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INNOVATING FOR A BETTER TOMORROW

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

TITLE VI PROGRAM

NOVEMBER 2020

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I. Introduction

Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), hereinafter referred to as "Title VI," is a federal statute that provides that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Title VI prohibits recipients of Federal financial assistance from discriminating on the basis of race, color or national origin in their programs or activities, and it obligates Federal funding agencies to enforce compliance. The Civil Rights Restoration Act of 1987 extended Title VI's applicability to all programs sponsored by federally-aided agencies, regardless of the program's specific funding source.

This Title VI Program reflects the commitment by the Southern California Association of Governments (SCAG) to comply with Title VI and to ensure that no person shall, on the basis 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 provided by SCAG. As a direct recipient of funds from the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA), SCAG is subject to Title VI and is required to submit a Title VI compliance report to FTA every three years. This 2020 Title VI Program reflects SCAG's latest efforts regarding Title VI compliance.

In addition, the concept of environmental justice emerged from the Title VI regulations, and is founded on the principles of: (1) mitigating disproportionately high and adverse health or environmental effects on minority or low income populations; (2) ensuring that all affected communities have the ability to participate fully in transportation decision making processes; and (3) preventing the denial, reduction or delay of receiving benefits by minority and low income populations. SCAG adheres to all directives on environmental justice with respect to its regional planning work, and as further described in this report, has an environmental justice program based on two main elements: public outreach and technical analysis.

Finally, Presidential Executive Order 13166 requires agencies to identify and develop services to provide those with limited English proficiency access to federally conducted and funded programs. SCAG serves one of the most diverse regions in the United States and is committed to providing meaningful and substantive opportunities for input and participation in its regional planning activities. The policies and plans that guide SCAG's decision-making impact the quality of life for all individuals who live, work and play in the region. Therefore, in accordance with federal law, and in keeping with SCAG's policy to enhance access and opportunities for input for all interested parties, including Limited English Proficiency populations, this plan includes a Language Assistance Plan for Limited English Proficient (LEP) Populations, also referred to as SCAG's LEP Plan, as part of this Title VI Program to address the needs of LEP populations in the six-county region.

II. Background Information about SCAG

The Southern California Association of Governments was founded in 1965 as a voluntary association of cities and counties for the six-county region of Los Angeles, Orange, San Bernardino, Riverside, Imperial and Ventura counties. Established as a Joint Powers Authority under California state law, its joint powers agreement states that SCAG's purpose is "to provide a forum for discussion and study of regional problems of mutual interest and concern to the counties and cities, and to facilitate the development of recommendations for the solution of such problems." Under state law, SCAG also acts as the Council of Governments for the region. Finally, under federal law, SCAG has been designated as the Metropolitan Planning Organization or "MPO" for the region, and in fact, is the largest MPO in the nation.

The Regional Council is SCAG's main governing body. The membership is comprised of 88 individuals representing 191 cities, six counties, six County Transportation Commissions, one representative from the Transportation Corridor Agencies, one public transit representative, one Tribal Government representative, one representative for the air districts within Southern California and one non-voting, ex-officio representative of the private sector. Except for the private sector representative, all serve as elected officials from within the six-county region. All policymaking, the annual Overall Work Program, project budgets, and all material financial matters are discussed and acted upon through the Regional Council.

SCAG, as the MPO for the region, is charged with developing: long-range regional transportation plans which include a sustainable communities strategy and growth forecast components; regional transportation improvement programs; regional housing needs allocations; and a portion of the South Coast Air Quality Management District's Air Quality management plans.

SCAG's Regional Transportation Plan/Sustainability Communities Strategy or "RTP/SCS" is the agency's long-range (20+ years) visioning plan and is updated every four years. The RTP/SCS balances future mobility and housing needs with economic, environmental, and public health goals. It embodies a collective vision for the region's future and is developed with input from the public, local governments, county transportation commissions, tribal governments, non-profit organizations, businesses and local stakeholders within the six-county region, as well as other state and federal agencies.

SCAG's 2020 RTP/SCS (also referred to as "Connect Socal" or the "Plan" herein) is the agency's current long-range regional transportation plan and was adopted by the Regional Council in September 2020. It serves as the culmination of a multi-year effort that involved stakeholders from across the region, and represents the most comprehensive long-term vision for the future of the region's transportation system while supporting the State's greenhouse gas reduction targets. In addition to putting forth bold transportation initiatives, including an unprecedented level of emphasis on system preservation, the 2020 RTP/SCS evaluated and presented some of the most innovative strategies to meet funding challenges in the near-term as well as the long-term. New and expanded focus areas found in the 2020 RTP/SCS included innovations in transportation technology, public health, conservation of natural and farm lands and a robust environmental justice analysis.

III. Special Committee on Equity and Social Justice

On July 2, 2020, SCAG's Regional Council adopted Resolution 20-623-2, affirming its commitment to meaningfully advance justice, equity, diversity, and inclusion, and declaring its intent to end racial and social disparities internal to the agency, strengthen the way it engages and convenes to protect and expand community voice and power, and work in partnership with others to close the gap of racial injustice and better serve the region's communities of color. The resolution called for the formation of an ad hoc Special Committee on Equity and Social Justice to further develop SCAG's response to advancing social justice throughout the agency's activities and advise the Regional Council on policies and practices to advance its resolved intentions. This new committee is expected to provide its recommendations to SCAG's Regional Council by spring 2021.

IV. Compliance with Title VI General Requirements

On October 1, 2012, FTA published Circular FTA C 4702.1B ("Circular") to provide recipients of FTA financial assistance with guidance and instructions necessary to carry out the U.S. Department of Transportation (DOT) Title VI regulations (49 CFR part 21) and to integrate into their programs and activities considerations expressed in DOT's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient ("LEP") Persons (70 FR 74087, December 14, 2005). The following summarizes SCAG's compliance with the General Requirements for all FTA recipients as described in Chapter III of the Circular.

a) Requirement to Provide Title VI Assurances

SCAG submits its Title VI Assurances as part of its annual Certifications and Assurances submission to DOT, FHWA and FTA. SCAG will collect Title VI Assurances from subrecipients prior to passing through FTA funds. The federal fiscal year 2020 FTA Certifications and Assurances for SCAG were electronically pinned in TrAMS on May 27, 2020, by SCAG's Chief Financial Officer, Basil Panas..

b) Requirement to Prepare and Submit a Title VI Program

SCAG updates and submits its Title VI Program to its FTA (Region 9) regional civil rights officer every three years or as otherwise directed by FTA. SCAG also submits its Title VI Program to the State of California Department of Transportations (Caltrans) in order to assist the State in its compliance efforts. SCAG's current Title VI Program was submitted to FTA in September 2017. FTA provided its concurrence letter to the agency in October 2017 and noted that SCAG's current 2017 Title VI Program will expire on November 30, 2020.

c) Requirement to Notify Beneficiaries of Protection under Title VI

SCAG's policy is not to discriminate against any person with respect to a SCAG program, service or activity. This commitment is incorporated into all public outreach efforts to engage all segments of the population in the transportation planning process. SCAG actively provides information regarding its Title VI obligations to the public using a variety of methods, such as having its Title VI Program, its Limited English Proficiency (LEP) Plan and Title VI complaint procedure available on the SCAG website and provided to staff, citizens, consultants and subrecipients. Notice of SCAG's non- discrimination policy is included in all SCAG contracts and bid advertisements.

Finally, SCAG's Title VI Notice to the Public ("Notice") is included in **Appendix B**. This Notice is available on the SCAG website and posted in SCAG's main office as well as its regional offices. The Notice has also been translated in Spanish, Chinese, Korean and Vietnamese; copies of which are included as part of **Appendix B**.

d) Requirement to Develop Title VI Complaint Procedures and Complaint Form

SCAG has developed a process for investigating all Title VI complaints. Members of the public may file a signed, written complaint within sixty (60) calendar days from the date of the alleged discrimination. Full procedures for filing a complaint, SCAG's procedures for investigating complaints and a copy of SCAG's Title VI Complaint Form are attached herein as **Appendix C**. Given that the Complaint Procedures and Complaint Form are vital documents under DOT's Title VI regulations, these documents have also been translated into the Spanish, Chinese, Korean and Vietnamese languages in accordance with SCAG's LEP Plan and copies of such translated documents are also included with **Appendix C**.

At a minimum, the complaint should include the following information:

- Name, mailing address, and how to contact the complainant (i.e. telephone number, email address, etc.).
- Basis of complaint (i.e., race, color, or national origin).
- Date of alleged discriminatory act(s).
- How, when, where and why Complainant alleges he or she was discriminated against. Include the location, names and contact information of any witnesses
- Other significant information.

The complaint may be filed in writing with SCAG to the following:

Chief Counsel/Director of Legal Services
Southern California Association of Governments
900 Wilshire Blvd., Ste. 1700
Los Angeles, CA 90017

e) Requirement to Record and Report Transit-Related Title VI investigations, complaints, or lawsuits

In compliance with 49 CFR Section 21.9, SCAG maintains a file of any active transit-related Title VI active investigations conducted by entities other than FTA, lawsuits, and complaints naming SCAG. The files include a list that describes the date that the investigation, lawsuit or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit or complaint; and actions taken by SCAG in response, or final findings related to, the investigation, lawsuit or complaint.

Since the last reporting period in 2017, SCAG has had no Title VI investigations, complaints or lawsuits filed against it. Moreover, SCAG maintains a dedicated phone line for Title VI matters. Since the last reporting period in 2014, there have been no calls received by SCAG on the dedicated phone line.

f) Promoting Inclusive Public Participation

SCAG implements a public involvement process to provide complete information, timely public notice and full public access to key decisions and to support early and continuing public involvement in developing its regional plans. SCAG's current Public Participation Plan, adopted by SCAG's Regional Council in September 2018, describes the agency's core values related to public participation, and provides goals and strategies for increasing public information and engagement in the planning process. Some of the initiatives included in the Public Participation Plan are to:

- Ensure a wide range of perspectives are heard so that planning outcomes reflect the interests and values of the region's diverse communities by engaging and considering the needs of traditionally underrepresented and/or underserved populations.
- Increase participation and develop networks with high schools and universities by involving young people in municipal government and planning and policy work, including the signature SCAG Scholarship Program.
- Motivate more feedback from stakeholders, partners, and the public by making commenting on plan and programs convenient and accessible in addition to evaluating and communicating how the received input affected decisions.
- Expand opportunities to engage the public both online and through other technological platforms such as social media, website, tele-townhalls, and surveys.
- Encourage stakeholders and members of the public to remain engaged through the decision-making process, the implementation phase and beyond.

SCAGs current Public Participation Plan is included herein as **Appendix D** and is also available online at https://www.scag.ca.gov/Documents/Final2018PPP.pdf.

Moreover, with each RTP/SCS cycle, SCAG seeks to improve its public engagement efforts, including more efforts to involve minority and LEP populations in the regional transportation planning process. Although SCAG does not implement or construct transportation projects, SCAG recognizes that it plays a critical role in policy development that could impact all individuals in the region. Thus, SCAG recognizes that effective public involvement can help the agency understand the needs and concerns of stakeholders, which should lead to more meaningful planning efforts. Like previous plans, the 2020 RTP/SCS was supported by a comprehensive public involvement program that complied with Title VI and the Executive Order on Environmental Justice and is fully documented in the 2020 RTP/SCS, Connect SoCal Public Participation & Consultation Technical Report, available at: https://www.connectsocal.org/Documents/Adopted/0903fConnectSoCal_Public-Participation-Consultation.pdf.

Additionally, as discussed above in Section III, SCAG's new ad hoc Special Committee on Equity and Social Justice is expected to provide policy recommendations to SCAG's Regional Council related to:

- Establishing an agency-wide definition of "equity" to build a shared understanding;
- Developing an Equity Inventory Report, which would catalogue the existing equity-related activities throughout SCAG's departments;
- Establishing an Equity Framework containing quantitative and qualitative indicators of existing inequities and disparities that exist in the region, and how communities and people in the region

experience SCAG's desired outcomes;

- Strengthening the way SCAG engages and convenes to protect and expand community voice and power; and
- Working in partnership with others to close the gap of racial injustice and better serve our communities of color, and in so doing, serve all the people of the region.

Highlights of SCAG's outreach efforts for - the 2020 RTP/SCS included the following:

- Developed materials for public outreach in a variety of formats to reach broad audiences, including videos, fact sheets, email blasts, digital/outdoor/radio advertising, surveys, tele-townhalls, PowerPoint presentations and presentation poster boards.
- The online survey was available in 17 languages and garnered over 4,000 responses from a broad sample of residents.
- Centralized RTP/SCS information on the website—providing direct access to information, charts, graphs, and tables, and the ability to contact staff—that is also developed to be mobile/tablet friendly and compliant with the Americans with Disabilities Act of 1990.
- Held 28 public open houses before the release of the Draft 2020 RTP/SCS to allow direct participation by interested parties, exceeding the minimum requirement of 16 public workshops.
- One such open house was targeted specifically to People with Disabilities and provided all necessary accommodations for participation.
- For the first time, held a special tele-townhall to make input even more accessible to hard-to-reach communities. The tele-town hall technology allowed SCAG to reach out to more than 30,000 residents, with about 600 staying on the phone through SCAG's presentation and no fewer than 100 callers remaining on the line throughout the duration of the event.
- Held a live webinar to help increase participation by young people providing an opportunity for input.
- Announced the schedule for the open houses through a wide variety of means, including community calendars, distributing flyers at local events and libraries, email newsletters, social media, outreach calls and ethnic media.
- Targeted outreach to underrepresented and/or underserved audiences, ethnic press and federally recognized Tribal Governments within the SCAG Region. To this end, SCAG partnered with a group of 18 community-based organizations (CBOs) across the region.
- Made over 56 special presentations on the Draft 2020 RTP/SCS throughout the region to academics, business leaders, elected officials and local stakeholders. At least 21 briefings were targeted directly to elected officials from throughout the region.
- Translated flyers and announcements for the open houses, as well as fact sheets and the Executive Summary of the 2020 RTP/SCS, into Spanish, Chinese and Korean and Vietnamese – the four most spoken languages in the region after English -- to engage persons with limited English proficiency. SCAG also circulated translated press releases, engaged ethnic media and translated the online survey to gain further input.
- Reviewed and provided responses to all comments received.

- Evaluated public participation activities to continually improve the outreach process and provide early opportunities for engagement.

Moreover, since 2008, environmental justice has been a key concern for SCAG. The agency ensures that when transportation decisions are made, low income and minority communities have ample opportunity to participate in the decision-making process, and that they receive an equitable distribution of benefits and not a disproportionate share of burdens. As part of the environmental justice outreach effort for the 2020 RTP/SCS, Connect SoCal, SCAG compiled a list of key stakeholders to be contacted regarding Connect SoCal programs and policies. This list is comprised of more than 600 individuals and organizations that were involved with previous plans and efforts as well as additional stakeholders such as advocacy groups organizing around environment, poverty, public health and housing. In addition, in efforts to establish an ongoing Environmental Justice (EJ) Program at SCAG, SCAG created the Environmental Justice Working Group (EJWG) which consists of many EJ stakeholders including environmental advocacy groups, non-profit organizations, academics, local jurisdictions and subregional agencies. For the development of the 2020 Connect SoCal Environmental Justice Technical Report, SCAG held six environmental justice working group meetings as part of its outreach effort, with at least 30 participants attending each meeting.

SCAG staff also conducted targeted outreach to stakeholder groups that were interested in the EJWG but were unable to attend the meetings. SCAG staff sought out EJ organizations and individuals that have worked with SCAG before as well as new contacts to collect valuable and meaningful input for SCAG's EJ analysis and further policy coordination. The targeted outreach included meetings held outside of SCAG offices and e-mail and phone call correspondences with various organizations throughout the SCAG region. In addition to the EJWG meetings and targeted outreach, SCAG also included EJ as a component to Connect SoCal workshops, held between May and June 2019, to conduct outreach to the general public to gather input on Connect SoCal.

Through extensive outreach from the EJWG, targeted outreach and Connect SoCal workshops, SCAG received a lot of feedback that helped shape the development of the EJ Technical Report. SCAG received a wide range of comments from input on how to conduct outreach to improvements on specific technical analysis areas. SCAG reviewed all comments and have incorporated as many as possible and when applicable. Some comments that were incorporated include:

- Consider expanding outreach to more grassroots groups, public health departments, faith-based organizations, Air Pollution Control Districts, neighborhood councils and cultural groups
- Consider expanding the "Gentrification and Displacement" analysis to non-transit analysis areas; consider race, educational attainment, rent versus homeowner as indicators to determine communities vulnerable to gentrification and displacement
- Consider expanding on traffic safety to include collisions involving trucks
- Consider reorganizing performance measures into categories to make it easier to digest

SCAG's Connect SoCal Environmental Justice Technical Report is available at: https://www.connectsocal.org/Documents/Adopted/0903fConnectSoCal_Environmental-Justice.pdf. It should be noted that SCAG's environmental justice analysis was featured as part of a web course presented by FHWA on the "Fundamentals of Environmental Justice" in 2017.

g) Requirement to Provide Meaningful Access to LEP Persons

Consistent with Title VI, DOT's implementing regulations and Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency" (65 FR 50121, Aug. 11, 2000), recipients shall take reasonable steps to ensure meaningful access to benefits, services, information and other important portions of their programs and activities for individuals who are limited-English proficient (LEP).

A full copy of SCAG's Language Assistance Plan for Limited English Proficient Populations, also referred to as the "LEP plan," can be found in **Appendix E**. Key elements of the LEP plan include:

- Translating vital documents into the four largest LEP languages – Spanish, Chinese, Korean and Vietnamese. The agency will determine, on a case-by-case basis, the effectiveness and appropriateness to translate other, non-vital documents.
- Identifying LEP individuals who need language assistance by using the U.S. Census Bureau's "I Speak" language identification list.
- Having translators, including bilingual staff members, available for public meetings and workshops as needed.
- Instituting formal procedures to document the frequency with which LEP persons come into contact with SCAG staff and the nature of the interaction, as well as documenting the frequency in which translated documents are accessed on the website; and
- Surveying LEP participants at public hearings to assess the effectiveness of the agency's language services and whether alternate services may need to be employed.

h) Minority Representation on Planning and Advisory Boards

Title 49 CFR Section 21.5(b)(1)(vii) states that a recipient may not, on the grounds of race, color, or national origin, "deny a person the opportunity to participate as a member of a planning, advisory, or similar body which is an integral part of the program." Recipients that have transit-related, non- elected planning boards, advisory councils or committees, or similar committees, the membership of which is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees.

At this time, SCAG does not have any transit-related, non-elected planning boards, advisory councils or committees, or similar committees, of which the membership is selected by SCAG, and therefore, no table is provided denoting the racial breakdown of the membership of such committees. To the extent that in the future SCAG creates such committees and selects its membership, SCAG will encourage the participation of minorities in these committees.

i) Providing Assistance to Subrecipients

Title 49 CFR Section 21.9(b) states that if a "primary recipient extends Federal financial assistance to any other recipient, such other recipient shall also submit such compliance reports to the primary recipient as may be necessary to enable the primary recipient to carry out its obligations under this part." As a primary recipient of federal pass-through funds, SCAG assists its subrecipients in complying with DOT's Title VI regulations, including general reporting requirements. Assistance is provided to each subrecipient by SCAG as necessary.

SCAG periodically reviews the Title VI programs of its subrecipients and works cooperatively to assist them in updating their programs to address DOT Title VI regulations and meet program approval deadlines. SCAG currently provides each subrecipient with a copy or access (via internet link) to SCAG's Title VI Program, which includes the agency's notice to the public informing beneficiaries of their rights under DOT's Title VI regulations, procedures on how to file a Title VI complaint and SCAG's Title VI complaint form. Additional sample notices and procedures are provided to subrecipients upon request. Subrecipients are also provided a link and resources to all applicable FTA circulars including Circular FTA C 4702.1B. Finally, upon request of the subrecipient, SCAG provides demographic information on the race and English proficiency of residents served by the subrecipient, and other data such as travel patterns, that will assist the subrecipient in complying with Title VI.

j) Monitoring Subrecipients

In accordance with 49 CFR 21.9(b), and to ensure that subrecipients comply with the DOT's Title VI regulations, SCAG as a primary recipient of federal pass-through funds, must monitor subrecipients for compliance with the regulations. Importantly, if a subrecipient is not in compliance with Title VI requirements, then SCAG is also not in compliance.

However, when a subrecipient is also a direct recipient of FTA funds, that is, it applies for funds directly from FTA in addition to receiving funds from a primary recipient, the subrecipient/direct recipient reports directly to FTA and SCAG is not responsible for monitoring compliance of that subrecipient.

As applicable, in order to ensure SCAG and subrecipients (which are not direct recipients) are following Title VI requirements, SCAG shall undertake the following activities:

Document its process for ensuring that all subrecipients are complying with the general reporting requirements of the Circular, as well as other requirements that apply to the subrecipient based on the type of entity and the number of fixed route vehicles it operates in peak service, if a transit provider.

Collect Title VI Programs from subrecipients and review programs for compliance. Collection and storage of subrecipient Title VI Programs may be electronic at the option of SCAG.

At the request of FTA, in response to a complaint of discrimination, or as otherwise deemed necessary by SCAG, SCAG shall request that subrecipients who provide transportation services verify that their level and quality of FTA C 4702.1B Chap. III-11 service is provided on an equitable basis. Subrecipients that are fixed route transit providers are responsible for reporting as outlined in Chapter IV of this Circular.

SCAG shall conduct on-site visits of subrecipients as needed or after the filing of a Title VI complaint. In the event of a subrecipient's noncompliance, SCAG may impose sanctions pursuant to terms and conditions of an agreement between SCAG and each subrecipient (Subrecipient Agreement), such as the withholding of payments and/or the cancellation, termination, or suspension of a project agreement.

Subrecipients must submit a Title VI program to SCAG after the execution of a Subrecipient Agreement, i.e., Memorandum of Understanding (MOU). Following submission of the subrecipient's initial Title VI program, subrecipients are required to resubmit every three years an updated Title VI program. If SCAG staff identifies that modifications are needed, subrecipients must provide the most updated version of the Title VI program within 30 days of finalizing an update. Additionally, changes in the FTA's Title VI requirements may necessitate updates to subrecipients' Title VI programs in order to ensure compliance. The schedule below indicates the most recent Title VI program submissions by SCAG's subrecipients and the upcoming submission dates. In order to assist SCAG in its compliance efforts, subrecipients' Title VI Programs are set on a schedule determined by SCAG and in compliance with FTA requirements. Some of SCAG's subrecipients are also direct recipients of FTA funds.

TITLE VI PROGRAM DUE DATES				
Subrecipients	**Grant Programs**	**Expiration Date**	**FTA Direct Recipient**	**Title VI Plan Location**
ATN*	FTA 5339	6/6/2021	N/A	K:\BUDGET & GRANTS\Title VI
Cal State Fullerton Auxiliary Services Corporation*	FTA 5303	1/1/2023	N/A	K:\BUDGET & GRANTS\Title VI
County of Imperial*	FHWA	6/18/2022	N/A	K:\BUDGET & GRANTS\Title VI
Foothill Transit	FTA 5312	11/30/2023	DOT Direct Recipient	K:\BUDGET & GRANTS\Title VI
LACMTA	FTA 5312	11/30/2022	DOT Direct Recipient	K:\BUDGET & GRANTS\Title VI
Riverside Transit Agency	FTA Section 5339	11/30/2022	DOT Direct Recipient	K:\BUDGET & GRANTS\Title VI
SunLine Transit Agency	FTA Section 5312 & 5339	11/30/2022	DOT Direct Recipient	K:\BUDGET & GRANTS\Title VI

*Subrecipients which are not DOT (FTA & FHWA) Direct Recipients

k) Determination of Site or Location of Facilities

Title 49 CFR Section 21.9(b)(3) states, "In determining the site or location of facilities, a recipient or applicant may not make selections with the purpose or effect of excluding persons from, denying them the benefits of, or subjecting them to discrimination under any program to which this regulation applies, on the grounds of race, color, or national origin; or with the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of the Act or this part." Title 49 CFR part 21, **Appendix C**, Section 3(iv) provides, "The location of projects requiring land acquisition and the displacement of person from their residences and businesses may not be determined on the basis of race, color, or national origin."

In accordance with the Circular, "facilities" is narrowly defined to not include bus shelters, which are transit amenities; or larger projects such as transit stations which subject to the NEPA process. Rather, facilities covered in this provision include, but are not limited to, storage facilities, maintenance facilities, operations centers, etc.

SCAG acknowledges its responsibility to complete a Title VI equity analysis if SCAG constructs a facility, such as an operation center, storage facility, etc. SCAG has no plans to construct such a facility at this time. SCAG will complete the Title VI equity analysis during the planning stage with regard to where a project is located or sited to ensure the location is selected without regard to race, color or national origin. This process would include outreach to persons potentially impacted by the siting of facilities. The Title VI equity analysis would compare the equity impacts of various siting alternatives and occur before the selection of the preferred site.

l) Requirement to Provide Additional Information Upon Request

SCAG will provide information other than that required by the Circular to FTA upon request, should it be necessary to investigate complaints of discrimination or to resolve concerns about possible noncompliance with DOT's Title VI regulations.

V. Compliance with Requirements Specific to Metropolitan Planning Organizations

In addition to the General Requirements for all FTA recipients, Chapter VI of Circular FTA C 4702.1B also includes specific requirements that metropolitan planning organizations must follow in order to comply with the DOT's Title VI regulations. The following is a summary of SCAG's compliance with the MPO-specific requirements as described in Chapter VI of the Circular. It should also be noted that SCAG is not a provider of fixed route public transportation, and therefore, the requirements set out in Chapter IV of the Circular for transit providers are not applicable to SCAG.

a) Requirement that Metropolitan Planning Activities Comply with Title VI

SCAG fully recognizes that all its metropolitan transportation planning activities must comply with 49 U.S.C. Section 5303, Metropolitan Transportation Planning, as well as subpart C of 23 CFR part 450, Metropolitan Planning and Programming. As previously noted, SCAG updates and submits its Title VI Program every three years or as otherwise directed by FTA. SCAG also submits its Title VI Program to Caltrans in order to assist the State in its compliance efforts. A copy of the resolution approving this 2020 Title VI Program by SCAG's Regional Council is attached as **Appendix F**.

b) Demographic profile of the Metropolitan Area

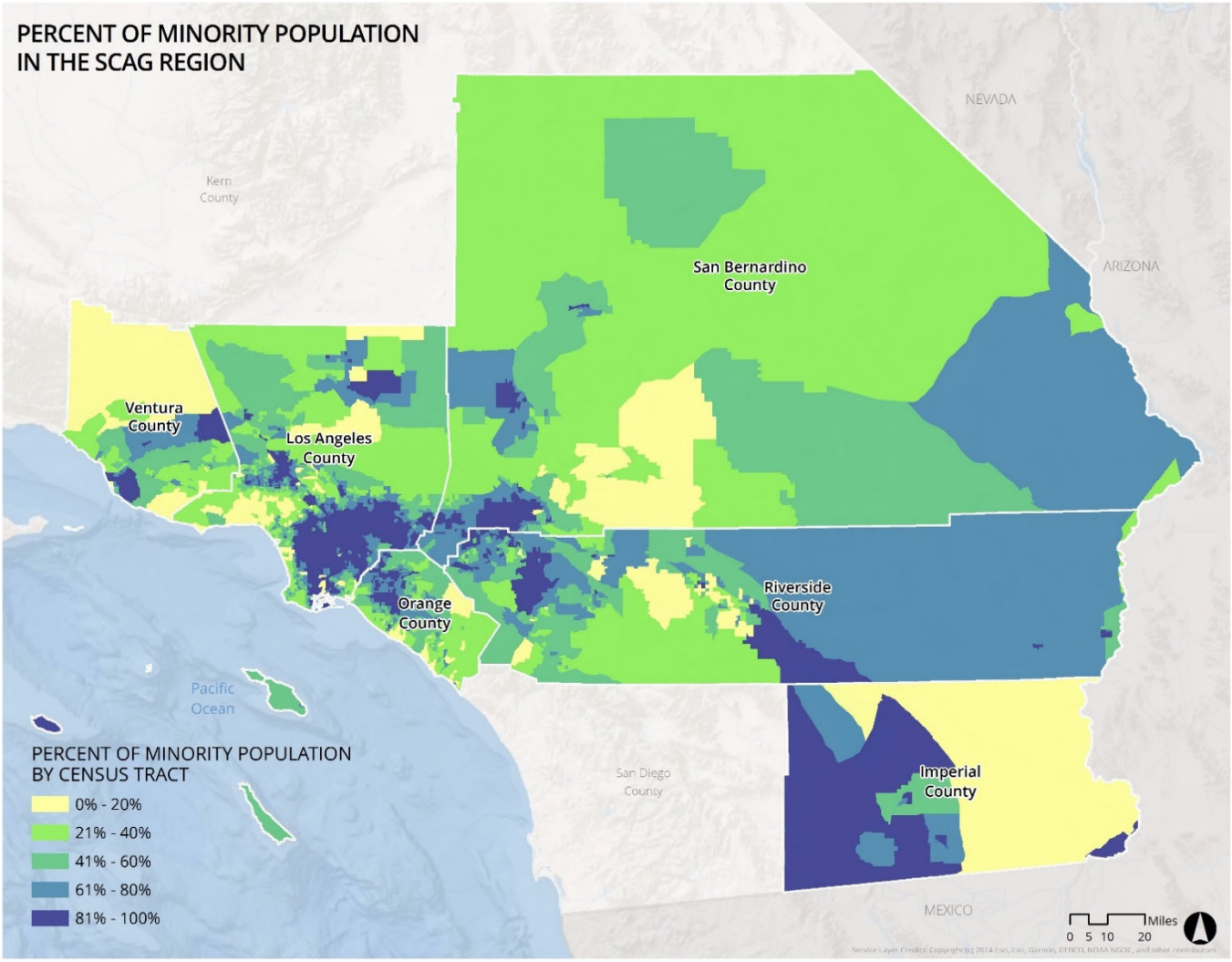
The following represents the demographic profile of SCAG's metropolitan area which includes identification of the locations of minority populations in the aggregate.

Population by Race/Ethnicity	Imperial County		Los Angeles County		Orange County	
	Population	% of County	Population	% of County	Population	% of County
Hispanic or Latino	150,108	83.4%	4,893,579	48.4%	1,079,172	34.2%
Non Hispanic White	20,372	11.3%	2,676,982	26.5%	1,306,398	41.4%
Non Hispanic African American	4,109	2.3%	799,579	7.9%	49,560	1.6%
Non Hispanic American Indian and Alaska Native	1,087	0.6%	19,915	0.2%	6,584	0.2%
Non Hispanic Asian	2,263	1.3%	1,442,577	14.3%	615,659	19.5%
Non Hispanic Others	2,018	1.1%	273,090	2.7%	98,443	3.1%
Total	179,957	100.0%	10,105,722	100.0%	3,155,816	100.0%

Population by Race/Ethnicity	Riverside County		San Bernardino County		Ventura County	
	Population	% of County	Population	% of County	Population	% of County
Hispanic or Latino	1,130,033	48.0%	1,108,996	52.3%	358,244	42.3%
Non Hispanic White	861,271	36.6%	632,557	29.8%	391,128	46.1%
Non Hispanic African American	140,810	6.0%	168,985	8.0%	13,416	1.6%
Non Hispanic American Indian and Alaska Native	9,584	0.4%	6,935	0.3%	2,439	0.3%
Non Hispanic Asian	143,855	6.1%	142,802	6.7%	59,513	7.0%
Non Hispanic Others	69,449	2.9%	60,945	2.9%	23,094	2.7%
Total	2,355,002	100.0%	2,121,220	100.0%	847,834	100.0%

Population by Race/Ethnicity	SCAG Region	
	Population	% of County
Hispanic or Latino	8,720,132	46.5%
Non Hispanic White	5,888,708	31.4%
Non Hispanic African American	1,176,459	6.3%
Non Hispanic American Indian and Alaska Native	46,544	0.2%
Non Hispanic Asian	2,406,669	12.8%
Non Hispanic Others	527,039	2.8%
Total	18,765,551	100.0%

Source: Connect EJ Technical Report; U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates



Source: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

O:\=RTP_EJ\ej2020\mxd\HISTORICAL DEMOGRAPHIC TRENDS\Title VI\TitleVI_Minority.mxd | Date: 10/7/2020

c) Description of the procedures by which the Mobility Needs of Minority Populations are identified and considered within the planning process

Key objectives of the SCAG Public Participation Plan are to: "Involve traditionally underserved persons, including minority, tribal governments, low-income and elderly citizens or those addressed by the Americans with Disabilities Act (ADA) in the development and review of transportation plans and projects" and "Seek out and consider the needs of those traditionally underserved by existing transportation systems, including but not limited to, low-income and minority households in an effort to ensure that the requirements of Title VI and Environmental Justice have been met." Similarly, SCAG's Environmental Justice program includes two main elements: public outreach and technical analysis. Specifically, SCAG seeks to ensure that 1) traditionally underserved persons have ample opportunity to participate in the transportation decision-making process; and 2) thorough environmental justice analysis is conducted to evaluate potential disproportionate burdens to any low-income or minority populations and to identify potential mitigation strategies to address environmental justice as part of SCAG's

transportation planning process. SCAG staff's interaction with stakeholders by way of open houses, workshops, focus groups and one-on-one meetings has proven to be the best method of ensuring participation of traditionally underserved persons in SCAG's public involvement process. More information about SCAG's outreach procedures related to Title VI and Environmental Justice may be found in SCAG's Public Participation Plan incorporated into this Title VI Plan and publicly available at https://www.scag.ca.gov/Documents/Final2018PPP.pdf.

As part of its 2016 RTP/SCS, SCAG completed an ambitious Environmental Justice report that assesses the impacts of the Plan on low-income and minority populations, and provided a "Environmental Justice Toolbox" identifying strategies for local jurisdictions and county transportation commissions to address environmental justice in their projects. Demographic categories considered in SCAG's Environmental Justice report include minority, low-income, disabled, young children, seniors, Native American, foreign born and non-English speaking populations.

For the 2020 RTP/SCS, SCAG engaged in an even more robust environmental justice analysis and further expanded on the Environmental Justice Toolbox to provide recommended practices and approaches for local jurisdictions and community organizations to address EJ concerns within their communities. As further described below, SCAG identified 18 performance measures to analyze social and environmental equity in the region and to address the impacts of the 2020 RTP/SCS on various environmental justice population groups. Some of the performance areas did not assess the impacts of the Plan, but rather examined historic environmental justice trends throughout the region. These items were included to provide useful information for regional stakeholders when making decisions that impact low income and minority populations groups throughout the region.

d) Demographic maps that show the impacts of the distribution of State and Federal funds in the aggregate of the metropolitan area

SCAG developed charts, instead of maps, that analyze the impacts of the distribution of state and federal funds in the aggregate for public transportation purposes. These charts are incorporated as part of the analysis below related to SCAG's transportation system and any disparate impacts.

e) Analysis of MPO's transportation system that identifies and addresses any disparate impacts

DOT's Title VI regulations require that MPOs develop charts that analyze the impacts of the distribution of state and federal funds in the aggregate for public transportation purposes and to identify any disparate impacts on the basis of race, color, or national origin. SCAG's adopted 2020 Connect SoCal includes $638.9 billion (in year of expenditure dollars) to support the region's surface transportation investments, including transit, highways, local road improvements, system preservation, and demand management goals. The fiscally constrained Connect SoCal includes revenues from both traditionally available and reasonably available revenue sources, comprised of 47 percent local sources ($297.2 billion), 24 percent state sources ($154.8 billion), 6 percent federal sources ($41.1 billion) and 23 percent in innovative financing and new revenue sources ($145.7 billion). Transit investments—$120.1 billion in transit capital improvements and $200.5 billion in transit operations and maintenance—account for half (50.2 percent) of the RTP/SCS total. Although local sales taxes constitute a large portion of funding for transit, state and federal dollars remain critical for both transit capital and operating needs.

As it did in the 2016 RTP/SCS development, SCAG conducted a comprehensive environmental justice analysis in the 2020 Connect SoCal, utilizing numerous performance measures to analyze existing social and environmental equity in the region and to address the impacts of Connect SoCal on various environmental justice population groups, including low-income households and racial and ethnic minorities. While the impacts are based on the implementation of all the adopted Connect SoCal projects and strategies in their entirety, the analysis presented here includes results by mode, including public transportation, and therefore addresses the DOT's Title VI requirement. Performance results from the analysis are summarized below, and more detailed information can be found in the 2020Connect SoCal Environmental Justice Technical Report available at: https://www.connectsocal.org/Documents/Adopted/0903fConnectSoCal_Environmental-Justice.pdf.

SCAG identified minority persons based on Executive Order 12898 and the USDOT and Federal Highway Administration (FHWA) Orders on Environmental Justice, which define "minority" as persons belonging to any of the following groups, as well as "other" categories that are based on the self-identification of individuals in the US Census: African American, Hispanic, Asian, and American Indian and Alaskan Native (called Native American and abbreviated as NA in this report). SCAG based its analysis on the latest census data for racial/ethnic groups in the SCAG region at the census tract level and by transportation analysis zone (TAZ) used in the regional travel demand model.

In summary, Connect SoCal provides improvements in mobility and accessibility for all racial/ethnic groups. The share of transportation benefits by minority group are balanced and in line with each group's use of the transportation system. SCAG did not identify any disproportionately high and adverse effects on any minority group. The results of the performance measures related to SCAG's Environmental Justice Analysis for Connect SoCal are presented in the Table 1 with additional detail related to certain performance measures reflected in the following series of charts.

Table 1: 2020 RTP/SCS Performance Measures: Environmental Justice

Performance Measure	Definition	Performance Target	Data Source(s)
Jobs/Housing balance	Comparison of median earnings for intra-county vs intercounty commuters for each county; analysis of relative housing affordability and jobs throughout the region	Establish existing conditions to evaluate future performance (not a Connect SoCal performance measure)	U.S. Census Public Use Microdata Sample (PUMS), LODES
Neighborhood change and displacement	Examination of historical and projected demographic and housing trends for areas surrounding rail transit stations	Establish existing conditions to evaluate future performance (not a Connect SoCal performance metric)	SCAG, U.S. Census American Community Survey (ACS), National Household Travel Survey (NHTS), California Franchise Tax Board
Accessibility to employment and services	Share of employment and shopping destinations reachable within 30 minutes by automobile or 45 minutes by transit during evening peak period	No unaddressed disproportionately high adverse effects for low income or minority communities	InfoUSA, SCAG Regional Travel Demand Model (RTDM), U.S. Census, SCAG Intergated Growth Forecast (IGF)
Accessibility to parks and educational facilities	Share of park acreage reachable within 30 minutes by automobile or 45 minutes by transit during evening peak period	No unaddressed disproportionately high adverse effects for low income or minority communities	SCAG parcel land use data, California Protected Areas Database, SCAG RTDM, SCAG IGF
Active transportation hazards	Analysis of population by demographic group for areas that experience highest rates of bicycle and pedestrian collisions	Establish existing conditions to evaluate future performance	SCAG IGF, Statewide Integrated Traffic Records System (SWITRS), Transportation Injury Management System (TIMS)

Climate vulnerability	Population analysis by demographic group for areas potentially impacted by substandard housing, sea level rise, wildfire risk, or extreme heat effects related to climate change	Establish existing conditions to evaluate future performance (not a Connect SoCal performance metric)	SCAG IGF, NOAA Coastal Services Center, California Public Utilities Commission, FEMA
Public health analysis	Summary of historical emissions and health data for areas with high concentrations of minority and low income population	Establish existing conditions to evaluate future performance (not a Connect SoCal performance metric)	ARB historical emissions data, CalEnviroScreen, SCAG IGF
Aviation noise impacts	Descriptive analysis of aviation noise in terms of trends in passenger demand and aircraft operations	Establish existing conditions to evaluate future performance	FAA, Community Noise Equivalent Level (CNEL), Caltrans Division of Aeronautics, local airports
Roadway noise impacts	Comparison of Plan and Baseline scenarios, identification of areas that are low performing due to Connect SoCal investments; breakdown of population for impacted areas by ethnicity and income	No unaddressed disproportionately high adverse effects for low income or minority communities	SCAG RTDM, SCAG IGF
Emissions impact analysis	Comparison of Plan and Baseline scenarios; identification of areas that are lower performing as a result of the Plan, including a breakdown of demographics for those areas	No unaddressed disproportionately high adverse effects for low income or minority communities	ARB EMFAC Model, SCAG IGF

Impacts along freeways and highly traveled roadways	Comparison of Plan and Baseline scenarios and demographic analysis of communities near freeways and highly traveled corridors	No unaddressed disproportionately high adverse effects for low income or minority communities	ARB EMFAC Model, SCAG IGF, HQTA)
Travel time and travel distance savings	Assessment of comparative benefits received as a result of Connect SoCal investments by demographic group in terms of travel time and travel distance savings	No unaddressed disproportionately high adverse effects for low income or minority communities	SCAG IGF, SCAG RTDM
Rail-related impacts	Breakdown of population by demographic group for areas in close proximity to rail corridors and planned grade separations Comparison of Plan and Basel	No unaddressed disproportionately high adverse effects for low income or minority communities	Rail network geodata, rail traffic data, grade separation geodata, U.S. Census, SCAG IGF
Share of transportation system usage	Comparison of transportation system usage by mode for low income and minority households relative to each group's regional population share	No unaddressed disproportionately high adverse effects for low income or minority communities	SCAG IGF, SCAG RTDM
Connect SoCal revenue sources in terms of tax burdens	Proportion of Connect SoCal revenue sources (taxable sales, income, and gasoline taxes) generated from low income and minority populations	No unaddressed disproportionately high adverse effects for low income or minority communities	U.S. Census, U.S. Bureau of Labor Statistics (BLS) Consumer Expenditure Survey, California Board of Equalization (BOE), SCAG IGF

Connect SoCal investments	Analysis of Connect SoCal investments by mode (bus, HOV lanes, commuter/high speed rail, highways/arterials, and light/ heavy rail transit)	No unaddressed disproportionately high adverse effects for low income or minority communities	RTP/SCS Financial Strategy, SCAG IGF, SCAG RTDM
Geographic distribution of Connect SoCal transportation investments	Evaluation of Connect SoCal transit, roadway, and active transportation infrastructure investments in various communities throughout the region	No unaddressed disproportionately high adverse effects for low income or minority communities	Connect SoCal, U.S. Census, SCAG IGF
Mileage- Based User Fee impacts	Examination of potential impacts from implementation of a mileage-based user fee on low income households in the region	No unaddressed disproportionately high adverse effects for low income or minority communities	U.S. Census, BLS Consumer Expenditure Survey, BOE Taxable Sales, SCAG IGF

Performance Measures

The performance measures used in SCAG's Connect SoCal environmental justice analysis allows for an understanding and comparison of benefits and burdens that are experienced by minority groups as a result of RTP/SCS investments. To help illustrate this, the following specific performance measures from the environmental justice analysis of Connect SoCal regarding transportation system usage, tax burden, RTP/SCS expenditure distributions, mobility benefits, and accessibility benefits are discussed in below sections.

Transportation System Usage

SCAG used the 2012 National Household Travel Survey (NHTS) to analyze the demographic and travel characteristics of the SCAG region in 2016. The NHTS is a household-based travel survey conducted by the FHWA and is the authoritative source of national data on the travel behavior of the American public. This dataset allows for the analysis of daily travel by all modes, including characteristics of the people traveling, their households, and their method of travel. This data was used along with SCAG's 2010 Household Travel Survey data to develop transportation system usage information by minority households. This usage information forms the basis for allocating RTP/SCS benefits and burdens.

Table 2 and 3 present transportation mode usage in the SCAG region by income quintile and ethnicity for both work trips and all trips. Highlights include: the automobile (drive alone and carpool), which accounts for just under 80 percent of all trips, is the dominant transportation mode for work trips. The next most popular mode for work trips is bus (6.1 percent), followed by walking and biking (four percent). When looking at all trips, most bus and rail transit riders are lower income quintile households— the lowest two income quintile households combined account for 82 percent of bus riders and 58.3 percent of rail transit riders. However, the data indicates a more balanced usage distribution by income groups for passenger rail, walking, biking, and other modes. Furthermore, given the total number of trips, the bus is far more important than urban rail for low-income households for commuting purposes. Transportation system usage by mode for all trips is used to allocate Connect SoCal's investment costs, mobility and accessibility benefits. Because only the NHTS and SCAG's 2010 Household Travel Survey provides information about non-work trips, both data sets were applied to develop a hybrid version of system usage by mode for all trips. It should be noted that the appropriate and accurate statistics on shares of usage by ethnicity and income quintile are important because they directly affect EJ analysis outcomes. This area is recommended for further refinement and research.

Highlights about all trips from the statistics included here indicate that active transportation, in particular, walking, becomes much more important for non-work trips. It jumps to over 14 percent from just about 2.5 percent for work trips. While accounting for 20 percent of total households, households in the lowest income quintile show less than 15 percent of total transportation system usage, and their share of the auto mode as the drivers is less than ten percent. On the other hand, usage of the transportation system by low-income households is disproportionately high in other modes, particularly bus, rail transit, passenger rail, walking, and biking. By ethnicity, Hispanics disproportionately use more bus and rail transit, and walk more often than their share of total households or population, while Non-Hispanic Whites use disproportionately higher auto and biking modes, which is similar to their mode usage for work trips.

Table 2. Transportation System Usage by Household Race/Ethnicity

	Auto Mode	Bus	Commuter Rail	Urban Rail	Non-Motorized	Others	Total Usage	Household
Hispanic	36.2%	41.3%	34.7%	39.4%	37.5%	29.6%	36.4%	37.2%
NH White	38.9%	34.1%	40.1%	35.9%	37.6%	44.3%	38.8%	38.0%
NH African American	6.9%	8.7%	6.7%	8.0%	7.5%	5.7%	7.0%	7.2%
NH Native American	0.3%	0.4%	0.3%	0.4%	0.4%	0.3%	0.3%	0.3%
NH Asian	15.1%	13.1%	15.7%	13.9%	14.6%	17.5%	15.1%	14.7%
NH Other Race	2.5%	2.4%	2.5%	2.4%	2.5%	2.6%	2.5%	2.5%
	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

NH = Non-Hispanic

Table 3. Transportation System Usage by Household Income Quintile

	Auto Mode	Bus	Commuter Rail	Urban Rail	Non-Motorized	Others	Total Usage
Quintile 1	13.8%	45.7%	14.2%	33.1%	26.5%	1.6%	15.9%
Quintile 2	19.1%	29.4%	13.3%	17.0%	18.7%	11.0%	19.1%
Quintile 3	20.3%	11.4%	20.2%	24.4%	17.5%	9.9%	19.7%
Quintile 4	23.3%	6.3%	22.7%	15.1%	18.2%	25.6%	22.3%
Quintile 5	23.5%	7.3%	29.6%	10.4%	19.0%	51.8%	23.0%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Mode Share	86.9%	3.3%	0.1%	0.4%	9.3%	0.0%	100.0%

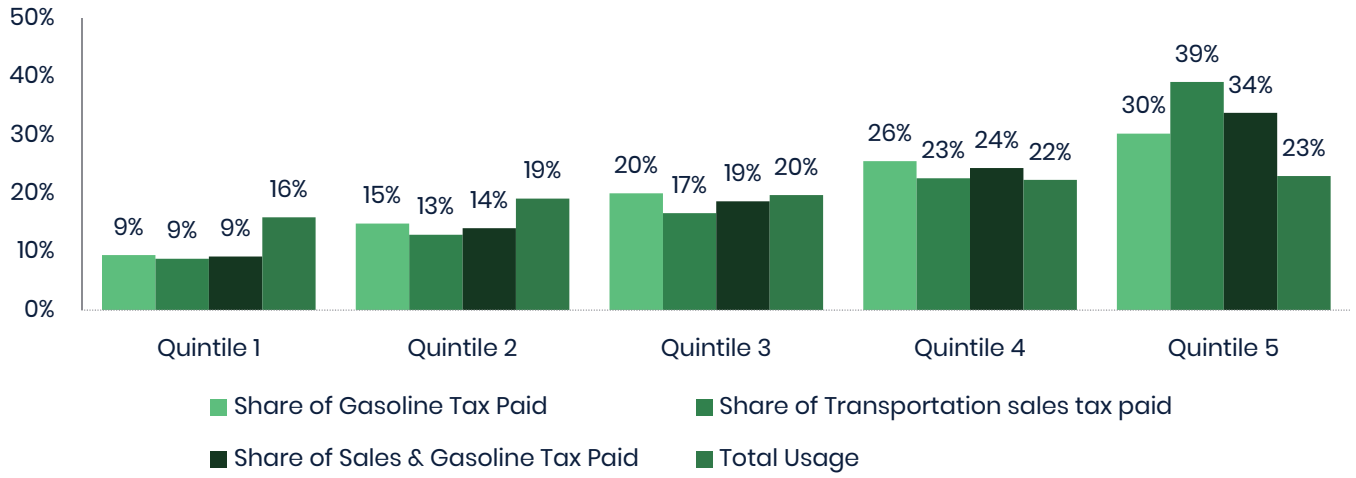
Source: Connect SoCal EJ Technical Report, SCAG 2010 Household Travel Survey, 2009 National Household Travel Survey

Tax Burden

SCAG used the Bureau of Labor Statistics (BLS) Consumer Expenditure Survey data to assess regional expenditures by taxable sales category, provided by California Department of Tax and Fee Administration (CDTFA) and adjusted gross income, provided by California Franchise Tax Board (FTB) in order to estimate transportation funding contributions or taxes paid by income group and race/ethnicity. SCAG also allocated taxable sales and expenditure by income quintile from the consumer expenditure survey and Franchise Tax Board. Different funding sources can impose disproportionate burdens on lower income and minority groups. Sales and gasoline taxes, which are the primary sources of funding the region's transportation system, were evaluated to demonstrate how tax burdens fall on minority groups.

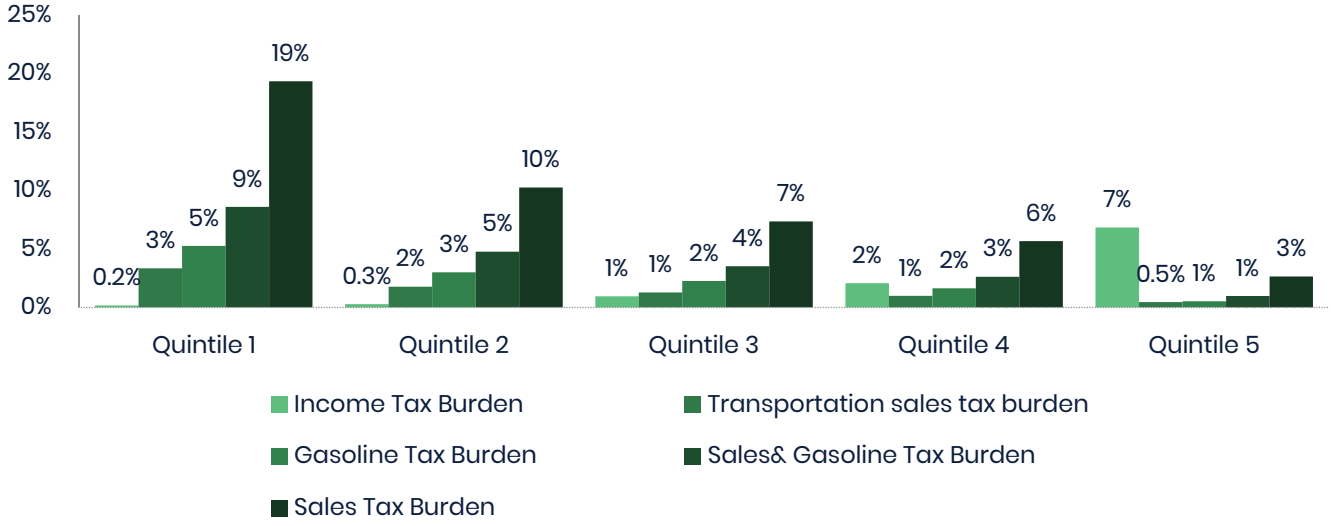
This portion of the analysis includes a comparative examination of the amount of taxes paid (sales tax, gasoline tax, and income tax) by the five respective income groups and for each racial and ethnic minority group. Figure 1 and 2 indicate that taxes paid as a percent of each group's adjusted gross income puts the heaviest burden on lower-income groups. This is the so-called "regressive" nature of the excise gasoline taxes and retail sales taxes levied primarily on consumer durable and non-durable goods that make up the necessities of daily living.

Figure 1. Taxes Paid by Income Quintile (2016)



Source: Connect SoCal EJ Technical Report, 2016 California Taxable Sales, California Department of Tax Fee and Administration

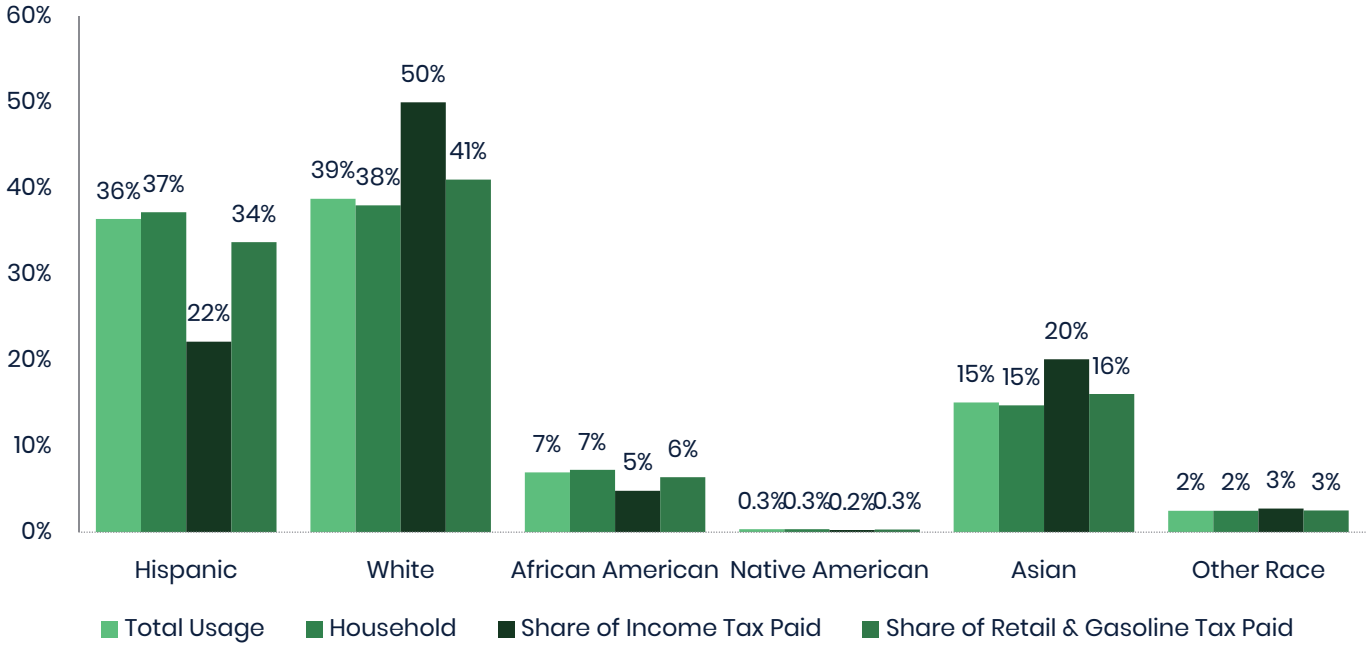
Figure 2. Tax Burdens by Income Quintile: Income, Sales, and Gasoline Taxes (2016)



Source: Connect SoCal EJ Technical Report, 2016 California Taxable Sales, California Department of Tax Fee and Administration

Figure 3 look at projected taxes by race and ethnicity and indicate that tax burdens—measured by various taxes as percentage of total personal income—are expected to fall more heavily on non-minority groups, with Non-Hispanic Whites paying 50 percent of the income taxes and 41 percent of retail and gasoline taxes through the year 2045. Hispanic and Non-Hispanic African American households have a lower shares of tax paid compared to overall household share. Non-Hispanic Asian households pay 16 percent of retail sales and gasoline taxes, and 20 percent of income tax, compared with the 15 percent share of households.

Figure 3. Taxes Paid by Household Race/Ethnicity (2016 – 2045 Average)



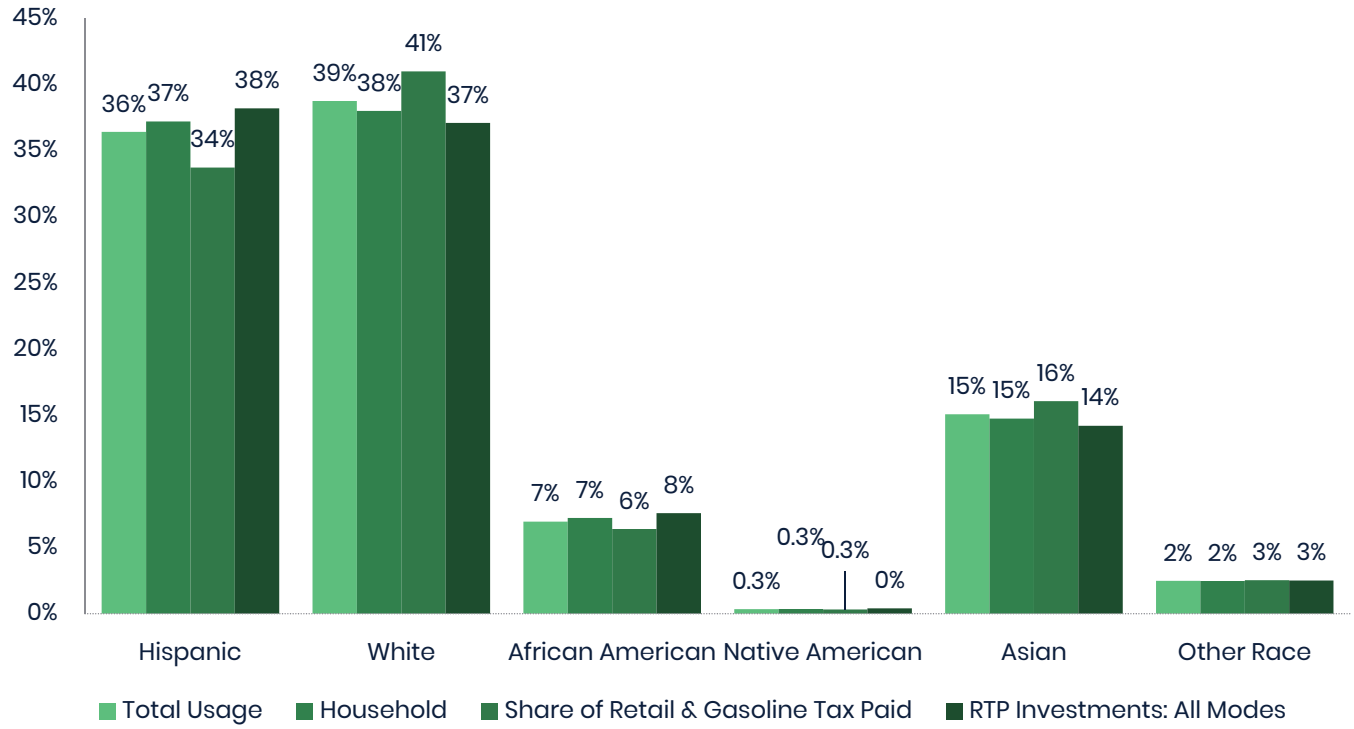
Source: Connect SoCal EJ Technical Report, 2016 California Taxable Sales, California Department of Tax Fee and Administration

RTP Investment Allocation

Transportation investment strategies can impact the transportation choices of low income and minority communities. A disproportionate allocation of resources for various investments can indicate a pattern of discrimination. In its RTP/SCS analysis, SCAG aimed to identify and address the Title VI and environmental justice implications of its planning processes and investment decisions, and utilized a benefit assessment method that considered to what extent various minority groups were receiving value from transportation investments. RTP/SCS expenditures were categorized by mode and then allocated to minority categories based on each group's household usage share of these modes.

Figure 4 indicates that 2020 RTP/SCS investments will be distributed equitably on the basis of system usage for all racial and ethnic minority groups, generally in line with household share, tax burden, and transportation system usage. For Hispanics, the share of RTP/SCS investments (38 percent) is close to this group's share of system usage (36 percent), close the overall share of households (37 percent), and all exceeds tax burden (34 percent). For Non-Hispanic Blacks, the share of RTP/SCS investments (8 percent) is in line with their system usage (7 percent) and exceeds thetax burden (6 percent). For Non-Hispanic Asians, the share of RTP/SCS investments (14 percent) closely mirrors the share of households (15 percent), system usage (15 percent), and tax burden (16 percent).

Figure 4. Households, Share of Tax Paid, Transportation Usage and Investment by Race/Ethnicity



Source: Connect SoCal EJ Technical Report, 2016 California Taxable Sales, California Department of Tax Fee and Administration

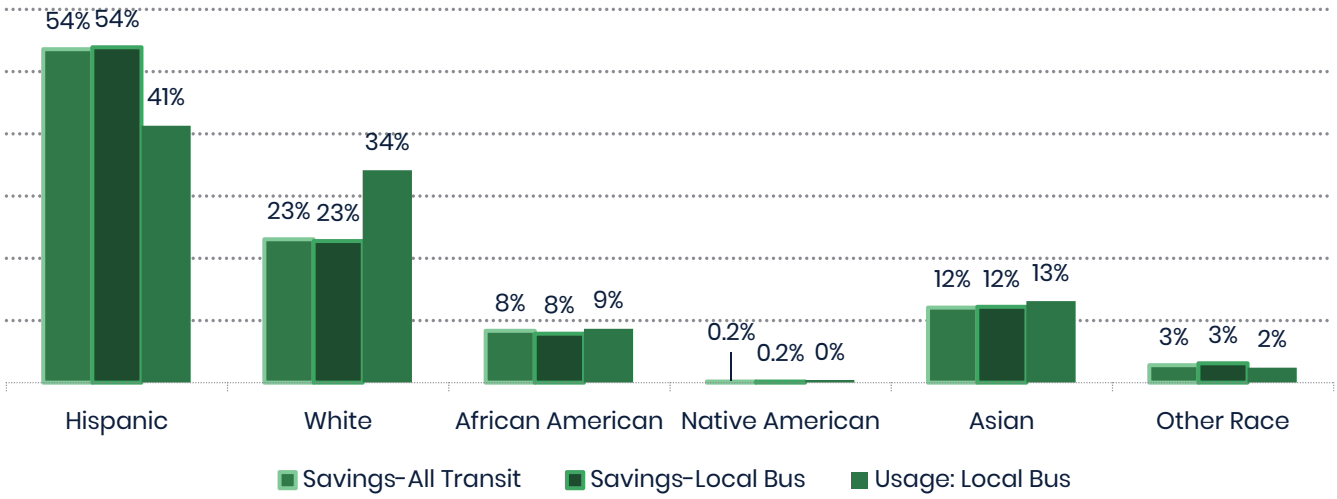
Mobility Benefits (Travel Time Savings)

SCAG analyzed travel time savings resulting from implementation of Connect SoCal investments to determine the share of benefits and burdens for the region's minority groups. SCAG used the regional travel demand model to assess the distribution of travel time savings for both auto and transit trips that are expected to result from implementation of the plan investments, compared to the baseline or "no project" alternative. This was combined with associated mode usage that was identified for each TAZ in the region to estimate time savings for each minority group.

Figure 5 depicts the distribution of transit travel time and usage benefits by race/ethnicity. All groups are shown to receive a net benefit in travel time savings and usage. The percentages shown represent each group's share of total regional benefits. Results are shown for local bus and for all transit. Household local bus usage presented previously in Table 2 is provided as a point of comparison.

The Hispanic share of total travel time savings for local bus is 54 percent, compared to their household local bus usage of 41 percent. Non-Hispanic Native Americans and Others show a similar pattern, where their share of transit travel time savings exceeds their share of local bus usage. While Non-Hispanic African Americans are estimated to receive 8 percent of local bus travel time savings, this is slightly less than their share of usage at 9 percent; similar trend is shown for Non-Hispanic Asians.

Figure 5. Share of Travel Time Savings and Usage by Race/Ethnicity



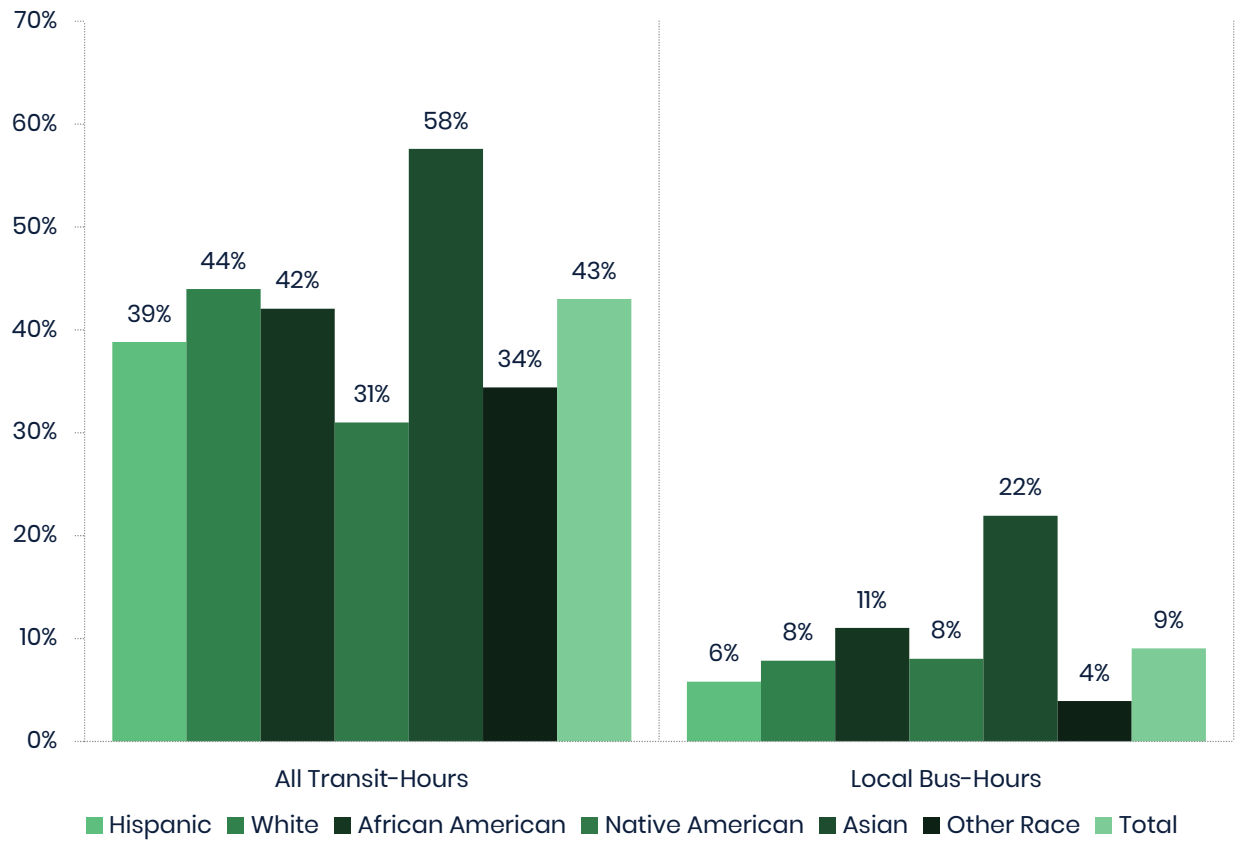
NH = Non-Hispanic
Source: Connect SoCal EJ Technical Report, SCAG Travel Demand Model and Socioeconomic Growth Forecast

Figure 6 depicts the estimated improvement in travel time for each race/ethnicity. All groups are shown to receive a net benefit in travel time savings. The percentages shown represent the transit travel time savings that are estimated to result from implementation of Connect SoCal, compared to the baseline or "no project" alternative. Results are shown for local bus and for all transit. The percentage improvement for all groups in total is provided as a point of comparison.

With respect to local bus travel, Connect SoCal provides a 9 percent improvement in travel time benefits overall. Hispanics, Non-Hispanic Asians, Non-Hispanic Native Americans, and Non-Hispanic African Americans are estimated to also experience local bus travel time savings of 6 percent or higher.

With respect to all transit travel, the Connect SoCal provides a 43 percent improvement in travel time benefits overall. This disaggregates to 58 percent for Non-Hispanic Asians, 39 percent for Hispanics, 42 percent for Non-Hispanic African Americans, 31 percent for Non-Hispanic Native Americans, and 34 percent for Non-Hispanic Others.

Figure 6. Travel Time Improvement by Race/Ethnicity



NH = Non-Hispanic
Source: Connect SoCal EJ Technical Report

Accessibility Benefits (Access to Employment Opportunities)

Accessibility is a foundation for social and economic interactions, and is measured by SCAG in terms of the spatial distribution of potential destinations, the ease of reaching each destination, and the magnitude, quality and character of the activities at the destination sites. Travel costs, in terms of time and money, and destination choice are crucial. The lower the costs of travel, and the greater and more varied the destinations, the higher the level of accessibility. SCAG estimated accessibility to employment opportunities by calculating a regional average of the percentage of jobs that can be accessed within 30 minutes by auto 0r 45 on transit in Connect SoCal. This was calculated using origin-to-destination travel time matrices produced by the regional travel demand model to identify, for each TAZ, the universe of TAZs accessible within 30 minutes by auto and 45 minutes by transit modes. The total employment in these accessible TAZs was then calculated to determine the percentage share of total regional employment for each TAZ. Each TAZ's racial/ethnic breakdown was also tabulated, allowing for an overall regional average accessibility by race/ethnicity to be calculated.

Figure 7 depicts the Connect SoCal average share of the region's jobs that are accessible within 45 minutes by transit, by race/ethnicity. Results are shown for local bus and for all transit. For local bus, Hispanics, Non-Hispanic African American, and Non-Hispanic Asians experience accessibility ranging from 0.8 to 0.9 percent. Non-Hispanic Native Americans (0.5 percent) and Non-Hispanic Others (0.6 percent) experience a lower-than average accessibility for local bus and all transit. This may be primarily a function of residential location relative to the opportunities in surrounding areas. SCAG has identified that further research is needed to better understand the residential choices and built environment for these groups.

Figure 7. Access to Employment Opportunities (2016)

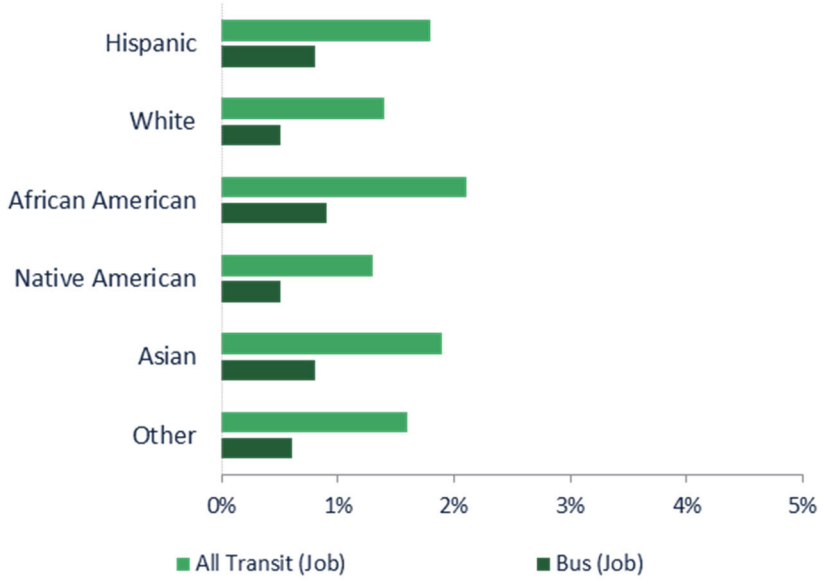
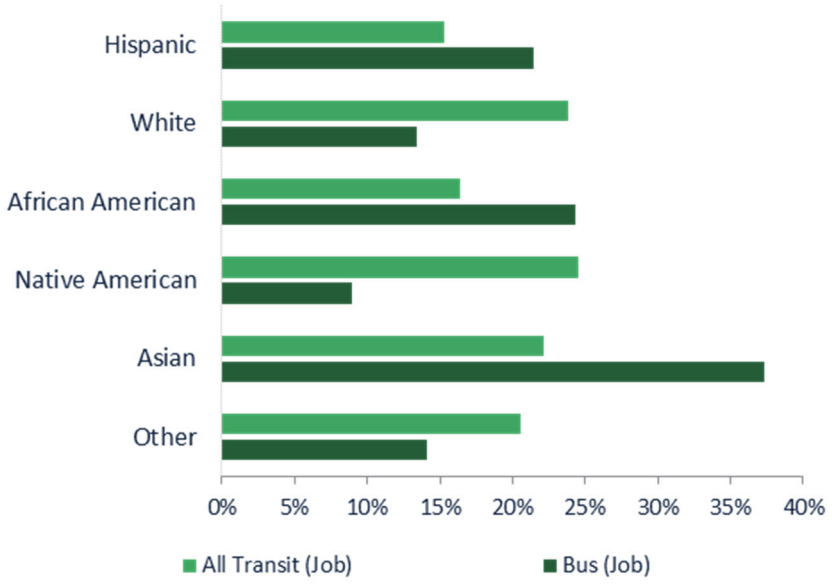


Figure 8 depicts the estimated improvement in accessibility to employment opportunities for each race/ethnicity. All groups are shown to receive a net benefit in accessibility. The percentages shown represent the accessibility improvements that are estimated to result from implementation of the RTP/SCS, compared to the baseline or "no project" alternative. Results are shown for local bus and for all transit. The percentage improvement for all groups in total is provided as a point of comparison.

For local bus, the average regional improvement in accessibility is 19.9 percent overall. Hispanics and Non-Hispanic Native Americans are estimated to experience a 15.2 percent improvement, while Non-Hispanic Asians see a 37.3 percent improvement and Non-Hispanic Blacks have a 24.3 percent improvement. The pattern is similar when looking at all transit, except for Non-Hispanic Blacks. For all transit, Non-Hispanic Blacks are estimated to experience a 16.4 percent improvement in accessibility, below the 20.4 percent average for the region as a whole. This may be because Non- Hispanic Blacks have the highest accessibility of all groups, at 2.1 percent compared to 1.7 percent for the region as a whole (as shown in Figure 7), therefore their rate of improvement may not be as high as for other groups.

Figure 8. Accessibility Improvement by Race/Ethnicity



f) Description of the procedures MPO uses to ensure non- discriminatory pass-through of FTA financial assistance

SCAG passes federal funds to subrecipients without regard to race, color or national origin and the MPO assures that minority populations are not being denied the benefits of or excluded from participation in these programs.

SCAG does not currently administer any FTA discretionary grant programs. County Transportation Commissions (CTCs) in the SCAG region administer competitive selection processes for FTA programs for which SCAG is the designated recipient. The CTCs are all direct recipients of FTA program funds and as such are required to adopt Title VI programs and comply with the related requirements.

SCAG shall prepare and maintain, but not report unless requested by FTA, the following information, as applicable:

- A record of funding requests received from private non-profit organizations, state or local governmental authorities, and Indian tribes. The record shall identify those applicants that would use grant program funds to provide assistance to predominantly minority populations. The record shall also indicate which applications were rejected and accepted for funding.

- A description of how SCAG develops its competitive selection process and annual program of projects submitted to FTA as part of its grant applications. This description shall emphasize the method used to ensure the equitable distribution of funds to subrecipients that serve predominantly minority populations, including Native American tribes, where present. Equitable distribution can be achieved by engaging in outreach to diverse stakeholders regarding the availability of funds, and ensuring the competitive process is not itself a barrier to selection of minority applicants.

- A description of SCAG's criteria for selecting entities to participate in a FTA grant program.

g) Description of the procedures the agency uses to provide assistance to potential subrecipients in a non-discriminatory manner.

To provide assistance to potential subrecipients on how to provide programs and services in a non-discriminatory, SCAG uses the following procedures:

- Provide each applicant with SCAG's notice to the public informing people of their rights under Title VI

- Provide each applicant with SCAG's procedures on how to file a Title VI complaint

- Provide technical assistance and education to applicants with regards to any Title VI question

- Reply to questions during the application process in a manner that not give an applicant an advantage over other applicants

- Provide relevant Title VI demographic information or data to applicants as requested

Appendix A

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
TITLE VI NON-DISCRIMINATION

POLICY STATEMENT

November 5, 2020

Title VI of the Civil Rights Act of 1964 states:

"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 subjected to discrimination under any program or activity receiving Federal financial assistance."

The Southern California Association of Governments is committed to complying with the requirements of Title VI in all of its programs and activities.

Kome Ajise

Kome Ajise
Executive Director

Appendix B

NOTIFYING THE PUBLIC OF RIGHTS UNDER TITLE VI

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

As a direct recipient of Federal funds, the Southern California Association of Governments (SCAG) is committed to complying with the requirements of Title VI in all of its programs and activities. SCAG operates its program and services without regard to race, color or national origin in accordance with Title VI. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with SCAG.

For more information on SCAG's Title VI Program, and the procedures to file a complaint, please visit our website at: http://www.scag.ca.gov/participate/Pages/CivilRights.aspx; contact (213) 236-1895; or visit our office at 900 Wilshire Blvd, Suite 1700, Los Angeles, CA 90017.

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

If information is needed in another language, contact (213) 236-1895.

Si se necesita informacion en otro idioma, llame (213) 236-1895.

如果你需要用另一種語言獲取此信息，請聯繫 (213) 236-1895.

혹시 다른 언어로 된 정보가 필요하시면 (213) 236-1895 에게 연락하시기 바랍니다.

Nếu quý vị cần được cung cấp tin tức, tài liệu bằng các ngôn ngữ khác, xin liên lạc với (213) 236-1895.

NOTIFICACIÓN PARA EL PÚBLICO SOBRE LOS DERECHOS DE ACUERDO CON LO QUE DISPONE EL TÍTULO VI (TITLE VI, según sus siglas en inglés)

ASOCIACIÓN DE GOBIERNOS DEL SUR DE CALIFORNIA

Como beneficiaria directa de los fondos Federales, la Asociación de Gobiernos del Sur de California (SCAG) se compromete a cumplir con los requisitos del Título VI en todos sus programas y actividades. SCAG opera su programa y servicios sin importar cuál sea la raza, color o nacionalidad de acuerdo con lo que dispone el Título VI. Toda persona que crea que ha sido ofendida por alguna práctica ilegal de discriminación de acuerdo con lo que estipula el Título VI puede presentar una queja ante SCAG.

Si desea más información sobre el Programa del Título VI de SCAG, así como los procedimientos para presentar una queja, por favor visite nuestro sitio web en: http://www.scag.ca.gov/participate/Pages/CivilRights.aspx; llame al (213) 236-1895; o visite nuestra oficina principal en 900 Wilshire Blvd, Suite 1700, Los Angeles, CA 90017.

Toda persona que quiera presentar una queja puede hacerlo directamente ante la Administración Federal de Tránsito en la Oficina de Derechos Civiles, dirigiéndola a Title VI Program Coordinator (Coordinador del Programa del Título VI), East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington DC 20590.

Si necesita información en otro idioma, llame al (213) 236-1895.

《民權法》第六章公共通知南加州大都市協會

作為一個直接接收聯邦政府撥款的組織，南加州大都市協會（“協會”）承諾協會的所有規劃， 方案，活動會遵守《民權法》第六章的規定。協會指定的規劃，運作方案，以及提供的行政服務嚴格遵守《民權法》第六章關於禁止考慮種族，膚色，或出生地為由的歧視。任何人如果相信他/ 她的權益有受到歧視行為的侵害，違反的《民權法》第六章的規定可以向協會提出控訴。

想要更多了解協會《民權法》第六章的執行方案，以及如何向協會提出違反法案的控訴，可以登錄我們的網站：http://www.scag.ca.gov/participate/Pages/CivilRights .aspx；撥打我們的電話

(213) 236-1895；或者訪問我們的辦公室（地址：900 Wilshire Blvd., Suite 1700, Los Angeles, CA 90017。

控訴人也可以直接將控訴提交給美國運輸部，民權辦公室，第六章權益法案協調人。地址：

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

如果您需要將此通知翻譯成其他語言，請撥打（213）236-1895。

민권법 6장에 의거한 권리에 대한 공지
남캘리포니아정부연합 (SCAG)

1964년 민권법 제6장은 미국에서는 어떤 사람도 인종, 피부색, 국적으로 인해 연방정부가 재정지원을 하는 제반 프로그램 및 업무활동의 참여에서 제외되거나, 그 혜택을 거부당하거나, 차별을 받아서는 아니된다고 규정하고 있습니다.

SCAG은 연방자금을 직접 지원받는 기관으로서, 민권법 제6장의 규정을 준수할 의무가 있습니다. SCAG은 제반 프로그램 및 업무활동을 수행함에 있어서 인종, 피부색, 국적 등을 고려하지 아니합니다. SCAG의 제반 프로그램 및 업무활동의 수행과 관련하여, 불법적인 차별을 경험한 자는 민권법 제6장에 의거하여 SCAG에 불만사항을 접수할 수 있습니다.

SCAG의 민권법 제6장 프로그램과 불만사항의 제출요령 등에 대한 자세한 내용은 SCAG 웹사이트 (http://www.scag.ca.gov/participate/Pages/CivilRights.aspx) 를 방문하거나, (213) 236-1895로 문의할 수 있으며, SCAG의 본부사무실 (900 Wilshire Blvd, Suite 1700, Los Angeles, CA 90017) 을 방문하여서 구할 수 있습니다.

불만사항은 연방대중교통청 (Federal Transit Administration)의 민권담당부서(Office of Civil Rights)에 직접 접수할 수도 있으며, 접수처는 다음과 같습니다: Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington DC 20590.

혹시 다른 언어로 된 정보가 필요하시면 (213) 236-1895로 연락하시기 바랍니다.

THÔNG BÁO CHO CÔNG CHÚNG VỀ CÁC QUYỀN ĐƯỢC HƯỞNG THEO TITLE VI HIỆP HỘI CÁC CHÍNH PHỦ NAM CALIFORNIA

Là một tổ chức trực tiếp nhận ngân quỹ Liên Bang, Hiệp Hội Các Chính Phủ Nam California (SCAG)

cam kết theo đúng những đòi hỏi của Title VI trong tất cả những chương trình và hoạt động của mình. Tuân thủ Title VI, SCAG điều hành những chương trình và dịch vụ của mình không phân biệt sắc dân, màu da hoặc quốc tịch gốc. Bất cứ người nào tin tưởng rằng mình đã bị thiệt hại bởi bất kỳ một hành vi kỳ thị bất hợp pháp nào theo Title VI đều có thể nạp một đơn khiếu nại với SCAG.

Muốn biết thêm chi tiết về Chương Trình Title VI Program của SCAG, cùng những thủ tục nạp một đơn khiếu nại, xin vui lòng thăm trang mạng của chúng tôi tại: http://www.scag.ca.gov/participate/Pages/CivilRights.aspx; xin liên lạc (213) 236-1895; hay thăm văn phòng chính của chúng tôi tại 900 Wilshire Blvd, Suite 1700, Los Angeles, CA 90017.

Người Khiếu Nại cũng có thể nạp thẳng một đơn khiếu nại với Cơ Quan Liên Bang Federal Transit Administration bằng cách nạp một đơn khiếu nại cho Văn Phòng Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington DC 20590.

Nếu quý vị cần được cung cấp tin tức, tài liệu bằng một ngôn ngữ nào khác, xin liên lạc với (213) 236-1895.

Appendix C

Southern California Association of Governments Title VI Complaint Procedures

As a recipient of federal funds from the Federal Highway Administration and the Federal Transit Administration, the Southern California Association of Governments (SCAG) is committed to ensuring that no person is excluded from participation in, denied the benefits of, or discriminated against under its projects, programs or activities on the basis of race, color or national origin, as provided in Title VI of the Civil Rights Act and Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time.

SCAG is committed to:

- Ensuring that the level and quality of regional planning is provided without regard to race, color, or national origin;
- Identifying and addressing, as appropriate, disproportionately high and adverse human health and environmental effects, including social and economic effects of programs and activities on minority populations and low-income populations;
- Integrating into its activities an analytical process that identifies the benefits and burdens of its investments on different socioeconomic groups, identifying imbalances and responding to the analyses produced;
- Promoting the full and fair participation of individuals in low income and minority communities in regional planning and programming decision making;
- Addressing as appropriate the denial, reduction, or delay in benefits related to programs and activities that benefit minority populations or low-income populations; and
- Ensuring meaningful access to programs and activities by persons with limited English proficiency.

SCAG's Executive Director and staff are responsible for carrying out SCAG's commitment to Title VI. Specifically, SCAG's Chief Counsel shall serve as SCAG's Title VI Compliance Officer and is responsible for overseeing SCAG's Title VI-related activities, including the receipt and investigation of any Title VI complaints.

The process for addressing a Title VI complaint is as follows:

1. Submission of Complaint: Any person who feels that he or she, individually, or as a member of any class of persons, on the basis of race, color or national origin, or has been subjected to discrimination prohibited under Title VI may file a written complaint with SCAG using the appropriate complaint form, a copy of which is attached as Exhibit 1 to these procedures. A complaint may also be filed by a representative on behalf of such a person. All complaints must be referred to SCAG's Chief Counsel, serving as the agency's Title VI Compliance Officer, for review and action.

   (a) Such complaint must be filed within sixty (60) calendar days after the date of the alleged act of discrimination.

(b) Complaints shall be in writing and shall be signed by the Complainant and/or the Complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the alleged discrimination. At a minimum, the complaint shall include the following information:

(1) Name, mailing address, and how to contact the complainant (i.e. telephone number, email address, etc.).

(2) Basis of complaint (i.e., race, color, or national origin).

(3) Date of alleged discriminatory act(s).

(4) How, when, where and why Complainant alleges he or she was discriminated against. Include the location, names and contact information of any witnesses.

(5) Other significant information.

2. Review of Complaint: Within ten (10) calendar days of receipt of the complaint, SCAG's Chief Counsel shall inform the Complainant in writing of the proposed action to process the complaint and advise the Complainant of other avenues of redress, such as submitting complaint with Federal Transit Administration. The Chief Counsel shall also inform SCAG's Executive Director of receipt of the complaint. Thereafter, the Chief Counsel shall investigate the Complaint, or authorize the conduct of an investigation of the Complaint. Review of the complaint shall be completed no later than sixty (60) calendar days after the date SCAG received the complaint. If more time is required, the Chief Counsel shall notify the Complainant of the estimated time-frame for completing the review. Upon completion of the review of the complaint, the Chief Counsel shall issue SCAG's written response to the Complainant, addressing the merits of the complaint and if applicable, recommending any improvements to SCAG's processes relative to Title VI, as appropriate.

3. Request for Reconsideration: If the Complainant disagrees with the written response by SCAG's Chief Counsel, he or she may request reconsideration by submitting a written request for reconsideration to SCAG's Executive Director within fourteen (14) calendar days of the date of the written response. The request for reconsideration shall be sufficiently detailed to contain any items the Complainant feels were not fully understood by the Chief Counsel. The Executive Director will notify the Complainant of his or her decision either to accept or reject the request for reconsideration within ten (10) calendar days. In cases where the Executive Director agrees to reconsider, the matter shall be re-evaluated by the Executive Director or his or her designee, and a written determination shall be made within thirty (30) days of the Executive Director's acceptance of the request for reconsideration.

4. Submission of Complaint to the Federal Transit Administration: If the Complainant is dissatisfied with SCAG's resolution of the Title VI complaint, he or she may also submit a complaint to the Federal Transit Administration for investigation. In accordance with Chapter IX, Complaints, of FTA Circular 4702.1B, such a complaint must be submitted within 180calendar days after the date of the alleged discrimination. Chapter IX of the FTA Circular 4702.1B, which outlines the complaint process to the Federal Transit Administration, may be obtained by requesting a copy from SCAG's Chief Counsel at (213) 236-1920.

If information is needed in another language, contact (213) 236-1895.

Si se necesita informacion en otro idioma, llame (213) 236-1895.

如果你需要用另一種語言獲取此信息，請聯繫 (213) 236-1895.

혹시 다른 언어로 된 정보가 필요하시면 (213) 236-1895 에게 연락하시기 바랍니다.

Nếu quý vị cần được cung cấp tin tức, tài liệu bằng các ngôn ngữ khác, xin liên lạc với (213) 236-1895.

Exhibit 1 – SCAG Title VI Complaint Form

Name _____

Address _____

City_____State_____Zip Code _____

Home Telephone Number _____

Work Telephone Number _____

Email Address _____

1. Were you discriminated against because of:

   [ ] Race [ ] National Origin [ ] Color

   [ ] Other _____

2. Date of Alleged Incident: _____

3. Please explain as clearly as possible what happened and how you were discriminated against. Indicate the location and who was involved. Be sure to include the names and contact information of any witnesses. If more space is needed, please attach additional pages or use the back of this form.

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

   _____

4. Have you filed this complaint with any other federal, state or local agency, or with any federal or state court? [ ] Yes [ ] No

If yes, please check all that apply:

_____ Federal Agency _____ Federal Court _____ State Agency

_____ State Court _____ Local Agency

Please provide information about a contact person of the agency or court where the complaint was filed:

Name_____

Address_____

City, State and Zip Code _____

Telephone Number_____

5. Will you be representing yourself in this complaint? [ ] Yes [ ] No

If no, please provide information about the person who will be serving as your representative in this complaint:

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.

Signature_____ Date _____

Please mail or submit this form to:

Chief Counsel/Title VI Compliance Officer
Southern California Association of Governments
900 Wilshire Blvd., Suite 1700
Los Angeles, CA 90017

Sociación de Gobiernos del Sur de California Procedimientos para Quejas Relacionadas con el Título VI (TITLE VI, según sus siglas en inglés)

Como beneficiaria de fondos federales de la Administración Federal de Carreteras y la Administración Federal de Tránsito, la Asociación de Gobiernos del Sur de California (SCAG), de acuerdo con lo que dispone el Título VI de la Ley de Derechos Civiles y el Título 49 del Código de Reglamentos Federales, Parte 21, así como cualquier enmienda que se le haga en el futuro, se compromete a asegurar que no se le excluya a ninguna persona de que participe, se le nieguen los beneficios o se le discrimine en sus proyectos, programas o actividades debido a su raza, color o nacionalidad.

SCAG se compromete a:

- Asegurar que se proporcione el nivel y la calidad de planificación regional sin importar la raza, el color o nacionalidad;

- Identificar y hacer frente, según sea apropiado, a los efectos desproporcionadamente altos y adversos en la salud de los seres humanos y del medio ambiente, incluyendo los efectos socioeconómicos de los programas y las actividades tanto en las poblaciones de minorías como en poblaciones de bajos ingresos.

- Integrar en sus actividades un proceso analítico que identifique los beneficios y el impacto negativo de sus inversiones en diferentes grupos socioeconómicos, identificando los desequilibrios y respondiendo a los análisis producidos;

- Promover la participación plena y justa de los individuos de las comunidades de minorías y de bajos ingresos en la planificación regional y en la programación de la toma de decisiones;

- Atender, según se considere apropiado, el problema de que se nieguen, reduzcan o retrasen los beneficios relacionados con los programas y actividades que benefician a las poblaciones de minoría o las poblaciones de bajos ingresos; y

- Garantizarles a todas las personas con dominio limitado del inglés un acceso significativo a los programas y actividades.

El Director Ejecutivo y el personal de SCAG son responsables de cumplir el compromiso que SCAG tiene hacia el Título VI. Específicamente, el Abogado en Jefe de SCAG fungirá como el Funcionario de Cumplimiento del Título VI de SCAG y tiene la responsabilidad de supervisar las actividades de SCAG relacionadas con el Titulo VI, incluyendo el recibir y realizar la investigación de cualquier queja bajo este Título.

El proceso para atender una queja del Título VI es la siguiente:

1. Presentación de la Queja: Toda persona, ya sea individualmente o como miembro de un grupo de personas, que sienta que, debido a su raza, color o nacionalidad, ha sido sometida a discriminación que prohíbe el Título VI puede presentar una queja ante SCAG usando el formulario apropiado para quejas que se adjunta a estos procedimientos como Anexo 1. Una queja también puede ser presentada por un representante en nombre de dicha persona. Todas las quejas deberán ser remitidas al Abogado en Jefe de SCAG, que fungirá como el Funcionario de Cumplimiento del Título VI de la agencia, para revisar la queja.

   (a) Dicha queja deberá ser presentada dentro de sesenta (60) días calendario después de la fecha del supuesto acto de discriminación.

   (b) Las quejas deberán hacerse por escrito y estar firmadas por el Querellante o persona que esté presentando la queja y/o su representante. Las quejas deberán exponer tan detalladamente como sea posible los hechos y circunstancias en torno a la supuesta discriminación. Como mínimo, la queja deberá incluir la siguiente información:

      (1) Nombre, dirección postal, y cómo comunicarse con el Querellante (por ejemplo, número de teléfono, correo electrónico, etc.).

      (2) Base de la queja (por ejemplo, raza, color o nacionalidad).

      (3) Fecha de los supuestos actos de discriminación.

      (4) Cómo, cuándo, dónde y por qué el Querellante afirma que se le ha discriminado. Incluir el lugar, los nombres e información para contactar a cualquiera de los testigos.

      (5) Otra información importante.

2. Revisión de la Queja: Dentro de los diez (10) días calendario de haber recibido la queja, el Abogado en Jefe de SCAG le informará por escrito al Querellante la acción propuesta para procesar la queja y asesorará al Querellante sobre otras avenidas para rectificarla, como presentar la queja en la Administración Federal de Tránsito. El Abogado en Jefe también informará al Director Ejecutivo de SCAG que se ha recibido una queja. A partir de ahí, el Abogado en Jefe investigará la queja o autorizará que se lleve a cabo una investigación de la misma. La revisión de la queja se deberá finalizar a más tardar sesenta (60) días calendario después de la fecha en la que SCAG la haya recibido. Si se requiere más tiempo, el Abogado en Jefe notificará al Querellante cuál es el período de tiempo estimado para que se termine la revisión. Una vez terminada la revisión de la queja, el Abogado en Jefe enviará por escrito la respuesta de SCAG al Querellante, abordando los méritos de la queja y, si corresponde, recomendando cualquier mejora a los procesos de SCAG en relación con el Título VI.

3. Petición para Reconsideración: Si el Querellante no está de acuerdo con la respuesta por escrito dada por el Abogado en Jefe de SCAG, el Querellante puede solicitar una reconsideración al Director Ejecutivo de SCAG dentro de catorce (14) días calendario a partir de la fecha de la respuesta por escrito. La petición para la reconsideración deberá estar lo suficientemente detallada de manera que incluya cualquier concepto que el Querellante considere que no haya entendido totalmente el Abogado en Jefe. El Director Ejecutivo le notificará al Querellante su decisión de aceptar o rechazar la petición para la reconsideración dentro de diez (10) días calendario. En casos en los que el Director Ejecutivo esté de acuerdo en reconsiderar, el asunto será reevaluado por el Director Ejecutivo o su designado, y se hará una determinación por escrito dentro de treinta (30) días de que el Director Ejecutivo acepte la petición para reconsideración.

4. Presentación de la Queja ante la Administración Federal de Tránsito: Si el Querellante no está satisfecho con la resolución de la queja del Título VI a la que llegó SCAG, puede presentar una queja a la Administración Federal de Tránsito para que se investigue. De acuerdo con el Capítulo IX, Quejas, de la Circular 4702.1B de FTA, dicha queja deberá ser presentada dentro de 180 días calendario después de la fecha de la supuesta discriminación. Se puede obtener el Capítulo IX de la Circular 4702.1B de FTA, que describe el proceso de queja ante la Administración Federal de Tránsito, solicitando una copia al Abogado en Jefe de SCAG llamando al (213) 236-1920.

Si se necesita información en otro idioma, llame al (213) 236-1895.

Anexo 1 – Formulario de SCAG para Quejas Relacionadas con el Título VI

Nombre _____

Dirección _____

Ciudad_Estado_Zona Postal _____

Número de Teléfono del Hogar _____

Número de Teléfono del Trabajo _____

Correo electrónico _____

1. Lo discriminaron debido a:

   [ ] Raza [ ] Nacionalidad [ ] Color [ ] Otro _____

2. Fecha del Supuesto Incidente: _____

3. Por favor explique tan claramente como sea posible lo que pasó y de qué manera lo discriminaron. Indique el lugar y quién estuvo involucrado. Asegúrese de incluir los nombres y la información para contactar a cualquier testigo. Si necesita más espacio, por favor adjunte páginas adicionales o use la parte de atrás de este formulario.

   _____
   _____
   _____
   _____
   _____

4. ¿Ha presentado esta queja ante alguna otra agencia federal, estatal o local, o ante un tribunal federal o estatal? [ ] Sí [ ] No

5. Si la respuesta es sí, por favor marque todo lo que corresponda:

   _____ Agencia Federal _____Tribunal Federal _____Agencia Estatal

   _____ Tribunal Estatal _____Agencia Local

   Por favor proporcione información sobre la persona a quien tiene que contactar en la agencia o tribunal en donde se presentó la queja.

   Nombre_____ Dirección _____

   Ciudad, Estado y Zona Postal _____ Número de Teléfono_____

6. ¿Se representará usted mismo en esta queja? [ ] Sí [ ] No

   Si la respuesta es no, por favor proporcione información sobre la persona que será su representante en esta queja:

   Nombre_____ Domicilio _____

   Ciudad, Estado y Zona Postal _____Número de Teléfono_____

   Por favor firme a continuación. Puede adjuntar cualquier material por escrito u otra información que piense que es relevante para su queja.

   Firma_____Fecha _____

Por favor envíe por correo o presente este formulario en:

Chief Counsel/Title VI Compliance Officer
Southern California Association of Governments
900 Wilshire Blvd., Suite 1700
Los Angeles, CA 90017

南加州政府協會 (SCAG)
美國聯邦民權法案第六條(Title VI)投訴程序

作為聯邦公路管理局(FHWA)和聯邦公共交通管理局(FTA)的聯邦基金接受者，南加州政府協會(SCAG) 致力確保在其項目、計劃或活動中沒有對任何種族、膚色或是國籍人群的歧視、包括排除參加和忽視他們的自身利益。這些法律要求出自美國民權法案第六條(TitleVI) 和聯邦管理法規(Code of Federal Regulations) 第21部分第49條，同時這些法律要求會不定時的修改。

南加州政府協會承諾：

- 保證提供區域規劃的水平和質量，不涉及種族、膚色或是國籍；
- 恰當地鑑別和表達不成比例的、高度改變個人健康和環境影響的項目或者活動，包括對於少數裔族和低收入人群的社會經濟和環境影響；
- 綜合分析過程，辨認其投資對於不同社會經濟群體的益處及負擔，辨認不平衡影響，以及對這些分析結果的應對方案；
- 鼓勵低收入和少數裔族積極和公平參與區域規劃和項目決策的討論；
- 恰當地表達對於低收入和少數裔族有益處的項目和活動的否決、減少和延遲；
- 保證英文水平不佳者能夠有多樣化的途徑了解項目和活動。

南加州政府協會的執行官和工作人員有責任落實對於美國民權法案第六條(Title VI) 的承諾。具體來說，南加州政府協會的首席法律顧問將承擔監督第六條投訴程序相關的行為，包括接待和調查第六條投訴程序的投訴者。

Title VI投訴程序的實施流程如下：

1. **提交投訴**：任何個人或組織代表，如果認為自己因種族、膚色或民族血統而受到南加州政府協會的歧視，可以填寫並提交該機構的VI 條規定投訴表（見附表1）。投訴也可以由代理人提交。所有投訴必須提交給南加州政府協會首席律師、同時也是協會Title VI投訴的管理官員、來審理和批复所有投訴。
    (a) 投訴必須在認為被歧視發生後60日內提交。
    (b) 投訴必須由投訴人或代理人親筆填寫並簽字。投訴人應盡可能詳細描述歧視發生的事實和環境。投訴應至少包含以下內容：
        (1) 姓名，地址以及聯繫方式（電話號碼，電子郵箱等）。
        (2) 主要投訴內容（種族，膚色或民族血統）。
        (3) 指控的歧視事件發生時間。
        (4) 時間，地點，方式以及為何此投訴認為當事人被歧視對待。應包含任何目擊證人的地址，姓名和聯繫方式。

2. **投訴審理**：在收到投訴的10日內，南加州政府協會的首席律師應以書面形式通知投訴人關於投訴的建議處理方案，並提供給投訴人其他投訴方式， 如向聯邦公共交通管理局提起投訴。首席律師還將此投訴通知南加州政府協會的執行官。此後，首席律師將直接或者授權其他工作人員對投訴者的投

訴進行調查。投訴審理必須在南加州政府協會收到投訴後60天內完成。如需延期，南加州政府協會的首席律師將通知投訴人預估的審理完成時間。在投訴審理完成的基礎上，首席律師將向投訴人發出南加州政府協會書面回复。如可能，說明投訴的益處並適時地介紹SCAG遵循TitleVI過程的改進方法。

3. **投訴复議**：如果不接受南加州政府協會首席律師提供的書面回复，投訴人可以在書面回复日期之後的14天內以書面形式向南加州政府協會的執行官提出投訴复議請求。投訴复議請求應詳細包含任何投訴人認為未被首席律師理解的細節。執行官將在10日內通知投訴人接受或拒絕投訴复議請求的決定。如果執行官同意接受复議請求，此投訴將由執行官和或執行官授權人重新審理。審理結果應以書面形式在執行官接受复議請求的30天內給出。

4. **投訴提交至聯邦公交管理會**：如果對南加州政府協會的處理結果不滿意，投訴人可以向聯邦公共交通管理局（FTA）提起投訴。根據聯邦公共交通管理局Circular 4702.1B第IX章中對投訴人的規定，投訴人必須在指控的歧視事件發生180天內提起投訴。投訴到聯邦公共交通管理局的流程，寫在FTA Circular 4702.1B的第IX章，投訴人可以通過撥打南加州政府協會首席律師的電話（213）236-1928 獲得流程複印件。

如果需要另一種語言的信息，請聯繫(213) 236-1895.

附件1 南加州政府協會第六條投訴程序表格

姓名

_____

地址

_____

城市_____州_____郵編_____

家庭電話_____
工作電話_____
電子郵件_____

1. 是因為_____被歧視

   [ ] 裔族　[ ] 民族血統　[ ] 膚色　[ ] 其他 _____

2. 發生的時間_____

3. 請盡可能清楚地解釋發生了什麼和您是如何被歧視對待的。說明地點和誰牽涉其中。請包含姓名和聯繫方式包括任何目擊者。如果需要更多的空間，請另外加紙，或使用這張表格的背面。

_____
_____
_____
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_____

4. 您是否有向其他任何联邦、政府或者當地機構，或是任何联邦或者州法院投訴？

[ ] 是　　[ ] 否

如果是，請在下面合適處打勾

_____聯邦機構_____聯邦法院_____州機構_____州法院

_____當地機構

請提供關於您投訴的機構或者法院聯繫人的信息： 姓名

_____地址

_____

城市、州和郵編_____

電話_____

5. 您是否願意在這次投訴中代表您自己？ [ ] 是　　[ ] 否

如果否，請提供您代理人的信息姓名

_____地址

_____

城市、州和郵編_____

電話_____

請在下方簽名。您可以提供任何書面材料或者其他您認為和投訴相關的材料。簽名_ _____日期_____

請郵寄或者提交此表格到

Chief Counsel/Title VI Compliance Officer
Southern California Association of Governments
900 Wilshire Blvd., Suite 1700
Los Angeles, CA 90017

남캘리포니아정부연합 (SCAG)
민권법 6장 불만 처리 과정

남캘리포니아정부연합 (SCAG)은 연방고속도로청 및 연방대중교통청 (The Federal Highway Administration and the Federal Transit Administration)의 연방자금을 지원받는 기관으로서, 수시로 개정될 수 있는 민권법 제6장과 연방규정집 타이틀제49장 (Title 49, Code of Federal Regulations) 파트 21에 의거하여 어느 누구도 인종, 피부색, 국적에 의하여 제반 프로젝트와 프로그램 및 업무활동 등의 참여로부터 제외되거나, 그 혜택을 거부당하거나, 차별을 받지 아니하도록 보장하여야 합니다.

SCAG은 다음과 같은 사항을 보장하여야 합니다.

- 인종, 피부색, 출신 국가에 관계없이 수준 높은 지역계획을 제공함.
- 과도하게 주민의 건강을 해치고 지역의 환경을 오염시키는 경우를 확인하고 적절하게 대처하여야 함. 특히, SCAG 프로그램 및 업무활동에 따른 소수 인종 및 저소득층의 사회적 및 경제적 영향을 포함함.
- 공공투자가 여러 사회 경제적 집단에 미치는 편익과 부담을 계산하는 분석과정을 주요 업무활동의 하나로서 간주하고, 편익과 부담의 불균형을 획인하며, 분석결과에 대하여 적절하게 대처함.
- 지역 계획 및 프로그램 의사 결정시에는 저소득층 및 소수 민족 사회의 완전하고 공정한 개인 참여를 촉진함.
- 소수 인종 및 저소득층 혜택 프로그램 및 업무활동과 관련한 혜택의 거부, 축소, 또는 지연에 대하여 적절하게 대처함.
- 영어 능력이 제한된 사람들이 제반 프로그램과 업무활동에 대하여 실질적인 접근이 가능하도록 함.

SCAG의 Executive Director (ED) 와 직원들은 민권법 제6장에 대한 SCAG의 책무를 이행할 책임이 있습니다. 특히, SCAG의 수석법률고문 (Chief Counsel) 은 SCAG의 민권법 제6장

준법담당관의 역할과 더불어 민권법 제6장과 관련한 불만 접수 및 조사를 포함한 SCAG의 제반 업무를 책입집니다.

민권법 제6장과 관련한 불만 처리 절차는 다음과 같습니다.

1. 불만사항 제출: 개인적으로나 한 집단의 구성원으로서 민권법 제6장에서 금지하고 있는 인종, 피부색 또는 출신 국가에 대한 차별을 겪은 이는 남녀를 불문하고 누구나 SCAG에서 제공하는 제출양식을 이용하여 이의를 제기할 수 있습니다. 해당 양식의 사본은 부록1에 첨부되어 있습니다. 불만사항은 대리인이 대신하여 신청할 수 있습니다. 모든 불만사항은 검토 및 조치를 위하여 SCAG의 민권법 제6장 준법담당관인 SCAG의 수석법률고문에게 문의하여야 합니다.
    a. 불만사항은 차별의 혐의가 있는 날로부터 60일 이내에 제출되어야 합니다.
    b. 불만사항은 서면으로 제출되어야 하며, 신청인 또는 신청인의 대표자의 서명이 필요합니다. 불만사항은 차별에 대한 정황이 가능한 한 자세하게 명시되어야 합니다. 최소한 불만사항은 다음과 같은 정보가 포함되어야 합니다.
        i. 이름, 주소, 연락처 (예, 전화번호, 이메일주소 등)
        ii. 불만사항 종류 (예, 인종, 피부색, 또는 출신 국가)
        iii. 차별 행위 발생 날짜
        iv. 차별 행위가 발생한 경로, 장소 및 차별이라 생각하는 이유. 가능하다면 목격자의 장소, 이름, 연락처 포함
        v. 기타 중요한 정보
2. 불만사항의 검토: 불만사항 접수 후 10 일 이내에 SCAG의 수석법률고문은 신청인에게 불만사항 처리를 위해 제안된 조치를 서면으로 통보해야하고, 연방 대중교통청에 불만사항을 제출하는 등 시정의 다른 방안을 조언할 수 있습니다. 수석법률고문은 또한SCAG의 ED에게 불만사항 접수를 통보해야합니다. 그 후, 수석법률고문은 불만사항을 조사하거나 불만사항에 대한 조사의 수행을 승인하여야 합니다. 불만사항의 검토는 SCAG이 불만사항을 접수받은 날로부터 60 일 이내에 완료되어야 합니다. 더 많은 시간이 필요한 경우, 수석법률고문은 신청인에게 검토 완료 예상 시간을 통지하여야

합니다. 불만사항 검토가 완료되면, 수석법률고문은 신청인에게 불만 접수에 대한 이점을 강조하거나, 민권법 제6장과 관련한 SCAG의 처리절차 개선에 대한 권고사항 등을 포함하여 서면으로 답변합니다.

3. 재검토 요청: 신청인이 SCAG의 수석법률고문에 의한 서면으로 답변한 내용에 동의하지 않을 경우, 서면 답변의 날짜로부터 14 일 이내에 SCAG의 ED에게 재심 요청을 서면으로 제출하여 재검토를 요청할 수 있습니다. 재심 요청은 신청인이 수석법률고문의 답변에 의해 이해되지 않은 모든 항목을 포함하여 상세히 열거해야 합니다. ED는 10 일 이내에 재심 요청을 수락하거나 거부한다는 자신의 결정을 신청인에게 통지할 것입니다. ED가 재고하기로 동의한 경우, 불만사항은 ED 또는 ED가 지정한 이에 의하여 재평가될 것입니다. 서면 결정은 재심 요청이 ED의 재심 요청 승인 후 30 일 이내에 이루어져야 합니다.

4. 연방대중교통청에 불만사항 제출: 신청인이 SCAG의 민권법 제6장 불만 결정에 대하여 불만족할 경우, 연방대중교통청에 불만사항 조사를 접수할 수 있습니다. FTA Circular 4702.1B 9장에 따르면, 불만사항은 차별이 발생한 날로부터 180일 이내에 제출되어야 합니다. FTA Circular 4702.1B 9장에는 연방대중교통청의 불만 처리가 기술되어 있으며, SCAG의 수석법률고문 (213-236-1928)에게 사본을 요청할 수 있습니다.

혹시 다른 언어로 된 정보가 필요하시면 (213) 236-1895로 연락하시기 바랍니다.

부록 1 – SCAG 민권법 6장 불만 접수 양식

이름 _____

주소_____

도시_____주_____우편번호 _____

자택전화번호_____

직장전화번호_____

이메일 주소 _____

1. 당신의 불만사항은 다음 중 어느 것에 해당합니까?
   [ ] 인종 [ ] 출신 국가 [ ] 피부색 [ ] 기타_____

2. 사건이 발생한 날짜: _____

3. 가능한한 명확하게 어떤 차별을 어떻게 겪었는지 기술하여 주십시오. 해당 차별 발생 장소와 누가 관계되어 있는지를 기술하여 주십시오. 가능하다면 목격자의 이름과 연락처를 같이 기재해 주십시오. 기재공간이 부족한 경우, 해당 양식의 뒷면을 이용하여 추가적으로 기재하여 주십시오.

   _____

   _____

   _____

   _____

   _____

4. 해당 불만사항을 다른 연방, 주, 지방정부기관, 혹은 다른 연방, 주법원에 신고한 적이 있습니까?
   [ ] 네 [ ] 아니오

   만약 맞다면, 해당 항목에 체크하여 주십시오.

   _____ 연방정부기관 _____연방법원 _____주정부기관

   _____ 주법원 _____지방정부기관

   불만사항을 접수한 기관 혹은 법원의 담당자 정보를 기재하여 주십시오. 이름_____

   _____ 주소____

   _____ 도시, 주,

   우편번호_____

   전화번호_____

5. 신청자가 불만사항 접수자 본인이십니까? [ ] 네 [ ] 아니오

   만약 본인이 아니라면, 불만사항 접수자의 대리인 정보를 아래에 기재하여 주십시오. 이름 ____

   주소_____

   도시, 주, 우편번호_____

   전화번호_____

다음 서명란에 서명하여 주십시오. 불만사항과 관련한 서면자료와 다른 기타 정보를 첨부할 수 있습니다.

서명_____ 날짜 _____

다음의 주소로 제출하여 주십시오:

Chief Counsel/Title VI Compliance Officer
Southern California Association of Governments
900 Wilshire Blvd., Suite 1700
Los Angeles, CA 90017

Hiệp Hội Các Chính Phủ Nam California Thủ Tục Khiếu Nại Title VI

Là một tổ chức nhận ngân quỹ liên bang từ Cơ Quan Liên Bang Federal Highway Administration và Cơ Quan Liên Bang Federal Transit Administration, Hiệp Hội Các Chính Phủ Nam California (SCAG) cam kết bảo đảm rằng trong những kế hoạch, chương trình hoặc hoạt động của Hiệp Hội, sẽ không có một ai bị loại ra không được tham dự, bị từ chối quyền lợi, hoặc bị đối xử kỳ thị, do những lý do sắc dân, màu da hoặc quốc tịch gốc, như đã được quy định trong Title VI của Bộ Luật Civil Rights Act và Title 49, Code of Federal Regulations, Part 21, ngay cả khi có thể những điều này đôi lúc sẽ được tu chính.

SCAG cam kết:

- Bảo đảm rằng trình độ và phẩm chất của công cuộc qui hoạch địa phương được cung cấp không phân biệt sắc dân, màu da, hoặc quốc tịch gốc;

- Nhận diện ra và giải quyết, một cách thích đáng, các ảnh hưởng lớn và bất lợi quá đáng đến sức khỏe con người và môi sinh, bao gồm các ảnh hưởng xã hội và kinh tế của những chương trình và hoạt động đối với các thành phần dân số thiểu số và các thành phần dân số lợi tức thấp;

- Đưa vào trong những hoạt động của mình một trình tự phân tích, nhận diện ra những lợi ích và những gánh nặng của những đầu tư của mình vào những nhóm xã-hội-kinh-tế khác biệt, nhận diện ra những bất quân bằng và ứng phó với những phân tích được ghi nhận;

- Cổ xúy sự tham dự đông đủ và công bằng của những cá nhân trong các cộng đồng lợi tức thấp và thiểu số vào việc quyết định các qui hoạch và chương trình địa phương;

- Giải quyết một cách phù hợp sự từ chối, giảm bớt, hoặc trì hoãn những lợi ích liên quan đến những chương trình và hoạt động mang lợi ích đến cho các thành phần dân số thiểu số hoặc các thành phần dân số lợi tức thấp; và

- Bảo đảm việc tham dự đầy ý nghĩa vào các chương trình và hoạt động cho những người có khả năng Anh Ngữ hạn chế.

Giám Đốc Điều Hành cùng nhân viên của SCAG có trách nhiệm thực hiện cam kết của SCAG đối với Title VI. Đặc biệt là Luật Sư Trưởng (Chief Counsel) của SCAG sẽ đảm nhiệm vai trò Viên Chức Phụ Trách Vấn Đề Tuân Thủ (Compliance Officer) Title VI của SCAG và có trách nhiệm giám sát các hoạt động liên quan đến Title VI của SCAG, kể cả việc nhận và điều tra bất kỳ khiếu nại Title VI nào.

Thủ tục khiếu nại Title VI như sau:

1. Nạp Đơn Khiếu Nại: Bất kỳ ai cảm thấy rằng mình, với tư cách của một cá nhân, hoặc của một thành viên của bất kỳ lớp người nào, vì lý do sắc dân, màu da hoặc quốc tịch gốc, đã bị kỳ thị một điều bị cấm bởi Title VI-- đều có thể nạp một đơn khiếu nại bằng văn bản cho SCAG, sử dụng mẫu khiếu nại thích hợp. Một bản mẫu đơn khiếu nại được đính kèm, gọi là Phụ Lục 1 (Exhibit 1) cho thủ tục này. Đơn khiếu nại cũng có thể được nạp bởi một đại diện nhân danh người khiếu nại. Mọi đơn khiếu nại đều phải được gửi tới Luật Sư Trưởng của SCAG, đảm trách vai trò Viên Chức Phụ Trách Vấn Đề Tuân Thủ Title VI của Hiệp Hội, để xem xét và có hành động.

(a) Đơn khiếu nại phải được nạp trong vòng sáu mươi (60) ngày-theo-lịch (calendar day) sau ngày xảy ra hành vi bị cáo buộc là kỳ thị.

(b) Đơn khiếu nại phải dưới dạng văn bản và phải được ký bởi Người Khiếu Nại và/hoặc đại diện Người Khiếu Nại. Đơn khiếu nại cần phải ghi ra càng đầy đủ càng tốt những dữ kiện và khung cảnh xung quanh hành vi bị cáo buộc là kỳ thị này. Tối thiểu, đơn khiếu nại phải gồm những chi tiết sau:

(1) Họ Tên, địa chỉ gửi thư, và cách tiếp xúc với người khiếu nại (nghĩa là, số điện thoại, địa chỉ email, v.v...).

(2) Lý do khiếu nại (nghĩa là sắc tộc, màu da, hoặc quốc tịch gốc).

(3) Ngày xảy ra (những) hành vi bị cáo buộc là kỳ thị.

(4) Người khiếu nại cáo buộc rằng mình bị kỳ thị như thế nào, bao giờ, ở đâu và tại sao. Bao gồm cả địa điểm, tên cùng các chi tiết để tiếp xúc của bất kỳ người chứng nào.

(5) Những chi tiết quan trọng khác.

2. Xem Xét Đơn Khiếu Nại: Trong vòng mười (10) ngày-theo-lịch kể từ ngày nhận đơn khiếu nại, Luật Sư Trưởng của SCAG sẽ thông báo cho Người Khiếu Nại, bằng văn bản, về hành động được đề nghị để giải quyết đơn khiếu nại, và cố vấn cho Người Khiếu Nại về những phương cách giải quyết khác, thí dụ như nạp đơn khiếu nại với Cơ Quan Federal Transit Administration. Luật Sư Trưởng cũng sẽ thông báo cho Giám Đốc Điều Hành của SCAG về việc đã nhận đơn khiếu nại. Sau đó, Luật Sư Trưởng sẽ điều tra đơn khiếu nại, hoặc cho phép tiến hành một cuộc điều tra đơn khiếu nại. Việc xem xét đơn khiếu nại phải được hoàn tất không hơn sáu mươi (60) ngày-theo-lịch sau ngày SCAG nhận đơn khiếu nại. Nếu cần phải có thêm thời gian, Luật Sư Trưởng sẽ báo cho Người Khiếu Nại về thời điểm dự trù hoàn tất việc xem xét đơn khiếu nại. Khi đã hoàn tất việc xem xét đơn khiếu nại, Luật Sư Trưởng sẽ gửi văn bản trả lời của SCAG cho Người Khiếu Nại, đề cập đến giá trị của đơn khiếu nại, và nếu áp dụng được, đề nghị cải thiện thủ tục liên quan đến Title VI của SCAG, một cách thích đáng.

3. Yêu Cầu Tái Xét: Nếu Người Khiếu Nại không đồng ý với trả lời bằng văn bản của Luật Sư Trưởng của SCAG, người này có thể yêu cầu tái xét bằng cách đệ nạp một yêu cầu tái xét bằng văn bản đến Giám Đốc Điều Hành của SCAG trong vòng mười bốn (14) ngày-theo-lịch kể từ ngày của văn bản trả lời. Yêu cầu tái xét phải đủ chi tiết để bao gồm bất kỳ vấn đề gì mà Người Khiếu Nại cảm thấy đã không được Luật Sư Trưởng hoàn toàn thấu hiểu. Giám Đốc Điều Hành sẽ báo quyết định chấp thuận hay từ chối yêu cầu tái xét của mình cho Người Khiếu Nại trong vòng mười (10) ngày-theo-lịch. Trong những trường hợp mà Giám Đốc Điều Hành chấp thuận tái xét, vấn đề khiếu nại sẽ được tái thẩm định bởi Giám Đốc Điều Hành hay người được vị này chỉ định, và một quyết định bằng văn bản sẽ được thực hiện trong vòng ba mươi (30) ngày tính từ ngày Giám Đốc Điều Hành chấp thuận yêu cầu tái xét.

4. Nạp Đơn Khiếu Nại tới Cơ Quan Federal Transit Administration: Nếu Người Khiếu Nại không bằng lòng với lối giải quyết đơn khiếu nại Title VI của SCAG, người này cũng có thể nạp một đơn khiếu nại tới Cơ Quan Federal Transit Administration để điều tra. Theo quy định của Chapter IX, Complaints,

của FTA Circular 4702.1B, một đơn khiếu nại như thế này phải được nạp trong vòng 180 ngày-theo-lịch sau ngày xảy ra hành vi bị cáo buộc là kỳ thị. Có thể yêu cầu lấy một bản Chapter IX của FTA Circular 4702.1B --vạch ra quy trình khiếu nại với Cơ Quan Federal Transit Administration-- từ Luật Sư Trưởng của SCAG, số (213) 236-1920.

Nếu quý vị cần được cung cấp tin tức, tài liệu bằng một ngôn ngữ nào khác, xin liên lạc với (213) 236- 1895.

Phụ Lục 1 (Exhibit 1) – Mẫu Đơn Khiếu Nại Title VI với SCAG

Họ Tên _____

Địa Chỉ _____

Thành Phố_____Tiểu Bang_____Zip Code _____

Số Điện Thoại Nhà _____

Số Điện Thoại Chỗ Làm _____

Địa Chỉ Email _____

1. Quý vị đã bị kỳ thị vì:

   [ ] Sắc Tộc [ ] Quốc Tịch Gốc [ ] Màu Da

   [ ] Lý Do Khác _____

2. Ngày xảy ra Hành Vi Bị Cáo Buộc: _____

3. Xin giải thích càng rõ càng tốt chuyện đã xảy ra, và quý vị đã bị kỳ thị như thế nào. Nêu lên địa điểm và người dính líu vào. Nhớ ghi lại tên và các chi tiết để tiếp xúc của bất kỳ người chứng nào. Nếu cần thêm chỗ, xin kèm thêm giấy vào, hoặc sử dụng mặt sau của mẫu này.

   _____

   _____

   _____

   _____

   _____

4. Quý vị đã có nạp đơn khiếu nại này với bất kỳ một cơ quan liên bang, tiểu bang hay địa phương nào khác, hoặc với bất kỳ một tòa án liên bang hay tiểu bang nào không?

   [ ] Có [ ] Không

   Nếu có, xin vui lòng đánh dấu chọn tất cả những nơi đã có nạp:

   ____ Cơ Quan Liên Bang ____Cơ Quan Tiểu Bang ____Cơ Quan Địa Phương

   ____ Tòa Án Liên Bang ____Tòa Án Tiểu Bang

   Xin vui lòng cung cấp các chi tiết về một người để tiếp xúc tại cơ quan hay tòa án nơi quý vị đã nạp đơn khiếu nại:

   Họ Tên _____

   Địa Chỉ _____

   Thành Phố, Tiểu Bang và Zip Code _____

   Số Điện Thoại_____

5. Quý vị có sẽ tự đại diện cho chính mình trong đơn khiếu nại này hay không?

   [ ] Có [ ] Không

   Nếu không, xin vui lòng cung cấp các chi tiết về người sẽ làm đại diện cho quý vị trong đơn khiếu nại này:

   Họ Tên _____

   Địa Chỉ _____

   Thành Phố, Tiểu Bang và Zip Code _____

   Số Điện Thoại_____

Xin vui lòng ký tên ở phía dưới. Quý vị có thể kèm theo bất kỳ tài liệu bằng văn bản nào hoặc những chi tiết khác mà quý vị nghĩ rằng có liên quan đến khiếu nại của mình.

Chữ Ký_____ Ngày _____

Xin vui lòng gửi hay nạp đơn này cho:

Chief Counsel/Title VI Compliance Officer
Southern California Association of Governments
900 Wilshire Blvd., Suite 1700
Los Angeles, CA 90017

Appendix D

SCAG's Public Participation Plan

SCAG™

INNOVATING FOR A BETTER TOMORROW

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

PUBLIC PARTICIPATION PLAN

ADOPTED SEPTEMBER 2018

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The SCAG Region

Adelanto
Agoura Hills
Alhambra
Aliso Viejo
Anaheim
Apple Valley
Arcadia
Artesia
Avalon
Azusa
Baldwin Park
Banning
Barstow
Beaumont
Bell
Bell Gardens
Bellflower
Beverly Hills
Big Bear Lake
Blythe
Bradbury
Brawley
Brea
Buena Park
Burbank
Calabasas
Calexico
Calimesa
Calipatria
Camarillo
Canyon Lake
Carson
Cathedral City
Cerritos
Chino
Chino Hills
Claremont
Coachella
Colton
Commerce
Compton
Corona
Costa Mesa
Covina
Cudahy
Culver City
Cypress
Dana Point
Desert Hot Springs
Diamond Bar
Downey
Duarte
Eastvale
El Centro
El Monte
El Segundo
Fillmore
Fontana
Fountain Valley
Fullerton
Garden Grove
Gardena
Glendale
Glendora
Grand Terrace
Hawaiian Gardens
Hawthorne
Hemet
Hermosa Beach
Hesperia
Hidden Hills
Highland
Holtville
Huntington Beach
Huntington Park
Imperial
Indian Wells
Indio
Industry
Inglewood
Irvine
Irwindale
Jurupa Valley
La Cañada Flintridge
La Habra
La Habra Heights
La Mirada
La Palma
La Puente
La Quinta
La Verne
Laguna Beach
Laguna Hills
Laguna Niguel
Laguna Woods
Lake Elsinore
Lake Forest
Lakewood
Lancaster
Lawndale
Loma Linda
Lomita
Long Beach
Los Alamitos
Los Angeles
Lynwood
Malibu
Manhattan Beach
Maywood
Menifee
Mission Viejo
Monrovia
Montclair
Montebello
Monterey Park
Moorpark
Moreno Valley
Murrieta
Needles
Newport Beach
Norco
Norwalk
Ojai
Ontario
Orange
Oxnard
Palm Desert
Palm Springs
Palmdale
Palos Verdes Estates
Paramount
Pasadena
Perris
Pico Rivera
Placentia
Pomona
Port Hueneme
Rancho Cucamonga
Rancho Mirage
Rancho Palos Verdes
Redlands
Redondo Beach
Rialto
Riverside
Rolling Hills
Rolling Hills Estates
Rosemead
San Bernardino
San Buenaventura
San Clemente
San Dimas
San Fernando
San Gabriel
San Jacinto
San Juan Capistrano
San Marino
Santa Ana
Santa Clarita
Santa Fe Springs
Santa Monica
Santa Paula
Seal Beach
Sierra Madre
Signal Hill
Simi Valley
South El Monte
South Gate
South Pasadena
Stanton
Temecula
Temple City
Thousand Oaks
Torrance
Tustin
Twentynine Palms
Upland
Vernon
Victorville
Villa Park
Walnut
West Covina
West Hollywood
Westlake Village
Westminster
Westmorland
Whittier
Wildomar
Yorba Linda
Yucaipa
Yucca Valley

Overview

WHAT IS SCAG?

The Southern California Association of Governments (SCAG) is the metropolitan planning organization (MPO) for the six-county Southern California region, including the counties of Imperial, Los Angeles, Orange, San Bernardino, Riverside, and Ventura. From the beaches to the high desert, the six-county region in Southern California spans 38,000 square miles, 191 cities and a population of over 19 million. The SCAG region is among the largest and most diverse in the world, with a unique combination of languages, ethnicities and cultures.

SCAG is responsible for developing long range transportation plans and programs for the region. An example is the Regional Transportation Plan/ Sustainable Communities Strategy (RTP/SCS), the agency's primary responsibility, which details how the region will address its transportation and growth challenges and opportunities over the next 20+ years in order to achieve its regional emissions standards and greenhouse gas reduction targets.

In addition, SCAG serves as the foremost data clearinghouse and information hub for the region, conducting research and analysis in pursuit of regional planning goals.

WHY DOES SCAG HAVE A PUBLIC PARTICIPATION PLAN?

Input and engagement from the across the region is critical in planning for such a large and diverse region. SCAG relies on public participation as the essential element to the ground-up and integrated approach to SCAG's planning. The people who live, work and play here have varying, and sometimes conflicting, needs and priorities. Their voices must be heard if we are to develop planning policies that truly meet the needs of the region. To that end, SCAG is committed to conducting robust public outreach and engagement, as outlined in this Public Participation Plan.

Updating our Public Participation Plan has given SCAG the chance to reflect on our approach, and take into consideration the ways communication and information-sharing have changed since the last update in 2014. The changes in this update were designed to make the plan more accessible to a general audience, and more adaptable in anticipation of evolving technologies and practices. The organization of the document is a little different: To make it less formal and easier to navigate, we've structured the content as answers to a series of questions. We have also separated out the dense technical and legal language– if you are looking for details about statutory requirements and particulars about processes, you can find them in the appendices. The updated plan includes more context, explaining SCAG's key operations and guiding principles for public participation. We also include and adapt to public feedback on our current strategies and methods for public engagement.

This plan details SCAG's goals, strategies, and processes for providing the public and stakeholders with opportunities to understand, follow, and actively participate in the regional planning process. When we discuss "the public," we are referring to any person who lives, works or plays in the region. When we use the word "stakeholder," we are describing someone affiliated with an entity that has an official role in the regional transportation planning process.

SCAG will use this plan as a guideline for developing outreach strategies for various programs that have a public outreach component.

SCAG's Public Participation Plan will help ensure that SCAG effectively seeks early and ongoing input from people and organizations throughout the region, and effectively addresses the evolving transportation, land-use, and environmental needs of Southern Californians now and for generations to come.

WHAT DOES SCAG HOPE TO ACHIEVE FROM PUBLIC ENGAGEMENT?

SCAG's public participation efforts aim to:

- Ensure that a wide range of perspectives are heard so that planning outcomes reflect the interests and values of the region's diverse communities. To that end, SCAG will engage and consider the needs of traditionally underrepresented and/or underserved populations, such as low-income, minority, the disabled, and limited English proficient (LEP) populations or individuals (for whom English is not their primary language and who have a limited ability to read, write, speak or understand English).
- Provide opportunities for the public and stakeholders across the region to engage in meaningful dialogue during the decision-making process.
- Clearly define the purpose of each outreach method at each stage and how feedback will be used to shape the plan and/or program.
- Motivate more feedback from stakeholders, partners, and the public by making it easy, convenient, and accessible to comment on plans and programs.
- Reduce geographic barriers by providing public participation opportunities online and via teleconference and videoconference.
- Show how public and stakeholder viewpoints and preferences were incorporated, communicate the final decisions made, and identify how the received input affected those decisions.
- Encourage stakeholders and members of the public to remain engaged through the decision-making process, the implementation phase and beyond.
- Coordinate effectively on public participation processes with other agencies, both locally and statewide, to support integrated and complementary planning activities at all levels.

WHAT PRINCIPLES GUIDE SCAG'S OUTREACH?

Meaningful public participation is a cornerstone of regional planning and one of SCAG's key priorities. In all outreach work, the agency holds itself to high standards according to SCAG's core values of transparency, leading by example and creating positive impacts in the region. Regardless of how communication technologies and specific tools for engagement continue to evolve, SCAG is committed to following these outreach principles:

- Administer a transparent and clearly communicated process for public participation.
- Ensure that opportunities for public involvement are accessible to all communities.
- Provide information that is clear, concise, and current, making use of visualization and other techniques to enhance understanding.
- Respect and consider all feedback received from members of the public, partners and stakeholders.
- Adapt new communications strategies and technologies for public outreach.
- Provide engagement opportunities that meet and exceed statutory requirements to ensure broad participation in SCAG's planning activities.
- Demonstrate how public input is addressed in SCAG plans, programs and policies.

WHAT LAWS GUIDE SCAG'S PUBLIC PARTICIPATION PROCESS?

SCAG, as a public agency and metropolitan planning organization, is subject to federal and state requirements which emphasize providing continuous and equitable opportunities for public involvement. Below is an overview of the major requirements for SCAG's public outreach; a detailed description of each is available in Appendix A (page 18)

Federal Requirements

- **Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)**, signed into law in 2005 as Public Law 109-59, authorized funds for Federal-aid highways, highway safety programs, transit program and other purposes and established federal metropolitan transportation planning requirements, 23 USC 134 et seq.
- **Federal Metropolitan Planning Regulations**, 23 CFR Part 450 et seq.
- **Americans with Disabilities Act of 1990**, 42 USC 126 and 49 CFR 27.19.
- **Executive Order 12372** — Intergovernmental Review of Federal Programs. Signed July 14, 1982 by President Ronald Reagan.
- **Executive Order 12898** — Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations. Signed February 11, 1994 by President William J. Clinton.
- **Executive Order 13166** — Improving Access to Services for Persons with Limited English Proficiency. Signed August 11, 2000 by President William J. Clinton.
- **Federal Clean Air Act of 1970**, 42 USC 85 and 40 CFR Parts 50-99.
- **Fixing America's Surface Transportation Act (FAST Act)**, Public Law as passed by Congress and signed by President Barack Obama on December 4, 2015.
- **Moving Ahead for Progress in the 21st Century Act (MAP-21)** signed into law in 2012, requires metropolitan planning organizations to provide opportunities for public involvement.
- **Public Works and Economic Development Act of 1965**, 42 USC 38 and 13 CFR 305.
- **Title VI of the Civil Rights Act of 1964**, prohibits discrimination on the basis of race, color or national origin in carrying out planning and programming activities

State Requirements

- California Public Records Act, California Government Code Section 6250 et seq., requires disclosure of records to the public upon request.
- Ralph M. Brown Act, California Government Code Section 54950 et seq., governs the public's right to attend and participate in meetings.
- State Transportation Planning Law, California Government Code Section 65080 et seq. which incorporates the requirements of California Senate Bill 375 (Steinberg 2008) enacted in 2008 that requires SCAG to develop a Sustainable Communities Strategy as part of the Regional Transportation Plan, as well as requires SCAG as a council of governments to undertake the Regional Housing Needs Assessment (RHNA) process.
- California Environmental Quality Act (CEQA), Public Resources Code 21000-2118, and CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, Sections 15000– 15387, generally require lead agencies to inform decision makers and the public about the potential environmental impacts of proposed projects, and to reduce those environmental impacts to the extent feasible.

WHO PARTICIPATES IN SCAG'S PLANNING PROCESS?

SCAG represents the whole six-county region in all its geographic and demographic diversity. SCAG is committed to engaging, and utilizing input from, a range of constituents and stakeholders.

This commitment includes tailoring communications and information-sharing to a range of different levels of experience with, and understanding of, the principles of metropolitan planning.

(Note: When we discuss "the public," we are referring to any person who lives, works or plays in the region. When we use the word "stakeholder," we are describing someone affiliated with an entity that has an official role in the regional transportation planning process.)

Public

General Public — SCAG plans for all those who live, work and play in the region, with particular consideration to the accessibility needs of underserved groups such as minority and low-income populations, elderly and retired persons, children, limited English proficiency populations, and people with disabilities.

Stakeholders

Community Organizations — SCAG seeks to engage community groups such as environmental advocates, special interest nonprofit agencies, neighborhood groups, homeowner associations, and charitable organizations.

Public Agencies — SCAG solicits input from, and often collaborates closely with, public organizations like local transportation providers, air quality management districts, public health agencies, water districts, county transportation commissions, the region's ports, educational institutions, federal land management agencies, and other agencies at the state and federal level.

Business Community — SCAG actively engages many private-sector entities whose work intersects with transportation and land use planning, including private transportation providers, freight shippers, consulting firms, technology developers, and business and professional associations.

Elected Officials — SCAG seeks engagement with elected representatives at all levels, such as neighborhood councils, mayoral offices and city councils, county supervisor boards and state and federal legislators.

Tribal Governments or Nations

Tribal Governments or Nations — SCAG engages in consultation with the region's tribal governments and nations, sustaining effective government-to-government collaboration on transportation planning and ensuring that tribal sovereignty is observed and protected.

(A full list of our stakeholders and interested parties is included in Appendix A.)

Methods

HOW DO WE ENGAGE THE PUBLIC?

SCAG is committed to providing access to accurate, understandable, pertinent, and timely policy, program, and technical information to facilitate effective public participation in the agency's decision-making process. SCAG aims to increase early and meaningful participation through targeted outreach strategies. There are numerous opportunities for continuing involvement in the work of SCAG through the following methods.

General Public Participation Approach

Programs that have a public outreach component will use these methods as a guide in developing individual, project-specific public participation plans tailored according to scope and audience.

PUBLIC MEETINGS & EVENTS

- Customized presentations offered to existing groups and organizations
- Workshops co-hosted with community groups, business associations and other partners
- Engagement with community-based organizations in low-income and minority communities for targeted outreach
- Sponsorship of topical forums or summits with partner agencies or universities, with the media or other community organizations (e.g. Demographic Workshop, Economic Summit)
- Opportunities for public input directly to policy board members
- Outreach at locations, destinations, or events where people are already congregating (e.g. transit hubs, farmers markets, community festivals, universities)

PUBLIC MEETINGS & EVENTS - METHODS

- Open houses
- Themed workshops (to help avoid information overload)
- Question-and-answer sessions with planners and/or policy committee members
- Break-out sessions for smaller group discussions on multiple topics
- Interactive exercises
- Customized presentations with designated opportunities for feedback
- Vary time of day (day/evening) and days of week (weekday, weekend) for workshops
- Conduct meeting entirely in alternative language
- Provide videoconferencing or virtual meeting options such as webscasting
- Demonstration events to showcase project components

VISUALIZATION METHODS

- Maps
- Charts, illustrations, photographs, photograph simulations
- Artist renderings and drawings
- Table-top interactive displays and models
- Website content and interactive tools and/or games
- PowerPoint slideshows

PUBLIC SURVEY METHODS

- Electronic surveys via web (accessed remotely or at public workshops via tablets or laptops)
- Intercept interviews where people congregate, such as at transit hubs (e.g., Orange County's ARTIC, Los Angeles Union Station, etc.) or farmers markets
- Printed surveys distributed at meetings, transit hubs, on-board transit vehicles, etc.

COMMENTING METHODS

- Polls/surveys (electronic or paper)
- Paper comment cards
- Online comment cards
- Post it notes or stickers
- Marking up maps or document text
- Phone calls or voicemails directly to staff or to a dedicated hotline
- Email sent to SCAG staff or via our online contact form
- Physically mailed letters
- Public comments can be given anonymously

METHODS FOR COMMUNICATING THE IMPACT OF PUBLIC COMMENTS

- Summarize key themes of public comments in staff reports to SCAG's standing policy committees, working groups and to SCAG's main governing board, the Regional Council
- Newsletters and other emails to participants to report final outcomes
- Updated and interactive web content

Public Participation Opportunities

SCAG regularly holds meetings and events, open to the public, where people are welcome to make comments. A comprehensive calendar of upcoming opportunities for public involvement is available on SCAG's website, www.scag.ca.gov.

To provide opportunities for people to participate or comment from locations throughout the region, SCAG's main office in Los Angeles and each regional office are equipped with state-of-the-art videoconferencing systems. SCAG provides multiple videoconferencing sites in Coachella Valley, Palmdale and South Bay to provide additional opportunities for participation in SCAG meetings and workshops. SCAG also utilizes web and audio conferencing and often connects to videoconferencing locations throughout the state.

REGULAR MEETINGS

SCAG's Regional Council — All of SCAG's plans and programs are adopted by its Regional Council, an 88-member governing board of elected officials, including city representatives from throughout the region, at least one representative from each county Board of Supervisors, and a representative of the Southern California Native American Tribal Governments. The region is divided into districts of roughly equal population in order to provide diverse, broad-based representation. The Regional Council meets once a month and meetings are open to the public. Regional Council meetings are typically held on the first Thursday of the month on or about 12:15 p.m. Specific meeting dates and times can be found on SCAG's website, as well as agenda materials which are posted 72 hours in advance. Members of the public are welcome to attend and provide input, either by submitting a comment on an individual agenda item or making general comments by submitting a comment card at the start of the meeting.

SCAG's Policy Committees — SCAG's policy-making process is guided by the work of three Policy Committees: Transportation Committee (TC); Community, Economic and Human Development (CEHD) Committee; and Energy and Environment Committee (EEC). Members of the Regional Council are appointed to one of the policy committees for two-year terms. Most of the discussion and debate on the "nuts and bolts" of a policy issue occurs in the committees. Issues to be considered by the Regional Council must come through one or more of the committees. As opposed to Regional Councilmembers, members of policy committees do not have to be elected officials. The policy committee meetings typically occur in the morning on the same day of the Regional Council meetings. Members of the public are welcome to attend and provide input, either by submitting a comment on an individual agenda item or making general comments by submitting a comment card at the start of the meeting.

Various other Committees, Subcommittees, Task Forces and Working Groups — These are board committees and focus groups convened to work on specific topic areas and vet highly technical matters. For example, the Technical Working Group (TWG) is an advisory peer group formed to provide SCAG staff with a venue to vet technical matters as they relate to SCAG's development of its regional plans, including the RTP/SCS. For the 2016 RTP/SCS, multiple working groups were convened including: Active Transportation Working Group, Public Health Working Group, and Natural/Farm Lands Working Group. The Legislative/Communications and Membership Committee, which is made up of Regional Council members, provides guidance and recommendations to the Regional Council regarding legislative matters impacting the region and policy direction on SCAG's communications and outreach strategies.

Special Public Meetings, Conferences, and Forums — Public meetings on specific issues are held as needed. If statutorily required, formal public hearings are conducted, and publicly noticed. SCAG typically provides public notice through posting information on SCAG's website, and, if appropriate, through e-mail notices and news releases to local media outlets. Materials to be considered at SCAG public hearings are posted on SCAG's website, and are made available to interested persons upon request.

Workshops, Community Forums, and Other Events — SCAG conducts workshops, community forums, and other events to keep the public informed and involved in various high-profile transportation projects and plans, and to elicit feedback from the public, partners, and stakeholders. SCAG holds meetings throughout the six-county region to solicit comments on major plans and programs, such as the RTP/SCS. Meetings are located and scheduled to maximize public participation (including evening meetings). For major initiatives and events, SCAG typically provides notice through posting information on SCAG's website, and, if appropriate, through e-mail notices and news releases to local media outlets. At least once every year, SCAG convenes its General Assembly to bring together the official representatives of SCAG's member agencies and help set SCAG's course for the coming year.

Targeted Mailings — SCAG maintains a database of local government officials and staff, and other public agency staff and interested persons. The database allows SCAG to send targeted mailings (largely via email) to ensure the public, partners, and stakeholders are kept up to date on specific issues of interest.

HOW DO WE REACH OUT TO THE PUBLIC?

Public Outreach Channels

DIGITAL CHANNELS

Website — SCAG's maintains its website, www.scag.ca.gov, to ensure that the public, partners, and stakeholders are kept informed about SCAG's plans and programs and upcoming meetings. SCAG aims to ensure that its website is user-friendly and provides clear information. The website offers the public the opportunity to sign up for further information and updates via email. It also provides SCAG staff contact information.

Email — SCAG SPOTLIGHT, the official newsletter of the Regional Council, and SCAG UPDATE, the agency's regular newsletter offering details on current agency programs and events. (Newsletters are archived online at www.scag.ca.gov.)

Social media — SCAG maintains an active social media presence on Twitter (@SCAGnews) and Facebook (@scagmpo). These accounts are regularly updated to share agency announcements, upcoming event details and new developments in SCAG's plans and programs.

TARGETED MAILINGS/FLYERS

» Work with community-based organizations to distribute flyers

» Email to targeted database lists

» Place notices on-board transit vehicles and at transit hubs

LOCAL MEDIA

- Press releases
- Invite reporters to news briefings
- Meet with editorial staff
- Opinion pieces/commentaries
- Explore advertising opportunities in local newspapers
- Visit minority media outlets to encourage use of SCAG press releases
- Place speakers on radio/TV talk shows
- Public Service Announcements on radio and TV
- Written notices published in local newspapers

INTERNET/ELECTRONIC ACCESS TO INFORMATION

- Dynamic websites with updated content
- Videos explaining plans, programs, or concepts
- Maintain regular presence on social media outlets
- Podcast interviews
- Live broadcasts and archived recordings of public events
- Electronic duplication of open house/ workshop materials
- Interactive website with surveys, commenting areas
- Access to planning data (such as maps, charts, background on travel models, forecasts, census data, research reports)
- Provide information in advance of public meetings

TARGETED NOTIFICATIONS

- Blast e-mails
- Notices widely disseminated through partnerships with local government and community-based organizations
- Electronic newsletters
- Social media such as Twitter and Facebook
- Local media
- Notices placed on-board transit vehicles and at transit hubs
- Submit articles for publication in community/professional/corporate newsletters

METHODS FOR INVOLVING TRADITIONALLY UNDERSERVED/UNDERREPRESENTED COMMUNITIES

- Engagement with community-based organizations to co-host meetings and remove barriers to participation by offering such assistance as child care or translation services
- Flyers on transit vehicles and at transit hubs
- Outreach in the community (e.g., at churches, health centers, schools etc.)
- Use of community and minority media outlets to announce participation opportunities

METHODS FOR INVOLVING LIMITED-ENGLISH PROFICIENT POPULATIONS

- Translate select documents into the four largest Limited English Proficiency (LEP) languages – Spanish, Chinese, Korean and Vietnamese, making these documents available for download on the agency's website.
- Have translators, including bilingual staff members, available for public meetings and workshops as needed, with 72-hour advance notice
- Survey LEP participants at public hearings to assess the effectiveness of the agency's language services and whether alternate services may need to be employed
- Disseminating notices of availability and press releases to print, radio and broadcast media serving minority communities
- Research and engage online LEP communities and groups

METHODS FOR ENGAGING TRIBAL GOVERNMENTS AND FEDERAL LAND MANAGEMENT AGENCIES

SCAG is currently in the process of documenting our formal procedures for how we engage with tribal governments and federal land management agencies.

WHICH PROGRAMS HAVE ESTABLISHED PUBLIC PARTICIPATION PROCEDURES?

Regional Transportation Plan/Sustainable Communities Strategy

The Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) represents the vision for Southern California's future, including policies, strategies, and projects for advancing the region's mobility, economy, and sustainability. The RTP/SCS details how the region will address its transportation and land use challenges and opportunities in order to achieve its air quality emissions standards and greenhouse gas reduction targets. An update of an existing RTP/SCS is required every four years, and SCAG is currently undertaking the development of the 2020 RTP/SCS to provide Southern California with a comprehensive vision for its transportation future to the year 2045.

Developing the long-range plan for the SCAG region takes between two and three years to complete and involves working with six county transportation commissions, 15 sub-regional organizations, 191 cities, and numerous other stakeholder organizations and the public. The 2020 RTP/SCS involves goal setting, target setting, growth forecasting, financial projections, scenario development and analysis, and significant issues exploration.

Throughout the 2020 RTP/SCS development, SCAG's Regional Council; Community, Economic, and Human Development Committee; Energy and Environment Committee; and Transportation Committee will consider the challenges and opportunities facing our region and how to best address them, while considering public input.

The process will need to be flexible and is subject to change as needed to reflect and respond to the input received as SCAG moves through the steps of updating the plan. SCAG will update its details regularly to help direct interested SCAG residents and organizations to participate in key actions or decisions being made. Details will be on the plan website at www.scagrtpscs.org.

(For additional information on the RTP/SCS public participation procedures, see Appendix B.)

Program Environmental Impact Report for the RTP/SCS

Pursuant to the California Environmental Quality Act (CEQA), SCAG will prepare a Program Environmental Impact Report (PEIR) to evaluate the potential environmental impacts associated with the implementation of the 2020 RTP/SCS. The PEIR will focus on a region-wide assessment of existing conditions and potential impacts as result of the 2020 RTP/SCS, as well as broad policy alternatives and program-wide mitigation measures.

The PEIR will serve as an informational document to inform decision-makers and the public of the potential environmental consequences of approving the proposed plan by analyzing the projects and programs on a broad regional scale, not at a site-specific level of analysis. Site specific analysis by the lead agency will occur as each project is defined and goes through individual project-level environmental review.

SCAG will hold various scoping meetings and workshops throughout the PEIR development process to solicit input from SCAG stakeholders and the public. SCAG will ensure the PEIR is accessible to the public for review and comment.

(For additional information on the PEIR public participation procedures, see Appendix B.)

Environmental Justice Program

Pursuant to regulatory compliance, SCAG has developed a policy to ensure that environmental justice principles are an integral part of its transportation and land use planning process, including the RTP/SCS. SCAG's environmental justice program has two main elements: technical analysis and public outreach. The two major elements of the program contribute to the development of the Environmental Justice (EJ) Appendix of SCAG's RTP/SCSs (SCAG staff is currently working on the 2020 RTP/SCS), which conducts a technical analysis of EJ issues of the region and discusses outreach strategies, and SCAG's role as a resource for local jurisdictions to help address EJ issues in their respective communities (i.e. SCAG can be a data resource and provide guidance on EJ technical analysis processes for local jurisdictions that develop an EJ General Plan Element or incorporate EJ-related policies, goals, and objectives into their General Plans per SB 1000 requirements).

The overall environmental justice outreach process encourages SCAG stakeholders and the public, with many opportunities to be involved, to discuss and address environmental justice issues and shape SCAG's environmental justice program.

To further strengthen public outreach with SCAG stakeholders on EJ-related issues, SCAG staff proposed an Environmental Justice Working Group (EJWG) and held the first meeting in May 2018. The purpose of the EJWG is to kick-start SCAG's ongoing EJ Program and develop a platform for SCAG stakeholders to discuss EJ topic on a continuous basis, not just during the development of the most current RTP/SCS.

(For additional information on the Environmental Justice public participation procedures, see Appendix B.)

Regional Housing Needs Assessment

SCAG is required to make updates to the eight-year Regional Housing Needs Assessment (RHNA), as mandated by state housing law. The RHNA quantifies the need for housing within each jurisdiction. Communities use the RHNA in land use planning, prioritizing local resource allocation, and in deciding how to address identified existing and future housing needs resulting from population, employment and household growth.

Both the RTP/SCS and RHNA use the local input survey, which collects information from each local jurisdiction, as the basis for future demographic projections, including household growth. The next RHNA cycle, also known as the 6th cycle, will cover the planning period of October 2021 through October 2029. The latest that SCAG can adopt the 6th RHNA allocation is October 2020, but SCAG is looking at alternative schedules for an earlier adoption date, possibly to coordinate with the adoption of the 2020 RTP/SCS.

As part of its public outreach for the RHNA process, SCAG will hold public meetings, workshops and public hearings at different points in the RHNA process to receive verbal and written input. SCAG staff will also coordinate with sub-regional COGs and other groups to update local jurisdictions and other stakeholders on the RHNA process and allocation.

Federal Transportation Improvement Program

SCAG's Federal Transportation Improvement Program (FTIP) is the short-term capital listing of all transportation projects proposed over a six-year period. The listing, which is prepared every two years, identifies specific funding sources and funding amounts for each project. The proposed transportation projects are funded through a variety of federal, state and local sources. Projects consist of improvements such as, highway improvements, transit, high occupancy vehicle lanes, signal synchronization, intersection improvements, bikeways, and freeway ramps to name a few. The FTIP must include all transportation projects that are federally funded, and/or regionally significant regardless of funding source or whether subject to any federal action.

Projects in the FTIP are submitted to SCAG by the six County Transportation Commissions. SCAG analyzes the projects to ensure that they are consistent with state and federal requirements. Federal law requires the FTIP be consistent with the RTP.

SCAG works with transit operators and county transportation commissions on developing the FTIP. The public participation process and coordination is a tiered process within the SCAG region, beginning at the county level with each transportation commission developing their own transportation improvement program (TIP). There are several opportunities for the public to review and comment on projects and programs during the development of each county TIP and approval of the SCAG FTIP.

(For additional information on the FTIP public participation procedures, see Appendix B.)

Overall Work Program

Funding for SCAG's metropolitan planning activities are documented in an annual Overall Work Program, or OWP, pursuant to federal requirements. The OWP is developed each fiscal year, and details the agency's planning and budgetary priorities for the following fiscal year. SCAG's federal and state funding partners (FHWA, FTA and Caltrans) must approve SCAG's OWP each year before it takes effect.

(For additional information on the OWP public participation procedures, see Appendix B.)

Evaluation

WHY DOES SCAG EVALUATE PUBLIC PARTICIPATION ACTIVITIES?

SCAG regularly monitors its communication and outreach activities in order to ensure that public and stakeholder concerns and input are directly addressed in its policies and programs, as well as to find areas for improvement. Additionally, these measurements are used to ensure public outreach outcomes are in compliance with state and federal requirements.

In developing this updated Public Participation Plan, we sought feedback from stakeholders and the public on our current outreach and engagement practices. In a survey distributed digitally during the development of this plan, we asked respondents to let us know which of our public participation activities are most effective, and how we can improve our efforts.

Major survey takeaways include:

- Respondents ranked email as their most frequently used SCAG communication channel by a clear margin. Local media announcements were reported as the most infrequently used.
- When asked about the most effective ways for SCAG to keep them engaged, those surveyed overwhelmingly supported email communications: 62% expressed a preference for "Regular, monthly e-mail newsletters with brief snippets of information" and 23% chose "Infrequent direct email on a singular issue" over alternative choices like social media and online video content.
- 81% of respondents reported feeling that they have adequate access and opportunity to comment on SCAG's plans and publications.
- 94% of respondents reported being either "somewhat satisfied" or "very satisfied" by SCAG's responsiveness to inquiries and comments.
- ·More than 75% of respondents indicated support for SCAG collecting demographic data (such as age, race, or primary language) in public engagement efforts to support more inclusive outreach.
- Additional comments requested more frequent and up-to-date information sharing on digital channels, and multiple respondents expressed a desire for more frequent, or better publicized, opportunities to provide input (beyond board meetings and on the Regional Transportation Plan).

This plan moves to address this feedback by placing a greater emphasis on online engagement efforts, particularly via email, and more clearly outlining SCAG's regular public comment opportunities. The survey input will also inform some of our future evaluation methods, incorporating demographic data as a metric because of the expressed stakeholder support.

SCAG will continue to periodically survey the public and stakeholders to assess the effectiveness of the procedures and strategies contained in the Public Participation Plan, to ensure a full and open participation process.

WHAT DOES SCAG MEASURE?

- SCAG measures the outcomes of a diverse array of public participation activities with context-sensitive evaluation methods that tailor goals to each project.
- Benchmarks used to gauge success in public outreach include but are not limited to:
- Number of meetings or events held
- Number of meeting/event attendees
- Amount spent on outreach elements
- Media coverage
- Type and quantity of materials presented
- Email distribution numbers, including open and click-through rates
- Digital metrics including web traffic and social media engagement
- Impressions (estimates of digital and print exposure)
- Demographic data, shared voluntarily, such as race/ethnicity, gender and age
- The following chart shows the measurements activities that correspond with previously stated public participation goals.

Goal	Example Metrics
Ensure that a wide range of perspectives are heard so that planning outcomes reflect the interests and values of the region's diverse communities. To that end, SCAG will engage and consider the needs of traditionally underrepresented and/or underserved populations, such as low-income, minority, the disabled, and Limited English Proficiency populations.	Number of meetings held in traditionally under-represented communities; availability of translation services and materials; availability of accommodations for seeing and hearing impaired; location accessibility.
Provide opportunities for the public and stakeholders across the region to engage in meaningful dialogue during the decision-making process, and clearly define the purpose of each type of outreach at each stage and how feedback will be used to shape the plan and/or program.	Number of meetings held in each county; how outreach methods are tailored to meet the needs of specific projects and/or communities; type and quality of materials presented; recurring surveys and opportunities for public evaluation of SCAG's outreach efforts.
Motivate more feedback from stakeholders, partners, and the public by making commenting on plan and programs convenient and accessible.	Number and scope of media advertisements for public comment opportunities; response rate to email blasts and other digital communication methods; SCAG website hits; and number of comments collected at meetings, online and through mail.
Evaluate and incorporate public and stakeholder viewpoints and preferences into final decisions where appropriate and possible, communicate the decisions made and how the received input affected those decisions.	Documentation of how public and stakeholder comments were addressed in final decisions, policies and plans; communication with commenting stakeholders informing them of how their input was addressed.
Encourage stakeholders and members of the public to remain engaged through the decision-making process, the implementation phase and beyond.	Recurring surveys and opportunities for public comment on public participation plans, and publish annual public outreach report measuring success and ways of improvement for the next year.

HOW DOES SCAG DEFINE SUCCESS?

- SCAG uses qualitative and quantitative methods to evaluate the success of its public participation strategies. Depending on the scope and location of the project or activity, SCAG measures feedback through:
- Setting clear, measurable outcomes.
- Establishing benchmarks to gauge success (i.e. 75% of respondents rated a workshop at 4 or higher on a six-point scale).
- Reviewing past processes, activities, and evaluations to see what actions the agency took as a result, noting lessons learned.
- Identifying and simplifying public involvement techniques that produce more cost-effective decisions.
- Evaluating public participation plans with surveys and opportunity for public comment.
- Highlight yearly public outreach successes and areas for improvement in annual accomplishments report.
- Measuring impact of digital outreach strategies by documenting number of hits on website, social media (Twitter and Facebook), and number of followers, shares, retweets, tweets, direct tweets, mentions etc.
- Measuring growth of distribution lists size, and number of requests to join distribution lists.
- Counting number of attendees, comments received and press mentions for project specific open houses, meetings & workshops.
- Counting number of registrations compared to actual attendance at events.
- Counting registrations and log-ins for webinars.
- Documenting the distribution, press mentions, number of calls, and comments for physical outreach materials such as direct mailings and flyers.
- Documenting press mentions, number of calls, and comments related to press releases.
- Tracking how often SCAG is mentioned in media such as news articles, blog posts, TV news etc. Other aspects to document are: circulation/popularity of news outlet; whether reference is positive or negative; content and number of comments on article/blogpost; number of times article/blog post has been shared; and what projects/programs are being mentioned.
- Scientific polling to obtain metrics regarding the effectiveness of its outreach.
- Reporting to agency leadership on level of success with respect to public participation using these methods.

WHAT SHOULD YOU DO NOW?

Find Information

Web & Video — SCAG's website, www.scag.ca.gov, serves as the comprehensive resource for SCAG's programs and policy initiatives, agendas for Regional Council and Policy Committee meetings, fact sheets and calendar of SCAG events. Live and archived video of Regional Council meetings and other SCAG-related video productions are available in the SCAG-TV section.

Data Library — SCAG has a wide range of data and web tools to help you access regional planning data, statistics and research information. We also have an extensive GIS library, which provides free access to a diverse collection of geographic and spatial data. SCAG's data have been used by interested parties for a variety of purposes including: data and communication resources for elected officials; businesses and residents; community planning and outreach; economic development; visioning initiatives; and grant application support.

Group Presentations — SCAG's planning staff are available to conduct presentations to community and stakeholder groups. Presentations can be tailored to address a specific topic, area of concern, or provide a general overview of how SCAG works on many different issues. Request a SCAG presentation to your organization or community through our online contact form at www.scag.ca.gov/about/Pages/ContactUs.aspx.

STAY CONNECTED

E-Newsletters — SCAG SPOTLIGHT is the official newsletter of the Regional Council. It includes information on recent Regional Council actions, an update from SCAG's Executive Director and news on upcoming events. SCAG UPDATE is the agency's regular newsletter, which offers updates on agency programs and events. To view or subscribe to SCAG's e-newsletters, visit www.scag.ca.gov.

Social Media — SCAG is active on several social networking sites to help expand awareness of SCAG and broaden interest in its regional planning work. Engage with SCAG and stay current with news and events by following the agency on Facebook at @scagmpo or on Twitter at @SCAGnews.

Multilingual Access — SCAG seeks to ensure that diverse populations are involved in the regional planning process. With a minimum advance notice of 72 hours, SCAG makes available translation assistance at its workshop and public meetings. SCAG translates key outreach materials into Spanish, Chinese, Korean, and Vietnamese, and makes them available on the SCAG website: www.scag.ca.gov.

Share Input

SCAG welcomes the public to address the Regional Council and Policy Committees at every monthly meeting. Meetings for special subcommittees also include time for public comments. Visit the Public Participation Form on the SCAG website at www.scag.ca.gov to weigh in on important issues in Southern California. Locations for SCAG's main office and regional offices are listed below:

» **Main Office:** 900 Wilshire Blvd., Suite 1700, Los Angeles, CA 90017

» **Imperial County Office:** 1503 N. Imperial Avenue, Suite 104, El Centro, CA 92243

» **Orange County Office:** 600 S. Main Street, Suite 906, Orange, CA 92863

» R**iverside County Office:** 3403 10th Street, Suite 805, Riverside, CA 92501

» **San Bernardino County Office:** 1170 W. 3rd Street, Suite 140, San Bernardino, CA 92410

» **Ventura County Office:** 950 County Square Drive, Suite 101, Ventura, CA 93003

If you have general comments or questions please feel free to email us at: contactus@scag.ca.gov.

Regional Affairs Staff and Offices

To address the challenges of coordinating participation activities and events across 38,000 square miles of the region, SCAG established regional offices in the counties of Imperial, Orange, Riverside, San Bernardino and Ventura. Each office is staffed by a Regional Affairs Officer who coordinates SCAG activities for each county.

Appendix A

LEGAL PUBLIC PARTICIPATION REQUIREMENTS

Federal Planning Requirements

As the MPO designated for the six-county metropolitan planning area (MPA), SCAG is responsible under federal and state transportation planning law, to develop a metropolitan transportation plan, referred to by SCAG as the Regional Transportation Plan (RTP) and a transportation improvement program (TIP), referred to as the Federal Transportation Improvement Program (FTIP).

The 2005 "Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users" (SAFETEA-LU) set forth public participation requirements for MPOs in developing these transportation plans. Specifically, SAFETEA-LU required MPOs to develop, in collaboration with interested parties, a Public Participation Plan that would provide reasonable opportunities for all parties to participate and comment on regional transportation plans. The transportation reauthorization bill "Moving Ahead for Progress in the 21st Century" (MAP-21) continues an emphasis on providing early and continuous opportunities for public involvement.

In carrying out its planning work, SCAG must comply with federal metropolitan planning law and regulations (23 U.S.C. Section 134 et seq. and 23 CFR Part 450 et seq.) and state transportation planning law (Cal Gov. Code Section 65080 et seq.) which incorporates the requirements of California Senate Bill 375 (Steinberg 2008). SCAG is further committed to developing and updating its regional transportation plans in accordance with the following requirements, including but not limited to: California Environmental Quality Act (CEQA) and Guidelines; Federal Clean Air Act; American with Disabilities Act of 1990 (ADA); Title VI of the Civil Rights Act; Executive Order 12898 regarding Environmental Justice; Executive Order 13166 regarding Improving Access to Services for Persons with Limited English Proficiency; Executive Order 13175 regarding Consultation and Coordination with Indian Tribes.

SCAG's Public Participation Plan procedures will follow and must comply with the following federal planning regulations set forth under 23 C.F.R. Section 450.316:

1. The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, business and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

2. The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

   - **(i)** Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;
   - **(ii)** Providing timely notice and reasonable access to information about transportation issues and processes;
   - **(iii)** Employing visualization techniques to describe metropolitan transportation plans and TIPs;
   - **(iv)** Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;

- » **(v)** Holding any public meetings at convenient and accessible locations and times;
- » **(vi)** Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;
- » **(vii)** Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
- » **(viii)** Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by SCAG and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts;
- » **(ix)** Coordinating with the statewide transportation planning public involvement and consultation processes under subpart (ii) of this part [regarding Consultation]; and
- » **(x)** Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

3. When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.
4. A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by SCAG. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

CONSULTATION REQUIREMENTS & ACTIVITIES

SCAG must consult, as appropriate, with State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation concerning the development of the RTP. The consultation shall involve, as appropriate:

1. Comparison of transportation plans with State conservation plans or maps, if available; or
2. Comparison of transportation plans to inventories of natural or historic resources, if available.

SCAG's consultation requirements under federal planning regulations are set forth under 23 C.F.R. Section 450.316(b)-(e) as follows:

1. In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, metropolitan transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the areas that are provided by:
   - » Recipients of assistance under title 49 U.S.C. Chapter 53;
   - » Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and
   - » Recipients of assistance under 23 U.S.C. 204.
2. When the MPA includes Indian Tribal lands, the MPO shall appropriately involve Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.
3. When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and TIP.
4. MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs 1- 3 of this section, which may be included in the agreement(s) developed under Section 450.314 [metropolitan planning agreements].

Consultation activities are accomplished primarily through SCAG Policy Committees, other committees, subcommittees, task forces, and working groups. SCAG's Policy Committees (Transportation Committee, Energy and Environment Committee and Community, Economic and Human Development Committee) are primarily made up of local elected officials. There are several issue-specific, as well as mode-specific, committees, subcommittees, task forces and working groups that are on-going as well as some that are created for a specific purpose and specific timeframe. All of these groups provide input to SCAG who thereafter forwards their recommendations to the policy committees. Examples include the Aviation Technical Advisory Committee, Technical Working Group, Transit Technical Advisory Committee, Modeling Task Force, Transportation Conformity Working Group and several Regional Planning Working Groups (on subjects including active transportation, environmental justice, public health and sustainable communities). Subsequent to the adoption of the 2012-2035 RTP/SCS, SCAG convened six subcommittees: Active Transportation, Goods Movement, High-Speed Rail and Transit, Public Health, Sustainability, and Transportation Finance. Membership on these groups includes elected officials as well as stakeholder agency representatives. The stakeholders had a direct pipeline to SCAG's planning processes through these groups. In anticipation of the development for the 2020 RTP/SCS, SCAG formed two additional Regional Planning Working Groups, one focused on issues of safety and another on mobility innovation.

SCAG conducts meetings with planning staff from all 197 member jurisdictions and provides individual city council briefings when requested. Also, SCAG conducts several workshops prior to releasing the Draft RTP/SCS involving stakeholders to ensure that their input on major issues is addressed in the plan. In addition, SCAG meets with State and local agencies responsible for land use management, natural resources, environmental protection and others.

SCAG also utilizes the sub-regional council of governments (COG) structure to distribute information and solicit input on the content as well as the planning and programming process from local stakeholders.

SCAG mails out a notice of the Draft RTP and FTIP availability to the stakeholders at the local, state and federal level to solicit their comment and input to the final RTP and FTIP. Comments and responses are fully documented and reflected in the final RTP.

SCAG reviews and considers all public comments in the regional transportation planning process, and provides additional opportunity for public comment on the revised plan if the final plan differs significantly from the draft plan that was previously made public.

SCAG engages Tribal Governments in the RTP and FTIP processes through Tribal Government representation on SCAG's governing board and policy committees. SCAG also engages with the various Federal Land Management Agencies (FLMAs) during the RTP and PEIR processes. SCAG is currently in the process of documenting its outreach procedures with Tribal Governments and FLMAs.

TITLE VI AND ENVIRONMENTAL JUSTICE

Consideration of Environmental Justice in the transportation planning process originates from Title VI of the Civil Rights Act of 1964 (Title VI). Title VI establishes the need for transportation agencies to disclose to the public the benefits and burdens of proposed projects on minority populations. Title VI states that "No person in the United States shall, on the ground of race, 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." Additionally, Title VI not only bars intentional discrimination, but also unjustified disparate impact discrimination. Disparate impacts result from policies and practices that are neutral on their face (i.e., there is no evidence of intentional discrimination), but have the effect of discrimination on protected groups. The understanding of civil rights has expanded to include low-income communities, as further described below.

In the 1990's, the federal executive branch issued orders on Environmental Justice that amplified Title VI, in part by providing protections on the basis of income as well as race. These directives, which included President Clinton's Executive Order 12898 (1994) and subsequent U.S. Department of Transportation (DOT) and Federal Highway Administration (FHWA) orders (1997 and 1998, respectively), along with a 1999 DOT guidance memorandum, ordered every federal agency to make Environmental Justice part of its mission by identifying and addressing the effects of all programs, policies and activities on underrepresented groups and low-income populations. Reinforcing Title VI, these measures ensure that every federally funded project nationwide consider the human environment when undertaking the planning and decision-making process.

On August 4, 2011, 17 federal agencies signed the "Memorandum of Understanding on Environmental Justice and Executive Order 12898." The signatories, including the U.S. Department of Transportation (DOT), agreed to develop Environmental Justice strategies to protect the health of people living in communities overburdened by pollution and to provide the public with annual progress reports on their efforts. The MOU advances agency responsibilities outlined in the 1994 Executive Order 12898 and directs

each of the Federal agencies to make Environmental Justice part of its mission and to work with other agencies on Environmental Justice issues as members of the Interagency Working Group on Environmental Justice.

In response to this MOU, DOT revised its Environmental Justice Strategy. The revisions reinforce the DOT's programs and policies related to Environmental Justice and strengthen its efforts to outreach to minority and low-income populations. In addition, in July 2012, the Federal Transit Authority (FTA) issued two Circulars on Title VI and Environmental Justice to clarify the requirements and offer guidance. FTA Circular 4702.1A, Title VI Requirements and Guidelines for Federal Transit Administration Recipients provides information required in the Title VI Program, changes the reporting requirement from every four years to every three years, and adds a requirement for mapping and charts to analyze the impacts of the distribution of State and Federal public transportation funds. The FTA Circular 4703.1, Environmental Justice Policy Guidance for Federal Transit Administration Recipients (Docket number FTA-2011-0055) provides recommendations to MPOs (and other recipients of FTA funds) on how to fully engage Environmental Justice populations in the public transportation decision-making process; how to determine whether Environmental Justice populations would be subjected to disproportionately high and adverse human health or environmental effects as a result of a transportation plan, project, or activity; and how to avoid, minimize, or mitigate these effects. The Circular does not contain any new requirements, policies or directives. Nonetheless, SCAG complies with the framework provided to integrate the principles of Environmental Justice into its decision-making processes.

Under federal policy, all federally funded agencies must make Environmental Justice part of their mission and adhere to three fundamental Title VI/Environmental Justice principles:

1. 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.
2. To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
3. To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

In addition to Federal requirements, SCAG must comply with California Government Code Section 11135, which states that, "no person in the State of California shall, on the basis of sex, race, color, religion, ancestry, national origin, ethnic group identification, age, mental disability, physical disability, medical condition, genetic information, marital status, or sexual orientation, be unlawfully denied full and equal access to the benefits of, or be unlawfully subjected to discrimination under, any program or activity that is conducted, operated, or administered by the state or by any state agency that is funded directly by the state, or receives any financial assistance from the state."

The State of California also provides guidance for those involved in transportation decision-making to address Environmental Justice. In 2003, the California Department of Transportation (Caltrans) published the Desk Guide on Environmental Justice in Transportation Planning and Investments to provide information and examples of ways to promote Environmental Justice. The Desk Guide identified requirements for public agencies, guidance on impact analyses, recommendations for public involvement, and mitigation.

Finally, SCAG has in place a Title VI Program which was adopted in September 2017. The Title VI Program includes a process for investigating Title VI complaints as well as a copy of the agency's Language Assistance Plan for Limited English Proficient (LEP) Populations. The key elements of the LEP Plan include: (1) Oral translators versed in Spanish, Chinese and Korean available upon request for meeting and workshops; (2) selected RTP materials available in English, Spanish, Chinese, Korean and Vietnamese languages; and (3) utilization of a specialty outreach consultant to engage with the LEP and minority communities. SCAG will continue these efforts for the 2020 RTP/SCS cycle. More information about the agency's Title VI Program and LEP Plan is available on the SCAG website at: http://www.scag.ca.gov/participate/Pages/CivilRights.aspx.

State Planning Requirements

Under California law, each metropolitan planning organization is required to adopt a public participation plan, for development of the sustainable communities strategy and an alternative planning strategy (if one is developed), that includes all of the following:

1. Outreach efforts to encourage the active participation of a broad range of stakeholder groups in the planning process, consistent with SCAG's adopted Public Participation Plan;

2. Consultation with congestion management agencies, transportation agencies, and transportation commissions;
3. Workshops throughout the region (a minimum of three public workshops in each county with a population of 500,000 or more) to provide the public with the information and tools necessary to provide a clear understanding of the issues and policy choices;
4. Preparation and circulation of a draft SCS, and APS if one is prepared, not less than 55 days before adoption of a final RTP;
5. At least three public hearings on the draft SCS in the RTP, and APS if one is prepared, held in different parts of the region, if feasible;
6. A process for enabling members of the public to provide a single request to receive notices, information and updates.

Further, SCAG must conduct at least two informational meetings in each county within the region for members of the board of supervisors and city councils on the SCS and APS, if any. The purpose of the meeting shall be to present a draft of the SCS to the members of the board of supervisors and city council members in that county and to solicit and consider their input and recommendations.

INTERESTED PARTIES

SCAG intends to encourage involvement of a broad range of people and organizations in the RTP/SCS planning process by reaching out to a wide variety of potential participants.

Per state law, SCAG has expanded its list of Interested Parties which includes the public, stakeholders and tribal governments, to whom we conduct outreach.

The following list of Interested Parties are target audiences SCAG aims to reach in the region:

- affordable housing advocates
- business organizations
- city managers
- community development representatives
- commercial property interests
- community-based organizations
- educational community and institutions
- elderly and retired persons
- elected officials
- environmental advocates
- federal land management agencies
- freight shippers
- general public
- governmental agencies and non-profit organizations that receive Federal assistance from a source other than the Department of Transportation (DOT) to provide non-emergency transportation services and recipients of assistance under section 204 of Title 23 U.S.C.
- health and wellness representatives
- home builder representatives
- homeowner associations
- landowners
- Limited English Proficiency populations
- minority and low-income populations
- neighborhood and community groups
- neighborhood councils
- organizations serving rural area residents
- planners
- private providers of transportation
- private sector
- providers of freight transportation services
- public agencies
- public health and wellness representatives
- public sector
- representatives of the disabled
- representatives of transportation agency employees
- representatives of users of pedestrian walkways and bicycle transportation facilities
- representatives of users of public transit
- special interest non-profit agencies
- subregional organizations such as Councils of Governments
- transit operators
- transportation advocates
- Tribal Governments
- women's organizations
- schools and school-based groups

BOTTOM-UP PLANNING AND INTERAGENCY CONSULTATION

SCAG's three Policy Committees (Transportation Committee, Energy & Environment Committee and Community, Economic & Human Development Committee) include members appointed to represent the 15 subregional organizations in the SCAG region. Further, the numerous subcommittees, technical advisory committees, working groups, and the AB 1246 process (Cal. Pub. Util. Code §130059) facilitate SCAG's ability to provide a framework for ground-up planning and more frequent and ongoing participation by interested parties at all stages of the process.

Within the AB 1246 process, the multi-county designated transportation planning agency (i.e. SCAG) shall convene at least two meetings annually of representatives from each of the county transportation commissions, the agency, and the Department of Transportation for the purposes below.

1. To review and discuss the near-term transportation improvement programs prior to adoption by the county transportation commissions.
2. To review and discuss the Regional Transportation Plan prior to adoption by SCAG pursuant to Chapter 2.5 (commencing with Section 65080) of Title 7 of the Government Code.
3. To consider progress in the development of a region wide and unified public transit system.
4. To review and discuss any other matter of mutual concern.

The region-wide Transportation Agencies CEOs Group is currently fulfilling the function of the AB 1246 process.

SCAG has a memorandum of understanding (MOU) with the South Coast Air Quality Management District (SCAQMD) on transportation and air quality conformity consultation procedures for the South Coast Air Basin and for the Riverside County portions of the Salton Sea Air Basin and the Mojave Desert Air Basin. Parties to the MOU include: SCAQMD, Los Angeles County Metropolitan Transportation Authority, Orange County Transportation Authority, Riverside County Transportation Commission, San Bernardino County Transportation Authority, California Department of Transportation (Caltrans), California Air Resource Board, and the Federal Highway Administration.

Likewise, SCAG has an MOU for transportation and air quality conformity consultation procedures with the Ventura County Air Pollution Control District (VCAPCD) for the Ventura County portion of the South Central Coast Air Basin (SCCAB). Parties to the MOU include: VCAPCD, Ventura County Transportation Commission, Caltrans, California Air Resources Board, Federal Highway Administration and the Federal Transit Administration.

To support interagency coordination and fulfill the interagency consultation requirements of the Federal Transportation Conformity Rule, SCAG hosts and participates in the Southern California Transportation Conformity Working Group (TCWG). The group meets on a regular basis to address and resolve regional issues pertaining to transportation conformity for the RTP and FTIP; RTP and TIP amendments; and the region's air quality management plans. The TCWG also is the forum for interagency consultation on project-level particulate matter (PM) hot-spot analysis. SCAG serves as the regional PM hot spot analysis clearinghouse and maintains records on all projects on the TCWG page on SCAG's website: http://www.scag.ca.gov/programs/Pages/TCWG.aspx

Participants in the Southern California TCWG include representatives from federal, state, regional and sub-regional agencies such as the United States Environmental Protection Agency (both national and regional representatives), Federal Highway Administration, Federal Transit Administration, California Air Resources Board, California Department of Transportation, Air Quality Management Districts, County Transportation Commissions, Transportation Corridor Agencies, and SCAG.

PROGRAMS WITH ESTABLISHED PUBLIC PARTICIPATION PROCEDURES

Regional Transportation Plan/Sustainable Communities Strategy

The Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) represents the vision for Southern California's future, including policies, strategies, and projects for advancing the region's mobility, economy, and sustainability. The RTP/SCS details how the region will address its transportation and land use challenges and opportunities in order to achieve its air quality emissions standards and greenhouse gas reduction targets. SCAG updates the RTP/SCS every four years, as required by law, and SCAG is currently undertaking the development of the 2020 RTP/SCS to provide Southern California with a comprehensive vision for its transportation future to the year 2045.

California Senate Bill 375 (Steinberg, Chapter 728, 2008 Statutes) requires SCAG and other MPOs to engage the region in the development process of the SCS or an Alternative Planning Strategy (APS) through outreach efforts and a series of workshops and public hearings. For the SCAG region, these workshops and public hearings include workshops for local elected officials and workshops in each county in the region (at least 16 public workshops). SCAG will also conduct public hearings on the Draft 2020 RTP/SCS in different parts of the region.

SCAG prepares several technical companion documents for RTP/SCS updates. These include a Program Environmental Impact Report on the RTP/SCS per CEQA guidelines and transportation air quality conformity analyses (to ensure clean air mandates are met) per federal Clean Air Act requirements. Certain revisions to the RTP/SCS may warrant a revision or update to these technical documents.

SCAG also prepares an equity analysis of RTP/SCS updates to determine whether minority and low- income communities in the region share equitably in the benefits of the regional transportation plan without bearing a disproportionate share of the burdens. As an assessment of the region's long-range transportation investment strategy, this analysis is conducted at a regional, program-level scale. This assessment of the long-range plan is intended to satisfy federal requirements under Title VI of the Civil Rights Act and federal policies and guidance on environmental justice. For each update of the RTP/SCS, SCAG prepares a public participation plan that provides more information on how the equity analysis will be conducted throughout that update of the RTP/SCS. For additional information on the Environmental Justice public participation procedures, see pages 32-33 of this Appendix B.)

UPDATING AND REVISING THE RTP/SCS

A complete update of an existing RTP/SCS is required at least once every four years. The RTP/SCS also may be revised in between major updates under certain circumstances, as described below.

RTP/SCS Update

This is a complete update of the most current RTP/SCS, which is prepared pursuant to state and federal requirements. RTP/SCS updates include extensive public consultation and participation involving hundreds of SCAG residents, public agency officials, and stakeholder groups over many months. SCAG's Regional Council and policy committees and other members of the public play key roles in providing feedback on the policy and investment strategies identified in the plan. Local and Tribal governments, transit operators and other federal, state and regional agencies also actively participate in the development of an RTP/SCS update via existing working groups and ad hoc forums.

RTP/SCS Amendment

An amendment is a major revision to the RTP/SCS, including adding or deleting a project and major changes in project costs, completion year dates, and/or design concept and scope (e.g., changing project locations or the number of through traffic lanes). An amendment requires public review and comment and is ultimately presented to SCAG's Regional Council for final approval. An amendment must demonstrate financial constraint and a finding that the change is consistent with federal transportation conformity mandates.

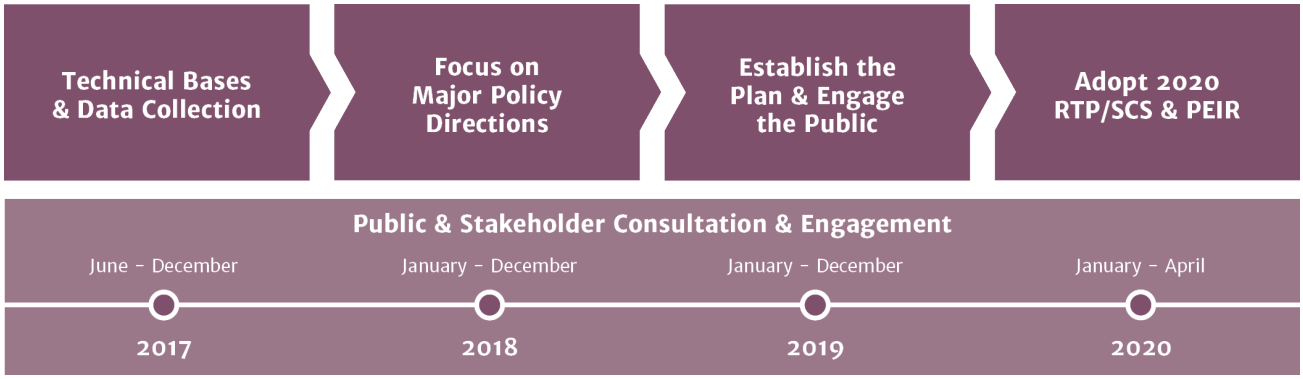
RTP/SCS Administrative Modification

This is a minor revision to the RTP/SCS for minor changes to project phase costs, funding sources, and/or initiation dates. An administrative modification does not require public review and comment, demonstration that the project can be completed based on expected funding, nor a finding that the change is consistent with federal transportation conformity requirements. As with an RTP/SCS amendment, changes to projects that are included in the RTP/SCS's financially unconstrained strategic plan may be changed without going through this process.

2020 RTP/SCS Update Process and Schedule

Developing the long-range plan for the SCAG region takes between two and three years to complete and involves working with six county transportation commissions (from the counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino and Ventura), nine sub-regional councils of governments, 191 cities, and countless other stakeholder organizations and the public. The 2020 RTP/SCS involves goal setting, target setting, growth forecasting, financial projections, scenario development and analysis, and significant issues exploration. Considered at a high level, the 2020 RTP/SCS update will be completed in four phases: 1) Technical Bases & Data Collection; 2) Focus on Major Policy Directions; 3) Establish the Plan & Engage the Public; 4) Adopt 2020 RTP/SCS & PEIR (timeline illustrated in the graphic below.) Throughout the process, SCAG staff will engage the public and local, regional, and state partners to develop the 2020 RTP/SCS to meet current and future transportation needs over the next 25 years. Development of the 2020 RTP/SCS will be guided by an existing federal, state, and regional policy framework consisting of FAST Act/MAP-21, the California Transportation Plan and other relevant statewide plans, and the existing 2016 RTP/SCS.

In addition to the overall RTP/SCS development, SCAG also develops alternative scenarios for the



Sustainable Communities Strategies to illustrate the outcomes of different policy and investment choices and identify pathways to meeting GHG reduction targets set by the California Air Resources Board. In preparation of the 2020 SCS Scenarios, SCAG will be engaging directly with community-based organizations and offering participation support to other organizations that are interested in informing scenario development. SCAG will also be developing a robust engagement tool to be used by the general public and promoted through SCAG's regular outreach methods mentioned above on page 10 in order to collect nuanced input on investment and policy priorities.

Throughout the 2020 RTP/SCS development, SCAG's Regional Council; Community, Economic, and Human Development Committee; Energy and Environment Committee; and Transportation Committee will consider the challenges and opportunities facing the SCAG region and how to best address them, while considering public input.

The process for the 2020 RTP/SCS development will need to be flexible and is subject to change, as needed, to reflect and respond to the input received as SCAG moves through the steps of updating the plan. To help direct interested SCAG residents and organizations to participate in key actions or decisions being taken, any changes as well as additional detail will be posted on the www.scagrtpscs.org website.

SUMMARY OF KEY TASKS AND MILESTONES

Step	Tasks	Details	Completion
1	**Update Planning Assumptions**	» Review and update regional vision, goals, objectives, and performance measures.	Spring 2018 – Summer 2019
2	**Update Data (through the new horizon year)**	» Update future population, household, and employment growth forecasts. » Update land use assumptions. » Assess projected land uses and identify major growth corridors. » County Transportation Commissions review and update project lists.	Spring 2017 – Winter 2019
3	**Transportation Financial Analysis**	» Update revenue forecast. » Define cost of multimodal transportation system needs, including operating and maintenance of the existing and future system, plus new and improved facilities and services. » Discuss funding tradeoffs. » Identify potential funding gap (i.e. limits so that revenues = expenditures).	Winter 2018 – Fall 2019
4	**Land Use/ Transportation Scenarios Development**	» Define land use scenarios. Also, assess land use options and compare options to existing local policies. » Define transportation network scenarios. » Assess scenarios against performance targets. » Obtain stakeholder and public feedback on the scenarios and incorporate input.	Spring 2018 – Spring 2019
5	**Issues Exploration**	» Work with stakeholders to explore issues such as public health, active transportation, and natural/farm lands. » Incorporate recommendations into the plan (e.g. policies).	Winter 2017 – Summer 2019
6	**Preferred Scenario**	» Based on stakeholder and public input, identify preferred land use and transportation investment strategy. » Assess preferred scenario against GHG targets. » Preferred scenario approved by Regional Council.	Spring 2019
7	**Program Environmental Impact Report**	» Estimate the impact of transportation and land uses on air quality and greenhouse gas emissions within the region.	Fall 2018 – Summer 2019
8	**Release Draft 2020 RTP/SCS and Program Environmental Impact Report**	» Regional Council approves the release of the draft 2020 RTP/SCS and associated PEIR.	September 2019
9	**Public Outreach and Comment Period**	» Acquire public input on the draft 2020 RTP/SCS and PEIR and respond to public comments.	September 2019 – November 2019
10	Approve Draft 2020 RTP/SCS and Program Environmental Impact Report	» Regional Council reviews for certification PEIR for the 2020 RTP/SCS and review for approval the final 2020 RTP/SCS.	April 2020

It should be noted that while the dates outlined in the above summary are specific to SCAG's development of the 2020 RTP/SCS, the tasks and milestones are applicable to SCAG's general process for developing a RTP/SCS.

PROGRAM ENVIRONMENTAL IMPACT REPORT

SCAG will prepare a Program Environmental Impact Report (PEIR) beginning in the fall of 2018 through summer 2019. The PEIR will evaluate the potential environmental impacts associated with the implementation of the 2020 RTP/SCS.

The 2020 PEIR will focus on a region-wide assessment of existing conditions and potential impacts, as well as broad policy alternatives and program-wide mitigation measures. Potential or probable environmental effects of individual projects included in the 2020 RTP/SCS Project List will not be specifically analyzed in the PEIR. The PEIR will serve as a first-tier document for later CEQA review of individual projects included in the program. For large scale planning approvals (such as the RTP/ SCS), where project-level environmental analyses will subsequently be prepared for specific projects broadly identified within a PEIR, the site-specific analysis can be deferred until the project-level environmental document is prepared, provided deferral does not prevent adequate identification of significant effects of the planning approval at hand.

SCAG, as the lead agency of the 2020 RTP/SCS, is required to file all CEQA notices related to the PEIR (i.e. Notice of Preparation (NOP), Notice of Availability (NOA), Notice of Determination (NOD)) to the Office of Planning and Research and with the county clerk in each county within the project boundaries (which includes Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura Counties) for public review for 30-60 days. All CEQA notices are also e-mailed out to SCAG stakeholders through SCAG's e-mailing list and posted at SCAG's main office in Los Angeles and regional satellite offices in each of the other five counties for the full comment period to solicit public comments. Public comments received during the NOP stage, the first stage in developing an environmental document of the CEQA process, will be incorporated into the Draft PEIR and public comments received during the NOA stage, the second stage, will be responded to in the Final PEIR. This process ensures public comments are collected and addressed per CEQA requirements.

In summary, the PEIR will serve as an informational document to inform decision-makers and the public of the potential environmental consequences of approving the proposed plan by analyzing the projects and programs on a broad regional scale, not at a site-specific level of analysis. Site-specific analysis will occur as each project is defined and goes through individual project-level environmental review.

REGIONAL HOUSING NEEDS ASSESSMENT

In addition to the tasks outlined above to develop the 2020 RTP/SCS, SCAG is required to update the eight-year Regional Housing Needs Assessment (RHNA). The RTP/SCS must demonstrate on a regional level, areas sufficient to house all the population of the region, including the eight-year projection of the RHNA.

Both the RTP/SCS and RHNA use the local input survey, which collects information from each local jurisdiction, as the basis for future demographic projections, including household growth. The next RHNA cycle, also known as the 6th cycle, will cover the planning period October 2021 through October 2029. The latest SCAG can adopt the 6th RHNA allocation is October 2020, but SCAG is looking at alternative schedules for an earlier adoption date, possibly to coordinate with the adoption of the 2020 RTP/SCS.As with the SCAG's development of the 2020 RTP/SCS, there will be several opportunities for the public to be involved in the RHNA process including through public meetings and hearings.

FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM

Federal Transportation Improvement Plan

SCAG's Federal Transportation Improvement Program (FTIP) is a capital listing of all transportation projects proposed over a six-year period. The listing, adopted every two years, identifies specific funding sources and funding amounts for each project. The FTIP must include all transportation projects that are federally funded, and/or regionally significant, regardless of funding source or whether subject to any federal action.

The FTIP includes improvements to projects on the state highway, local arterial, bridge, public transit, rail, bicycle, pedestrian, safety, maintenance, operational and planning projects to name a few. The projects are submitted to SCAG by the six County Transportation Commissions. SCAG analyzes the projects to ensure that they are consistent with state and federal requirements. Federal law requires the FTIP be consistent with the RTP.

The following outlines SCAG's strategies, procedures and techniques for public participation on the FTIP. SCAG intends to update this section of the Appendix as needed prior to commencing each FTIP cycle to reflect appropriate changes.

1. FTIP Public Participation Process in the SCAG Region

SCAG has a Memorandum of Understanding (MOU) with transit operators and each of the County Transportation Commissions (CTCs) within the SCAG Region. These MOUs specify the role of the transit operators and CTCs with respect to approval of transportation projects utilizing federal, state highway, and transit funds within their respective jurisdiction. The County Transportation Commissions are also responsible for transportation programming and short-range planning in their respective counties. The County Transportation Commissions transmit their approved County TIP to SCAG. The public participation process and coordination is a tiered process within the SCAG region. This tiered process initiates the public participation process at the CTC's county TIP development stage, which occurs long before the development of the SCAG FTIP.

There are several opportunities for the public to review and comment on projects and programs during the development of each county TIP and approval of the SCAG FTIP. These public participation opportunities are described below.

A. Project Identification

Public participation begins at the local agency level by identifying projects and associated work scopes based on local and regional transportation needs. Newly identified projects are commonly placed on funding needs lists, funding plans or capital improvement program plans and programs that identify projects to be funded. These lists, plans and programs are adopted by local agency boards (mostly elected officials) in meetings open to the general public. Stakeholders, interest groups and the general public have the opportunity to review and comment on these projects and local plans prior to local agency board approvals.

B. Project Funding

The general public, interested parties and stakeholders have an opportunity to review and comment on projects and programs during the allocation of funds by local agencies including cities, counties, special districts, and county transportation commissions (CTCs).

The process of assigning specific funding sources to projects normally occurs in meetings open to the general public by public policy boards. For example, the CTCs in the SCAG region conduct a "call for projects" when funding under their control (federal, state and/or local) is available for programming. Local agencies apply and compete for available funding based on adopted eligibility guidelines consistent with federal, state and local county requirements. Candidate projects usually have gone through an initial public review process and are included in local agency capital improvement needs programs or plans. The CTCs work through their respective committee review process to develop a list of projects recommended for funding and adoption by each respective policy board. CTCs review committees are comprised of local agency staff (stakeholders and interested parties), and in some cases include public elected officials. Review committee meetings are publicly noticed. The recommended project lists approved by the committees are forwarded to the respective policy boards for approval. Projects proposed for funding are made available for review by the general public, stakeholders and interested parties in advance of adoption by the CTCs policy boards. All allocation of funds by the policy boards occur in publicly-noticed meetings open to the general public.

The allocation of public funds to projects by other entities meet the public review requirements that are consistent with the federal, state and/or local laws that govern the allocation of the funds.

C. County Transportation Improvement Program (TIP) Development

The CTCs develop their respective TIPs based on FTIP Guidelines prepared by SCAG in consultation with the CTCs, SCAG's TCWG and federal and state agencies staff, with approval by SCAG's Regional Council. The CTCs' submittal of their county TIP to SCAG is their county implementation plan, which is incorporated in its entirety into the SCAG FTIP. All projects programmed in County TIPs have been previously approved for funding by the entity responsible for allocating the project funds. When submitting County TIPs to SCAG, each CTC is required to adopt a financial resolution which certifies that it has the resources to fund the projects in the TIP and affirms its commitment to implement all projects. The financial resolution is approved by each policy board in publicly noticed meetings open to the general public.

D. SCAG FTIP Development

SCAG develops the FTIP for the six-county region based on the County TIPs prepared and submitted by the CTCs described above in Section C. The Draft SCAG FTIP is noticed for a minimum 30-day public review, and public hearings are held at the SCAG office and, where possible, these public hearings will be available via videoconference, teleconference, or via the web. SCAG also conducts public outreach efforts through social media outlets. The Draft SCAG FTIP documents are made available for review and comment by stakeholders, interested parties and the general public through the SCAG website at http://ftip.scag.ca.gov/Pages/default.aspx and at public libraries throughout the six-county region prior to the public hearing. The list of libraries are posted on SCAG's FTIP web page.

In addition to the public hearings, SCAG committees and working groups also review and discuss the draft FTIP. These SCAG groups include the Executive Administration Committee, the Transportation Committee (TC), the Transportation Conformity Working Group (TCWG), and the Energy and Environment Committee (EEC). The SCAG Regional Council takes final action when they adopt the FTIP.

E. FTA Program of Projects

The designated recipient of FTA Section 5307 funds must develop a Program of Projects (POP). The POP is a list of proposed FTA funded projects that must undergo a public review process. Guidance provided by FTA allows the FTIP to function as the POP as long as the public is notified through SCAG's public notice that the FTIP public review process satisfies the public participation requirements of the POP. Once the FTIP is approved, the document will function as the POP for recipients of FTA funds in the SCAG region. SCAG's public participation process for the FTIP is intended to satisfy FTA Section 5307 funding recipients' public participation process for the POP.

F. SCAG FTIP Updates

The FTIP can be amended throughout its term. This process is similar to developing the formal FTIP. Proposed amendments to the adopted FTIP are submitted by the CTCs to SCAG. After SCAG has completed its analysis of the proposed change(s) to the FTIP ensuring consistency with the various programming rules and regulations, SCAG electronically posts the proposed change(s) for a 10-day public review and comment period on the SCAG website at http://ftip.scag.ca.gov/Pages/default.aspx

In addition to posting the amendment information on the web, a notice is sent to the TCWG as part of the FTIP amendment public review process.

2. Other FTIP Public Participation strategies, procedures and techniques

A. Enhance Website Capabilities:

I. Utilize SCAG's website to provide information, announce draft and final program releases encourage feedback and comments from the public, make draft and final programs and corresponding documents available, provide contact information, inform of upcoming events and meetings, post meeting agendas and minutes.

II. Ensure that the information available is timely, easy-to-understand and accessible and that the website is compliant with the 1990 Americans with Disabilities Act.

B. Update Contact Databases and Advisory Groups:

I. Review and update mailing lists for outreach efforts.

II. Expand contact databases to include all Interested Parties identified in the Plan.

C. Coordinate Outreach Efforts with other Stakeholder Organizations:

I. Support interagency coordination by continuing to host and participate in the monthly TCWG meetings.

II. Mail Notice of Draft FTIP availability to the stakeholders at the local, state and federal level to solicit their comment and input to the final FTIP. Ensure that the public comment period for the program is at least 30 days.

III. Participate in regular meetings with the county transportation commissions in the coordination of the draft and final FTIP.

D. Conduct Public Hearings:

I. Announce public hearings in printed materials, on SCAG's website.

II. Hold public meetings at convenient and accessible locations and times.

III. Conduct at least two public hearings on the draft FTIP.

IV. Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.

E. Maintain a Log of Outreach Efforts:

I. Maintain a log of all agency-wide outreach presentations.

II. Review and consider all public comments in the regional transportation planning process.

III. Record, track and maintain a log of comments and SCAG's response to the comments

IV. Respond to all comments received in a timely manner.

3. Annual Listing of Projects

Federal regulations require SCAG to develop an annual listing of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which federal funds were obligated in the preceding program year. SCAG, in consultation and coordination with the State, county transportation commissions, and public transportation operators throughout the SCAG region, compiles the information and produces the annual listing of projects. The annual listing of obligated projects may be found on the SCAG website at: http://ftip.scag.ca.gov/Pages/default.aspx.

4. FTIP Amendments

For the FTIP, the following summarizes the categories of amendments identified by FHWA for the FTIP. The public participation requirements for each amendment type are illustrated in Figure 1.

A. Category 1. Administrative Modification

An administrative modification includes minor changes to project cost, schedule, and project description changes without affecting the scope, and/or funding sources. Please see the Federal Statewide Transportation Improvement Program (FSTIP) and Federal Transportation Improvement program (FTIP) Amendment and Administrative Modification Procedures for a complete definition of an administrative modification and eligibility.

B. Category 2. Amendment – Changes that do not impact the existing conformity determination.

The Amendment category may include changes that are not eligible under an administrative modification.

C. Category 3. Amendment – Relying on the existing Conformity Determination.

This amendment may include adding a project or a project phase to the program. This amendment category consists of projects that are modeled and are included in the regional emissions analysis.

D. Category 4. Formal Amendment – New Conformity Determination.

This amendment may include adding or deleting projects that are not currently included in the regional emissions analysis or part of the existing conformity determination. This amendment may involve adding or deleting projects that must be modeled for their air quality impacts: significantly changing the design concept, scope; or schedule of an existing project.

E. Category 5. Technical Amendment

Changes to project information not required to be included in the FTIP per federal requirements. Changes are not subject to an administrative modification or an amendment such as changes to project codes, and changes to correct typographical errors. These technical corrections do not impact project scope or cost.

Amendment Category	Public Hearing Requirements	Public Review Period (# of days)
1 Administrative	N/A	N/A
2 Amendment Changes that do not impact the existing conformity determination	No	1
3 Amendment relying on existing conformity determination	No	10
4 Formal — Requires a new conformity determination	Yes	30

FTIP AMENDMENT AND ADMINISTRATIVE MODIFICATION APPROVAL PROCEDURES

SCAG Executive Director Authority

FTIP AMENDMENT PROCEDURES

As part of the TIP approval process, the SCAG Regional Council granted authority to SCAG's Executive Director or designee to approve Federal Transportation Improvement Program (FTIP) amendments and associated conformity determination and to transmit to the state and federal agencies amendments to the most currently approved FTIP. These amendments must meet the following criteria:

» Changes that do not affect the regional emissions analysis.

» Changes that do not affect the timely implementation of the Transportation Control Measures.

» Changes that do not adversely impact financial constraint.

» Changes consistent with the adopted Regional Transportation Plan.

FTIP amendments triggered by an RTP amendment must be approved by the Regional Council.

FTIP ADMINISTRATIVE MODIFICATION PROCEDURE

The SCAG Regional Council has the discretion to delegate authority to SCAG's Executive Director to approve FTIP Administrative Modifications to the Federal State Transportation Improvement Program (FSTIP) consistent with approved FSTIP/FTIP Administrative Modification and Amendment Procedures and as may be amended. Administrative Modifications are minor project changes that qualify under the FSTIP/FTIP Administrative Modification and Amendment Procedures. Because FTIP Administrative Modifications are considered minor changes, public review is not required.

The following procedures apply to this delegation of authority:

» SCAG will send copies of the approved administrative modification to Caltrans, FHWA, and FTA.

» Once the administrative modification is approved by SCAG, the administrative modification will be deemed part of the Federal State Transportation Improvement Program (FSTIP).

» SCAG will demonstrate in a subsequent amendment that the net financial change from each administrative modification has been accounted for.

» Caltrans will conduct periodic reviews of SCAG's administrative modification process to confirm adherence to the procedures. Noncompliance with the procedures will result in revocation of the MPO's delegation.

ENVIRONMENTAL JUSTICE PROGRAM

In 1994, Executive Order 12898 directed every federal agency to make environmental justice part of its mission by identifying and addressing the effects of all programs, policies, and activities on minority and low-income populations. Reinforcing Title IV of the Civil Rights Act of 1964, which addresses minority populations, this executive order ensures that every federally-funded project nationwide consider the human environment when undertaking the planning and decision-making process.

As the Metropolitan Planning Organization for six Southern California counties, SCAG developed a policy to ensure that environmental justice principles are an integral part of the transportation planning process, including the Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). Additionally, as a government agency that receives federal funding, SCAG is required to conduct an environmental justice analysis for its RTP/SCS. SCAG's environmental justice program has two main elements: technical analysis and public outreach. As part of SCAG's environmental justice program, the agency also:

» Provides early and meaningful public access to decision-making processes for all interested parties, including minority and low-income populations;

» Seeks out and considers the input of traditionally underrepresented groups, such as minority and low-income populations, in the regional transportation planning process;

» Takes steps to propose mitigation measures or consider alternative approaches for the SCAG region when disproportionately high and adverse impacts on minority or low-income populations are identified; and

» Continues to evaluate and respond to environmental justice issues that arise during and after the implementation of SCAG's regional plans.

SCAG also prepares additional companion documents, or appendices, to help support or add to the RTP/SCS. The environmental justice technical analysis and public outreach methodology are included in the RTP/SCS Environmental Justice (EJ) Appendix.

Early and continuous public outreach and input from SCAG's environmental justice stakeholders help SCAG prioritize and address needs in the region. Public outreach for environmental justice issues will be conducted concurrently with the RTP/SCS public outreach and development process. SCAG will hold various kick-off meetings, outreach workshops, focus group meetings and interviews throughout the RTP/SCS development process. Specifically, SCAG will hold:

» At least one (1) kick-off meeting at the beginning of the RTP/SCS development at the SCAG Headquarters located at Downtown Los Angeles (DTLA);

» At least four (4) outreach workshops during the RTP/SCS development and EJ Appendix development process. At least two (2) of the meetings will be held at SCAG's DTLA Headquarters while at least two (2) will be held in other geographical areas based on needs expressed by stakeholders;

» Several focus group discussions with various SCAG stakeholders to discuss EJ topics and concerns and the development of the EJ Appendix; and

» Interviews for SCAG stakeholders that cannot attending focus group meetings to discuss EJ topics and concerns and the development of the EJ Appendix.

In addition to public workshops held during the RTP/SCS EJ Appendix development process, Environmental Justice Working Group (EJWG) meetings will also be held on an ongoing basis every two to three months to help facilitate continuous discuss opportunities on EJ-related topics. Membership of the EJWG represents a cross-section of stakeholders in the EJ community, including advocacy groups (i.e. affordable housing, public health, transit riders, environmental conservation, etc.), regional/sub-regional agencies (i.e. County Transportation Commissions, Tribal Governments, AQMDs, etc.), local jurisdictions (i.e. City/County staff throughout SCAG region who are interested or are taking steps to address EJ topics in their local jurisdiction), and other stakeholders (i.e. non-governmental organizations, community based organizations, goods movement related groups like rail, airports, seaports, and logistic centers, and academic representatives from local universities/colleges who've done research on EJ topics). Some discussion topics include, but are not limited to introduction and implementation of relevant and recently passed legislation (i.e. SB 1000, AB 617), public health impacts like air quality, access to parks and open space, mortality rates and noise impacts on EJ communities, impacts of gentrification on low income communities and local businesses, and lack of transit access and impacts on EJ communities.

All public meetings and workshops aim to be accessible to all groups and individuals interested or concerned with environmental justice. In efforts to make these meetings and workshops more accessible, meeting and workshop materials can be provided in different languages to engage individuals who are not proficient in English. Preliminary meeting details like date, time, and location of meetings will be available to the public approximately 30 days before the meeting date to allow for adequate planning and meeting agendas will be provided at least 72 hours in advance of the meetings online and at all meeting locations. Videoconferencing at SCAG's regional offices (in Imperial, Orange, Riverside, San Bernardino, and Ventura Counties) will be made available to ensure all populations within the SCAG region can be reached. Some meetings will also include webinar capabilities to be able to allow more SCAG stakeholders to participate.

Comments and input gathered during the public outreach process will be documented and incorporated into relevant and appropriate documents, like the current RTP/SCS Environmental Justice Appendix. In the case of the RTP/SCS Environmental Justice Appendix, there will be additional opportunities to provide input like during public outreach workshops and the draft release of the RTP/SCS EJ Appendix for public review.

The overall environmental justice outreach process encourages the public, with many opportunities to share their input and be involved, to discuss and address environmental justice issues and shape SCAG's environmental justice program.

OVERALL WORK PROGRAM

Funding for SCAG's metropolitan planning activities are documented in an annual Overall Work Program (OWP) (also known as a Unified Planning Work Program), pursuant to federal requirements, 23 CFR 450.308(b)-(c), and Caltrans guidance.

The OWP is developed each fiscal year, and details the agency's planning and budgetary priorities for the following fiscal year. SCAG's federal and state funding partners (FHWA, FTA and Caltrans) must approve SCAG's OWP each year before it takes effect.

The following describes SCAG's strategies, procedures and techniques with respect to public participation on the OWP.

1. Adopt OWP Preparation Schedule and Work Programs Outcomes: **(September-October)**
   - » Regional Council adopts the OWP preparation schedule and work program outcomes for the coming fiscal year.
2. Conduct a Budget Workshop: **(February)**
   - » SCAG staff conducts a Budget Workshop for the Regional Council and members of the public.
3. Distribute Draft OWP: **(March)**
   - » The Regional Council approves the Comprehensive Budget which includes the draft OWP. The draft OWP is distributed to all Regional Council members and the Regional Council approves the release of the document for a minimum 45-day public comment and review period. The draft OWP is also placed on SCAG's website.
4. Distribute the Draft OWP for Public Comments: **(March)**
   - » Staff reaches out to over 300 City Planners, Planning Directors and other Planning representatives within the SCAG region, including subregional coordinators, CTCs and transit operators, encourages their feedback on the draft OWP, and notifies them of the availability of the draft document on SCAG's website.
5. Review and Consider Comments Received in the Final OWP Deliberations: **(April)**
   - » Staff reviews and considers all public comments in the OWP planning process.
   - » Staff records, tracks and maintains a log of comments and SCAG's response to the comments.
6. Adopt the Final Comprehensive Budget and Resolution Authorizing the Submittal to Funding Partners: **(April)**
   - » The Regional Council adopts the Final Comprehensive Budget and Resolution authorizing the submittal of the Final OWP to Caltrans and other funding agencies as necessary for approval. Caltrans must submit the recommended Final OWP to FHWA/FTA by June 1 of each year.

Appendix B

SCAG™

INNOVATING FOR A BETTER TOMORROW

MAIN OFFICE
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Los Angeles, CA 90017
T: (213) 236-1800

IMPERIAL COUNTY REGIONAL OFFICE
1503 North Imperial Ave., Ste. 104
El Centro, CA 92243
T: (760) 353-7800

ORANGE COUNTY REGIONAL OFFICE
OCTA Building
600 South Main St., Ste. 1233
Orange, CA 92868
T: (714) 542-3687

RIVERSIDE COUNTY REGIONAL OFFICE
3403 10th St., Ste. 805
Riverside, CA 92501
T: (951) 784-1513

SAN BERNARDINO COUNTY REGIONAL OFFICE
Santa Fe Depot
1170 West 3rd St., Ste. 140
San Bernardino, CA 92418
T: (909) 806-3556

VENTURA COUNTY REGIONAL OFFICE
950 County Square Dr., Ste. 101
Ventura, CA 93003
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Appendix E

SCAG's Language Assistance Plan for Limited English Proficient (LEP) Populations

SCAG is the largest Metropolitan Planning Organization in the nation, representing six counties – Imperial, Los Angeles, Orange, Riverside, San Bernardino and Ventura – and 191 cities. The SCAG region covers 38,000 square miles and includes a population of more than 19 million people, just under half of the total state population.

As a recipient of federal funds, SCAG follows the Circular's guidance concerning recipients' responsibilities to limited English proficient (LEP) persons. Individuals for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English are recognized as limited English proficient, or ''LEP." SCAG's Language Assistance Plan for Limited English Proficient Populations is intended to guide the agency in the provision of meaningful access to its services, programs and activities by LEP persons. The plan considers the languages that are spoken in the region, which documents will be translated by the agency, special outreach methods, accommodations for oral language assistance, staff training and how SCAG will evaluate and improve its services to LEP persons.

In developing transportation plans, SCAG has employed numerous strategies to engage and seek input from traditionally underserved populations. This plan complements in many ways the goals and strategies outlined in SCAG's Public Participation Plan to engage the public in regional planning efforts. A full copy of the Public Participation Plan is included herein as **Appendix D** and can be found on SCAG's website at: http://www.scag.ca.gov/participate/Pages/PublicParticipationPlan.aspx.

Four- Factor Analysis of Language Assistance Measures

SCAG is required to ensure meaningful access to the benefits, services, and information regarding our programs and activities to individuals who are limited English proficient. SCAG has consulted the USDOT's LEP Guidance and performed a four-factor analysis of LEP populations in the region and the agency's level of interaction to determine the appropriate mix of services to offer. The four factors consider the following:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the SCAG's programs.

2. The frequency with which LEP persons come into contact with SCAG's programs, activities or services.

3. The nature and importance of the program, activity, or service provided by SCAG to people's lives.

4. The resources available to the recipient for LEP outreach, as well as the costs associated with that outreach.

LEP Populations in the Region

To identify LEP populations in the region, SCAG looked to the U.S. Census Bureau's American Community Survey (ACS) 2019 Data Set1 using the criteria, "Language Spoken at Home, by Ability to Speak English, for Populations 5 Years and Older." In reviewing the ACS data, SCAG has made the determination that any individual who indicated they do not speak English "very well" would be classified as LEP. Out of a total population of 17,755,313 persons (ages 5 years and older) in the SCAG region, approximately 20%, or 3,537,059 persons, were identified as LEP. Spanish-speakers constituted the largest LEP group – 2,392,605 persons, or 13.5% of individuals in the SCAG region indicated that they did not speak English very well. Other large LEP populations in the region include Chinese, Vietnamese, and Korean speakers. The following table provides additional information, including LEP populations that meet the DOJ's safe harbor threshold of 1,000 persons of the total LEP population eligible to be served.

To corroborate this data, SCAG looked to information from the 2000 Census and 2011-2015 American Community Survey data. Overall, LEP populations were higher in the 2000 Census figures, with 3,752,830 persons, or 24.6% of the total population ages 5 years and older who indicated they did not speak English very well. Over the 2011-2015 period the share of LEP individuals decreased to 22% and decreased to 20% in 2019. Mirroring a shift in regional immigration, the Spanish speaking share of the region's LEP population decreased slightly from 70.0% to 67.6% while the Chinese speaking share increased from 7.5% to 8.8%.

[1] Note: Imperial County data for 2019 unavailable. 2011-2015 ACS 5-year estimates for Imperial County were joined to 2019 1-year ACS estimates for the remaining counties in the region.

LEP Populations in the SCAG Region

Language	Total LEP Persons	% of SCAG Region LEP Population	% of Total SCAG Population
Spanish	2392605	67.64%	13.48%
Chinese (incl. Mandarin, Cantonese)	311989	8.82%	1.76%
Vietnamese	173967	4.92%	0.98%
Korean	153762	4.35%	0.87%
Tagalog (incl. Filipino)	109463	3.09%	0.62%
Armenian	79396	2.24%	0.45%
Persian (incl. Farsi, Dari)	44574	1.26%	0.25%
Japanese	32989	0.93%	0.19%
Arabic	31241	0.88%	0.18%
Russian	24343	0.69%	0.14%
Thai, Lao, or other Tai-Kadai languages	22725	0.64%	0.13%
Khmer	18126	0.51%	0.10%
Ilocano, Samoan, Hawaiian, or other Austronesian languages	15939	0.45%	0.09%
Hindi	12144	0.34%	0.07%
Punjabi	11061	0.31%	0.06%
Other languages of Asia	8785	0.25%	0.05%
Bengali	7756	0.22%	0.04%
Portuguese	7489	0.21%	0.04%
Other and unspecified languages	7360	0.21%	0.04%
Other Indo-European languages	7175	0.20%	0.04%
French (incl. Cajun)	7028	0.20%	0.04%
Amharic, Somali, or other Afro-Asiatic languages	6141	0.17%	0.03%
Gujarati	5367	0.15%	0.03%
Urdu	4638	0.13%	0.03%
Hebrew	3590	0.10%	0.02%

Ukrainian or other Slavic languages	3533	0.10%	0.02%
Yoruba, Twi, Igbo, or other languages of Western Africa	3396	0.10%	0.02%
German	3271	0.09%	0.02%
Nepali, Marathi, or other Indic languages	3269	0.09%	0.02%
Italian	3075	0.09%	0.02%
Polish	2991	0.08%	0.02%
Tamil	2808	0.08%	0.02%
Greek	2785	0.08%	0.02%
Telugu	2609	0.07%	0.01%
Haitian	2045	0.06%	0.01%
Swahili or other languages of Central, Eastern, and Southern Africa	1903	0.05%	0.01%
Yiddish, Pennsylvania Dutch or other West Germanic languages	1705	0.05%	0.01%
Hmong	1556	0.04%	0.01%
Serbo-Croatian	1228	0.03%	0.01%
Malayalam, Kannada, or other Dravidian languages	691	0.02%	0.00%
Other Native languages of North America	396	0.01%	0.00%
Navajo	145	0.00%	0.00%

Frequency of Interaction

In the past, SCAG's LEP Program focused on four major activities, which included:

- Providing interpreters available at meetings and workshops, with 72-hour advance notice
- Translating selected documents into Spanish, Chinese, Korean and Vietnamese and making these documents available for download on the agency's website
- Utilization of specialty outreach consultants to engage with the LEP and minority communities for the development of the Regional Transportation Plan/Sustainable Communities Strategy
- Disseminating notices of availability and press releases to print, radio and broadcast media serving minority communities

To better assess its LEP program, the agency continues to monitor staff's frequency of interaction with LEP communities, including when SCAG receives phone calls from non-English speakers, and when language

interpretation at public meetings is requested.

SCAG has largely relied on its bilingual staff to assist in our LEP efforts. The aforementioned phone calls by non-English speakers were requests for information, and bilingual staff from SCAG was able to address the caller's needs. In the few cases where interpreters were needed at public meetings, SCAG's bilingual staff was able to accommodate the non-English speaker(s). SCAG also receives visiting delegations from China and Korea, and bilingual staff members have provided approximately 25 in-language presentations a year, for the past two years.

In conducting outreach for past cycles of the Regional Transportation Plan/Sustainable Communities Strategy, SCAG translated several key documents and made these available on the agency website.

The Importance of SCAG's Programs to LEP Populations

As the Metropolitan Planning Organization for the region, SCAG represents six counties, including 191 cities and more than 19 million residents. The agency develops long-range regional transportation plans as well as sustainable communities strategies, growth forecast components, regional transportation improvement programs, regional housing needs allocations, and a portion of the South Coast Air Quality management plans. SCAG does not implement projects, so the agency works with its partners at the County Transportation Commissions and local jurisdictions to develop the plans in a "bottom-up" process. The agency follows this process to provide local and county jurisdictions a greater voice in determining their priorities.

SCAG's planning activities have the potential to impact every person in the region and SCAG seeks to provide reasonable opportunities for interested parties to comment or provide input on these activities. SCAG evaluates the particular planning activity at hand, whether it be a planning study or a demonstration project,and assesses what level of public engagement would be the most effective. SCAG's Public Participation Plan outlines some of the strategies used to engage LEP populations, in particular those living in rural and environmental justice communities.

Resources for LEP Outreach

As listed in the Language Assistance Plan portion of this document, SCAG translates vital documents, makes available interpreters or translation services at public meetings upon request and conducts outreach to ethnic media. Outside of its main headquarters in downtown Los Angeles, SCAG maintains regional offices in the other five counties, including: Imperial, Orange, Riverside, San Bernardino and Ventura. These offices are each staffed by a liaison that provides outreach to member cities and other agencies. They play an important role in SCAG's overall public outreach efforts by working with local agencies to identify stakeholder groups that may be interested in participating in regional planning. These liaisons also provide presentations to groups on the agency's RTP/SCS.

In addition to SCAG staff resources, approximately $40,000 per year is allocated for additional language services provided by outside consultants. This amount includes funds for consultant-led outreach to constituent groups and additional ethnic press outreach.

Conclusion

Given the size and diversity of the SCAG region, SCAG's frequency and type of interaction with LEP persons, and the resources available, SCAG determined that the agency will prioritize access to information and translation of vital documents in the four most frequently spoken languages in the region other than English – Spanish, Chinese, Korean and Vietnamese. Provided that it has the resources to do so, SCAG will also, upon request, translate documents and provide interpretation services in other languages.

SCAG's Language Assistance Plan for LEP Populations

Based on the results of the four-factor analysis, SCAG has prepared a Language Assistance Plan, utilizing a broad range of tools to engage LEP populations and provide staff procedures for providing assistance.

Translation of Vital and Non-Vital Documents

To achieve compliance with U.S. DOT guidelines, SCAG has taken into consideration the Safe Harbor Provision of the FTA Title VI Circular (4702.1B) in developing its policy on translating documents:

> *"DOT has adopted DOJ's Safe Harbor Provision, which outlines circumstances that can provide a "safe harbor" for recipients regarding translation of written materials for LEP populations. The Safe Harbor Provision stipulates that, if a recipient provides written translation of vital documents for each eligible LEP language group that constitutes five percent (5%) or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be affected or encountered, then such action will be considered strong evidence of compliance with the recipient's written translation obligations. Translation of non-vital documents, if needed, can be provided orally. If there are fewer than 50 persons in a language group that reaches the five percent (5%) trigger, the recipient is not required to translate vital written materials but should provide written notice in the primary language of the LEP language group of the right to receive competent oral interpretation of those written materials, free of cost."*

SCAG's four-factor analysis reveals more than 30 languages that are spoken by more than 1,000 LEP persons in the SCAG six-county region. Spanish-speaking LEP persons are the largest group, representing 68% of the total LEP population, followed by Chinese (8.82%), Vietnamese (4.92%), Korean (4.35%), Tagalog (3.09%) and Armenian (2.24%). There is no other language that exceeds two percent of the LEP population share.

Upon review of the four-factor analysis, SCAG determined that the agency will translate documents considered "vital" into the four most frequently spoken languages other than English – Spanish, Chinese, Vietnamese and Korean. Vital documents include:

- Notices of availability
- Display ads in ethnic newspapers
- Public hearing/meeting notices with information on free language assistance services
- Title VI complaint form
- Notice of a person's rights under Title VI

The Agency will determine, on a case-by-case basis, the effectiveness and appropriateness to translate other non-vital documents – such as long-range plans (in their entirety), executive summaries of plans or fact sheets as well as flyers and announcements into Spanish, Chinese, Vietnamese or Korean.

With regard to translating vital and non-vital documents into other languages, SCAG is committed to providing reasonable access to all individuals and complying with the DOT's Safe Harbor Provision. Subject to available resources, SCAG will provide translations of the agency's vital – and non-vital documents on a case-by-case basis – by request. Requests can be made by emailing contactus@scag.ca.gov or through our online public participation form: http://scag.ca.gov/participate/Pages/PublicComment.aspx

Interpreting and Oral Language Assistance

SCAG will provide interpreting assistance at its public meetings and workshops with, at minimum, a 72-hour advance notice. Requests can be made by emailing contactus@scag.ca.gov or through our online public participation form: http://scag.ca.gov/participate/Pages/PublicComment.aspx

SCAG relies on a contracted firm to meet most of its interpreting and translation needs. To support these projects, SCAG also often enlists the help of bilingual staff for quality control purposes. These staff members are fluent in English and Spanish, Chinese, or Korean, and are well versed in planning terminology and concepts. SCAG's contracted translation service maintains a roster of certified and/or qualified interpreters and will utilize them on an as-needed basis. Interpreters will need to assess the reading level of the audience and speak to the target language group's vocabulary, phrases and/or dialects. Interpreters and translation services must also demonstrate proficiency in both English and the other language, as well as accurately communicate specialized terms or concepts in regional planning.

Outreach and Media Engagement

When engaging the public on its long-range plans and programs, SCAG has utilized traditional media outlets (print, radio and television) as a primary outreach tool. This applies to LEP populations as well. SCAG sends press releases and public meeting announcements to local ethnic media, and purchases display ads for public hearing notices in Chinese, Korean, Spanish and Vietnamese language newspapers serving the region.

As outlined in the Public Participation Plan, SCAG will outreach to local organizations to engage those who are traditionally uninvolved or under-involved in the planning process, including rural and economically disadvantaged LEP populations. SCAG will provide in-language group presentations upon request towards this effort. Group in-language presentations may be requested by emailing contactus@scag.ca.gov or through our online public participation form: http://scag.ca.gov/participate/Pages/PublicComment.aspx

Use of Bilingual Staff

All front-line SCAG staff are provided with the LEP Plan and educated on procedures and services available. To assist in identifying LEP individuals who need language assistance, SCAG will utilize the

U.S. Census Bureau's "I Speak" language identification list. The list translates "Mark this box if you read or speak [language name]" into 38 different languages and will be an effective tool at SCAG's reception desk, public meeting rooms and regional offices.

As mentioned previously, SCAG relies on a core group of volunteer bilingual staff to assist in providing live interpreting, light document translation, and consultant translation review. Special steps are taken during regular and special board meetings. Bilingual staff who volunteer to serve as interpreters and translators is on hand to assist with interpreting, in particular during the public comment portion of the meetings. For public hearings and workshops required by law, the bilingual staff is briefed on the content of any presentation and has access to additional resources with which to reference. Finally, the bilingual staff is provided information on the following topics:

- Understanding the Title VI LEP responsibilities
- What language assistance services SCAG offers
- Frequently used planning terms and their translated equivalents
- Use of LEP "I Speak Cards"
- How to access a staff interpreter
- Documentation of language assistance requests
- How to handle a complaint

SCAG's Human Resources Department has assessed the feasibility of utilizing a bilingual fluency examination to ensure that the volunteer bilingual staff possesses the requisite skill and proficiency to provide effective bilingual communication, and is considering the feasibility of providing additional compensation to such bilingual staff.

Monitoring and Evaluating the Plan

Ensuring fair and equal access to information is a priority for SCAG. SCAG will institute a formal procedure to document the frequency with which LEP persons come into contact with agency staff, programs, or download translated documents available on the website, in addition to the nature of the interaction (i.e. an information request, request to translate new documents, etc.).

When performing public outreach or at public hearings, SCAG will distribute a survey for LEP participants to assess the effectiveness of the agency's language services and whether alternate services may need to be employed.

SCAG will assess and evaluate its Language Assistance Plan, at minimum, every four years prior to the development of the next RTP/SCS. This will allow the agency to determine if there are sufficient resources (such as staff, technology and funding) to meet potential needs in advance of planned public outreach activities for the Plan.

Appendix F

SCAG Board Resolution Adopting the 2020 Title VI Program

SCAG
INNOVATING FOR A BETTER TOMORROW

SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS
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RESOLUTION NO. 20-626-1

A RESOLUTION OF THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS APPROVING THE SCAG 2020 TITLE VI PROGRAM

WHEREAS, the Southern California Association of Governments (SCAG) is the Metropolitan Planning Organization, for the six county region consisting of Los Angeles, Orange, San Bernardino, Riverside, Ventura, and Imperial counties pursuant to 23 U.S.C.§ 134 et seq. and 49 U.S.C. §5303 et seq.;

WHEREAS, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), hereinafter referred to as "Title VI," prohibits discrimination on the basis of race, color or national origin in programs or activities receiving federal financial assistance;

WHEREAS, on October 1, 2012, the Federal Transit Administration (FTA) published Circular FTA C 4702.1B (Circular) to provide recipients of FTA financial assistance with guidance and instructions necessary to carry out the U.S. Department of Transportation (DOT) Title VI regulations (49 CFR part 21);

WHEREAS, as a direct recipient of funds from the FTA and Federal Highway Administration, SCAG is subject to Title VI and is required to submit a Title VI compliance report, or "Title VI Program" to FTA every three years;

WHEREAS, SCAG has developed its 2020 Title VI Program to comply with DOT's Title VI requirements as promulgated in the Circular, which is intended to serve as an update to the agency's current Title VI Program.

WHEREAS, included as part of the SCAG 2020 Title VI Program is its Limited English Proficiency (LEP) Plan and related Language Assistance Program to which SCAG staff has developed for the purpose of improving its strategies to engage and seek input from traditionally underserved populations; and

WHEREAS, the 2020 Title VI Program, along with its corresponding staff report, has been reviewed and discussed by SCAG's Regional Council.

NOW, THEREFORE, BE IT RESOLVED by the Regional Council of the Southern California Association of Governments that it to approves the SCAG 2020 Title VI Program.

BE IT FURTHER RESOLVED:

1. The Regional Council hereby authorizes submittal of the SCAG 2020 Title VI Program to FTA and other applicable state and federal agencies.

2. That SCAG's Executive Director, or his designee, is hereby designated and authorized to submit the SCAG 2020 Title VI Program to FTA and other agencies, and to execute all related documents on behalf of the Regional Council.

PASSED, APPROVED AND ADOPTED by the Regional Council of the Southern California Association of Governments at its regular meeting this 5th day of November, 2020.

Rex Richardson
President, SCAG
Councilmember, Long Beach

Attested by:

Kome Ajise
Executive Director

Approved as to Form:

Justine Block
Acting Chief Counsel

INNOVATING FOR A BETTER TOMORROW

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