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| **Summary of initial capabilities and associated tasks transportation and land use planning policy participation that emerged in Round 1 key informant interviews (n=49).** | |
| **CAPABILITY AND DEFINITION** | **ASSOCIATED TASKS** |
| **1.** **Review and comment on plans, policies, projects:** Review drafts that have been developed, in order to enhance or mitigate health impact in terms of walking, bicycling and transit access | Review and comment on: 1) ***site/subdivision plan\****; 2) transportation project design; 3) transportation project selection; 4) land use plan or update; 5) capital budget regarding opportunities for pedestrian and bicycle facilities; 6) ***agendas of land use and transportation boards for projects with implications for pedestrian and bicycle facilities and access\****; 7) proposed local land use or transportation regulation; 8) proposed new or updated policies for health and physical activity implications |
| **2. Plan and policy development:** Actively participate in development of plan or policy to consider health impact in terms of walking, bicycling and transit access | 1) Participate in policy development or update, such as comprehensive/master plan, area or corridor plan, zoning ordinance, active design standards; goal setting to improve walkability or livability index; 2) ***Participate in capital budget development\****; 3) Orient health boards to the potential for health regulations addressing pedestrian and bicycle accommodation; 4) Provide local health-related data to support plan or policy development |
| **3. Project development and design review:** Participate in transportation project design from early stages and on development projects at pre-application to consider and include health impact in terms of walking, bicycling and transit access from project inception | Participate in: 1) ***Consultation between municipality and state transportation department about priorities for roadway changes and upgrades\****; 2) Analysis of alternatives for transportation projects; 3) ***Road Safety Audits\****; 4) Public engagement process required for specific transportation planning and projects; 5) ***Interdepartmental review team/staff-level review of private developmental projects\**** |
| **4. Represent health interests on policy bodies:** Serve as voting or non-voting member of board or committee with responsibilities related to transportation or land use | Serve as a member of permanent or temporary/informal: 1) Transportation board or committee such as Metropolitan Planning Organization Advisory, pedestrian/bicycle, complete streets or transportation alternatives program; 2) planning board/commission, zoning board, comprehensive plan update, interdepartmental review team or design review team |
| **5. Collaboration with other public officials:** Establish and maintain relationships with local, regional and state government partners and across LHD programs | 1) Identify city planning and transportation staff and their missions; 2) Establish personal relationships with staff in transportation and land use agencies; 3) Formalize inter-agency relationships; 4) Engage stakeholders within LHD divisions to collaborate on built environment initiatives |
| **6. Public outreach to the community:** Community education, engagement, mobilization, promotion; includes participation on community coalition | 1) Educate residents about community design and health; 2) Participate in or lead community health coalition initiatives; 3) Assist community in engaging with municipal departments responsible for land use and transportation; 4) Lead or participate in Safe Routes to School initiative of Walk or Bike to School Days; 5) Assist neighborhood groups working on place-based initiatives to improve walking or bicycling environment; 6) Promote and track utilization of pedestrian and bicycle facilities |
| **7. Policy maker education:** Increase awareness among officials and develop champions regarding impact of land use and transportation decisions on health | 1) Inform elected and appointed officials of news and information on built environment and health through communications and presentations; 2) Conduct trainings for elected officials about built environment impact on physical activity and health; 3) Organize trainings for land use and transportation staff and board volunteers on physical activity and health impact of their decisions; 4) Institute built environment as regular topic on health board agenda |
| **8. Data and assessment:** Collect, analyze, interpret and report data to inform policy development and impact (GIS, quantitative, qualitative) | 1) Maintain and manage community-level health statistics data; 2) Maintain updated knowledge of the evidence base; 3) Compile best practices on community design and health from other communities; 4) ***Document completed infrastructure improvements\****; 5) ***Help develop land use and transportation performance measures and track performance\****; 6) Assist with qualitative data collection efforts at the neighborhood level to inform built environment improvements; 7) Conduct assessments (e.g., auditing) to identify opportunities to include active transportation in local ordinance and regulation; 8) Identify strategic opportunities for and conduct collaborative health impact assessment of plans, policies or regulation |
| **9. Cross-sector and dedicated staffing:**  Embed planning or transportation professional in LHD or public health professional in planning, public works and municipal administration or fund LHD personnel to work on built environment related activities | 1) ***Hire personnel with planning or engineering education and professional experience to work in LHD\****; 2) ***Support hiring of staff with public health training to work on active transportation in municipal departments responsible for land use or transportation or in administration\****; 3) Support dedicated LHD staff who work on built environment and physical activity |
| **10. Funding support:** Secure or assist municipal agencies in securing grant funding for pedestrian and bicycle facilities and initiatives or budget allocation to support LHD built environment work | 1) Assist other agencies with grant applications to improve pedestrian or bicycle infrastructure or support initiatives (e.g. Safe Routes to Schools); 2) Secure dedicated public health funding to improve pedestrian or bicycle infrastructure or support initiatives (e.g. Safe Routes to Schools) |
| ***\*Not retained in final set of associated tasks***. | |