American Planning Association

Making Great Communities Happen

https://transportation.planning.org/about/division-business/

Policy/Goal	Tasks	Actions	Parties Responsible	Budget
Effective and regular engagement with TPD members	Communication regularly with Executive Committee	Distribute quarterly eBlast (via Mailchimp subscription)	Secretary/ Treasurer	$1,225
		Hold monthly Executive Committee conference calls. (Via Zoom)	Chair	$0
	Maintain and uphold TPD's Bylaws	Update TPD's Bylaws, as needed	Chair	$0
	Regularly gauge and address member's priorities and concerns	Conduct a bi-annual member survey (2027) (every two years). Next survey will be in 2027.	Vice Chair, Outreach	$0
Engagement with members and APA leadership at NPC and Fall Leadership meetings.	Participate in NPC Program Committee	Encourage leadership and general membership to apply for NPC Program Review participation	Vice-Chair, Programs	$0
	Strive for high attendance and engagement at NPC and Fall Leadership meetings.	TPD Chair and Incoming Chair to attend Fall Leadership In Chicago	Secretary/ Treasurer	$1500
		TPD Exec. Bard to attend NPC (7)	Secretary/ Treasurer	$14,000
		Hold a business meeting at NPC	Chair	$0

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		Hold a networking reception at NPC	Vice-Chair, Programs	$5,000
		Organize events (walking tour, commuter yoga, coffee meet and greets) at NPC	Vice-Chair, Programs	$250
		Lead the TPD Mentor Match Program at NPC	Vice-Chair, Programs	$0
		Engage the Universities that Student Paper awardees attend for conference attendance support.	Chair Oversee Student Paper Committee	$0
Promote member engagement and activities	Support events, programs, and research.	Support local chapters (Chapter Liaison-led) events	Vice Chair, Chapter Coordination	$3,000
		Continue TPD Equity Sub-Committee	Vice Chair, Chapter Coordination	$0
		Guest Speaker Awards	Vice-Chair, Policy	$500
		Provide technical assistance for research efforts	Vice-Chair, Policy	$0
		Coordinate joint receptions, webinars, events, etc. with other divisions and/or chapters.	Vice-Chair, Programs	$0
		Promote local programs, projects, and activities via TPD's Small Grants program.	Secretary/ Treasurer	$3,000
		TPD Mentorship Cohort Program (Guest Speakers Awards)	Vice-Chair, Programs	$3,000

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		TPD Book Club Program	Vice-Chair, Policy	$500
	Serve as a resource for transportation planning policy	Provide PAC expertise to the media and local municipalities	Vice-Chair, Policy	$0
		Offer policy guidance as a transportation resource for all members and to APA national legislative team(s)	Vice-Chair, Policy	$0
	Serve as a technical transportation planning resource	Participate in APA Policy Guides	Vice-Chair, Policy	$0
		Coordinate transportation-themed webinars for CM credit and provide funding for CM credit and Chapter/Divisions Webinar Consortium	Vice-Chair, Policy	$0
		TPD's tri-annual publication: *State of Transportation Planning** (Budget only allocated during publication years)	Vice-Chair, Policy	$0*
Promote TPD membership and retention	Outreach to lapsed/nearly lapsed members	Send welcome emails to new members	Chair	$0
	Actively support and engage with young planners and emerging professionals	Hold an annual Student Paper Competition.	Student Paper Committee	$4,000
		Create opportunities for members to contribute to TPD products and services, including webinars, speaking opportunities, and eBlast content.	Chair	$0
	Promote TPD's visibility	Provide promotional swag ($500 is printing/shipping)	Vice-Chair, Programs	$1,500