2015 Public Participation Plan Update

Prepared by the Crater Planning District Commission

Approved September 10, 2015 by the Tri-Cities Area MPO Policy Committee
ACKNOWLEDGEMENTS
This report was prepared by the Crater Planning District Commission on behalf of Tri-Cities Area Metropolitan Planning Organization. Resource materials used in preparing the document include information from the U.S. Department of Transportation (USDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT), Tri-Cities Area Metropolitan Planning Organization, and the Crater Planning District Commission.

DISCLAIMER
The contents of this report reflect the views of the Tri-Cities Area Metropolitan Planning Organization. The Crater Planning District Commission is responsible for the facts and accuracy of the data presented herein. The contents do not necessarily reflect the official views or policies of the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Virginia Department of Rail and Public Transportation (DRPT), the Virginia Department of Transportation (VDOT), or Crater Planning District Commission (CPDC). This report does not constitute a standard, specification, or regulation.

Title VI Notice

NONTDISCRIMINATION
The Tri-Cities Area Metropolitan Planning Organization (TCAMPO) fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. The TCAMPO will strive to provide reasonable accommodations and services for persons who require special assistance to participate in this public involvement opportunity. For more information on meeting accessibility, or to obtain a Title VI Complaint Form, see www.craterpdc.org or call the Title VI Coordinator at 804-861-1666.

NO DISCRIMINACIÓN
La Organización Tri-Cities Area Metropolitana de Planificación (TCAMPO) Cumple totalmente con el Título VI de la Ley de Derechos Civiles de 1964 y los estatutos y los reglamentos relacionados con toda programas y actividades. El TCAMPO se esforzará para proporcionar ajustes razonables y servicios para personas que requieran asistencia especial para participar en este público oportunidad de participación. Para obtener más información sobre el cumplimiento de la accesibilidad, o para obtener una Formulario de Queja Título VI, ver www.craterpdc.org o llame al Título VI Coordinador en el 804-861-1666.
The Tri-Cities Area Metropolitan Planning Organization (MPO) is the federal and state designated regional transportation planning organization that serves as the forum for cooperative transportation decision-making in the Richmond area. The Crater Planning District Commission is the contracting agent and staff for the Tri-Cities Area MPO.

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John Wood

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Dironna Belton

Virginia Secretary of Transportation (Designated Representative)
Rob Cary

Crater Planning District Commission
Dennis Morris
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INTENT
The Tri-Cities Area Metropolitan Planning Organization (TCAMPO) is a key organization charged with planning for transportation improvements to meet future demands. TCAMPO is committed to engaging a broad spectrum of community input during its transportation planning and programming activities to ensure that the process considers all possible strategies to meet the needs of our region.

The purpose of this update of the Public Participation Plan (PPP) is to not only continue to serve as a guide for TCAMPO staff in the development of public outreach strategies used in the transportation improvement process, but to also place a stronger emphasis in reaching our region’s Title VI community which includes older adults, persons who are limited English proficient, persons with disabilities, ethnic groups and low income populations. Effective transportation planning recognizes the critical link between transportation and other societal goals.

TCAMPO public involvement process is consistent with the following federal requirements:

- Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)
  - Continued and enhanced emphasis on strong planning processes and public involvement
- United States Code (USC) Title 23, Sections 134
  - Participation by interested parties
- United States Code (USC) Title 23, Sections 135
  - Provides for reasonable access to comment on proposed plans
- United States Code (USC) Title 23, Section 128
  - Requires public hearings or the opportunity for public hearings for plans for federal-aid highway projects
- Code of Federal Regulations Title 23, Part 450
  - Guides the development of statewide transportation plans and programs; requires early and continuous public involvement
- Code of Federal Regulations Title 49, Part 24
  - Ensures property owners and people displaced by federal-aid projects are treated fairly, consistently and equitably
- National Environmental Policy Act of 1969 (NEPA)
  - Requires consideration of impacts on human environments
- Americans with Disabilities Act (ADA)
  - Requires government programs to be accessible to people with disabilities
- Title VI of the Civil Rights Act of 1964
  - Declares that no person shall be excluded from participating in any program receiving federal assistance on the basis of race, color or national origin
- Executive Order 12898 on Environmental Justice
  - Addresses avoidance of actions that can cause disproportionately high and adverse impacts on minority and low-income populations
- Executive Order 13166 on Limited English Proficiency
  - Improving access to services for people with limited English proficiency
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THE ORGANIZATION STRUCTURE

Tri-Cities Area Metropolitan Planning Organization
The Tri-Cities Area Metropolitan Planning Organization (TCAMPO) is a federally-designated transportation planning agency for the Cities of Colonial Heights, Hopewell and Petersburg and the counties of Chesterfield (southern portion), Dinwiddie and Prince George, and serves as a regional partnership among the United States Department of Transportation (USDOT), the Virginia Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), transit agencies, local elected leadership, local planning and public works directors, the business community and citizens in the planning area.

Crater Planning District Commission (CPDC)
The Crater Planning District Commission (CPDC) is the state designated planning district commission for over 160,000 residents of Planning District 19 which includes the Cities of Colonial Heights, Emporia, Hopewell and Petersburg and the counties of Charles City, Chesterfield, Dinwiddie, Greensville, Prince George, Surry, and Sussex. The principal functions include regional and environmental planning, energy-conservation, hazard mitigation, rural transportation planning programs and providing staff support for TCAMPO. To learn more about CPDC, visit the website at http://www.craterpdc.org/index.html.

TCAMPO Staff
A professional staff provides information and support to the Tri-Cities Area Metropolitan Planning Organization (TCAMPO) Committees, prepares the documents and plans produced as part of the transportation planning process, facilitates public outreach activities to gain input and feedback, and manages the planning process. TCAMPO carries out the regional transportation planning process in partnership with Crater Planning District Commission (CPDC). CPDC is the fiscal agent of TCAMPO and is responsible for maintaining accounting records for state and federal funds consistent with current state and federal requirements.

TCAMPO Structure
The following highlights TCAMPO structure and the roles of the various committees engaged in the transportation planning process. All committee meetings are open to the public, and citizens are encouraged to attend and to participate. Please visit TCAMPO website for current organization and committee information at http://www.craterpdc.org/transportation/mpo.htm.

Policy Committee (PC)
The Policy Committee (PC) is the policy decision-making board comprised of appointed members. The Cities of Colonial Heights, Hopewell and Petersburg and the counties of Chesterfield, Dinwiddie and Prince George, Petersburg Area Transit Representative and the Richmond District Representative of the Commonwealth Transportation Board (CTB) serve as ex officio members. The PC acts as the authority on all regional transportation planning matters and ensures that all entities engaged in transportation related activities conform to statutory requirements. The PC works with the public, local governments, organizations, state and federal government agencies, elected and non-elected officials and community group to develop regional transportation plans.

Technical Advisory Committee (TAC)
The Technical Advisory Committee (TAC) was established to advise and to provide technical engineering and planning expertise during the transportation planning process. The TAC consists primarily of engineers, planners, and other professionals who represent the region’s local governments and transportation/transit agencies and works with the TCAMPO staff to develop planning and programming recommendations for the Policy Committee.
Bicycle, Transit and Pedestrian Committee (BTPC)

The Bicycle, Transit and Pedestrian Committee (BTPC) is comprised of citizens, planners, biking and walking organizations and was established to provide guidance on update Bicycle, Transit and Pedestrian Connection Plan (formally called Bicycle and Pedestrian Plan). This committee also provides recommendations for the encouragement and education of the public regarding bicycle and pedestrian routes, safety and other issues (In the process of starting, no regular meeting; ad hoc based).
TRANSPORTATION PLANNING DOCUMENTS/PROGRAMS

United Transportation Planning Work Program (UTPWP)

The Tri-Cities Area MPO is responsible for the development of several metropolitan transportation plan and programs. UTPWP provides detailed information on current transportation planning priorities and activities of the Tri-Cities Area MPO.

Long Range Transportation Plan (LRTP)

The long-range plan represents the vision for transportation improvements in the regional transportation system. The intent of the 2035 Plan is to meet future-oriented, multi-modal transportation needs of the region, such as autos, transit, bicycling and pedestrians. The long-range plan is updated on a 4-year cycle. The plan was adopted in June 2012 and is consistent with the Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) as established under federal law in 2005.

Land Use and Transportation Measures Report (LUTMR)

The Virginia General Assembly adopted legislation during the 2009 session requiring each MPO serving an urbanized area greater than 200,000 in population to identify and annually monitor land use and transportation performance measures. The categories of measures to be monitored were prescribed by the State. The Office of Intermodal Planning and Investment (OIPI) within the Secretary of Transportation’s Office and the affected MPOs produced a template for the regional performance measures.

Tri-Cities Area Transit Development Plan (TDP)

The Transit Development Plan (TDP) is a multi-year planning document prepared for the purpose of identifying mass transit capital and operating improvements in the Tri-Cities Area. The TDP includes an assessment of the operational efficiencies of current routes operated by Petersburg Area Transit and addresses the feasibility of additional routes in the Tri-Cities.

Richmond/Petersburg Metropolitan Planning Areas: Coordinated Human Services Mobility Plan

The Richmond/Petersburg Coordinated Human Services (CHSM) Plan includes an assessment of public and private human service agency transportation services and resources; an assessment of transportation needs for individuals with disabilities, older adults, and people with low incomes; identifies strategies, activities and projects to address the identified gaps between current services and needs; and, identifies priorities for implementation based on resources and the feasibility for implementing transportation strategies and activities identified.

Congestion Management System (CMS) Operation Plan

Federal transportation planning regulations require a Congestion Management System Operations Plan in Transportation Management Areas (TMAs). Transportation Management Areas are located in urbanized areas over 200,000 in population, as defined by the U.S. Census Bureau or other areas designated as TMAs by the U.S. Department of Transportation at the request of the MPO and the Governor. The purpose of a CMS is to reduce roadway congestion and improve traffic safety by improving technology, expanding roadways and increasing vehicle occupancy. The 2003 CMS Operations Plan includes the use of volume/capacity or V/C as a performance measure to evaluate present and future traffic congestion on major highway facilities designated as the CMS network for the Tri-Cities Area. Using existing and projected traffic volumes, highway facilities with a V/C of 1.0 or greater are indicated on present-day and future-day maps of the Tri-Cities Area CMS network of major roadway facilities.
Intermodal Transportation Study
In January of 1999, the data collection phase of an Intermodal Transportation Study for the Richmond Region was completed. The purpose of this study was to examine and recommend enhancements for the movement of goods thru the Greater Richmond Region by truck, rail, air and water. Phase II of the study was completed in February 2002. This phase prepared forecasts future goods movement thru the Region by mode and identified probable impacts of this traffic on the region. Phase II also identifies issues and contains recommendations for trucking, railroad, airfreight and port. The study also contained the finding that an intermodal facility for central Virginia was not warranted at this time.

Bikeways Plan (Bicycle, Ped & Transit Connection Plan)
In September 1979 the MPO adopted a bikeways plan for the region. In August 2003, a plan update was completed. The Transportation Technical Committee adopted the updated bikeways plan in March, 2004.

Transportation Improvement Program (TIP)
The TIP consists of several program listings of highway and transit projects anticipated to receive federal funding during the next four-year period. The Tri-Cities Area MPO has project selection authority for Section 5307 transit projects, Congestion Mitigation and Air Quality Projects (CMAQ) and, after July 2004, Regional Surface Transportation Program (RSTP) projects. The Commonwealth Transportation Board selects all other projects listed in the TIP.

Title VI Nondiscrimination Plan
The Title VI Nondiscrimination Plan assures that no person shall on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any agency sponsored program or activity. Nor shall sex, age, or disability stand in the way of fair treatment of all individuals.

Other Transportation Studies:
Corridor Studies, Special Projects, Projects of Regional Significance TCAMPO also is involved with other local, regional and state projects and studies that do not fall within any of the main planning documents. TCAMPO staff will coordinate with interested and affected parties (local jurisdictions, Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT), residents, organizations) on specific projects and studies affecting the region.
Public Involvement is a key part of transportation process that helps ensure that decisions are made in consideration to benefit the public needs and preferences. Public involvement benefits everyone that participants in brings unique ideas and viewpoints to the transportation planning process. Public participation is an important part of the TCAMPO’s transportation planning process and with citizen input it is possible to make a lasting contribution to our region’s economic vitality and quality of life. TCAMPO regularly evaluates and refines the public involvement process to provide a wide variety of opportunities for people to get involved in the transportation planning process.

Basic Guidelines
TCAMPO carries out the following practices to provide an effective communication process with the public. Strategies for each guideline will be explained in the next section. These guidelines have been derived from Federal Regulation Code 450.316 and 450.212 for Metropolitan Planning processes.

- Section A: Participation Plan Elements
  - Adequate Time for Public Review and Comment.
  - Providing Notices for Public Meetings.
  - Available Resource Material
    - MPO Staff Resources
  - Public Information Related To Transportation.
  - ADA/Title VI/Civil Rights/LED Accessible
  - Public Input Received
  - Outreach Efforts Seeking Public Input
  - Traditionally Underserved
  - Public Notice Advising Citizens
  - Implementation/Effectiveness of the Tri-Cities Area Participation Plan
  - MPO Will Consider Public Comment

- Section B: Disposition of Significant Comments
  - Significant Comments

- Section C: Social Media Outreach
  - Facebook
  - ConnectVA
  - Creating and Branding
  - Updating Current Website
  - Surveys

- Section D: Agency Consultation on Other Planning Activities
SECTION A: PARTICIPATION PLAN ELEMENTS

1. Adequate Time for Public Review and Comment
   - In order to allow for adequate time for public review and comment of the draft participation plan, public notification will be provided 45 days in advance of consideration of action on this document by the Policy Committee of the Tri-Cities Area MPO.
   - Public notification will be provided 30 days in advance of consideration of action by the Policy Committee of the Tri-Cities Area MPO on proposed:
     - Long Range Transportation Plan updates (LRTP)
     - Transportation Improvement Programs (TIP)
     - Bicycle, Transit & Pedestrian Connection Plan (BTPCP)
     - United Planning Work Program (UPWP)
     - Title VI Nondiscrimination Plan
     - Tri-Cities Area Transit Development Plan (TDP)
     - Limited English Proficiency Plan (LEP) (included in PPP)
     - Other Transportation Planning Related Documents.

2. Providing Notices for Public Meetings
   (Policy, Technical, Bikeway & other related transportation public meetings)
   - Meeting notices will be provided (one to two weeks in advances):
     - Electronically by posting on the TCAMPO Social Media Pages (Facebook and ConnectVA), Crater Planning District Commission/TCAMPO Website, Email List Server,
     - Non electronic notices:
       - Flyers at local libraries, local planning department, local newspapers, local television adds, transit hubs (Petersburg Downtown Station), Crater Planning District Commission Office and other related public transportation events.
     - Signage, Postcards/Direct Mail/Information Brochures may be utilized prior to key public forums, meetings and hearing.

   - Interested and Available Parties in the Tri-Cities Area:
     - Including 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, agencies or entities responsible for safety/security operations,
     - Providers of non-emergency transportation services receiving financial assistance from a source other than titles,
     - Other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

   - Reasonable Access
     - Available information about MPO sponsored transportation studies in the metropolitan area will be provided through the MPO website, Social Media (Facebook and ConnectVA), print notification local libraries, local planning departments, Email and in hand at the Crater Planning District Commission Office.
3. Available Resource Material
- Available resources will be used by the MPO to visually convey information related to metropolitan transportation plans and programs:
  - Maps, drawings, tables and charts on MPO website, Facebook and ConnectVA, emails or a hard-copies.
  - Displays of these items at public meeting or kiosk can be found publicly available if needed. In accordance with Americans with Disabilities Act (ADA) regulations, key planning documents will be made available upon request in larger print during the public review period.

4. Public Information Related To Transportation Plans:
- Public information related to transportation plans and programs notices of the Tri-Cities Area MPO will be provided:
  - For draft and final versions
  - Participation Plan
  - Long range transportation plan updates (LRTP)
  - Transportation improvement programs (TIP)
  - Bicycle, Transit & Pedestrian Connection Plan (BTPCP)
  - United Planning Work Program (UPWP)
  - Title VI Nondiscrimination Plan.
  - Other related transportation documents

- Notices of the Tri-Cities Area MPO will be provided by:
  - Flyers (hardcopy)
  - Posting in Crater Planning District Commission office
  - Local planning department of MPO member offices
  - Local libraries
  - Military newspapers
  - Electronically on MPO Webpage, Facebook Page and ConnectVA
  - Signage, Postcards/Direct Mail/Information Brochures may be utilized prior to key public forums, meetings, hearing, projects, studies, etc. distributed to specifically targeted groups and businesses in their region/neighborhood.

5. Accessible
- Public meetings/events/hearing/Information meetings sponsored by the Tri-Cities Area MPO will be held at convenient and accessible locations and times. These public /information meeting are conveniently location in the appropriate jurisdictions that are ADA accessible and convenient to transit, where applicable.
- These locations include City of Colonial Height Public Library, City of Petersburg Multi-Modal Transit Center (Downtown Petersburg), Ettrick Elementary School and City of Petersburg Union Station. A citizen information period will be provided during each regular MPO meeting, also the MPO Social Media Pages (Facebook and ConnectVA serve as a way to comment of transportation issues as well). Citizens may use this opportunity to express views on metropolitan transportation plans and programs directly to the MPO membership.
- In accordance with Americans with Disabilities Act (ADA) regulations, key planning documents will made available upon request in larger print during public review point.
- Making of any or key planning documents, flyers and material available in Spanish or any other language (Limited English Proficiency (LED) Availability will be shared with community-based organization and stakeholders.
5. Accessible (continued)
- Partnerships and regular communication with special interest groups (human service organizations, area agencies on aging, transportation service providers, and other social service agencies) will enhance the public outreach to those without access to an automobile.
- Website Translation powered by Google, TCAMPO website includes a user-friendly tool available for easy webpage translations which allows users to view webpage content in over 40 different languages.

6. Public Input Received
- Public input received during the development of the metropolitan transportation plans and the transportation improvement programs will be given consideration by the MPO. Significant public comments received will be reported by staff to the Policy Committee and the Technical Committee.

7. Outreach Efforts Seeking Public Input
- Outreach efforts seeking input on metropolitan transportation plans and programs from low income and minority households traditionally underserved by existing transportation systems will be continued and documented.
  - Under the category of education and training, nondiscrimination responsibilities include as a Staff:
    - Distribution of information to CPDC/MPO Staff on training programs regarding Title VI and related statutes.
    - Tracing staff participation in nondiscrimination training.
    - Maintain and update nondiscrimination training as necessary.
    - Maintain and updating the Tri-Cities Area MPO Title VI Plan as necessary. The Title VI Plan will be reviewed on an annual basis unless new federal mandate requires a different timeline.
  - Outreach Effort for Public:
    - Public meetings/events/hearing/Information meetings sponsored by the Tri-Cities Area MPO will be held at convenient and accessible locations and times. These public/information meeting are conveniently location in the appropriate jurisdictions that are ADA accessible and convenient to transit, where applicable.
    - In accordance with Americans with Disabilities Act (ADA) regulations, key planning documents will made available upon request in larger print during public review point.
    - Making of any or key planning documents, flyers and material available in Spanish or any other language (Limited English Proficiency (LED) Availability will be shared with community-based organization and stakeholders.
    - Partnerships and regular communication with special interest groups (human service organizations, area agencies on aging, transportation service providers, and other social service agencies) will enhance the public outreach to those without access to an automobile.
    - Website Translation powered by Google, TCAMPO website includes a user-friendly tool available for easy webpage translations which allows users to view webpage content in over 40 different languages.
    - Utilizing the Title VI Community Resources Directory, email notifications will be sent to minority leaders who will in turn forward the information to their groups. (Translate message as feasible and necessary)
    - Flyers (hardcopy) Posting in Crater Planning District Commission office, local planning department of MPO member offices, local libraries, military newspapers, minority newspapers, electronically on MPO Webpage, Facebook Page and ConnectVA.
8. Traditionally Underserved
- Environmental justice and public involvement complement one another in ensuring the fair and equitable participation by all potentially affected communities in the transportation decision-making process. For transportation, Title VI means assessing the nature, extent and incidence of probable impacts, both negative and positive, by soliciting the needs of those traditionally underserved.
- SAFETEA-LU legislation requires that the MPO shall provide reasonable opportunities for 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 and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the transportation planning process via Section 6001(i)(5)(A).

- Public notices advising citizens in the metropolitan area of the availability of draft transportation plans, transportation improvement programs, conformity reports and other transportation related documents in local public libraries will be continued.
- Additional opportunity for public comment will be provided if the final metropolitan transportation plan or transportation improvement program or conformity analysis differs significantly from the version initially made available for public review.

10. Implementation/Effectiveness of the Tri-Cities Area Participation Plan
- Evaluate and improve public participation and maintain and make readily available documentation of its public participation activities and procedures. Under the provisions of the Federal Aid Highway Act of 1962 and the Urban Mass Transportation Act of 1964, as amended, TCAMPO has the responsibilities for developing and carrying out a comprehensive, continuing and coordinated transportation planning process in the Tri-Cities portion of the Richmond Urbanized Area. The Joint Planning regulations issued by the FTA and FHWA on October 29, 1993 require that “the State and the MPO shall annually certify to FHWA and FTA that the planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable requirements...”.
- In 2013, TCAMPO underwent a Federal Certification Review resulting in recommendations and corrective actions issued by the Federal Team.
  - Implementation
    - Tri-Cities Area Participation Plan will be coordinated with the statewide transportation planning public involvement and consultation processes developed, as appropriate, with agencies and officials responsible for other planning activities within the metropolitan area that are affected by transportation.
    - Continuous Monitoring: TCAMPO staff will evaluate public involvement techniques after on a yearly basis.
    - Full Review: Every three years, a thorough review will be conducted of the PPP and shall include at a 45 day public comment period.
  - Effectiveness
    - Continuous monitoring the strategies of the Participation Plan to see if there has been a increase in public meetings, events or on the TCAMPO social media pages.
    - Overall effectiveness of procedures and strategies contained in the Participation Plan to ensure a full and open participation process will be reviewed periodically by the Tri-Cities MPO. Whenever this plan is materially revised, it will undergo public review and Tri-Cities Board approval.
SECTION B: DISPOSITION OF SIGNIFICANT COMMENTS

1. Significant Comments Received
   • When significant comments are received on the draft metropolitan transportation plan or the transporta-
     tion improvement program as a result of the Participation Plan or the Interagency Consultation Pro-
     cess required under the Environmental Protection Agency (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 transportation improvement program.

SECTION C: SOCIAL MEDIA OUTREACH

• Posting MPOs technical, policy other committee meeting information and planning related documents
  or notices on the community events thread section of ConnectVA.org, along with answering questions
  and comments that pertain to the MPO.

• Creating and branding an identifiable MPO logo to show an imprint throughout the social media world.

• Creating and maintaining a MPO Facebook Page to expanded outreach efforts to the millennial genera-
  tion and beyond posting MPOs technical, policy and other committee meeting information the page for
  comments and awareness. The Facebook page will provide an alternate avenue for meetings, new relat-
  ed to the MPO, projects and regional transportation issues.

• Creating a new webpage on the Crater PDC website, that distinguishes the differences between the
  MPO and Crater PDC. The new webpage will have the new MPO logo on it as part of the new branding
  strategies that the MPO is undertaking. These changes make it easy for visitors of the website to find
  MPO information without a difficult or confusing process.

• Introducing surveys and webpage counters to track the level of activity on the new MPO webpage will
  give a level of involvement through these new social media efforts.

SECTION D: AGENCY CONSULTATION ON OTHER PLANNING ACTIVITES

• As the transportation plan and the transportation improvement program are developed, the MPO shall
  consult, as appropriate, with agencies and officials responsible for other planning activities in the metropoli-
  tan area affected by transportation in order to coordinate planning functions to the maximum ex-
  tent practicable.

• The nature of the consultation shall include comparison of metropolitan plans and transportation im-
  provement programs, as they are developed, with the plans maps, inventories, and planning documents
  developed by other agencies.

• Public and private agencies responsible for planned growth, economic development, environmental
  protection, airport operations, freight movements, land use management, natural resources, conserva-
  tion, and historic preservation in the Tri-Cities shall be included in the agency consultation process, as
  appropriate.

• Metropolitan transportation plans and transportation improvement programs shall be developed with
  consideration for governmental agencies and non-profit organizations receiving Federal assistance from
  a source other than the U.S. Department of Transportation for the design and delivery of non-
  emergency transportation services.

• The MPO will consider the future development of an operations plan for consulting with other govern-
  mental agencies responsible for the development of plans affected by transportation in the metropoli-
  tan area.
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1. Draft Documents
   - All drafted documents are sent to all participating agencies for review and comment and available at these public venues:
     - TCAMPO office
     - TCAMPO website
     - Regional Libraries
       - Petersburg Public Library
       - Colonial Heights Public Library
       - Prince George Public Library
       - Appomattox Regional Library-Hopewell
     - Local Government Planning Offices
     - Public Meeting and Public Hearings

2. Public Meeting & Hearings/Comments
   - Public Hearings
     - A public hearing is held during the Policy Committee meeting once the public comment period has ended, the draft document is finalized and the document is ready for consideration for adoption. Upon advance notice, services are provided for individuals with special needs such as translators.
   - Public Meetings and Hearing Notices
     - The public is notified of public meetings and public hearings through print and internet advertisements in regional and local newspapers, TCAMPO website, electronic mail and social media. Upon advance notice, services are provided for individuals with special needs such as deaf translators.
   - Small Group Meetings
     - In order to reach special interest groups and target regional areas or groups, small group meetings and interviews may be utilized at the discretion of the TCAMPO staff in updating transportation planning documents. These meeting types can foster more meaningful information flow between TCAMPO and the public, particularly when there is a need for input on a very specific issue.
   - Comment Opportunities
     - Commenting on drafting or any related transportation plan look back on pg.12
     - Electronic Mail: cnicholas@craterpdc.org or facebook@craterpdc.org

Printed comment forms can be submitted via:

USPS: Crater Planning District Commission,
Post Office Box 1808, Petersburg VA 23805
Fax: 804-861-1666
Public meetings and public hearings
Online comment forms can be submitted electronically via:
TCAMPO website: www.craterpdc.org/
TCAMPO facebook page: https://www.facebook.com/TriCitiesAreaMPOVa
In person: TCAMPO office, committee meetings/hearings
3. Agencies Involved in Regional Transportation Planning

- Federal
  - Environment Protection Agency– Region 3 (Mid-Atlantic)
  - Federal Highway Administration
  - Federal Transit Administration Region 3
  - National Parks Services
  - US Fish and Wildlife Services
  - US Army Corps of Engineers Mid East District
  - US Department of Transportation
  - US Army Fort Lee

- State
  - Virginia Department of Transportation
  - Virginia Department of Rail & Public Transportation
  - Virginia Department for the Aging
  - Virginia Department of Conservation & Recreation, Natural Heritage
  - Virginia Department of Conservation & Recreation, Land Conservation
  - Virginia Department of Conservation & Recreation, Recreation Planning
  - Virginia Department of Environmental Quality
  - Virginia Department of Historic Resources
  - Virginia Department of Game and Inland Fisheries
  - Virginia Department of Housing and Community Development
  - Virginia Department of Public Safety
  - Virginia Tourism Cooperation
  - Virginia Economic Development Partnership
  - Virginia Outdoors Foundation

- Local
  - Elected Officials
  - County Administrators/City Manager
  - Planning and Community Development Departments
  - Public Works Departments
  - Economic Development Agencies
  - Transit and Transportation Agencies
  - Emergency Services Departments
  - Health and Social Services Departments
  - Historical Agencies
  - Environmental Departments
4. Public Involvement Evaluation /Monitoring

- Successful evaluation of the effectiveness of the Public Participation Plan (PPP) requires update tracking of each outreach tool. The following describes the evaluation criteria used in gauging the effectiveness of each outreach tool in the PPP.

<table>
<thead>
<tr>
<th>Outreach Tool</th>
<th>Evaluation Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Participation Plan</td>
<td>No measure (PPP should reflect the policies and practices of the MPO)</td>
</tr>
<tr>
<td>Master Contact Database</td>
<td>Number of contacts listed.</td>
</tr>
<tr>
<td>Title VI Community Resources Director</td>
<td>Number of contacts listed</td>
</tr>
<tr>
<td>Website</td>
<td>Number of times site is visited</td>
</tr>
<tr>
<td>Electronic Notifications</td>
<td>Number of electronic notifications sent</td>
</tr>
<tr>
<td>Newspaper &amp; Website Public Notices/Advertsments</td>
<td>Required by law</td>
</tr>
<tr>
<td>Translation Tools</td>
<td>Number of times translation tools were requested</td>
</tr>
<tr>
<td>Planning Document Distribution</td>
<td>Number of distribution sites</td>
</tr>
<tr>
<td>Citizen Mailing Lists</td>
<td>Number of electronic mails received from citizens who have requested to be on a mailing list</td>
</tr>
<tr>
<td>Press Releases</td>
<td>Number of press releases sent and media outlets reached</td>
</tr>
<tr>
<td>ConnectVA</td>
<td>Number of views on the post</td>
</tr>
<tr>
<td>Facebook</td>
<td>Number of fans reached</td>
</tr>
<tr>
<td>Informational Brochures</td>
<td>Number of informational brochures distributed</td>
</tr>
<tr>
<td>Member Orientation Manuals</td>
<td>Number of orientation manuals distributed</td>
</tr>
<tr>
<td>Public Meetings and Public Hearings</td>
<td>Number of citizens in attendance</td>
</tr>
<tr>
<td>Number of Title VI</td>
<td>Number of citizens in attendance</td>
</tr>
<tr>
<td>Surveys</td>
<td>Number of surveys returned</td>
</tr>
<tr>
<td>Surveys</td>
<td>Number of Spanish Surveys returned</td>
</tr>
<tr>
<td>Postcards/Direct Mailings</td>
<td>Number of postcards and direct mailings sent</td>
</tr>
<tr>
<td>Flyers</td>
<td>Number of flyers distributed</td>
</tr>
</tbody>
</table>
5. Title VI Statement

**Nondiscrimination**
The Tri-Cities Area Metropolitan Planning Organization (TCAMPO) fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. The TCAMPO will strive to provide reasonable accommodations and services for persons who require special assistance to participate in this public involvement opportunity. For more information on meeting accessibility, or to obtain a Title VI Complaint Form, see [www.craterpdc.org](http://www.craterpdc.org) or call the Title VI Coordinator at 804-861-1666.

**No Discriminación**
La Organización Tri-Cities Area Metropolitana de Planificación (TCAMPO) Cumple totalmente con el Título VI de la Ley de Derechos Civiles de 1964 y los estatutos y los reglamentos relacionados con toda programas y actividades. El TCAMPO se esforzará para proporcionar ajustes razonables y servicios para personas que requieran asistencia especial para participar en este público oportunidad de participación. Para obtener más información sobre el cumplimiento de la accesibilidad, o para obtener una Formulario de Queja Título VI, ver [www.craterpdc.org](http://www.craterpdc.org) o llame al Título VI Coordinador en el 804-861-1666.
6. Notice to the Public

In order to comply with 49 CFR Section 21.9(d), the Tri-Cities MPO shall provide information to the public regarding their Title VI obligations and apprise members of the public of the protections against discrimination afforded to them by Title VI. The paragraph below will be inserted into all significant publications that are distributed to the public, such as future versions and updates of the Long-Range Transportation Plan, Transportation Improvement Program, and Unified Planning Work Program. These documents are updated periodically on the Tri-Cities Area MPO’s webpage http://www.craterpdc.org/transportation/mpo.htm

“The Tri-Cities Metropolitan Planning Organization (TCAMPO) fully complies with Title VI of the Civil Rights Act of 1964 and related statuses and regulations in all programs and activities”. For more information, see www.craterpdc.org or call 804-861-1666.
7. Limited English Proficiency (LEP) Plan

On August 1, 2000, President William J. Clinton signed Executive Order 13166: Improving Access to Services for Persons with Limited English Proficiency. The Executive Order requires federal agencies to examine the services they provide, identify any need for services to those with limited English proficiency (LEP), and develop and implement a system to provide those services so LEP persons can have meaningful access to them. The Executive Order also requires that federal agencies work to ensure that recipients of federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

Individuals who do not speak English as their primary language and who have limited ability to read, speak, write or understand English can be limited English proficient, or “LEP”. For an LEP individual, language can present a barrier to accessing benefits and services, understanding and exercising important rights, complying with applicable responsibilities, or understanding other information provided by federally funded programs and activities. These individuals may be entitled to language assistance at no cost to them with respect to a particular type of service, benefit, or encounter.

The United States Department of Transportation guidelines require that recipients of federal financial assistance provide “meaningful access to programs and activities” by giving LEP persons adequate and understandable information and allowing them to participate in programs and activities, where appropriate. Recipients of federal funds must take reasonable steps to remove barriers for LEP individuals. While designed to be a flexible and fact-dependent standard, the starting point is an individualized assessment that balances the following four factors:

- Demography: number and/or proportion of LEP persons served and languages spoken in service area.
- Frequency: rate of contact with service or program.
- Importance: nature and importance of program/service to people’s lives.
- Resources: available resources, including language assistance services.

The four-factor analysis should be used to determine which language assistance services are appropriate to address the identified needs of the LEP population.

Factor 1:
- Assessment of the Number and Proportion of LEP Persons Likely to be Served or Encountered in the Eligible Service Population

The CPDC staff has reviewed 2010 Census data on the number of individuals in its service area that have LEP, as profiled below.
<table>
<thead>
<tr>
<th>County/City</th>
<th>Total Po. 5yrs+</th>
<th>Speak English at Home</th>
<th>Total Pop Non-English</th>
<th>Percent Non-English</th>
<th># of Pop Not Well/Not at All</th>
<th>% of Pop Not Well/Not at All</th>
<th>English Ability Very Well</th>
<th>English Ability Well</th>
<th>English Ability Not Well</th>
<th>English Ability Not at All</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chesterfield County</td>
<td>288,569</td>
<td>259,283</td>
<td>29,286</td>
<td>10.10%</td>
<td><strong>7,129</strong></td>
<td>2.50%</td>
<td>16,290</td>
<td>5,867</td>
<td>5,064</td>
<td>2,065</td>
</tr>
<tr>
<td>Dinwiddie County</td>
<td>25,875</td>
<td>25,112</td>
<td>763</td>
<td>2.90%</td>
<td>183</td>
<td>0.70%</td>
<td>414</td>
<td>166</td>
<td>122</td>
<td>61</td>
</tr>
<tr>
<td>Prince George County</td>
<td>33,152</td>
<td>30,797</td>
<td>2,355</td>
<td>7.10%</td>
<td>329</td>
<td>1.00%</td>
<td>1,702</td>
<td>324</td>
<td>316</td>
<td>13</td>
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<tr>
<td>Colonial Heights City</td>
<td>16,608</td>
<td>15,460</td>
<td>1,148</td>
<td>6.90%</td>
<td>206</td>
<td>1.20%</td>
<td>620</td>
<td>322</td>
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<td>Hopewell City</td>
<td>20,895</td>
<td>19,575</td>
<td>1,320</td>
<td>6.30%</td>
<td>199</td>
<td>1.00%</td>
<td>869</td>
<td>252</td>
<td>151</td>
<td>48</td>
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<tr>
<td>Petersburg City</td>
<td>30,246</td>
<td>28,857</td>
<td>1,389</td>
<td>4.60%</td>
<td>120</td>
<td>0.40%</td>
<td>1,101</td>
<td>168</td>
<td>75</td>
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<td>Language Type</td>
<td>Total</td>
<td>Speak Only English</td>
<td>Speak Non-English at Home</td>
<td>Speak Non-English at Home: English Ability</td>
<td>Speak Non-English at Home: Less than Very Well</td>
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<tr>
<td>Population 5yrs+</td>
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<td>Speak only English</td>
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<td>Spanish or Spanish Creole:</td>
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<td>French (incl. Patois, Cajun):</td>
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<td>Italian:</td>
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<td>Portuguese or Portuguese Creole:</td>
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<td>Other West Germanic languages:</td>
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<td>Serbo-Croatian:</td>
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<td>Chinese:</td>
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<td>Japanese:</td>
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<td>161</td>
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<td>Korean:</td>
<td>1,535</td>
<td>589</td>
<td>946</td>
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<td>Mon-Khmer, Cambodian:</td>
<td>686</td>
<td>303</td>
<td>383</td>
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<td>Hmong:</td>
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<td>Thai:</td>
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<td>Laotian:</td>
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<td>Vietnamese:</td>
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<td>Tagalog:</td>
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<td>Other Other Pacific Island languages:</td>
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<td>Hungarian:</td>
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<td>Arabic:</td>
<td>741</td>
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<tr>
<td>Hebrew:</td>
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<tr>
<td>African languages:</td>
<td>299</td>
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</tr>
</tbody>
</table>
• Data in the above shown table was obtained from the U.S. Census Bureau’s 2010 American Community Survey (ACS) for the jurisdictions within the Tri-Cities MPO study area. These data indicate the extent to which translations into other language are needed to meet the needs of LEP persons.

• CPDC staff used this data to determine how best to disseminate information that is accessible to persons with LEP. According to the U.S. Census 2010 ACS, all local governments in the Tri-Cities, except for the Tri-Cities portion of Chesterfield County, contained populations where less than five percent and less than 1,000 persons spoke English “Not well” or Not at all”. Based on the finding that 1,404 persons residing in the Tri-Cities portion of Chesterfield County “Speak English Less Than Very well”, as display on the following page, meets the threshold requirement for provision for the LEP population. The discrimination complaint form is translated into Spanish in the appendix of this plan. Requests for document translations will be provided as needed. The Tri-Cities MPO uses the same translator/interpreter services as the VDOT Richmond District Office. The most pervasive non-English language in the Tri-Cities Area is Spanish.

• Factor 2:
  • Assessment of Frequency with Which LEP Individuals Come Into Contact with the Agency
    • The Tri-Cities MPO has not been approached in the past for information by any populations who do not have a reasonable competent grasp of the English language.
    • The goal of the Tri-Cities MPO, going forward, is to make sure that for any potential project that could impact this community, the CPDC staff will make every effort to include all stakeholders that could be affected by the project, including Spanish speaking populations. The CPDC staff will perform outreach when needed and provide assistance when requested. The Tri-Cities MPO will work with DRPT in continuing to identify emerging populations as updated census and ACS data become available.

• Factor 3:
  • Assessment of the Nature and Importance of the Transit Services to the LEP Population
    • One of the Tri-Cities MPO’s main functions is to support cooperative, comprehensive, and continuing public transportation planning and services as outlined in federal transportation acts. In doing so, the Tri-Cities MPO develops the Transportation Improvement Program, the Public Participation Plan, the Long Range Transportation Plan Year 2035 and other studies. Another key function of the MPO is to work closely with Petersburg Area Transit and Richmond Ridefinders in providing planning documents such as the Transit Development Plan.
    • DRPT’s Public Transportation and Transportation Demand Management Grant Program Application Guidance provide Petersburg Area Transit and Richmond Ridefinders with application guidance regarding the various state and federal public transportation grant programs. The document contains two major parts:
      • An overview of the grant programs administered by DRPT, a description of DRPT’s public transportation investment policy, and a calendar describing each step in the grant application process.
      • A description of eligible expenses, match ratios, application evaluation criteria, and the application procedure.
DRPT is required by the FTA to ensure that recipients of FTA assistance—such as the Petersburg Area Transit—comply with federal requirements. To meet this federal mandate, DRPT conducts periodic reviews of Petersburg Area Transit. Additional objectives of the reviews are to ensure compliance with state requirements, encourage progress, and identify training and technical assistance needs.

The Tri-Cities MPO will provide the appropriate materials for the Spanish speaking community if it is needed for the project. Also, the Tri-Cities MPO will work with Petersburg Area Transit to ensure its efforts in this regard mirror the MPO’s LEP goals.

- **Factor 4**
  - Assessment of the Resources Available to the Agency and Costs
    - The Tri-Cities Area MPO provides access to LEP persons through the translation services of the Richmond District Office of VDOT. The Tri-Cities MPO will provide translator services for MPO meetings for Spanish speaking citizens if given at least one week notice.
    - The MPO will also make major plans available in Spanish, if requested to do so by the Spanish speaking community. The CPDC staff will aim to complete a document translation with a reasonable timeframe. Also, for various projects the CPDC staff will make effort to include all stakeholders in the planning and implementation process. When a project affects the Spanish speaking population, the CPDC staff will take action to make the information about the project as accessible as possible.
    - At this time, the Tri-Cities MPO has not had any requests for translation into non-English languages. Because of this, it is very hard to assess the costs that would be incurred to make translations into Spanish. The MPO is prepared for these costs should the Spanish speaking population need specific assistance.

**LEP Implementation Plan**

- Considering the area served by the Tri-Cities MPO and the number of LEP individuals, it is necessary to provide at least the most basic and cost-effective services available to ensure compliance with Executive Order 13166.
  - Publish vital documents such as the discrimination complaint form on the Tri-Cities MPO webpage in Spanish, as requested.
  - Disseminate the LEP Plan to community organizations, governmental entities, and other interested persons; in Spanish upon request.
  - With advance notice of seven calendar days, provide interpreter services at any meeting or public hearing for the Spanish speaking community.
  - Place statements in notices and publications that interpreter services are available for meetings, with seven days advance notice.
  - Include a LEP policy in the updates of the Tri-Cities Area MPO Public Participation Plan.
Chesterfield County - Tri-Cities MPO Portion

% Who Speak English Less Than Very Well

Data Sources:
2010 American Community Survey Tract Level Data

Total Population: 71,274
Speak English Less Than Very Well: 1,404
Total %: 2.0%
Label shows number per tract who do not speak English well.
8. Glossary of Transportation Terms

• TCAMPO Committees

Tri-Cities Area Metropolitan Planning Organization
The Tri-Cities Area Metropolitan Planning Organization (TCAMPO) is a federally-designated transportation planning agency for the Cities of Colonial Heights, Hopewell and Petersburg and the counties of Chesterfield (southern portion), Dinwiddie and Prince George, and serves as a regional partnership among the United States Department of Transportation (USDOT), the Virginia Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), transit agencies, local elected leadership, local planning and public works directors, the business community and citizens in the planning area.

Crater Planning District Commission (CPDC)
The Crater Planning District Commission (CPDC) is the state designated planning district commission for over 160,000 residents of Planning District 19 which includes the Cities of Colonial Heights, Emporia, Hopewell and Petersburg and the counties of Charles City, Chesterfield, Dinwiddie, Greensville, Prince George, Surry, and Sussex. The principal functions include regional and environmental planning, energy-conservation, hazard mitigation and rural transportation planning programs. To learn more about CPDC, visit the GWRC website at [http://www.craterpd.com/index.html](http://www.craterpd.com/index.html). TCAMPO carries out the regional transportation planning process in partnership with Crater Planning District Commission (CPDC). CPDC is the fiscal agent of TCAMPO and is responsible for maintaining accounting records for state and federal funds consistent with current state and federal requirements.

Policy Committee (PC)
The Policy Committee (PC) is the policy decision-making board comprised of appointed members. The Cities of Colonial Heights, Hopewell and Petersburg and the counties of Chesterfield, Dinwiddie, Prince George, Petersburg Area Transit Representative and the Richmond District Representative of the Commonwealth Transportation Board (CTB) serve as ex officio members. The PC acts as the authority on all regional transportation planning matters and ensures that all entities engaged in transportation related activities conform to statutory requirements. The PC works with the public, local governments, organizations, state and federal government agencies, elected and non-elected officials and community groups to develop regional transportation plans.

Technical Advisory Committee (TAC)
The Technical Advisory Committee (TAC) was established to advise and to provide technical engineering and planning expertise during the transportation planning process. The TAC consists primarily of engineers, planners, and other professionals who represent the region’s local governments and transportation/transit agencies and works with the TCAMPO staff to develop planning and programming recommendations for the Policy Committee.

• TCAMPO Products

Bicycle & Pedestrian Plan (BPP): The primary goals of the BPP are to preserve and enhance the bicycling and pedestrian network, to improve the safety, attractiveness and overall viability of cycling and walking as legitimate transportation alternatives to the transportation system.
Congestion Management System (CMS) Operations Plan: Federal transportation planning regulations require a Congestion Management System Operations Plan in Transportation Management Areas (TMAs). Transportation Management Areas are located in urbanized areas over 200,000 in population, as defined by the U.S. Census Bureau or other areas designated as TMAs by the U.S. Department of Transportation at the request of the MPO and the Governor. The purpose of a CMS is to reduce roadway congestion and improve traffic safety by improving technology, expanding roadways and increasing vehicle occupancy. The 2003 CMS Operations Plan includes the use of volume/capacity or V/C as a performance measure to evaluate present and future traffic congestion on major highway facilities designated as the CMS network for the Tri-Cities Area. Using existing and projected traffic volumes, highway facilities with a V/C of 1.0 or greater are indicated on present-day and future-day maps of the Tri-Cities Area CMS network of major roadway facilities.

Limited English Proficiency Plan (LEP): Individuals who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English can be Limited English Proficient (LEP). These individuals are entitled to language assistance under Title VI or the Civil Rights Act of 1964. The LEP Plan outlines how to identify persons who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP individuals that assistance is available.

Long Range Transportation Plan (LRTP): The LRTP is an evaluation of the current status and future needs of our regional transportation system. The LRTP includes anticipated improvements for all modes of travel over the next 20-30 years including streets and highways, public transportation/transit, railroads, aviation, and bicycle and pedestrian needs.

Public Participation Plan (PPP): The purpose of the PPP is to serve as a guide in the development of outreach methods that encourage the public’s involvement in the regional transportation planning process. The PPP outlines the strategies utilized to provide and receive information from the public on the transportation planning and programming process.

Title VI Nondiscrimination Plan: The Title VI Nondiscrimination Plan assures that no person shall on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any agency sponsored program or activity. Nor shall sex, age, or disability stand in the way of fair treatment of all individuals.

Unified Planning Work Program (UPWP): The UPWP serves as the annual work program for TCAMPO. It provides details of transportation-related planning activities that TCAMPO intends to accomplish during the program year utilizing federal, state and local resources. The UPWP further contains a compendium of related transportation planning known to be undertaken by other jurisdictions in the region. It also delineates responsibilities and procedures for carrying out the cooperative transportation planning process. Included in the UPWP is a budget, which details how each funding source will be utilized. This permits the UPWP to act as a grant application for federal funds and also as a management tool for directing the staff activities throughout the year. The UPWP is reviewed and updated annually.

• Agencies & Organizations

Department of Transportation (DOT): Agency responsible for transportation at the local, state, or federal level. For title 23 U.S.C. federal-aid highway actions, this would mean the Federal Highway Administration and for federal-aid transit actions under title 49 U.S.C, this would mean the Federal Transit Administration.
Virginia Department of Rail & Public Transportation (DRPT): A state agency that works closely with the Virginia Department of Transportation in order to accomplish its mission of improving the mobility of people and goods while expanding transportation choices in the Commonwealth. Its three primary areas of activity include rail transportation, public transportation and commuter services. Rail transportation involves the movement of people and goods on railways owned and operated by private railroad companies. Public transportation systems help manage traffic congestion and provide transportation choices while safely transporting people to destinations across the Commonwealth. Commuter services programs work to promote carpools, vanpools, telework and other alternative modes of transportation to Virginia’s commuters.

Environmental Protection Agency (EPA): A federal agency that works to protect human health and the environment. Since 1970, EPA has been working for a cleaner, healthier environment for the American people.

Federal Highway Administration (FHWA): Division of the U.S. Department of Transportation responsible for administrating federal highway transportation programs under title 23 U.S.C.

Federal Railroad Administration (FRA): This federal department was created by the Department of Transportation Act of 1966. The purpose of FRA is to: promulgate and enforce rail safety regulations; administer railroad assistance programs; conduct research and development in support of improved railroad safety and national rail transportation policy; provide for the rehabilitation of Northeast Corridor rail passenger service; and consolidate government support of rail transportation activities. Today, the FRA is one of ten agencies within the U.S. Department of Transportation concerned with intermodal transportation

Federal Transit Administration (FTA): Federal entity responsible for transit planning and programs under title 49 U.S.C.

Virginia Department of Environmental Quality (VDEQ): The VDEQ works to protect and enhance the environment of Virginia in order to promote the health and well being of citizens of the Commonwealth. VDEQ administers state and federal laws and regulations for air quality, water quality, water supply and waste management, issues environmental permits to businesses, local governments, and state and federal facilities and inspects and monitors these permitted facilities.

Virginia Department of Transportation (VDOT): The agency responsible for building, maintaining and operating the state's roads, bridges and tunnels. It also provides funding for airports, seaports, rail and public transportation through the Commonwealth Transportation Board.

United States Department of Transportation (USDOT): A cabinet-level executive department of the United States government, whose mission is to develop and coordinate policies that will provide an efficient and economical national transportation system, with due regard for need, the environment, and the national defense. It is the primary agency in the federal government with the responsibility for shaping and administering policies and programs to protect and enhance the safety, adequacy, and efficiency of the transportation system and services.

VDOT Rural: These funds are programmed by VDOT’s Transportation and Mobility Planning Division (TMPD) each year and can be used by MPO's to fund planning activities outside of the metropolitan study area boundaries to assist rural areas with comprehensive plans, transit, or corridor studies.

State Match: Most federal funding sources for projects require a match of some sort; most often 80-20 i.e. the federal government reimburses 80% of the total cost and the remaining 20% match is state, local or other sources.
Enhancement Funds: This program utilizes funds that have been made available for bicycle and pedestrian facilities through the Surface Transportation Program of the TEA-21. A 10% set aside from each state’s allotment of STP funds must be used for Transportation Enhancement activities. Projects are available for funding on a statewide competition basis for enhancement grants. The Enhancement Program provides funding for local jurisdictions on a competitive basis by submitting applications for projects that if awarded requires a 20% match by the localities with the 80% of federal funds that are awarded. The Surface Transportation program has recently been extended thru FY2012 thru a new program called MAP-21, the Moving Ahead for Progress in the 21st Century Act, which was signed into law on July 6, 2012 funding surface transportation programs at over $105 billion for fiscal years 2013 and 2014, MAP-21 is the first long-term highway authorization enacted since 2005. MAP-21 creates a streamlined and performance-based surface transportation program and builds on many of the highway, transit, bike, and pedestrian programs and policies established in 1991.

- Federal Legislation Related to Metropolitan Transportation Planning:

  Americans with Disabilities Act of 1990 (ADA): Federal law that requires public facilities (including transportation services) to be accessible to persons with disabilities, including those with mental disabilities, temporary disabilities, and the conditions related to substance abuse.

  Clean Air Act Amendments (CAAA): 1990 amendments to the federal Clean Air Act that classify non-attainment areas and provide for rules dealing with air pollution in such areas; specifically brought transportation decisions into the context of air quality control.

  Code of Federal Regulations Title 23, Part 450: Guides the development of statewide transportation plans and programs; requires early and continuous public involvement.

  Code of Federal Regulations Title 49, Part 24: Ensures property owners and people displaced by federal-aid projects are treated fairly, consistently and equitably.

  Executive Order 12898 on Environmental Justice: Addresses avoidance of actions that can cause disproportionately high and adverse impacts on minority and low income populations.

  Executive Order 13166 on Limited English Proficiency: Improving access to services for people with limited English proficiency.

  Moving Ahead for Progress in the 21st Century (MAP-21): Federal law which restructured transportation planning and funding by requiring consideration of multimodal solutions, emphasis on the movement of people and goods as opposed to traditional highway investments, flexibility in the use of transportation funds, a greater role of MPOs, and a greater emphasis on public participation.
