

Title VI Implementation Plan

Limited English Proficiency Language Assistance Plan



January 11, 2018



Federal Highway
Administration



Federal Transit
Administration



Title VI Implementation Plan and Limited English Proficiency Language Assistance Plan for the Evansville-Henderson Urbanized Area

Evansville Metropolitan Planning Organization
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Phone: 812.436.7833
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This project was partially funded by grants from the U.S. Department of Transportation, Federal Highway and Federal Transit Administrations.

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ACKNOWLEDGEMENTS

EVANSVILLE MPO POLICY COMMITTEE MEMBERS

Mr. Jack Corn, Jr.	Chairperson, Evansville City Council Appointment
Mr. Russell Sights	Vice Chairperson, City Manager, City of Henderson Appointment
Mr. Lloyd Winnecke	Mayor, City of Evansville
Mr. Bruce Ungethiem	Commissioner, Vanderburgh County Commission
Dr. H. Dan Adams	Councilman, Evansville City Council
Ms. Angela Koehler Lindsey	Councilwoman, Vanderburgh County Council
Ms. Christy Powell	Town Manager, Town of Newburgh Appointment
Mr. Dan Saylor	Commissioner, Warrick County Commission
Mr. William Hubiak	County Engineer, Henderson County Appointment
Mr. Joe Kiefer II	Vanderburgh County Commission Appointment
Mr. Todd M. Robertson	Transportation and Services Director, City of Evansville Mayoral Appointment
Mr. Rusty Fowler	Indiana Department of Transportation
Mr. Wade Clements	Kentucky Transportation Cabinet
Mr. Joe McGuinness	Indiana Department of Transportation (NV)
Ms. Mayela Sosa	Indiana Federal Highway Administration (NV)
Mr. Antonio Johnson	Indiana Federal Highway Administration (NV)
Mr. Shawn Seals	Indiana Department of Environmental Management (NV)
Ms. Marisol Simon	Federal Transit Administration Region V (NV)
Ms. Susan Weber	Federal Transit Administration Region V (NV)
Mr. Thomas Nelson, Jr.	Kentucky Federal Highway Administration (NV)
Ms. Bernadette Dupont	Kentucky Federal Highway Administration (NV)
Mr. Greg Thomas	Kentucky Transportation Cabinet (NV)
Mr. John Moore	Kentucky Transportation Cabinet (NV)
Ms. Leslie Poff	Kentucky Division of Air Quality (NV)

(NV) = Non-voting

ACKNOWLEDGEMENTS

EVANSVILLE MPO TECHNICAL COMMITTEE MEMBERS

Mr. John Stoll Chairperson, Vanderburgh County Engineer

Mr. Ron London Vice-Chairperson, Evansville-Vanderburgh Area Plan Commission
Executive Director

The following organizations are represented on the Technical Committee:

American Medical Response
Carver Community Organization
CSX Transportation
Easter Seals Rehabilitation Center
Economic Development Coalition of Southwest Indiana
EnviroKinetics, Inc.
Evansville ARC
Evansville Bicycle Club
Evansville Board of Public Safety
Evansville Chamber of Commerce
Evansville City Engineer
Evansville Department of Metropolitan Development
Evansville Department of Transportation and Services
Evansville Department of Urban Forestry
Evansville Environmental Protection Agency
Evansville Parks and Recreation Department
Evansville Police Department
Evansville Regional Airport
Evansville-Vanderburgh Area Plan Commission
Evansville Water and Sewer Department
Federal Highway Administration (Indiana)
Federal Highway Administration (Kentucky)
Federal Transit Administration (Region V)
Green River Area Development District
Henderson Area Rapid Transit
Henderson City Engineer
Assistant Henderson City Manager
Henderson County Engineer
Henderson County Riverport
Henderson-Henderson County Chamber of Commerce
Henderson-Henderson County Plan Commission
Henderson Judge Executive
Indiana Department of Environmental Management (Indianapolis)

Indiana Department of Transportation (Indianapolis)
Indiana Department of Transportation (Vincennes)
Indiana Southern Railroad
Kentucky Transportation Cabinet (Frankfort)
Kentucky Transportation Cabinet (Madisonville)
Lochmueller Group
Metropolitan Evansville Transit System
Port of Indiana-Mount Vernon
Posey County Chamber of Commerce
Qk4, Inc.
River City Taxi
St. Mary's Trauma Hospital
SIRS, Inc.
University of Evansville
Vanderburgh County Emergency Management Agency
Vanderburgh County Engineer
Warrick County Economic Development
Warrick County Plan Commission
Warrick County School Corporation
Westside Improvement Association

ACKNOWLEDGEMENTS

CITIZEN'S ADVISORY COMMITTEE (MTP 2040)

Mr. A.C. Braun	Skanska
Mr. Abraham Brown	HOLA
Ms. Andrea Hays	Welborn Baptist Foundation
Ms. Angie Higgins	Easter Seals Rehabilitation Center
Mr. Ben Wills	Young Professionals Network
Ms. Beth Strawn	Downtown Henderson
Mr. Bill Pedtke	Southwestern Indiana Builders Association
Mr. Brad Schneider	Henderson Chamber of Commerce
Mr. Brian Murphy	New Urban Home
Mr. Buzzy Newman	City of Henderson
Mr. Christopher Cooke	Eastview Neighborhood Association
Mr. David Matthews	David Matthews and Associates
Ms. Diane Clements	Human Relation Commission
Mr. Fred Mulfinger	Lamsco Neighborhood Association
Mr. Fred Padget	Westside Improvement Association
Mr. Greg Prichett	Henderson County Riverport
Ms. Janet James	Poplar Grove Neighborhood Association
Ms. Jennie Downey	Citizen
Ms. Jennifer Richmond	Henderson Police Department
Mr. Jim Heck	Grow Southwest Indiana Workforce
Mr. Jim Wilsbacher	CAJE, WATS
Mr. Joe Ballard	Vanderburgh County Solid Waste
Mr. John DiDomizio	Morley and Associates
Mr. John Kuhn	Citizen
Mr. John Scott Foster	Wesselman Nature Society
Mr. Josh Gilmore	Evansville Museum of Arts, History & Science
Mr. Kevin Bain	Welborn Baptist Foundation
Ms. Linda Cleek	University of Southern Indiana
Ms. Linda Jones	CHAIN Neighborhood Association
Ms. Marcia Learned-Au	Evansville Vanderburgh Public Library
Ms. Mardi File	Welborn Baptist Foundation
Mr. Mark Allen	Citizen
Mr. Martin Rowland	Junior Achievement
Mr. Mike O'Daniel	Citizen
Mr. Nate Hahn	Evansville Regional Airport
Mr. Nibby Priest	Vaughn Insurance
Ms. Pam Hendrickson	City of Boonville
Mr. Phil Wilzbacher	Ports of Indiana
Ms. Roberta Heiman	Evansville-area Trails Coalition
Mr. Russ Woosley	Mulzer Stone/Keep Evansville Beautiful
Mr. Scott Wylie	Vanderburgh Community Foundation
Mr. Shance Sizemore	Growth Alliance for a Greater Evansville
Mr. Shawn Hayden	Eastland Mall
Ms. Shari Sherman	Warrick County Chamber of Commerce
Mr. Steve Helfrich	Vanderburgh Soil and Water Conservation District
Mr. and Ms. Steve and Susan Harp	Oak Hill Neighborhood Association
Mr. Terry Phillippe	Boonville NOW

ACKNOWLEDGEMENTS

EVANSVILLE MPO STAFF

Mr. Seyed Shokouhzadeh	Executive Director
Ms. Pamela Drach	Deputy Director
Ms. Erin Schriefer	Senior Transportation Planner: Non-motorized/MTP
Mr. Craig Luebke	Transportation Planner: TIP/Public Outreach/Rural
Ms. Laura Lamb	Transportation Engineer: GIS/Freight/Land Use/Smart Growth
Mr. Vishu Lingala	Transportation Planner: Travel Demand Modeling/GIS
Mr. Matt Schriefer, AICP	Transportation Planner: Public Transportation/Transit
Ms. Kari Akin	Finance Officer
Mr. Jeff Okes	Transportation Technician

TABLE OF CONTENTS

TITLE VI IMPLEMENTATION PLAN.....	1
Introduction	1
Notification to the Public of Rights under Title VI	2
La notificación al público de derechos en virtud del Título VI.....	3
Evansville MPO Title VI Complaint Procedures	4
Record of Title VI Investigations, Complaints, or Lawsuits	5
Program and Project Review	5
Compliance/Noncompliance Review	6
Title VI Organization and Staffing.....	6
Staff Training	7
Sub-Recipient Review	7
Public Participation	7
Inclusive and Meaningful Public Participation.....	7
Title VI Public Involvement Survey	8
Evansville MPO Policy and Technical Committees.....	8
Regional Demographic Profile	9
Total Population	9
Age and Gender	10
Race and Ethnicity	10
Individuals with a Disability.....	10
Household Income	11
Poverty	11
Language	12
Potentially Disadvantaged Areas	12
Environmental Justice.....	18
Impact of Planned Projects on Disadvantaged Populations	18
LIMITED ENGLISH PROFICIENCY LANGUAGE ASSISTANCE PLAN.....	21
Introduction	21
Limited English Proficiency Defined	22
Safe Harbor Provision	23
Four Factor Analysis.....	23
Factor 1.....	23
Factor 2.....	23
Factor 3.....	24
Factor 4.....	24
Identifying LEP Individuals Who Need Language Assistance	24
Language Assistance Measures	25
Staff Training	25
Outreach and Providing Notice to LEP Persons	25
Monitoring and Updating the Language Assistance Plan	25
Submission of Questions, Comments or Requests	26
APPENDICES	
Appendix A: Location of Title VI/LEP Plan for Viewing.....	A-1
Appendix B: Title VI Public Notice, Complaint Procedures and Complaint Form	B-1
Appendix C: Title VI Public Involvement Survey.....	C-1
Appendix D: U.S. DOT Standard Title VI/Non-Discrimination Assurances.....	D-1
Appendix E: MPO Policy and Technical Committee Members.....	E-1
Appendix F: Title VI Complaint Log.....	F-1
Appendix G: Title VI Annual Goals and Accomplishments Reports.....	G-1

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TITLE VI IMPLEMENTATION PLAN

INTRODUCTION

The Evansville Metropolitan Planning Organization (MPO), the designated MPO for the Evansville Urbanized Area, has developed this Title VI Implementation Plan pursuant to Title 49, Code of Federal Regulations (CFR), Department of Transportation (DOT), Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964. The purpose of 49 CFR Part 21 is:

“...to effectuate the provisions of Title VI of the Civil Rights Act of 1964 to the end that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Transportation.”

By adoption of this Title VI Implementation Plan, the MPO’s Policy Board ensures that all programs, policies and activities of the MPO comply with Title VI regulations.

Any person or persons who believe they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with the MPO. The entire Title VI complaint procedure can be found in Appendix A of this Plan. Any such complaint must be in writing and filed with the MPO’s Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence.

NOTIFICATION TO THE PUBLIC OF RIGHTS UNDER TITLE VI THE EVANSVILLE METROPOLITAN PLANNING ORGANIZATION

The Evansville Metropolitan Planning Organization declares that it conducts its programs, services and activities without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the Evansville Metropolitan Planning Organization.

For more information on the MPO's Civil Rights Program, and the procedures to file a complaint, call (812) 436-7833, email Matt Schriefer at mschriefer@evansvillempo.com, or visit our office at 1 NW MLK Jr. Blvd., Room 316, Evansville, Indiana 47708.

A complainant may file a complaint directly with the Federal Highway Administration or the Federal Transit Administration by mailing complaints to:

Federal Highway Administration

Office of Civil Rights
Attn: Title VI Program Coordinator
8th Floor E81-105
1200 New Jersey Ave., SE
Washington, DC 20590

Federal Transit Administration

Office of Civil Rights
Attn: Title VI Program Coordinator
East Building, 5th Floor-TCR
1200 New Jersey Ave., SE
Washington, DC 20590

This notification is posted at a variety of locations.



Seyed Shokouhzadeh, MPO Executive Director

LA NOTIFICACIÓN AL PÚBLICO DE DERECHOS EN VIRTUD DEL TÍTULO VI LA ORGANIZACIÓN DE PLANIFICACIÓN METROPOLITANA EVANSVILLE

La Organización de Planificación Metropolitana Evansville declara que lleva a cabo sus programas, servicios y actividades sin distinción de raza, color y origen nacional, de conformidad con el Título VI de la Ley de Derechos Civiles. Cualquier persona que cree que él o ella ha sido agraviada por cualquier práctica discriminatoria ilegal bajo el Título VI, puede presentar una queja ante la Organización de Planificación Metropolitana Evansville.

Para más información sobre el programa de Derechos Civiles de EMPO y los procedimientos para presentar una queja, llame al (812) 436-7833, correo electrónico a Matt Schriefer a mschriefer@evansvillempo.com, o visite nuestra oficina en 1 NW MLK Jr. Blvd., Room 316, Evansville, Indiana 47708.

Un demandante puede presentar una queja directamente con la Federal Highway Administration o la Federal Transit Administration por correo quejas a:

Federal Highway Administration

Office of Civil Rights
Attn: Title VI Program Coordinator
8th Floor E81-105
1200 New Jersey Ave., SE
Washington, DC 20590

Federal Transit Administration

Office of Civil Rights
Attn: Title VI Program Coordinator
East Building, 5th Floor-TCR
1200 New Jersey Ave., SE
Washington, DC 20590

Esta notificación se publicará en una variedad de lugares.

EVANSVILLE MPO TITLE VI COMPLAINT PROCEDURES

Any person or persons who believe, either individually or as a member of any specific class of persons, they have been subjected to discrimination on the basis of race, color, or national origin may file a written complaint with the Evansville MPO. A Title VI Complaint Form is available on the MPO website at:
<http://www.evansvillempo.com/TitleVI.html>.

A complaint may be filed without the Complaint Form if the complainant's name, mailing address, and details regarding the alleged discrimination are included in writing. The Complaint Form or written complaint may be:

- Hand delivered:
The Evansville MPO office, located in the Civic Center Complex at
1 NW Martin Luther King, Jr. Blvd, Room 316, Evansville, Indiana 47708
- Mailed:
Evansville Metropolitan Planning Organization
Attn: Matt Schriefer, Title VI Coordinator
1 NW Martin Luther King, Jr. Blvd
Civic Center Complex, Room 316
Evansville, Indiana 47708
- E-mailed:
mschriefer@evansvillempo.com

The Evansville MPO Title VI Coordinator will provide the complainant or their representative with a written acknowledgement by mail within 10 working days that the MPO has received the complaint.

The complaint will be reviewed by the Title VI Coordinator and Legal Counsel. It will then be forwarded to the MPO Executive Director and MPO Policy Committee. The MPO will then notify the Federal Highway Administration (FHWA) and/or Federal Transit Administration (FTA) that a complaint has been received.

Corrective measures would then be initiated by the Evansville MPO to alleviate the discrimination and prevent future discrimination from occurring in the transportation planning process. The MPO will notify the complainant by mail the steps the MPO has taken to mitigate and prevent such discrimination.

The public may also submit discrimination complaints directly to the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA). The complaint should be mailed to the Office of Civil Rights at either the FHWA or FTA. Mailing addresses for each are listed in the Title VI Notification on the previous page.

RECORD OF TITLE VI INVESTIGATIONS, COMPLAINTS, OR LAWSUITS

There are no current lawsuits or complaints alleging discrimination on the basis of race, color, or national origin filed against the Evansville MPO.

There have not been any lawsuits or complaints alleging discrimination on the basis of race, color, or national origin filed against the Evansville MPO within the past five years.

The Evansville MPO Title VI Complaint Log is shown below and can be found in Appendix F. If a Title VI complaint is made against the MPO, it will be logged and kept on record at the MPO office. This Title VI/LEP Plan would also be amended to update the Complaint Log found in Appendix F.

PROGRAM AND PROJECT REVIEW

As the Metropolitan Planning Organization for the Evansville-Henderson Urbanized Area, the Evansville MPO facilitates transportation policy development, planning and programming for the region. This includes development of the long range Metropolitan Transportation Plan and short term Transportation Improvement Program, among other specific highway, street, transit, bicycle, and pedestrian plans. The majority of the MPO's plans include a demographic profile and most document the potential impacts of projects on disadvantaged populations. If a concern were to arise, based on a public complaint or observation by a staff member, appropriate steps would be taken to review the plan or program and mitigate the concern.

All plans, policies and guidance manuals developed by the MPO are updated as needed. Some are updated annually, others are updated when changes in State and Federal regulations and guidance require an update. When updates occur, the plans, policies and guidance manuals are reviewed to determine Title VI implications and modified as necessary. Annually, the MPO also reviews and discusses general Title VI issues and concerns that may have arisen over the past year.

**Evansville MPO
Title VI Complaint Log**

Case Number	Investigator	Complainant	Protected Category	Date Filed	Date of Final Report	Disposition

COMPLIANCE/NONCOMPLIANCE REVIEW

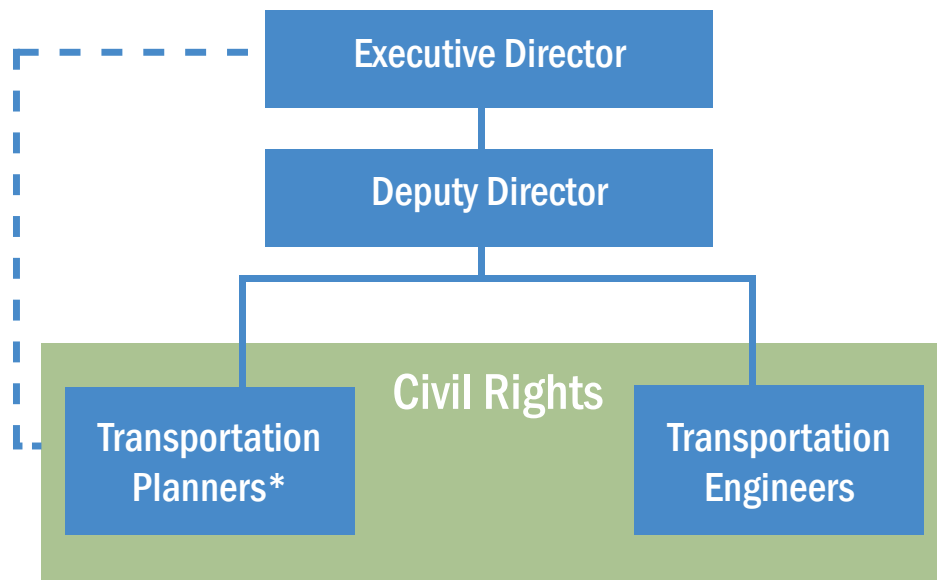
On an annual basis, a presentation by the MPO’s Title VI Coordinator is offered to MPO staff to review Title VI and ADA regulations and recent changes. After the presentation, the staff reviews and discusses any issues that may have arisen over the past year or any foreseeable issues over the next year. In addition to the annual discussion, the Title VI Coordinator may review and discuss potential issues with staff at any time. If it is determined there may be a real or potential issue, the Title VI Coordinator will work with the appropriate staff to alleviate the issue.

In the event of a formal complaint from the public or other organization, the Title VI Coordinator will notify the MPO Executive Director and work with the appropriate staff to alleviate the issue. The Coordinator and MPO Executive Director will issue a formal response to the complainant. The complaint will also be filed in the Title VI Complaint Log in the appendices of the Title VI Implementation Plan.

TITLE VI ORGANIZATION AND STAFFING

The Evansville MPO includes the Executive Director, Deputy Director, and a staff of multiple Transportation Planners and Transportation Engineers. Being a staff of less than 10 people, all employees work closely on almost every project. For this reason, Civil Rights responsibilities are held by all staff members by ensuring that each plan and program considers the potential impacts to all individuals in the region.

The Title VI/ADA Coordinator role is held by one of the Transportation Planners. The Title VI/ADA Coordinator is the main point of contact for all Civil Rights issues from the public. The Coordinator also provides Title VI, LEP and ADA training to employees annually, assists all staff members regarding Civil Rights, and is responsible for developing Title VI, LEP and ADA plans, reports and surveys.



**a Transportation Planner serves as the Title VI/ADA Coordinator and is the primary point of contact for all Civil Rights issues.*

STAFF TRAINING

At least one MPO staff member, typically the Title VI and ADA Coordinator, attends Title VI and ADA training annually. The Indiana Department of Transportation (INDOT) provides Title VI and ADA training in Indianapolis every year, covering all aspects of Title VI, including LEP planning. The MPO may also attend other training hosted by the Federal Highway Administration (FHWA), the Kentucky Transportation Cabinet (KYTC) or online resources if available.

The MPO Title VI and ADA Coordinator also trains the rest of the MPO staff annually in the office. The training covers an overview of the Federal regulations and requirements, a summary of the MPO's Title VI responsibilities, a review of the Public Notice and Complaint Procedures, and the process to follow in case of a complaint.

SUB-RECIPIENT REVIEW

At a minimum, the MPO will review the Title VI and LEP planning efforts of subrecipients when the local public agency (LPA) requests transportation funding. If the LPA has an inadequate Title VI/LEP process or document, the MPO will provide resources to the LPA to help them make necessary updates. The MPO will also forward training opportunities to the LPAs as appropriate. On occasion, the MPO will review the Title VI/LEP process for all LPAs through website review, direct contact and/or surveys.

PUBLIC PARTICIPATION

Inclusive and Meaningful Public Participation

The MPO strives to ensure all individuals within the Metropolitan Planning Area have an opportunity to be informed and involved in transportation planning decisions. The MPO's Public Participation Plan details the specific steps taken to ensure public outreach and involvement in MPO plans and projects. The plan can be found on the MPO website.

The Public Participation Plan identifies two methods for public outreach: general outreach and targeted outreach. General outreach methods include providing information on the MPO website and Facebook page, public notices in local newspapers, notices on city/county websites and bulletin boards, notices at bus terminals and on buses, and other methods as appropriate.

Targeted outreach methods depend on the specific plan or project. The Public Participation Plan has identified Targeted Outreach Areas (TOA) based on U.S. Census data. The TOAs identify concentrations of traditionally underserved or disadvantaged populations. This includes individuals below poverty, seniors, minorities, Hispanic populations, individuals with Limited English Proficiency, individuals with a disability, and households with no vehicles. Plans developed by the MPO that require multiple public meetings will have at least one meeting within a TOA. If a project directly impacts a TOA, additional forms of outreach may be used to ensure participation by residents. Maps of the TOAs and a description of the process for identifying them can be found in the Regional Demographic Profile.

The MPO Technical Committee, Policy Committee, and working groups include a variety of local organizations. These organizations represent neighborhood residents, low-income individuals, individuals with a disability, minority groups, and advocacy groups. Appendix E includes a list of the Policy Committee members and organizations represented on the Technical Committee.

Title VI Implementation Plan

The general public also has an opportunity to participate and provide input at the monthly MPO Policy Committee meetings. The Policy Committee meetings can also be viewed live online on the City of Evansville website. Minutes of the Technical and Policy Committees are available in audio and text format on the MPO website. The public has the opportunity to comment on any transportation related items every month under the public comments section of the Policy Committee agenda.

Public comment and questions regarding regional transportation projects is always welcome by visiting the MPO office, calling or emailing staff, or providing comments through the website.

Title VI Public Involvement Survey

At all of the MPO's public involvement meetings and open houses, a Title VI Public Involvement Survey is made available to attendees. Attendees are made aware that the survey is voluntary, but useful to ensure that the MPO's outreach efforts are reaching all possible residents. The survey responses will help the MPO determine if an appropriate mix of people, based on age, race/ethnicity, income, and disability, are attending the public involvement events. Appendix C includes the survey made available at meetings.

Evansville MPO Policy and Technical Committees

The Evansville MPO Technical Committee consists of 53 organizations representing one of six categories: City/County/State Government, Regional Government/Organizations, Public/Private Transportation, Non-Profits/Social Services, Medical/Education, and Private Business. Each organization receives Technical Committee meeting agendas, memos, and minutes. Attendance at the Technical Committee meetings fluctuates from month to month. Appendix E lists each of the organizations represented on the MPO Technical Committee.

The Evansville MPO Policy Committee is a non-elected, 13 member board that meets monthly. The Policy Committee has governing authority over the MPO. The Committee is appointed by the governmental agencies within the Evansville MPO Planning Area. Appendix E lists each of the appointments to the Policy Board.

REGIONAL DEMOGRAPHIC PROFILE

Demographic data on race, color, national origin, sex, age, disability, income and language spoken is gathered, analyzed, and updated periodically by the MPO to determine the transportation investment impacts on the region's population. The demographic data is mapped to determine the locations of concentrated areas of disadvantage populations. New projects planned by the MPO and/or its subrecipients are also mapped and compared to the areas of potentially disadvantaged populations to determine if a potential impact may occur. The following demographic information helps form the basis for the potentially disadvantage areas mapping.

The following sections provide an overview of the demographics for the Evansville, IN-KY Urbanized Area, Vanderburgh County, Warrick County, and Henderson County. The Evansville Urbanized Area (sometimes referred to as the Evansville-Henderson Urbanized Area) includes the connected urban-suburban region covering the City of Evansville, the City of Henderson, the Town of Newburgh, the Town of Chandler, and the developed areas just beyond and between these communities.

The U.S. Census website was used to gather the demographic data. The American Community Survey (ACS) was used for 2015 and some 2010 data. The ACS data is released annually as either a 1-year estimate, 3-year estimate, or 5-year estimate. The 5-year estimates were used for this document as they provide a more accurate estimate. The most current ACS data is for the year 2015.

In some cases, the Decennial Census was used as the data source. The Decennial Census is released every 10 years, with the last being 2010. The Decennial Census provides more accurate information than the ACS data, but is available for fewer demographic topics than the ACS data. The 2010 Decennial Census was used for population specific data, including total population, age and gender, and race and ethnicity. The 2000 Decennial Census was also used for total population.

Total Population

The 2015 ACS shows the three county population for Vanderburgh, Warrick, and Henderson counties to be 288,696. The Urbanized Area includes a large portion of this population, at 231,115. (Note: A portion of the Evansville Urbanized Area reaches into a small area in Posey County.) Vanderburgh County makes up more than half of the regions total population. The Region and Urbanized Area have seen slow, but steady growth between 2000 and 2015.

Figure 1: 2015 Regional Population



Age and Gender

The 2015 ACS shows that there is a higher percentage of females in the Urbanized Area than males at 52% compared to 48%. Much of this difference is in the 65 and over category. The data also shows that the region is getting older. The percentage of the total population under 25 slightly decreased by almost 1% between 2010 and 2015, while the percentage of the total population 65 and over increased by nearly 1% over the same time period.

Race and Ethnicity

The Evansville-Henderson Urbanized Area is more diverse than the region as a whole and surrounding counties. Vanderburgh County has the highest non-white population of the three counties in total number and as a percentage of the total county population. All three counties have had an increase in non-white population between 2010 and 2015.

Individuals with a Disability

Nearly 15% of the Urbanized Area's population had some type of disability at the time of the 2015 ACS. This includes 5.5% of children under 18, 13% of adults age 18-64, and 38% of seniors age 65 and over. Every age category had an increase in the total number of individuals with a disability.

Figure 2: 2015 Age and Gender

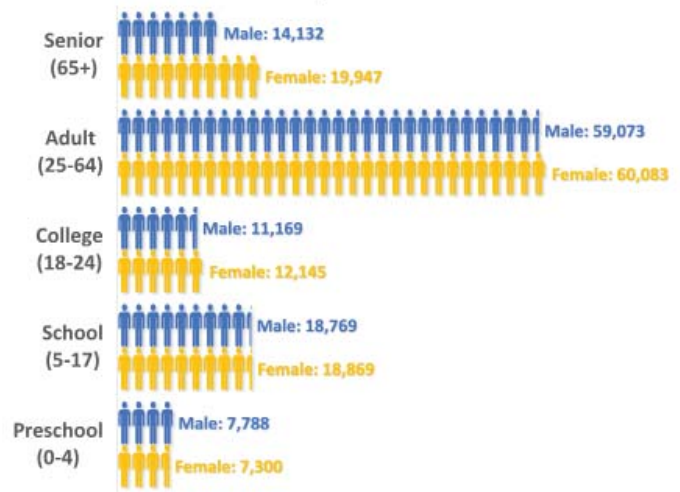


Figure 3: 2015 Race and Ethnicity

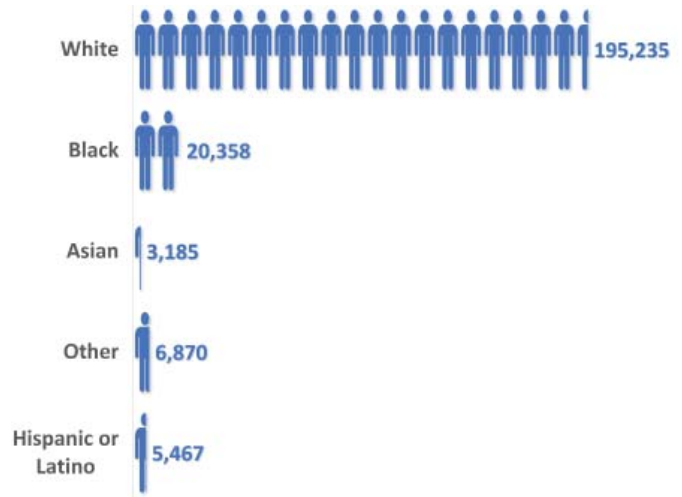
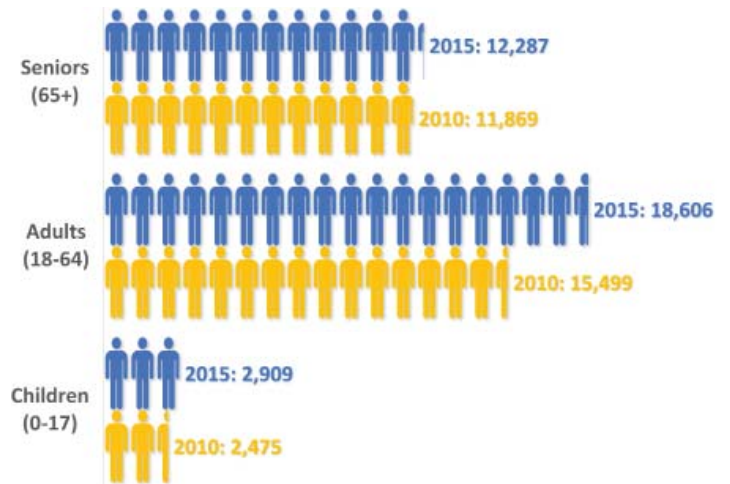


Figure 4: 2010 and 2015 Individuals with Disabilities



Household Income

The 2015 median household income for the Urbanized Area was \$43,301. This is lower than both the Kentucky median household income of \$43,740 and the Indiana median of \$49,255. The U.S. Census sets income thresholds to determine poverty levels. In 2015, a household was considered in poverty if the total income was less than \$12,082 for a one-person household, \$15,391 for a two-person household, and \$24,257 for a four-person household. In 2015, 27% of households in the Urbanized Area made less than \$25,000. More details about poverty are in the next section.

Poverty

Households with extremely low incomes are considered to be in poverty. Sixteen percent of all households in the Urbanized Area are in poverty. Henderson County has the highest household poverty rate of the three counties at 18%. The household poverty rate in Warrick County is 8%. Poverty is determined based on national income thresholds that are developed by the U.S. Census. Table 1 shows the thresholds for 2015.

Figure 5: 2015 Median Household Income



Individuals in poverty is defined as all of the people that live within a household in poverty. The more people living in a household, the higher the poverty threshold. A family of four must have an annual income greater than \$24,257 to be considered above poverty, while a family of six must have an annual income greater than \$32,542 to be considered above poverty.

Table 1: 2015 Poverty Thresholds

Size of Family Unit	Weighted Average	Related children under 18 years								
		0	1	2	3	4	5	6	7	8+
1 person	\$12,082									
Under 65	\$12,331	\$12,331								
65 and over	\$11,367	\$11,367								
2 people	\$15,391									
HHer under 65	\$15,952	\$15,871	\$16,337							
HHer 65 and over	\$14,342	\$14,326	\$16,275							
3 people	\$18,871	\$18,540	\$19,078	\$19,096						
4 people	\$24,257	\$24,447	\$24,847	\$24,036	\$24,120					
5 people	\$28,741	\$29,482	\$29,911	\$28,995	\$28,286	\$27,853				
6 people	\$32,542	\$33,909	\$34,044	\$33,342	\$32,670	\$31,670	\$31,078			
7 people	\$36,998	\$39,017	\$39,260	\$38,421	\$37,835	\$36,745	\$35,473	\$34,077		
8 people	\$41,029	\$43,637	\$44,023	\$43,230	\$42,536	\$41,551	\$40,300	\$38,999	\$38,668	
9+ people	\$49,177	\$52,493	\$52,747	\$52,046	\$51,457	\$50,490	\$49,159	\$47,956	\$47,658	\$45,822

Source: U.S. Census Bureau
 Note: HHer = Householder

Title VI Implementation Plan

Language

In the Evansville Urbanized Area, there are nearly 9,000 individuals that speak a language other than English. The majority of them, almost 6,000 people, speak English “very well”. Just over 3,000 people speak English “less than very well”. Of those that speak a language other than English, 45% speak Spanish, 26% other Indo-European languages, 25% speech Asian/Pacific Island languages, and 4% speak other languages.

Potentially Disadvantaged Areas

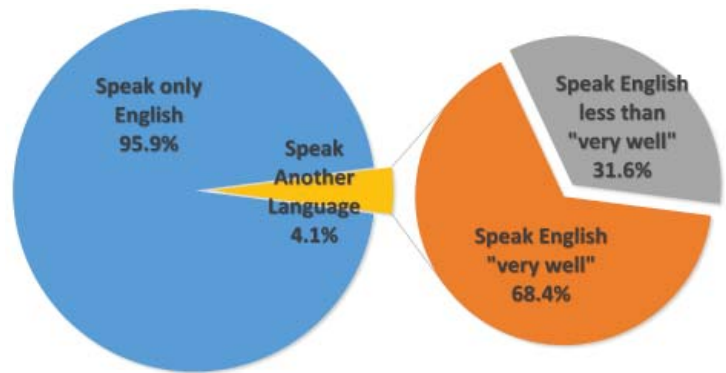
Within the Evansville MPO Public Participation Plan, Targeted Outreach Areas (TOAs) were identified based on Census Tracts with concentrations of underserved and disadvantage populations. These TOAs may receive additional public outreach beyond the general public notices, depending on the type of project being completed by the MPO.

The TOAs were developed based on data from the 2010-2014 American Community Survey. The following data was gathered for all 71 Census Tracts in Henderson, Vanderburgh, and Warrick counties:

- individuals below poverty;
- individuals age 65 and older;
- minority (non-Hispanic) population;
- Hispanic population;
- individuals with limited English proficiency (speak English “less than very well”);
- individuals with a disability; and
- households with no vehicles.

For each one of these key demographic characteristics, a regional average combining all three counties was found using the ACS data. This average is considered to be the Potentially Disadvantaged Threshold. If the percentage for a particular Census Tract exceeds this Threshold in more than one of these demographic categories, it is considered to be a Potentially Disadvantaged Area or Targeted Outreach Area. Table 13 shows the Regional and County averages for each of the demographic characteristics.

Figure 6: 2015 Language Spoken



All of these demographic characteristics were added to a database of all 71 Census Tracts within the three counties. For each Census Tract, the total number of categories that exceeded the Potentially Disadvantaged Threshold was identified. These Census Tracts were then labeled as one of three Potentially Disadvantaged Area Tiers depending on the number of categories that exceeded the Potentially Disadvantaged Threshold. Below are the Potentially Disadvantaged Area Tiers based on the number of categories that exceeded the threshold.

- Tier 1: Exceeds 6-7 Potentially Disadvantaged Thresholds
- Tier 2: Exceeds 4-5 Potentially Disadvantaged Thresholds
- Tier 3: Exceeds 2-3 Potentially Disadvantaged Thresholds

The Potentially Disadvantaged Areas are shown in Figure 7. Figures 8 through 14 show the individual maps for each disadvantaged population category.

Figure 7: Potentially Disadvantaged Areas

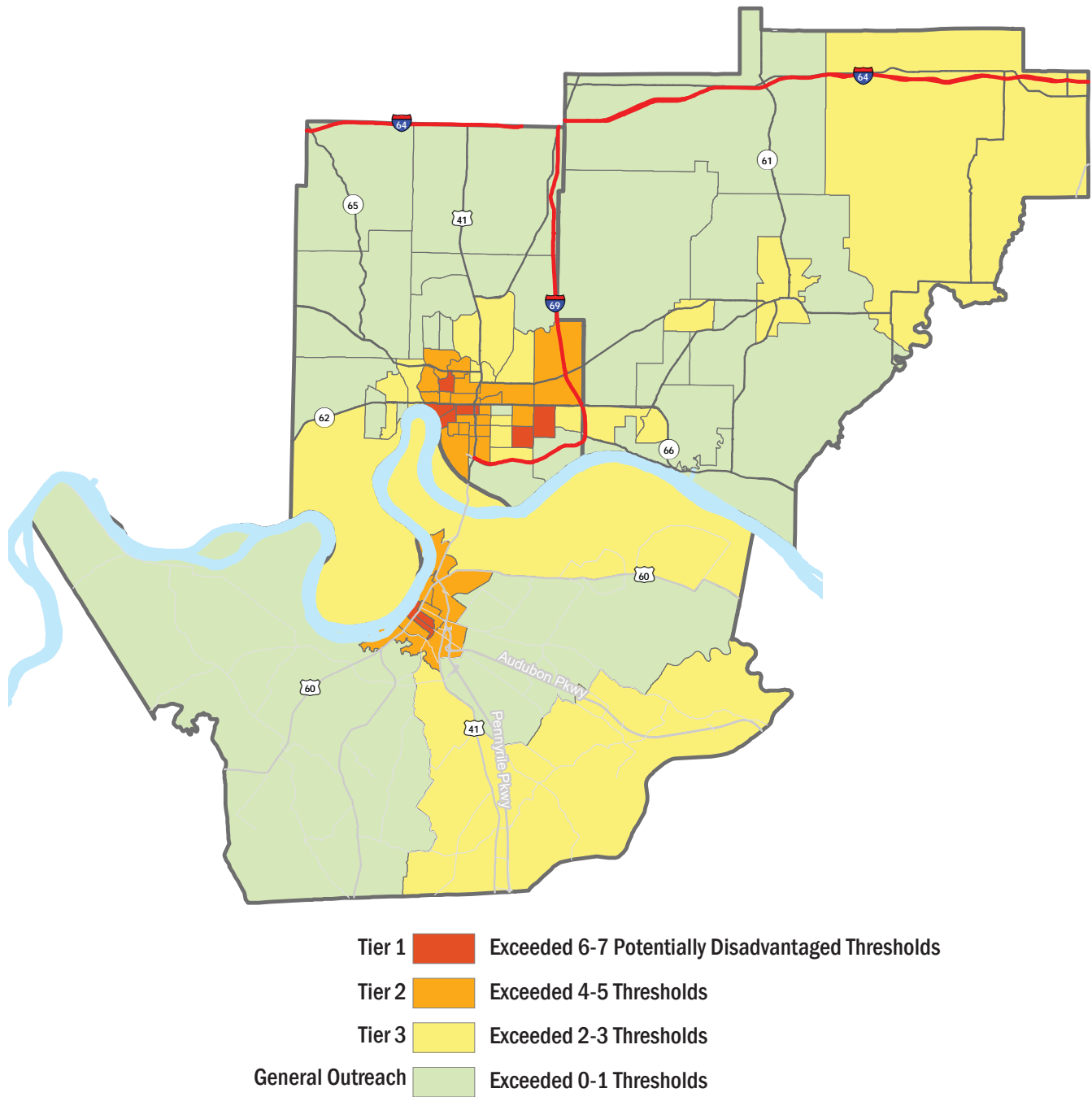


Figure 8: Individuals Below Poverty

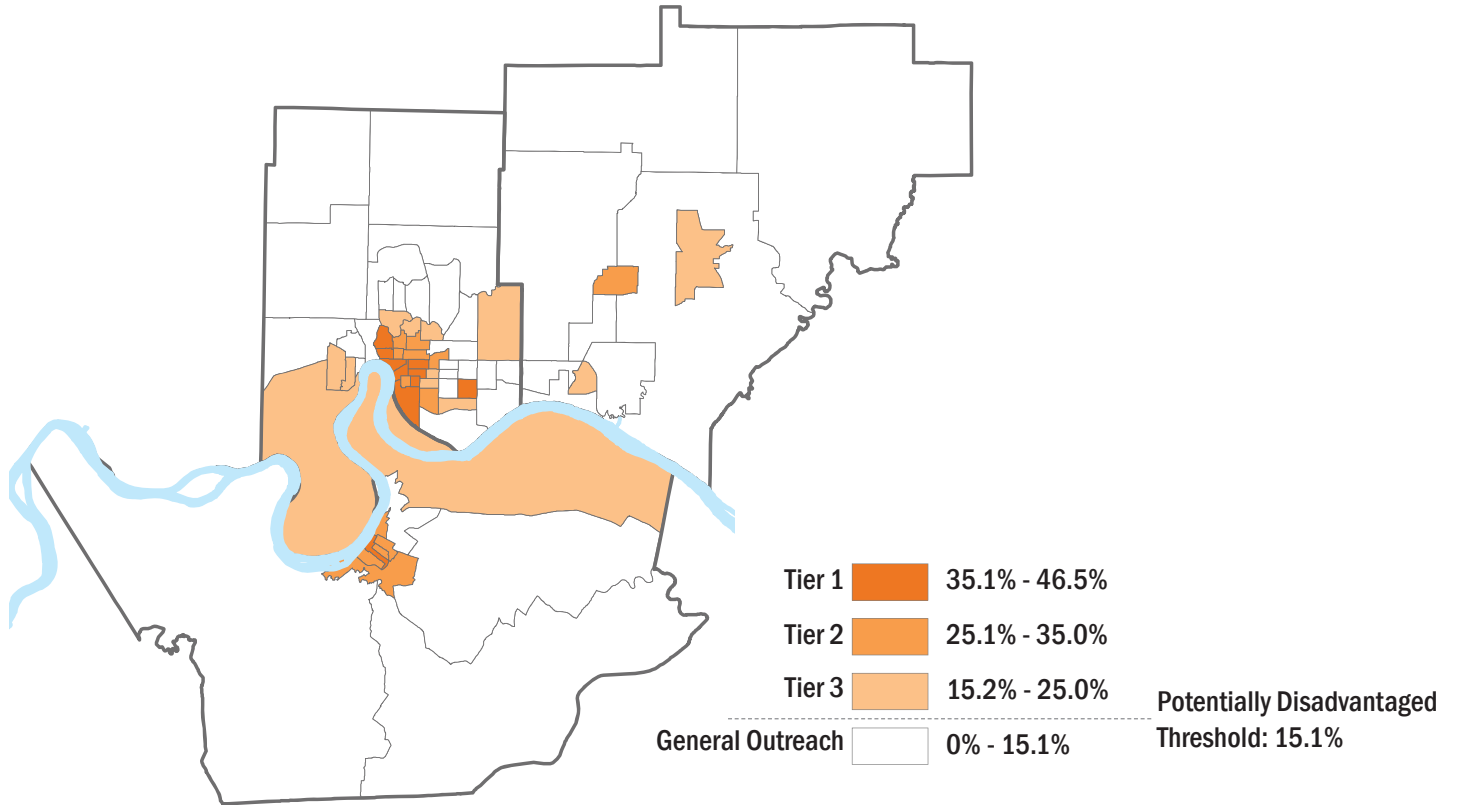


Figure 9: Individuals Age 65 and Older

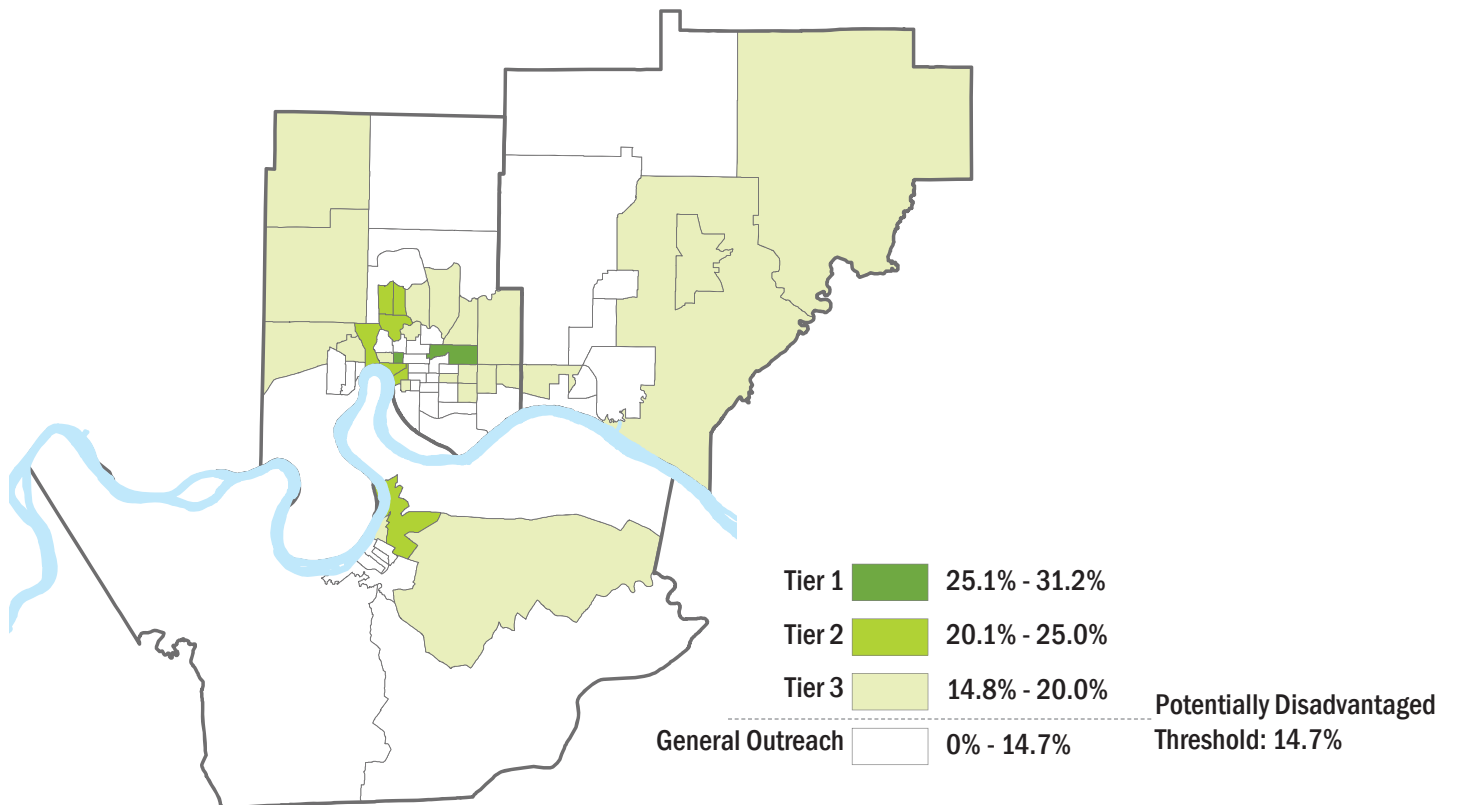


Figure 10: Minority (non-Hispanic) Population

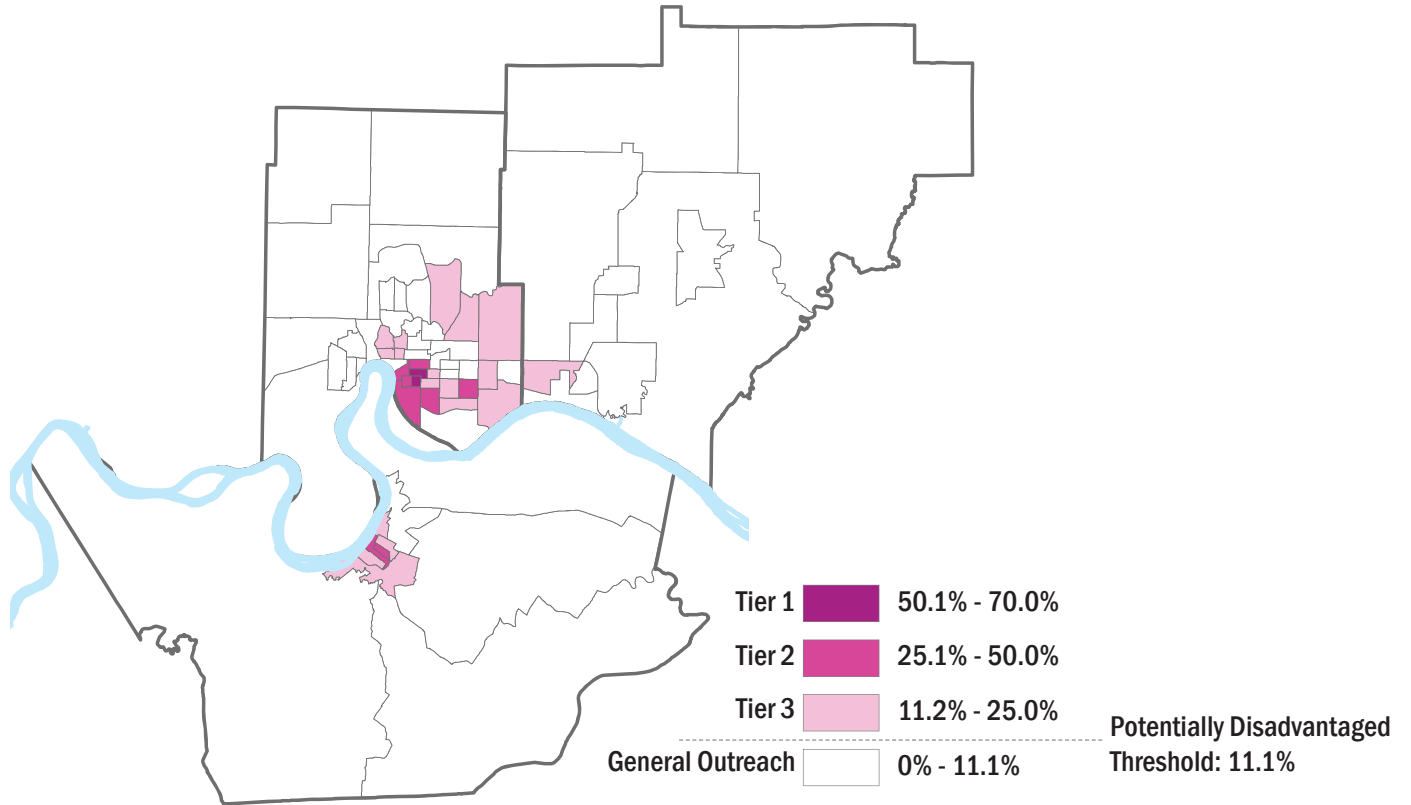
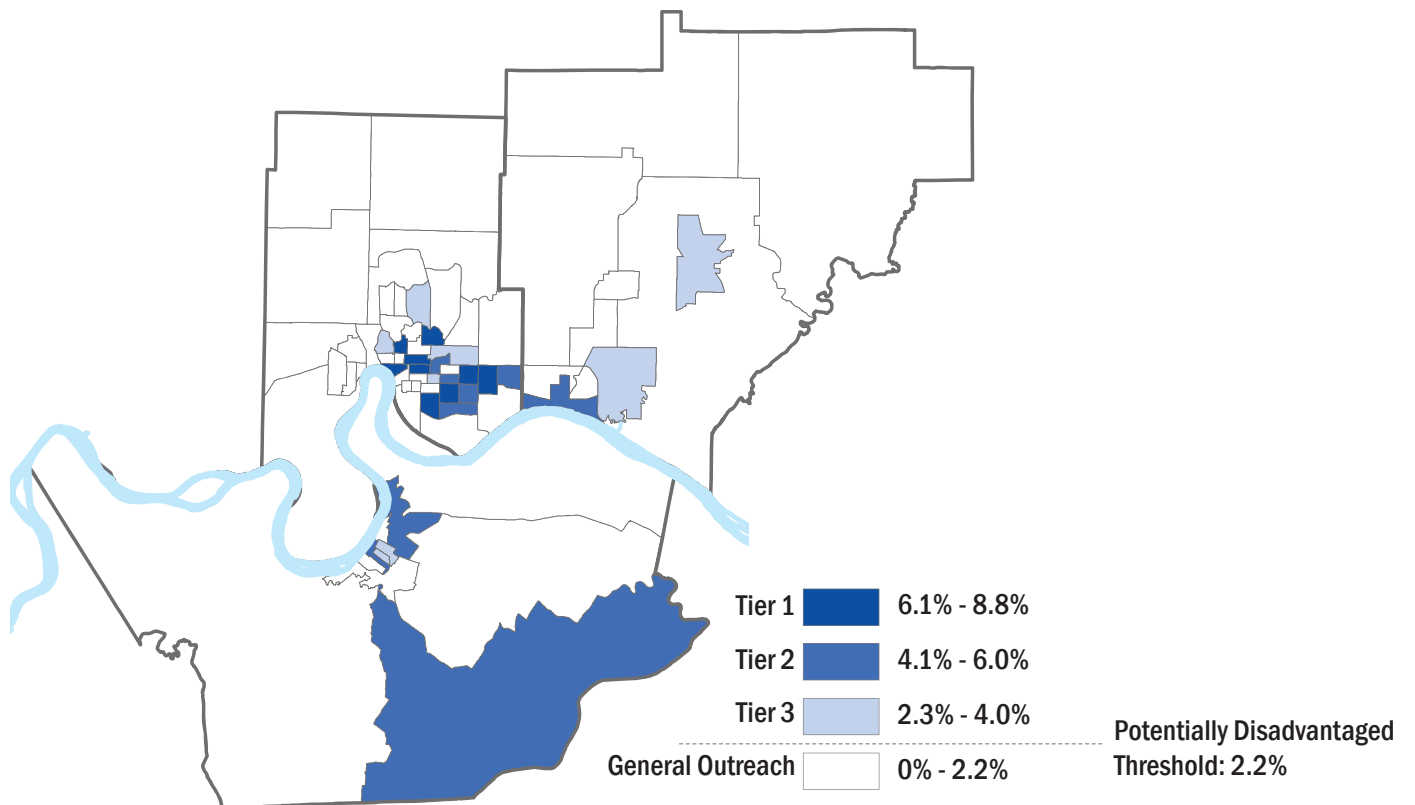


Figure 11: Hispanic Population



Title VI Implementation Plan

Figure 12: Individuals with Limited English Proficiency (speak English “less than very well”)

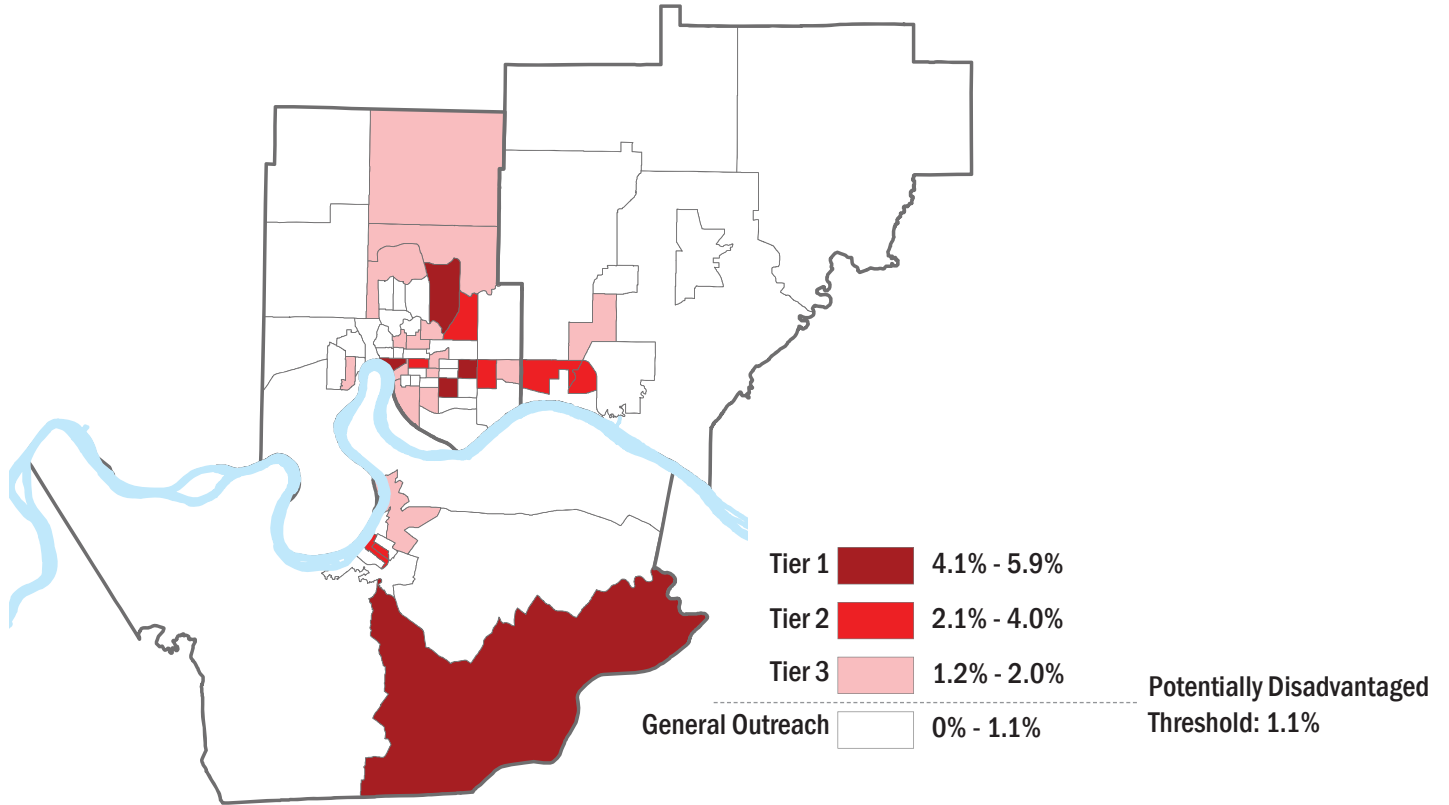


Figure 13: Individuals with a Disability

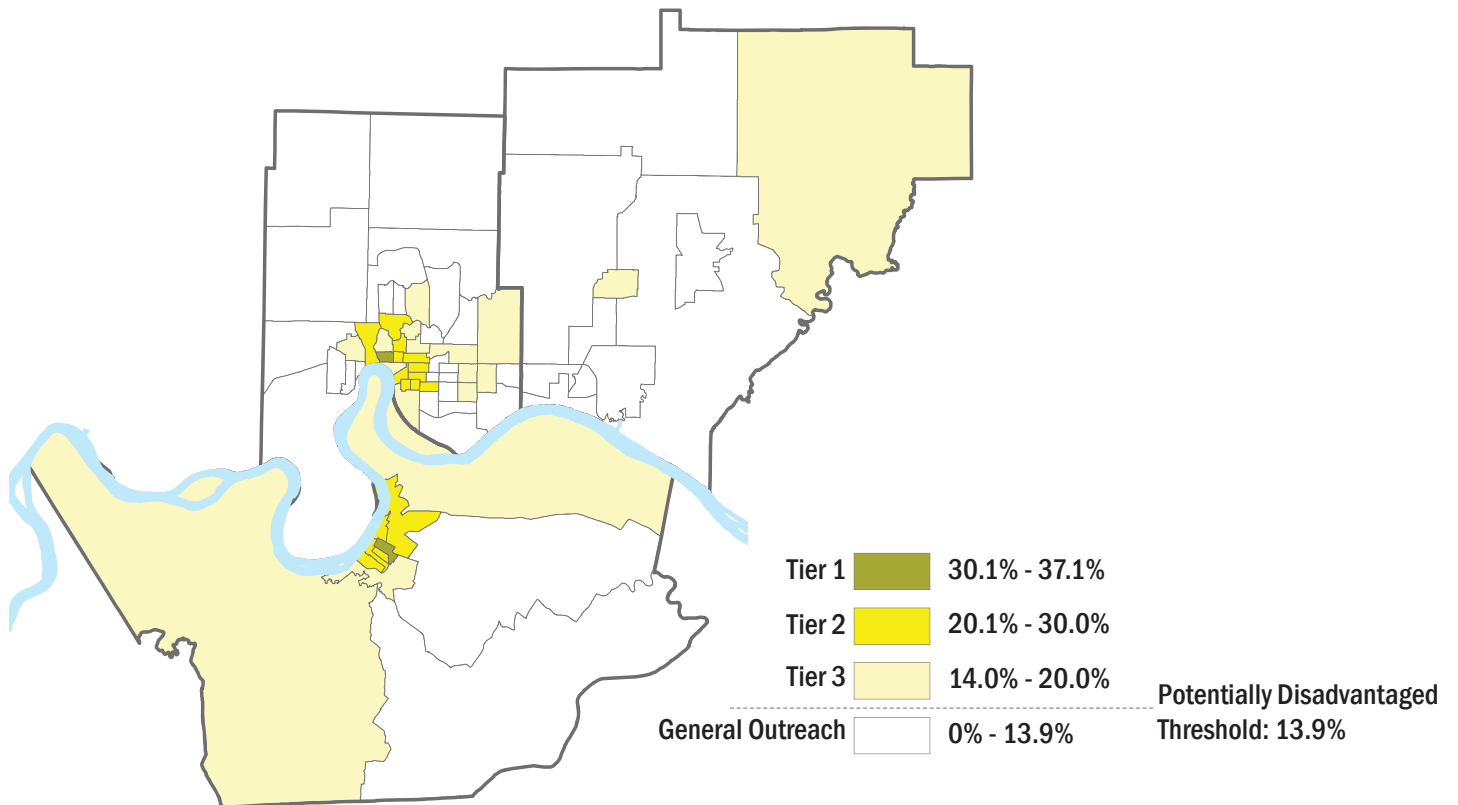
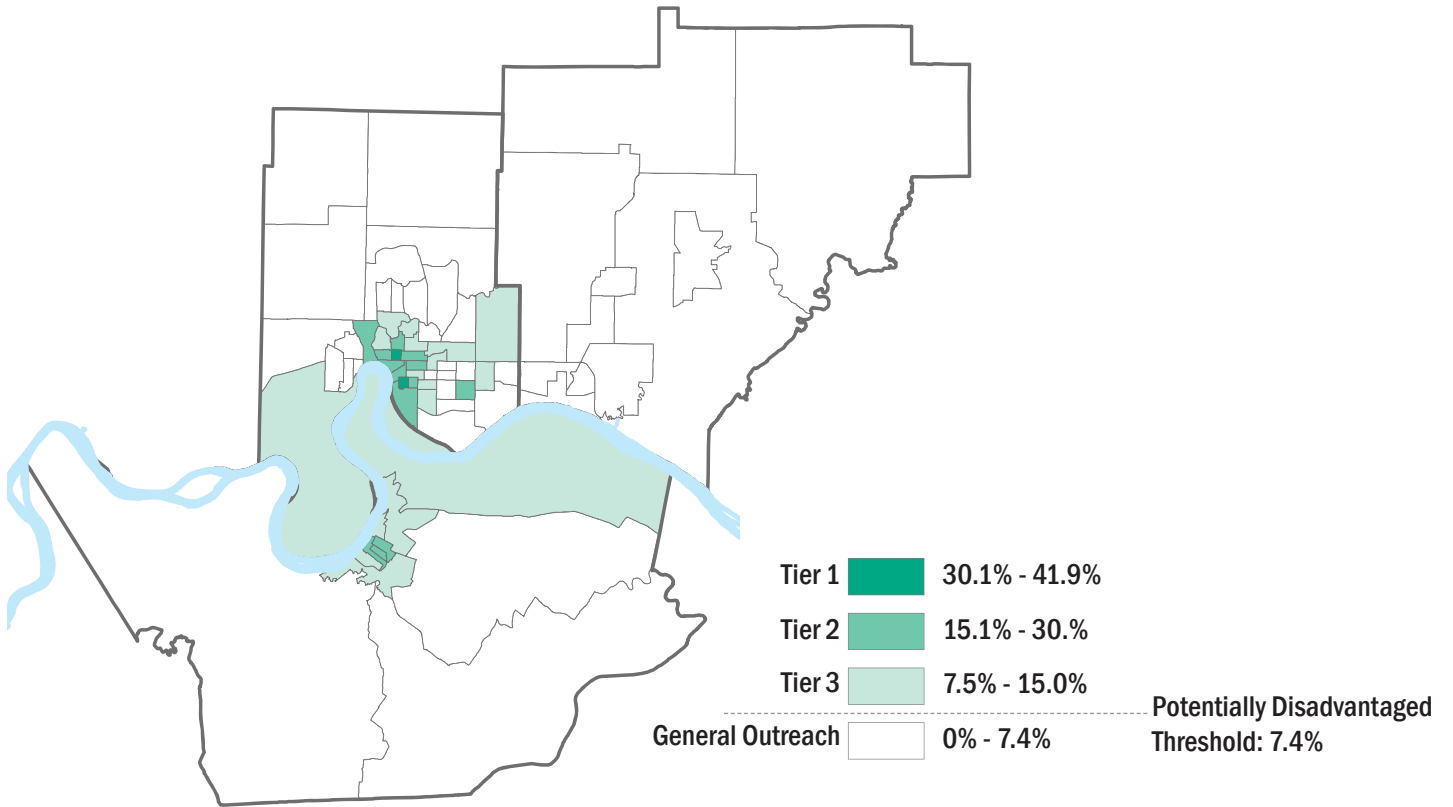


Figure 14: Households with No Vehicles



ENVIRONMENTAL JUSTICE

The U.S. Department of Transportation (DOT) identifies three primary goals of Environmental Justice that should be considered throughout transportation planning and project development, and through all public outreach and public participation efforts conducted by the U.S. DOT, including the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and their grantees. These three primary goals are:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority populations and low income populations.

U.S. DOT Order 5610.2(a) includes strategies and procedures to be used by the DOT and its grantees to comply with Executive Order 12898. Executive Order 12898 requires each Federal agency, to the greatest extent practicable and permitted by law, and consistent with the principles set forth in the report on the National Performance Review, to achieve environmental justice as part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects, including interrelated social and economic effects, of its programs, policies, and activities on minority populations and low-income populations in the United States.

The previously mentioned Targeted Outreach Areas/Potentially Disadvantage Areas help the Evansville MPO identify areas with the greatest concentrations of minority and low income populations. Additional public outreach may be identified for these areas, especially if the plan or project directly affects those areas.

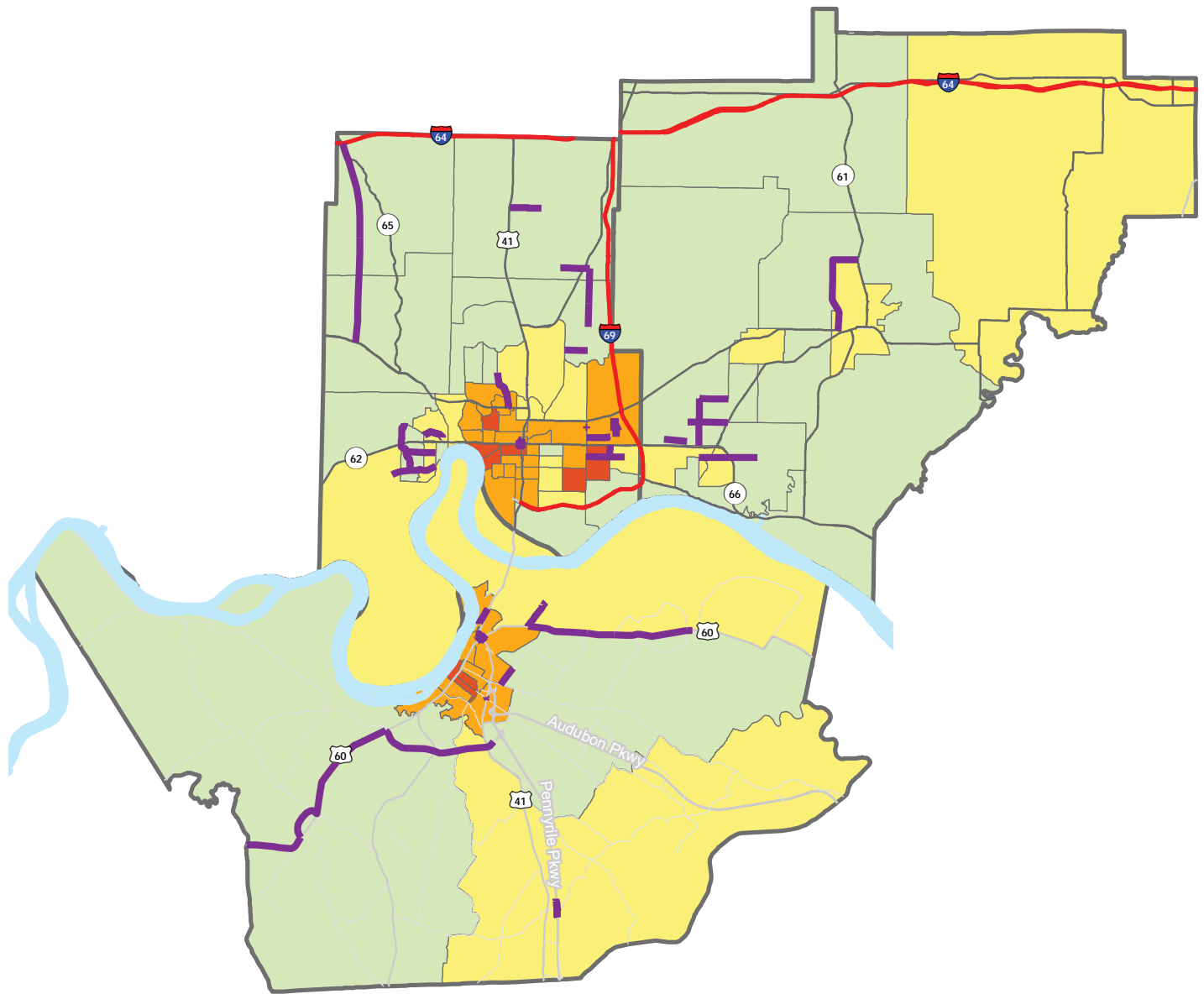
IMPACT OF PLANNED PROJECTS ON DISADVANTAGED POPULATIONS

During development of the 2040 Metropolitan Transportation Plan (MTP) and 2018-2021 Transportation Improvement Program (TIP), the Potentially Disadvantaged Areas in the three-county study area were mapped along with the location of short term and long term transportation projects. The two maps shown in Figures 15 and 16 show the short and long term projects from both the MTP and the TIP along with the Potentially Disadvantaged Area.

Projects in both the MTP and TIP are distributed throughout the three counties and have limited negative impact on disadvantaged populations. Those projects that are located in or near Potentially Disadvantaged Areas include bike and pedestrian improvements and/or potential economic improvements, while having little, if any direct impact to an individual's property. The most significant negative impact will be temporary during construction, but the positive impacts on the surrounding neighborhood after completion should outweigh the short term impact.

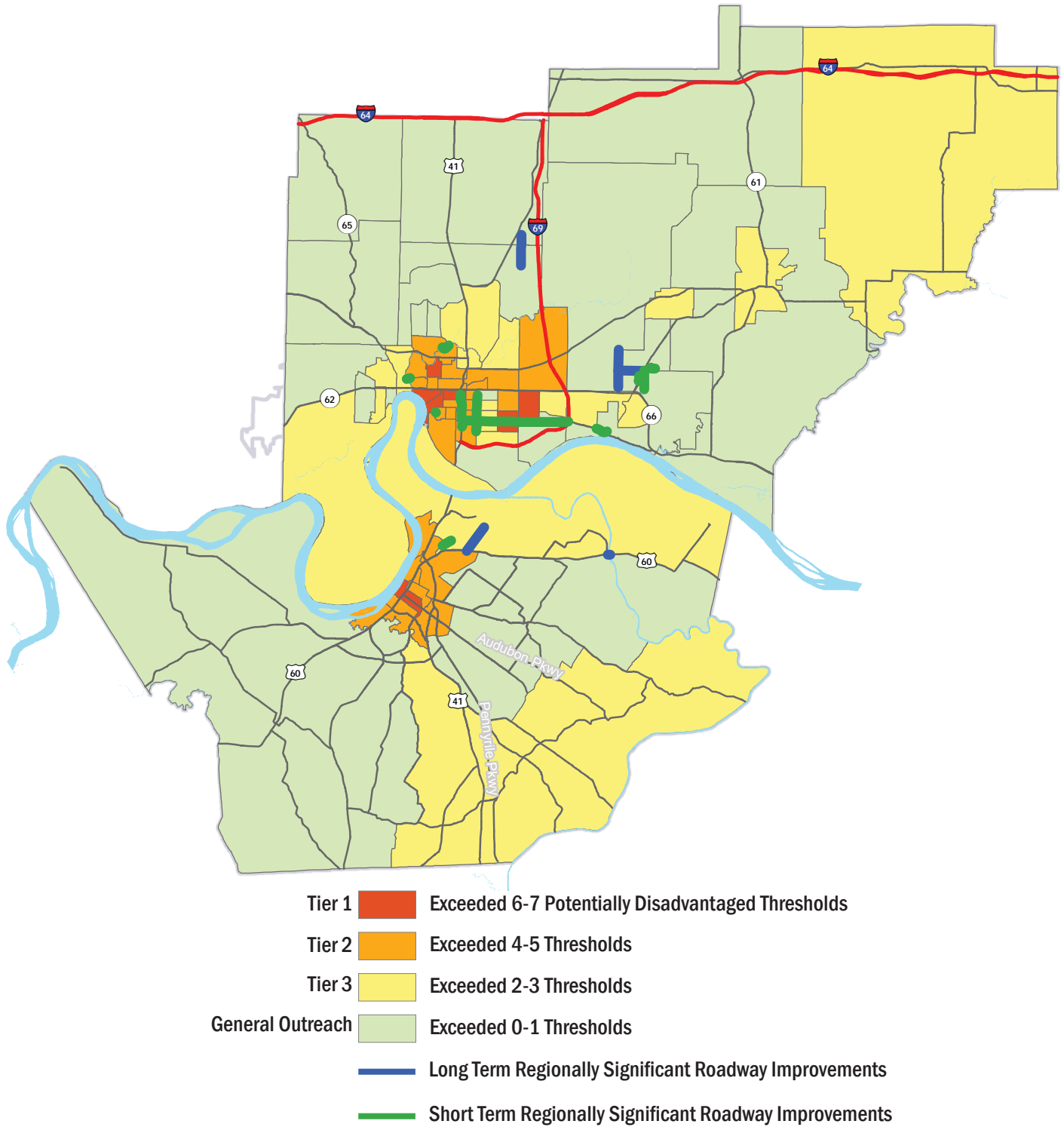
Public outreach during the MTP and TIP updates includes hosting meetings in Targeted Outreach Areas to gather as much feedback from disadvantaged populations as possible. All of the MPO public meetings are held at locations along or very near to bus routes to allow access for those with limited transportation options. In addition to the MPO website, Facebook page, and local newspapers, MTP and TIP meeting announcements are also displayed at bus terminals and libraries, and distributed to homeowner's associations for distribution to residents.

Figure 15: Targeted Outreach Areas with MTP 2040 Projects



- Tier 1 Exceeded 6-7 Potentially Disadvantaged Thresholds
- Tier 2 Exceeded 4-5 Thresholds
- Tier 3 Exceeded 2-3 Thresholds
- General Outreach Exceeded 0-1 Thresholds
- MTP 2040 Projects

Figure 16: Targeted Outreach Areas with 2018-2021 TIP Projects



LIMITED ENGLISH PROFICIENCY LANGAUGE ASSISTANCE PLAN

INTRODUCTION

The MPO is committed to making all reasonable efforts to provide Limited English Proficiency (LEP) individuals meaningful access to all of the MPO's programs and activities. The MPO will comply with the policies of Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), and the U.S. Department of Transportation's Title VI Regulations (49 CFR Part 21) to ensure that LEP individuals can effectively participate in or benefit from federally assisted programs and activities performed by the MPO.

Limited English Proficiency Language Assistance Plan

LIMITED ENGLISH PROFICIENCY DEFINED

The U.S. Department of Justice’s LEP Guidance document, which was released along with the signing of Executive Order 13166, states:

“Most individuals living in the United States read, write, speak and understand English. There are many individuals, however, for whom English is not their primary language. . . . If these individuals have a limited ability to read, write, speak, or understand English, they are limited English proficient, or “LEP.” . . .”

“Language for LEP individuals can be a barrier to accessing important benefits or services, understanding and exercising important rights, complying with applicable responsibilities, or understanding other information provided by Federally funded programs and activities. . . . The

Federal Government is committed to improving the accessibility of these programs and activities to eligible LEP persons, a goal that reinforces its equally important commitment to promoting programs and activities designed to help individuals learn English.”

Based on this statement, LEP can be defined as: Individuals having a limited ability to read, write, speak, or understand English.

The U.S. Census Bureau includes language spoken at home in their American Community Survey. The data includes multiple languages, as well as the number of people who also speak English “very well” and those that speak English “less than very well”. Using this data, the number of LEP individuals is considered those people who speak English “less than very well”.

Table 2: Language Spoken at Home

	Language Spoken at Home	Percent of Population over 5	Speak English “Less Than Very Well”	Percent of Population over 5
English	260,874	96.4%		
Spanish	4,588	1.7%	1,884	0.7%
Japanese	642	0.2%	183	0.07%
German	630	0.2%	119	0.04%
All Other	3,918	1.5%	1,124	0.4%

SAFE HARBOR PROVISION

LEP regulations include a “safe harbor” to ensure that an agency is not overburdened by the requirements. Translations of vital information must be made in each LEP language group that is 5% of the total population of the MPO area or 1,000 people (whichever is less). Translations are not required to other languages that do not fit into this category.

In the area served by the Evansville MPO, Spanish is the only language that meets the requirements for translating vital information. Approximately 1,884 people or about 0.7% of the three-county population speak Spanish at home and speak English “less than very well” according to the 2015 American Community Survey.

FOUR FACTOR ANALYSIS

The following Four Factor Analysis helps guide the Evansville MPO in determining which language assistance measures will be undertaken to guarantee access to programs and activities performed by the MPO.

Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity, or service

Nearly 10,000 people in the three county MPO area speak a language other than English. The majority of this population can speak English “very well”. Slightly more than 1% or approximately 3,300 people speak English “less than very well”. The table below shows the highest populations that speak a language other than English and how many of them speak English “less than very well”.

The most common non-English language spoken in the three counties is Spanish. More than 4,500 people in the three counties speak Spanish, approximately 1.7% of the total population. Nearly 1,900 of them speak English “less that very well”. This is the only group that exceeds the “safe harbor” threshold of 1,000 or 5% of the population.

Factor 2: The frequency with which LEP persons using a particular language come into contact with the MPO

The MPO staff frequently attend meetings both in the MPO office and outside the office in various locations around the region. Additionally, the MPO hosts open houses, public meetings and committee meetings regarding a range of transportation projects and planning documents. It is possible that people with limited English proficiency may attend some of these meetings.

On a few occasions, meetings hosted by the MPO have been attended by non-English speaking individuals. At these meetings, the non-English speaking person has been accompanied by a family member or friend who helps translate information for them. Public notices are placed on the MPO website and at various locations, including bus terminals, in both English and Spanish to ensure everyone is informed of upcoming meetings. If necessary, the MPO will reach out to Centro Latino Y Americano (the Latin American Center) in Evansville to assist in translations.

The table below illustrates the frequency to which the MPO has had contact with LEP individuals over the past five years. The list includes the most spoken languages other than English in the three county region.

Table 3: Frequency of Contact with LEP Individuals

	Most Days	At Least Once per Week	At Least Once per Month	At Least Once per Year	Never
Spanish				✓	
Japanese					✓
German					✓
Other					✓

Limited English Proficiency Language Assistance Plan

Factor 3: The nature and importance of the MPO's services

Transportation is vital to everyone, whether it is for work, medical services or shopping. As the region's Metropolitan Planning Organization, all modes of transportation, funded through a variety of public sources, are included in an array of MPO documents and are discussed at public meetings. This includes streets and roads for personal vehicles, buses for public transportation, and bicycle and pedestrian accommodations.

Transportation planning and the funding decisions made by the MPO through its Policy Committee have an effect on the mobility and access of all citizens. The MPO provides public participation and education opportunities through meetings, open houses and public comment periods when plans are developed. The MPO recognizes the importance of public understanding and input for all of their decisions.

Factor 4: The MPO's resources and the cost of providing meaningful access to LEP persons

The MPO understands the importance of providing access to LEP individuals during the planning process and at public meetings, even if there is a cost involved. The MPO strives to provide opportunities to LEP individuals as much as possible through no or low cost resources. This includes utilizing translation tools on the MPO website so that individuals of many languages can read it and translation software to translate public notices and smaller plans and documents into Spanish. Costs for these resources is limited to the time and additional printing costs. If additional resources are required, such as in-person translations or translation of larger documents, the MPO will reach out to Centro Latino Y Americano (the Latin American Center) for assistance to determine the most cost effective way to provide these resources.

IDENTIFYING LEP INDIVIDUALS WHO NEED LANGUAGE ASSISTANCE

There have been no instances where language assistance has been needed. The few times a non-English speaker has attended a meeting, a family member or friend has been with them to help translate. The MPO asks that individuals contact the office prior to a meeting if they need language assistance or other accommodations. The MPO will provide a translator if requested prior to the meeting. If an individual does not make prior arrangements with the MPO before the meeting, the MPO will follow up with that individual following the meeting. The MPO will reach out to area Latino organizations, including HOLA, Centro Latino Y Americano (the Latin American Center), and organizations associated with local churches.

In order to ensure all individuals have equal access to participate in the MPO's planning process, it is important to be able to identify those that need language assistance. At all public meetings and open houses hosted by the MPO, someone from the MPO staff will greet each individual who attends. If an individual does not speak English, the MPO will have the language identification flashcard developed by the U.S. Census Bureau available. The flashcard includes multiple languages with the phrase "Mark this box if you read or speak (specific language)" written in that particular language. This helps MPO staff identify the language of the individual. This flashcard is also available in the MPO office for visitors to the office.

LANGUAGE ASSISTANCE MEASURES

The MPO has identified several ways that services are or can be provided to LEP individuals in the Evansville Urbanized Area.

- The MPO’s website has a translation button that can translate the website into multiple languages.
- Public notices will be posted on the MPO website, bus terminals, and other appropriate locations in both English and Spanish. The notices will include instructions on how to make a request for a translator.
- Title VI notices and complaint procedures and other notices and forms, as appropriate, will be made available in both English and Spanish.
- Upon request, any material or document produced by the MPO can be translated into Spanish.
- The MPO will continue to use graphics and charts in important documents that are easily understood, even by individuals with limited English proficiency.
- The MPO will continue to have an open door policy to all citizens.
- The MPO will work with Latino organizations as needed to improve access for LEP individuals.
- These measures will be evaluated annually to assess their effectiveness and make necessary improvements.

STAFF TRAINING

At least one MPO staff member, typically the Title VI and ADA Coordinator, attends Title VI and ADA training annually. INDOT provides Title VI and ADA training in Indianapolis every year, covering all aspects of Title VI, including LEP planning. The MPO may also attend other training hosted by FHWA, KYTC or online resources if available.

The MPO Title VI and ADA Coordinator also trains the rest of the MPO staff annually in the office. The LEP portion of the training covers a summary of the MPO’s responsibilities, what assistance is normally provide and what could be provided, and what process to follow in case of a request for language assistance.

OUTREACH AND PROVIDING NOTICE TO LEP PERSONS

The MPO will make efforts to reach, educate and provide notices to as many LEP persons as possible. These techniques include:

- Public notices will be posted on the MPO website, bus terminals, and other appropriate locations in both English and Spanish. The notices will include instructions on how to make a request for a translator.
- The MPO will work with Latino organizations as needed to improve outreach efforts to LEP individuals.
- An existing Evansville area monthly publication, “El Informador Latino” is used to assist with outreach efforts and meeting notifications.

MONITORING AND UPDATING THE LANGUAGE ASSISTANCE PLAN

This LEP Plan will be reviewed annually and updated when necessary. At a minimum, the annual Goals and Accomplishments report will be added to the appendices of this Plan and include all accomplishments related to LEP, Title VI and ADA planning over the past year. The LEP Plan will also identify the number of LEP individuals who made contact with the MPO or attended meetings over the past year.

SUBMISSION OF QUESTIONS, COMMENTS OR REQUESTS

The MPO will make every effort to assist individuals with Limited English Proficiency. If an individual has any questions, comments or requests, they may contact the MPO by mail (English or Spanish), email (English or Spanish), or phone (English only). The MPO will either provide answers directly by mail or email if possible or request assistance from a Spanish-English translator to respond to and/or assist each individual.

Questions, Comments, or Requests can be sent to the MPO by:

- Hand delivery:

The Evansville MPO office,
located in the Civic Center Complex at
1 NW Martin Luther King, Jr. Blvd, Room 316,
Evansville, Indiana 47708

- Mail:

Evansville Metropolitan Planning Organization
Attn: Matt Schriefer, LEP Coordinator
1 NW Martin Luther King, Jr. Blvd
Civic Center Complex, Room 316
Evansville, Indiana 47708

- E-mail:

mschriefer@evansvillempo.com

- Phone (English only):

(812) 436-7833

APPENDIX A:

Location of Title VI/LEP Plan for Viewing

The Title VI Implementation Plan and Limited English Proficiency (LEP) Language Assistance Plan are available for viewing at the Evansville MPO office and on the MPO website.

Evansville Metropolitan Planning Organization

1 NW Martin Luther King, Jr. Blvd.
Room 316 - Civic Center Complex
Evansville, IN 47708

Evansville MPO Website

Civil Rights page

<http://www.evansvillempo.com/TitleVI.html>

Publications & Links page

<http://www.evansvillempo.com/Links.html>

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APPENDIX B:

Title VI Public Notice, Complaint Procedures and Complaint Form

Notification to the Public of Rights under Title VI The Evansville Metropolitan Planning Organization

The Evansville Metropolitan Planning Organization declares that it conducts its programs, services and activities without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the Evansville Metropolitan Planning Organization.

For more information on the EMPO's Civil Rights Program, and the procedures to file a complaint, call (812) 436-7833, email Matt Schriefer at mschriefer@evansvillempo.com, or visit our office at 1 NW MLK Jr. Blvd., Room 316, Evansville, Indiana 47708.

A complainant may file a complaint directly with the Federal Highway Administration or the Federal Transit Administration by mailing complaints to:

Federal Highway Administration

Office of Civil Rights
Attn: Title VI Program Coordinator
8th Floor E81-105
1200 New Jersey Ave., SE
Washington, DC 20590

Federal Transit Administration

Office of Civil Rights
Attn: Title VI Program Coordinator
East Building, 5th Floor-TCR
1200 New Jersey Ave., SE
Washington, DC 20590

This notification is posted at a variety of locations.

La notificación al público de derechos en virtud del Título VI La Organización de Planificación Metropolitana Evansville

La Organización de Planificación Metropolitana Evansville declara que lleva a cabo sus programas, servicios y actividades sin distinción de raza, color y origen nacional, de conformidad con el Título VI de la Ley de Derechos Civiles. Cualquier persona que cree que él o ella ha sido agraviada por cualquier práctica discriminatoria ilegal bajo el Título VI, puede presentar una queja ante la Organización de Planificación Metropolitana Evansville.

Para más información sobre el programa de Derechos Civiles de EMPO y los procedimientos para presentar una queja, llame al (812) 436-7833, correo electrónico a Matt Schriefer a mschriefer@evansvillempo.com, o visite nuestra oficina en 1 NW MLK Jr. Blvd., Room 316, Evansville, Indiana 47708.

Un demandante puede presentar una queja directamente con la Federal Highway Administration o la Federal Transit Administration por correo quejas a:

Federal Highway Administration

Office of Civil Rights
Attn: Title VI Program Coordinator
8th Floor E81-105
1200 New Jersey Ave., SE
Washington, DC 20590

Federal Transit Administration

Office of Civil Rights
Attn: Title VI Program Coordinator
East Building, 5th Floor-TCR
1200 New Jersey Ave., SE
Washington, DC 20590

Esta notificación se publicará en una variedad de lugares.

Evansville MPO Title VI Complaint Procedures

Any person or persons who believe, either individually or as a member of any specific class of persons, they have been subjected to discrimination on the basis of race, color, or national origin may file a written complaint with the Evansville MPO. A Title VI Complaint Form is available on the MPO website at: <http://www.evansvillempo.com/TitleVI.html>.

A complaint may be filed without the Complaint Form if the complainant's name, mailing address, and details regarding the alleged discrimination are included in writing. The Complaint Form or written complaint may be:

- Hand delivered:
The Evansville MPO office, located in the Civic Center Complex at
1 NW Martin Luther King, Jr. Blvd, Room 316, Evansville, Indiana 47708
- Mailed:
Evansville Metropolitan Planning Organization
Attn: Matt Schriefer, Title VI Coordinator
1 NW Martin Luther King, Jr. Blvd
Civic Center Complex, Room 316
Evansville, Indiana 47708
- E-mailed:
mschriefer@evansvillempo.com

The Evansville MPO Title VI Coordinator will provide the complainant or their representative with a written acknowledgement by mail within 10 working days that the MPO has received the complaint.

The complaint will be reviewed by the Title VI Coordinator and Legal Counsel. It will then be forwarded to the MPO Executive Director and MPO Policy Committee. The MPO will then notify the Federal Highway Administration (FHWA) and/or Federal Transit Administration (FTA) that a complaint has been received.

Corrective measures would then be initiated by the Evansville MPO to alleviate the discrimination and prevent future discrimination from occurring in the transportation planning process. The MPO will notify the complainant by mail the steps the MPO has taken to mitigate and prevent such discrimination.

The public may also submit discrimination complaints directly to the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA). The complaint should be mailed to the Office of Civil Rights at either the FHWA or FTA. Mailing addresses for each are listed below.

Federal Highway Administration
Office of Civil Rights
Attn: Title VI Program Coordinator
8th Floor E81-105
1200 New Jersey Ave., SE
Washington, DC 20590

Federal Transit Administration
Office of Civil Rights
Attn: Title VI Program Coordinator
East Building, 5th Floor-TCR
1200 New Jersey Ave., SE
Washington, DC 20590

**Evansville Metropolitan Planning Organization
Title VI Complaint Form**

Title VI of the 1964 Civil Rights Act requires that "No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

Note: The following information is necessary to assist us in processing your complaint. Should you require any assistance in completing this form, please let us know.

1. Complainants' Name _____
Street Address _____
City, State and Zip Code _____
Telephone Number _____

2. Person discriminated against (if someone other than the complainant)
Name _____
Address _____
City, State and Zip Code _____

3. Which of the following best describes the reason you believe the discrimination took place?
Was it because of your: (check reason)
- | | | |
|--|--------------------------------------|--|
| <input type="checkbox"/> Race/Color | <input type="checkbox"/> Age | <input type="checkbox"/> National Origin |
| <input type="checkbox"/> Gender | <input type="checkbox"/> Disability | <input type="checkbox"/> Income |
| <input type="checkbox"/> Limited English Proficiency (LEP) | <input type="checkbox"/> Other _____ | |

4. When and where did the alleged discrimination take place? Include name of agency, department or program you believe discriminated against you. Explain what happened and whom you believe was responsible. Use the back of this form if additional space is required.
- _____
- _____
- _____
- _____
- _____
- _____

-
5. List the names and contact information of persons who may have knowledge of the alleged discrimination.

Name and Contact Information: _____

Name and Contact Information: _____

6. Have you filed this complaint with any other federal, state, or local agency; or With any federal, state or local court?

_____ Yes _____ No

If yes, check all that apply:

- Federal Agency Federal Court State Agency
 State Court Local Agency Local Court

7. Please provide information of a contact person at the agency/court where the complaint was filed.

Name _____

Address _____

City, State and Zip Code _____

Telephone Number _____

Please sign below. You may attach any written materials or other information that you think is relevant to your complaint.

Complainant's Signature

Date

Hand Deliver or Mail this Title VI Complaint Form to:

Matt Schriefer, Title VI Coordinator
Evansville Metropolitan Planning Organization
1 NW MLK, Jr. Blvd., Room 316
Evansville, IN 47708

Or e-mail to:

mschriefer@evansvillempo.com or comments@evansvillempo.com

APPENDIX C:

Title VI Public Involvement Survey



TITLE VI PUBLIC INVOLVEMENT SURVEY

Completing this form is voluntary, but encouraged.

You are not required to provide the information requested in order to participate in this meeting.

The Evansville Metropolitan Planning Organization (MPO) conducts its programs, services and activities without regard to race, color or national origin in accordance with Title VI of the Civil Rights Act. In order for the MPO to understand who is being included in the public involvement process, the MPO has developed this voluntary survey. Data gathered from this survey will help the MPO identify additional outreach efforts as needed. Your response is important as it helps us better serve you and your community.

Completion of this survey is completely voluntary and kept confidential. The MPO will use the information gathered to monitor programs and activities for compliance with Title VI of the Civil Rights Act of 1964, as amended, and its related statutes and regulations.

For more information about the MPO's responsibility under Title VI of the Civil Rights Act or the Americans with Disabilities ACT (ADA), please contact the Title VI/ADA Coordinator by phone at 812-436-7833, email at mschriefer@evansvillempo.com, or in person at 1 NW MLK Jr. Blvd., Room 316, Evansville, Indiana 47708. Information is also available on the MPO website at <http://www.evansvillempo.com/TitleVI.html>.

Meeting Purpose:	Location:	Date/Time:
------------------	-----------	------------

Zip Code: _____

Age: _____

Gender: Male Female

Title VI

Race/Ethnicity:

- White/Caucasian Black/African American
- Hispanic/Latino Asian/Pacific Islander
- Native American Multiracial
- Other

Household Income:

- Less than \$10,000 \$10,000 - \$20,000
- \$20,000 - \$30,000 \$30,000 - \$40,000
- \$40,000 - \$50,000 More than \$50,000

ADA

Disability: Yes No

In addition to the public notice and/or flyer that made you aware of this meeting, what other forms of communication or locations for flyers/notices would help better inform you of MPO meetings?

Name: _____
(optional)

What could the MPO do to better serve the transportation needs of all residents of Vanderburgh, Warrick and Henderson Counties?

Do you have any other questions or comments for the MPO staff?

If you would like a response to any of the questions or comments you have provided in this survey or would like to be included in future mailings regarding MPO meetings, please provide your contact information below.

Name: _____

Address: _____

Please send me a response to my question or comment via:

- Mail Email

APPENDIX D:

U.S. DOT Standard Title VI/Non-Discrimination Assurances

U.S. DOT Standard Title VI/Non-Discrimination Assurances

The Evansville MPO (herein referred to as the "Recipient"), HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), or the Indiana Department of Transportation (INDOT), is subject to and will comply with the following:

Statutory/Regulatory 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);
- 49 C.F.R. Part 21 (entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation--Effectuation Of Title VI Of The Civil Rights Act Of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- 23 C.F.R. Part 200 Subchapter C-Civil Rights (Title VI program implementation and related statutes)

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity," for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration and Federal Transit Administration.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted programs, including the Federal Aid Highway Program and the Federal Transit Administration programs.

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

-
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all federally assisted programs and, in adapted form, in all proposals for negotiated agreements regardless of finding source:

"The Evansville MPO, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252.42 U.S.C. §§ 2000d-4) and the Regulations, hereby notifies all advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to a construct a facility or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transference for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the Evansville MPO also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Indiana Department of Transportation (INDOT) access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), or Indiana Department of Transportation (INDOT). You must keep records, reports, and submit the material for review upon request to Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Indiana Department of Transportation (INDOT), or its designee in timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The Evansville MPO gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Indiana Department of Transportation (INDOT). This ASSURANCE is binding on Indiana, other recipients, sub-recipients, subgrantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Federal Aid Highway Program and the Federal Transit Administration programs. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

Evansville Metropolitan Planning Organization



Seyed Shokounzadeh, MPO Executive Director

9/12/17

Date

STANDARD ASSURANCES APPENDIX A

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 (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration, Federal Transit Administration, or the Indiana Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performance by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient, Federal Highway Administration, Federal Transit Administration, or Indiana Department of Transportation to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient, Federal Highway Administration, Federal Transit Administration, or Indiana Department of Transportation, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration, Federal Transit Administration, or Indiana Department of Transportation, may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with request to any subcontract or procurement as the Recipient, the Federal Highway Administration, or Arizona Department of Transportation may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

STANDARD ASSURANCES APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the [Evansville MPO and/or its subrecipient(s)] will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, United States Code the Regulations for the Administration of Federal Aid for Highways, and the policies and procedures prescribed by the Indiana Department of Transportation, Federal Highway Administration and the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252;42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the [Evansville MPO and/or its subrecipient(s)] all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto the [Evansville MPO and/or its subrecipient(s)] and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the [Evansville MPO and/or its subrecipient(s)], its successors and assigns.

The [Evansville MPO and/or its subrecipient(s)] in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [.] [and]* (2) that the [Evansville MPO and/or its subrecipient(s)] will use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

STANDARD ASSURANCES APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the Evansville MPO and/or its subrecipient(s) pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities,
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Nondiscrimination covenants, the [Evansville MPO and/or its subrecipient(s)] will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Nondiscrimination covenants, the [Evansville MPO and/or its subrecipient(s)] will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the the [Evansville MPO and/or its subrecipient(s)] and its assigns*.

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

STANDARD ASSURANCES APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by the Evansville MPO and/or its subrecipient(s) pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Nondiscrimination covenants, the [Evansville MPO and/or its subrecipient(s)] will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, the [Evansville MPO and/or its subrecipient(s)] will there upon revert to and vest in and become the absolute property of [Evansville MPO and/or its subrecipient(s)] and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

STANDARD ASSURANCES APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination 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 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. 1687 et seq).

APPENDIX E:

MPO Policy and Technical Committee Members

Evansville MPO Policy Committee Members

		Gender	Race
Mr. Jack Corn, Jr.	Chairperson, Evansville City Council Appointment	M	W
Mr. Russell Sights	Vice Chairperson, City Manager, City of Henderson Appointment	M	W
Dr. H. Dan Adams	Councilman, Evansville City Council	M	W
Mr. William Hubiak	County Engineer, Henderson County Appointment	M	W
Ms. Angela Koehler Lindsey	Councilwoman, Vanderburgh County Council	F	W
Mr. Joe Kiefer II	Vanderburgh County Commission Appointment	M	W
Ms. Christy Powell	Town Manager, Town of Newburgh Appointment	F	W
Mr. Todd M. Robertson	Transportation and Services Director, City of Evansville Mayoral Appointment	M	AA
Mr. Dan Saylor	Commissioner, Warrick County Commission	M	W
Mr. Bruce Ungethiem	Commissioner, Vanderburgh County Commission	M	W
Mr. Lloyd Winnecke	Mayor, City of Evansville	M	W
Mr. Rusty Fowler	Indiana Department of Transportation	M	W
Mr. Wade Clements	Kentucky Transportation Cabinet	M	W

Non-Voting Members

Mr. Joe McGuinness	Indiana Department of Transportation (NV)
Ms. Mayela Sosa	Indiana Federal Highway Administration (NV)
Mr. Antonio Johnson	Indiana Federal Highway Administration (NV)
Mr. Shawn Seals	Indiana Department of Environmental Management (NV)
Ms. Marisol Simon	Federal Transit Administration Region V (NV)
Ms. Susan Weber	Federal Transit Administration Region V (NV)
Mr. Thomas Nelson, Jr.	Kentucky Federal Highway Administration (NV)
Ms. Bernadette Dupont	Kentucky Federal Highway Administration (NV)
Mr. Greg Thomas	Kentucky Transportation Cabinet (NV)
Mr. John Moore	Kentucky Transportation Cabinet (NV)
Ms. Leslie Poff	Kentucky Division of Air Quality (NV)

Evansville MPO Technical Committee Members

The following organizations are represented on the Technical Committee:

Chair/Vice Chair

Mr. John Stoll , Chairperson, Vanderburgh County Engineer
Mr. Ron London , Vice-Chairperson, Evansville-Vanderburgh Area Plan Commission Executive Director

City/County/State Government

Evansville Board of Public Safety
Evansville City Engineer
Evansville Department of Metropolitan Development
Evansville Department of Transportation and Services
Evansville Department of Urban Forestry
Evansville Environmental Protection Agency
Evansville Parks and Recreation Department
Evansville Police Department
Evansville Water and Sewer Department
Evansville-Vanderburgh Area Plan Commission
Federal Highway Administration (Indiana)
Federal Highway Administration (Kentucky)
Federal Transit Administration (Region V)
Henderson City Engineer
Assistant Henderson City Manager
Henderson County Engineer
Henderson-Henderson County Chamber of Commerce
Henderson-Henderson County Plan Commission
Henderson Judge Executive
Indiana Department of Environmental Management (Indianapolis)
Indiana Department of Transportation (Indianapolis)
Indiana Department of Transportation (Vincennes)
Kentucky Transportation Cabinet (Frankfort)
Kentucky Transportation Cabinet (Madisonville)
Vanderburgh County Emergency Management Agency
Vanderburgh County Engineer
Warrick County Plan Commission

Regional Government/Organizations

Economic Development Coalition of Southwest Indiana
Evansville Chamber of Commerce
Green River Area Development District
Posey County Chamber
Warrick County Economic Development

Public/Private Transportation

CSX Transportation
Evansville Regional Airport
Henderson Area Rapid Transit
Henderson County Riverport
Indiana Southern Railroad
Metropolitan Evansville Transit System
Port of Indiana-Mount Vernon
River City Taxi

Non-Profits/Social Services

Arc of Evansville
Carver Community Organization
Easter Seals Rehabilitation Center
Evansville Bicycle Club
Southern Indiana Resource Solutions, Inc. (SIRS)
Westside Improvement Association

Medical/Education

American Medical Response
St. Mary's Trauma Hospital
University of Evansville
Warrick County School Corporation

Private Business

EnviroKinetics, Inc.
Lochmueller Group
Qk4 Inc.

* The MPO regularly attends the City of Evansville's monthly Disabilities Advisory Board Meetings to share information regarding the Section 5310 Program (Enhanced Mobility of Seniors & Individuals with Disabilities).

APPENDIX F:

Title VI Complaint Log

**Evansville MPO
Title VI Complaint Log**

Case Number	Investigator	Complainant	Protected Category	Date Filed	Date of Final Report	Disposition

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APPENDIX G:

Title VI Annual Goals and Accomplishments Reports

The following Title VI accomplishments were completed in the MPO's FY 2016 and FY 2017. Starting in January 2018, the MPO will complete an annual Goals and Accomplishments report that will be added to this appendix. All Goals and Accomplishments reports will be completed for the calendar year.

EVANSVILLE MPO FY 2016 TITLE VI ACCOMPLISHMENTS:

- Staff attended a Title VI workshop held in Indianapolis and hosted by FHWA and INDOT on March 18, 2016.
- Staff helped coordinate and attended a Title VI workshop hosted by FHWA at Ivy Tech in Evansville on June 20, 2016.
- An updated Title VI plan was included in the Comprehensive Operations Analysis (COA) developed for the Metropolitan Evansville Transit System (METS).
- The MPO website was updated and modernized. The site includes a page dedicated to Title VI and ADA notices. Google translate was also added to the site which allows for it to be translated into over 100 different languages.
- Staff updated the MPO Public Participation Plan which includes a description of the Title VI notice and complaint procedures. It also includes maps depicting the areas with the highest percentages of individuals below poverty, elderly populations, minority populations, individuals with limited English proficiency, individuals with a disability, and households with no vehicles. These areas will be a focus for public outreach activities.
- Staff updated the MPO Title VI and LEP plans and submitted to FTA.
- Staff assisted Henderson Area Rapid Transit (HART) in updating their Title VI and LEP plans based on FTA Triennial Review. This also included updates to the Title VI public notice posted on the buses and in HART's offices. The HART website was also updated to reflect changes made in the Title VI plan and public notice.
- Staff assisted HART in updating their ADA complaint procedures and form based on FTA Triennial Review. Staff also helped HART develop an updated Paratransit Guide that is more consistent with the fixed route Ride Guide the MPO helped them develop the previous fiscal year. The HART website was also updated to reflect changes to the ADA procedures.
- Staff has begun to make updates to the Coordinated Public Transit-Human Services Transportation Plan, which includes a demographic profile of the MPO Study Area and will include recommendations for better serving disadvantaged populations with public transportation.

EVANSVILLE MPO FY 2017 TITLE VI ACCOMPLISHMENTS:

- Staff completed a draft update of the Coordinated Public Transit-Human Service Transportation Plan. The planning process included a public survey and questionnaire to gather feedback. Public input was received by a diverse group of people of different races, abilities, and a range of ages. The Plan includes recommendations that will help all three regional transit agencies better serve disadvantaged populations.
- The Title VI and LEP Plans were reviewed and discussed during the MPO's Certification Review by FHWA and FTA. During the review, FHWA and FTA officials expressed commendations for the Plans. A few modifications were suggested for the Title VI Plan, which have been completed.
- The MPO's Title VI Complaint Procedures and Form were updated to create a separate Title VI and ADA Complaint process. The Title VI and ADA Complaint Procedures and Forms are now more specific to better realize the specific issue a complainant might have.
- The MPO website was updated with the revised Title VI, LEP and ADA plans, procedures and forms.
- Staff developed a voluntary Title VI Public Involvement Survey. The survey will be available at all public meetings and workshops. The results of the surveys will help the MPO better understand their public outreach efforts and could lead to additional outreach for specific populations and/or specific areas within the MPO Planning Area. During the recent TIP Update/Coordinated Plan Update open house meetings, the majority of the attendees completed a survey.
- MPO staff recently updated the TIP for 2018-2021. During the update, the Title VI section was reviewed and updated to reflect recent changes made by the MPO.



EVANSVILLE MPO 2017/2018 TITLE VI ANNUAL GOALS AND ACCOMPLISHMENTS REPORT

2017 Title VI Accomplishments

- On February 1, 2017, the Title VI and LEP Plans were reviewed and discussed during the MPO's Certification Review by FHWA and FTA. During the review, FHWA and FTA officials expressed commendations for the Plans. A few modifications were suggested for the Title VI Plan. These modifications were made to the existing Title VI Plan by the end of February 2017.
- On May 25-26, 2017, two MPO staff members attended the annual Title VI & ADA Summit for Indiana Communities hosted by INDOT in Indianapolis.
- On June 21, 2017, MPO Title VI & ADA Coordinator Matt Schriefer attended a workshop on the universal importance of ADA compliance hosted by the Evansville-Vanderburgh County Advisory Board on Disability Services. The workshop, entitled "*A Photographic Journey through an Inaccessible World: 2017!*", was held at the Evansville Central Library and presented by the ADA Coordinator from the University of Southern Indiana.
- On August 4, 2017, MPO Title VI & ADA Coordinator Matt Schriefer provided Title VI and ADA training to other MPO staff. Training included a general overview of Title VI and ADA requirements and the responsibilities of the MPO. Staffed signed the MPO's Notification to the Public of Rights under Title VI confirming they understand the responsibilities of the MPO and have completed in-office training.
- In the fall of 2017, MPO staff began a full update to the *Title VI Implementation Plan and Limited English Proficiency Language Assistance Plan*. This update ensures all required information is included and accurate, updates demographic information to 2015 data, and improves the layout to be more consistent with other MPO plans. A comment period for the draft was held between November 27 and December 27, 2017. The MPO received no comments regarding the draft. This updated plan is anticipated to be adopted by the MPO Policy Committee in January 2018.
- MPO Title VI & ADA Coordinator Matt Schriefer attended six of the Evansville-Vanderburgh County Advisory Board on Disability Services' monthly meetings.
- There were 0 Title VI or ADA complaints against the MPO in 2017.

2018 Title VI Goals

- Have a minimum of one staff member attend INDOT's annual Title VI & ADA Summit for Indiana Communities.
- Have Title VI/ADA Coordinator attend any other in-person or online training available. Encourage other staff members to attend online training opportunities.
- Have Title VI/ADA Coordinator complete Title VI and ADA training to MPO staff members after attendance at INDOT summit. Coordinator will have staff sign Notification to the Public of Rights under Title VI.
- Have the Policy Committee adopt the newly updated *Title VI Implementation Plan and Limited English Proficiency Language Assistance Plan*.
- Strive for 0 Title VI or ADA complaints against the MPO in 2018. If there is a complaint, consult with complainant to determine the best possible solution moving forward.

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Title VI Implementation Plan and Limited English Proficiency Language Assistance Plan for the Evansville-Henderson Urbanized Area

Evansville Metropolitan Planning Organization
1 NW Martin Luther King, Jr. Blvd.
Room 316 - Civic Center Complex
Evansville, IN 47708

Phone: 812.436.7833
www.evansvillempo.com