

## Purpose

The purpose of this guide is to inform project managers and public involvement specialists of when public involvement is required or recommended in the environmental review process during transportation project development.

## Who Should Use This Guide?




- NCDOT Project Managers
- NCDOT Consulting Firms and Contractors

## How to Use This Guide

The following page serves as a reference of required, recommended, or optional public involvement processes and documents. Refer to NCDOT's comprehensive Statewide Public Involvement Plan for more information.

## Symbols

The following symbols are used in the table:

-  Legally Required Process
-  Recommended Process
-  Optional Process
- NA Not Applicable

## What is Public Involvement?

According to the International Association for Public Participation (IAP2), public participation (public involvement) means to

- Involve those who are affected by a decision in the decision-making process;
- Promote sustainable decisions by providing participants with the information they need to be involved in a meaningful way;
- Communicate to participants how their input affects the decision.

## When is Public Involvement Needed?

- When it is required by law.
- When public decisions have substantive impacts on communities and individuals.
- When the public has information, ideas, and/or concerns that should be considered by decision-makers who are serving as public representatives and have the responsibility to act on their behalf.



## Suggested Links

**NCDOT Statewide Public Involvement Plan:** A resource for public involvement guidance.

<https://connect.ncdot.gov/resources/Environmental/Pages/Environmental-Compliance-Guides.aspx>

**NCDOT Public Engagement Toolkit:** A toolkit containing techniques, resources, and glossary of public engagement related resources.

<https://connect.ncdot.gov/projects/toolkit/Pages/default.aspx>

**NCDOT Public Meetings Page:** A searchable database of public meetings by date, location, and topic.

<https://www.ncdot.gov/news/public-meetings/Pages/default.aspx>

**NCDOT Project Development & Environmental Policy Procedures Manual:** An online policy and procedures manual for conducting environmental studies.

<https://connect.ncdot.gov/resources/Environmental/pages/environmental-compliance-guides.aspx>

## Contact

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Quick Guide

NCDOT Statewide  
Public Involvement Plan



Public Involvement Requirements

The purpose of this table is to inform project managers of when public involvement is required or recommended in the environmental review process. The state strives to meet or exceed federal standards of stringency for public engagement. For this reason, they have separate, but similar requirements.

SYMBOLS

- Legally Required
- Recommended
- Optional
- NA Not Applicable

Public Involvement		FEDERAL & STATE		
		Categorical Exclusion (CE) / Minimum Criteria Determination Checklist (MCDC)	Environmental Assessment (EA)	Environmental Impact Statement (EIS)
PROJECT INITIATION	Notice of Intent	NA	NA	<div></div>
	Scoping Notice(s)	<div></div>	<div></div>	<div></div> (30 days)
	Property Owner Notification	<div></div>	<div></div>	<div></div>
	Newsletter / Postcard	<div></div>	<div></div>	<div></div>
	Public Meeting(s)	<div></div>	<div></div>	<div></div>
	Project Website(s)	<div></div>	<div></div>	<div></div>
ENVIRONMENTAL DOCUMENT	Public Meeting(s)	<div></div>	<div></div>	<div></div>
	Newsletter / Postcard	<div></div>	<div></div>	<div></div>
	Local Officials Meeting	<div></div>	<div></div>	<div></div>
	Public Hearing	<div></div>	<div></div>	<div></div>
	Availability of Environmental Document for Review / Notice of Availability	<div></div>	<div></div> (30 days)	<div></div> (Draft: 45 days; Final: 30 days)*
	Notice of Final Environmental Document	<div></div>	<div></div>	<div></div>

Note: \*The public comment period for a Draft EIS is 45 days with an option for 60 days or longer, if needed.