Public Outreach and Engagement REQUIREMENTS

March 2018

REQUIREMENTS

DEVELOP A PLAN

- Start Planning as Early as Possible
- Identify Impacts and Stakeholders
- Be Clear about Decision Space
- Coordinate with Other Projects & Agencies
- Have a Realistic Budget

IMPLEMENT THE PLAN

- Engage Stakeholders Early On
- Reach People using Multiple Methods
- All Notices & Meetings are Inclusive
- Communicate during “Inactive” Phases

DOCUMENT THE PLAN

- What did you do?
- Who was Contacted or Engaged?
- What did the Public Say?
- How did Public Input Affect the Project?

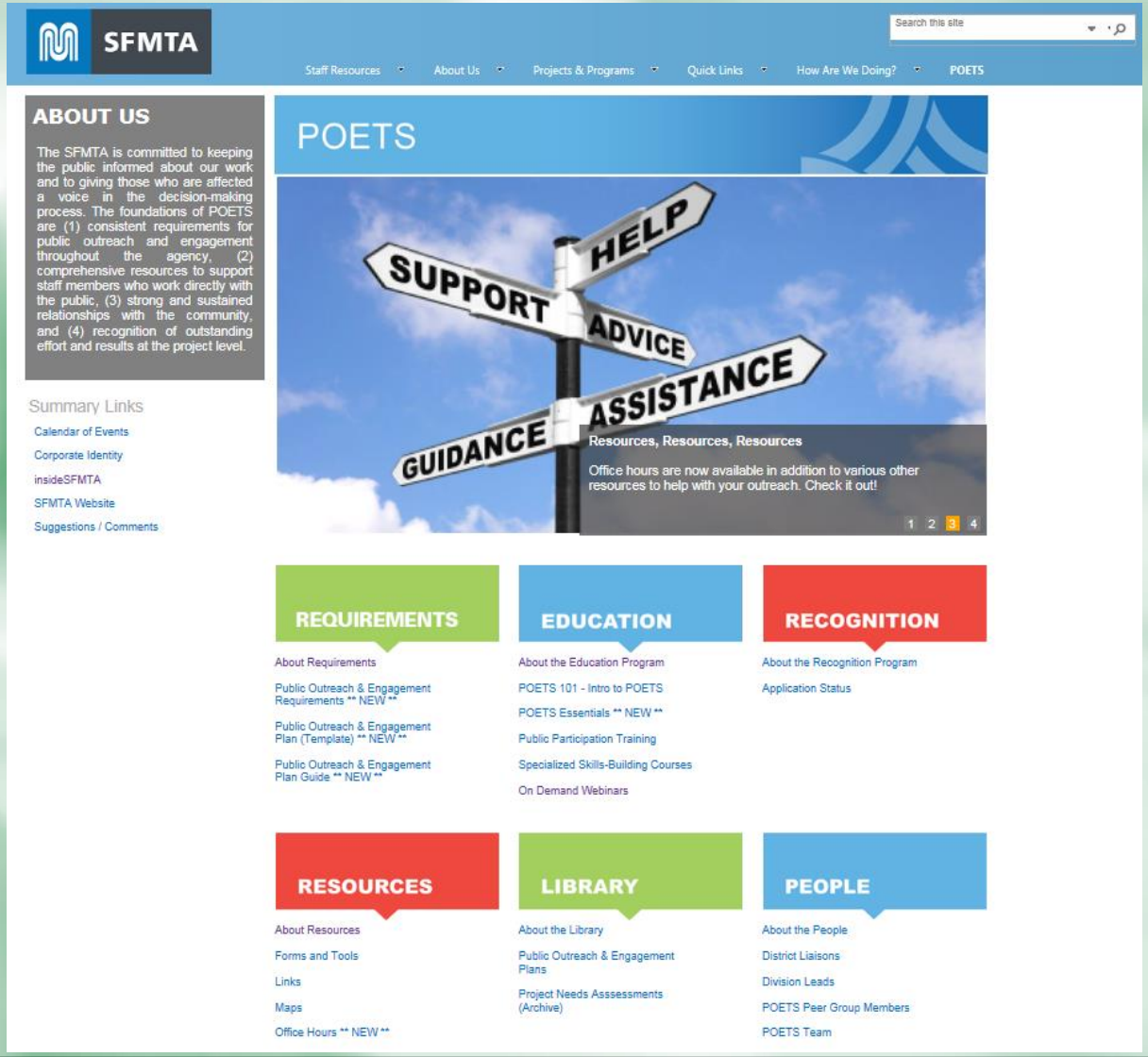
REPORT ON THE PLAN

- Upload a Brief Report to POETS Webpage
- Note Lessons Learned for the Next Phase
- Stay in Touch with Project Partners
- Close the Feedback Loop with Stakeholders

ACCOUNTABILITY

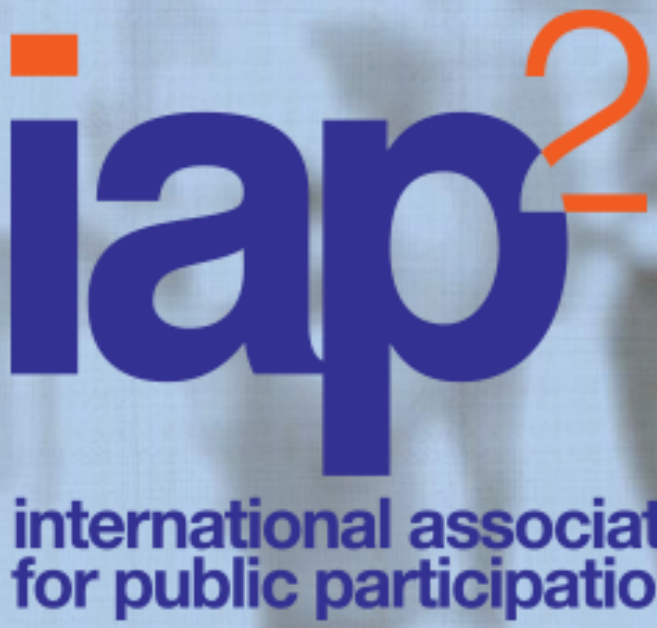
- General Notice from Leadership
- Project Manager Responsibility
- Division Leads Support Project Teams

STAFF RESOURCES



IAP2 Northern California

- Networking Opportunities
- Resources and Peer Support
- Officer Recruitment



Questions?