



MID-OHIO REGIONAL
MORPC
PLANNING COMMISSION

111 Liberty St., Suite 100
Columbus, Ohio 43215
www.morpc.org

Memorandum

TO: Mid-Ohio Regional Planning Commission
Executive Committee
Officers and Board Members

FROM: Parag Agrawal
Chief Mobility & Infrastructure Officer & Senior Director of Programming

DATE: September 27, 2024

SUBJECT: Proposed Resolution 15-24: “**Adoption of MORPC’s 2024 Title VI Program**”

This resolution is to approve the Title VI/Non-Discrimination Program at MORPC. Given that MORPC receives and suballocates Federal Transit Administration (FTA) funds, MORPC must fulfill the Title VI requirements and guidelines of the Civil Rights Act of 1964.

Federal regulations require MORPC to produce a Title VI monitoring program which must be approved by MORPC’s Transportation Policy Committee every three years.

Items required for a Title VI Program in a Metropolitan Planning Organization (MPO) include:

- A copy of MORPC’s Title VI notice
- MORPC’s Title VI discrimination complaint process
- A list of public transportation related Title VI investigations, complaints, or lawsuits
- MORPC’s public participation plan
- MORPC’s plan for providing language assistance for persons with limited English proficiency
- A table depicting racial breakdown of minorities on relevant MORPC committees
- A description of efforts to ensure subrecipients are complying with Title VI
- A demographic profile of the metropolitan area
- A description of the procedures by which the mobility needs of minority populations are identified and considered within the planning process
- Demographic maps that overlay with minority and non-minority populations that demonstrate the impact of state and federal funds in aggregate for public transportation managed by the MPO
- Analyze the impacts of federal funds spent and identify any disparate impacts on the basis of race, color, or national origin, and, if so, identify a substantial legitimate justification for the disparate impact
- A description of the procedures the MPO uses to pass through FTA financial assistance

William Murdock, AICP
Executive Director

Chris Amorose Groomes
Chair

Michelle Crandall
Vice Chair

Ben Kessler
Secretary

- MORPC's process to assist potential subrecipients applying for funding
- MORPC's RFP and contract procedures

MORPC staff believes MORPC is in compliance with Title VI requirements.

Attachment: Resolution 15-24

RESOLUTION 15-24

"Adoption of MORPC's 2024 Title VI Program"

WHEREAS, in October 2014 the Governor of Ohio appointed the Mid-Ohio Regional Planning Commission (MORPC) as Designated Recipient ID No. 1310 for the Federal Transit Administration's (FTA) Section 5310 (*Enhanced Mobility of Seniors and Individuals with Disabilities*) funds for the Columbus Urbanized Area; and

WHEREAS, MORPC is the designated recipient of the Section 5310 FTA funds for the Columbus, Ohio urbanized area, that are distributed to sub recipients; and

WHEREAS, MORPC is subject to Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation's implementing regulations; and

WHEREAS, the FTA requires all recipients document their compliance by submitting a Title VI Program according to the guidelines provided in FTA Circular 4702.1B to their FTA Regional Civil Rights Officer once every three years; now therefore

BE IT RESOLVED BY THE MID-OHIO REGIONAL PLANNING COMMISSION:

- Section 1. That it approves MORPC's *2024 Title VI/Non-Discrimination Program* dated October 2024.
- Section 2. That it directs staff to implement, monitor and recommend updates to the Program as needed.
- Section 3. That it directs staff to transmit this resolution and program to the FTA.
- Section 4. That the executive director is authorized to take such other action and execute and deliver such other documents as, acting with the advice of legal counsel, he shall deem necessary and appropriate to carry out the intent of this resolution.
- Section 5. That this Commission finds and determines that all formal deliberations and actions of this Commission concerning and relating to the adoption of this resolution were taken in open meetings of this Commission.



Chris Amorose Groomes, Chair
MID-OHIO REGIONAL PLANNING COMMISSION

Effective date: October 12, 2024
Submitted by: Parag Agrawal, Chief Mobility & Infrastructure Officer & Senior Director Of Programming
Prepared by: Ralonda Hampton, Interim Senior Director of Communications & Engagement
Maria Schaper, Transportation Study Director
Elliott Lewis, Principal Planner
Authority: Ohio Revised Code Section 713.21
For action date: October 12, 2024
Attachment: 2024 Title VI/Non-Discrimination Program



TITLE VI / NON-DISCRIMINATION PROGRAM AT THE MID-OHIO REGIONAL PLANNING COMMISSION

(FOCUS ON METROPOLITAN PLANNING ORGANIZATION)

REPORT PREPARED BY MORPC
SEPTEMBER 2024



MID-OHIO REGIONAL
MORPC
PLANNING COMMISSION

This report was prepared by the Mid-Ohio Regional Planning Commission (MORPC), 111 Liberty St., Columbus, Ohio 43215, 614-228-2663. Funding was provided by the Federal Highway Administration, Federal Transit Administration, Ohio Department of Transportation, and Delaware, Fairfield, Franklin, Licking and Union Counties. The report reflects the views and policies of the Mid-Ohio Regional Planning Commission.

In accordance with requirements of the U.S. Department of Transportation, MORPC does not discriminate on the basis of age, race, color, national origin, gender, sexual orientation, familial status, ancestry, military status, religion or disability in programs, services or in employment. Information on non-discrimination and related MORPC policies and procedures is available at [Title VI Non-Discrimination – MORPC.org](https://www.morpc.org/title-vi-non-discrimination).

¹ Title VI of the U.S. Civil Rights Act of 1964

There are many forms of illegal discrimination based on race, color, or national origin that can limit the opportunity of minorities to gain equal access to services and programs. Among other things, in operating a federally-assisted program, a recipient cannot, on the basis of race, color, or national origin, either directly or through contractual means:

- Deny program services, aids, or benefits;
- Provide a different service, aid, or benefit, or provide them in a manner different than they are provided to others; or,
- Segregate or separately treat individuals in any matter related to the receipt of any service, aid, or benefit.

– U.S. Department of Justice

TABLE OF CONTENTS

- I. INTRODUCTION 6
 - A. THIS PROGRAM 6
 - B. CIVIL RIGHTS ACT OF 1964 AND TITLE VI..... 6
 - C. AUTHORITIES 7
 - D. STATE OF OHIO NON-DISCRIMINATION LAWS 9
 - E. MORPC ORGANIZATION AND FUNDING 9

- II. TITLE VI ORAGNIZATION AT MORPC 13
 - A. INTRODUCTION..... 13
 - B. KEY STAFF RESPONSIBILITIES..... 13

- III. KEY MPO TITLE VI ACTIVITIES 14
 - A. INTRODUCTION..... 14
 - B. PLANNING PROCESS 14
 - 1. PLANNING PROCESS..... 15
 - 2. DATA COLLECTION 15
 - 3. PUBLIC PARTICIPATION 16
 - 4. DIVERSITY AND INCLUSION PLAN 18

- IV. OTHER TITLE VI-RELATED RESPONSIBILITIES AT MORPC 19
 - A. TITLE VI RESOLUTION, POLICY STATEMENT AND ASSURANCES 19
 - B. ON-SITE TITLE VI FEDERAL OR STATE REVIEWS 19
 - C. SPECIAL GRANTS 19
 - D. COMPLAINT PROCESS 20
 - E. NOTIFYING BENEFICIARIES OF PROTECTION UNDER TITLE VI..... 20
 - F. LIMITED ENGLISH PROFICIENCY (LEP) AND OTHER COMMUNICATION ISSUES 21
 - G. ANNUAL TITLE VI REPORT FOR ODOT 21
 - H. CONTRACT PROCEDURES 21

V. APPENDICES

Appendix A: Civil Rights and Non-Discrimination Related Links

Appendix B: Non-Discrimination Clause in MORPC ODOT Agreement

**Appendix C: Title Assurances, Self-Certification of Process,
Contractors' Requirements**

Appendix D: ODOT Title VI Baseline Assessment Tool

Appendix E: Non-Discrimination Complaint Procedure

Appendix F: Responsibilities for Title VI Compliance at MORPC

Appendix G: Public Participation Plan

Appendix H: Environmental Justice Analysis TIP

Appendix I: Limited English Proficiency Plan

Attachments to Appendix I

Appendix J: Title VI Resolution

Appendix K: Final MORPC 5310 Program Management Plan

Appendix L: Title VI Notice

Appendix N: Diversity and Inclusion Plan

Appendix O: MORPC Contracting Process Procedures

SUMMARY OF MORPC ONGOING TITLE VI RELATED ACTIVITES

NAME	DESCRIPTION	DATE
TITLE VI ASSURANCES	DOT Title VI assurances are required by FHWA and FTA. MORPC includes these with the annual MPO self-certification resolution.	May 2024
DATA COLLECTION	MORPC is required to collect and map data on Title VI protected populations in the planning area. This is an on-going activity of the transportation department.	Ongoing
PUBLIC PARTICIPATION PLAN	MORPC is required to proactively encourage public participation – <i>seeking out and considering the needs of those traditionally-underserved</i> – the transportation department maintains a separate public participation plan.	September 2024
TITLE VI EXTERNAL COMPLAIN PROCESS	MORPC is required to maintain a complaint process.	Current
BENEFICIARY TITLE VI NOTIFICATIONS	MORPC is required to let beneficiaries know MORPC’s obligations in regards to Title VI and how complaints can be filed.	Current
LEP (LIMITED ENGLISH PROFICIENCY)	MORPC is required to take sound measures and reasonable steps to serve the non-English speaking populations in the area. MORPC takes steps to better reach out to these populations and to produce various materials in different languages.	October 2024
ODOT TITLE VI REPORT	ODOT requires this report annually. It is included as an appendix in the transportation planning work program document.	May 2024
CONTRACTS, RFPs, RFQs REVIEWS	MORPC contracts, RFPs and RFQs are required to include specific Title VI related language. Individual departments and the finance director are responsible for making sure that this is done correctly.	Current

I. INTRODUCTION

A. THIS PROGRAM

This program, in response to FTA C4702.13, provides an overview of the responsibilities that the Mid-Ohio Regional Planning Commission (MORPC) has regarding the Civil Rights Act of 1964 (and related law) and how these responsibilities are carried out by MORPC. The program focuses primarily on Title VI of the Civil Rights Act and on the Metropolitan Planning Organization (MPO) functions at MORPC (see U.S. Code Title 23, section 134 and Title 49, section 5303). MORPC documents some of its non-discrimination-related activities in other reports and these are referenced and/or the current versions are included herein.

The information presented in this program is current as of the date of the report and will continue to provide an overview of Title VI and related non-discrimination activities and requirements. However, the information is subject to change and revision in accordance with new legislation, rules and policies at the federal, state, or MORPC levels, or due to MORPC updates of various documents. Therefore, it is strongly recommended that the MORPC staff or MORPC website and other internet links in Appendix A be consulted for the latest information.

THIS PROGRAM IS INTENDED TO SERVE THREE PRIMARY AUDIENCES AND PURPOSES:

- **Federal and State Oversight Agencies:** To provide information to state and federal oversight agencies on how MORPC carries out its responsibilities in regard to Title VI and related non-discrimination requirements.
- **MORPC Staff:** As a reference for MORPC staff on Title VI-related requirements and responsibilities and procedures that MORPC follows related to non-discrimination.
- **General Public:** Information for the general public on the non-discrimination regulations that MORPC is obligated to follow (due to being a federal fund recipient and a public entity) and how MORPC responds to these requirements.

It should be noted that MORPC is responsible, contractually, to various jurisdictions in carrying out and properly and sensitively following non-discrimination requirements. The state and federal governments have significant oversight responsibility for MORPC in regards to non-discrimination, and for some MORPC funding sources, local governments or other entities also may have an oversight role. (See Appendix B.)

B. CIVIL RIGHTS ACT OF 1964 AND TITLE VI

At a time when significant amounts of open, overt and even government-sanctioned discrimination still existed against Americans of African descent across the United States, the U.S. Congress passed the landmark Civil Rights Act of 1964. President Lyndon Johnson signed the Civil Rights Act of 1964 into law on July 2, 1964. In considering the Title VI legislation, one senator addressed how North Carolina hospitals received substantial federal monies for construction, that such hospitals discriminated against blacks as patients and as medical staff, and that, in the absence of legislation, judicial action was the only means to end these discriminatory practices:

“That is why we need Title VI of the Civil Rights Act, H.R. 7152 - to prevent such discrimination where Federal funds are involved...Title VI is sound; it is morally right; it is legally right; it is constitutionally right...What will it accomplish? It will guarantee that the money collected by colorblind tax collectors will be distributed by Federal and State administrators who are equally colorblind. Let me say it again: The title has a simple purpose – to eliminate discrimination in Federally-financed programs.”

This made entities that receive federal funding, such as MORPC, directly subject to the federal Civil Rights Act and requirements to operate in accordance with federal non-discrimination law. Current Title VI law requires non-discrimination in all programs and activities, whether federally-funded or not, of those who receive federal funds.

The term “program or activity” and the term “program” mean all of the operations of:

1. A department, agency, special purpose district, or other instrumentality of a state or of a local government; or
2. The entity of such state or local government that distributes such assistance and each such department or agency (and each other state or local government entity) to which the assistance is extended, in the case of assistance to a state or local government;

Any part of which is extended federal financial assistance. 42 U.S.C. § 2000d-4a(1)

In the 50-plus intervening years, following the passage of the 1964 Civil Rights Act, the specific applicability of the Act has been clarified or expanded to include more than race, color and national origin. Discrimination protections based on age, handicap/disability, sex, religion, limited English proficiency, and income level have also been included in various federal statutes, regulations, executive orders, and policies.

MORPC and other federal fund recipients must adjust their programs and policies to conform with these requirements, as well. Federal, state and local discrimination prohibitions against lesbian, gay, bi-sexual, and transgender (LGBT) individuals also are common (e.g., see June 2010 HUD press release No. 10-119).

Many programs have two recipients. The primary recipient or conduit directly receives the federal financial assistance. The primary recipient then distributes the federal assistance to a subrecipient to carry out a program. Both the primary recipient and subrecipient must act in accordance with Title VI. MORPC is a primary and subrecipient.

The specific Title VI-related activities discussed in this program are mostly in response to regulations and directives of the U.S. Department of Transportation (DOT), particularly the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). DOT Title VI implementing regulations are contained in the Code of Federal Regulations, 49 CFR 21.

C. AUTHORITIES

Most federal agencies have adopted regulations that prohibit recipients of federal funds from using criteria or methods of administering their programs that have the *effect* of subjecting individuals to discrimination based on race, color, or national origin. The Supreme Court has held that such regulations may validly prohibit practices having a disparate impact on protected groups, even if the actions or practices are not intentionally discriminatory. *Guardians*, 463 U.S. 582; *Alexander v. Choate*, 469 U.S. at 292-94; see *Elston v. Talladega County Board of Education*, 997 F.2d 1394, 1406 (11th Cir.), *reh'g denied*, 7 F.3d 242 (11th Cir. 1993).

While each federal agency extending federal financial assistance has primary responsibility for implementing Title VI with respect to its recipients, overall coordination in identifying legal and operational standards, and ensuring consistent application and enforcement, rests with the Civil Rights Division of the Department of Justice.

Title VI claims against an entity such as MORPC may be proven under two primary theories:

- Intentional discrimination/disparate treatment; and
- Disparate impact/effects.

The first refers to intentional discrimination based on race, color, or national origin. The second refers to actions that use a neutral procedure or practice that has a disparate impact on individuals of a particular race, color, or national origin, and when such a practice lacks a “substantial legitimate justification.”

The documents below are some of the major federal civil rights-related legislation, regulations, executive orders, and federal agency guidance that MORPC is subject to. These are generally listed chronologically by date enacted and are not all-inclusive. See Appendix A for links to actual documents and other related information.

TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 (42 U.S.C. 2000):

Prohibits discrimination on the grounds of race, color, or national origin

1970 UNIFORM ACT (42 USC 4601):

Related to persons displaced/property acquired

FEDERAL-AID HIGHWAY ACT OF 1973 (23 U.S.C. 324):

Prohibits discrimination on the basis of sex

SECTION 504 OF THE REHABILITATION ACT OF 1973 (29 U.S.C. 794):

Prohibits discrimination based on handicap/disability

AGE DISCRIMINATION ACT OF 1975 (42 U.S.C. 6101):

Prohibits discrimination based on age

IMPLEMENTING REGULATIONS (49 CFR 1.51, 49 CFR 21 AND 23 CFR 200):

U.S. DOT and FHWA Title VI implementing regulations

FEDERAL TRANSIT LAWS:

Title 49 U.S.C. Chapter 53 as amended by MAP-21

CIVIL RIGHTS RESTORATION ACT OF 1987 (P.L. 100-259):

Restored original intent and scope of Title VI to include all programs and activities of federal-aid recipients and contractors whether federally-funded or not

FAIR HOUSING ACT AMENDMENTS OF 1988 (42 U.S.C. 3601-3631):

Adds religion as a protected group for relocation purposes

AMERICANS WITH DISABILITIES ACT OF 1990 (P.L. 101-336):

Non-discrimination based on disability

DOT ORDER 1000.12:

Implementation of DOT Title VI Program

EXECUTIVE ORDER 12250:

(28 CFR 42.401) Department of Justice coordination of enforcement of non-discrimination in federally assisted programs

EXECUTIVE ORDER 12898 (EJ) IN 1994:

Federal actions to address equity and fairness in minority and low-income populations (“Environmental Justice”)

EXECUTIVE ORDER 13166 (LEP) IN 2000:

Requires meaningful access to services for people with limited English proficiency

E. STATE OF OHIO NON-DISCRIMINATION LAWS

The State of Ohio also includes many of the same non-discrimination requirements as the federal government in various sections of the Ohio Revised Code, Ohio Administrative Code, Executive Orders, and other documents. The location for some of this information is Section 4112 of the ORC. MORPC, in all of its functions, is also subject to following these state laws and regulations.

D. MORPC ORGANIZATION AND FUNDING

MORPC is organized per sections 713.21 and 713.23 of the Ohio Revised Code as a “Regional Planning Commission” (RPC) and serves member jurisdictions in the Central Ohio area. The MORPC Transportation Policy Committee acts as the “Metropolitan Planning Organization” or “MPO” for the Columbus Urbanized Area (see “Prospectus” in MORPC Transportation Planning Work Program – link in Appendix A) as designated by the Ohio Governor and U.S. Department of Transportation.

MORPC has served as the MPO (or “Transportation Study”) since 1964 and as a planning entity per the Ohio Revised Code since 1943 (under different organizational arrangements and names). The current organization, under the name “Mid-Ohio Regional Planning Commission,” was formed in 1969.

MORPC currently includes four major “production” departments: 1) Transportation and Infrastructure Development (the “MPO”); 2) Data and Mapping; 3) Planning and Sustainability; that includes Energy and Air Quality. 4) Residential Services that includes home weatherization and housing rehab and within Transportation Infrastructure and Development there is a separate demand management program that provides ridesharing services in 15 counties. MORPC also includes several “support” departments including Executive Management, Finance, Information Technology, Communications and Engagement and Government Affairs and Strategic Initiatives.

MORPC is an independent, voluntary membership-run planning entity and receives part of its operations funding from member dues, which are also used to match grants. The MPO service area includes Delaware and Franklin Counties, and portions of northwest Fairfield County, southeast Union County and southwest Licking County.

The current MPO geographic area was generally established in 1973 except that portions of middle and northern Delaware County, not previously included in the MPO, were added in the early 1990s. Due to the increasing spread of urban growth beyond the central county in the past decade or so, and due to the larger 8-county U.S. Census Bureau-defined metropolitan statistical area, MPO work considers and sometimes includes, or extends into, areas beyond the MPO boundary.

MORPC is governed by a “commission” (or “board”) composed of officials appointed from member governments per MORPC bylaws and articles of agreement. The MPO is governed by the “Transportation Policy Committee” under advisement from the Transportation Advisory Committee and the Community Advisory Committee. The Transportation Policy Committee includes the members of the Commission who are from geographic areas within the MPO boundary and some additional members, per Transportation Policy Committee bylaws.

BOARD DIVERSITY

To understand and effectively serve the needs of a diverse population, an organization's board should reflect the communities in which it represents, along with include the perspective of diverse voices. MORPC has made a concerted effort to recommend potential diverse leaders to fill Board vacancies.

Below are the demographics of the MORPC Board, which includes gender, race, and age. This data was collected in the spring of 2024.

Total: 172 Board Members

- 52 - Females
- 120 - Males
- 10 - African American
- 0 - Hispanic
- 1 - Native American
- 141 - White
- 9 - Between the ages of 25 - 44
- 119 - Between the ages of 45 - 64
- 44 - 65 or older

MORPC operates differently from most public entities in that agency funding comes not from a committed or dedicated tax source but from the voluntary participation of local governments, and from performing work associated with various grants and agreements, which can change over time. These grants and agreements are from federal agencies, the State of Ohio, local governments, utility companies, foundations, and from other public and private entities, to perform, implement or administer specific programs, services or studies.

The funding for a large portion of this work comes directly or indirectly from the federal government, often through state agency recipients. Sometimes these funds come through other subrecipients. The primary federal agencies that provide funding to MORPC include the Department of Transportation (DOT), the Department of Housing and Urban Development (HUD), the Department of Energy (DOE), and the Department of Health and Human Services (HHS). MORPC currently operates three major programs, which normally provide the bulk of federal funding to the agency:

- Transportation/MPO functions funded by the DOT
- Home Weatherization program funded by the DOE & HHS
- Housing programs funded by HUD

SECTION 5310 FUNDS

PROVIDING ASSISTANCE TO SUBRECIPIENTS CHAPTER III, 11

MORPC is the Designated and Primary Recipient of FTA Section 5310 funds in the Columbus, Ohio urbanized area. MORPC passes Section 5310 funds through to subrecipients as required by the grant program. MORPC is in the process of developing agreements/contracts using FFY 2018, 2019, and 2020 funds executed with FTA.

Subrecipients are to be held to the same non-discrimination standards and accountable to the FTA Master Agreement as well as more defined guidelines based on their particular projects as MORPC when using these funds. MORPC also complies FTA's Certification and Assurances each federal fiscal year as they become available.

Subrecipients can access MORPC's Title VI notice of rights, complaint form and procedures and adopted policies at morpc.org/title-vi/. All Title VI complaints regarding services provided with Section 5310 funds are to be addressed to MORPC as well as the recipient using MORPC's complaint procedures.

Sample notices, procedures, demographic and other information will be coordinated and provided by MORPC to assist subrecipients in their Title VI compliance.

MONITORING SUBRECIPIENTS CHAPTER III, 12

MORPC has developed a process and schedule to track subrecipients Title VI Program compliance and submissions. MORPC's grant administrator will perform site visits as appropriate to each subrecipient to ensure their projects are in compliance with the signed agreement and FTA standards. The administrator will receive reports that will be entered into FTA TrAMS.

As required by the project, selected subrecipients will submit invoices to MORPC for reimbursement. Additional information may be requested in the event documentation is needed for reimbursement to ensure they are in compliance.

Conduct Equity Analysis for Determination of Site or Location of Facilities Chapter III, 13

MORPC and its subrecipients do not use FTA funds to determine the location of a new facility or make renovations to existing facility. No projects require an equity analysis for land acquisition and the displacement of persons from their residences or businesses.

Procedures MORPC uses to pass through FTA financial assistance to subrecipients in a non-discriminatory manner Chapter VI, 2, c (2)

MORPC has a Section 5310 Program Management Plan (PMP) approved by FTA. The PMP documents the pass through of FTA financial assistance to subrecipients in a nondiscriminatory manner. As part of the Section 5310 funding request process, Title VI data collection and general reporting requirements, Limited English Proficiency Requirements and FTA Certification and Assurances is required. A description of procedures to request funding is also included in the PMP. (See Appendix K.)

When funding becomes available, MORPC submits a press release, posts on MORPC's website and social media, sends email blasts and mails post cards to potential subrecipients. MORPC's email and USPS mailing lists are inclusive of minority population organizations.

Each applicant is required as part of its Section 5310 funding request to provide information relating to the clientele to be served by the project, including the number of minority individuals broken down by African American, Hispanic, Asian or Pacific Islander, Native American, and Asian-Indian population groups. MORPC's Title VI complaint process will be used to solicit any complaints based on perceived discrimination based on race, color, or national origin. As a Designated and Primary Recipient, MORPC will monitor subrecipients with regard to Title VI.

Procedures MORPC uses to provide assistance to potential subrecipients applying for funding, including its efforts to assist applicants that would serve predominantly minority populations. Chapter VI, 2, c (3)

As stated in MORPC's PMP when the funding cycles are announced the selection process is open and transparent, and every effort will be made to reach multiple agencies that provide services to the primary target populations, ensuring equity of access to the benefits of the grant programs among eligible groups, as required by Title VI of the Civil Rights Act.

MORPC contacts interested parties representing all segments of the study area, including advocates for people with disabilities, the elderly and minority populations have been maintained. In addition to mailing announcements and web postings, funding availability will be communicated using MORPC's Transportation Public Participation Plan. (See Appendix G.)

The selection process includes an informational workshop where outlining the development of project and criteria is offered. The workshop and assistance in developing proposals are advertised and offered to all interested parties.

II. TITLE VI ORGANIZATION AT MORPC

A. INTRODUCTION

In general, routine Title VI and related non-discrimination responsibilities at MORPC are handled in a decentralized manner, being primarily the responsibility of individual departments. This reflects the reality that MORPC operates through many different agreements, contracts and programs, and each of them may have somewhat different requirements and responsibilities relating to Title VI and non-discrimination.

Though MORPC is one entity, each production department operates their programs in different functional areas, somewhat independently utilizing different funding sources and agreements, and under varying requirements, roles, and constraints, which individual departments are most familiar with. This affects how Title VI responsibilities are organized at MORPC.

It should be noted that all of MORPC, without exception and across all departments, is subject to following federal Title VI and non-discrimination requirements. In that MORPC receives any federal funds, it is subject to these regulations, but in fact, MORPC receives significant amounts of federal funds that infiltrate every activity and operation of MORPC. This makes the entire agency subject to the related federal laws in all its operations.

B. KEY STAFF RESPONSIBILITIES

As shown in the MORPC Title VI organization chart in Appendix F, the agency Executive Director, who is hired by the Commission, has overall responsibility for non-discrimination and implementation of the Title VI program. Directly reporting to the Executive Director on non-discrimination and civil rights issues is the Senior Communications and Engagement Director who serves as the overall agency, "Title VI Coordinator."

This person is the key contact person that has general responsibility over civil rights-related and non-discrimination issues that may arise within the agency. The Senior Communications and Engagement Director is responsible for Title VI as it relates to public outreach and Title VI notifications.

The other key staff member related to Title VI, is the DEI and Engagement Officer. This individual is responsible for making certain that the agency meets Title VI requirements in purchasing and in professional service or other contracts. This person is also responsible for employment and hiring and for the agency's Equal Employment Opportunity reporting.

MORPC has an internal Diversity, Equity and Inclusion Committee, which consist of staffers from each department. The purpose of the DE&I Committee is to cultivate an environment where individuals of diverse race, gender, and ethnicity may succeed and feel comfortable in the workplace. The committee will convene and engage MORPC employees while promoting the agency's diversity initiatives. Committee members will work alongside the Diversity Officer in achieving MORPC's strategic goals within the Diversity & Inclusion Work Plan. The committee will also guide the diversity efforts of the MORPC Board and Staff. While not specifically designated to address federal Title VI compliance issues, this committee may have participation in this in the future. Ultimately though, most of the on-going responsibility for meeting program-related Title VI requirements at MORPC rests with each department director.

III. KEY MPO TITLE VI ACTIVITIES

A. INTRODUCTION

MORPC conducts various activities to address and respond to Title VI-related issues, concerns, and requirements, Section III focuses on the primary Transportation and Infrastructure Development Funding/MPO and related departments activities regarding Title VI and includes planning sub-sections on data collection.

B. PLANNING PROCESS

1. INTRODUCTION

The MORPC Planning Department carries out a *comprehensive, cooperative and continuing* planning process in accordance with the Code of Federal Regulations, Title 23, Section 450. The principal products of this process are the Metropolitan Transportation Plan and the Transportation Improvement Program MORPC continually monitors the impacts of its planning to avoid, minimize or mitigate disproportional impacts on Title VI-protected populations through various impact analyses and performance monitoring. These activities are carried out through data collection and public participation, as described in subsections 2 and 3.

- Data collection
- Public participation

The primary responsibility for ensuring that these tasks are appropriately and sensitively carried out lies with the Chief Mobility and Infrastructure Officer and Senior Director of Programming, while the specific tasks are normally sub-delegated within the department. The Senior Communication and Engagement Director also has a significant role in the public participation and notification responsibilities.

The MORPC Planning Department has often performed special activities or planning studies outside the MPO's core planning process that are specifically directed to the Title VI-protected populations. Examples include the MPO's past participation with (and ongoing interest in) developing and maintaining the following:

- Human services transportation planning, mobility, and job access for the transportation disadvantaged as elements of the *Regional Mobility Plan* or *Coordinated Plan*.
- *Transportation Demand Management Plan* that incorporates mobility management.
- *Planning Framework for the Evacuation of the Transportation Needs Populations* in Central Ohio.
- *Insight2050* study that proactively plans for development and growth over the next 30+ years. This report considers changing demographics and impacts to the mobility of the transportation system.
- *Active Transportation Plan* encourages comprehensive and long-range active transportation planning to move the region towards an equitable and connected transportation network.
- *Rickenbacker Area Study* a community driven study of the intermodal hub to develop comprehensive approaches to economic development, infrastructure improvement, workforce mobility and affordable housing.

Minority Mobility Needs: During our outreach we did not identify any transportation needs specific to minority populations. Our planning process continuously reaches out to minority populations. To date we have not identified that minority populations in our region have transportation needs different from the population as a whole. These needs are access to jobs and other services; improve the safety of the transportation system; and minimize congestion. MORPC also considers the needs of the population with lower incomes, older adults and the transportation challenges associated with not having a car or the ability to drive in our region. Over the last several years, the agency has seen an increase in the need to improve transit services and provide more biking and walking infrastructure to create better and more sustainable neighborhoods. Our transportation planning process includes minority population groups and viewpoints.

Impacts of State and Federal Funds: MORPC's analysis of the impact of the distribution of State and Federal funds is shown in Figures IV-1 to IV-35 on pages 15- 31 of the Environmental Justice documentation. The charts identify the impacts of the TIP projects with respect to particular measures on various populations groups which specially include minority and non-minority populations groups. A disparate impact would show up in these graphs if the trends depicted on the graph would be different between minority and non-minority population. In all measures the trend lines of minority and non-minority population follow a similar pattern as a result of the TIP projects when compared to the no build situation. More details can be derived by the paragraph associated with each measure. (See Appendix H.)

This type of work is done periodically in addition to the standard MPO activities discussed below.

2. DATA COLLECTION

MORPC is a major collector, user and generator of economic, demographic, land use, transportation, and other data. Collecting certain types of data is a regulatory requirement: Develop procedures for the collection of statistical data (race, color, sex, age, disability, and national origin) of participants in, and beneficiaries of State highway programs, i.e., relocates, impacted citizens and affected communities (23 CFR 200.9(b)(4)). Some of the purposes identified for collecting data, include:

To Identify:

- Impacts and persons/businesses impacted by transportation projects
- Transportation needs of all persons/groups within plans or project area
- People to include in the decision-making process
- Leaders/"Champion(s)" for various modes and transportation options
- Benchmark and monitor MORPC diversity efforts

Historically, the major need for data at MORPC has been related to the travel demand modeling component of the transportation work program and is a core part of MORPC's ongoing work. The need for data, however, goes beyond modeling and permeates most planning and service outreach activities at MORPC.

The MPO provides forecasts of population, housing, economic and transportation trends that provide the basis for addressing current issues and exploring future needs. Additional MORPC data for planning purposes includes infrastructure inventories, development inventories, traffic counts, crash analysis, bicycle travel level of stress and travel flow patterns. MORPC also serves as a center for the collection, analysis, and dissemination of information in Central Ohio.

Some data is important to the planning process and Title VI because it helps identify the geographic locations and extent of traditionally underserved populations that are protected through Title VI plans and projects.

Demographic data regarding characteristics of these target populations for the metropolitan planning area is gathered and distributed into MORPC's traffic analysis zones. This is done so that the data can be further analyzed through the travel demand model. The analyses result in the identification of planning measurements that can be used to identify geographic areas of high densities of target populations and monitor the impacts of transportation plans and projects.

3. PUBLIC PARTICIPATION

An effective public participation process is a cornerstone to due process protection under the law. The rationale is the desire for a public participation process that proactively seeks and is open to addressing the needs of all persons, including those traditionally underserved or underrepresented. Furthermore, the rationale is to provide public access and the opportunity for input in the development of agency programming.

The public participation, consultation and notification requirements of MPOs are described in the Code of Federal Regulations Title 23, Section 450.316. CFR 450.316 (1) (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.*

Public participation is defined as the *process by which interested and affected individuals or entities are consulted and included in decision-making process.* The public participation process includes:

- Information dissemination (timely and relevant)
- Consultation (honest and open exchanges)
- "Stakeholder" participation (collaborative engagement)

Communication and public outreach are important to MORPC programs and activities. Planning studies conducted by staff often need to include participation by a broad spectrum of area residents. Services offered by the housing or weatherization programs particularly, must reach lower and moderate-income groups, minorities, non-English speaking persons, and others. Results of the public participation efforts are included in the Public Participation Appendix of each document. The Diversity and Inclusion plan also benchmarks the effectiveness of reaching out to these populations. See Focus Area: Service to Diverse Populations in the Diversity and Inclusion Plan. (See Appendix N.)

MORPC's Public Participation Plan for the metropolitan planning organization is updated periodically, and helps to guide the engagement and outreach efforts for the transportation planning process. The current version of this plan is in Appendix G.

Some of the tools that MORPC uses to help keep the public informed include the following:

Website: MORPC maintains an extensive website that is updated frequently. The site includes information on the agency's responsibilities, policies, programs, publications, on-going activities, and press releases. Direct staff links are provided for most of the information on the website.

Social media: MORPC's social media efforts include Facebook, Instagram, YouTube, and LinkedIn.

Publications: Each year, MORPC issues a multitude of publications, reports, and maps as part of the agency's work, and responds to and processes a large number of data requests. Much of this can be accessed through the website. Plans and programs – such as the Metropolitan Transportation Plan and the Transportation Improvement Program are also distributed to the metropolitan libraries located within the transportation planning area.

Electronic newsletters: MORPC utilizes electronic newsletters such as its regional eSource and other periodic emails to inform the public of its programs, projects, events, and initiatives.

Press Releases: Press releases are routinely sent to media contacts, including daily and weekly newspapers, and television and radio stations throughout the Central Ohio area. These include numerous Title VI protected groups. The press releases are also placed on the website.

Meetings Open to the Public: All MORPC board and committee meetings are open to the public. Meeting dates, times and agendas for board and major committee meetings are posted in advance on the agency's website, with some meetings taking on a hybrid, in-person and online format as a result of the COVID-19 pandemic.

Opportunities for Public Comment: MORPC routinely provides opportunities for public comment through social media, online, email, U.S. mail, fax, phone, and through public comment at meetings. MORPC responds to all comments received.

Staff is Accessible: Staff is accessible in person, on the phone, by mail, by fax, and by email. Contact information for many staff members is included on the agency website.

Mailings: MORPC routinely uses direct mail and email to keep the public informed of the agency's services, programs, public comment periods, meetings, and publications. These mailings include a large number of community groups and social service agencies, some of which represent Title VI protected groups. MORPC also sends press releases to newspapers that are published by and for traditionally underserved populations.

Events: Events such as workshops, open houses, and forums are held regularly. MORPC routinely offers the following different ways for people to comment on activities, programs, and decisions made at the agency, as follows:

- **Comments are Accepted at Any Time:** Comments are accepted through social media, online, phone, email, U.S. mail, through interactive web maps, and in person at any board, committee or public meeting.
- **Formal Public Comment Periods for Major Activities:** Formal public comment and review periods are used to solicit comments on major planning and programming activities. This includes major amendments to the Metropolitan Transportation Plan and the Transportation Improvement Program and changes to important MORPC policies such as the Public Participation Plan.

MORPC also has an active Community Advisory Committee that is a major component of the public participation process and provides public input and recommendations to the Transportation Policy Committee. It is the responsibility of MORPC Staff to make sure that the Community Advisory Committee has representation from Title VI relevant populations.

The Community Advisory Committee includes diverse members from different backgrounds who represent minorities and people with disabilities. MORPC consistently recruits for new committee members. MORPC also reviews and requires that project-specific committees include representation of diverse populations from the study areas.

The Transportation Advisory Committee serves as the technical component of the public participation process and provides recommendations to the Transportation Policy Committee.

In recent years, MORPC has taken steps to reach out to the growing non-English speaking communities in Central Ohio. MORPC has some of its outreach material translated into Spanish, Somali and French. It also makes efforts to distribute information to Spanish and Somali residents and publications in the region. The MORPC website can be translated into various languages. MORPC also has under contract various agencies that provide interpretation, translation and services for the deaf and hearing impaired. This information is available to all staff members so they can assist people who require translation services. See additional information in the Diversity and Inclusion plan under Focus Area: Service to Diverse Populations. (See Appendix N.)

Additional information on public participation is included on the MORPC website. See the MORPC "Public Participation Plan and "Metropolitan Transportation Plan" links in Appendix A.

4. DIVERSITY AND INCLUSION PLAN

In 2009 MORPC formed the Diversity & Inclusion Committee to investigate the agency's approach to diversity. The committee inventoried each department's policies in serving diverse populations. The committee also hired a consultant, Multiethnic Advocates for Cultural Competence (MACC), to help MORPC enhance its diversity efforts.

In 2013, MORPC created the first MORPC Diversity & Inclusion Work Plan. The plan utilized the suggestions from MACC based on surveys and focus group interviews with staff and board members, as well as information provided from a MORPC self-assessment for cultural competence in the workplace completed for United Way.

The goal of the yearly work plans is to cultivate a work environment that is welcoming and inclusive; provide services and programs to the Central Ohio community creating a special place to live, work, and raise a family; and create a place for businesses to want to locate. The work plans assist MORPC in its planning and decision-making, establishing priorities, providing relevancy to the MORPC region, building capacity, maintaining accountability, allocating resources and improving services to the Central Ohio community.

MORPC's commitment to diversity is evident in its Diversity Statement:

"Diversity refers to the differences that make us unique. MORPC recognizes, values, embraces and celebrates diversity by respecting and utilizing all of our differences to enhance our lives and our society."

The current Diversity Work Plan reviewed the efforts of the previous Work Plan and the six focus areas.

The matrices, sorted by focus area, identifies: the process in which to achieve desired outcomes (Infrastructure); the capability to implement the processes (Competency); and the MORPC Team Member(s) responsible for the specific infrastructure (Staff). Each matrix provides an area for reporting results (Outcome).

Workforce & Leadership: Commit to the preparation of a culturally competent workforce and Board.

Workplace: Improve accessibility and accommodations for all.

Supplier Diversity & Procurement: Maintain agency spend of 15%.

Service to Diverse Populations: Increase/enhance service to diverse populations.

Diversity Requirements: Continue to meet the federal requirements for DBE and Section 3 HUD monitoring and reporting.

Diversity Communications: Increase the promotion of MORPC's services and programs to diverse audiences, and increase the awareness of MORPC's Diversity & Inclusion efforts.

As a result of the outcomes from the previous Work Plan new actions were developed to improve performance on priority Diversity & Inclusion goals and to implement new internal structure to improve capacity, results and priority. The results of those efforts are revealed in the current Diversity Work Plan.

See Appendix N for the complete Diversity and Inclusion Work Plan.

IV. OTHER TITLE VI-RELATED RESPONSIBILITIES AT MORPC

A. TITLE VI RESOLUTION, POLICY STATEMENT AND

MORPC is required by the U.S. Department of Transportation to submit approval of the three-year Title VI program and to maintain a Title VI policy statement signed by the Executive Director and Title VI assurances. (See Appendix J.) The policy statement, included in Appendix C, is an express commitment to non-discrimination and is signed by the chief administrative officer. The policy statement is required to be circulated throughout the organization and general public.

The Title VI assurances are now included as part of the annual MPO self-certification resolution, usually adopted in May of each year. Appendix C includes a copy of this from FY 2021.

It is relevant to note that by signing an assurance, the recipient has provided documentation that may be a basis for a 'breach of contract' action. Even without such writing, courts describe Title VI obligations (and other non-discrimination laws) as similar to a contract; "the recipients' acceptance of the funds triggers coverage under the non-discrimination provision" (Paralyzed Veterans, 477 U.S. at 605).

Assurances serve two important purposes: they remind prospective recipients of their non-discrimination obligations, and they provide a basis for the federal government to sue to enforce compliance with these statutes.

The notice, Notifying the Public of Rights Under Title VI, can be found on MORPC's website at [Title VI Non-Discrimination – MORPC.org](#) in MORPC's lobby, and in the employee lounge.

B. ON-SITE TITLE VI FEDERAL OR STATE REVIEWS

The federal agency providing the financial assistance is primarily responsible for enforcing Title VI as it applies to its recipients. Federal agencies have several mechanisms available to evaluate whether recipients are in compliance with Title VI, and additional means to enforce or obtain compliance should a recipient's practices be found lacking. Evaluation mechanisms include pre-award reviews, post-award compliance reviews, and investigations of complaints.

Much more common, are special Title VI reviews pertaining to one project (see next section), activity or to complaints, usually requiring a written response. Title VI issues are also usually reviewed as part of the MPO on-site certification review conducted by FHWA and FTA every four years. MORPC strives to comply to proper procedures and maintenance of documentation of all activities related to Title VI.

C. SPECIAL GRANTS

It is not unusual for MORPC to apply for special grants from various federal agencies or for federal grants through state agencies. These grants may be initiated by the MPO or another department at MORPC and may be a joint effort across departments. Often, in these cases, the federal agency (or state agency representing the federal agency) will require their own Title VI assessment – primarily answering various questions (and perhaps providing documentation) regarding Title VI at MORPC. This assessment is in accordance with U.S. Justice Department - recommended procedures for federal agencies.

Completing the required forms and documentation may be a combined effort at MORPC. As noted in the previous section, MORPC having correctly followed and documented Title VI procedures in the past can make responding to these Title VI reviews less difficult. The current document also should help with this.

Federal agencies typically require that an applicant submit an assurance of compliance with Title VI (and other applicable non-discrimination related laws) as part of a pre- grant award review. They may request information on pending lawsuits or complaints, prior compliance determinations, ethnic makeup of staff and decision-making bodies, and other related information. As part of the federal agency internal screening process, agency civil rights officials are normally notified of potential assistance grants and are provided the opportunity to raise a “red flag” or concern about potential grant recipients, such as MORPC.

D. COMPLAINT PROCESS

Any individual may exercise their right to file a complaint with MORPC, or oversight federal or state agencies, if that person believes that they have been subject to unequal treatment or discrimination, in their receipt of benefits/services on grounds of race, color, or national origin. MORPC adopted an external Title VI complaint process in 2004.

Under MORPC’s Requirement to Record and Report Transit-Related Investigations, Complaints, and Lawsuits, MORPC has not, in the past three years, received a Title VI complaint, investigation or lawsuit.

MORPC makes a concerted effort to resolve complaints informally at the lowest level, using the agency’s non-discrimination complaint process or other procedures. The complaint process is intended to be used for external discrimination complaints. It includes a multi-step process for resolving complaints in conjunction with the Ohio Department of Transportation and federal agencies.

MORPC is also required to make it known that discrimination-related complaints can be submitted to MORPC using this procedure or through the federal highway or transit administrations, or other federal agencies.

Per the complaint process, complaints would first be submitted to the Senior Director of Communications and Engagement. This person will review the complaint then request assistance in the response from the appropriate department director. The current complaint process is in Appendix E and on the MORPC website.

E. NOTIFYING BENEFICIARIES OF PROTECTION UNDER TITLE VI

In order to comply with 49 CFR Section 21.9(d) and the FTA Civil Rights Assurance (that MORPC has signed) and other requirements, recipients and subrecipients shall provide information to the public regarding their Title VI obligations and apprise members of the public of the protections against discrimination afforded them by Title VI. The information shall include:

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

Notices of Title VI obligations and protections against discrimination are located on MORPC’s website [Title VI Non-Discrimination – MORPC.org](#) in MORPC’s main lobby and in the employee lunchroom. The notices are written in English and Spanish. Information regarding the notices is also available in the Diversity and Inclusion Plan under Area of Focus: Workplace.

The FTA Title VI Assurance says:

The Mid-Ohio Regional Planning Commission will make it known to the public that the person or persons alleging discrimination on the basis of race, color, or national origin as it relates to the provision of transportation services and

transit-related benefits may file a complaint with the Federal Transit Administration and/or the U.S. Department of Transportation.

F. LIMITED ENGLISH PROFICIENCY (LEP) AND OTHER COMMUNICATIONS ISSUES

A limited English proficiency or LEP person is one who does not speak English as primary language and has limited ability to read, speak, write, or understand English. MORPC is required to implement *sound measures* and take reasonable steps for meaningful access to programs and activities by LEPs.

Requirement to Provide Meaningful Access to LEP Persons: Language Assistance Plan or LEP Plan is located in Appendix I.

Additional information on the LEP population is available in the Diversity and Inclusion Plan under Area Focus: Service to Diverse Populations and the ODOT Title VI Assessment. (See Appendix N.)

Illiteracy is another situation that can make communication, especially written communication, difficult. MORPC staff is available to help client's complete applications for service and other documents and to take verbal comments. Public meetings are also frequently held which allow for communication verbally with staff and in written form.

G. ANNUAL TITLE VI REPORT FOR ODOT

Annually, in May, in conjunction with developing the coming year's planning work program, MORPC updates the Title VI report required by the Ohio Department of Transportation. The MPO is mostly a subrecipient of federal transportation funds and ODOT is usually the primary recipient for MORPC.

The ODOT report, which helps to satisfy federal requirements for the primary recipient and the subrecipient, is submitted to ODOT with the transportation work program and currently includes information related to: the composition of the MPO staff; Title VI complaints; use of minority contractors; and citizen participation activities. A copy of the most recent report is included in Appendix D and on the MORPC website.

H. CONTRACT PROCEDURES

Contract Procedures

MORPC's contracting and pre-contracting steps are generally done on a decentralized basis by individual departments, though all contracts are reviewed by the MORPC Chief Operating Officer. MORPC's current contracting procedures, as adopted by the Commission, are contained and available in Appendix O. These are general requirements that apply agency-wide.

The requirement is to include specific Title VI related text in all MORPC requests for proposals (RFPs), requests for qualifications (RFQs) and contracts. MORPC is required to include the following language in all RFPs or RFQs:

[The following section is for projects funded by federal transportation funds.]

The Mid-Ohio Regional Planning Commission in accordance with Title VI of the Civil Rights Act of 1964 and the related nondiscrimination statutes, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all bidders including disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, disability, low-income status, or limited English proficiency in consideration for an award.

The following text is required to be included in all contracts:

The background of this Agreement is as follows:

1. Pursuant to the FAST Act of 2016, the Federal Highway Administration (“FHWA”) made certain funds available to the State of Ohio for surface transportation planning programs. MORPC is the sub-recipient of some of these funds (“GRANT”).
2. The Mid-Ohio Regional Planning Commission (hereinafter referred to as the “SUBRECIPIENT”) HEREBY AGREES THAT as a condition to receiving any Federal financial assistance it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, nondiscrimination in Federally-Assisted Programs of the Department of Transportation- Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no persons the United States shall, on the grounds of race, color, creed, religion, ancestry, national origin, sex or gender, sexual orientation, gender identity or expression, age, disability or other handicap, genetic information, marital/familial status, veteran status, or income or status with regard to public assistance, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the SUBRECIPIENT receives Federal financial assistance including the Ohio Department of Transportation, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.71(a) of the regulations.

Non-Discrimination

CONSULTANT shall carry out the applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by CONSULTANT to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as MORPC deems appropriate.

To effectuate compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. Section 2000d et seq.) as amended, the following notice to the CONSULTANT regarding federal aid recipients applies. MORPC has made similar notice of compliance via the GRANT agreement. During the performance of this Agreement, CONSULTANT for itself, its assignees and successors in interest agrees as follows:

1. CONSULTANT will ensure that applicants are hired and that employees are treated during employment without regard to their race, religion, color, sex, national origin (ancestry), disability, genetic information, age (40 years or older), sexual orientation, military status (past, present, or future), creed, gender identification, marital/familial status, limited English proficiency, or status with regard to public assistance. Such action shall include, but not be limited to, the following: Employment, Upgrading, Demotion, or Transfer; Recruitment or Recruitment Advertising; Layoff or Termination; Rates of Pay or other forms of Compensation; and Selection for Training including Apprenticeship.
2. CONSULTANT agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of CONSULTANT, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin (ancestry), disability, genetic information, age (40 years or older), sexual orientation, military status (past, present, or future), creed, gender identification, marital/familial status, limited English proficiency, or status with regard to public assistance.

CONSULTANT agrees to fully comply with Title VI of the Civil Rights Act of 1964, 42 USC Sec 2000. CONSULTANT shall not discriminate on the basis of race, color, or national origin in its programs or activities. MORPC may monitor OONSULTANT’s compliance with Title VI.

3. *Compliance with Regulations:* CONSULTANT will comply with the regulations relative to nondiscrimination in Federally-assisted programs of the U.S. DOT Title 49, Code of Federal Regulations, Part 21, as amended, (hereinafter referred to as “Regulations”), which are herein incorporated by reference and made a part of this Agreement.
4. *Nondiscrimination:* CONSULTANT, with regard to the work performed by it after the execution of this Agreement, will not discriminate on the grounds of race, color, national origin, sex, age, disability, low-income status, limited English proficiency, religion, genetic information, sexual orientation, gender identification, creed, military status (past, present, or future) or marital/familial status in the selection and retention of contractors and consultants, including in the procurement of materials and leases of equipment. The CONSULTANT will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B to Part 21 of the Regulations.
5. *Solicitations for Contracts, including Procurement of Materials and Equipment:* In all solicitations either by competitive bidding or negotiation made by CONSULTANT for work to be performed under a contract, including procurement of materials or equipment, each potential contractor or supplier will be notified by CONSULTANT of the CONSULTANT’s obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, religion, color, national origin, sex, age, disability, low-income status, limited English proficiency, genetic information, sexual orientation, gender identification, creed, military status (past, present, or future) or marital/familial status.
6. *Information and Reports:* CONSULTANT will provide all information and reports required by the Regulations or directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information and its facilities as may be determined by ODOT, FHWA, or FTA to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT will so certify to ODOT, FHWA or FTA as appropriate, and will set forth what efforts it has made to obtain the information.
7. *Sanctions for Noncompliance:* In the event of CONSULTANT’S noncompliance with the nondiscrimination provisions of this Agreement, ODOT will impose such Agreement sanctions as ODOT, FHWA, or FTA may determine to be appropriate, including, but not limited to:
 - i. Withholding of payments to CONSULTANT under this Agreement until CONSULTANT complies, and/or;
 - ii. Cancellation, termination, or suspension of this Agreement, in whole or in part.
8. *Incorporation of Provisions:* CONSULTANT will include the provisions of paragraphs a) through g) in every contract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. CONSULTANT will take such action with respect to any contracts or procurement as ODOT, FHWA, or FTA may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that, in the event CONSULTANT becomes involved in, or is threatened with, litigation with a contractor, consultant, or supplier as a result of such direction, MORPC may request ODOT to enter into such litigation to protect the interests of ODOT, and, in addition, MORPC may request the United States to enter into such litigation to protect the interest of the United States.

9. During the performance of this contract, the CONSULTANT, for itself, its assignees, and successors in interest (hereinafter referred to as the ‘CONSULTANT’) agrees to comply with the following non-discrimination statutes and authorities, including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects)
- Federal-Aid Highway Act of 1973 (23 U.S.C. § 324 et seq.,) (prohibits discrimination on the basis of sex)
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 et seq.), as amended (prohibits discrimination on the basis of disability) and 49 CFR Part 27
- The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.) (prohibits discrimination on the basis of age)
- Airport and Airway Improvement Act of 1982 (49 U.S.C. § 471, Section 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex)
- The Civil Rights Restoration Act of 1987 (PL 100-209) (broadened the scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of Federal-Aid recipients, sub-recipients, and contractors, whether such programs or activities are Federally funded or not)
- Titles II and III of the Americans with Disabilities Act (42 U.S.C. §§ 12131-12189), as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38 (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities)
- The Federal Aviation Administration’s Non-Discrimination Statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex)
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority or low-income populations)
- Executive Order 13166, Improving Access to Services for People with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100)
- Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended (prohibits discrimination in the sale, rental, and financing of dwellings on the basis of race, color, religion, sex, national origin, disability, or familial status (presence of child under the age of 18 and pregnant women)
- Title IX of the Education Amendments Act of 1972, as amended (20 U.S.C. 1682 et seq.) (prohibits discrimination on the basis of sex in education programs or activities)

MPO contracts also need to include the “Contractor Contractual Requirements.” This is included as part of the “Standard DOT Assurances” document, currently included as part of MORPC’s annual self-certification resolution. A copy of this is in Appendix C.