

The President requested the heads of the departments and agencies involved to work with the Director of the Bureau of the Budget in achieving these objectives.

This Circular provides general guidelines to the agencies in meeting these objectives.

2. Definitions

a. *Development planning*.—Planning covering the whole or components of the physical, economic, or human resources development of a geographic area.

b. *Comprehensive development planning*.—The process of (1) assessing the needs and resources of an area; (2) formulating goals, objectives, policies, and standards to guide its long-range physical, economic, and human resource development; and (3) preparing plans and programs therefor which (a) identify alternative courses of action and the spatial and functional relationships among the activities to be carried out thereunder, (b) specify the appropriate ordering in time of such activities, (c) take into account other relevant factors affecting the achievement of the desired development of the area, and (d) provide an overall framework and guide for the preparation of functional and project development plans.

c. *Functional development planning*.—The preparation of plans and programs for generalized but limited development objectives such as the establishment or improvement of systems of transportation, education, pollution control, manpower development, and the like, which systems are integral components of the overall development of an area.

d. *Project planning*.—Planning of a set of short-range, specific, closely related actions that together will constitute one step in the achievement of broader, longer-range functional and comprehensive development objectives (e.g., the development of a highway, an urban renewal project, a headstart program, or construction of a waste treatment plant).

e. *Multijurisdictional area*.—Any geographical area extending into more than one unit of general local government.

f. *Planning and development district or region*.—A designated multijurisdictional area which covers a standard metropolitan statistical area or the major urbanized part thereof, or extends into more than one county or State.

3. Policies and objectives

a. To encourage and facilitate State and local initiative and responsibility in developing organizational and procedural arrangements for coordinating comprehensive and functional planning activities.

b. To discourage overlap, duplication, and competition in State and local planning activities assisted or required under Federal programs and to maximize State and local resources available for development planning (leadership, manpower, and money).

c. To minimize inconsistency among Federal administrative and approval requirements placed on State, regional, and metropolitan development planning activities.

d. To encourage the States to exercise leadership in delineating and establishing a system of planning and development districts or regions in each State, which can provide a consistent geographic base for the coordination of Federal, State, and local development programs.

4. Steps to achieve common or consistent planning and development districts or regions

a. Prior to the designation (or approval of the designation) of any planning and development district or region, agency procedures will provide a period of thirty days for the Governor(s) of the State(s) in which the district or region will be located to review the boundaries thereof and comment upon its relationship to planning and development districts or regions established by the State. Where the State has established such planning and development districts, the boundaries of designated areas will conform to them unless there is clear justification for not doing so. Where the State has not established planning and development districts or regions which provide a basis for evaluation of the boundaries of the area proposed for designation, major units of general local government in such area should also be consulted prior to designation of the area.