

**National Transportation Training Directors (NTTD)
and
National Local Technical Assistance Program Association (NLTAPA)**

2016-2017 PARTNERSHIP AGREEMENT

The Partners:

The National Transportation Training Directors (NTTD) organization was formed in 1980 to improve the development and delivery of technical and organizational training, reduce costs, accelerate training delivery, and assess competencies of employees. This organization shares current technology and materials, information, products, and services among state transportation training directors who are then free to use and modify these materials for their specific department needs. NTTD offers over 25 years of experience as a formal organization engaging in an open exchange of course curriculum, content, best practices, practical advice, and guidance to all who request it. With this long history of mutual collaboration within the organization, NTTD brings a stable and respected level of expertise to the table on which other organizations can capitalize.

The National Local Technical Assistance Program Association (NLTAPA) is a not-for-profit organization representing and serving 58 LTAP and TTAP (tribal) Centers in the United States and Puerto Rico. The LTAP/TTAP Centers comprise an established network of transportation centers throughout the country with a mission of identifying and disseminating the latest in technology and training to local transportation policy makers or transportation professionals in the field. Primary areas of LTAP/TTAP service delivery are roadway safety, infrastructure management and maintenance, worker safety, and organizational excellence. The main objectives of NLTAPA, in representing the LTAP/TTAP Centers, are to build awareness about LTAP/TTAP in the transportation community, assist FHWA with developing priorities for the LTAP/TTAP Program, and build the capacity of each Center to best meet the needs of its customers.

Purpose of this Document:

NLTAPA and NTTD agree to work together to foster a safe, efficient, and environmentally sound transportation system. Our common areas of interest are expanding and strengthening the skills and knowledge of state and local transportation professionals and fostering a strong community of transportation training professionals.

General Partnership Goals:

- 1) Maintain regular and productive communications between NLTAPA and NTTD at the national level.
- 2) Implement national-level partnership activities that engage LTAP/TTAP Centers and NTTD members to benefit local and state transportation professionals.

3) Promote and encourage engagement, at the state level, with individual LTAP/TTAP Centers and their respective NTTD members for the purpose of increasing the quality and quantity of training for transportation professionals.

Review and Renewal of this Partnership Agreement:

1) This agreement will be renewed and signed every 2 years. (The next renewal will be December 2017)

2) The annual action steps of this agreement will be reviewed and revised by the liaisons and leadership both organizations, with new action steps prepared for approval by the board of each association.

Attached:

NTTD - NLTAPA Partnership Action Steps, Partnership Calendar Year beginning January 1, 2016.

Adopted by _____, President, NTTD, on _____

Adopted by _____, President, NLTAPA, on _____

Action Steps for NTTD-NLTAPA Partnership, January 1, 2016-December 31, 2016

Goal 1. Maintain regular and productive communications between NLTAPA and NTTD at the leadership level.

- 1.1 Leadership and/or liaisons to attend at least one national meeting of the partner during the year.
 - 1.1.1 Partners will agree in advance and communicate to the conference planning committees on meaningful ways to participate in those meetings.
- 1.2 Liaisons and leaders will meet regularly, by phone, for the purposes of discussing partnership activities.

Goal 2. Implement national-level joint activities that engage LTAP/TTAP and NTTD to benefit transportation training professionals.

- 2.1 Exchange articles of mutual interest for publication in the other organization's publications.
 - 2.1.1 At each liaison conference call, identify LTAP/TTAP and NTTD articles for sharing with the other partner. Provide links for the purposes of informing members of these articles.
- 2.2 Discuss the opportunity for an LTAP-TTAP presentation at the NTTD conference and a NTTD presentation at the LTAP-TTAP conference.
- 2.3 LTAP-TTAP centers will assist NTTD in the promotion of the benefits of membership in the NTTD association to state stakeholders (targeting the promotion to Non-Director training professionals).
- 2.4 NTTD will promote the value of partnership between DOT training groups and the LTAP-TTAP community with their membership.
- 2.5 Discuss a future NLTAPA-NTTD joint development of (or sharing of existing) training programs to benefit both organizations.

Goal 3. Support the continuation and growth of NTTD and the LTAP/TTAP Program and NLTAPA.

- 3.1 Increase NTTD presence at state and regional meetings of local, state, and federal transportation partners where LTAP/TTAP has a role in planning the agendas (including LTAP-TTAP advisory committee and LTAP Regional Meetings).
- 3.2 Encourage attendance by members of each organization to the other's annual meetings.

Goal 4. Promote and encourage partnerships between NACE affiliates and individual LTAP/TTAP Centers for the purpose of increasing the quality and quantity of training, technical assistance and technology transfer to counties.

4.1 Develop a list of Best Practices from state level LTAP-TTAP/NTTD partnerships and highlight these at the respective partners national conference and in publications.