

# Session 4B

## Critical Components and Considerations to Effective Public Participation

### Skill Practice

#### Case Study

#### **Directions:**

- 1. Stakeholder Issues – Revisited #1 – Spend no more than 10 minutes**  
**Based upon your previous work identifying key internal and external stakeholders...**
  - a. Break-up into pairs.**
  - b. Assign each pair a list of stakeholders.**
  - c. Identify the issues of significant interest to the assigned stakeholders. Use the worksheet provided in your manual.**
  - d. As a small group, rate the public's level of concern about the issue AND the level of impact DOT believes the issue will have. Use the worksheet**
  
- 3. Stakeholder Issues - – Revisited #2 – Spend no more than 10 minutes.**
  - a. Come back together as a group.**
  - b. Individually, review the stakeholder/issues lists.**
  - c. If needed, briefly discuss any that are missing or are surprising.**
  - d. Reflect in group discussion on the role values play in the project. (Facilitator led discussion)**
  
- 4. Stakeholders position on the Orbits of Participation**
  - a. As a full group...**
  - b. Where on the Orbits are stakeholders positioned?**
  - c. What is the relationship of different issues to placement on the Orbits?**
  - d. How does position of stakeholders and issues on the Orbit impact the project?**
  
- 5. Expectations for Involvement - Spend no more than 10 minutes.**
  - a. Group discussion.**
  - b. What level on the IAP2 Spectrum does the public seem to expect?**
  - c. What level is the DOT likely to expect?**

# Session 4B

## Critical Components and Considerations to Effective Public Participation

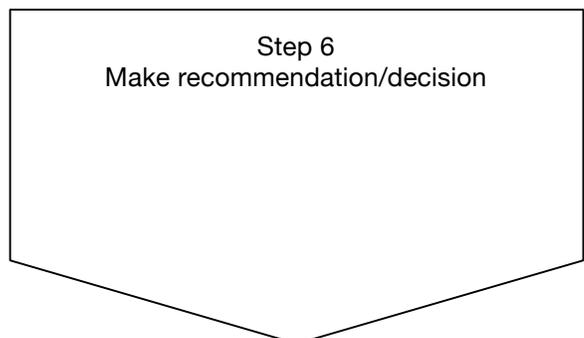
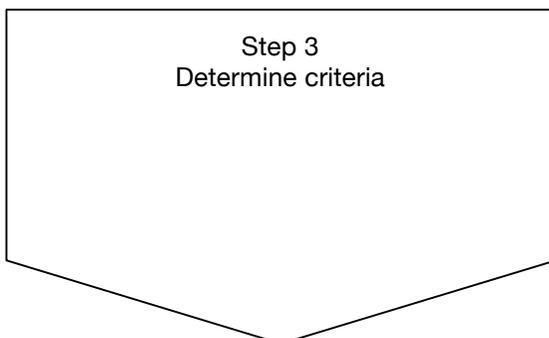
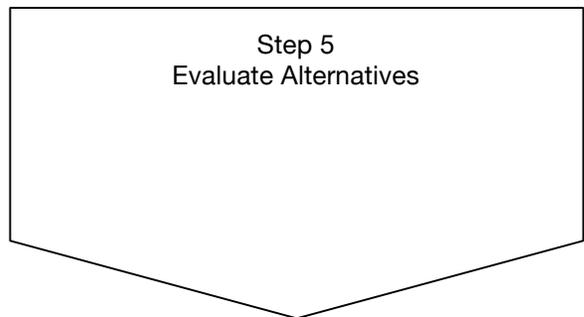
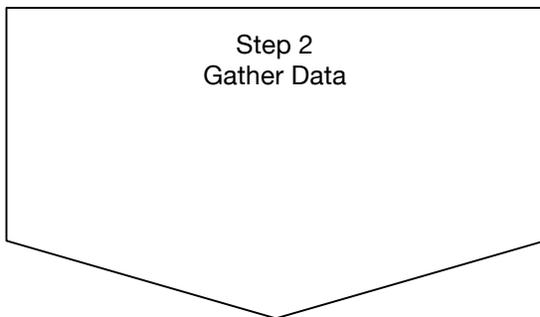
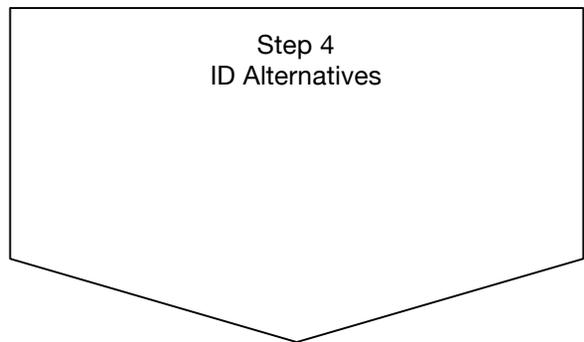
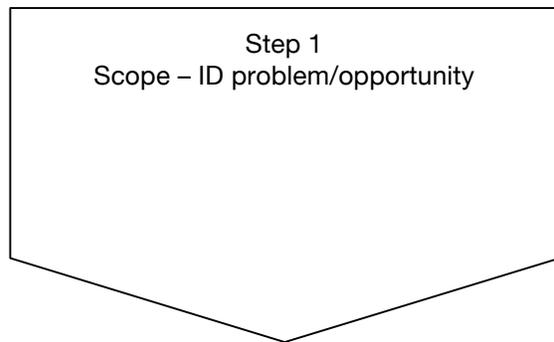
**6. Alignment of Expectations and Select the Level of Participation** - Spend no more than 10 minutes.

- a. **Individually complete the Summary Platting of the Spectrum Level in your manual.**
- b. **Select the level of participation that will guide the over all project work with the public.**

# Session 4B

## Critical Components and Considerations to Effective Public Participation

### Decision Process



# Session 4B

## Critical Components and Considerations to Effective Public Participation

### Stakeholder and Issues Grid

Issue	Stakeholders	Level of Concern by Stakeholders (High, Medium, Low)	Anticipated Level of Impact of Issue (High, Medium, Low)
<b>1.</b>			
<b>2.</b>			
<b>3.</b>			

# Session 4B

## Critical Components and Considerations to Effective Public Participation

--	--	--	--

### Stakeholder and Issues Grid

Issue	Stakeholders	Level of Concern by Stakeholders (High, Medium, Low)	Anticipated Level of Impact of Issue (High, Medium, Low)
<b>4.</b>			
<b>5.</b>			
<b>6.</b>			

# Session 4B

## Critical Components and Considerations to Effective Public Participation


### Public Expectations Worksheet –

**Directions:** Check the appropriate boxes 1-5. Then, follow instructions in left column.

**Score Indicates:**

1-2 Very Low to Low

2-3 Low to Moderate – recommendation: at least Consult

3-4 Moderate to High – recommendation: probably Involve

4-5 High to Very High – recommendation: minimum Involve, consider Collaborate or Empower

Assessment Questions	Very Low	Low	Moderate	High	Very High
1. What is the probable level of difficulty in addressing the problem/opportunity?					
2. What is the potential for public outrage related to the project?					
3. How important are the potential impacts to the public?					
4. How much do major stakeholders care about the problem/opportunity to be addressed and decision to be made?					
5. What degree of participation does the public appear to want?					
Count number of checks in each column					

# Session 4B

## Critical Components and Considerations to Effective Public Participation

Multiply number of checks by the weight	x1	x2	x3	x4	x5
Enter column score					
Add total of all five column scores					© International Association for Public Participation  www.iap2.org
Divide total score by the number of questions	/5				
Average score					

# Session 4B

## Critical Components and Considerations to Effective Public Participation

### Internal Expectations Worksheet –

**Directions:** Check the appropriate boxes 1-5. Then, follow instructions in left column

**Score Indicates:**

1-2 Very Low to Low

2-3 Low to Moderate – recommendation: at least Consult

3-4 Moderate to High – recommendation: probably Involve

4-5 High to Very High – recommendation: minimum Involve, consider Collaborate or Empower

Assessment Questions	Very Low	Low	Moderate	High	Very High
1. What is the legally required level of public participation?					
2. To what extent do internal staff members believe that the public could help improve the outcome of this project?					
3. At what level do internal staff members perceive public interest in this project?					
4. What is the potential for the public to influence the decision-making process?					
5. What level of media interest do you anticipate?					
6. What is the likelihood that decision-makers will give full consideration to public input?					
7. What levels of resources are likely to be available to support public participation?					
8. What is the anticipated level for political controversy?					
Count number of checks in each column					
Multiply number of checks by the weight	x1	x2	x3	x4	x5
Enter column score					
Add total of all five column scores			© International Association for Public Participation		
Divide total score by the number of questions	/8				

# Session 4B

## Critical Components and Considerations to Effective Public Participation

Average score

www.iap2.org

### ***Evaluate average scores from the expectations worksheets***

The results from the expectations worksheets give us a general sense of the level of public participation that you should recommend to the decision maker.

By no means should these worksheets be considered scientific or be followed precisely.

You may have additional questions that are important to the organization or community.

In addition, a minimum level of public participation may be prescribed by regulation, in which case this worksheet might be useful in determining whether the minimum level is sufficient or a higher level should be considered.

NOTE: If any marks were registered at the very high level, careful evaluation should be given to the level of public participation, even if the average score was otherwise low.

#### ***Very Low to Low (1-2):***

Work with key stakeholder groups to identify a comprehensive stakeholder information program to satisfy public concerns.

#### ***Low to Moderate (2-3):***

Public participation is probably a good idea. Consider how the *Consult* level will work with the issues and interests of stakeholders.

#### ***Moderate to High (3-4):***

Consider participation at least at the *Consult* level and probably at the *Involve* level.

#### ***High to Very High (4-5):***

Evaluate how stakeholder issues and interests and internal considerations can best be accommodated at the *Involve* or higher level on the IAP2 Spectrum.

### **Summarize the expectation assessment**

The chart on the following page provides a visual summary of the expectations assessment.

Plot the level as it was assessed for each of the key participants. On the basis of the plotting, what level on the IAP2 Spectrum will you recommend?

© International Association for Public Participation

www.iap2.org

# Session 4B

## Critical Components and Considerations to Effective Public Participation

### *Summary Plotting of the Spectrum Level Expectations*

Expectations of the Key Participants	Inform	Consult	Involve	Collaborate	Empower
1. What level of public participation was forecast by the sponsor prior to doing the assessment?					
2. What level of public participation do key stakeholders desire and/or expect?					
3. What level of public participation do managers and technical staff support?					
4. What level of public participation do the decision-makers support?					

Based upon evaluation of the external and internal expectations, what level of participation from the Spectrum would be appropriate?

\_\_\_\_\_

Are there some benefits and opportunities for some elements of the decision to be at a higher level? If so, what might they be?

\_\_\_\_\_

\_\_\_\_\_