



St. Lucie

**Transportation
Planning
Organization**

Coco Vista Centre
466 SW Port St. Lucie Blvd, Suite 111
Port St. Lucie, FL 34953
772-462-1593 www.stlucietpo.org



Title VI Implementation Plan

Date Adopted: April 6, 2016



Title VI Program Activity Log

Date	Activity (Review/Update/Addendum/ Adoption/Distribution)	Responsible Person	Remarks
February 24, 2016	Title VI Coordinator Training, MIHE Forum, Miami Gardens	Marceia Lathou	
April 6, 2016	Title VI Program Adoption by TPO Board	Marceia Lathou	
April 19, 2016	Title VI Training for TPO staff Kyle Bowman, Peter Buchwald, Ed DeFini, Yi Ding	Marceia Lathou	
December 15, 2016	Title VI Training – Civil Rights Roundtable Kyle Bowman, Peter Buchwald, Marceia Lathou	N/A	
March 31, 2017	Title VI Online Training Certificate	Marceia Lathou	
April 19, 2017	Title VI Training for TPO staff Kyle Bowman, Peter Buchwald, Ed DeFini, Yi Ding	Marceia Lathou	
May 16, 2018	MPO Title VI Roundtable Session, Orlando	Marceia Lathou	
May 18, 2018	Title VI Training and Program Review Kyle Bowman, Peter Buchwald, Ed DeFini, Yi Ding	Marceia Lathou	
April 2-3, 2019	NTI Advanced Level Environmental Justice Workshop - Chicago	Marceia Lathou	
June 20, 2019	Title VI Training and Program Review Kyle Bowman, Peter Buchwald, Ed DeFini, Yi Ding	Marceia Lathou	
June 26, 2020	Title VI Online Training Certificate	Marceia Lathou	
June 30, 2020	Title VI Training and Program Review Kyle Bowman, Peter Buchwald, Yi Ding	Marceia Lathou	



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1.0 Title VI/Nondiscrimination Policy Statement and Management Commitment to Title VI Program

The St. Lucie Transportation Planning Organization (TPO) assures the Federal Highway Administration, Federal Transit Administration and the Florida Department of Transportation that no person shall, on the basis of race, color, national origin, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity undertaken by the TPO. The management commitment to the Title VI Program can be found in Appendix A.



2.0 Introduction & Description of Services

The St. Lucie TPO submits this Title VI Program in compliance with Title VI of the Civil Rights Act of 1964, 49 CFR Part 21, and the guidelines of FHWA and FTA.

The St. Lucie TPO is a “metropolitan planning organization,” a federally-funded local agency tasked with planning, project selection, and prioritizing of State and Federal funding for transportation improvements. The St. Lucie TPO is governed by a Board which is comprised of elected officials from St. Lucie County, City of Fort Pierce, City of Port St. Lucie, and the St. Lucie County School Board as well as a representative from Community Transit. Three Advisory Committees provide direction and recommendations to the TPO Board. These are the Technical Advisory Committee (TAC), the Citizens Advisory Committee (CAC), and the Bicycle-Pedestrian Advisory Committee (BPAC). The TPO also is the designated official planning agency to receive Florida Transportation Disadvantaged Trust Funds for planning for the transportation disadvantaged population in the urbanized area through the Local Coordinating Board (LCB) for the Transportation Disadvantaged.

The St. Lucie TPO must designate a Coordinator for Title VI issues and complaints within the organization. The Coordinator is the focal point for Title VI implementation and monitoring of activities receiving federal financial assistance. The Title VI Coordinator has “easy access” to the TPO Executive Director to discuss discrimination issues as shown in the TPO Organizational Chart in Appendix B. Key responsibilities of the Title VI Coordinator include:

- Maintain knowledge of Title VI requirements.
- Attend training, as appropriate, on Title VI and other nondiscrimination authorities when offered by FHWA, FTA, FDOT or any other regulatory agency.
- Disseminate Title VI information to the public including in languages other than English, when necessary.
- Develop a process to collect data related to race, gender, and national origin of the service area population to ensure low income, minorities, and other traditionally underserved groups are included and not discriminated against.
- Implement procedures for the prompt processing of Title VI complaints.

Title VI Coordinator

Marceia Lathou
Title VI-ADA Coordinator
Transit Program Manager
St. Lucie TPO
466 SW Port St. Lucie Blvd, Suite 111
Port St. Lucie, FL 34953
772-462-1593
lathoum@st.lucieco.org
Hearing/Speech Impaired: 711 Florida Relay System



2.1 Annual Certifications and Assurances

In accordance with 49 CFR Section 21.7(a), every application for financial assistance from FHWA and FTA must be accompanied by an assurance that the applicant will carry out the program in compliance with Title VI regulations. This requirement shall be fulfilled when the applicant/recipient submits its annual certifications and assurances.

The St. Lucie TPO will remain in compliance with this requirement by annual submission of certifications and assurances to FDOT as part of the annual joint certification process.

2.2 Title VI Program Adoption

This Title VI Program was approved and adopted by the St. Lucie TPO's Board meeting held on April 6, 2016.



3.0 Title VI Notice to the Public

3.1 Notice to Public

Recipients of federal funds must notify the public of its rights under Title VI and include the notice and where it is posted in the Title VI Program. The notice must include:

- A statement that the agency operates programs without regard to race, color and national origin.
- A description of the procedures members of the public should follow in order to request additional information on the agency's nondiscrimination obligations.
- A description of the procedure members of the public should follow in order to file a discrimination complaint against the agency.

The following is the St. Lucie TPO's Title VI notice to the public:

The St. Lucie TPO operates its transportation programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the St. Lucie TPO.

For more information on the St. Lucie TPO civil rights program, and the procedures to file a complaint about the transportation program, contact Marceia Lathou, Title VI Coordinator, at (772) 462-1671 lathoum@stlucieco.org or at our administrative office at 466 SW Port St. Lucie Boulevard, Suite 111, Port St. Lucie, Florida 34953 or our website at www.stlucietpo.org.

Alternatively, a complainant may file a complaint directly with the Florida Department of Transportation by filing a complaint with the Florida Dept. of Transportation, District 4 Title VI Coordinator, 3400 W. Commercial Blvd, Fort Lauderdale, FL 33309.

In addition, a complainant may also file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Complaint Team, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

If information is needed in another language, contact Marceia Lathou at (772) 462-1593; lathoum@stlucieco.org.

Kreyol Ayisyen: Si ou ta renmen resevwa enfòmasyon sa a nan lang Kreyòl Aysiyen, tanpri rele nimewo (772) 462-1593.

Español: Si usted desea recibir esta información en Español, por favor llame al 772-462-1593.



El siguiente es el título VI aviso de St. Lucie TPO al público:

St. Lucie TPO opera sus programas de transporte y servicios, sin importar la raza, color, origen nacional y de conformidad con lo dispuesto en el Título VI de la Ley de Derechos Civiles de 1964. Cualquier persona que cree que ella o él ha sido agraviada por cualquier práctica discriminatoria ilegal en virtud del Título VI puede presentar una queja con St. Lucie TPO.

Para obtener más información sobre el St. Lucie TPO programa de derechos civiles, y los procedimientos para presentar una queja sobre el programa de transporte, contactar con Marceia Lathou, Título VI Enlace, a (772) 462-1593, lathoum@stlucieco.org o en nuestra oficina administrativa 466 SW Port St. Lucie Boulevard, Suite 111, Port St. Lucie, Florida 34953, o nuestro sitio web en www.stlucietpo.org.

El demandante puede presentar una queja directamente con el Departamento de Transporte de la Florida mediante la presentación de una queja ante el Distrito 4 Título VI Coordinador, 3400 W. Commercial Blvd, Fort Lauderdale, FL 33309 .

Un demandante también puede presentar una queja directamente con la Administración Federal de Transporte mediante la presentación de una queja ante la Oficina de Derechos Civiles, Atención: Queja Team, East Building , 5th Floor - TCR , 1200 New Jersey Ave., SE, Washington, DC 20590 .

Si necesita información en otro idioma, contactar a Marceia Lathou al (772) 462-1593; lathoum@stlucieco.org.

Enfòmasyon annapre a se avi a sou TPO's Tit VI St. Lucie bay piblik la:

TPO St. Lucie a opere pwogram ak sèvis transpò li yo san konsiderasyon ba ras, koulè, ak orijin nasyonal dapre Tit VI nan Lwa sou Dwa Sivil 1964 (Title VI of the Civil Rights Act of 1964). Nenpòt moun ki kwè li te leze poutèt nenpòt pratik diskriminasyon ilegal selon Tit VI kapab pote yon plent avèk TPO St. Lucie a.

Pou jwenn plis enfòmasyon sou pwogram dwa sivil TPO St. Lucie a, ak pwosedi yo pou pote yon plent kont pwogram transpò a, kontakte Marceia Lathou, Koòdonatè Tit VI, nan nimewo (772) 462-1671 lathoum@stlucieco.org oswa nan biwo administratif nou ki chita nan 466 SW Port St. Lucie Boulevard, Suite 111, Port St. Lucie, Florida 34953 oswa nan sitwèb nou lè ou ale nan www.stlucietpo.org.

Yon pleyan kapab pote yon plent avèk Depatman Transpò nan Eta Florida (Florida Department of Transportation) dirèkteman lè yo pote yon plent avèk Koòdonatè Tit VI Distri 4 la 3400 W. Commercial Blvd, Fort Lauderdale, FL, 33309.

Epitou yon pleyan kapab pote yon plent dirèkteman avèk Administrasyon Federal Transpò Piblik (Federal Transit Administration) la lè yo pote yon plent avèk Biwo sou Dwa Sivil la (Office of Civil Rights, Attention: Complaint Team, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590).

Si yo bezwen jwenn enfòmasyon nan yon lòt lang, kontakte Marceia Lathou nan nimewo (772) 462-1593; lathoum@stlucieco.org.



3.2 Notice Posting Locations

The Notice to Public will be posted at strategic locations to apprise the public of the St. Lucie TPO's obligations under Title VI and to inform them of the protections afforded them under Title VI. At a minimum, the notice will be posted in public areas of the St. Lucie TPO office.

The St. Lucie TPO's notice to the public will be posted in the following public areas of the St. Lucie TPO office:

Location Name	Address	City
St. Lucie TPO Office Reception Area	466 SW Port St. Lucie Boulevard, Suite 111	Port St. Lucie, FL 34953
St. Lucie TPO Office Boardroom	466 SW Port St. Lucie Boulevard, Suite 111	Port St. Lucie, FL 34953

The Title VI notice and program information will also be provided on the St. Lucie TPO's website at www.stlucietpo.org.



4.0 Title VI Procedures and Compliance

4.1 Complaint Procedure

Any person who believes that he or she has been subjected to discrimination based upon race, color, national origin, sex, religion, age, disability, family or income status initially files a complaint with the TPO's Title VI Coordinator, Marceia Lathou, at lathoum@stlucieco.org or by mail to 466 SW Port St. Lucie Boulevard, Suite 111, Port St. Lucie, Florida 34953. The St. Lucie TPO investigates complaints received no more than 180 days after the alleged incident. If possible, the complaint should be submitted in writing and contain the identity of the complainant; the basis for the allegations (e.g., race, color, national origin, sex, religion, age, disability, family or income status); and a description of the alleged discrimination with the date of occurrence. If the complaint cannot be submitted in writing, the complainant should contact the TPO's Title VI Coordinator for assistance.

The Title VI Coordinator will respond to the complaint within thirty (30) days and will take reasonable steps to resolve the matter. The Florida Department of Transportation (FDOT), Equal Opportunity Office, Statewide Title VI Coordinator shall be notified of the complaint. Should the TPO be unable to satisfactorily resolve the complaint, the Title VI Coordinator will forward the complaint, along with a record of its disposition, to the FDOT Statewide Title VI Coordinator. FDOT will assume jurisdiction over the complaint for continued processing.

The complaint procedures and forms, examples of which are provided in Section 4.2, will be made available to the public on the St. Lucie TPO's website (www.stlucietpo.org). The forms are also available in other formats and languages upon request.



4.2 Complaint Form

Section I:				
Name:				
Address:				
Telephone (Home):			Telephone (Work):	
Electronic Mail Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
Section II:				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answered "yes" to this question, go to Section III.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party: _____				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
Section III:				
I believe the discrimination I experienced was based on (check all that apply):				
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin <input type="checkbox"/> Age				
<input type="checkbox"/> Disability <input type="checkbox"/> Family or Religious Status <input type="checkbox"/> Other (explain) _____				
Date of Alleged Discrimination (Month, Day, Year): _____				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form. _____ _____				
Section IV				
Have you previously filed a Title VI complaint with this agency?			Yes	No



Section V
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, check all that apply: <input type="checkbox"/> Federal Agency: _____ <input type="checkbox"/> Federal Court _____ <input type="checkbox"/> State Agency _____ <input type="checkbox"/> State Court _____ <input type="checkbox"/> Local Agency _____
Please provide information about a contact person at the agency/court where the complaint was filed.
Name: _____
Title: _____
Agency: _____
Address: _____
Telephone: _____
Section VI
Name of agency complaint is against: _____
Contact person: _____
Title: _____
Telephone number: _____

You may attach any written materials or other information that you think is relevant to your complaint.
Signature and date required below

Signature

Date

Please submit this form in person at the address below, or mail this form to:

Marceia Lathou, Title VI Coordinator
St. Lucie TPO
466 SW Port St. Lucie Boulevard, Suite 111
Port St. Lucie, Florida 34953



Forma De Queja

Seccion I: Escribir en forma legible				
Nombre:				
Direccion:				
Telefono:			Telefono secundario(opcional):	
Direccion de correo electronico::				
Reuistos de forma accesible?	Impresion grande		Cinta de audio	
	TDD		Otros	
Section II:				
Esta presentando esta queja en su propio nombre?			Si*	No
Si usted contesto "Si", vaya a la Seccion III				
Si usted contesto "No", Nombre(s) del Individuo(s) Quien(es) Usted Allega Discrimino (naron) Contra Usted Si lo(s) Conoce:				
Cual es su relacion con este individuo:				
Por favor, explique por que han presentado para una tercera parte:				
Por favor, confirme que ha obtenido el permiso de la parte agraviada en el archivo en su nombre..			Si	No
Section III:				
Creo que la discriminacion que he experimentado fue basado en (marqu todas las que correspondan):				
<input type="checkbox"/> Raza	<input type="checkbox"/> Color	<input type="checkbox"/> Origin Nacional	<input type="checkbox"/> Edad	
<input type="checkbox"/> Impedimento	<input type="checkbox"/> Familia o Estatus Religioso	<input type="checkbox"/> Otro (explicar)		

Fecha de supuesta discriminacion: (mm/dd/aaaa)_____				
Explica lo mas claramente posible lo que ocurrio y por que usted cree que son objeto discriminacion. Describir todas las personas que han participado. Incluir el nombre y la informacion de contacto de la(s) persona(s) que discrimina contra usted (si se conoce), asi como los nombres y la informacion de contacto de los testigos. Si se necesita mas espacio, por favor adjunte hojas adicionales de papel.				
Section IV				



Anteriormente ha presentado un Título VI denuncia con the City of Inglewood.?	Si	No
Section V		
Ha presentado esta queja con cualquier otro local, estado o federal, o con cualquier Federal o Estado?? [] Si [] No Si la respuesta es si, Marque todo lo que aplica [] Agencia Federal: _____ [] Federal Tribunal _____ [] Agencia Estatal _____ [] Tribunal Estatal _____ [] Agencia Local _____		
Proporcionan informacion acerca de una persona de contacto en la agencia/tribunal donde se presento la denuncia		
Nombre:		
Titulo:		
Organismo:		
Direccion:		
Telefono: Correo electronico:		
Section VI		
Nombre de organismo Transito denuncia es contra:		
Persona de contacto:		
Título::		
Telefono:		

Usted puede adjuntar cualquier material escrito u otra información que considere relevante para su reclamación.

Firma y fecha son necesarios para completar la forma siguiente:

Firma: _____ Fecha: _____

Por favor, envíe este formulario en persona o por correo este formulario a la siguiente dirección:

Marceia Lathou, Título VI Coordinador
St. Lucie TPO
466 SW Port St. Lucie Boulevard, Suite 111
Port St. Lucie, Florida 34953



Fòmilè pou Pote Plent

Seksyon I:				
Non:				
Adrès:				
Nimewo Telefòn (Lakay):			Nimewo Telefòn (Travay):	
Adrès Imèl:				
Egzijans pou Fòma Aksesib?	Gwo Lèt		Kasèt Odyo	
	TDD		Lèt	
Seksyon II:				
Èske ou ap pote plent sa a sou non pwòp tèt ou?			Wi*	No
*Si ou te bay yon repons "wi" pou kesyon sa a, ale nan Seksyon III.				
Si se non, tanpri bay non ak relasyon moun an sou non ou ap pote plent la:				
Tanpri eksplike rezon an poutèt ou ap pote yon plent sou non yon twazyèm pati:				
Tanpri konfime ke ou te jwenn pèmasyon leze pati a si ou ap pote plent la sou non yon twazyèm pati.			Wi	No
Seksyon III:				
Mwen kwè ke diskriminasyon an mwen te eksperyans te baze sou (tcheke ti kare a pou tout rezon yo ki aplikab):				
[] Ras [] Koulè [] Orijin Nasyonal [] Laj				
[] Enfimite [] Kondisyon Familyal oswa Relijye [] Lòt (eksplike) _____				
Dat Diskriminasyon Swadizan an te Rive (Mwa, Jou, Ane): _____				
Eksplike nan fason pi klè ke posib kisa ki te rive ak rezon poutèt ou kwè ou te eksperyans diskriminasyon. Dekri tout moun yo ki te enplike. Enkli non ak enfòmasyon kontak moun an (yo) ki te fè diskriminasyon kont ou (si ou konnen yo), osi byenke non ak enfòmasyon kontak nenpòt temwen. Si ou bezwen plis espas pou ekri, tanpri sèvi avèk do fòmilè sa a.				

Seksyon IV				
Èske ou te pote yon plent Tit VI avèk ajans sa a deja?			Wi	No



Seksyon V

Èske ou te pote yon plent avèk nenpòt lòt ajans Federal, Leta, oswa ajans lokal, oswa avèk nenpòt lòt tribinal Federal oswa Leta?

☐ Wi ☐ Non

Si se wi, tcheke ti kare tout ki aplikab:

☐ Ajans Federal: _____

☐ Tribinal Federal _____ ☐ Ajans Leta _____

☐ Tribinal Leta _____ ☐ Ajans Lokal _____

Tanpri bay enfòmasyon sou yon moun yo kapab kontakte nan ajans / tribinal la kote yo te pote plent.

Non:

Tit:

Ajans:

Adrès:

Nimewo Telefòn:

Seksyon VI

Non ajans la kont ki yo pote plent la:

Non moun yo kapab kontakte:

Tit:

Nimewo Telefòn:

Ou kapab kole nenpòt materyèl alekri oswa lòt enfòmasyon ou panse ki enpòtan konsènan plent ou nan dokiman sa a.

Yo egziye siyati ak dat la anba a

Siyati

Dat

Tanpri soumèt fòmilè sa a nan adrès anba a, oswa voye li pa lapòs nan:

Marceia Lathou, Title VI Coordinator
St. Lucie TPO
466 SW Port St. Lucie Boulevard, Suite 111
Port St. Lucie, Florida 34953



4.3 Record Retention and Reporting Policy

The St. Lucie TPO will submit Title VI Program information to FDOT as requested as part of the annual certification process or any time a major change in the Program occurs. Compliance records and all Title VI related documents will be retained for a minimum of three (3) years.



5.0 Title VI Investigations, Complaints, and Lawsuits

In accordance with 49 CFR 21.9(b), the St. Lucie TPO must record and report any investigations, complaints, or lawsuits involving allegations of discrimination. The records of these events shall include the date the investigation, lawsuit, or complaint was filed; a summary of the allegations; the status of the investigation, lawsuit, or complaint; actions taken by the St. Lucie TPO in response; and final findings related to the investigation, lawsuit, or complaint. The records for the previous three (3) years shall be included in the Title VI Program when it is submitted to FDOT.

The St. Lucie TPO has had no investigations, complaints, or lawsuits involving allegations of discrimination on the basis of race, color, or national origin over the past three (3) years.

6.0 Public Participation Plan

Introduction

The Public Participation Plan (PPP), also known as the Connect Public Involvement Program, for the St. Lucie TPO was developed to ensure that all members of the public, including minorities and Limited English Proficient (LEP) populations, are encouraged to participate in the decision making process for the St. Lucie TPO. Policy and service delivery decisions need to take into consideration community sentiment and public opinion based upon well-executed outreach efforts. The public outreach strategies described in the PPP are designed to provide the public with effective access to information about the St. Lucie TPO plans, programs, and services and to provide a variety of efficient and convenient methods for receiving and considering public comment prior to implementing changes to plans, programs, and services. The St. Lucie TPO also recognizes the importance of many types of stakeholders in the decision-making process, including other units of government, community based organizations, major employers, and the general public, including low-income, minority, LEP, and other traditionally underserved communities.

Public Participation Goals

One of the primary goals of the PPP is to ensure that transportation plans reflect community values and benefit all segments of the community equitably. This PPP is intended to achieve, through the following Goals, Objectives, and Strategies, a roadmap to expand public participation and understanding of the critical functions of the TPO. Generally, a “Goal” is the accomplishment to be achieved; an “Objective” is a refined method that can be measured for achieving that goal; and “Strategies” are detailed instructions and actions to ensure the objectives and goals are met.

Goal: Ensure continuing, cooperative, and comprehensive public impact on the transportation planning process and foster continued community support for the TPO mission and its transportation, mobility, and quality of life priorities identified through the TPO planning processes.

Objective A: Hold regularly scheduled and advertised meetings open to the general public.

- Strategy A1 – All TPO Policy Board meetings, times, agendas, and locations will be publicly noticed in local newspapers and online.
- Strategy A2 – All video recorded TPO meetings will be available for replay on the local government channels and the internet (St. Lucie Online – Video on Demand – via link from the TPO Website – www.stlucietpo.org).
- Strategy A3 – TPO meetings will be held in ADA-compliant locations accessible to transit and traditionally underserved communities.
- Strategy A4 – TPO meetings and workshops will be publicly noticed in a variety of means to ensure that a variety of communities are reached.



- Strategy A5 – Ensure that all Advisory Committee positions are filled.
- Strategy A6 – Ensure all Advisory Committee recommendations are presented to the TPO Board.
- Strategy A7 – Incorporate specialized surveys and questionnaires in meetings and events where appropriate.

Objective B: Seek out traditionally underserved communities.

- Strategy B1 – The TPO will create electronic newsletters and pamphlets describing its purpose and activities to be widely distributed throughout the TPO area as well as placed on the TPO website. Materials will also be made available in Spanish and Haitian Creole.
- Strategy B2 – All televised TPO meetings will be closed-captioned for the hearing impaired.
- Strategy B3 – TPO notices of meeting agendas and packets will be sent to minority communities or traditionally underserved populations to ensure notification of TPO events.
- Strategy B4 – TPO staff will provide presentations to community groups throughout the TPO area to discuss the TPO process and projects.
- Strategy B5 – Tailor outreach methods according to the socio-economic characteristics summarized in the community profiles.
- Strategy B6 – Identify communities with higher concentrations of minority and/or underserved populations, develop relationships with community and religious leaders in these communities and hold workshops and meetings in these communities.
- Strategy B7 – A contact list of minority and underrepresented citizens will continue to be maintained and updated by the TPO.
- Strategy B8 – Utilize public transportation equipment and infrastructure for advertising community-based TPO workshops and planning activities.

Objective C: Engage the public early, continually, and comprehensively through a variety of outreach activities to maximize public impact.

- Strategy C1 – Schedule at least two workshops or community presentations per year in the evening and/or at locations other than local government buildings to increase public awareness and outreach.
- Strategy C2 – Track and keep records of public comments and contacts to the TPO through telephone calls, emails, letters, and include summary in annual update.



- Strategy C3 – Use TPO website to improve amount of information available, its appeal, its usefulness, and make the site interactive so that public input can be obtained electronically.
- Strategy C4 – Continue to explore and document new and/or alternative tools and techniques for reaching out to the community and facilitating public impact including advancements in social media outlets, engagement activities, and the TPO Visualization Campaign.
- Strategy C5 – Create an outreach link with local schools and universities to emphasize the relationships between transportation, mobility, and livability.

Objective D: Integrate the principles and special projects adopted in the 2035 LRTP into public outreach efforts, emphasizing key concepts of the plan including enhanced mobility, the U.S. 1 Corridor Retrofit, and the Treasure Coast Loop Trail.

- Strategy D1 – Partner with other transportation planning agencies, local governments, and community leaders to broaden the awareness of TPO priorities and objectives in the Long Range Transportation Plan (LRTP), especially in traditionally underserved communities.
- Strategy D2 – Include key concepts of the LRTP in outreach tools including TPO newsletters, annual reports, and project postcards.
- Strategy D3 – Maintain the LRTP

7.0 ADA/504 Statement

Section 504 of the Rehabilitation Act of 1973 (Section 504), the Americans with Disabilities Act of 1990 (ADA), and related Federal and State laws and regulations forbid discrimination against those who have disabilities. Furthermore, these laws require federal aid recipients and other government entities to take affirmative steps to reasonably accommodate disabled persons and ensure that their needs are equitably represented in transportation programs, services, and activities.

The St. Lucie TPO will make every effort to ensure that its facilities, programs, services, and activities are accessible to those with disabilities. The TPO will make every effort to ensure that its Advisory Committees, public involvement activities and all other programs, services, and activities include representation by the disabled community and disability service groups.

The TPO encourages the public to report any facility, program, service or activity that appears inaccessible to disabled persons. Furthermore, the TPO will provide reasonable accommodation to disabled persons who wish to participate in public involvement events or who require special assistance to access facilities, programs, services, or activities. Because providing reasonable accommodation may require outside assistance, organizations, or resources, the TPO asks that requests be made at least five (5) business days prior to the need for accommodation.

Questions, concerns, comments or requests for accommodation should be made to the St. Lucie TPO ADA Officer:

Marceia Lathou
Title VI-ADA Coordinator
St. Lucie TPO
466 SW Port St. Lucie Blvd, Suite 111
Port St. Lucie, FL 34953
772-462-1593
lathoum@st.lucieco.org
Hearing/Speech Impaired: 711 Florida Relay System



8.0 Limited English Proficiency (LEP) Plan

8.1 Overview

The first part of this section describes the purpose of the Limited English Proficiency (LEP) Plan. The second part of this section provides the four-factor Limited English Proficient (LEP) analysis used to identify LEP needs and assistance measures.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. One critical concern addressed by Title VI is the language barrier that Limited English Proficiency (LEP) persons face with respect to accessing information and service. Government agencies must ensure that this group has adequate access to the agency's programs and activities, including public participation opportunities.

Executive Order 13166, titled "Improving Access to Services for Persons with Limited English Proficiency," forbids grant funding recipients from "restricting an individual in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service, financial aid, or other benefit under the program," or from using "criteria or methods of administration which have the effect of subjecting individuals to discrimination because of their race, color, or national origin, or have the effect of defeating or substantially impairing accomplishment of the objectives of the program as respects to individuals of a particular race, color, or national origin."

The United States Department of Transportation (DOT) published guidance that directed its recipients to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for LEP customers. The St. Lucie TPO's language assistance plan includes a four factor analysis and implementation plan that complies with the requirements of DOT LEP guidance.

8.2 Four Factor Analysis

The analysis provided in this report has been developed to identify LEP populations that may use TPO programs, activities or services and identify needs for language assistance. This analysis is based on the "Four Factor Analysis" presented in the DOT's "Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons", dated April 13, 2007, which considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter the St. Lucie TPO's programs, activities or services.
2. The frequency with which LEP persons come in contact with the St. Lucie TPO's programs, activities or services.
3. The nature and importance of programs, activities or services provided by the St. Lucie TPO to the LEP population.
4. The resources available to the St. Lucie TPO and overall cost to provide LEP assistance.



Factor 1: Number and Proportion of LEP Persons Served or Encountered

According to U.S. Census data, two LEP populations exceed the threshold for the Safe Harbor Provision in the St. Lucie TPO area. The information is taken from the 2010-2014 U.S. Census American Community Survey (ACS), 5-Year Estimates of the language spoken at home for persons five years and older. Note, the Census uses the term "French Creole." Based on local knowledge, this term refers to the Haitian Creole population. As shown in the table below, Spanish speakers and French Creole speakers speak English less than "very well" in significant numbers: 17,325 persons for Spanish and 3,660 persons for French Creole.

St. Lucie County, Florida	Estimate
Total Population Five Years & Older	268,320
Speak only English	213,977
Spanish	37,446
Speak English "very well"	20,121
Speak English less than "very well".	17,325
French Creole	6,689
Speak English "very well"	3,029
Speak English less than "very well".	3,660

Factor 2: Frequency with which LEP Individuals Come into Contact with Programs, Activities, and Services

The Federal guidance for this factor recommends that agencies should assess the frequency with which they have contact with LEP individuals from different language groups. The more frequent the contact with a particular LEP language group, the more likely enhanced services will be needed.

The TPO Board, committees, and staff are most likely to encounter LEP individuals through office visits, phone conversations, and attendance at Board and Advisory Committee meetings. TPO staff reviewed the frequency with which Board, committee members, and staff have had contact with LEP persons. This includes documenting phone inquiries or office visits.

The TPO frequency of contact with LEP populations is somewhat limited especially when compared to providers of government social services which have higher instances of contact. These providers include the St. Lucie County Community Services Department and Community Transit, the contracted public transportation provider. Also, most of the TPO Board and committee meetings occur every other month or quarterly, and project-specific public input meetings occur on an as-needed basis.

Factor 3: Nature and Importance of the Program, Activity, or Service Provided

The TPO undertakes a variety of planning and policy initiatives to encourage a more sustainable region now and in the future. The transportation improvements resulting from these initiatives have an impact on all residents of the metropolitan planning area.

The impact of proposed transportation investments on under-served and under-represented populations is part of the evaluation process in the development of the Long Range Transportation Plan (LRTP), the Unified Planning Work Program (UPWP), and the Transportation Improvement Program (TIP). Because the TPO must ensure that all segments of the population, including LEP persons, have been involved or have the opportunity to be involved in the transportation decision-making process, the TPO will provide



translation of vital documents — including meeting agendas, brochures, and portions of the LRTP, UPWP, and TIP into other languages as requested.

In general, the TPO's planning process affects residents in the long-term and not in an immediate manner. Therefore, there has not been a significant demand from LEP residents to participate in TPO planning and policy-oriented discussions compared with the demand from LEP residents for social and community services provided by other government agencies.

Factor 4: Resources Available and Costs

The TPO assessed its available resources that could be used for providing LEP assistance and which of its documents would be most valuable to be translated if the need should arise. The TPO currently provides materials in Spanish and Haitian Creole such as factsheets, web content through an online language translator, and certain advertising notices.

The TPO has contacted various agencies to secure language translation should the need arise. St. Lucie County staff will provide voluntary Spanish and Haitian Creole translation if needed and if notified within a reasonable timeframe. Other language assistance, if needed, will be provided through private sector translators and telephone interpreter lines for which the TPO would pay costs that are not considered to be exorbitant or onerous. The TPO has contracted with ALTA Language Services, Inc., a company which provides document translation and telephone interpretation services.

Persons requiring language assistance would be self-identified, meaning they would initiate contact with the TPO for assistance. All TPO board and committee agendas include concise statements in Spanish and Haitian Creole notifying readers about the existence of language assistance. All TPO staff have access to "I Speak" cards to assist in identifying the type of language interpretation needed if the occasion arises.

8.3 Limited English Proficiency (LEP) Plan

In developing a Limited English Proficiency (LEP) Plan, federal guidance recommends the analysis of the following five elements:

1. Identifying LEP individuals who need language assistance
2. Providing language assistance measures
3. Training staff
4. Providing notice to LEP persons
5. Monitoring and updating the plan

The five elements are addressed below.

Element 1: Identifying LEP Individuals Who Need Language Assistance

The Federal guidance provides that there should be an assessment of the number or proportion of LEP individuals eligible to be serviced or encountered and the frequency of encounters pursuant to the first two factors in the four-factor analysis.

Using Census data, the St. Lucie TPO has identified the number and proportion of LEP individuals within its service area who need language assistance. As presented earlier, the largest non-English spoken language in the service area is Spanish. Of those whose primary spoken language is Spanish, an estimated



17,325 identify themselves as speaking English less than “very well”. Of French Creole-speaking persons, 3,660 identify themselves as speaking English less than “very well”. Other residents whose primary language is not English, Spanish or French Creole and who identify themselves as speaking English less than “very well” are divided into a wide variety of language groups throughout the service area population, each of which is less than the threshold established in the Safe Harbor Provision. The St. Lucie TPO may identify specific language assistance needed for an LEP group by examining records to see if requests for language assistance have been received in the past, either at meetings or over the phone, to determine whether language assistance might be needed at future events or meetings.

Element 2: Providing Language Assistance Measures

Federal guidance suggests that an effective Language Assistance Plan should include information about the ways in which language assistance will be provided. This refers to listing the different language services an agency provides and how staff can access this information.

For this task, Federal guidance recommends that agencies consider developing strategies that train staff as to how to effectively serve LEP individuals when they either call agency offices or otherwise interact with the agency.

The St. Lucie TPO has undertaken the following actions to improve access to information and services for LEP individuals:

1. Provide bilingual staff at community events, public meetings and committee meetings, where appropriate.
2. Survey front-line staff annually on their experience concerning any contacts with LEP persons during the previous year.
3. Provide Language Identification Flashcards (“I speak” cards) in the St. Lucie TPO office.
4. When an interpreter is needed in person or on the telephone, staff will attempt to access language assistance services from a professional translation service or qualified community volunteers. The TPO has contracted with ALTA Language Services, Inc., a company which provides document translation and telephone interpretation services.
5. The St. Lucie TPO will use demographic maps and other tools in order to better understand and serve the LEP community.

Element 3: Training Staff

Federal guidance states that staff members of an agency should know their obligations to provide meaningful access to information and services for LEP persons and that all employees in public contact positions should be properly trained.

Suggestions for implementing Element 3 of the Language Assistance Plan, involve: (1) identifying agency staff likely to come into contact with LEP individuals; (2) identifying existing staff training opportunities; (3) providing regular training for staff dealing with LEP individual needs; and (4) designing and implementing LEP training for agency staff.

The following training will be provided for all TPO staff:



1. Information on Title VI Procedures and LEP responsibilities
2. Use of Language Identification Flashcards
3. Documentation of language assistance requests
4. Procedures for handling a potential Title VI/LEP complaint

Element 4: Providing Notice to LEP Persons

The St. Lucie TPO will make Title VI information available in English, Spanish and Haitian Creole on the TPO website. Key documents are written in English, Spanish and Haitian Creole. Notices are also posted at the reception desk and in the Boardroom at the St. Lucie TPO office. Additionally, when staff prepares a document or schedules a meeting, for which the target audience is expected to include a significant number of LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population.

Element 5: Monitoring and Updating the Plan

The plan will be reviewed and updated on an ongoing basis. Updates will consider the following:

- The number of documented LEP person contacts encountered annually
- How the needs of LEP persons have been addressed
- Determination of the current LEP population in the service area
- Determination as to whether the need for translation services has changed
- Determination as to whether the St. Lucie TPO's financial resources are sufficient to fund language assistance resources needed

The St. Lucie TPO understands the value that its programs, activities, or services play in the lives of individuals who rely on them, and the importance of enhancing public participation. The TPO is open to suggestions from all sources, including partner agencies, TPO staff, other agencies with similar experiences with LEP communities, and the general public regarding additional methods to improve accessibility for LEP communities.



9.0 Planning and Advisory Bodies

The St. Lucie TPO is governed by a Board which is composed of elected officials from the three jurisdictions and representatives from the St. Lucie County School Board and Community Transit. There are twelve (12) voting members on the TPO Board. The St. Lucie TPO also maintains three committees and one other board: the Technical Advisory Committee (TAC), the Citizens Advisory Committee (CAC), the Bicycle-Pedestrian Advisory Committee (BPAC), and the Local Coordinating Board for the Transportation Disadvantaged (LCB) to provide opportunities for additional public involvement in the transportation planning process.

Racial Composition of TPO Board

Position	Race	Gender
Chair	White	Female
Vice Chair	White	Female
Member	African American	Male
Member	African American	Male
Member	White	Female
Member	White	Male
Member	White	Female
Member	White	Male
Member	White	Female
Member	White	Female
Member	Hispanic	Female
Member	White	Male

Racial Composition of CAC

Position	Race	Gender
Chair	White	Female
Vice Chair	White	Male
Member	White	Male
Member	White	Male
Member	African-American	Male
Member	White	Male
Member	African-American	Male
Member	African-American	Male
Member	African-American	Female
Member	White	Male



Racial Composition of TAC

Position	Race	Gender
Chair	White	Male
Vice Chair	White	Female
Member	White	Male
Member	White	Female
Member	White	Female
Member	White	Female
Member	White	Female
Member	White	Male
Member	White	Male
Member	White	Male
Member	White	Male
Member	White	Female

Racial Composition of LCB

Position	Race	Gender
Chair	White	Female
Vice Chair	White	Female
Member	White	Female
Member	White	Female
Member	African-American	Female
Member	White	Female
Member	African-American	Female
Member	White	Male
Member	Hispanic	Male
Member	White	Female
Member	White	Male
Member	African-American	Female
Member	White	Female
Member	African-American	Female
Member	African-American	Female
Member	White	Male
Member	White	Male



Racial Composition of BPAC

Position	Race	Gender
Chair	White	Male
Vice Chair	White	Female
Member	White	Female
Member	White	Male
Member	White	Male
Member	White	Male

The St. Lucie TPO will make efforts to encourage minority participation on the boards and committees. These efforts are made by distributing information about participation on the committee at public meetings and through the website and social media. The TPO will use minority population demographic maps and other tools in order to focus on the areas in which committee participation information should be distributed.

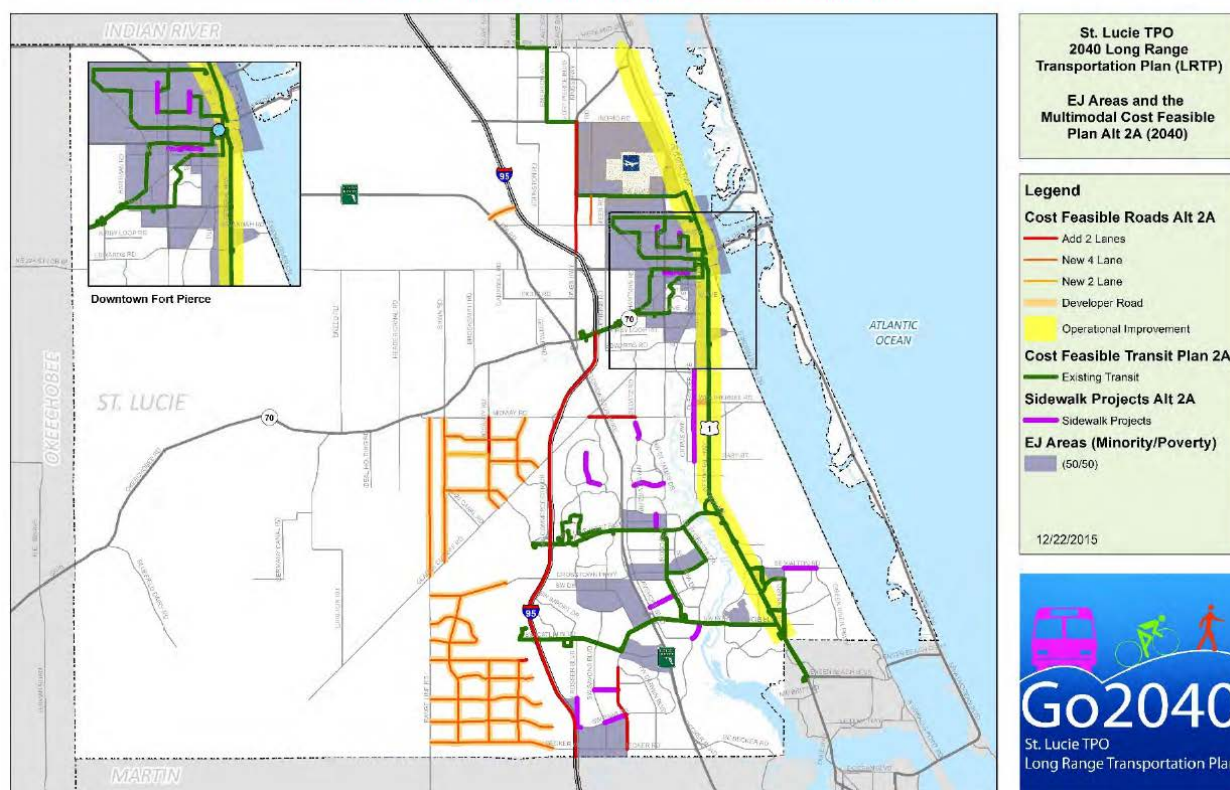


10.0 Title VI/Environmental Justice Analysis

Outreach to Title VI/Environmental Justice (EJ) communities was conducted during the development of the Go2040 Long Range Transportation Plan (LRTP) and an EJ analysis was conducted. The EJ analysis sought to determine the existence of disproportionately high and adverse effects on these communities as well as the equitable distribution of benefits to these communities. It was determined that disproportionately high and adverse effects were not present and that EJ communities benefitted from many of the transportation improvements in the LRTP.

The following map taken from the Go2040 LRTP shows the EJ areas overlaid with the 2040 Cost Feasible Plan for roadways, transit and sidewalks. This map shows that the existing transit routes provide service to the EJ areas. Existing transit routes connect almost all of the TPO area today, and in the Cost Feasible Plan, three of these routes will have more frequent headways (30 minutes instead of 60 minutes). Extended hours and Saturday service is being added for these three routes as well. Several of the candidate sidewalk gap projects shown on the map will provide improved access from EJ areas throughout the TPO area. Finally, Cost Feasible roadway projects shown on the map will enhance accessibility throughout EJ areas.

Map 5-5: EJ Areas and the Multimodal Cost Feasible Plan





11.0 Data Collection

Federal aid recipients are required to collect and analyze racial, ethnic, and other similar demographic data on beneficiaries of or those affected by transportation programs, services and activities. The TPO accomplishes this through the use of Census data, Environmental Screening Tools (EST), driver and ridership surveys, and other methods. TPO staff has developed community profiles of the MPA using 2010 Census data. To supplement the Census data, the TPO uses demographic data from its transportation and social services partners. For example, the Treasure Coast Food Bank has identified areas known as “food deserts” which are remote areas in low-income neighborhoods that are underserved by emergency food outlets. In addition, the local social services agencies’ most current assessment of St. Lucie County’s Social, Health, and Public Safety Services report is used. Demographic analysis is also conducted during the development of major planning documents such as the Regional Long Range Transportation Plan (RLRTP) and the Transportation Disadvantaged Service Plan (TDSP).

From time to time, the TPO may find it necessary to request voluntary identification of certain racial, ethnic or other data from those who participate in its public involvement events. This information assists the TPO with improving its targeted outreach and measures of effectiveness. Self identification of personal data to the TPO will always be voluntary and anonymous. Moreover, the TPO will not release or otherwise use this data in any manner inconsistent with federal regulations.



12.0 Appendix A – Management Commitment to Title VI Program

TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the St. Lucie TPO assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The St. Lucie TPO further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendices A and E* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Dated 4.6.16

by , Chief Executive Officer



APPENDICES A and E

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1.) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2.) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3.) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4.) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5.) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
 - a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. cancellation, termination or suspension of the contract, in whole or in part.
- (6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the



Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

- (7.) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

13.0 Appendix B – TPO Organizational Chart

