

2014 Title VI Goals and Accomplishments Report



DATE: October 15, 2014
TO: Jay Ankenbrock, NHDOT
FROM: Strafford Metropolitan Planning Organization
RE: 2014 Title VI Goals and Accomplishments

Goals and Objectives

- 1) Develop and implement an outreach program to educate members of the public about transportation, land use and air quality issues and their interrelationships; and about the transportation planning process and how they can be involved in it.
- 2) Solicit the participation of local officials, community groups, and individual citizens in the transportation planning process.
- 3) Reach out to under-represented persons and groups, including low-income, minority populations and Limited English Proficiency groups through local Limited English Proficiency community leaders to ensure that decisions are made with their input take into consideration.
- 4) Inform the general public of the federally funded transportation projects for each fiscal year.
- 5) Provide notice to the public that the Strafford Regional Planning Commission operates its programs or conducts its planning activities subject to the nondiscrimination requirement under Title VI and that members of the public can request additional information regarding the obligations of the Planning Commission
- 6) Continually identify and implement ways to improve its public input process.
- 7) Ensure no person is denied access to or participation in MPO programs
- 8) Avoid disproportionately high and/or adverse impacts on communities
- 9) Improve the public involvement process
- 10) Involve the public by providing opportunities early and often in the transportation planning and decision making process
- 11) Document public involvement process, comments and responses

Goal	Accomplishments Towards Goals	Strategies Moving Forward → 2015
#1	<p>In conjunction with the outreach for Local Solutions for the Strafford Region, Strafford MPO developed an extensive outreach program to educate individuals of the work we do as a Planning Commission and MPO. This included attendance at over 25 regional events, and gave staff a chance to share what we do, as well as solicit public input concerning what citizens value in the region.</p> <p>SRPC staff conducted a survey on the COAST bus routes addressing “likes” and “dislikes” in the region. Staff also reached out to underrepresented populations at the Thanksgiving Donations days at Gerry’s Food Pantry in 2012 and 2013, by attending Senior Luncheons, and at Armed Forces day in Rochester.</p> <p>At every event we had participants share their emails if they were interested in learning more about the planning processes and our projects and added them to our email lists.</p>	<ul style="list-style-type: none"> • Create a series of ‘Transportation 101’ planning fact sheets that explain: <ol style="list-style-type: none"> 1) what transportation planning is and why it’s important. 2) how people can get involved in the process and why they would want to. 3) the relationship between transportation, land use, and air quality issues. • Add a section to the SRPC website addressing public involvement in the planning process i.e. Want to get involved!?! (click here)
#2	<p>Over the past several years, the Transportation Planner created a “project portfolio” that provides a listing of transportation projects currently in Strafford MPO Plans including location, project type, need and purpose of the project, and anticipated project scope. This document is sent to each community in the region for project solicitation for the Ten Year Plan. The communities are asked to review the listed projects and to determine if they should still be included in the Long-Range Plan. The Transportation Planner then meets with the communities to discuss these projects.</p> <p>We also have a Technical Advisory Committee and a Policy Committee that meet monthly. These Committees include local officials, state and federal agencies and individual citizens who are interested in the transportation planning process.</p>	<ul style="list-style-type: none"> • Reach out to current contacts on our Strafford MPO Policy and Technical Advisory Committee groups, from COAST and Wildcat Transit, and other colleagues for suggestions for citizens advisory committee members. • Put together a citizens advisory committee to provide insight into local community needs concerning transportation in the region

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#3	<p>Through our outreach for Local Solutions for the Strafford region, we worked to ensure we received input from those whose voices may be commonly left out during the planning process. As noted with goal #1, we attended events with low income populations. As the minority population is quite low in the Strafford MPO Region we did not have the chance to engage directly with minority populations, or individuals of limited English proficiency.</p>	<ul style="list-style-type: none"> • Include a more extensive dataset in future Title VI reports that addresses LEP, low income, and minority population concentrations in the region. • Contact the Dover Adult Learning Center to set up bi-annual meetings with the LEP student populations to solicit input concerning transportation planning and processes.
#4	<p>At the end of every calendar year, an Annual Listing of Obligated Projects is sent out as required by FHWA to public libraries in the Strafford Region and is also listed on the website. We also present this to our Technical Advisory Committee and Policy Committee members. This listing shows in detail the project administrator, municipality/agency, project number, route/road/scope of work, project status, funding and funding source to provide transparency to the public. This effort includes visualization mapping.</p>	<ul style="list-style-type: none"> • Expand the delivery of the Annual Listing of Obligated Projects to community/cultural centers, and LEP class centers in a format that informs the general public
#5	<p>On the agendas for every Technical Advisory Committee and Policy Committee meeting, which are posted on the SRPC website, and in Foster's Newspaper, the following message is included:</p> <p>Reasonable accommodations for people with disabilities are available upon request. Include a description of the accommodation you will need including as much detail as you can provide. Also include a way we can contact you if we need more information. Last minute requests will be accepted, but may be impossible to fill. Send an email to srpc@strafford.org or call 603-994-3500</p> <p>On the SRPC website, the Title VI document is located under Guiding Document in the Transportation section of the website. We always encourage people to contact us with any questions or comments as well. Emails for all staff are listed on our website, along with the office phone numbers.</p>	<ul style="list-style-type: none"> • Make present on the website the guidelines that Strafford MPO follows in its operations, including how we operate our programs and how we conduct our planning activities subject to the nondiscrimination principles listed under Title VI. • Include accommodations for individuals who are classified as having Limited English Proficiency.

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#6	<p>Strafford MPO stays current on public input processes of other MPOs in the state, as well as other examples and case studies showcasing exemplary outreach and planning practices in the public and non-profit sectors.</p> <p>Strafford MPO meets with transportation agencies in the region, such as COAST and Wildcat Transit to learn about the types of outreach and planning they are doing for Title VI. Strafford MPO staff are involved on the Coast Board of Executive Directors, the commuteSMARTseacoast Advisory Board, the Alliance for Community Transportation board, and the Society for Human Resource Management.</p>	<ul style="list-style-type: none"> • Sign up for email lists for other MPOs in New England in an effort to learn about their public processes in similar geographies. • Attend 1-5 trainings concerning public outreach processes (including webinars) per year.
#7	<p>Our Title VI mission statement includes that we will implement compliance with Title VI of the Civil Rights Act of 1964, specifically, “that no person is excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Transportation.” It is also the policy of the Strafford Regional Planning Commission to carry out the requirements of Title VI by assuring that every effort will be made to ensure nondiscrimination in all its programs and operations, regardless of the funding source. Complaint procedures and forms have been implemented to support this policy. A Title VI Coordinator was nominated and approved to oversee this portion of compliance of Title VI is carried out.</p>	<ul style="list-style-type: none"> • Continue to hold MPO meetings in a central location with public transportation access
#8	<p>SRPC is committed to the requirements of MAP-21 and Title VI by actively reaching out to those underrepresented populations within communities that may have disproportionately high or adverse impacts because of transportation planning. We have done this through targeted mailings, working with local government planners, staff and elected officials, participation in public meetings, workshops, hearings, local fairs, senior centers, electronic newsletters and information on the SRPC website.</p>	<ul style="list-style-type: none"> • Setup educational displays at local organizations and citizen groups • Speak at civic groups meetings, schools and leadership courses

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#9	<p>During the past year we hired a Communications & Outreach Specialist who continuously reaches out to communities and individuals. Some of the ways this has been accomplished is through using social media: SRPC now has a blog, uses Facebook and Twitter to discuss and inform the public on transportation planning in the region. There is also a newly created weekly “newsletter”, Bits and Pieces, that is sent out to a huge database that includes individuals, organizations, elected officials and municipalities. The newsletter highlights transportation information in our region keeping the public informed of the planning process.</p> <p>We have also included a section on our meeting agendas, Citizen’s Forum, that allows the public to speak about the meeting subject matter.</p>	<ul style="list-style-type: none"> • Reach out to communities through the establishment of a citizens advisory group • Establish a stronger presence at transportation related events by attending at least 2-4 per year (i.e. Bike Walk to Work Week, presentations on DOT projects, etc)
#10	<p>When Strafford MPO holds meetings related to transportation planning they are posted online, and in the newspaper allowing enough time (10 days minimum) for individuals to plan for attendance. Strafford MPO Policy and Technical Advisory Committee meetings are held on a set schedule so that individuals can easily plan for attendance as well.</p> <p>For outreach related to <u>Local Solutions for the Strafford Region</u>, events were posted on the Statewide Regional Master Plan Project website. SRPC staff also used social media to notify individuals of attendance at events.</p>	<ul style="list-style-type: none"> • Continue to advertise meetings via all social media and print outlets • Advertise all transportation meetings independent of Strafford MPO meetings in the region.
#11	<p>Public involvement processes are documented in many ways including meeting minutes, in reports, and via social media outlets with our Facebook, twitter, and blog. Public involvement processes are also extensively covered in the <u>Public Outreach Plan for Local Solutions for the Strafford Region</u>, and the Strafford MPO Public Participation Plan. Comments received from outreach are individually addressed, sorted, analyzed and categorized to ensure that everyone’s input is addressed in an equitable manner.</p>	<ul style="list-style-type: none"> • Include a separate section for public comments and responses on the SRPC website • Post 2-3 blog posts a year specifically about transportation outreach and planning

Languages Spoken at Home in the Strafford Metropolitan Planning Organization Area

Total Population 5 yrs. & Over	SRPC Region	Region
Total:	138983	100.00
Speak only English	129908	93.47%
French (incl. Patois, Cajun):	2244	1.61%
Spanish or Spanish Creole:	1663	1.20%
Other Pacific Island languages:	821	0.59%
Chinese:	527	0.38%
Laotian:	445	0.32%
Hindi:	430	0.31%
German:	329	0.24%
Greek:	329	0.24%
Italian:	287	0.21%
Other Indic languages:	223	0.16%
Other Asian languages:	207	0.15%
Japanese:	171	0.12%
Russian:	165	0.12%
Vietnamese:	155	0.11%
Arabic:	121	0.09%
Portuguese or Portuguese Creole:	115	0.08%
Mon-Khmer, Cambodian:	96	0.07%
French Creole	90	0.06%
Tagalog:	81	0.06%
Other West Germanic languages:	81	0.06%
Polish:	80	0.06%
Thai:	52	0.04%
Other Slavic languages:	47	0.03%
Serbo-Croatian:	45	0.03%
Hebrew:	43	0.03%
Scandinavian languages:	41	0.03%
African languages:	37	0.03%
Other and unspecified languages:	37	0.03%
Korean:	36	0.03%
Hungarian:	33	0.02%
Other Indo-European languages:	19	0.01%
Other Native North American languages:	13	0.01%
Gujarati:	5	0.00%
Armenian:	4	0.00%
Persian:	3	0.00%

Source: U.S. Census Bureau, 2008-2012 American Community Survey

