



**Memorandum of Understanding  
On Partnering Activities  
Between  
American Association of State Highway and Transportation Officials  
And  
National Local Technical Assistance Program Association**

The American Association of State Highway and Transportation Officials (AASHTO) and the National Local Technical Assistance Program Association (NLTAPA) hereby establish a Memorandum of Understanding to promote collaboration between the two organizations in undertaking their respective tasks.

AASHTO is a non-profit, non-partisan association representing highway and transportation departments in the 50 states, the District of Columbia and Puerto Rico.

AASHTO represents all transportation modes and has a primary goal to foster the development, operation and maintenance of an integrated national transportation system. AASHTO's vision is to support members in the development of "transportation solutions that create economic prosperity, enhance quality of life, and improve transportation safety in our communities, states, and the nation as a whole."

NLTAPA is a non-profit, non-partisan association representing 58 Local Technical Assistance Programs (LTASPs) and Tribal Technical Assistance Programs (TTAPs) in the 50 states, Puerto Rico, and 7 tribal nations.

NLTAPA's mission is to foster a safe, efficient, and environmentally sound surface transportation system by improving skills and increasing knowledge of the transportation workforce and decision makers. NLTAPA's vision is: "We will improve the quality and safety of the surface transportation system through interactive relationships and information exchange. We will be driven by these relationships and known for our ability to enrich the knowledge base of our stakeholders."

The two organizations formalize our partnership to work together to foster a safe, efficient and environmentally sound transportation system by supporting collaborative local, state and federal initiatives to improve road safety, traffic engineering, maintenance, and other fields, and by expanding and strengthening the skills and knowledge of state, local and tribal transportation providers through training, technical assistance and technology transfer.

The two organizations have the following shared goals:

- Facilitate communication among all levels of transportation-related interests, especially between State Departments of Transportation (DOTs) and local and tribal governments.
- Establish effective communications links among NLTAPA, AASHTO and state DOTs to mutually support the provision of training, technical assistance and technology transfer.
- Recognizing the value of state DOT research and technology implementation experiences to local and tribal transportation agencies, leverage NLTAPA's role and the connection of LTAP/TTAP Centers to local agencies and communities in promoting the implementation of appropriate DOT research and adapting and transferring technology from state DOTs for use by local and tribal governments and by district offices of State DOTs.
- Encourage members of NLTAPA and AASHTO to collaborate on the development and implementation of strategic highway safety plans (SHSPs) with regard to local and tribal highways and leverage LTAP connections to local agencies to increase local stakeholder support in local, state and national safety initiatives.

In particular the two organizations agree to:

- Invite representatives of the partner association, including members and staff, to participate in the meetings and work of appropriate standing and advisory committees, task forces, and subcommittees of the other association. NLTAPA representatives may include local and tribal government officials served by the Local and Tribal Technical Assistance Programs.
- Communicate among members and staff on technical and policy issues of interest to both associations.
- Extend invitations for membership or associate membership on committees that will provide mutual benefit.
- Promote the participation of members in each other's national and regional meetings.
- Promote the dissemination and use of appropriate information resources of the partner association by the other association. Such resources include training materials, print publications and software.
- Jointly develop strategies for furthering local and tribal transportation providers' knowledge and application of topics which align with initiatives that are of mutual concern to both associations, such as safety, sustainability, highway maintenance,



performance management, asset management, workforce planning and development, and technology implementation.

- Collaborate on a joint safety work group intended to promote state department of transportation interaction with local highway agencies and Local Technical Assistance Program centers.
- AASHTO will provide NLTAPA members and LTAP centers with the AASHTO member discount on AASHTO publications.

It is agreed that each signatory will appoint volunteer members to a joint task force which will negotiate a tri-annual Action Plan within the framework for actions as set forth in the MOU and within the constraints of available resources, monitor and review progress on the various elements of the Action Plan, and provide a year-end report on the Action Plan to both Associations, including recommendations for the next updated Action Plan.

Sign \_\_\_\_\_

Frederick “Bud” Wright  
Executive Director  
American Association of State Highway and Transportation Officials

Sign \_\_\_\_\_

Matthew Enders  
Washington State LTAP Center  
President, National Local Technical Assistance Program Association