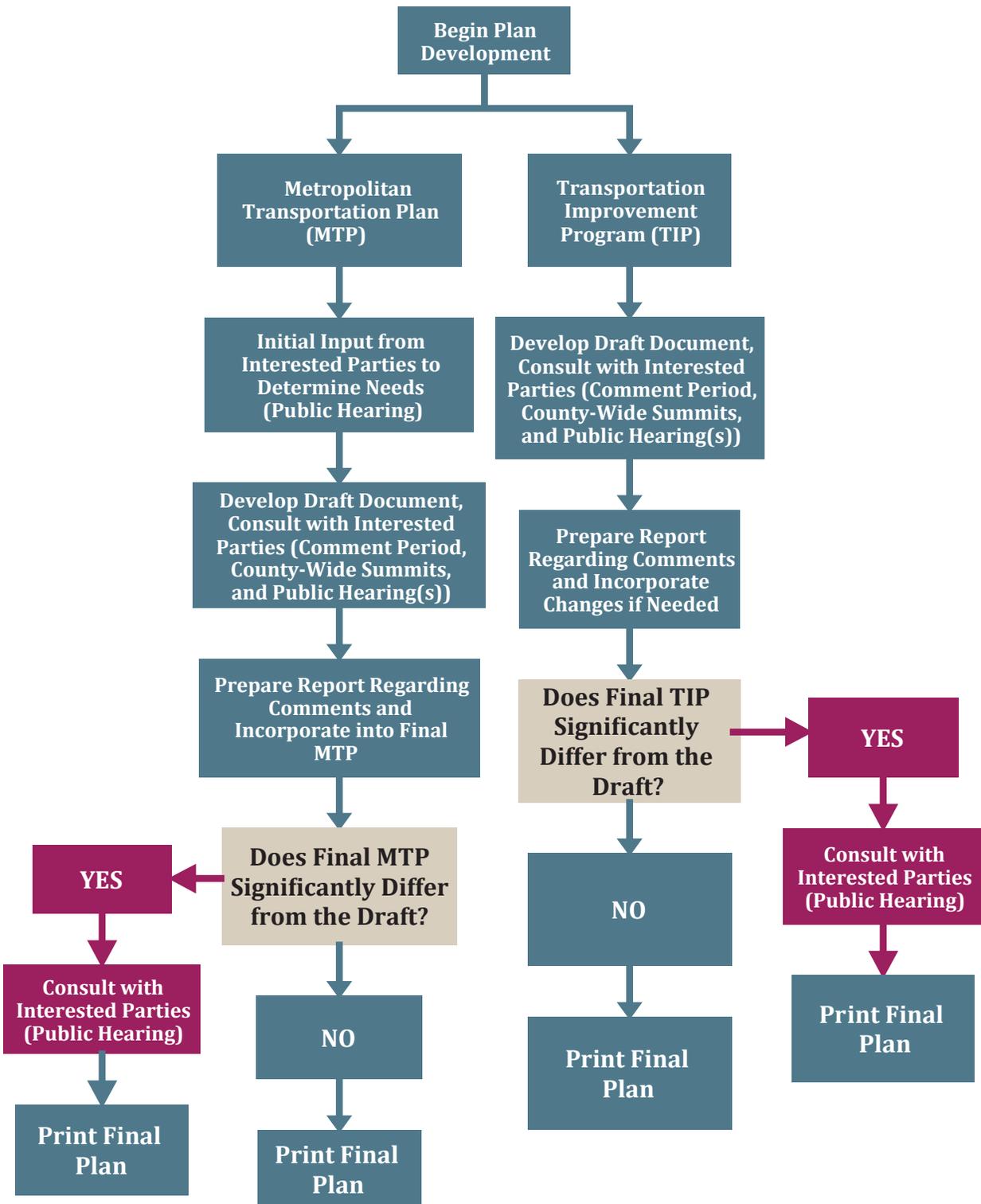
<b>Public Participation Tool</b>	<b>Evaluation Criteria</b>	<b>Performance Goal(s)</b>	<b>Method to Meet Goal(s)</b>
<b>Surveys</b>	Number of responses, questions, calls & letters resulting from surveys	Increase the number of contacted persons that participate in the survey or increase the number of mail recipients that return surveys	Use other public involvement tools to encourage responses by explaining the importance of receiving survey responses in order to improve the planning process.
<b>Face to Face Meetings</b>	Number of meetings	No formal goal. Held at the request or need of locals.	Proactively seek meetings to proactively discuss the transportation planning process.
<b>Comprehensive Planning Seminars</b>	Attendance at meetings	No formal goal. Held at the request or need of local interested groups.	Proactively seek speaking engagements. Maintain a presentation log noting the group, date and how many attended, as well as the subject.
<b>Speakers Bureau</b>	Attendance at meetings	No formal goal. Held at the request or need of local interested groups.	Proactively seek speaking engagements. Maintain a presentation log noting the group, date and how many attended, as well as the subject.
<b>Information Tables and MPO Staff at Local Events</b>	Attendance at events	No formal goal.	Proactively seek events. Maintain a log noting the function, location, date, and how many attended.
<b>Press Releases</b>	Number of responses, questions, calls & letters resulting from press releases.	No formal goal. Maintain a current media contact list.	Encourage publication of press releases by keeping the media informed of the MPO's activities and through follow up.
<b>Visual Presentations</b>	Comment forms that note the graphics and other visual presentation items were useful	Increase the number of comment forms and web users that find the graphics and visualization techniques useful.	Include graphics and other visualization techniques online and during public meetings, hearings and/or seminars to provide a better understanding of the planning process.
<b>Project Specific Website</b>	Number of Hits/Users	Increase the number of web hits.	Emphasize the project specific webpage in information released by the MPO including announcements and plans. Update and maintain the content of the webpage regularly.
<b>Posters, Flyers, and Brochures</b>	Comment forms that note the flyers/ brochures were useful.	Increase the number of comment forms and web users that find the visual aid tools useful.	Include graphics and other visualization techniques online and during public meetings, hearings and/or seminars to provide a better understanding of the planning process.

<b>Public Participation Tool</b>	<b>Evaluation Criteria</b>	<b>Performance Goal(s)</b>	<b>Method to Meet Goal(s)</b>
<b>Newsletters and Annual Reports</b>	Number of responses, questions, calls & letters resulting from newsletters and/or annual reports.	Increase distribution to interested parties.	Maintain an up-to-date mailing list and make corrections when items are returned.
<b>Email Announcements</b>	Number of responses, questions, calls, letters, & persons contacted	Increase the number of meeting attendees/ comments received from respondents indicating they were notified by email.	Maintain an up-to-date email contact list of interested parties and make corrections when items are returned.
<b>Direct Mailings</b>	Number of responses, questions, calls, letters & persons contacted	Increase the number of meeting attendees/ comments received from respondents indicating they were notified by a direct mailing.	Maintain an up-to-date mailing list and make corrections when items are returned.
<b>Social Networking Platforms</b>	Number of responses, questions, calls & letters resulting from social media and number of “Fans” and “Followers.”	Increase the number of meeting attendees/ comments received from respondents indicating they were notified by social media.	Maintain and monitor accounts. Provide information on how and where the public can get involved with the transportation planning process.
<b>Display Ads</b>	Number of subscribers receiving the ad & number of responses, questions, calls, or comments resulting	Increase the number of comments received/ visitors to the MPO website	Maintain a current media contact list. Utilize publication of display ads to promote MPO’s activities.
<b>Social Media Ads</b>	Geographic area reached & number of responses, questions, calls, or comments resulting	Increase the number of comments received/ visitors to the MPO website	Utilize paid ads on large MPO projects as needed to increase participation and feedback from the public
<b>Video and Audio Announcements</b>	Number of views & number of responses, questions, calls, or comments resulting	Increase the number of views	Utilize to promote MPO activities
<b>MPO Master Database</b>	Number of items returned	Decrease the number of returned items.	Maintain an up-to-date master contact list to be used for other public outreach activities and make immediate corrections when items are returned.

## Appendix A: Summary of Plan Specific Participation Techniques

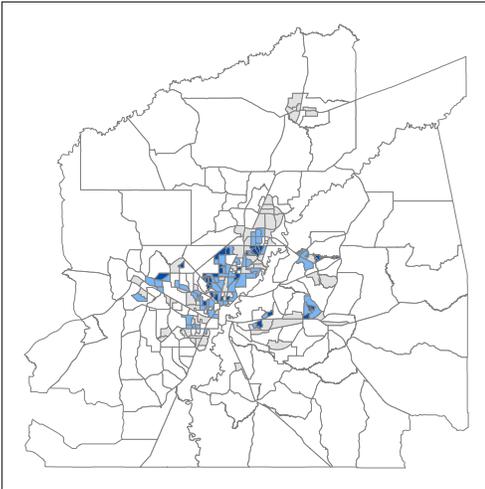
Program Adoption	Involvement Actions	Notification Method	Comment Period	Remarks
<b>Metropolitan Transportation Plan (MTP)</b>	<ul style="list-style-type: none"> <li>Public Meeting to <b>begin</b> the update process</li> <li>County-Wide Summits held to discuss <b>draft plan</b> in each county</li> <li>Place plan on the MPO website for review</li> <li>Public meeting(s) held just <b>prior to formal adoption</b></li> </ul>	<p>Notice published at least 14 days in advanced in 2 newspapers for public meetings and summits</p> <p>Notice placed on MPO website</p>	45 Days	<p>Updated every 5 years</p> <p>Summary of all oral and written comments received will be reviewed by the MPO for appropriate action</p>
	<i>Amendments</i>			
	<ul style="list-style-type: none"> <li><b>Amendment</b> posted on MPO website</li> </ul>	Notice placed on MPO website	10 days	Comments received will be reviewed by the MPO for appropriate action
<b>Transportation Improvement Program (TIP)</b>	<ul style="list-style-type: none"> <li>County-Wide Summits held to discuss <b>draft plan</b> in each county</li> <li>Place plan on the MPO website for review</li> <li>Public meeting(s) held just <b>prior to formal adoption</b></li> </ul>	<p>Notice published at least 14 days in advance in 2 newspapers for public meetings and summits</p> <p>Notice placed on MPO website</p>	45 Days	<p>Updated at least every 4 years</p> <p>Summary of all oral and written comments received will be reviewed by the MPO for appropriate action</p>
	<i>Amendments</i>			
	<ul style="list-style-type: none"> <li><b>Amendment</b> posted on MPO website</li> </ul>	Notice placed on MPO website	10 days	Comments received will be reviewed by the MPO for appropriate action
<b>Public Participation Plan (PPP)</b>	<ul style="list-style-type: none"> <li><b>Draft plan</b> placed on the MPO website for review</li> </ul>	Notice placed on MPO website	45 Days	<p>Updated every 5 years or as needed to expand usefulness</p> <p>Comments received will be reviewed by the MPO for appropriate action prior to adoption</p>

## Appendix B: Key Decision Point for Stakeholder Involvement



## Appendix C: Socio-Economic Analysis

In an effort to identify the location and concentration of those traditionally underserved the following maps were created to display 2018 American Community Survey (ACS) Census Block Group data.

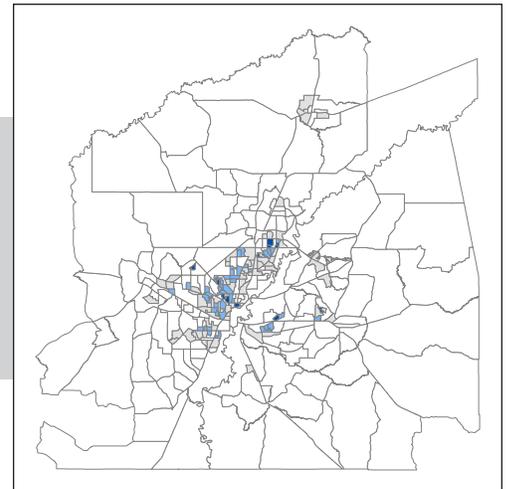


### **The Elderly those 65 years and over**

According to the 2018 ACS estimates, 12.5% of the population in the Jackson Urbanized Area is at least 65 years old or older. The map displays Census Block Groups with the highest concentration of elderly population.

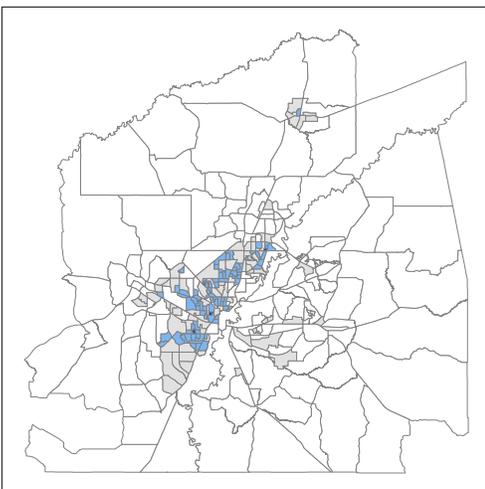
### **Persons with Disabilities**

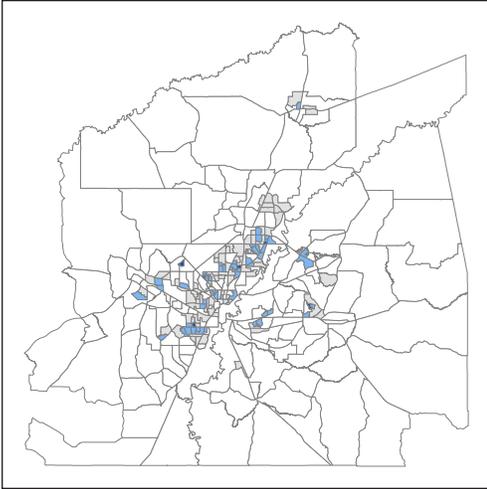
Approximately 11% of the total population in the Jackson Urbanized Area have at least one identified disability according to 2018 ACS estimates. Areas shaded in color on the map represent the Census Block Groups with the highest concentration of individuals with disabilities.



### **Minority Population**

The estimated minority population accounts for approximately 53% of the total population in the Jackson Urbanized Area according to 2018 ACS estimates. Areas shaded in color on the map represent the Census Block Groups with the highest concentration of minority population in the MPO area.



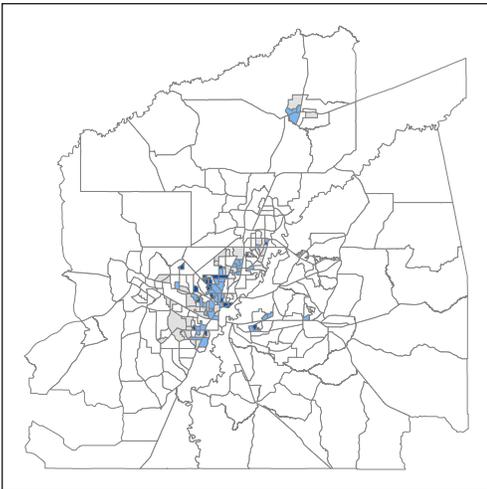
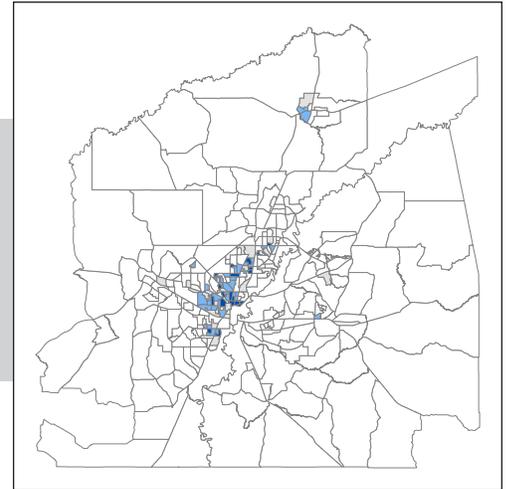


### Poverty/Low Income Households

According to 2018 ACS estimates 16.6% of the population in the Jackson Urbanized Area is below the poverty level. Areas shaded in color on the map include Census Block Groups with the highest concentration of households in the MPO area that are below the poverty level.

### Vehicle Access

According to 2018 ACS estimates 5.6% of households in the Jackson Urbanized Area do not have access to a personal vehicle. Areas shaded in color represent Census Block Groups with the highest concentration of households in the MPO area that do not have access to a personal vehicle.

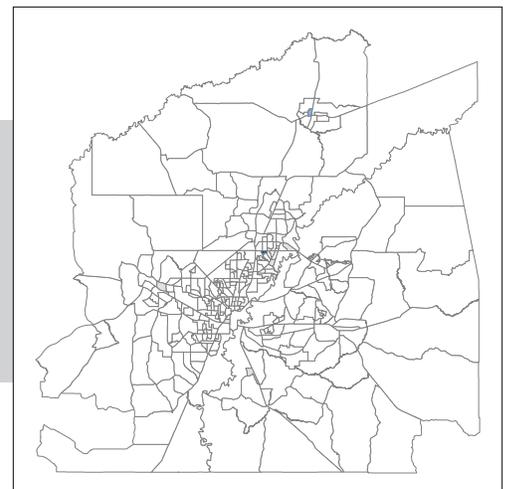


### Internet Access

According to the 2018 ACS estimates 20.7% of households in the Jackson Urbanized Area do not have internet subscriptions. Areas shaded in color represent Census Block Groups with the highest concentration of households in the MPO area that do not have internet subscriptions.

### Limited English Proficiency

Approximately 0.5% of households in the Jackson Urbanized Area are considered Limited English Proficiency households according to the 2018 ACS. Areas shaded in color represent Census Block Groups with the highest concentration of individuals in the MPO area that do not speak English as their primary language.



## Appendix D: Acronyms and Definitions

**C.F.R. – Code of Federal Regulations:** A codification of the general and permanent rules published in the Federal Register by the departments and agencies of the Federal Government.

**CMPDD – Central Mississippi Planning and Development District:** Serves as the administrative agent for the Jackson MPO, designated as the Jackson MPO on February 5, 1975.

**County-Wide Summit:** An announced meeting conducted by transportation officials designed to facilitate public participation in the decision making process and to assist the public in gaining an informed view of proposed projects. A county-wide summit may include either formal or informal presentations by transportation officials.

**FHWA – Federal Highway Administration:** Division of the U.S. Department of Transportation responsible for administering federal highway transportation programs under title 23 U.S.C.

**FTA – Federal Transit Administration:** Federal entity responsible for transit planning and programs under title 49 U.S.C.

**GIS – Geographic Information System:** A system for capturing, storing, analyzing and managing data which is spatially referenced to the earth. GIS is a tool that allows users to create interactive queries, analyze the spatial information, edit data, maps, and present the results of all these operations.

**Intermodal Technical Committee:** This is the advisory body comprised of engineers, public works directors, planners, transportation advocates, and other technical personnel who represent all municipalities, counties, the Mississippi Department of Transportation, Federal Highway Administration, Federal Transit Administration, and other agencies and organizations inside the study area of the Urbanized Area. The Intermodal Technical Committee makes recommendations to the Metropolitan Planning Policy Committee regarding transportation issues. All public meetings are held before the Intermodal Technical Committee.

**JUA - Jackson Urbanized Area:** The geographic area with a population of 50,000 or more, as designated by the Bureau of the Census. This is the area that is currently “urbanized” or closely settled, as opposed to the study area of the MTP.

**JTRAN:** Provides fixed route transit services within the City of Jackson.

**LRTP - Long Range Transportation Plan:** The Metropolitan Transportation Plan (MTP) is sometimes referred to as the LRTP. However, the MTP or LRTP developed by the MPO includes only the area that is expected to become “urbanized” or closely settled by the horizon date of the MTP. In other words, the MTP does not include the entire metropolitan planning area. The urbanized area encompassed by the MTP is the territory for which a computerized traffic simulation “model” is developed to produce traffic projections on streets and highways for the future, based upon projections of population, housing, employment, school enrollment and other factors. The MTP is an official multimodal transportation plan addressing no less than a 20-year planning horizon that is developed, adopted, and updated by the MPO through the transportation planning process.

**MDOT – Mississippi Department of Transportation:** The transportation planning agency for the State of Mississippi.

**MPA - Metropolitan Planning Area:** The geographic area determined by agreement between the Metropolitan Planning Organization for the area and the Governor, in which the metropolitan transportation planning process is carried out. In the Jackson area, the MPA includes all of Copiah, Hinds, Madison, Rankin and Simpson counties. This is the area for which both short and long-range advance transportation planning is accomplished.

**Metropolitan Planning Policy Committee:** The policy board of an organization created and designated to carry out the metropolitan transportation planning process. The Metropolitan Planning Policy Committee or Policy Committee as it is referred to throughout this document consists of mayors, county supervisors, minority representatives of Hinds, Madison and Rankin counties, the Mississippi Department of Transportation (MDOT), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The mayors who serve on the MPO include only those mayors representing municipalities inside the study boundary of the “Metropolitan Transportation Plan” (MTP). County supervisors on the Policy Committee representing Hinds, Madison and Rankin counties are the only supervisors from the geographic area encompassed by the MTP.

**MPO – Metropolitan Planning Organization:** The forum for cooperative transportation decision-making; required for urbanized areas with population over 50,000. CMPDD was designated as the Jackson MPO on February 5, 1975.

**MTP – Metropolitan Transportation Plan:** The Metropolitan Transportation Plan (MTP) is sometimes referred to as the LRTP. However, the MTP or LRTP developed by the MPO includes only the area that is expected to become “urbanized” or closely settled by the horizon date of the MTP. In other words, the MTP does not include the entire metropolitan planning area. The urbanized area encompassed by the MTP is the territory for which a computerized traffic simulation “model” is developed to produce traffic projections on streets and highways for the future, based upon projections of population, housing, employment, school enrollment and other factors. The MTP is an official multimodal transportation plan addressing no less than a 20-year planning horizon that is developed, adopted, and updated by the MPO through the transportation planning process.

**MPO Office:** Located at 1020 Centre Pointe Blvd. Pearl, MS 39208; mailing address P.O. Box 4935 Jackson, MS 39296-4935; phone 601-981-1511; fax 601-981-1515

**POP - Program of Projects:** A list of projects to be funded in a grant application submitted to FTA by a designated transit recipient.

**Prospectus:** The document which establishes organizational structure and responsibilities of the MPO, in addition to prescribing the procedures for carrying out the Transportation Planning Process and the products resulting from the process (see the MPO website to view the Prospectus, <http://www.cmpdd.org/prospectus/>).

**Public Meeting:** A meeting designed to afford the public the fullest opportunity to express support of, opposition to, or comment on the transportation planning process. A public meeting may include either formal or informal presentations by transportation officials.

**PPP - Public Participation Plan:** Establishes the methods to be used by the MPO to provide a proactive public involvement process. It outlines opportunities for the public to be involved with the MPO in an exchange of data and ideas. Public participation offers an open process for individuals to get involved.

**Resource Agencies or Organizations:** See “Stakeholders Committee”

**Stakeholders Committee:** Individuals and representatives of agencies or organizations which are not represented on the Intermodal Technical Committee but which are affected by transportation decisions and which are involved in transportation planning-related activities. The agencies or organizations included on the Stakeholders Committee may also be referred to as “resource agencies or organizations.”

**STBG – Surface Transportation Block Grant Program:** Provides funding for projects through the MPO for projects to preserve and improve the conditions and performance of the regional transportation system. STBG funding is provided by the Federal Highway Administration.

**TA – Transportation Alternative Grant Program:** Provides funding for projects through the MPO for projects to preserve and improve the conditions and performance of the regional bicycle and pedestrian transportation system. TA funding is provided by the Federal Highway Administration.

**TIP - Transportation Improvement Program:** A prioritized listing of transportation projects covering a period of at least four years that is developed and formally adopted by an MPO as part of the Transportation Planning Process, consistent with the Metropolitan Transportation Plan (MTP), and required for use of certain U. S. Department of Transportation funds.

**UPWP – Unified Planning Work Program:** A plan developed by MPOs to identify all transportation and planning activities anticipated within the next one to two years, including a schedule for the completion of the identified tasks and activities.





**Central Mississippi Planning  
& Development District**

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