RESOLUTION TPB-2019-05

A RESOLUTION AMENDING THE PUBLIC PARTICIPATION PLAN

WHEREAS, the Nashville Area Metropolitan Planning Organization (MPO) is responsible for carrying out a comprehensive, cooperative, and continuing transportation planning process throughout Davidson, Rutherford, Sumner, Williamson, Wilson, Maury and Robertson counties; and

WHEREAS, The Transportation Policy Board (TPB) is the policy-making body of the MPO and serves as a central forum for cooperative transportation decision-making in accordance with the provisions of Title 23, Part 450 of the Code of Federal Regulations (CFR); and

WHEREAS, involvement of the general public, interested parties, and other public agencies is an integral part of a regional transportation planning; and

WHEREAS, a Public Participation Plan (PPP) is developed under the direction of the TPB to describe the opportunities available to members of the general public to participate in the transportation planning and decision-making process pertaining to local expenditure of federal transportation grants; and

WHEREAS, the PPP identifies the MPO’s commitment to provide a forum for local, state, and federal agencies to collaborate in the development of its major planning products and a process for supporting the required coordination; and

WHEREAS, the MPO has updated its PPP to comply with the most recent federal regulations, as derived from the Fixing America’s Surface Transportation (FAST) and prior federal transportation acts, and to ensure that its methods of communication and its techniques to involve the general public in the planning process, including traditionally underserved populations and interested parties, are aligned with best practices and suitable for the MPO area; and

WHEREAS, the MPO has followed the public noticing procedures for updating the PPP as outlined by CFR 450.613, requiring a minimum 45-calendar day public comment period prior to adoption;

NOW, THEREFORE, BE IT RESOLVED, that the Transportation Policy Board does hereby adopt the Public Participation Plan to incorporate changes to provide explicit procedures, strategies, and desired outcomes for its public engagement activities.

Adopted this 19th day of June, 2019 by the Transportation Policy Board of the Nashville Area Metropolitan Planning Organization.

Attest:

The Honorable Mary Esther Reed,
Transportation Policy Board Chair

Sean Pflaizer,
MPO Coordinator
Public Participation in Transportation Planning for the Nashville Metropolitan Area

Adopted June 19, 2019
Tell Us How You Want to Be Informed

Please indicate the public meetings for which you are interested in receiving notices:

- Regional Council
- GNRC Executive Board
- Transportation Policy Board
- Transportation Coordinating Committee
- Planning Oversight Committee
- Other

Please indicate which of the following plans and programs you are interested in reviewing as they are updated or amended:

- Regional Transportation Plan
- Transportation Improvement Program
- Unified Planning Work Program
- Public Participation Plan

Please indicate your preferred methods of receiving information about regional transportation plans and programs:

- Email
- Text
- Local Newspapers and Press Releases
- Social Media
- GNRC Website
- Public Meetings
- Other: __________________________

Please share any comments or suggestions you have to improve the draft Public Participation Plan:

Please provide your name and preferred contact information:

This form may be returned to comments@gnrc.org or completed online at GNRC.org
Acknowledgments

Funding for this document was provided by the U.S. Department of Transportation Federal Highway Administration and Federal Transit Administration, the Tennessee Department of Transportation, and local government members of the Metropolitan Planning Organization. This plan was developed on behalf of the Nashville Area MPO Transportation Policy Board.

Non-Discrimination Policy

The Greater Nashville Regional Council does not discriminate on the basis of race, color, national origin, limited English proficiency, gender, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices because of non-merit factors is prohibited.

Complaints should be directed to Laylah Smith, Title VI Coordinator, 220 Athens Way, Suite 200, Nashville, TN 37228, phone number 615-862-8863.

Limited English Proficiency

Individuals needing assistance with translation services may contact Avaza Language Services Corporation at 615-534-3405 or 800-482-8282, 24 hours a day and 7 days a week.
Plan Contents

1. **About this Document**
   Describes the purpose and goals of this document and provides an overview of the Greater Nashville Regional Council.

2. **Transportation Planning Primer**
   Provides an introductory overview of metropolitan transportation planning process.

3. **Federal and State Regulations**
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Plan Contents

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Public Meeting Guidelines
Establishes guidelines for public meetings related to the transportation planning process.

8
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A  Additional Resources
List of relevant documents and resources to help the general public be informed and engaged in transportation planning.

B  Frequently Asked Questions
Answers to common questions asked by stakeholders and members of the general public.

C  Interagency and Stakeholder Consultation Lists
List of agencies and partners consulted by GNRC in the development of the Public Participation Plan and transportation planning process.

D  Glossary of Terms and Acronyms
Definitions for common terms and acronyms used in the transportation planning process.
1 About this Document

Describes the purpose and goals of this document and provides an overview of the Greater Nashville Regional Council.

IN THIS SECTION
- Introduction
- Goals of the Public Participation Plan
- About the Greater Nashville Regional Council
- GNRC Programs and Services
About this Document

Introduction

This document serves as the Public Participation Plan (PPP) for the regional transportation planning process carried out across a seven-county Nashville Metropolitan Planning Area by the Greater Nashville Regional Council (GNRC) and its planning partners.

The PPP describes the opportunities available to members of the general public and other interested parties to participate in planning activities and decision-making process pertaining to the local expenditure of federal transportation grants.

The plan sets forth guidelines that will be followed by GNRC for public noticing, the conduct of public meetings, and the adoption of federally-required transportation plans and programs.

The GNRC administers the transportation planning process on behalf of a federally-designated Transportation Policy Board comprised of local elected leadership and state and regional transportation officials.

The successful adoption of this plan following a 45-day public review and comment period satisfies requirements set forth by Title 23 of the U.S. Code of Federal Regulations, part 450.316 (23 CFR 450.316).

Key Audiences for the Plan

- Members of the general public;
- Traditionally-underserved populations including low-income and minority communities;
- Governmental partners including local, state, and federal agencies;
- Local and regional transit agencies and private transit operators;
- State and local political leadership;
- Private-sector businesses and industry associations including chambers of commerce;
- Real estate developers and economic development officials;
- Freight and logistic companies;
- Non-profit and advocacy organizations.
Goals of the Public Participation Plan

Goal 1. Inform the general public and interested parties of their role in transportation planning and decisions.

Goal 2. Identify opportunities for public participation in the development of transportation plans and programs.

Goal 3. Provide explicit guidelines for public noticing, public meetings, and the adoption of plans and programs.

Goal 4. Provide examples of strategies and techniques that can help ensure meaningful community engagement.

Goal 5. Describe a process for evaluating and improving the public participation plan and outreach methods over time.

Role of the General Public and Interested Parties in Transportation Planning and Decisions:

- Communicate levels of satisfaction with the condition and operation of existing transportation facilities and services;
- Establish expectations for improving transportation infrastructure and services;
- Participate in studies and planning activities to shape recommendations for transportation plans and programs;
- Review and comment on federally-required planning documents prior to their adoption;
- Review and comment on the proposed use of federal grants on transportation projects; and
- Monitor the implementation of transportation plans and programs.
About the GNRC

State Development District and Regional Council of Governments

GNRC was established in 1965 by the Tennessee General Assembly* as a regional planning and economic development district to assist local communities and state agencies in the development of plans and programs that guide growth and development in the most desirable, efficient, and cost-effective manner, while ensuring the continued long-term livability of the region.

The agency is owned by and operated on behalf of its local government membership and is governed by a Council of 65 mayors and county executives, 2 state legislators, and 26 citizens appointed to represent social equity and economic development interests.

GNRC employs an 80-member staff comprised of planners, policy advisors, researchers, social workers, and administrators.

*Tennessee Development District Act of 1965 served as the initial enabling legislation. Subsequent legislation has further empowered GNRC to carry out regional planning activities.

TCA § 13-14-101 et seq., TCA § 64-7-101 et seq.

GNRC convenes elected leadership and practitioners in a public forum to brainstorm strategies for improving quality of life and economic conditions.

GNRC facilitates policy-making in order to prioritize state and federal investments into area social services and public infrastructure; and

GNRC provides staff support and technical assistance to communities across Middle Tennessee.
Public Participation in Regional Transportation Planning and Decisions

GNRC Programs and Services

The GNRC administers a variety of state and federal grant programs on behalf of local governments and offers economic and community development services, policy and planning assistance, and aging and disability counseling to its member communities.

Designated to administer the Nashville Area Metropolitan Planning Organization (MPO) Program

Effective October 1, 2017, the GNRC became responsible for the staffing and administrative functions of the Nashville Area MPO in accordance with the Transportation Planning and Policy Agreement.

That agreement designates the GNRC as the MPO’s fiduciary, a responsibility previously held by the Metropolitan Planning Commission (MPC) of Nashville-Davidson County.

Find out more at GNRC.org

Regional Transportation Plan in partnership with the U.S. Dept of Transportation and TN Dept of Transportation.

Comprehensive Economic Development Strategy in partnership with the U.S. Dept of Commerce and TN Dept of Economic and Community Development.

Area Plan on Aging and Disability in partnership with the U.S. Dept of Health and Human Services and the TN Commission on Aging and Disability.

Regional Tourism coordination in partnership with the TN Dept of Tourist Development.

Community Development grant administration in partnership with the TN Housing Development Agency and the TN Dept of Economic and Community Development, and the U.S. Dept. of Agriculture.
Transportation Planning Primer

Provides an introductory overview of metropolitan transportation planning process.

IN THIS SECTION
History of Transportation Planning
TN Transportation Planning Areas
GNRC Area Planning Organizations
Nashville Area Planning Process
Regional Planning Partners
Major Projects and Process Diagram
Key Points for Public Involvement
History of Transportation Planning

Empowering Local Decision-Making for Federal Transportation Programs

While the earliest beginnings of urban transportation planning go back to the post-World War II years, the federal requirement for urban transportation planning emerged during the early 1960’s. The Federal-Aid Highway Act of 1962 created the federal requirement for urban transportation planning largely in response to the construction of the Interstate Highway System and the planning of routes through and around urban areas.

The Act required, as a condition attached to federal transportation financial assistance, that transportation projects in urbanized areas of 50,000 or more in population be based on a continuing, comprehensive, urban transportation planning process undertaken cooperatively by the states and local governments — the birth of the so-called 3C, “continuing, comprehensive and cooperative” planning process.

The Intermodal Surface Transportation Equity Act (ISTEA) of 1991 strengthened the metropolitan planning process, enhanced the role of local elected officials, required stakeholder involvement, and encouraged movement away from modal parochialism toward integrated, modally mixed strategies for greater system efficiency, mobility and access.
TN Transportation Planning Areas

Regional Planning Organizations

Federal law requires states to consult and coordinate with local officials in the development of transportation plans and programs. In Tennessee, TDOT works with two types of federally-recognized regional planning organizations which serve as forums for cooperative planning and decision-making.

Metropolitan Planning Organizations (MPO)
MPOs serve as the lead planning agency for urban areas of the state with 50,000 or more people and are empowered to make decisions about how federal transportation funds will be programmed on transportation improvements within their respective “metropolitan planning areas.” MPOs are required to produce a long-range Regional Transportation Plan, a short-range Transportation Improvement Program, and a Unified Planning Work Program.

Rural Planning Organizations (RPO)
RPOs serve a similar function as MPOs for the rural areas of the state. The purpose of an RPO is to involve local officials in multimodal transportation planning, through a structured process, to ensure quality, competence, and fairness in the transportation decision-making process. RPOs consider multimodal transportation needs on a local and regional basis, review long-term needs as well as short-term funding priorities, and make recommendations to TDOT. RPOs are advisory in nature and lack the programming authority of MPOs.

Find out more at TN.gov/tdot/long-range-planning-home
GNRC Area Planning Organizations

Nashville Area Metropolitan Planning Organization

The Nashville Area MPO is the federally-designated regional planning organization for Davidson, Maury, Robertson, Rutherford, Sumner, Williamson, and Wilson counties.

*Having an urbanized area population of more than 200,000 people, the MPO is designated as a Transportation Management Area, or TMA. The designation ensures a mandatory sub-allocation of federal transportation funds to the MPO, but also comes with additional metropolitan planning requirements. TMAs must be jointly certified by the Federal Highway Administration and Federal Transit Administration no less than every four years.

Clarksville Urbanized Area Metropolitan Planning Organization

The Clarksville-Urbanized Area MPO is the federally-designated regional planning organization for Montgomery County, Tennessee and the portion of Christian County, Kentucky including and adjacent to the U.S. Census Clarksville Urbanized Area.

Middle Tennessee Rural Planning Organization

The Middle Tennessee Rural Planning Organization coordinates regional transportation planning for Stewart, Houston, Humphreys, Dickson, and Cheatham counties.

*Trousdale County, a county located within GNRC’s development district area, was a member of the Middle Tennessee RPO until it transitioned to the Dale Hollow RPO in 2017. The Dale Hollow RPO is staffed by the Upper Cumberland Development District.

GNRC.org

Staffing and administrative support is provided by the Greater Nashville Regional Council.

CUAMPO.com

Staffing and administrative support is provided by the Clarksville/Montgomery County Regional Planning Commission.

MCHRA.com

Staffing and administrative support is provided by the Mid-Cumberland Human Resource Agency.
Public Participation in Regional Transportation Planning and Decisions

Nashville Area MPO

Primary Forum for Transportation Issues

The Nashville Area MPO Transportation Policy Board serves as the primary forum for regional transportation issues and leads in the development of the area’s long-range transportation plan and short-range transportation improvement program. A complete overview of the process and organizational structure for the planning program is described in the “Transportation Planning Prospectus” available at GNRC.org.

Guided by Four Key Principles

Regional transportation planning is guided by four principles which offer a framework for transportation planning and decisions.

- **Livability**: Enhance quality of life by prioritizing initiatives that increase opportunities for housing, learning, employment, recreation, and civic involvement while maintaining affordability.

- **Sustainability**: Encourage growth and prosperity without sacrificing the health, natural environment, historical and cultural assets, or financial stability of this or future generations.

- **Prosperity**: Contribute to the region’s economic well-being by targeting solutions that attract talent, connect workforce with jobs, reduce the cost of doing business, and leverage additional investment.

- **Diversity**: Respect the multitude of backgrounds and the variety of perspectives of Middle Tennesseans by pursuing an array of strategies that are customized to local community needs and character.

Transportation Planning Prospectus

The Transportation Planning Prospectus provides a detailed overview of the process, partners, and products associated with the Nashville Area MPO.
Regional Planning Partners

**A Regional Convener**
The GNRC convenes representatives from federal and state agencies, local elected leadership, local planning and public works directors, the business community, and citizens across the seven-county planning area to develop regional plans and programs for adoption by the Nashville Area MPO Transportation Policy Board.

**Lead Federal Agencies**
The Federal Highway Administration (FHWA) administers all federal-aid highway monies available for highway planning and implementation pursuant to the provisions of Title 23, United States Code.

The FHWA Tennessee Division Office in Nashville is responsible for issuing regulations and guidelines relative to expenditure of Federal-aid highway monies in Tennessee; monitoring all highway planning, programming and implementation activities; and exercising fiscal control of all Federal-aid highway expenditures through an annual audit.

The Federal Transit Administration (FTA) administers all federal-aid monies available through grant allocation for public transportation planning, capital improvement, demonstration and operations pursuant to the provisions of Title 49, United States Code.

The FTA Region IV Office in Atlanta is responsible for issuing federal transit regulations and guidelines for use by grant recipient agencies and public transportation agencies, monitoring public transportation planning and demonstration projects, and exercising fiscal controls.
The Tennessee Department of Transportation (TDOT) is the State agency responsible for managing, operating, and maintaining U.S. Interstates and the State route system. This includes oversight of the design and construction of transportation improvement projects for those roadways, as well as other federal-aid routes when requested to do so on behalf of local communities.

Within the context of planning, TDOT is responsible for the preparation of a statewide transportation plan; administration of a data collection program relative to transportation modes and needs; and cooperation with local government members of MPOs in the development of metropolitan area transportation plans.

The MPO also coordinates with the Governor’s Office, the Department of Safety and Homeland Security, the Department of Health, the Department of Economic and Community Development, and the Department of Environment and Conservation.

The Regional Transportation Authority (RTA) is responsible for developing, managing, operating, and maintaining a regional transit system across ten Middle Tennessee counties including all seven counties in the Nashville Metropolitan Planning area. The RTA oversees the largest commuter vanpool program in the Southeast, facilitates thousands of carpools, coordinates Relax & Ride regional bus routes, and operates the area's first regional rail project.

The Nashville Metropolitan Transit Authority, also known as WeGo Public Transit, provides transit service throughout Davidson County. The Franklin Transit Authority provides local bus/trolley service to residents in the Franklin and Cool Springs area. The City of Murfreesboro Transportation Department provides local bus service, known as Rover, to residents in Murfreesboro.
Regional Planning Partners

Non-Profit Organizations
GNRC has an ongoing partnership with each of the following non-profit organizations that help connect additional stakeholders and community groups to the planning process.

Nashville Area Chamber of Commerce
The Nashville Area Chamber of Commerce co-produces an annual indicators report entitled, “Nashville Region’s Vital Signs” to help draw attention to the area’s strengths and weakness through ongoing tracking of various performance measures that relate to quality of life. The organization also helps GNRC coordinate with other chambers across the region to ensure that local businesses have a voice in the transportation planning process.

Nashville Civic Design Center
The Nashville Civic Design Center works with the GNRC on a variety of projects to integrate urban design considerations into the transportation planning process. Over the last several years, the NCDC has partnered with the the University of Tennessee at Knoxville School of Architecture and Design to produce booklets that illustrate case studies, best practices, and student ideas for the implementation of transportation concepts.

Cumberland Region Tomorrow
Cumberland Region Tomorrow was formed in 2000 to advocate for quality growth and to support local communities in their comprehensive planning efforts. Through its work, CRT brings people together to address the challenges and opportunities that come with growth and development in Middle Tennessee. Its mission is to foster communication, collaboration, and action as the region plans for long-term livability, economic vitality and sustainability.

Conexión Américas
Conexión Américas is uniquely qualified to orchestrate public engagement on transportation plans, programs, policies and projects as it has the staff and resources to connect with populations, especially local Latino communities, that would not be reached through traditional outreach and communications methods.

The TMA Group
The TMA Group works with local employers to promote transportation demand management strategies such as transit and ridesharing, telecommuting, flexible work schedules, among others. The organization also operates local bus service under contract to Franklin Transit Authority and the regional vanpool program under contract to the Regional Transportation Authority.
Major Products and Process Outline

Major Planning Products

Regional Transportation Plan (RTP)
The RTP is a long-range, 25-year multimodal strategy and fiscally-constrained capital improvement program developed to guide the investment of public funds to manage congestion, improve roadway safety, and keep transportation facilities in a state of good repair. The RTP is updated every four or five years and may be amended as needed.

Transportation Improvement Program (TIP)
The TIP is a short-term program of projects that identifies all regionally-significant and federally-funded transportation improvements and services in the planning area. The TIP includes scheduled improvements to area roadways and intersections, public transit, and bicycle and pedestrian facilities. All projects in the TIP must be consistent with the adopted RTP.

Unified Planning Work Program (UPWP)
The UPWP provides information about how transportation planning funds are being used to fulfill federal planning requirements. The document identifies staff and consultant resources and describes the planning activities and studies to be performed during the next year or two.

The Transportation Planning Process is complex, data intensive, and built upon a foundation of continuous public engagement. Graphic courtesy of FHWA.
## Key Points for Public Involvement

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<th>Step of Process</th>
<th>Primary Role of Public Input and Feedback</th>
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<tr>
<td><strong>Regional Visioning and Goal Setting</strong></td>
<td>Set expectations for how public funds should be used to address regional mobility needs by identifying community values, preferences for growth and development, and general input on factors that impact quality of life.</td>
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<tr>
<td><strong>Identify Strategies &amp; Alternatives</strong></td>
<td>Help identify local and regional-scale transportation challenges and problems that should be addressed by policymakers and planners; Assist in the ideation of potential solutions (e.g., physical improvements to transportation facilities, improvements to operations and management, improvements to land use planning and urban design).</td>
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<tr>
<td><strong>Evaluate &amp; Prioritize Strategies &amp; Alternatives</strong></td>
<td>Provide feedback on the anticipated effectiveness of proposed solutions to address transportation challenges. Provide input on how projects should be prioritized to address community needs and concerns given a finite level of funding.</td>
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<tr>
<td><strong>Develop of Regional Transportation Plan</strong></td>
<td>Provide input and feedback on the major policy document that will guide transportation investments for the region for the next 25-years to include goals, objectives, strategies, and projects.</td>
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<tr>
<td><strong>Develop of Transportation Improvement Program</strong></td>
<td>Provide input on the use of appropriated funds and the proposed scheduling of transportation projects identified in the Regional Transportation Plan that are ready for implementation.</td>
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<tr>
<td><strong>Project Development &amp; Implementation</strong></td>
<td>Provide input on the design for individual projects; help identify community assets that could be impacted by construction or implementation.</td>
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<tr>
<td><strong>Monitor System Performance</strong></td>
<td>Inform planners and policymakers about ongoing issues or challenges related to the transportation system and provide feedback on recent improvements.</td>
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Federal and State Regulations

Describes the federal and state laws and regulations that apply to the transportation planning process.

IN THIS SECTION
Federal Planning Requirements
Rights and Accommodations
Open and Transparent Government
Federal Planning Requirements

FAST Act
In 2015, the U.S. Congress passed and the President signed into law the transportation act entitled, Fixing America’s Surface Transportation Act (FAST Act). This federal legislation defines ten specific planning factors to be considered when developing transportation plans and programs in a metropolitan area to ensure consistency with national goals and objectives.

Code of Federal Regulations
Federal legislation, such as the FAST Act, is codified in the U.S. Code of Federal Regulations (CFR) and published in the Federal Register by executive departments and agencies of the federal government. Title 23 of the United States Code (U.S.C.) contains rules and regulations for the regional transportation planning carried out by GNRC on behalf of the Nashville Area MPO (23 CFR Part 450, subpart C) with additional provisions provided in Title 49.

10 Federal Planning Factors
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility options available to people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.
10. Enhance travel and tourism.
Rights and Accommodations

Title VI of the Civil Rights Act
Title VI of the Civil Rights Act of 1964 establishes that no person in the U.S. shall, on the basis of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Executive Orders
Executive Order 12898, also know as Environmental Justice, reinforces the requirements of Title VI of the Civil Rights Act by focusing attention on the environmental and human health conditions in minority and low-income communities.

Executive Order 13166, focused on populations with Limited English Proficiency, requires federal agencies and any other entities that receive federal funds via grants, contracts, or subcontracts to make their activities accessible to non-English speaking persons.

Americans with Disabilities Act
The Americans with Disabilities Act of 1990 requires coordinating with disabled communities in the development and improvement of transportation services. Communities must provide access for the disabled at sidewalks and ramps, street crossings, and in parking or transit access facilities. Persons with disabilities must also be able to access the sites where public involvement activities occur as well as the information presented.

GNRC Non-Discrimination Policy
GNRC does not discriminate on the basis of race, color, national origin, limited English proficiency, gender, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline or any other employment practices because of non-merit factors is prohibited.
Open and Transparent Government

**Tennessee Open Meetings Act**

Tennessee state law (T.C.A. § 8-44-101, et seq.) requires that all meetings of any public governing body are declared open to the public and require adequate notice to the public of such meeting. The law defines “governing body” as two or more members of a public body which have the authority to make policy or administrative decisions for or recommendations to a public body. The law defines “meeting” as the convening of a governing body for which a quorum is required in order to make a decision or to deliberate toward a decision on any matter, but does not include any on-site inspection of a project or program.

**Public Records**

Tennessee state law (T.C.A. § 10-7-501, et seq.) requires that all state, regional, county, and municipal records be open for personal inspection during business hours by any citizen of the state, unless otherwise provided by law.

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**GNRC Transparent Government Policy**

The Tennessee Open Meetings Act applies to the governing body of the GNRC, known as the “Regional Council,” and the boards and committees established through the GNRC organizational bylaws including the Executive Board and Transportation Policy Board. As such, GNRC will ensure that all meetings of the Council and its boards and committees are open to the public and properly noticed.

Public records of GNRC and its programs are presumed to be open for inspection. Tennessee residents may request to inspect or to receive copies of public records by completing the records request form available at GNRC.org or by emailing publicrecords@gnrc.org.
4 Public Involvement Opportunities

Describes the opportunities of the general public to be involved in transportation planning and decisions.

IN THIS SECTION
Meetings and Workshops
Website and Online Tools
Research and Studies
Statewide and Local Planning Efforts
Civic and Advocacy Organizations
Meetings and Workshops

Meetings of Public Bodies

**GNRC Council and Executive Board**
The Regional Council is a 93-member body comprised of 65 mayors and county executives, 2 state legislators, 13 citizens appointed to represent minority populations, and 13 citizens appointed to represent business and industry concerns. The Council is empowered by state law to serve as the primary forum for regional coordination on growth and infrastructure planning efforts. A 24-member executive board convenes monthly to oversee the implementation of GNRC’s work program and budget.

**Transportation Policy Board (TPB)**
The TPB governs the policymaking and programming decisions of the MPO and serves as the primary forum for collaboration among local communities, state officials, and interested parties related to regional transportation policies, plans, programs, and funding. The Policy Board consists of the principal elected official (e.g., mayor or county executive) from each of the counties within the planning area, as well as cities with a population of 5,000 or more people. The TPB also includes the Governor, a representative of area county highway officials, a representative of area public transit agencies, and representatives of FHWA, FTA, and GNRC.

**Transportation Coordinating Committee (TCC)**
The TCC is the lead advisory committee to the TPB and is responsible for assisting GNRC transportation planning staff with analyzing trends that impact transportation conditions and developing recommendations to improve regional mobility. In addition, members of the TCC take a lead role in coordinating local implementation of adopted plans and programs. The committee consists of the administrative and technical leadership of member jurisdictions and agencies including local planning and public works departments, public transit agencies, health departments, the TN Dept. of Environment and Conservation, TDOT, FHWA, and FTA.

**Planning Oversight Committee**
The Planning Oversight Committee (POC) monitors the progress of activities identified in the Unified Planning Work Program. The committee is tasked with drafting terms of agreement between the TPB and the agency responsible for its staffing administration (currently GNRC). The committee consists of the TPB and TCC leadership, representatives of the largest city within each Census-defined Urbanized Area, a representative of a municipality located outside of an Urbanized Area, a representative of a county government, and a representative of TDOT.
Meetings and Workshops

Workshops and Other Events

Regional Workshops, Summits, and Symposiums
The GNRC conducts a variety of public workshops, events, and working group meetings in support of the transportation planning process and products including planning studies identified in the adopted Unified Planning Work Program. Logistical details for workshops and events are often negotiated with local partners and are customized to the specific audience and facility needs of each event. While most workshops and events are not specifically subject to the Tennessee Open Meetings Act, it is advantageous to invite members of the public and interested parties to events. Advertising for special workshops and events is conducted in a manner most advantageous for encouraging participation by stakeholders and members of the general public.

Federal Certification Review – Public Forum
Federal regulations require that the Federal Highway Administration and Federal Transit Administration jointly review and certify the transportation planning no less than every four years. As part of the review, the GNRC will assist federal partners with soliciting public comments and hosting a public meeting for the purposes of providing feedback on the planning process.
Website and Online Tools

GNRC.org
Many people use the internet as their main source of data and information. GNRC.org provides a comprehensive resource to people wanting information about transportation planning products and activities. From the website, members of the general public will have access to news and announcements, current and completed studies and planning efforts, documents and reports, relevant videos, recent staff presentations, meeting agenda and minutes.

Mailing List and Email Alerts
GNRC maintains a list of interested parties who have indicated an interest in receiving news, announcements, and notices about its plans and programs including those related to the transportation planning process. Members of the public with an interest in joining the lists can do so by visiting GNRC, by emailing a request to comments@gnrc.org, or by indicating such on any public comment card made available at GNRC public meetings.

Social Media Channels
GNRC social media channels and blog, or those of GNRC programs, provide an opportunity for sharing & discussing information about GNRC-relevant programs and activities. Comments/opinions expressed by users of social media channels (Facebook, Twitter, YouTube, Flickr, LinkedIn, blog) are theirs alone and do not reflect the opinions of the GNRC or its employees. All public comments are reviewed and screened to ensure compliance with the external user guidelines provided below. GNRC encourages members of the public to submit their questions, comments, and concerns, but please note that all GNRC social media channels are moderated online discussion sites, not a public forum. GNRC can be found with the handle @TheGNRC.

e-TIP Interactive Map and Database
Over the last several years, the region has invested in a nationally-recognized web-based application that provides real-time programming information about TIP projects in a searchable database. Members of the public and interested stakeholders are encouraged to use the application to view projects on an interactive map, access project level information, run custom queries and reports, and track adjustments and amendments. The application provides an opportunity for those interested to submit written comments on individual projects.
Research and Planning Activities

**Opinion Surveys**
GNRC conducts various telephone, mail, in-person, and web-based surveys to gather input from specific audiences or to measure general attitudes toward planning issues and concepts. While much of the survey research performed in support of planning studies is conducted with random-sampling to yield statistically-valid results, GNRC provides opportunities for anyone to share their opinions and attitudes about transportation and regional growth and development issues at GNRC.org.

**Regional Studies**
The transportation planning process relies heavily upon the information gathered and analyzed through planning studies. GNRC administers a variety of regional and corridor level studies, each with significant opportunities for the general public and interested parties to participate in the development of recommendations. Planning studies are identified each year in the adopted Unified Planning Work Program.

GNRC has practice of ensuring that regional and corridor studies which include a significant level of community engagement include a study-specific public and stakeholder involvement plan to augment this PPP.

**TDOT Plans and Studies**
The TN Department of Transportation (TDOT) conducts a variety of studies that inform statewide policies and investments, many of which are coordinated with GNRC. For more information about TDOT studies, please visit https://www.tn.gov/tdot/projects/transportation-studies.html.

**Local Community Plans**
The development of regional transportation plans is heavily influenced by locally adopted plans. Doing so helps to unify the region’s most important transportation priorities for federal funding into one document.

Nearly every municipality and county government in Middle Tennessee has its own set of plans to help manage resources and to prepare for future growth. Those plans set land use policies and identify strategies to address needs for schools, parks, water and sewer, as well as transportation. Local transportation priorities are usually identified in the transportation element of local comprehensive plans, or as part of a separate local major thoroughfare plan. Each one of these local planning efforts provides substantial opportunities for public involvement.
5 Techniques and Strategies

Identifies the primary techniques and strategies that will be used to enhance public participation.

IN THIS SECTION
Targeted Outreach
Creative Community Engagement
Scenario Planning
Enhanced Data Visualizations
Performance Measurement
Techniques and Strategies

Targeted Outreach

Exhibits, Local Events, Speakers Bureau
While formal meetings provide a good forum for public education and input, transportation plans and processes may receive wider exposure at various community events. Events like high school football games, county fairs, music festivals, and other recreational and social gatherings attract many people who would not typically attend a formal meeting, but would be willing to take a colorful, informative and visually attractive pamphlet. As appropriate, GNRC staff will attend special events in person or with stand-alone booths and kiosks to provide information.

When appropriate, GNRC will pursue opportunities to establish booths and/or tables where staff can solicit names and addresses of people who would like to receive advance notification of the future opportunities to participate in the planning process.

GNRC will develop a Speakers Bureau that can make presentations to interested groups, associations, or bodies. Presentations will be kept appropriate to the audience and will incorporate graphics and other visualization tools (e.g., maps, renderings, photos, aerial photographs, etc.) to communicate concepts and plans.

Enhanced Outreach to Vulnerable Communities
Because of the extreme importance of an all-inclusive outreach program that ensures compliance with Title VI, Environmental Justice, LEP, and the Americans with Disabilities Act of 1990, GNRC will place emphasis on efforts to reach out to traditionally underserved or underrepresented segments of the region’s population including:

- Low Income,
- Minorities, including majority minorities,
- Homeless or institutionally housed,
- Limited English Proficiency,
- Limited Literacy,
- Transit Dependent,
- Transportation Disadvantaged,
- Single-parent Families,
- The Elderly, and
- School-Aged Children.

Prior to the implementation of outreach efforts, GNRC will use the most recent US Census American Community Survey information and local knowledge to identify socio-economic characteristics of communities within the planning area as illustrated by the maps presented on the following pages. From there, GNRC will consult with local leaders and non-profits to gain a better understanding of how best to reach traditionally underserved populations.
Techniques and Strategies

Mapping of vulnerable communities and traditionally underserved populations using American Community Survey data.

**Degrees of Vulnerability**
The map depicts census tracts or block groups which include high rates of the traditionally underserved populations represented in the subsequent map series.

**Households in Poverty**
Areas which include high rates of households in poverty as defined by the U.S. Dept of Health and Human Services.

**Minority Populations**
Areas in solid gray depict locations with high rates of non-Hispanic minority populations. Blue hatching represents areas with a high rate of households in poverty.
Techniques and Strategies

Mapping of vulnerable communities and traditionally underserved populations using American Community Survey data.

**Populations of Hispanic Ethnicity**
Areas in solid gray depict locations with high rates of persons of Hispanic ethnicity. Blue hatching represents areas with a high rate of households in poverty.

**Limited English Language Proficiency**
Areas in solid gray depict locations with high rates of persons with limited English language proficiency. Blue hatching represents areas with a high rate of households in poverty.

**Carless Households**
Areas in solid gray depict locations with high rates of households without access to a personal vehicle. Blue hatching represents areas with a high rate of households in poverty.
Techniques and Strategies

Mapping of vulnerable communities and traditionally underserved populations using American Community Survey data.

**Single-Mother Households**
Areas in solid gray depict locations with high rates of single-mother households. Blue hatching represents areas with a high rate of households in poverty.

**Senior Adults**
Areas in solid gray depict locations with high rates of persons aged 65 years or older. Blue hatching represents areas with a high rate of households in poverty.

**Physical Disability**
Areas in solid gray depict locations with high rates of persons of a physical disability. Blue hatching represents areas with a high rate of households in poverty.
Techniques and Strategies

Enhanced Data Visualization
GNRC will use a variety of enhanced visualization methods (maps, displays, charts, and other static and interactive engagements) to make the transportation planning process easier to understand by non-technical audiences. Significant investment has been made in recent years to incorporate interactive maps and graphics into the GNRC.org website and GNRC will be launching a new data dashboard using a tool developed by MySidewalk in 2019 to help communicate complex data sets and trends.

Creative Community Engagement
Creative community engagement, also known as creative placemaking, is a process that establishes authentic partnerships among artists, planners, community development practitioners, and citizens and businesses within the community. The process emphasizes the integration of the arts and artists into the planning and development of transportation improvements.

Projects can range from short-term initiatives that take less than a year to long-term, multi-year initiatives. Creative placemaking is a broad term that can include approaches such as public art, urban design, tactical urbanism approaches and more.

Scenario Planning
GNRC will deploy scenario planning techniques in major planning efforts including the development of the Regional Transportation Plan. Scenario planning provides a framework for stakeholders to make decisions that help achieve a shared vision for the future by analyzing various factors that can impact the way in which a region develops. In transportation planning, scenario planning can be utilized to consider how changes in transportation, land use, demographics, or other factors such as climate change could affect connectivity, mobility, resiliency, and communities across the region. GNRC has invested in two software tools, UrbanSim and Urban Footprint, to support scenario planning across Middle Tennessee.
Techniques and Strategies

Performance Measurement

In order to develop and implement a successful public participation program, it is essential to evaluate what techniques do or do not work in terms of public outreach. As required by federal law, the GNRC will continuously evaluate the effectiveness of public involvement activities in order to improve existing techniques or implement additional activities, or to discontinue ineffective outreach techniques.

Evaluation of the Public Participation Plan will be based on real-time feedback from planning partners and the general public. GNRC will provide comment cards at each public meeting and workshop to allow participants to offer suggestions for improvement to the community engagement process.

In addition, GNRC staff will review and summarize lessons learned from peer region participation plans and federal guidance on an annual basis to ensure that best practices are being considered and employed in the Nashville metropolitan planning area.

The PPP document may be updated from time to time to capture improvements to the planning process. Any changes to the guidelines for public notices, meetings, and the adoption of plans and programs will necessitate a 45-day public review and comment period.

List of Performance Measures

<table>
<thead>
<tr>
<th>Performance Measure</th>
<th>Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td># of people registered for email and text notifications</td>
<td>5% increase per year</td>
</tr>
<tr>
<td># of people attending public meetings and workshops on transportation issues</td>
<td>More than 2,500 people over 5-year planning cycle</td>
</tr>
<tr>
<td># of visitors to GNRC.org transportation planning pages</td>
<td>5% increase per year</td>
</tr>
<tr>
<td># of social media followers</td>
<td>10% increase per year</td>
</tr>
<tr>
<td># of presentations given by staff and consultants across the region related to transportation planning activities</td>
<td>200 or more over 5-year planning cycle</td>
</tr>
<tr>
<td># of media mentions related to the regional planning process or activities identified in the UPWP</td>
<td>50 or more over the 5-year planning cycle</td>
</tr>
<tr>
<td># of public complaints related to access to plans, programs, and meetings</td>
<td>Zero</td>
</tr>
<tr>
<td># of peer Public Participation Plans reviewed for best practices</td>
<td>5 per year</td>
</tr>
</tbody>
</table>
Public Noticing Guidelines

Establishes guidelines for public noticing of actions related to the transportation planning process.

IN THIS SECTION
Location of Printed Notices
Actions Requiring Notices
Limitations
Language Translations
Noticing for Transit Program of Projects
Public Noticing Guidelines

Location of Notices

The Tennessean
The principal daily newspaper of general circulation throughout the Middle Tennessee region.

The Tennessee Tribune
A weekly online and print newspaper with more than 150,000 readers across Tennessee. The paper focuses on important issues facing African American and Black families.

El Crucero de Tennessee
A weekly online and print Spanish language newspaper with distribution at Hispanic events, supermarkets, grocery stores, and churches across Middle Tennessee.

GNRC.org
All public notices of meetings, adoption hearings, and public review and comment opportunities for GNRC and its programs will be posted online.

http://www.GNRC.org/PublicNotice

Tennessee Press Association
Public notices published anywhere in the state of Tennessee are compiled in an online database upon publication in participating Tennessee newspapers. The searchable database is available 24 hours a day, 7 days a week, and offers statewide notices about hearings, advertisements for bids, financial reports, adoption of ordinances, and other government activities legally requiring public notice.

http://www.publicnoticeads.com/TN/
Public Noticing Guidelines

Actions Requiring Noticing
At a minimum, public notices will be used to inform the general public about the dates, times and locations of all meetings subject to the Tennessee Open Meetings Act and to solicit public review and comment on the adoption of or amendment to federally-required transportation planning documents including the Regional Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and Public Participation Plan.

Limitations
Given the limited printing schedules of the weekly newspapers, The Tennessee Tribune and El Crucero de Tennessee, public noticing of special-called meetings may be limited to The Tennessean and GNRC.org. Members of the general public are encouraged to register at GNRC.org to receive email or text alerts about public meetings and comment opportunities.

Language Translation
Public notices placed in newspapers or on the GNRC.org website shall be provided in both English and Spanish languages. Additional language translations are available for public notices posted to GNRC.org using the Google Translate feature.

Noticing for Transit Program of Projects
As per the FTA Circular 9030.1D — the public participation requirements for the Transportation Improvement Program (TIP) may be used in lieu of a local process used by area transit agencies in the development of their federally-required transit program of projects (POP). The first year of an approved TIP constitutes a list of "agreed to" projects for Federal Transit Administration purposes. As such, all notices related to the adoption or amendment to the TIP will include language indicating that the TIP satisfies the federal public participation requirements for the POP of the Regional Transportation Authority (RTA), Nashville Metropolitan Transit Authority (MTA or WeGo Public Transit), the Franklin Transit Authority, and the Murfreesboro Rover.
Public Meeting Guidelines

Establishes guidelines for public meetings related to the transportation planning process.

IN THIS SECTION
Accessible Locations and Times
Public Noticing
Agenda and Minutes
Opportunity for Public Comment
List of Board and Committee Meetings
Public Meeting Guidelines

Accessible Locations and Times

GNRC will make every effort to hold public meetings in facilities that are accessible by individuals with a physical disability, and is committed to providing reasonable accommodation for any member of the public in need of assistance with accessing public meetings as a result of a physical disability.

In selecting meeting sites, preference will be given to facilities located within proximity to public transit service and free parking. While every reasonable effort will be made to meet that objective, it is not possible for GNRC to guarantee that all public meetings will be along public transit routes, nor shall it be the policy of GNRC to offset costs incurred for parking at public meetings.

GNRC will make every effort to schedule public meetings and workshops at times of day that are appropriate and/or convenient to the intended audience. For example, meetings of GNRC’s boards and committees will typically occur during daytime business hours. Workshops focused on interacting with members of the general public will be scheduled in the evenings after regular business hours.

Noticing of Meetings

All meetings of the GNRC Executive Board, Transportation Policy Board, Planning Oversight Committee, and Transportation Coordinating Committee shall be open to the public pursuant to the Tennessee Open Meetings Act (T.C.A. § 8-44-101, et seq). As such, meetings will be publicly-noticed according to the schedule and procedures below.

In general, GNRC will advertise in The Tennessean, The Tennessee Tribune, and El Crucero de Tennessee newspapers each month in order to notify the public of upcoming meetings and business for which public comment is requested. At a minimum, public notices will include a list of the dates, times, and locations of public meetings as well as guidance for checking the GNRC.org website for additional or updated information.

In the event of a cancellation, courtesy will be shown to those who might have made plans to attend by 1) distributing a cancellation notice by e-mail to those who have registered for meeting information, 2) posting a notice of cancellation to the GNRC website, and 3) to the extent practical, displaying a notice of cancellation at the advertised meeting location.

To request assistance, please call 615-862-8828 or email assistance@gnrc.org.
Public Meeting Guidelines

Public Hearings

The Transportation Policy Board will designate one of its regularly-scheduled meetings as an “annual public meeting” for the purpose of soliciting public comments pertaining to any of its plans and programs, as well as projects scheduled for implementation through the Transportation Improvement Program.

In addition, certain meetings of the TPB will be designated as formal public hearings for the purposes of receiving public comments on the adoption or amendment to the Regional Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and Public Participation Plan.

Public Comments

Public comments will be accepted at all public meetings in one form or another. At a minimum, every meeting of the GNRC Executive Board and Transportation Policy Board shall include a dedicated public comment period on the published agenda. Comment cards will be available at the registration desk at all public meetings, with instructions provided in English and Spanish languages. Assistance will be provided to individuals needing help filling out comment cards.

All valid comments will be transcribed and presented in writing to the Transportation Policy Board at the next reasonable opportunity. For written comments to be considered valid, a complete name and home zip code must be provided.

Agenda and Minutes

Meeting agenda for regularly-scheduled public meetings will be distributed by e-mail to board and committee members and made available to the public on GNRC.org at least 3 business days prior to each publicly-noticed meeting. Agenda for special-called meetings shall be posted the same day as the public noticing for the meeting.

Meeting minutes, either transcribed or audio recorded, will be posted to GNRC.org within 7 days of their approval by the corresponding board or committee.
## Public Meeting Guidelines

### Board and Committee Meetings subject to Open Meetings Requirements

<table>
<thead>
<tr>
<th>Public Body</th>
<th>Meeting Frequency*</th>
<th>Public Hearings</th>
<th>Description of Formal Actions</th>
<th>Minimum Public Notice</th>
<th>Agenda Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Council</td>
<td>Annually</td>
<td>Yes</td>
<td>Approves overall work program and budget for GNRC and its programs.</td>
<td>No less than 7 calendar days</td>
<td>No less than 3 business days</td>
</tr>
<tr>
<td>Executive Board</td>
<td>Monthly</td>
<td>Yes</td>
<td>Approves monthly financial reports for GNRC and its programs; Approves plans and programs related to social services, economic and community development, and infrastructure.</td>
<td>No less than 7 calendar days</td>
<td>No less than 3 business days</td>
</tr>
<tr>
<td>Transportation Policy Board</td>
<td>At least quarterly</td>
<td>Yes</td>
<td>Conducts adoption hearings and approves MPO-related transportation plans and programs.</td>
<td>No less than 7 calendar days</td>
<td>No less than 3 business days</td>
</tr>
<tr>
<td>Planning Oversight Committee</td>
<td>As needed</td>
<td>No</td>
<td>Makes recommendations to the Transportation Policy Board on matters related to the administration of the MPO program.</td>
<td>No less than 5 calendar days</td>
<td>No less than 3 business days</td>
</tr>
<tr>
<td>Transportation Coordinating Committee</td>
<td>Monthly</td>
<td>No</td>
<td>Makes recommendations to the Transportation Policy Board on matters related to publicly-adopted plans and programs.</td>
<td>No less than 5 calendar days</td>
<td>No less than 3 business days</td>
</tr>
</tbody>
</table>

*Unless otherwise noticed*
Establishes guidelines for the public adoption of plans and programs and their subsequent amendment.

IN THIS SECTION
Federally-Required Plans and Programs
Public Participation Plan
Unified Planning Work Program
Regional Transportation Plan
Transportation Improvement Program
Summary of Plan Guidelines
Plan Adoption Guidelines

Federally-Required Transportation Plans and Programs

This section details the guidelines for the public adoption and amendment of federally-required transportation plans and programs including the Regional Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and Public Participation Plan. It is the policy of the GNRC and the MPO Transportation Policy Board to take all public and stakeholder comments into account in the development and adoption of plans and programs. Comments submitted during formal review periods for each document will be compiled and published with the final version.

Interagency Consultation

In accordance with federal regulations, GNRC will consult with state and local agencies responsible for land use management, natural resources, environmental protection, conservation and historic preservation concerning the development of federally-required plans and programs. To the extent practical, the consultation will involve the inclusion of state conservation plans and inventories of natural or historic resources in evaluating the impact of transportation investments.
Public Participation Plan

Core Requirements
In accordance with 23 CFR 450.316, the Public Participation Plan (PPP) provides the general public and interested parties with an overview of opportunities to be engaged in the metropolitan/transportation planning process. This includes information about the strategies deployed to engage the public and stakeholders, and the specific timelines and requirements for public comment during the development and adoption of the regional transportation plans and programs.

Major Updates
A 45-day public review and comment period and formal hearing by the TPB is required to update the PPP when substantive changes are proposed including changes to the guidelines for public noticing or the public process used for the adoption of plans or programs.

Administrative Adjustments
Administrative adjustments are performed by staff as the need arises to account for clerical errors or to update descriptive language not affecting the guidelines or procedures for public noticing or the adoption of plans and programs.

Adoption Process

1. Evaluation of Strategies and Plan Drafting
   Staff prepares an assessment of public engagement strategies and guidelines and documents recommendations in a draft plan.

2. State and Federal Review
   The TN Dept. of Transportation, Federal Highway Administration, and Federal Transit Administration review the program for compliance with regulations.

3. Formal Presentation to Stakeholders
   The draft plan is presented to the Transportation Policy Board, Transportation Coordinating Committee, and Interagency Consultation partners for feedback.

4. Public Review and Comment Period
   The draft document is publicly-noticed and made available on GNRC.org and at GNRC offices for review and comment for no less than 45 calendar days.

5. Adoption Hearing
   The Transportation Policy Board adopts the plan after considering public comments submitted during the review period and at the publicly-noticed hearing or makes revisions and repeats steps 4 and 5.
Unified Planning Work Program

Core Requirements
In accordance with 23 CFR 450.308, the Unified Planning Work Program (UPWP) identifies all federally-funded regional transportation planning activities or studies that will be carried out by GNRC staff, vendors/consultants, or partner organizations during the upcoming federal fiscal year.

Scheduled Updates
The UPWP is scheduled for a major update by the TPB at least every two years through a process that includes a call-for-studies to help identify planning activities to be carried out with federal transportation planning grant funds.

Core Requirements

Analysis and Document Drafting
Staff assesses revenue sources and planning needs in consultation with partners, and documents process and recommendations in a draft program.

State and Federal Review
The TN Dept. of Transportation, Federal Highway Administration, and Federal Transit Administration review the program for compliance with regulations.

Adoption Process

Formal Presentation to Stakeholders
The draft program is presented to the Transportation Policy Board, Transportation Coordinating Committee, and Interagency Consultation partners for feedback.

Public Review and Comment Period
The draft document is publicly-noticed and made available on GNRC.org and at GNRC offices for review and comment for no less than 14 calendar days.

Adoption Hearing
The Transportation Policy Board adopts the program after considering public comments submitted during the review period and at the publicly-noticed hearing or makes revisions and repeats steps 5 and 6.

Administrative Adjustments
Administrative adjustments are performed by staff as the need arises to account for clerical errors or to update language not affecting proposed activities, or to shift revenue sources between tasks within pre-set thresholds identified in the adopted UPWP.

Adoption Process

1 Call-for-Studies
Staff solicits planning partners for research and planning activities to be performed over the next year or two.

2 Analysis and Document Drafting
Staff assesses revenue sources and planning needs in consultation with partners, and documents process and recommendations in a draft program.

3 State and Federal Review
The TN Dept. of Transportation, Federal Highway Administration, and Federal Transit Administration review the program for compliance with regulations.

4 Formal Presentation to Stakeholders
The draft program is presented to the Transportation Policy Board, Transportation Coordinating Committee, and Interagency Consultation partners for feedback.

5 Public Review and Comment Period
The draft document is publicly-noticed and made available on GNRC.org and at GNRC offices for review and comment for no less than 14 calendar days.

6 Adoption Hearing
The Transportation Policy Board adopts the program after considering public comments submitted during the review period and at the publicly-noticed hearing or makes revisions and repeats steps 5 and 6.
Transportation Improvement Program

Core Requirements
In accordance with 23 CFR 450.326, the TIP is a four year work program that lists all regionally-significant and federally-funded transportation projects and service enhancements scheduled in the short-term. The TIP includes improvements to highways and streets, public transportation, and walking and bicycling facilities. Projects identified in the TIP must be consistent with the adopted Regional Transportation Plan (RTP).

Scheduled Updates
The TIP is scheduled for a major update at least every four years and includes a call-for-projects to help identify transportation priorities to be implemented in the short-term with federal transportation grant funds.

Formal Amendments
Amendments are required in order to make substantive changes to the scope of work or funding allocations for projects. Amendments require a 10 day public review and comment period and public hearing. The determination for what constitutes “substantive” is defined in the adopted TIP.

Administrative Adjustments
Administrative adjustments are performed by staff as the need arises to account for clerical errors or to update language not affecting proposed scopes of work, or to add or shift funding between projects within preset thresholds identified in the adopted TIP.

Call-for-Projects
Staff solicits planning partners and the general public for transportation projects to be scheduled for development and implementation over the next four years.

Analysis and Document Drafting
Staff engages stakeholders in planning activities, performs analysis of proposed projects, and documents the process and resulting recommendations in the draft program.

State and Federal Review
The TN Dept. of Transportation, Federal Highway Administration, and Federal Transit Administration review the program for compliance with regulations.

Formal Presentation to Stakeholders
The draft program is presented to the Transportation Policy Board, Transportation Coordinating Committee, and Interagency Consultation partners for feedback.

Public Review and Comment Period
The draft document is publicly-noticed and made available on GNRC.org and at GNRC offices for review and comment for no less than 21 calendar days.

Adoption Hearing
The Transportation Policy Board adopts the program after considering public comments submitted during the review period and at the publicly-noticed hearing or makes revisions and repeats steps 5 and 6.
Regional Transportation Plan

Core Requirements

In accordance with 23 CFR 450.324, the Regional Transportation Plan (RTP) is a long-range, 20+ year multimodal strategy and capital improvement plan developed to guide the investment of public funds to help manage congestion, improve roadway safety, and expand regional mobility options, among other objectives. The plan is adopted at least every five years and amended as necessary.

Scheduled Updates

The RTP is scheduled for a major update at least every five years and includes a call-for-projects to help identify transportation projects to be implement over the next 20+ years with federal transportation grant funds.

Formal Amendments

Amendments are required in order to make substantive changes to the scope of work or funding allocations for projects. Amendments require a 10 day public review and comment period and public hearing. The determination for what constitutes “substantive” is defined in the adopted RTP.

Administrative Adjustments

Administrative adjustments are performed by staff as the need arises to account for clerical errors or to update language not affecting proposed scopes of work, or to add or shift funding between projects within preset thresholds identified in the adopted RTP.

Adoption Process

1. Call-for-Projects
   Staff solicits planning partners and the general public for transportation projects or ideas to be evaluated and prioritized by the Transportation Policy Board.

2. Analysis and Document Drafting
   Staff engages stakeholders in planning activities, performs analysis of proposed projects, and documents the process and resulting recommendations in a draft plan.

3. State and Federal Review
   The TN Dept. of Transportation, Federal Highway Administration, and Federal Transit Administration review the draft plan for compliance with regulations.

4. Formal Presentation to Stakeholders
   The draft plan is presented to the Transportation Policy Board, Transportation Coordinating Committee, and Interagency Consultation partners for feedback.

5. Public Review and Comment Period
   The draft document is publicly-noticed and made available on GNRC.org and at GNRC offices for review and comment for no less than 30 calendar days.

6. Adoption Hearing
   The Transportation Policy Board adopts the plan after considering public comments submitted during the review period and at the publicly-noticed hearing or makes revisions and repeats steps 5 and 6.
GNRC encourages active participation by the public and other interested parties in the development of all transportation plans and programs. It is the policy of the GNRC and the MPO Transportation Policy Board to take all public and stakeholder comments into account in the development and adoption of plans and programs.
Appendices
Additional Resources

List of resources to help the general public be informed and engaged in transportation planning.
Federal Resources

The Transportation Planning Process Briefing Book helps to communicate the federal expectations for MPO planning process to local officials and stakeholders.


Review federal law, regulations, guidance and resources for states and local partners, funding apportionments by grant programs.

https://www.fhwa.dot.gov/
https://www.transit.dot.gov/
State Resources

The Long-Range Transportation Policy Plan developed by TDOT provides a statewide vision for the transportation system and establishes a list of priorities for the Department over the next decade.

https://www.tn.gov/tdot/projects/transportation-studies.html

Review roadway conditions, IMPROVE Act projects, status of construction, and TDOT plan and studies.

https://www.tn.gov/tdot
Regional Resources

The Transportation Planning Prospectus provides a detailed overview of the process, partners, and products associated with the Nashville Area MPO.

Review public notices, regional plans and documents, recent presentations, research and data, ongoing studies and public involvement opportunities, organizations bylaws, budget and work programs, meetings schedules, agenda and minutes, and sign-up for mailing lists and e-mail alerts.

https://www.gnrc.org
Frequently Asked Questions

Answers to common questions asked by stakeholders and members of the general public.
Frequently Asked Questions

How do I find out about transportation improvements in my area?
The Transportation Improvement Program (TIP) is a four or five-year work program that lists all regionally-significant and federally funded transportation projects and services in the MPO planning area. This includes highway and street projects, public transit projects, as well as bicycle and pedestrian projects that are implemented by TDOT or local governments, or transit agencies. The TIP identifies the location and scope of work for transportation improvements and authorizes federal grant amounts and phases of work (e.g., engineering, construction, etc.) by program year. An interactive map of projects in the TIP is available at TIP.NashvilleMPO.org.

How can I track federal spending on transportation projects?
Funds are spent across the region on a variety of roadway projects ranging from general maintenance to safety improvements to capacity expansion. The TIP identifies federal funds programmed to transportation projects in the MPO planning area. You can also visit USAspending.gov, which is the official source for spending data for the U.S. government.

In addition, GNRC publishes each December an annual list of projects with federal funding obligations made during the previous federal fiscal years (Oct thru Sept).

Where can I get information about public meetings and workshops?
GNRC posts public meeting and workshop information via print and online platforms.

All public notices of meetings, adoption hearings, and public review and comment opportunities for GNRC and its programs will be posted online: http://www.GNRC.org/PublicNotice. Public notices published anywhere in the state of Tennessee are compiled in an online database upon publication in participating Tennessee newspapers. The searchable database is available 24 hours a day, 7 days a week, and offers statewide notices about hearings, advertisements for bids, financial reports, adoption of ordinances, and other government activities legally requiring public notice: http://www.publicnoticeads.com/TN/

Printed notices are available in the following area newspapers: The Tennessean, The Tennessee Tribune, & El Crucero de Tennessee.

How do I request special accommodations for a meeting?
GNRC is committed to reasonable accommodation for any member of the public in need of assistance with accessing public meetings as a result of a physical disability. To request assistance or special accommodations, please call 615-862-8828 or send an email to assistance@gnrc.org.
Frequently Asked Questions

Where can I view plans and programs?
All plans and programs associated with the MPO program can be found at GNRC.org and at GNRC physical offices.

What if I don’t have a computer to access information?
All plans and programs are available for public inspection at GNRC offices. In addition, public libraries in the Middle Tennessee area provide free access to computers and will assist you in accessing documents at GNRC.org.

How do I access translation services if English is not my first language?
Individuals needing assistance with translation services may contact Avaza Language Services Corporation at 615-534-3405 or 800-482-8282, 24 hours a day and 7 days a week. Public notices placed in newspapers or on the GNRC.org website shall be provided in both English and Spanish languages. Additional language translations are available for public notices posted to GNRC.org using the Google Translate feature.

How do I file a complaint related to discrimination?
Complaints should be directed to Laylah Smith, Title VI Coordinator, 220 Athens Way, Suite 200, Nashville, TN 37228, phone number 615-862-8863.

Access to Plans and Programs
All plans and programs are available online at GNRC.org and at the physical location of GNRC offices. Members of the public may also request copies of documents by emailing publicrecords@gnrc.org.

Main Office
220 Athens Way, Suite 200
Nashville, TN 37228

Downtown Office
138 Second Ave N, Suite 300
Nashville, TN 37216
Interagency and Stakeholder Consultation Lists

List of organizations consulted by GNRC in the development of the Public Participation Plan or during the transportation planning process.
Resource Agencies and Organizations

Federal Agencies
- Federal Highway Administration
- Federal Transit Administration
- Tennessee Valley Authority
- US Army Corps of Engineers
- US Dept of Agriculture
- US Economic Development Administration
- US Environmental Protection Agency

State Agencies
- Tennessee Housing Development Agency
- Tennessee State Historic Preservation Office
- Tennessee Wildlife Resource Agency
- TN Dept of Agriculture
- TN Dept of Economic & Community Development
- TN Dept of Environment & Conservation
- TN Dept of Transportation

Other Partners and Non-Profit Organizations
- Cumberland Region Tomorrow
- Cumberland River Compact
- Land Trust for Tennessee
- Tennessee Environmental Council
- Tennessee Parks & Greenways Foundation
- The Conservation Fund
- The Nature Conservancy
- The Southern Environmental Law Center
- University of Tennessee Extension – Central Office
- Vanderbilt University VECTOR Program
Social Equity & Inclusion Stakeholders

Public Agencies
- Franklin Housing Authority
- Gallatin Housing Authority
- Lebanon Housing Authority
- Metro Social Services
- Metropolitan Development Housing Agency
- Mid-Cumberland Human Resource Agency
- Murfreesboro Housing Authority
- Portland Housing Authority
- Springfield Public Housing Authority
- Tennessee Housing Development Agency
- United Way of Rutherford County
- United Way of Sumner County
- United Way of Williamson County
- United Way of Wilson County
- Urban League of Middle Tennessee
- Urban League of Middle Tennessee

Senior Centers
- Bethesda Senior Citizens Center
- College Grove Senior Citizens Center
- Donelson Station Senior Center
- Hadley Park Resource Center
- J. B. Knowles Center
- J. L. Clay Senior Citizens Center
- Lebanon Senior Citizens Center
- Madison Station Senior Center
- Martha O’Bryan Center
- Mount Juliet/West Wilson County Senior Citizens Center
- Robertson County Senior Citizens Center
- Ruth P. Carter Center for Senior Adults
- Saint Clair Street Senior Center
- Senior Citizens of Hendersonville
- Senior Renaissance Center
- White House Citizens in Action

Non-Profit Organizations
- AARP Tennessee
- Boys & Girls Club of Middle Tennessee
- Boys & Girls Club of Rutherford County
-Conexion Americas/ Casa Azafran
- Council on Aging
- Islamic Center of Nashville
- Nashville’s Table
- Salahadeen Center of Nashville
- The Equity Alliance
- United Way of Metropolitan Nashville
- United Way of Robertson County
- United Way of Rutherford County
- United Way of Sumner County
- United Way of Williamson County
- United Way of Wilson County
- Urban League of Middle Tennessee
- Urban League of Middle Tennessee
Business & Development Stakeholders

Chambers of Commerce
- Donelson Hermitage Chamber of Commerce
- Gallatin Area Chamber of Commerce
- Goodlettsville Chamber of Commerce
- Hendersonville Chamber of Commerce
- Lebanon Wilson County Chamber of Commerce
- Madison Rivergate Chamber of Commerce
- Maury Alliance
- Mt. Juliet Chamber of Commerce
- Nashville Area Chamber of Commerce
- Nashville Area Hispanic Chamber of Commerce
- Nashville Black Chamber of Commerce
- Nashville Latin American Chamber
- Nashville LGBT Chamber of Commerce
- Portland Chamber of Commerce
- Robertson County Chamber of Commerce
- Rutherford County Chamber of Commerce
- White House Chamber of Commerce
- Williamson Inc.

Non-Profit Organizations
- Downtown Nashville Partnership
- Eastern Middle Tennessee Association of Realtors
- Forward Sumner
- Gallatin Economic Development Agency
- Greater Nashville Association of Realtors
- Middle Tennessee Industrial Development Association
- Nashville Civic Design Center
- Southern Middle Tennessee Association of Realtors
- Sumner Association of Realtors
- Urban Land Institute
- Williamson County Association of Realtors
- Wilson County Joint Economic & Community Development Board
# Media Partners

## Regional Partners
- El Crucero de Tennessee
- Fox 17
- Nashville Public Radio, NPR Affiliate
- The Associated Press
- The Nashville Business Journal
- The Tennessean and USA Today Network
- The Tennessee Tribune
- WKRN, ABC Affiliate
- WSMV, NBC Affiliate
- WTVG, CBS Affiliate

## Print Media for Local Markets
- Daily News Journal
- Gallatin News
- Lebanon Democrat
- Mt. Juliet News
- Nashville Ledger
- Nashville Post
- Nashville Pride
- Nashville Scene
- Robertson County Times
- Sumner Home Page
- The Connection
- The Daily Herald
- The Franklin Home Page
- The Williamson Herald
- The Wilson Post
- Williamson Source
Glossary of Terms and Acronyms

Definitions for common terms and acronyms used in the transportation planning process.
Glossary of Terms and Acronyms

**Active Transportation:** Transportation which requires physical activity as part of the mode. Typically, active transportation refers to walking, bicycling and to transit, as transit trips begin and end with a walking or bicycling trip.

**ADA - Americans with Disabilities Act of 1990:** Federal law that requires public facilities (including transportation services) to be accessible to persons with disabilities including those with mental disabilities, temporary disabilities, and the conditions related to substance abuse.

**ADT - Average Daily Traffic:** The number of vehicles passing a fixed point in a day, averaged over a number of days. The number of count days included in the average varies with the intended use of data.

**BRT – Bus Rapid Transit (BRT-Lite):** A high speed bus system operated within an exclusive right-of-way. BRT incorporates exclusive transit ways, modern stations, on-board fare collection, high-tech vehicles and frequent service. BRT systems can be built incrementally. BRT-Lite typically refers to a bus service that includes some components of BRT, but not operating within a dedicated guideway.

**CAAA - Clean Air Act Amendments:** 1990 amendments to the federal Clean Air Act which classify non-attainment areas and provide for rules dealing with air pollution in such areas; specifically brought transportation decisions into the context of air quality control.

**CFR – Code of Federal Regulations:** The codification of the general and permanent rules published in the Federal Register by the departments and agencies of the Federal Government. It is divided into 50 titles that represent broad areas subject to Federal regulation. Federal transportation planning requirements pertaining to MPOs are generally provided in Titles 23 and 49.

**CMP - Congestion Management Process (previously known as Congestion Management System):** A systematic process to address congestion management through the metropolitan planning process. The CMP is required under 23 CFR 500.109 and shall include methods to monitor and evaluate the performance of the multi-modal transportation system, identify causes of congestion, identify and evaluate alternative actions, provide information supporting the implementation of actions, and evaluate the efficiency and effectiveness of implementation actions.

**Complete Streets** – Streets that offer transportation choices that are safe and convenient for all ages and ability levels. These choices may include transit, walking, bicycling and automobile travel.

**DOT - Department of Transportation:** Agency responsible for transportation at the local, state, or federal level. For title 23 U.S.C. federal-aid highway actions, this would mean the Federal Highway Administration and for federal-aid transit actions under title 49 U.S.C, this would mean the Federal Transit Administration.

**EA – Environmental Assessment:** The process of identifying, predicting, evaluating and mitigating the biophysical, social, and other relevant effects of development proposals prior to major decisions being taken and commitments made. The purpose of the assessment is to ensure that decision-makers consider environmental impacts before deciding whether to proceed with new projects.
Glossary of Terms and Acronyms

EJ - Environmental Justice: Derived from Title VI of the Civil Rights Act of 1964, and established by Executive Order 12898, EJ requires federally funded plans and programs to assess their impact, either positive or negative, on traditionally underserved (e.g., low-income, minority, etc.) communities or segments of the population. The goal of EJ is to ensure public involvement of low income and minority groups in decision making to prevent disproportionately high and adverse impacts on low income and minority groups, and to ensure that these groups receive equal benefits from transportation improvements.

EPA – U.S. Environmental Protection Agency: is an agency of the federal government of the United States charged with protecting human health and with safeguarding the natural environment: air, water, and land.

FHWA - Federal Highway Administration: Division of the U.S. Department of Transportation responsible for administering federal highway transportation programs.

FRA – Federal Railroad Administration: The modal administration of the United States Department of Transportation responsible for the safety and effectiveness of the nation’s railroad infrastructure.

FTA - Federal Transit Administration: The modal administration of the United States Department of Transportation responsible for federal transit planning and programs.

FTA - Franklin Transit Authority: The local transit agency for Franklin, Tennessee, currently operated on behalf of the city by The TMA Group.

FY - Fiscal Year: A federal fiscal or budget year. The FY runs from October 1 through September 30 for the MPO and the federal government. State and local governments operate on a fiscal year beginning July 1 and ending June 30.

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 (user created searches), analyze the spatial information, edit data, maps, and present the results of all these operations.

GNRC – Greater Nashville Regional Council: a regional organization created by State law to serve as the development district for 13 counties in northern Middle Tennessee. GNRC serves as the Area Agency on Aging and Disability, the Middle Tennessee Tourism Council, and provides community planning and economic development assistance to its local government members. In 2017, the GNRC was designated to serve as the MPO sponsor agency, and as such provides staffing and administrative services to the MPO Transportation Policy Board.

HOV - High Occupancy Vehicle: In Tennessee, vehicles carrying two (2) or more people receive this designation and may travel on freeways, expressways and other large volume roads in lanes designated for high occupancy vehicles. Motorcycles are also authorized to use these lanes.

HUD – United States Department of Housing and Urban Development: Federal agency charged with helping to create strong, sustainable, inclusive communities and quality, affordable homes.
Glossary of Terms and Acronyms

**ITS - Intelligent Transportation System:** Use of computer and communications technology to facilitate the flow of information between travelers and system operators to improve mobility and transportation productivity, enhance safety, maximize the use of existing transportation facilities, conserve energy resources and reduce adverse environmental effects; includes concepts such as “freeway management systems,” “automated fare collection” and “transit information kiosks.”

**LEP – Limited English Proficiency:** A term used in the United States that refers to a person who is not fluent in the English language, often because it is not their native language.

**LOS - Level of Service:** A qualitative assessment of a road’s operating condition, generally described using a scale of A (little congestion) to E/F (severe congestion).

**LRT – Light Rail Transit:** A particular class of urban and suburban passenger railway that utilizes equipment and infrastructure that is typically less massive than that used for rapid transit systems, with modern light rail vehicles usually running along the system.

**LRTP – Long-Range Transportation Plan:** A document resulting from regional or statewide collaboration and consensus on a region or state’s transportation system, and serving as the defining vision for the region’s or state’s transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over the next 20 years. It is fiscally constrained, i.e., a given program or project can reasonably expect to receive funding within the time allotted for its implementation.

**MPO - Metropolitan Planning Organization:** The forum for cooperative transportation decision-making; required for urbanized areas with populations over 50,000.

**MTA – Metropolitan Transit Authority, Recently rebranded as WeGo Public Transit:** The public transit agency serving Nashville/Davidson County.

**NEPA – National Environmental Policy Act:** Passed in 1970, NEPA requires federal agencies to integrate environmental values into their decision making processes by considering the environmental impacts of their proposed actions and reasonable alternatives to those actions.

**NHS – National Highway System:** Consists of roadways important to the nation’s economy, defense, and mobility. The NHS includes the Interstate System, principal arterial highways in rural and urban areas, the Strategic Highway Networks and connectors for national defense purposes, and intermodal connectors that tie together the surface, air, water, and rail transportation systems.

**PPP – Public Participation Plan:** A federally-required document that describes the MPO’s process for involving the public and interested stakeholders in the development and adoption of required plans and programs. The PPP describes the formal procedures used to adopt or amend the Long-Range Transportation Plan, the Transportation Improvement Program, and Unified Planning Work Program.

**RTA – Regional Transportation Authority:** Nine-county regional agency that plans and develops regional transit in the Nashville area.
Glossary of Terms and Acronyms

**STIP - State Transportation Improvement Program**: A priority list of transportation projects developed by the Tennessee Department of Transportation that is to be carried out within the four (4) year period following its adoption; must include documentation of federal, State, and local funding sources for each project. Transportation projects in the state’s 11 metropolitan areas are determined through Metropolitan Planning Organization process.

**TCA – Tennessee Code Annotated**: The codification of Tennessee state laws.

**TCC - Transportation Coordinating Committee**: (Formerly Technical Coordinating Committee) A standing committee of area planners, engineers, and other transportation related agencies which provide advice on plans or actions to the Transportation Policy Board.

**TDEC – Tennessee Department of Environment and Conservation**: State agency responsible for protecting the quality of the natural environment, conserving natural and historic resources, and providing quality outdoor recreational activities through the state park system.

**TDOS – Tennessee Department of Safety and Homeland Security**: State agency responsible for driver's licenses, vehicle titles, highway patrol, handgun permits, public safety, and homeland security.

**TDOT – Tennessee Department of Transportation**: State agency responsible for the planning and implementation of Tennessee’s multimodal transportation system including roads and bridges, aviation, public transit, waterways, and railroads.

**Title VI of the Civil Rights Act** - Enacted as part of the landmark Civil Rights Act of 1964. It prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance.

**TIP - Transportation Improvement Program**: A priority list of transportation projects developed by a metropolitan planning organization that is to be carried out within the four (4) year period following its adoption; must include documentation of federal, state, and local funding sources for each project and be consistent with adopted MPO long range transportation plans and local government comprehensive plans.

**TMA - Transportation Management Area**: An area designation by the U.S. Department of Transportation given to all urbanized areas with a population of 200,000 or more (or other area when requested by the Governor and MPO); these areas must comply with special transportation planning requirements regarding congestion management systems, project selection and certification; requirements identified in 23 CFR - 450.300-338.

**Transportation Policy Board (formerly the Executive Board)**: A standing committee created for the purpose of serving as spokespersons for the citizens of the metropolitan area and is the designated MPO to prioritize and direct federal transportation funds to local projects.
Glossary of Terms and Acronyms

The TMA Group: A local non-profit organization headquartered in Williamson County responsible for carrying out certain transit services on behalf of the Regional Transportation Authority and the Franklin Transit Authority, and for the administration of the regional Clean Air Partnership of Middle Tennessee, under contract to Williamson County and the Nashville Area MPO.

TOD - Transit Oriented Development: A mixed-use development that is anchored by a transit station. The transit mode may include bus or rail, and the development may include uses such as housing, office and retail.

Transportation Disadvantaged: People who are unable to transport themselves or to purchase transportation due to disability, income status or age.

UPWP - Unified Planning Work Program: Developed by Metropolitan Planning Organization (MPOs); identifies 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.


VMT - Vehicle Miles Traveled: A measure calculated from observed traffic counts or from a travel demand model to convey the total distance traveled by automobiles. May also be expressed on per capita basis.

CAN’T FIND WHAT YOU’RE LOOKING FOR?
Browse the online glossary produced by the Federal Highway Administration at:
https://www.fhwa.dot.gov/Planning/glossary/