

Prioritization Process Pilot Program (PQUAD)

Engagement Worksheet for CTAC: July 2026

Overview of why we're doing this work: [Presentation: May 2026 CTAC.](#)

During the July CTAC meeting, we'll go over this worksheet and participate in an activity. Please become familiar with it ahead of time, but **there is no need to do anything with this until the meeting.**

4 stages of planned engagement:

ONE: Pretest: transportation engagement/understanding

Details: For the LRTP we just did, do you understand how decisions are made? What you have influence on and not? How are issues interconnected? Etc.

Timeline: Fall 2026-early 2027

Method: Focus Groups

TWO: Methodology engagement 1: Public review of new methodology

Details: Based on technical review and input, share information about the updated way we plan to score the projects and show how decisions are made.

Timeline: Jan-Spring 2027

Method: Survey/Focus Groups

THREE: Methodology engagement 2: Demos

Details: Demo the new dashboard(s) and ask for feedback. This may include some real project information in it to play with (for these past real decisions, how the dashboard shows more understanding).

Timeline: Summer 2027

Method: Open ended

FOUR: Posttest: transportation engagement/understanding

Details: Now that we've shared the new dashboard, tools, and education about the process, once we have the next real transportation project (CVTA and TIP projects), retest the *stage one questions* with the *same groups*. Should be able to measure if a change occurred.

Timeline: Spring 2028

Method: Focus Groups

As part of the pretest, we identify audiences who have participated in a transportation engagement with us (likely the LRTP). At these sessions we'd:

- 1) Bring people to a common understanding of how decisions are made using public input with transportation plans currently (using likely the LRTP).
- 2) Ask questions like below to get a baseline of knowledge of how well they feel it was clear how decisions were made and how their input was used.

Sample Survey Questions Exercise on July 23.

The grant funding agreement requires us to report on a set of measures, one of which is stakeholder feedback on public involvement effectiveness and transparency. This study was offered as a resource: The National Academies of Science has a paper: *Measuring the Effectiveness of Public Involvement at Five State Departments of Transportation: Implementation of the NCHRP Research Report 905 Toolkit*

It included several of these questions below for a survey, which we agree are a good starting point.

Make your notes at right.	Notes
-Do these feel like the right questions? -The right groupings? We may or may not show the category. -Are we missing anything? -Do we need another open ended? -Is it the right # (not too many, not too few)? Our standard demographics questions will be added.	
Please use one of the following to express how much you agree or disagree with the statements. Use the “Don’t know” category if you do not know or do not have an opinion. Use the “Not applicable” category for statements that are not applicable to the public involvement for this transportation project.	
• Strongly Disagree • Disagree • Neither Agree nor Disagree • Agree • Strongly Agree • Don’t know • Not applicable	

1 (<i>Category: The Why</i>) How much do you agree or disagree?	
a. I understood the purpose of public involvement. b. I understood how my input would be used. c. I understood which decisions could be influenced by public input and which decisions could not. d. I understood when I could provide input to potentially influence project decisions. e. Project decisions reflected public input. f. I understood how project decisions were made. g. If public input was not incorporated into a project decision, I understood the reasons why.	
2 (<i>Category: Information</i>) How much do you agree or disagree?	
a. I had access to enough information about the project. b. The information was easy to understand. c. The public was kept up to date on project progress.	
3 (<i>Category: ROI</i>) How much do you agree or disagree?	
d. I understood the <u>benefits</u> of the options/alternatives under consideration. e. I understood the <u>financial costs</u> of the options/alternatives under consideration. f. I understood the <u>negative impacts</u> of the options/alternatives under consideration.	
4 (<i>Category: Timing</i>) How much do you agree or disagree?	
a. The public involvement process lasted long enough to allow for public input on major project decisions. b. Project information was shared with the public well in advance of project decisions. c. After receiving public information, I had sufficient time to understand the most important issues.	

5 Overall, I was satisfied with the public involvement process. How much do you agree or disagree?	
6 OPEN ENDED: a. What are the top three things that could have been done to improve the public involvement process?	
7 What public involvement activities have you participated in for this project? (Check all that apply)	
• In-person public meetings/open houses • Online public meetings/open houses • Focus groups (usually involves 6 to 12 people meeting for 1 to 2 hours) • Information tables at fairs, festivals, or other such community settings • Community briefings • Stakeholder round tables • Outreach to special populations • Advisory committee meetings • Other (please specify):	

Overall Notes: