

The Metropolitan Transportation Planning Process

A Program to Support State and Local
Transportation Decisionmaking



U.S. Department of Transportation
Federal Highway Administration
Federal Transit Administration

FHWA and FTA Customer Service Standards...Our Pledge to You

We want you to take advantage of all that the metropolitan transportation planning process offers. To ensure you have the best possible experience and receive the information you need, we back our performance with a pledge:

- We will aggressively develop streamlined approval processes and take action on planning grants within 30 days of receiving a state's application.
- We will provide consolidated planning grant delivery opportunities to the states, combining FHWA and FTA planning funds, electronically transferred based on paperless transactions.
- We will provide you with high quality technical services (technical assistance, research, and training). We will periodically update our activities through our Planning and Environmental Resources Catalog (both printed copies and Home Page).
- We will acknowledge information requests within five business days and provide you an accurate response at that time or inform you of when you can expect to receive our response.
- We will provide up-to-date training opportunities through our cooperating partners (the National Highway Institute and National Transit Institute) on current topic areas. Courses planned for the future include major investment studies, public involvement, financial planning, travel demand forecasting, systems planning, environmental analysis, congestion mitigation, and ITS.
- We will better integrate transportation and air quality planning through guidance, information-sharing, and site visits; dissemination of up-to-date information on transportation/air quality/emission modeling; and, facilitating a better understanding of transportation conformity issues. We will issue a layman's brochure on air quality and conformity.
- We will expeditiously apply lessons from the ongoing DOT and EPA pilot project on air quality to streamlining of the current conformity process.
- We will work to ensure consideration of environmental, social, and natural resource impacts early in the planning process.
- We will work with our partners at the state, local, and federal level to identify, evaluate and implement a full range of reasonable alternatives to new capacity, including congestion reduction and Intelligent Transportation System (ITS) investments.
- We will work to mainstream new programs (enhancements, congestion management, ITS, etc.) through the planning process and to support streamlined and integrated decision-making.
- We will proactively work with participants in the planning process to reach timely consensus on critical program issues.

Information for Smarter Transportation Decisions



The goal of the metropolitan planning process is helping transportation planning organizations make the most effective transportation investment decisions. We in the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are key supporters of this effort. Your transportation planning organization is a valued customer of the FTA and the FHWA.

We recognize that the metropolitan planning process is a cooperative effort. With input from the general public, Metropolitan Planning Organizations (MPOs), transit authorities, and state departments of transportation (DOTs) work together to make key transportation decisions. The FTA and FHWA can enhance these partnerships by providing services, activities, and information that will help you improve your transportation decisionmaking process.

We offer our customers these and other support services for transportation planning:

- Interagency cooperation
- Technical assistance
- Program guidance
- Research

Access to Valuable Information and Services



The FHWA and FTA are working together to provide essential tools that can help state and local governments address mobility, economic development, and social and environmental goals in plans for improved transportation. A telephone call or fax puts a wide array of in-depth information at your fingertips.

We invite you to take a closer look at these valuable FHWA/FTA services.

Program Guidance And Outreach

Current information about a variety of variables, such as new partnerships and programs that impact transportation, is discussed in the *Congestion Management* and *Intermodal* newsletters and is also distributed through other media.

Technical Assistance

Transportation planning organizations can request information about meeting resource challenges, Clean Air Act compliance, new and developing technologies, and enhanced modeling expectations. The latest breakthroughs are distributed through an Internet home page, enhanced computer bulletin boards, research and dissemination conferences, and on-site technical assistance by means of national video conferences. On-site seminars and presentations are also used to address congestion management, major investment studies, transportation modeling, and other topics.

Training

We offer formal training in the metropolitan planning process through the National Highway Institute and the National Transit Institute. New courses include financial planning, management systems, modeling, transportation, air quality analysis, major investment studies, and new delivery approaches.

Research and Development

We continuously update research and development information on model development, freight and goods movement, intermodalism, and congestion management, among other information.

Policy

Guidance to help customers understand planning and programming requirements is available. You can also find information to assist with policy development for air quality, capacity alternatives, fiscal responsibility, and public involvement.

Funding

Explanations about new funding categories for capital facilities and how to apply these funds to support metropolitan and statewide planning are available. In addition, current information detailing single grants for planning activities can be accessed.

Information Distributed Through Field Offices

The FHWA and FTA field offices provide day-to-day assistance for planning matters. We also distribute available information.



Although our national headquarters develop and coordinate guidance, regulations, and research programs, the initial point of contact should be the closest FTA or FHWA field office.

Local FHWA and FTA Offices for You to Contact

For questions on the metropolitan transportation planning process, contact the local FHWA or FTA representative near you.



Tell Us How We Are Doing

The FTA and FHWA would like to hear from you. Your feedback is important so we can continually improve our service. We invite your input

about accessibility to information, the quality and quantity of this information, and our response time to your request. Send your comments to the closest field office.

Federal Transit Administration Regional Offices

Region I Office

55 Broadway
Suite 920
Kendall Square
Cambridge MA 02142-1093
617-494-2055
FAX 617-494-2865

Region II Office

26 Federal Plaza
Suite 2940
New York NY 10278-0194
212-264-8162
FAX 212-264-8973

Region III Office

1760 Market Street
Suite 500
Philadelphia PA 19103-4124
215-656-6900
FAX 215-656-7260

Region IV Office

1720 Peachtree Road, NW
Suite 400
Atlanta GA 30309-2439
404-347-3948
FAX 404-347-7849

Region V Office

55 E. Monroe Street
Suite 1415
Chicago IL 60603-5704
312-353-2789
FAX 312-886-0351

Region VI Office

524 East Lamar Boulevard
Suite 175
Arlington TX 76011-3900
817-860-9663
FAX 817-860-9437

Region VII Office

6301 Rockhill Road
Suite 303
Kansas City MO 64131-1117
816-523-0204
FAX 816-523-0927

Region VIII Office

Columbine Place
Suite 650
Denver CO 80202-5120
303-844-3242
FAX 303-844-4217

Region IX Office

201 Mission Street
Suite 2210
San Francisco CA 94105-1800
415-744-3133
FAX 415-744-2726

Region X Office

Jackson Federal Building
915 2nd Avenue
Suite 3142
Seattle WA 98174-1002
206-220-7954
FAX 206-220-7959

Federal Highway Administration

Alabama Division Office

500 Eastern Boulevard, Suite 200
Montgomery AL 36117-2018
334-223-7370
FAX: 334-223-7325

Alaska Division Office

Federal Building
9th and Glacier Avenue
P.O. Box 21648
Juneau AK 99802-1648
907-586-7180
FAX: 907-586-7420

Arizona Division Office

234 N. Central Avenue, Suite 330
Phoenix AZ 85004
602-379-3646
FAX: 602-379-3608

Arkansas Division Office

Federal Office Building, Room 3128
700 West Capitol Avenue
Little Rock AR 72201
501-324-5625
FAX: 501-324-6423

California Division Office

980 9th Street, Suite 400
Sacramento CA 95814-2724
916-498-5014
FAX: 916-498-5008

Colorado Division Office

555 Zang Street, Room 250
Lakewood CO 80228
303-969-6730
FAX: 303-969-6740

Connecticut Division Office

628-2 Hebron Avenue, Suite 303
Glastonbury CT 06033
860-659-6703
FAX: 860-659-6724

Delaware Division Office

300 South New Street, Room 2101
Dover DE 19904-6726
302-734-5323
FAX: 302-734-3066

District of Columbia Division Office

Union Center Plaza
820 First Street, NE, Suite 750
Washington DC 20002
202-523-0163
FAX: 202-523-0181

Florida Division Office

227 North Bronough St, Room 2015
Tallahassee FL 32301
904-942-9582
FAX: 904-942-9691

Georgia Division Office

1720 Peachtree Rd, NW, Suite 300
Atlanta GA 30367
404-347-4751
FAX: 404-347-0184

Hawaii Division Office

300 Ala Moana Blvd, Suite 3202
Box 50206
Honolulu HI 96850
808-541-2700
FAX: 808-541-2704

Idaho Division Office

3050 Lakeharbor Lane, Suite 126
Boise ID 83703
208-334-1690
FAX: 208-334-1691

Illinois Division Office

3250 Executive Park Drive
Springfield IL 62703
217-492-4640
FAX: 217-492-4621

Indiana Division Office

Federal Office Building
575 North Pennsylvania St, Room 254
Indianapolis IN 46204
317-226-7475
FAX: 317-226-7341

Iowa Division Office

105 6th Street
P.O. Box 627
Ames IA 50010
515-233-7300
FAX: 515-233-7499

Kansas Division Office

3300 South Topeka Blvd, Suite 1
Topeka KS 66611-2237
913-267-7281
FAX: 913-267-7290

Kentucky Division Office

John C. Watts Building
330 West Broadway Street
P.O. Box 536
Frankfort KY 40602
502-223-6720
FAX: 502-223-6735

Louisiana Division Office

750 Florida Street
Room 239
P.O. Box 3929
Baton Rouge LA 70821
504-389-0464
FAX: 504-389-0758

Maine Division Office

Federal Building
40 Western Avenue, Room 614
Augusta ME 04330
207-622-8487
FAX: 207-622-9133

Maryland Division Office

The Rotunda, Suite 220
711 West 40th Street
Baltimore MD 21211-2187
410-962-4440
FAX: 410-962-4054

Massachusetts Division Office

Transportation Systems Center
55 Broadway, 10th Floor
Cambridge MA 02142
617-494-2416
FAX: 617-494-3355

Michigan Division Office

315 West Allegan St, Room 207
Lansing MI 48933
517-377-1844
FAX: 517-377-1804

Minnesota Division Office

Metro Square Building
7th and Roberts Streets, Suite 490
St. Paul MN 55101
612-291-6100
FAX: 612-291-6000

Mississippi Division Office

666 North Street, Suite 105
Jackson MS 39202
601-965-4215
FAX: 601-965-4231

Missouri Division Office

209 Adams Street
P.O. Box 1787
Jefferson City MO 65102
573-636-7104
FAX: 573-636-9283

Montana Division Office

301 South Park Street, Room 448
Helena MT 59626-0056
406-441-1220
FAX: 406-441-1235

Nebraska Division Office

100 Centennial Mall North
Room 220
Lincoln NB 68508
402-437-5521
FAX: 402-437-5146

Nevada Division Office

705 North Plaza Street, Suite 220
Carson City NV 89701
702-687-1204
FAX: 702-687-3803

New Hampshire Division Office

279 Pleasant St. Room 204
Concord NH 03301
603-225-1605
FAX: 603-225-1602

New Jersey Division Office

840 Bear Tavern Road, Suite 310
West Trenton NJ 08628-1019
609-989-2288
FAX: 609-538-4913

New Mexico Division Office

604 W. San Mateo Road
Santa Fe NM 87501
505-820-2021
FAX: 505-820-2040

New York Division Office

Leo W. O'Brien Federal Building
Clinton & North Pearl Streets
9th Floor
Albany NY 12207
518-431-4127
FAX: 518-431-4121

North Carolina Division Office

310 New Bern Avenue, Suite 410
Raleigh NC 27601
919-856-4346
FAX: 919-856-4353

North Dakota Division Office

1471 Interstate Loop
Bismarck ND 58501-0567
701-250-4204
FAX: 701-250-4395

Ohio Division Office

200 North High Street, Room 328
Columbus OH 43215
614-469-6896
FAX: 614-469-5584

Oklahoma Division Office

715 South Metropolitan, Suite 700
Oklahoma City OK 73108
405-945-6011
FAX: 405-945-6170

Oregon Division Office

Equitable Center
530 Center St., N.E., Suite 100
Salem OR 97301
503-399-5749
FAX: 503-399-5838

Pennsylvania Division Office

228 Walnut Street, Room 558
Harrisburg PA 17101-1720
717-782-2222
FAX: 717-782-3494

Puerto Rico Division Office

U.S. Courthouse and Federal
Building
Carlos Chardon Street
Hato Rey PR 00918
787-766-5600
FAX: 787-766-5924

Rhode Island Division Office

380 Westminster Mall, Room 547
Providence RI 02903
401-528-4541
FAX: 401-528-4542

South Carolina Division Office

1835 Assembly Street, Suite 758
Columbia SC 29201
803-765-5411
FAX: 803-253-3989

South Dakota Division Office

Federal Office Building
116 East Dakota Avenue
P.O. Box 700
Pierre SD 57501
605-224-8033
FAX: 605-224-1766

Tennessee Division Office

249 Cumberland Bend Drive
Nashville TN 37228
615-736-5394
FAX: 615-736-5467

Texas Division Office

Federal Office Building
300 East Eighth Street, Room 826
Austin TX 78701
512-916-5511
FAX: 512-916-5881

Utah Division Office

2520 W. 4700 South, Suite 9A
Salt Lake City UT 84118
801-963-0182
FAX: 801-963-0093

Vermont Division Office

Federal Building
87 State Street
P.O. Box 568
Montpelier VT 05601
802-828-4423
FAX: 802-828-4424

Virginia Division Office

Dale Building
1504 Santa Rosa Road, Suite 205
Richmond VA 23229
804-281-5100
FAX: 804-281-5101

Washington Division Office

501 Evergreen Plaza
711 South Capitol Way
Olympia WA 98501
360-753-9400
FAX: 360-753-9889

West Virginia Division Office

550 Eagan Street, Room 300
Charleston WV 25301-1287
304-347-5928
FAX: 304-347-5103

Wisconsin Division Office

567 D'Onofrio Drive
Madison WI 53719-2814
608-829-7500
FAX: 608-829-7526

Wyoming Division Office

1916 Evans Avenue
Cheyenne WY 82001-3764
307-772-2101
FAX: 307-772-2011