

Title VI Implementation Plan

Limited English Proficiency Language Assistance Plan

April 1, 2023 - March 30, 2024



**Federal Highway
Administration**



**Federal Transit
Administration**



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

Evansville MPO Policy Committee Adoption: July 14, 2022

Updated: January 26, 2023

Updated: April 26, 2023

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

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

Jack Corn, Jr.	Chairperson, Evansville City Council Appointment
Rusty Fowler	Vice-Chairperson, Indiana Department of Transportation
Lloyd Winnecke	Mayor, City of Evansville
William “Buzzy” Newman	Henderson City Manager, City of Henderson Appointment
Ron Beane	Councilmember, Evansville City Council
Ben Shoulders	Commissioner, Vanderburgh County Commission
Jill Hahn	Councilmember, Vanderburgh County Council
Dan Saylor	Commissioner, Warrick County Commission
Nick Stallings	County Engineer, Henderson County Appointment
John Stoll	County Engineer, Vanderburgh County Commission Appointment
Todd M. Robertson	Transportation and Services Director, City of Evansville Mayoral Appointment
Christy Powell	Town Manager, Town of Newburgh Appointment
Deneatra Henderson	Chief District Engineer, Kentucky Transportation Cabinet
Michael Smith	Indiana Department of Transportation (Non-Voting)
Jermaine Hannon	Indiana Federal Highway Administration (Non-Voting)
Kari Carmany-George	Indiana Federal Highway Administration (Non-Voting)
Shawn Seals	Indiana Department of Environmental Management (Non-Voting)
Kelley Brookins	Federal Transit Administration Region V (Non-Voting)
Cecilia Godfrey	Federal Transit Administration Region V (Non-Voting)
Todd Jeter	Kentucky Federal Highway Administration (Non-Voting)
John Ballantyne	Kentucky Federal Highway Administration (Non-Voting)
Jim Gray	Kentucky Transportation Cabinet (Non-Voting)
Mikael Pelfrey	Kentucky Transportation Cabinet (Non-Voting)
Michael Kennedy	Kentucky Division of Air Quality (Non-Voting)

Evansville MPO Technical Committee Members

Nate Hahn	Chairperson, Evansville Vanderburgh Airport Authority
Rick Wilson	Vice-Chairperson, Evansville Regional Airport

The following organizations are represented on the Technical Committee:

American Medical Response	Henderson Area Rapid Transit
Arc of Evansville	Henderson City Engineer
Ascension St. Vincent	HOLA Evansville
Black Chamber of Commerce Evansville	Henderson City Manager
Carver Community Organization	Henderson County Engineer
CSX Transportation	Henderson County Riverport Authority
David Matthews Associates	Henderson-Henderson County Chamber of Commerce
Dpatrick Automotive	Henderson-Henderson County Plan Commission
Easterseals Rehabilitation Center	Henderson County Judge Executive
Eastland Mall	Indiana Department of Environmental Management (Indianapolis)
Evansville Regional Economic Partnership	Indiana Department of Transportation (Indianapolis)
EnviroKinetics, Inc.	Indiana Department of Transportation (Vincennes)
Evansville Bicycle Club	Indiana Southern Railroad
Evansville City Engineer	Kentucky Transportation Cabinet (Frankfort)
Evansville Department of Metropolitan Development	Kentucky Transportation Cabinet (Madisonville)
Evansville Department of Transportation and Services	Lochmueller Group
Evansville Department of Urban Forestry	Metropolitan Evansville Transit System
Evansville Deputy Mayor	Port of Indiana-Mount Vernon
Evansville Police Department	Qk4 Inc.
Evansville Regional Airport	Shrewsberry & Associates, LLC
Evansville Trails Coalition	Southern Indiana Resource Solutions, Inc. (SIRS)
Evansville/Vanderburgh County Area Plan Commission	Town of Chandler
Evansville/Vanderburgh County Emergency Management Agency	United Neighborhoods of Evansville (UNOE)
Evansville Water and Sewer Department	US House of Representatives District 8
Federal Highway Administration (Indiana)	Vanderburgh County Engineer
Federal Highway Administration (Kentucky)	Warrick County Economic Development
Federal Transit Administration (Region V)	Warrick County Plan Commission
Green River Area Development District	Warrick County School Corporation
	Westside Improvement Association

ACKNOWLEDGEMENTS

Evansville MPO Staff

Seyed Shokouhzadeh	Executive Director
Pamela Drach	Deputy Director
Matt Schriefer, AICP	Chief Transportation Planner
Erin Schriefer	Senior Transportation Planner
Amir Varshochi	Transportation Planner
Brooke Vorbeck, REM	Environmental Scientist
Xinbo Mi	Senior Transportation Engineer
Kari Akin	Senior Finance Officer
Lorenzo Marsh	Transportation Technician
Laura Lamb	Transportation Advisor

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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 VI of the Civil Rights Act of 1964, which states:

"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."

Furthermore, this Title VI Implementation Plan follows the Department of Transportation regulations within 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 stated as:

"...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.

TITLE VI IMPLEMENTATION PLAN



**Evansville Metropolitan Planning Organization
Title VI Policy Statement**

It is the policy of the Evansville Metropolitan Planning Organization (MPO) to ensure that no person 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 conducted by the MPO in accordance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, and any other related non-discrimination Civil Rights laws and authorities.

This policy statement shall be included in the Evansville MPO Title VI Implementation Plan and displayed in the office of the Evansville MPO.

April 24, 2023


Seyed Shokouhzadeh, MPO Executive Director

Evansville Metropolitan Planning Organization

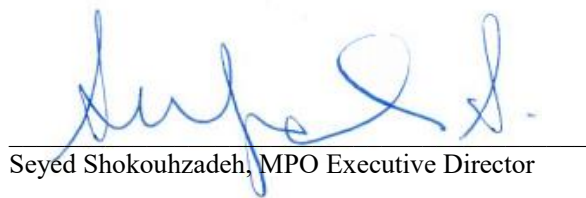
Civic Center Complex, Room 316 • 1 N.W. Martin Luther King, Jr. Blvd. • Evansville IN, 47708-1833
P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com

**Organización de Planificación Metropolitana de Evansville
Declaración de política del Título VI**

La política de la Organización de Planificación Metropolitana de Evansville (MPO) es garantizar que ninguna persona, por razones de raza, color, o origen nacional sea excluida de la participación, se le nieguen los beneficios de, o esté sujeta a discriminación bajo cualquier programa o actividad conducida por la MPO de acuerdo con el Title VI de la Civil Rights Act de 1964, la Civil Rights Restoration Act de 1987, La Ley de Estadounidenses con Discapacidades de 1990, Sección 504 de la Ley de Rehabilitación de 1973 y cualquier otra Ley y Derechos Civiles no discriminatorios relacionados.

Esta declaración de política se incluirá en el Plan de Implementación del Título VI de Evansville MPO y se exhibirá en la oficina de la MPO de Evansville.

24 de abril de 2023


Seyed Shokouhzadeh, MPO Executive Director

Evansville Metropolitan Planning Organization

Civic Center Complex, Room 316 • 1 N.W. Martin Luther King, Jr. Blvd. • Evansville IN, 47708-1833
P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com

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

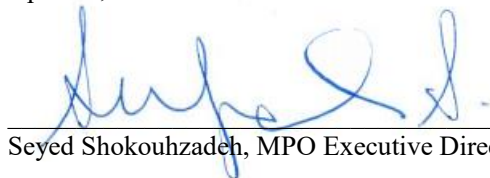
Office of Civil Rights
Attn: Title VI Program Coordinator
8th Floor E81-105
1200 New Jersey Ave., SE
Washington, DC 20590

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 the Evansville MPO office (1 NW MLK Jr. Blvd, Rm 316, Evansville, Indiana 47708).

April 24, 2023



Seyed Shokouhzadeh, MPO Executive Director

Evansville Metropolitan Planning Organization

Civic Center Complex, Room 316 • 1 N.W. Martin Luther King, Jr. Blvd. • Evansville IN, 47708-1833
P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com

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

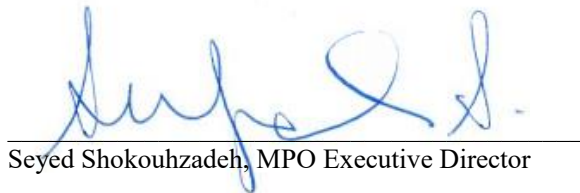
Office of Civil Rights
Attn: Title VI Program Coordinator
8th Floor E81-105
1200 New Jersey Ave., SE
Washington, DC 20590

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 publica en la oficina de MPO de Evansville (1 NW MLK Jr. Blvd, Rm 316, Evansville, Indiana 47708).

24 de abril de 2023



Seyed Shokouhzadeh, MPO Executive Director

Evansville Metropolitan Planning Organization

Civic Center Complex, Room 316 • 1 N.W. Martin Luther King, Jr. Blvd. • Evansville IN, 47708-1833
P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com

Evansville MPO Title VI Complaint Procedures

Overview

The following complaint procedures describe the process for filing a Title VI complaint and the investigation process. They apply to the Evansville MPO and its subrecipients. The procedures have been developed to ensure due process for complainants. The process does not preclude the Evansville MPO from attempting to informally or independently resolved complaints.

Persons Eligible to File a Complaint

Any person or persons who believe, either individually or as a member of any specific class of persons, they have been subjected to discrimination or retaliation prohibited by any of the Civil Rights authorities, on the basis of race, color, national origin, sex, age, sexual orientation, income, LEP status or disability 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>. The affected individual or a representative may file the complaint.

Filing a Complaint

Complaints should be filed within 180-calendar days from the date of the alleged discriminatory act.

The Title VI Complaint Form is available on the MPO website at: <http://www.evansvillempo.com/TitleVI.html>. The form includes detailed questions to assist in filing the complaint. A complaint may also be filed in writing without the Complaint Form if the following are included:

- A signed and dated (by the complainant or the complainant's representative) written explanation of what has happened;
- The complainant's contact information;
- Identification of the respondent, i.e. agency/organization alleged to have discriminated;
- Sufficient information regarding the facts that led the complainant to believe that discrimination has occurred;
- Date(s) of the alleged discriminatory act(s); and
- Signature of the complainant or the complainant's representative.

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
- **Faxed:**
(812) 436-7834

If any person requires reasonable accommodations to file the complaint, contact Title VI Coordinator Matt Schriefer at any of the above addresses or by phone at (812) 436-7833.

Receipt of Complaints

The Evansville MPO Executive Director and/or 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 acknowledgement will include an estimated timeframe for completing the investigation.

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.

The MPO Title VI Coordinator shall conduct a full investigation, when warranted, and furnish a preliminary written report, including recommendations for resolution to the MPO Executive Director and MPO Policy Committee for final determination. The MPO Executive Director shall notify the complainant of the final decision within 10 working days of completion of the investigation and a copy of the decision will be forwarded to FHWA and/or FTA. The MPO Executive Director shall further notify the complainant of his or her right to appeal the decision to the FHWA and/or FTA if the decision is not acceptable. Appeals should be made in writing and forwarded 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

Records pertaining to complaints, inquiries and investigations will be maintained by the Evansville MPO Title VI Coordinator.

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 at the mailing addresses listed above.

Processing Complaints

Complaints filed with the Evansville MPO in which the MPO is named as the respondent, shall be forwarded to FHWA and/or FTA. Complaints received by the FHWA and/or FTA filed against federal aid subrecipients or contractors will be sent to the MPO for investigation. Complaints filed with KYTC against a sub-recipient shall be processed by the MPO in accordance with FHWA and/or FTA approved procedures. Complaints filed with a sub-recipient shall be forwarded to the MPO within three days of receipt.

Complaints filed with a subrecipient shall be forwarded to the Evansville MPO Title VI Coordinator. In special cases warranting intervention to ensure justice, the FHWA and/or FTA may assume jurisdiction and either complete or obtain services to review or investigate the matter. Materials already obtained by the MPO may be relied upon or supplemented or the matter may be reinvestigated.

A copy of the complaint, together with a copy of the MPO report of the investigation, shall be forwarded to the FHWA and/or FTA within 60 days of the date the complaint was received by the MPO. An extension of an additional 60 days may be granted by the FHWA and/or FTA for justifiable reasons.

Acceptance and/or Dismissal of Complaints

When the Evansville MPO receives an inquiry, comment or complaint, which alleges or implies discrimination as addressed by Title VI of the Civil Rights Act of 1964, a copy is forwarded immediately to the MPO Title VI Coordinator, MPO Executive Director and the FHWA or FTA Division Administrator. The MPO Title VI Coordinator is responsible for logging in the document and maintaining the required statistical data.

The MPO Executive Director and FHWA or FTA Division Administrator or their designee in the Civil Rights office will discuss the matter to determine if it constitutes a Title VI complaint. If it is determined that the issues do not meet a Title VI complaint, the MPO Executive Director will submit the appropriate response to the FHWA or FTA Division Office.

If it is determined that the issues constitute a Title VI complaint, the MPO Executive Director or the Title VI Coordinator will determine responsibility and the need for additional information. The MPO, FHWA or FTA Division Administrator, or designee may request additional information and/or clarification. The MPO shall maintain a log of complaints filed with and investigated by the MPO.

Evansville MPO Executive Director and/or Title VI Coordinator will respond in writing, acknowledging receipt of complaint within 10 days from date of receipt. After reviewing the complaint, the MPO Executive Director may recommend dismissal of a complaint for any of the following reasons:

- The complaint was filed in an untimely manner.
- The complaint does not allege a basis covered by the statutes for which the MPO is responsible.
- The complaint does not allege any harm with regard to covered programs or statutes.
- The complainant requests the withdrawal of the complaint.
- The complainant fails to respond to repeated requests for additional information needed to process the complaint.
- The complainant cannot be located after reasonable attempts.
- The complainant fails to accept a reasonable resolution. Reasonableness to be determined by the FHWA and/or FTA Civil Rights Office.
- The complainant has filed a legal action in Federal District Court with the same basis and issue(s) involved in the complaint.
- The same complaint's allegations have been filed with another federal, state, or local agency.

Acceptance of a complaint will be determined by the following:

- Timely filing of the complaint.
- If the allegations involve a covered basis such as race, color, sex, age, national origin, disability, or retaliation.
- If the allegations involve a program or activity of a federal aid recipient, subrecipient, or contractor.

Withdrawal of a Complaint

The complainant may withdraw his or her complaint at any time after filing and prior to the issuance of a determination or resolution by the Evansville MPO. The complainant must submit a written withdrawal to the following:

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

Appeal Process

If a complaint cannot be resolved by the MPO to the satisfaction of the complainant, the complainant may appeal, in writing, to the following:

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

Discrimination complaints may be filed with the FHWA and/or FTA before, during or after the complaint has been filed with the MPO.

This procedure does not deprive the complainant his or her right to file a complaint:

- The U.S. Department of Transportation: www.dot.gov
- The U.S. Department of Justice: www.usdoj.gov
- Federal Highway Administration: www.fhwa.dot.gov

Final Agency Reports

The Headquarters Civil Rights Office of the FHWA or FTA via the FHWA or FTA Division Office will issue all Final Agency Decisions and dismissals. The MPO will forward, through the FHWA or FTA Division Office, the investigative report, investigative file and a recommended decision to the Chief Investigations and Adjudications.

The MPO takes the position that a Title VI finding of violation or no violation is a federal decision that cannot be delegated. Although an MPO recipient can conduct a Title VI investigation of its subrecipients or contractors and make a recommendation to the federal decision making authority, the MPO must submit its proposed dispositions to FHWA and/or FTA for a Final Agency Decision. The Civil Rights Offices of these agencies may request that further investigation be undertaken if the record of evidence is incomplete.

Record of Title VI Complaints, Investigations and Lawsuits

There have not been any complaints, investigations or lawsuits 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 Complaints, Investigations and Lawsuits Log 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 Complaints, Investigations and Lawsuits Log found in Appendix F.

Program Review Procedures

The Evansville MPO and its staff are responsible for the following under Title VI:

- Collecting and analyzing data on minority and low income populations to determine the potential impact of proposed plans, programs and projects;
- Ensuring all contract documents contain the appropriate Title VI provisions;
- Consulting with the Title VI Coordinator or Executive Director when complaints are received or issues arise during a public hearing/meeting;
- Ensuring that all people are treated equitably regardless of race, color or national origin;

- Monitoring Title VI accomplishments, notifying the Title VI Coordinator of problem areas and summarizing activities for inclusion in the Title VI Plan Update;
- Developing and updating internal policies and procedures to ensure Title VI compliance during all phases of projects and activities;
- Ensuring that all business pertaining to the selection, negotiation, and administration of consultant contracts and agreements is accomplished without discrimination based on race, color or national origin;
- Ensuring that efforts are made to include minority and women owned businesses in consideration for contracts;
- Ensuring that internal and external publications and all other relevant communications disseminated to the public include the Title VI policy reference;
- Providing reasonable accommodations, information in the appropriate language or interpreters as needed for individuals with disabilities and LEP persons.

Review of Plans, Policies and Directives

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. These include:

Administrative

- MPO By-Laws
- Employee Handbook
- Unified Planning Work Program

Planning

- Metropolitan Transportation Plan
- Transportation Improvement Program
- Public Participation Plan
- Access Management Manual

Multi-Modal

- Coordinated Public Transit – Human Services Transportation Plan
- Section 5310 Program Management Plan
- Completing the Street: A Complete Street Toolkit
- MPO Complete Streets Policy

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.

Special Emphasis Program Areas

Certification reviews in 2017 and 2021 conducted by FHWA and FTA have not revealed any deficiencies in the MPO's Title VI Program, but have mentioned continuing advanced outreach methods. KYTC's review of the MPO's Title VI Plan over the last few years has revealed some additions needed to the plan document.

The MPO will continue to train staff on the importance of Title VI compliance and continue to increase their efforts to ensure outreach to Environmental Justice population areas. The MPO will also continue to ensure the Title VI Plan is current and accurate based on current regulations.

Title VI Special Emphasis Areas:

- Public Outreach and Participation
- Staff Training
- Environmental Analysis (red flag investigations)
- Inclusion of Title VI in all MPO Planning documents

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.

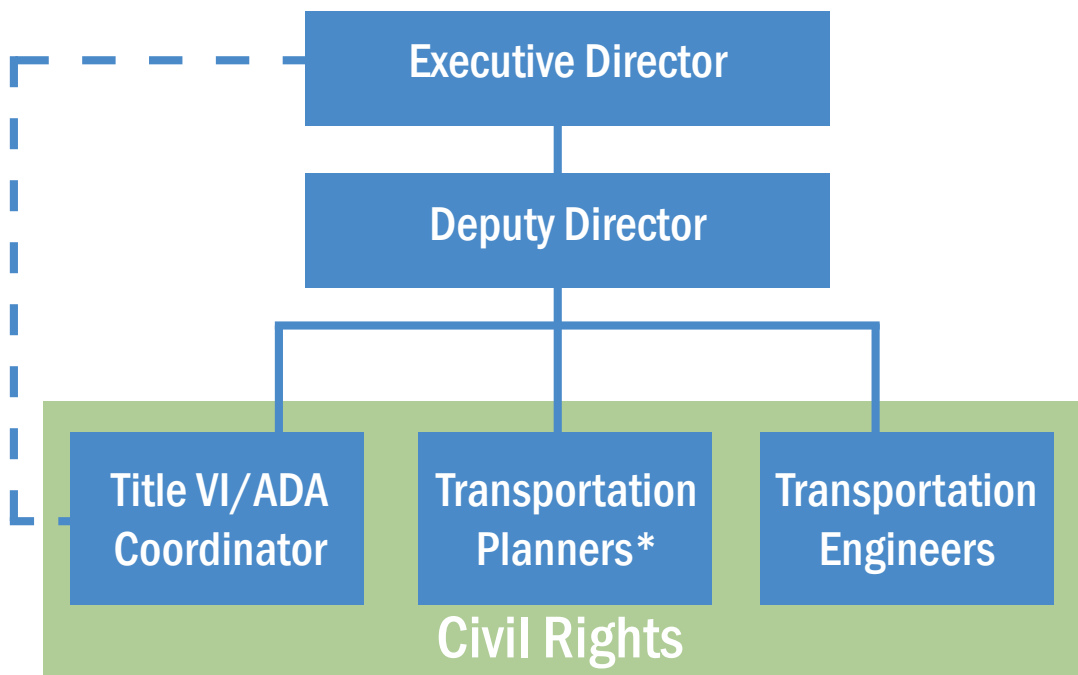
The Title VI/ADA Coordinator role is held by Matt Schriefer, Transportation Planner. The Title VI/ADA Coordinator is the main point of contact for all Civil Rights issues from the public. The Coordinator also provides Title VI, LEP and ADA training to employees annually, assists all staff members regarding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

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 every year, covering all aspects of Title VI, including LEP planning. This training is available in-person in Indianapolis or virtually. 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 and/or virtually. 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. The most recent annual staff Title VI training was held in the office on October 3, 2022.

The MPO trains new employees as they start their new positions. The MPO Title VI and ADA Coordinator first provides the new hire with a copy of the Title VI Implementation Plan for review. This is followed with the same training that is completed for all staff members annually, with more detail provided for the process and procedures for handling complaints.



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

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.

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.

Data Collection, Reporting and Analysis

Statistical data on race, color, national origin, sex, age, disability, LEP, poverty status, and availability of vehicles of participants in and beneficiaries of MPO plans and programs will be gathered, analyzed, and maintained by the MPO to determine the transportation investment benefits and burdens to these populations. Each plan and program will include an analysis of potential impacts, both negative and positive. Data gathering procedures will be reviewed regularly to ensure sufficiency of the data in meeting the requirements of Title VI program administration. Analysis of the data collected may include:

- The race, color, national origin, sex, age, disability, LEP, poverty status, and availability of vehicles of the population eligible to be served;
- Socioeconomic Assessment to evaluate project's potential impacts to the human environment;
- Persons to include in the decision making process;
- Percent of benefits allocated to persons below the poverty line versus persons above the poverty line;
- Distribution of benefits (dollars, facilities, systems, projects) to groups and communities;
- Projected population increases versus planned facilities and types of facilities;
- Language needs assessment;
- Transportation needs of all persons within boundaries of plans or projects;
- Strategies to address impacts;
- The manner in which services are or will be provided and the related data necessary for determining whether any persons are or will be denied such services on the basis of prohibited discrimination;
- The location of existing or proposed facilities connected with the program and related information for determining whether it has or will have the effect of unnecessarily denying access to any persons on the basis of prohibited discrimination;
- The present or proposed membership, by race, color, national origin, sex, disability and age, in any planning or advisory body which is an integral part of the program;
- Strategies to disseminate information.

The MPO has developed an analysis tool to use when determining the potential impacts of projects on disadvantaged populations. Further review of potential impacts is conducted in Potentially Disadvantaged Areas (also called Targeted Outreach Areas or Environmental Justice Areas in other MPO documents). The areas are prioritized based on the percentage of the population that is considered underserved or disadvantaged. The MPO includes the following seven population categories to determine areas of underserved or disadvantaged populations: individuals below poverty; individuals age 65 and older; minority population; Hispanic population; individuals with Limited English Proficiency (LEP; speaks English "less than very well"); individuals with a disability; and households with no vehicles. See the Potentially Disadvantage Areas section for more information.

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 2020 and some 2014 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 2020.

Total Population

The 2020 ACS shows the three county population for Vanderburgh, Warrick, and Henderson counties to be 289,706. The Urbanized Area includes a large portion of this population, at 229,776. (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.

Age and Gender

The 2020 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 5% between 2014 and 2020, while the percentage of the total population 65 and over increased by 14% 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 2014 and 2020.

Figure 1: 2020 Regional Population

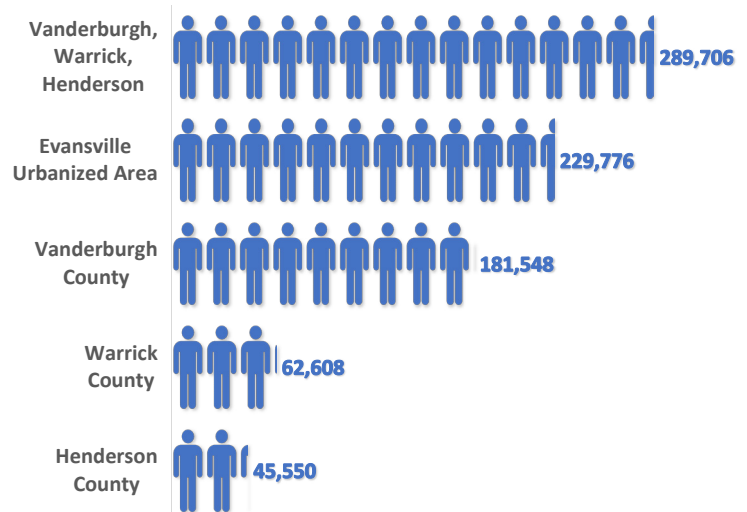


Figure 2: 2020 Age and Gender

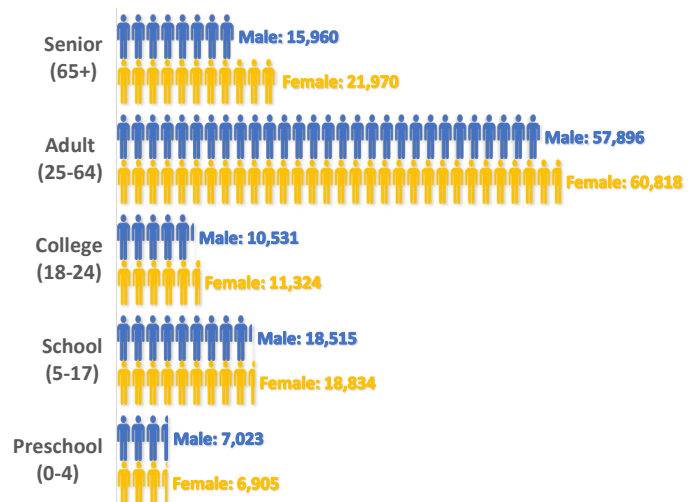
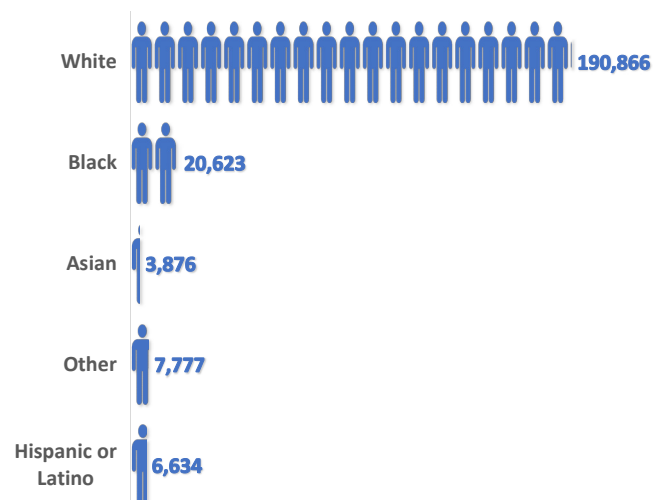


Figure 3: 2020 Race and Ethnicity



Individuals with a Disability

Nearly 16% of the Urbanized Area's population had some type of disability at the time of the 2020 ACS. This includes 6% of children under 18, 14% of adults age 18-64, and 37% of seniors age 65 and over.

Household Income

The 2020 median household income for the Urbanized Area was \$51,853. This is higher than the Kentucky median household income of \$50,589 but lower than the Indiana median of \$56,303. The U.S. Census sets income thresholds to determine poverty levels. In 2020, a household was considered in poverty if the total income was less than \$13,790 for a one-person household, \$17,519 for a two-person household, and \$27,741 for a four-person household. In 2020, 25% 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 6%. Poverty is determined based on national income thresholds that are developed by the U.S. Census. Table 1 shows the thresholds for 2020.

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 \$27,741 to be considered above poverty, while a family of six must have an annual income greater than \$37,167 to be considered above poverty.

Language

In the Evansville Urbanized Area, there are nearly 9,300 individuals that speak a language other than English. The majority of them, almost 5,800 people, speak English "very well". Just over 3,500 people speak English "less than very well". Of those that speak a language other than English, 45% speak Spanish, 23% other Indo-European languages, 27% speech Asian/Pacific Island languages, and 5% speak other languages.

Figure 4: 2014 and 2020 Individuals with Disabilities

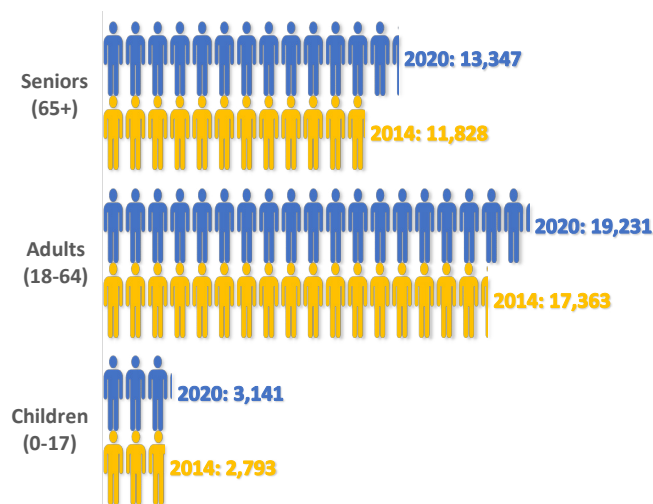


Figure 5: 2020 Median Household Income



Figure 6: 2020 Language Spoken

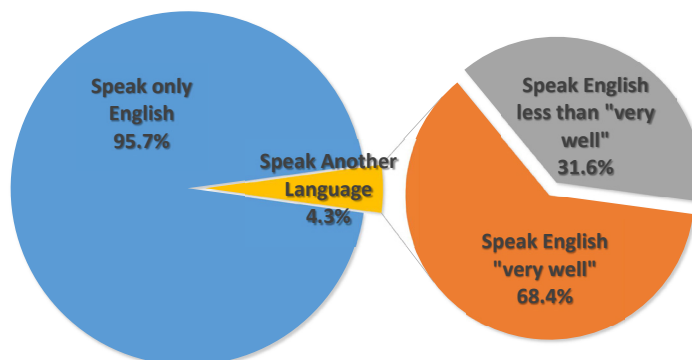


Table 1: 2020 Poverty Thresholds

Size of Family Unit	Weighted Average	Related children under 18 years								
		0	1	2	3	4	5	6	7	8+
1 person	\$13,790									
Under 65	\$14,097	\$14,097								
65 and over	\$12,996	\$12,996								
2 people	\$17,519									
HHer under 65	\$18,231	\$18,145	\$18,677							
HHer 65 and over	\$16,395	\$16,379	\$18,606							
3 people	\$21,558	\$21,196	\$21,811	\$21,831						
4 people	\$27,741	\$27,949	\$28,406	\$27,479	\$27,575					
5 people	\$32,893	\$33,705	\$34,195	\$33,148	\$32,338	\$31,843				
6 people	\$37,167	\$38,767	\$38,291	\$38,119	\$37,350	\$36,207	\$35,529			
7 people	\$42,304	\$44,606	\$44,885	\$43,925	\$43,255	\$42,009	\$40,554	\$38,958		
8 people	\$46,858	\$49,888	\$50,329	\$49,423	\$48,629	\$47,503	\$46,073	\$44,585	\$44,207	
9+ people	\$56,437	\$60,012	\$60,303	\$59,501	\$58,828	\$57,722	\$56,201	\$54,826	\$54,485	\$52,386

Source: U.S Census Bureau

Note: HHer = Householder

EJ Population Areas

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

The EJ Population Areas were developed based on data from the 2014-2018 American Community Survey (ACS). 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 population;
- Hispanic population;
- individuals with limited English proficiency (speak English “less than very well”);
- individuals with a disability; and
- households with no vehicles.

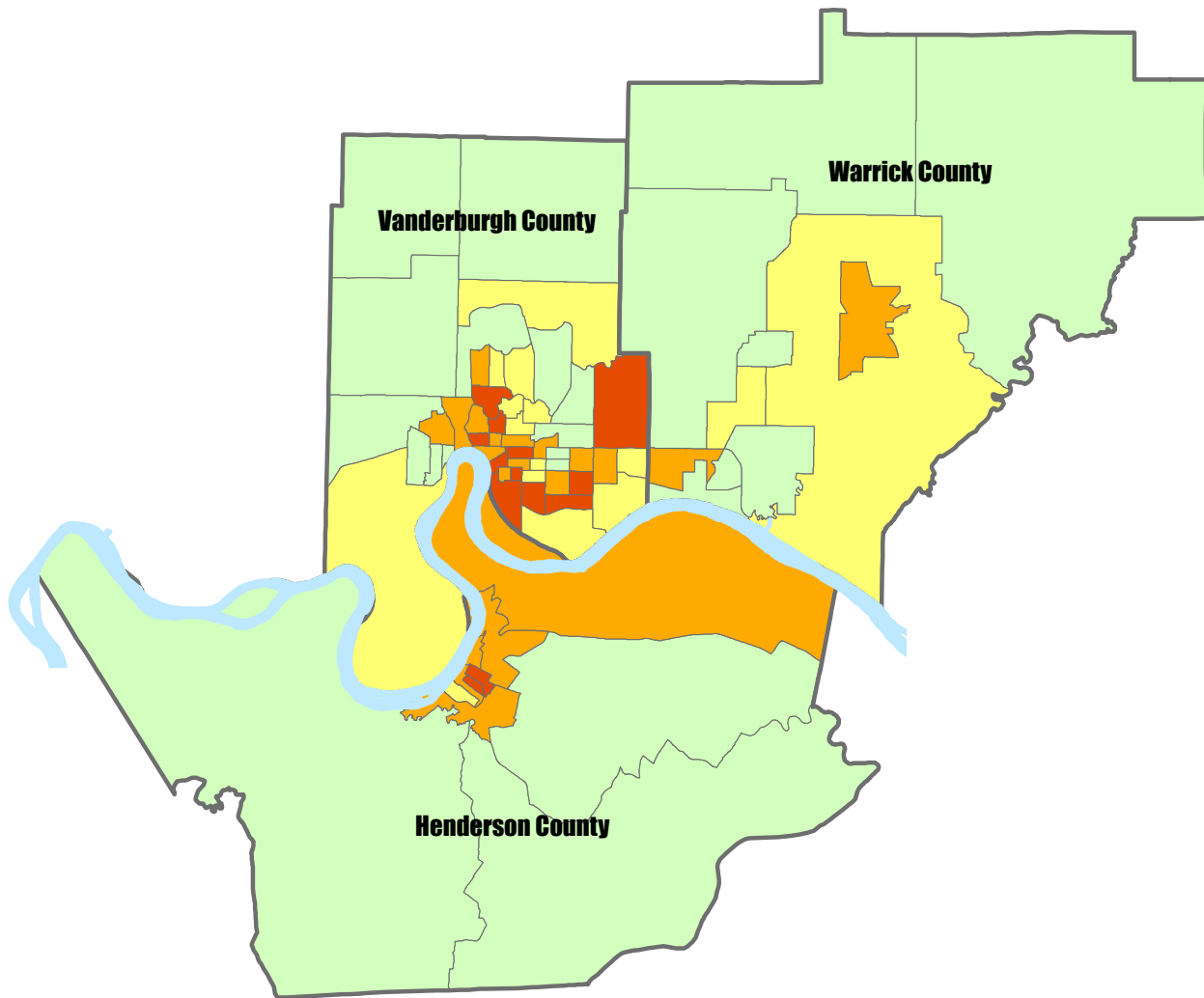
The MPO first found the percentages of underserved and disadvantaged populations for each of the three counties (Vanderburgh, Warrick, and Henderson) in the planning area and a combined regional percentage. This regional percentage for each category is considered the Potentially Disadvantaged Threshold.

The MPO also found the percentages of underserved and disadvantaged population data for all 71 Census Tracts within the three counties in the planning area. For each of the seven categories of underserved or disadvantaged populations, the Evansville MPO identified the tracts that exceeded the Potentially Disadvantaged Threshold for that category. Each tract that had two or more categories that exceeded the Threshold was identified as an Environmental Justice (EJ) Population Area. If a tract had one or fewer categories that exceeded the Threshold, it was identified as a General Outreach Area. Each EJ Population Area was then placed into one of three EJ Tiers depending on the number of categories that exceeded the Potentially Disadvantaged Threshold. Below are the EJ Tiers based on the number of categories that exceeded the threshold.

- Tier 1 EJ Area – exceeds 6-7 Potentially Disadvantaged Thresholds
- Tier 2 EJ Area – exceeds 4-5 Thresholds
- Tier 3 EJ Area – exceeds 2-3 Thresholds
- General Outreach Area – exceeds 0-1 Thresholds

Figure 7 shows the EJ Population Areas for the Evansville MPO study area. Figures 8 through 14 show the individual maps for each underserved or disadvantaged population category.

Figure 7: Environmental Justice Population Areas



**EJ Population Area:
Potentially Disadvantaged Thresholds**

- Tier 1: Exceeds 6-7 Thresholds**
- Tier 2: Exceeds 4-5 Thresholds**
- Tier 3: Exceeds 2-3 Thresholds**
- General Outreach: Exceeds 0-1 Thresholds**

Figure 8: Individuals Below Poverty

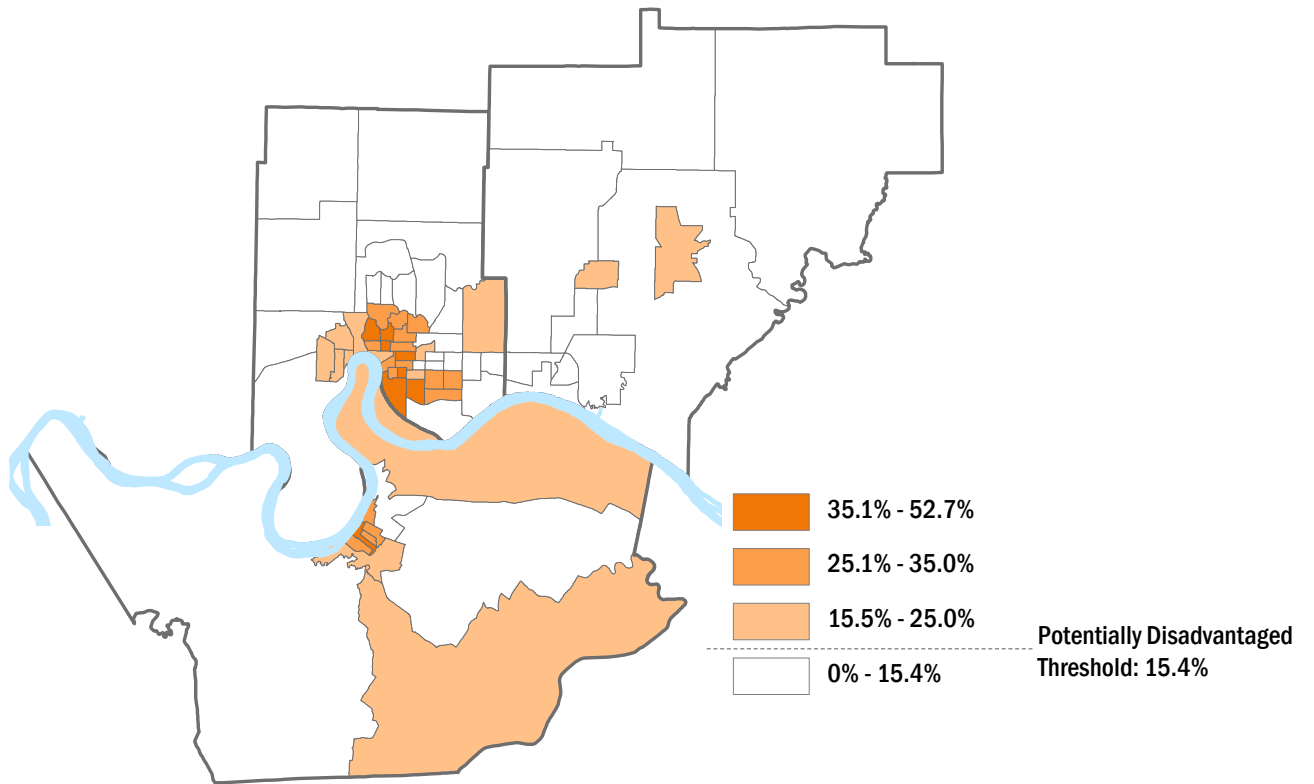


Figure 9: Individuals Age 65 and Older

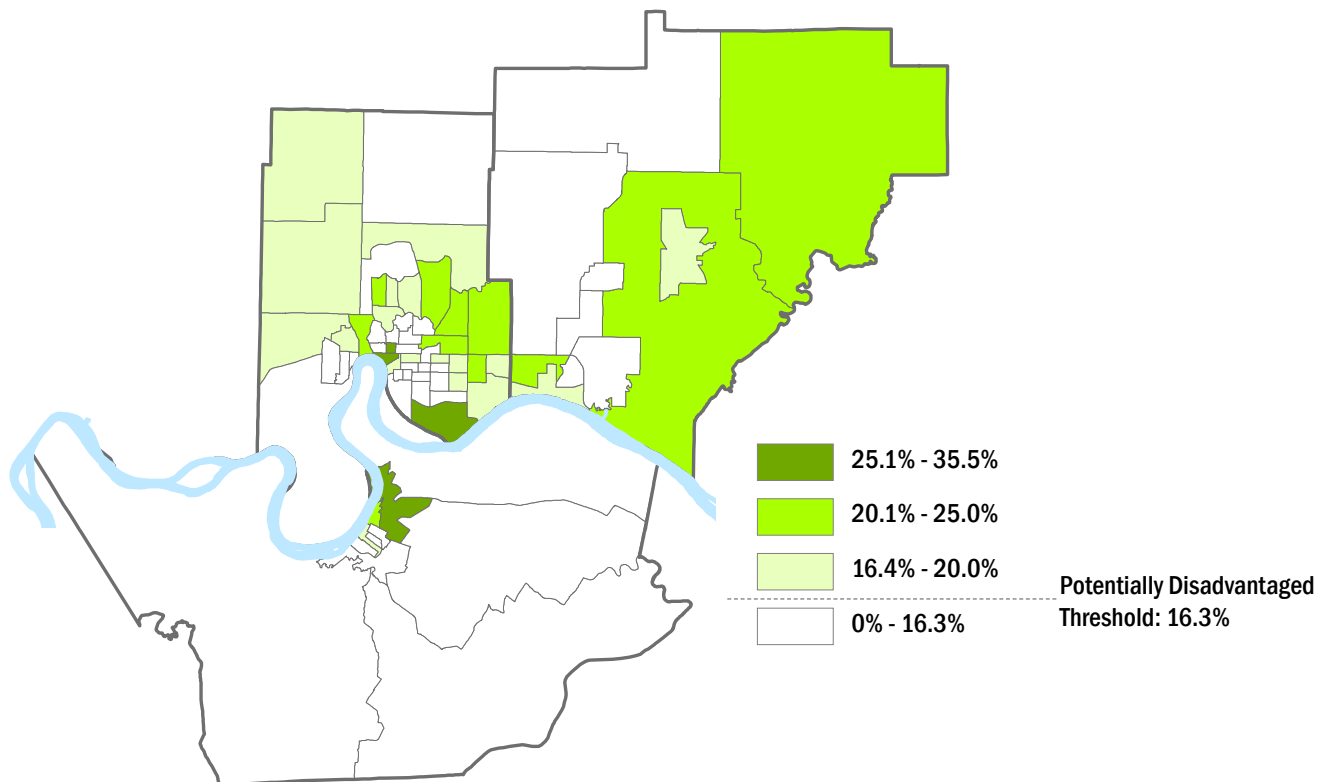


Figure 10: Minority Population

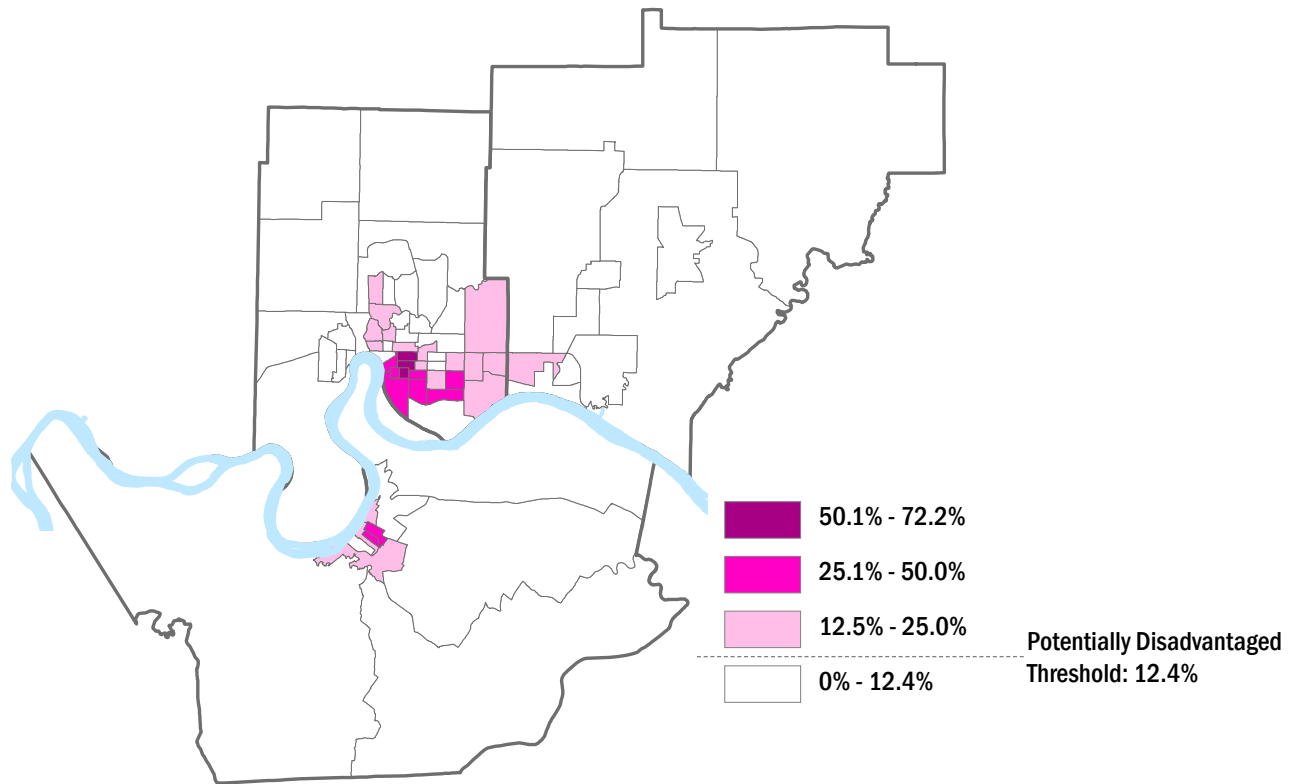


Figure 11: Hispanic Population

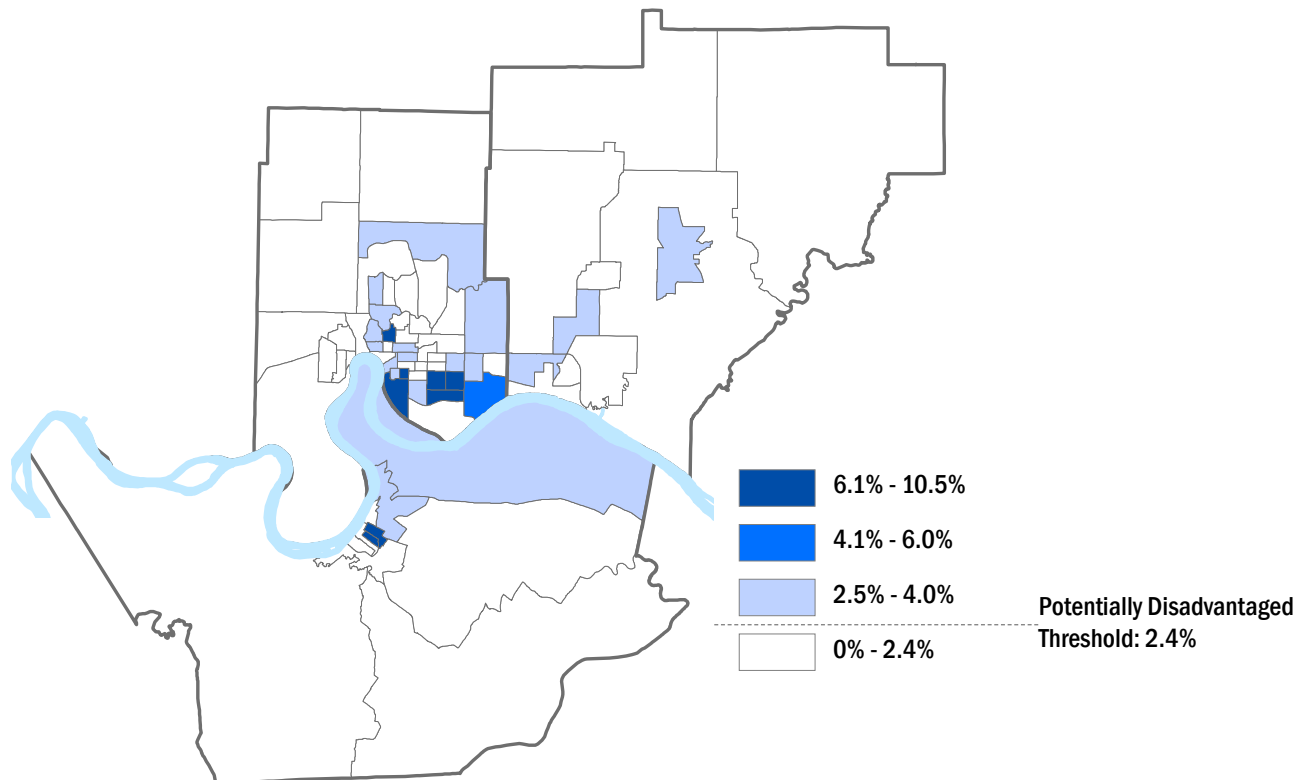


Figure 12: Individuals with Limited English Proficiency (speak English “less than very well”)

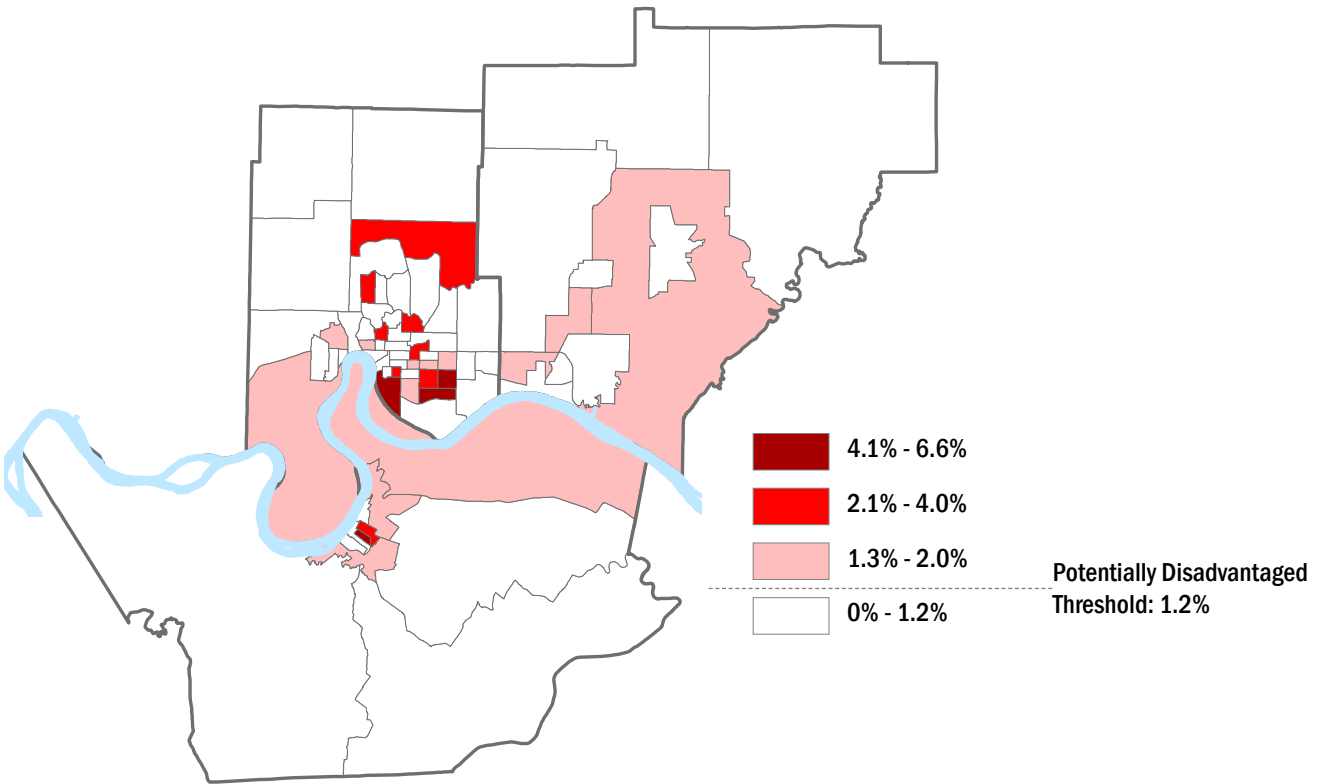


Figure 13: Individuals with a Disability

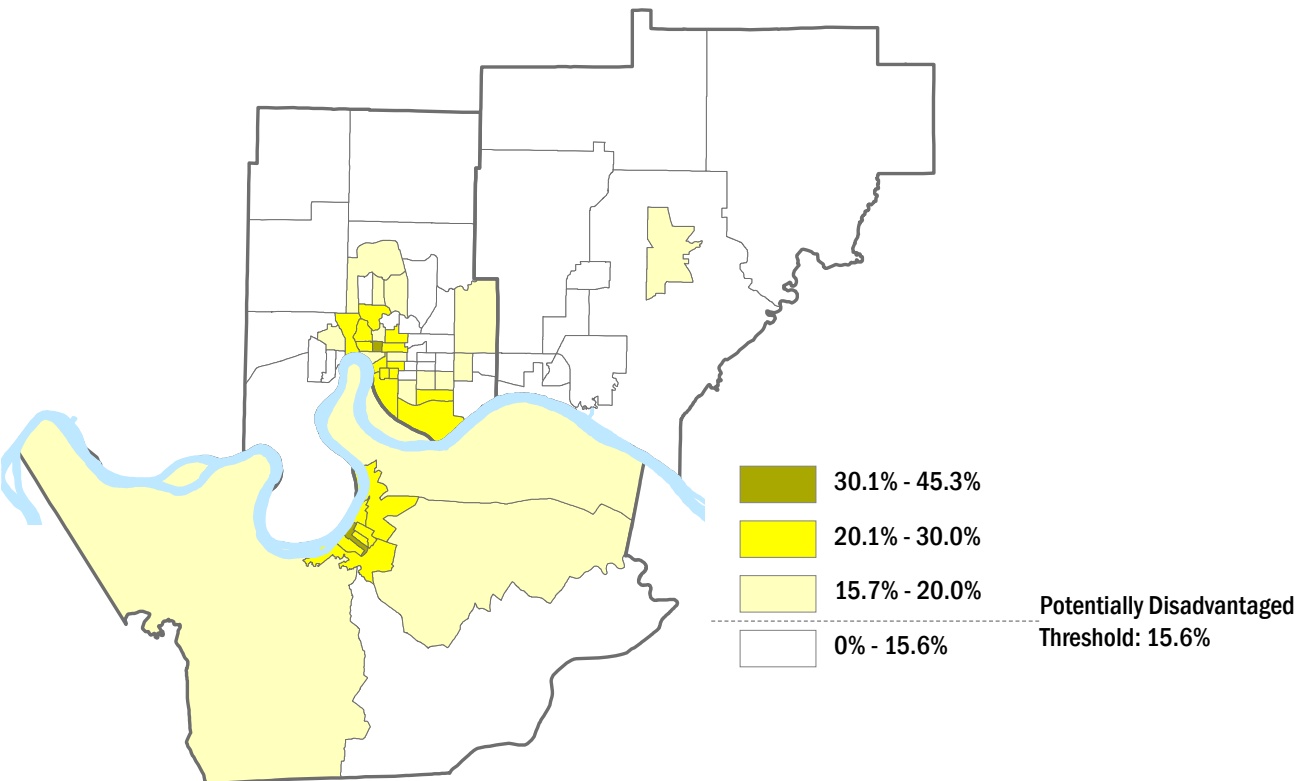


Figure 14: Households with No Vehicles

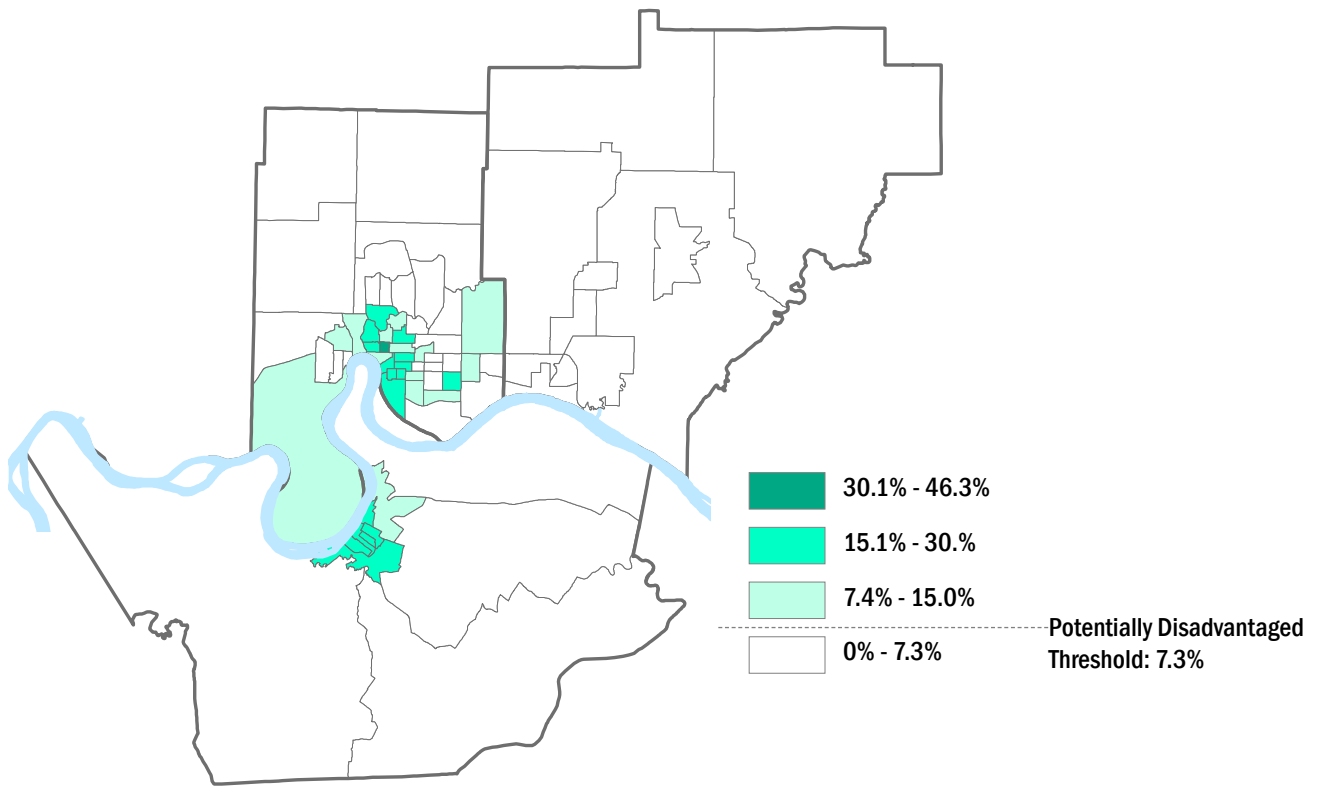


Figure 15: Targeted Outreach Areas with MTP 2045 Projects

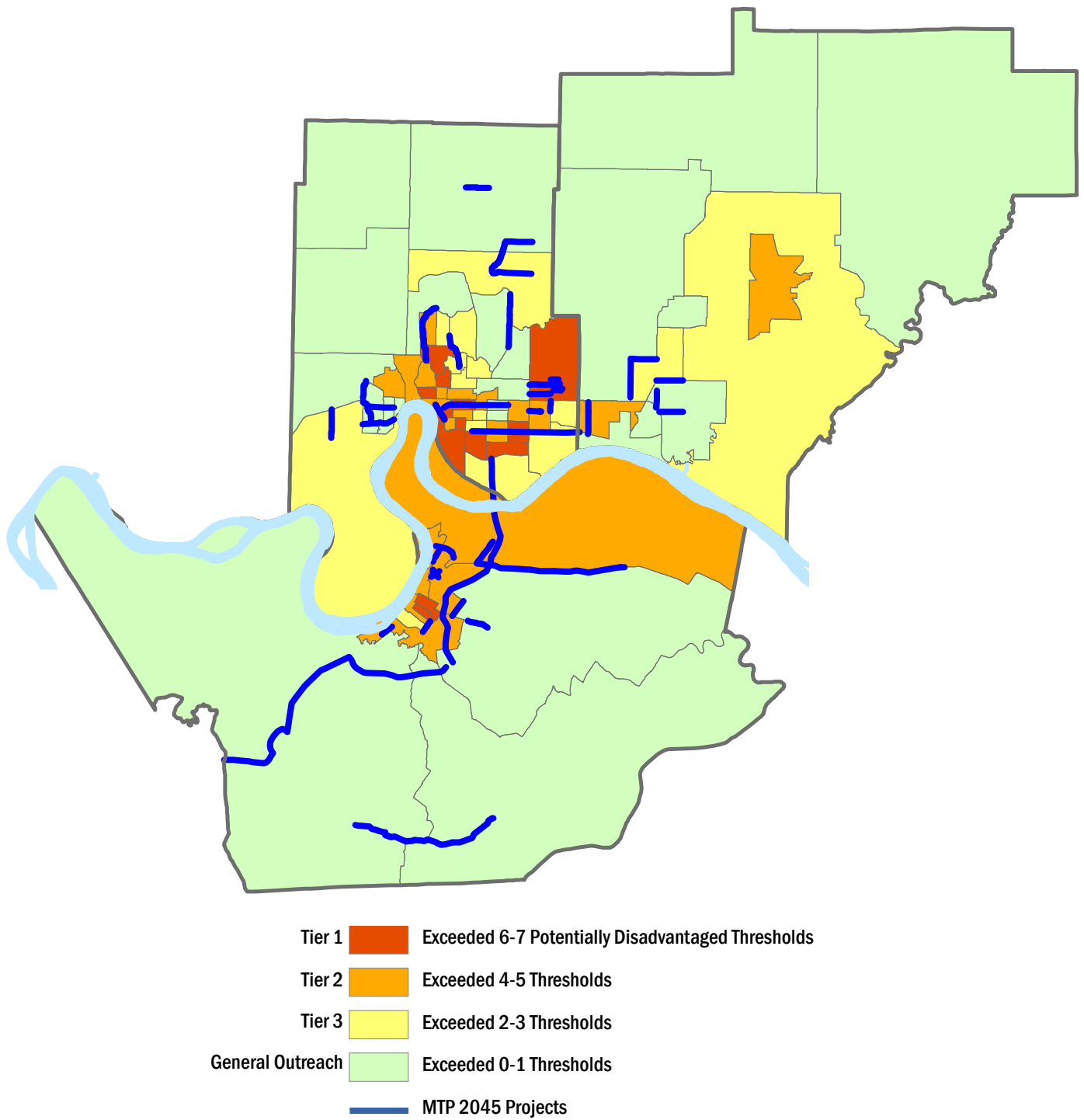
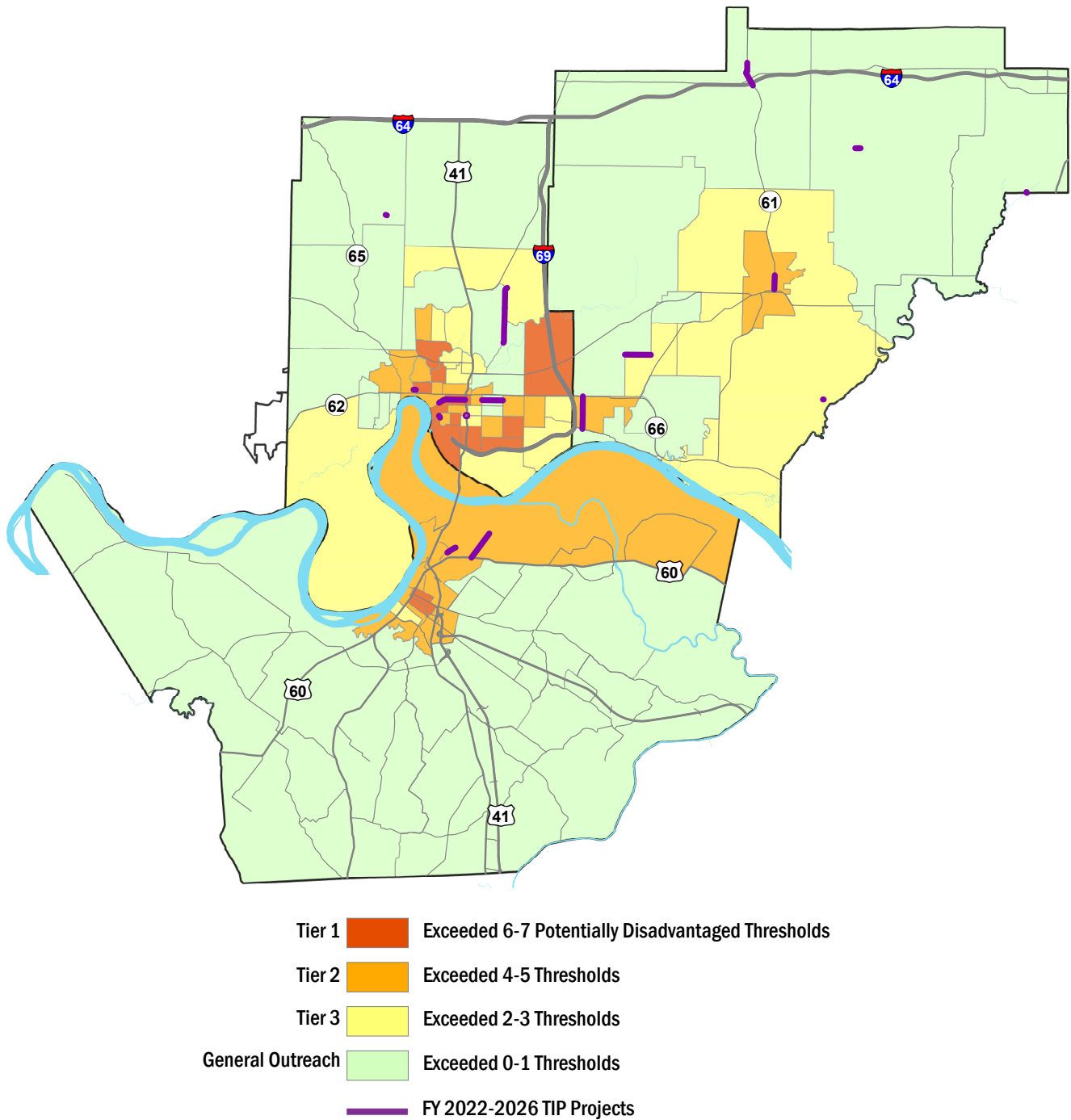


Figure 16: Targeted Outreach Areas with 2022-2026 TIP Projects



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 EJ Population 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 EJ Population Areas

During development of the 2045 Metropolitan Transportation Plan (MTP) and 2022-2026 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 TIP along with the EJ Population Areas.

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 EJ Population 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 EJ Population 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.

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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 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.

LIMITED ENGLISH PROFICIENCY LANGUAGE ASSISTANCE PLAN



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”.

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 1,878 people or about 0.7% of the three-county population speak Spanish at home and speak English “less than very well” according to the 2020 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

More than 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 3,800 people speak English “less than very well”. Table 2 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. Nearly 4,600 people in the three counties speak Spanish, approximately 1.7% of the total population. Nearly 1,900 of them speak English “less than very well”. This is the only group that exceeds the “safe harbor” threshold of 1,000 or 5% of the population.

Table 2: Language Spoken at Home

	Language Spoken at Home	% of Pop. over 5	Speak English “Less Than Very Well”	% of Pop. over 5
Only English	262,293	96.2%		
Spanish	4,652	1.7%	1,878	0.7%
Other Indo-European Languages	2,609	1%	749	0.3%
Asian and Pacific Island Languages	2,647	1%	1,037	0.4%
All Other	508	0.2%	137	0.1%

Note: Asian Pacific Island Languages is made up of multiple languages, including Chinese, Japanese, Vietnamese, Filipino, and Tagalog, non of which exceed 1,000 speakers.

Source: 2020 ACS

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.

Table 3 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					✓

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



Seyed Shokouhzadeh
Executive Director

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 Schrieffer at mschrieffer@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 the Evansville MPO office (1 NW MLK Jr. Blvd, Rm 316, Evansville, Indiana 47708).

April 24, 2023



Seyed Shokouhzadeh, MPO Executive Director

Evansville Metropolitan Planning Organization

Civic Center Complex, Room 316 • 1 N.W. Martin Luther King, Jr. Blvd. • Evansville IN, 47708-1833
P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com

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 publica en la oficina de MPO de Evansville (1 NW MLK Jr. Blvd, Rm 316, Evansville, Indiana 47708).

24 de abril de 2023



Seyed Shokouhzadeh, MPO Executive Director

Evansville Metropolitan Planning Organization

Civic Center Complex, Room 316 • 1 N.W. Martin Luther King, Jr. Blvd. • Evansville IN, 47708-1833
P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com

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. Any such complaint must be in writing and filed with the MPO Title VI Coordinator within 180 days following the date of the alleged discriminatory occurrence. 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

Civic Center Complex, Room 316 • 1 N.W. Martin Luther King, Jr. Blvd. • Evansville IN, 47708-1833
P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com

Procedimientos de queja del Título VI de la MPO de Evansville

Cualquier persona o personas que crean, ya sea individualmente o como miembro de una clase específica de personas, que han sido objeto de discriminación por motivos de raza, color u origen nacional, pueden presentar una queja por escrito ante la MPO de Evansville. Cualquier queja de este tipo debe presentarse por escrito y presentarse ante el Coordinador del Título VI de MPO dentro de los 180 días posteriores a la fecha del supuesto hecho discriminatorio. Un formulario de queja del Título VI está disponible en el sitio web de MPO en: <http://www.evansvillempo.com/TitleVI.html>.

Se puede presentar una queja sin el Formulario de queja si se incluye por escrito el nombre, la dirección postal y los detalles de la supuesta discriminación. El formulario de queja o queja por escrito puede ser:

- Entregado a mano:
La oficina de MPO de Evansville, ubicada en el Complejo del Centro Cívico en
1 NW Martin Luther King, Jr. Blvd, Room 316, Evansville, Indiana 47708
- Enviado por correo:
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
- Enviado por correo electrónico:
mschriefer@evansvillempo.com

El coordinador del Título VI de la MPO de Evansville proporcionará al demandante o su representante un acuse de recibo por escrito dentro de los 10 días hábiles posteriores a la recepción de la queja por parte de la MPO.

La queja será revisada por el Coordinador del Título VI y el Asesor Legal. Luego será enviado al Director Ejecutivo de MPO y al Comité de Políticas de MPO. El MPO luego notificará a la Administración Federal de Carreteras (FHWA) y / o la Administración Federal de Tránsito (FTA) que se ha recibido una queja.

Luego, la MPO de Evansville iniciaría medidas correctivas para aliviar la discriminación y evitar que se produzca una discriminación futura en el proceso de planificación del transporte. La MPO notificará al demandante por correo los pasos que la MPO ha tomado para mitigar y prevenir dicha discriminación.

El público también puede presentar quejas de discriminación directamente a la Administración Federal de Carreteras (FHWA) o la Administración Federal de Tránsito (FTA). La queja debe enviarse por correo a la Oficina de Derechos Civiles, ya sea en la FHWA o en el TLC. Las direcciones de correo de cada una se enumeran a continuación.

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

Civic Center Complex, Room 316 • 1 N.W. Martin Luther King, Jr. Blvd. • Evansville IN, 47708-1833
P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com



Seyed Shokouhzadeh
Executive Director

**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."

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. This complaint form must be filed with the MPO Title VI Coordinator within 180 days following the alleged discriminatory occurrence.

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)
☐ Race ☐ Color ☐ National Origin
☐ 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.

Evansville Metropolitan Planning Organization

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P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com



Seyed Shokouhzadeh
Executive Director

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

Evansville Metropolitan Planning Organization

Civic Center Complex, Room 316 • 1 N.W. Martin Luther King, Jr. Blvd. • Evansville IN, 47708-1833
P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com

**Organización de planificación metropolitana de Evansville
Formulario de queja del Título VI**

El Título VI de la Ley de Derechos Civiles de 1964 requiere que "ninguna persona en los Estados Unidos, por motivos de raza, color u origen nacional, sea excluida de la participación, se le negarán los beneficios o será objeto de discriminación bajo ningún programa o actividad que recibe asistencia financiera federal."

La siguiente información es necesaria para ayudarnos a procesar su queja. Si necesita ayuda para completar este formulario, infórmenos. Este formulario de queja debe presentarse ante el Coordinador del Título VI de MPO dentro de los 180 días posteriores a la supuesta ocurrencia discriminatoria.

1. Nombre de los denunciantes _____
Dirección _____
Ciudad, estado y código postal _____
Número de teléfono _____
2. Persona discriminada (si alguien que no sea el demandante)
Nombre _____
Dirección _____
Ciudad, estado y código postal _____
3. ¿Cuál de las siguientes opciones describe mejor la razón por la que cree que se produjo la discriminación? ¿Fue por su: (verifique el motivo)
☐ Raza ☐ Color ☐ Origen nacional
☐ Otro _____
4. ¿Cuándo y dónde tuvo lugar la supuesta discriminación? Incluya el nombre de la agencia, departamento o programa que cree que lo discriminó. Explica qué sucedió y de quién crees que fue responsable. Use el reverso de este formulario si se requiere espacio adicional.

Evansville Metropolitan Planning Organization

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P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com



Seyed Shokouhzadeh
Executive Director

5. Enumere los nombres y la información de contacto de las personas que puedan tener conocimiento de la supuesta discriminación.

Nombre e información de contacto: _____

Nombre e información de contacto: _____

6. ¿Ha presentado esta queja ante cualquier otra agencia federal, estatal o local? o ¿Con algún tribunal federal, estatal o local?

_____ si _____ no

En caso afirmativo, marque todo lo que corresponda:

☐ Agencia Federal ☐ Corte federal ☐ Agencia del estado

☐ Tribunal estatal ☐ Agencia local ☐ Corte local

7. Proporcione información de una persona de contacto en la agencia / tribunal donde se presentó la queja.

Nombre _____

Dirección _____

Ciudad, estado y código postal _____

Número de teléfono _____

Por favor firme abajo. Puede adjuntar cualquier material escrito u otra información que considere relevante para su queja.

Firma del demandante

Fecha

Entregue personalmente o envíe por correo este formulario de queja del Título VI a:

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

O envíe un correo electrónico a: mschriefer@evansvillempo.com

Evansville Metropolitan Planning Organization

Civic Center Complex, Room 316 • 1 N.W. Martin Luther King, Jr. Blvd. • Evansville IN, 47708-1833
P: 812.436.7833 • F: 812.436-7834
www.evansvillempo.com



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)

[illegible][illegible]

Address: _____

 Email



TÍTULO VI ENCUESTA DE PARTICIPACIÓN PÚBLICA

**Completar este formulario es voluntario,
pero se recomienda.**

No está obligado a proporcionar la información solicitada para participar en este encuentro.

La Organización de Planificación Metropolitana de Evansville (MPO) lleva a cabo sus programas, servicios y actividades sin distinción de raza, color u origen nacional de acuerdo con el Título VI de la Ley de Derechos Civiles. Para que la MPO entienda quién está siendo incluido en el proceso de participación pública, la MPO ha desarrollado esta encuesta voluntaria. Los datos recopilados de esta encuesta ayudarán a la MPO a identificar esfuerzos de alcance adicionales según sea necesario. Su respuesta es importante ya que nos ayuda a brindarle un mejor servicio a usted y a su comunidad.

Completar esta encuesta es completamente voluntario y se mantiene confidencial. La MPO utilizará la información recopilada para monitorear programas y actividades para el cumplimiento del Título VI de la Ley de Derechos Civiles de 1964, según enmendada, y sus estatutos y reglamentos relacionados.

Para obtener más información sobre la responsabilidad de la MPO bajo el Título VI de la Ley de Derechos Civiles o la Ley de Estadounidenses con Discapacidades (ADA), comuníquese con el Coordinador del Título VI / ADA por teléfono al 812-436-7833, envíe un email a mschriefer@evansvillempo.com, o en persona en 1 NW MLK Jr. Blvd., Room 316, Evansville, Indiana 47708. También hay información disponible en el sitio web de la MPO en <http://www.evansvillempo.com/TitleVI.html>.

Propósito de la reunión:

Localización:

Fecha y hora:

Código postal: _____

Edad: _____

Género: ☐ Masculino ☐ Fémia

Título VI

Raza / Etnia:

- ☐ Blanco / Caucásico ☐ Negro / Afroamericano
☐ Hispano / Latino ☐ Asiático / Isleño del Pacífico
☐ Nativo Americano ☐ Multirracial
☐ Otro

Ingresos del hogar:

- ☐ Menos de \$ 10,000 ☐ \$10,000 - \$20,000
☐ \$20,000 - \$30,000 ☐ \$30,000 - \$40,000
☐ \$40,000 - \$50,000 ☐ Más de \$ 50,000

ADA

Discapacidad: ☐ Sí ☐ No

Además del aviso público y / o volante que le informó de esta reunión, ¿qué otras formas de comunicación o lugares para folletos / avisos ayudarían a informarle mejor sobre las reuniones de la MPO?

Nombre: _____
(opcional)

[illegible][illegible]

Nombre: _____

Dirección: _____

Email: _____

☐ Correo ☐ 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 "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

April 24, 2023



Seyed Shokouhzadeh, MPO Executive Director

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 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 non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 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. Rusty Fowler	Vice-Chairperson, Indiana Department of Transportation	M	W
Mr. Lloyd Winnecke	Mayor, City of Evansville	M	W
Mr. William “Buzzy” Newman	Henderson City Manager, City of Henderson Appointment	M	W
Mr. Ron Beane	Councilman, Evansville City Council	M	W
Mr. Ben Shoulders	Commissioner, Vanderburgh County Commission	M	W
Ms. Jill Hahn	Councilwoman, Vanderburgh County Council	F	W
Mr. Dan Saylor	Commissioner, Warrick County Commission	M	W
Mr. Nick Stallings	County Engineer, Henderson County Appointment	M	W
Mr. John Stoll	County Engineer, Vanderburgh County Commission Appointment	M	W
Mr. Todd M. Robertson	Transportation and Services Director, City of Evansville Mayoral Appointment	M	AA
Ms. Christy Powell	Town Manager, Town of Newburgh Appointment	F	W
Ms. Deneatra Henderson	Kentucky Transportation Cabinet	F	W

Non-Voting Members

Mr. Joe McGuinness	Indiana Department of Transportation (NV)
Mr. Jermaine Hannon	Indiana Federal Highway Administration (NV)
Ms. Kari Carmany-George	Indiana Federal Highway Administration (NV)
Mr. Shawn Seals	Indiana Department of Environmental Management (NV)
Ms. Kelley Brookins	Federal Transit Administration Region V (NV)
Ms. Cecilia Godfrey	Federal Transit Administration Region V (NV)
Mr. Todd Jeter	Kentucky Federal Highway Administration (NV)
Ms. Bernadette Dupont	Kentucky Federal Highway Administration (NV)
Mr. Jim Gray	Kentucky Transportation Cabinet (NV)
Mr. Mikael Pelfrey	Kentucky Transportation Cabinet (NV)
Mr. Michael Kennedy	Kentucky Division of Air Quality (NV)

Evansville MPO Technical Committee Members

The following organizations are represented on the Technical Committee:

Chair/Vice Chair

Mr. Greg Wathen , Chairperson, Economic Development Coalition of Southwest Indiana
Mr. Nate Hahn , Vice Chairperson, Evansville Regional Airport

City/County/State Government

Evansville City Engineer
Evansville Department of Metropolitan Development
Evansville Department of Transportation and Services
Evansville Department of Urban Forestry
Evansville Deputy Mayor
Evansville Police Department
Evansville Regional Airport
Evansville Water and Sewer Department
Evansville Water and Sewer Department
Evansville/Vanderburgh Area Plan Commission
Evansville/Vanderburgh County Emergency Management Agency
Federal Highway Administration (Indiana)
Federal Highway Administration (Kentucky)
Federal Transit Administration (Region V)
Henderson City Engineer
Henderson City Manager
Henderson County Engineer
Henderson County Judge Executive
Henderson-Henderson County Chamber of Commerce
Henderson-Henderson County Plan Commission
Indiana Department of Environmental Management (Indianapolis)
Indiana Department of Transportation (Indianapolis)
Indiana Department of Transportation (Vincennes)
Kentucky Transportation Cabinet (Frankfort)
Kentucky Transportation Cabinet (Madisonville)
Town of Chandler
US House of Representatives District 8
Vanderburgh County Engineer
Warrick County Plan Commission

Regional Government/Organizations

Black Chamber of Commerce Evansville
Evansville Regional Economic Partnership
Green River Area Development District
Warrick County Economic Development

Public/Private Transportation

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

Non-Profits/Social Services

Arc of Evansville
Carver Community Organization
Easterseals Rehabilitation Center
Evansville Bicycle Club
Evansville Trails Coalition
HOLA Evansville
Southern Indiana Resource Solutions, Inc. (SIRS)
United Neighborhoods of Evansville (UNOE)
Westside Improvement Association

Medical/Education

American Medical Response
Ascension St. Vincent
Warrick County School Corporation

Private Business

Eastland Mall
EnviroKinetics, Inc.
David Matthews Associates
Dpatrick Automotive
Lochmueller Group
Shrewsbury & Associates, LLC
Qk4 Inc.

APPENDIX F: Title VI Complaints, Investigations and Lawsuits Log

Evansville MPO

Title VI Complaints, Investigations and Lawsuits Log

	Date (Month, Day, Year)	Summary (include basis: race, color, national origin)	Status	Action(s) Taken
Complaints				
Investigations				
Lawsuits				

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APPENDIX G:

Title VI Annual Goals and Accomplishments Report



EVANSVILLE MPO 2021/2022 TITLE VI ANNUAL GOALS AND ACCOMPLISHMENTS REPORT

2021 Title VI Accomplishments

- On March 4, 2021, the 2020/2021 Title VI Annual Goals and Accomplishments Report was presented to the MPO Technical Committee and Policy Board. The report was then added to the appendices of the Title VI Implementation Plan.
- On March 12, 2021, the MPO submitted the Title VI Goals and Accomplishments Report and the updated Title VI Implementation Plan to the KYTC Office for Civil Rights and Small Business Development.
- On March 23, 2021, the MPO submitted a final version of the Title VI Implementation Plan to the KYTC Office of Civil Rights based on their recommended modifications.
- After the final version was submitted to KYTC, the Title VI Implementation Plan was updated on the MPO website on the Publications & Links page under Civil Rights.
- On May 5, 2021, the MPO Title VI & ADA Coordinator attended an online ADA bus stop training hosted by the Space Coast TPO.
- On June 16, June 30, July 14, and July 21, 2021, the MPO Title VI & ADA Coordinator attended FHWA's ADA webinars for ADA Transition Plan Implementation.
- On June 28, 2021, the MPO submitted the Title VI Goals and Accomplishments Report to the KYTC Division of Planning, as requested.
- On July 20, 2021 the MPO Deputy Director attended the Trip Planning for All webinar, part of the Complete Trip ITS4US Deployment Program ConOps Webinar series.
- On July 26, 2021 the MPO Deputy Director attended the Transportation Data Equity Initiative webinar, part of the Complete Trip ITS4US Deployment Program ConOps Webinar series.
- On August 17, 2021, the MPO Title VI & ADA Coordinator Matt Schrieffer provided a pre-training Title VI test to MPO staff. All staff members improved their pre-training test scores from previous years.
- On October 20, 2021, the MPO Title VI & ADA Coordinator and MPO Deputy Director virtually attended Title VI training presented by the KYTC Office of Civil Rights as part of the Statewide Transportation Planning meeting.
- On October 25, 2021, MPO Title VI & ADA Coordinator Matt Schrieffer provided Title VI and ADA training to other MPO staff. The training included a review of the pre-training test and a discussion about potential Title VI and ADA issues and concerns.
- On November 9 and November 16, 2021, the MPO Title VI & ADA Coordinator and MPO Deputy Director virtually attended the US Department of Transportation's virtual public meetings related to the Justice40 Initiative.
- On January 25, April 19, July 19, and October 18, 2021, the MPO hosted the Regional Transit Advisory Committee (RTAC) meetings. The RTAC was formed in October 2018, with its first meeting on October 15, 2018. During the RTAC meetings, members discuss ways to improve transportation options in the region for all residents. Members include public, private, and non-profit transportation providers in the five county MPO region.
- The MPO Title VI & ADA Coordinator continued to meet periodically with the National Center for Mobility Management and the Mobility Manager for Health By Design to discuss mobility management across the state of Indiana.

-
- The MPO attended Talent 2025 meetings hosted by the Welborn Baptist Foundation and will continue to work with them to improve transportation options to healthcare appointments and work in the five county region.
 - There were 0 Title VI or ADA complaints against the MPO in 2021.

2022 Title VI Goals

- Provide 2021/2022 Title VI Goals and Accomplishments to INDOT and KYTC.
- Update the Title VI Implementation Plan.
- Have Title VI/ADA Coordinator attend at least one in-person or online training. Encourage other staff members to attend online training opportunities.
- Have Title VI/ADA Coordinator complete Title VI and ADA training to MPO staff members. Coordinator will have staff sign Notification to the Public of Rights under Title VI.
- Continue to host Regional Transit Advisory Committee (RTAC) meetings quarterly.
- Continue to participate in Indiana Mobility Management Strategic Planning.
- Strive for 0 Title VI or ADA complaints against the MPO in 2022. If there is a complaint, consult with complainant to determine the best possible solution moving forward.

Affirmative Action: A good-faith effort to eliminate past and present discrimination in all federally assisted programs and to ensure future nondiscriminatory practices.

African American (Black): A person having origins in any of the black racial groups of Africa.

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.

Applicant: An eligible public agency, institution, or organization that submits an application for financial assistance under a program administered by the Evansville MPO.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

Assurance: A written “policy statement” or “contractual agreement” signed by the agency head in which a recipient agrees to administer federally assisted programs in accordance with civil rights laws and regulations.

Beneficiary: Any person or group of people entitled to receive benefits, directly or indirectly, from any federally assisted program (i.e., relocated persons, impacted citizens, communities, etc.).

Complaint: A verbal or written allegation of discrimination that indicates that a federally assisted program operated in such a manner that it results in disparity of treatment to persons or groups of persons because of race, color, national origin, religion or sex.

Compliance: A satisfactory condition wherein an applicant, recipient, or sub-recipient has effectively implemented all of the Title VI requirements or can demonstrate that every good-faith effort toward achieving this end has been made.

Contract: A mutually binding legal relationship or any modification thereof obligating the seller to furnish supplies or services, including construction, and obligating the buyer to pay for them. Throughout this document, a lease is considered a contract.

Contractor: Any person, corporation, partnership, organization, or incorporated association that participates, through a contract or subcontract, in any program or activity covered by this plan including lessees.

Discrimination: Any action or inaction, whether intentional or unintentional in any program or activity of a federal aid recipient, sub-recipient, or contractor, which results in disparate treatment, disparate impact, or perpetuating the effects of prior discrimination based on race, color, sex, national origin, age, disability or in the case of disability, failing to make a reasonable accommodation.

Executive Director: The Executive Director of the Evansville MPO, which has the authority to act on behalf of the MPO.

Federal Assistance:

- Grants and loans of federal funds
- The grant or donation of federal property and interests in property
- The detail of federal personnel
- The sale and lease of, and the permission to use (on other than a casual or transient basis), federal property or any interest in such property without
- Consideration or with nominal consideration, or with consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient
- Any federal agreement, arrangement, or other contract that has, as one of its purposes, the provision of assistance

Federal Highway Administration (FHWA): Agency within the U.S. Department of Transportation that supports State and local governments in the design, construction and maintenance of the Nation's highway system (Federal Aid Highway Program) and various federally and tribal owned lands (Federal Lands Highway Program).

Federal Transit Administration (FTA): Agency within the U.S. Department of Transportation that supports local governments, tribal lands, and transit agencies in the operating of fixed route and ADA complementary paratransit service.

Grantee: Any public, private, or non-profit agency, institution or organization to whom federal financial assistance is intended for any program.

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin, regardless of race.

Indiana Department of Transportation (INDOT): The department of the State of Indiana responsible for transportation planning and funding for all modes of transportation.

Interpretation: The process of listening to something in one language and orally interpreting it into another language.

Kentucky Transportation Cabinet (KYTC): The cabinet of the Commonwealth of Kentucky responsible for transportation planning and funding for all modes of transportation.

Limited English Proficiency (LEP): Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write or understand English.

Metropolitan Planning Organization (MPO): Policy board of an organization created and designated to carry out the metropolitan transportation planning process. MPOs are required to represent localities in all Urbanized Areas (UZA) of populations over 50,000, as determined by the US Census. MPOs designated by agreement between the Governor and units of general-purpose local government that together represent at least 75 percent of the affected population (including the largest incorporated city, based on population, as named by the Bureau of the Census) or in accordance with procedures established by applicable State or local law.

Metropolitan Transportation Plan (MTP): A long-range transportation plan that provides for the development and implementation of the multimodal transportation system (including transit, highway, bicycle, pedestrian and accessible transportation) for the Metropolitan Planning Area. This plan must identify how the transportation system will meet regional economic, transportation, development and sustainability goals for at least a 20-year planning horizon.

Minority: A person or groups of persons differing from others in some characteristics, who may be, subjected to differential treatment based on race, color or national origin. Includes African Americans, Hispanics or Latinos, American Indian or Alaska Native, Asians and Native Hawaiian or Other Pacific Islander.

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Non-compliance: The condition wherein a recipient or sub-recipient has failed to meet prescribed requirements and has shown a lack of good-faith effort in implementing all of the Title VI requirements.

Non-minority: A person or groups of persons who is not part of a minority group. Includes White Non-Hispanic.

Persons: Where designation of persons by race, color or national origin is required, the following designations ordinarily may be used: "White not of Hispanic origin," "Black not of Hispanic origin," "Hispanic," "Asian or Pacific Islander," "American Indian or Alaskan Native." Additional subcategories based on national origin or primary language spoken may be used, where appropriate, on either a national or a regional basis.

Primary recipient: The Evansville MPO, INDOT or KYTC authorized to request federal assistance on behalf of sub-recipients and to distribute financial assistance to sub-recipients' contracts for carrying out a program.

Program: Includes any highway project or activity that provides services, financial aid or other benefits to individuals, including education or training, work opportunities, health, welfare, rehabilitation, housing or other services, whether provided directly by the recipient of federal financial assistance or provided by others through contracts or other arrangements with the recipient (i.e. Planning, Environment, Design, Right-of-Way, Construction, Safety, & Research).

Public participation: An open process in which the rights of the community to be informed to provide comments to the Government and to receive a response from the Government are met through a full opportunity to be involved and to express needs and goals.

Recipient: Any political subdivision or instrumentality thereof or any public or private agency, institution, or organization or other entity eligible to receive Federal financial assistance; or any individual to whom federal assistance is extended, either directly or through another recipient, for any program. Recipient includes any successor, assignee, or transferee thereof. The term "recipient" does not include any ultimate beneficiary under any such program. Examples of recipients include MPOs, Council of Governments (COG), towns, cities, counties, school districts or any sub-recipient.

Statewide Transportation Improvement Program (STIP): Statewide transportation improvement program (STIP) for all areas of the State covering a period of at least four years. The STIP is a staged, multi-year, statewide intermodal program of transportation projects, consistent with the statewide transportation plan and planning processes as well as metropolitan plans, transportation improvement programs (TIP), and planning processes. The STIP must be developed in cooperation with the Metropolitan Planning Organizations (MPO), public transit providers, and any Regional Transportation Planning Organizations (RTPO) in the State and must be compatible with the TIPs for the metropolitan areas in the State.

Statewide Transportation Plan (STP): A long-range transportation plan that provides for the development and implementation of the multimodal transportation system (including transit, highway, bicycle, pedestrian and accessible transportation) for the State. This plan must identify how the transportation system will meet the State's economic, transportation, development and sustainability goals for at least a 20-year planning horizon.

Sub-Recipient: Any public, private, or non-profit agency, institution, or organization to whom federal financial assistance is intended (through another recipient) for any program.

Title VI Coordinator or Liaison: Refers to the individual responsible for matters relating to Title VI at the State, MPO, or local government level.

Title VI Program: The system of requirements developed to implement Title VI of the Civil Rights Act of 1964. When appropriate, the phrase "Title VI Program" also refers to the civil rights provisions of other federal non-discrimination authorities to the extent that they prohibit discrimination on the grounds of race, color, national origin, sex, age and disability, including income level and Limited English Proficiency in programs or activities receiving federal financial assistance.

Translation: Translation is the replacement of a written text from one language into an equivalent written text in another language.

Transportation Improvement Programs (TIP): A plan developed by the Metropolitan Planning Organization in cooperation with the State and public transit providers detailing a list of upcoming transportation projects, covering a period of at least four years. It should include capital and non-capital surface transportation projects, bicycle and pedestrian facilities and other transportation enhancements, Federal Lands Highway projects and safety projects included in the State's Strategic Highway Safety Plan. The TIP should include all regionally significant projects receiving FHWA or FTA funds, or for which FHWA or FTA approval is required.

White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

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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