

# **Title VI Program with Environmental Justice Considerations and Limited English Proficiency Plan**

# **Peoria-Pekin Urbanized Area Transportation Study**

## **Title VI Program with Environmental Justice Consideration and Limited English Proficiency Plan**

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*“No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”*

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Tri-County Regional Planning Commission  
456 Fulton Street | Suite 401 | Peoria, Illinois 61602  
Office: (309) 673-9330  
Email: [info@tricountyrpc.org](mailto:info@tricountyrpc.org) | Website: [tricountyrpc.org](http://tricountyrpc.org)

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## **Acknowledgements**

This document was prepared by Tri-County Regional Planning Commission (TCRPC) staff on behalf of the Peoria-Pekin Urbanized Area Transportation Study (PPUATS) in collaboration with its member agencies, partnership organizations, and local stakeholders.

### **PPUATS Policy Committee**

Rita Ali, City of Peoria  
Patrick Urich, City of Peoria  
Rick Powers, City of Peoria  
Thomas O'Neill, Peoria County  
Phil Salzer, Peoria County  
Michael Harris, Tazewell County  
Greg Sinn, Tazewell County  
Barry Logan, Woodford County – Chair  
Leon Ricca, Village of Bartonville  
Michael Hughes, City of Chillicothe  
Sharon McBride, CityLink  
Fred Lang, Village of Creve Coeur  
John Kahl, City of East Peoria  
Mike Hinrichsen, Village of Germantown Hills  
Karen Dvorsky, IDOT  
Jeff Kaufman, Village of Morton  
Mark Luft, City of Pekin  
Dustin Sutton, Village of Peoria Heights  
Gary Manier, City of Washington  
James Dillon, City of West Peoria

### **PPUATS Technical Committee**

Bill Lewis, City of Peoria  
Nicholas Stoffer, City of Peoria  
Jane Gerdes, City of Peoria  
Amy Benecke-McLaren, Peoria County  
Jeff Gilles, Peoria County  
Craig Fink, Tazewell County  
Dan Parr, Tazewell County  
Conrad Moore, Woodford County  
Patrick Meyer, Village of Bartonville  
Ken Coulter, City of Chillicothe  
Doug Roelfs, CityLink  
Courtney Allyn, Village of Creve Coeur  
Ric Semonski, City of East Peoria – Chair  
Rich Brecklin, Village of Germantown Hills  
Terrisa Worsfold, IDOT  
Craig Loudermilk, Village of Morton  
Josie Esker, City of Pekin  
Michael Casey, Village of Peoria Heights  
Dennis Carr, City of Washington  
Henry Strube, Jr, City of West Peoria  
Gene Olson, Greater Peoria Airport  
Eric Miller, TCRPC

### **TCRPC Staff**

Eric Miller, Executive Director  
Ray Lees, Planning Program Manager  
Ryan Harms, Planner III  
Andrew Hendon, GIS Specialist III  
Reema Abi-Akar, Planner II  
Michael Bruner, Planner II  
Britney West, GIS Specialist II  
Gabriel Guevara, Planner I  
Debbie Ulrich, Office Manager  
Debbie Stratton, Accountant

## **Executive Summary**

Title VI of the Civil Rights Act of 1964 requires that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” This document reviews the Title VI requirements for organizations that receive federal funding from the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) as outlined in 49 CFR Part 21 and FTA Circular 4702.1B.

Following the requirements laid out in 49 CFR 21 and FTA Circular 4702.1B, Tri-County Regional Planning Commission and Peoria-Pekin Urbanized Area Transportation Study are required to prepare a Title VI Program comprised of the twelve general requirements, which outline the certain reporting conditions necessary for ensuring no discrimination in the federal transportation planning process. The FTA Circular 4702.1B outlines additional requirements for Metropolitan Planning Organizations (MPOs) to fulfill, most notably a demographic profile of the metropolitan area.

This report also reviews Environmental Justice (EJ) as outlined in Executive Order 12898 “Federal Actions to Address Environmental Justice in Minority Population and Low-Income Populations.” EJ builds on Title VI activities by considering impacts to low-income and minority populations within transportation planning and decision-making processes.

As part of the Title VI requirements, Tri-County also prepared a Public Participation Plan and Language Assistance Plan concurrently, both of which are included appendices of this document.



## Introduction

Section 601 of Title VI of the Civil Rights Act of 1964 requires that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

All programs which receive funding from the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) are required to follow the U.S. Department of Transportation’s (DOT) Title VI regulations of 49 CFR Part 21. As a recipient of USDOT financial assistance, the Tri-County Regional Planning Commission (TCRPC) is required to prepare a Title VI Program as stipulated in the FTA Circular 4702.1B. The objectives of Circular 4702.1B are to provide FTA recipients with the direction, guidance and procedures to: 1) Ensure that the level and quality of the transportation planning process is provided in a nondiscriminatory manner; 2) Promote full and fair participation in transportation decision-making without regard to race, color, or national origin; and 3) Warrant meaningful access to transportation planning-related programs and activities by persons with limited English proficiency.

Following the requirements laid out in Circular 4702.1B, TCRPC is required to prepare a Title VI Program comprised of: 1) A public notice of protection against discrimination, 2) Procedures to filing a Title VI discrimination complaint, 3) Public Participation Plan (PPP), 3) Language Assistance Plan (LAP), 4) Racial composition of membership on non-elected boards or committees, and 5) Demographic profile of the Metropolitan Planning Organization (MPO) planning area. This demographic profile includes: a) Identification of minority population locations, b) Description of how minority populations’ mobility needs are identified and considered within the planning process, c) Demographic maps that overlay minority/non-minority populations. These maps analyze the impacts of State and Federal transportation fund distribution and an analysis of disparate impacts on the basis of race, color, or national origin. The Title VI program must be approved by the MPO and submitted to FTA every three years.

This Title VI program was approved by the Peoria-Pekin Urbanized Area Transportation Study on June 24, 2021. A copy of the PPUATS Policy Committee resolution can be found in **Appendix A**.

## Peoria-Pekin Urbanized Area Transportation Study

Congress passed the Federal-Aid Highway Act of 1962, introducing Metropolitan Planning Organizations (MPOs). This Act required the formation of MPOs in urbanized areas with a population of 50,000+ to provide multi-modal transportation planning. As a result, TCRPC was designated as the MPO for the Peoria-Pekin Urbanized Area by Illinois Governor Dan Walker in 1976. TCRPC has since delegated the responsibilities of the MPO to the Peoria-Pekin Urbanized Area Transportation Study (PPUATS). Thus, PPUATS is recognized as the MPO for the Peoria-Pekin Urbanized Area. The MPO brings together local governments, transportation authorities,

citizens, and other interested parties to assist in creating transportation policy. These stakeholders help develop comprehensive plans that reflect the area's transportation vision for the future.

The MPO consists of the Urbanized Area and the 20-Year Planning Boundary, which is expected to become urbanized in the future. Both geographic areas include portions of Peoria, Tazewell and Woodford Counties. **Figure 1** illustrates the PPUATS urbanized area and the 20-year planning boundary.

It is the job of PPUATS staff to update federally mandated transportation planning documents, including the Long-Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), and the Unified Planning Work Program (UWP). No federal funding can be applied towards transportation improvement projects, transportation services, or transportation studies in the PPUATS 20-Year Planning Boundary unless the project, service, or study are included in one or more of the above transportation planning documents.

Representation on PPUATS is drawn from elected officials and staff of local municipalities and counties, along with the General Wayne A. Downing Peoria International Airport, the Greater Peoria Mass Transit District (GPMTD/CityLink), and the Illinois Department of Transportation (IDOT). Other entities

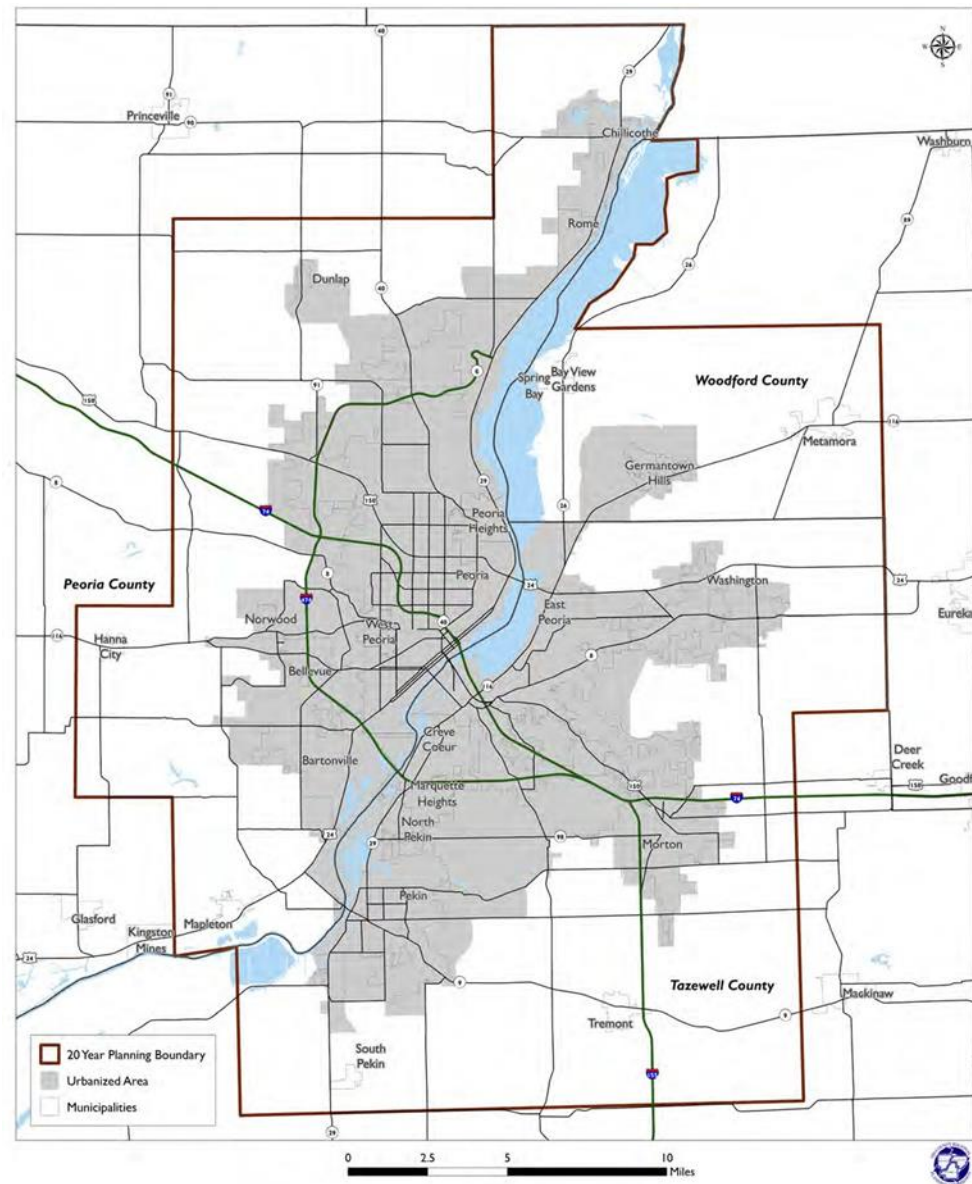


Figure 1: PPUATS 20-Year Planning Boundary, 2014

such as the Federal Highway Administration and IDOT's Office of Planning and Programming serve as advisory members to PPUATS.

Two committees make up PPUATS: A Policy Committee and a Technical Committee. The PPUATS Policy Committee is made up of elected officials representing their respective communities. The Policy Committee's function is to determine transportation policy within the framework of the urban transportation planning process. The Policy Committee must vote on the Technical Committee recommendations.

The PPUATS Technical Committee is made up of individuals appointed by their respective PPUATS communities. Most of the individuals are public works and/or engineering staff. Throughout the year, the Technical Committee reviews and recommends planning policies and measures to the Policy Committee.

The members of the PPUATS Policy and Technical Committees can be found on the **Acknowledgements** page of this document.

### **TCRPC-PPUATS Policy Committee Merger**

TCRPC and the PPUATS Policy Committee are currently in discussions to merge to the two boards. The purpose of the merger is the help TCRPC and PPUATS Policy more effectively represent the region by becoming one united front and to remove redundancies between the two boards. With the merger, the TCRPC board will consist of representation from Peoria County, Tazewell County, Woodford County, municipalities that are at least partially within the Peoria-Pekin Urbanized Area, GPMTD, and IDOT District 4. PPUATS Technical Committee will remain after the merger, serving as the recommending body to the TCRPC board for all transportation-related items within the MPO boundary.

## General Requirements

As part of the Peoria-Pekin Urbanized Area Transportation Study (PPUATS) Title VI Program, TCRPC/PPUATS maintains certain reporting requirements and provides the Illinois Department of Transportation (IDOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) the following information regarding these reporting requirements: In addition to the first 12 General Requirements below, which are required of all recipients of Federal aid, Metropolitan Planning Organizations must respond to additional requirements related to planning of federally funded transportation projects and program administration. The general and MPO requirements can be found in FTA Circular 4702.1B.

### Requirement to Provide Title VI Assurances

In accordance with 49 CFR Section 21.7(a), every application for financial assistance from IDOT, FHWA, or FTA must be accompanied by an assurance that the application will carry out the program in compliance with Title VI regulations. This requirement shall be fulfilled when the applicant/recipient submits its annual Certifications and Assurances. Primary recipients shall collect Title VI assurances from subrecipients prior to passing through FHWA/FTA funds.

TCRPC/PPUATS will remain in compliance with this requirement by annual submission of Certifications and Assurances as required by funding programs. A copy of the Title VI Assurances included in the TCRPC/PPUATS annual Certifications and Assurances submission to FTA is included in **Appendix B** of this document.

### Requirements for First-Time Applicants

TCRPC/PPUATS is not a first-time applicant for IDOT, FHWA, or FTA funding. The following is a summary of the TCRPC/PPUATS current and pending federal and state funding:

#### Current and Pending IDOT Funding

1. FY2021 State Metropolitan Planning Funds –\$170,355
2. FY2022 State Metropolitan Planning Funds –\$170,355

#### Current and Pending FHWA Funding

1. FY2021 Planning Funds –\$681,421.
2. FY2022 Planning Funds –\$681,421.

#### Current and Pending FTA Funding

1. FY2019 Section 5310 Funds –\$245,504
2. FY2020 Section 5310 Funds – \$252,956
3. FY2021 Section 5310 Funds – \$255,217

The FHWA and FTA completed a Title VI compliance review of TCRPC/PPUATS planning process in 2018. TCRPC/PPUATS has not been found to be in noncompliance with any civil rights requirements. The following is a summary of the compliance review:

1. Date of the compliance review  
March 6 – 7, 2018
2. Purpose for the review  
Federal Certification Review of the Metropolitan Transportation Planning Process
3. Agency that conducted the review  
FHWA and FTA
4. Summary of findings  
The FHWA and FTA jointly certify the TCRPC/PPUATS transportation planning process through May 6, 2022; found the MPO is in compliance with the Title VI laws and has not had any complaints to date.

#### Requirement to Prepare and Submit a Title VI Program

TCRPC/PPUATS will prepare, approve, and submit its Title VI Program to FTA every three years and Title VI Certifications to FHWA and IDOT on an annual basis, through the TIP process, to ensure compliance with Title VI. A copy of the adoption resolution signed by the PPUATS Policy Committee Chair is included in **Appendix A** of this document.

#### Requirement to Notify Beneficiaries of Protection Under Title VI

TCRPC/PPUATS will notify the public of the protections afforded them under the USDOT Title VI regulations and include the notice and where it is posted in the Title VI Program document.

The TCRPC/PPUATS Title VI notice to the public is posted within the [Legal & FOIA](#) link on Tri-County Regional Planning Commission's website. The notice is also posted within the public reception area of TCRPC's offices. A legal disclaimer is also present on all MPO meeting agendas: "The MPO receives federal funding and may not discriminate against anyone on the basis of race, color, or national origin according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI complaint form, call 309-673-9330."

To view a copy of TCRPC/PPUATS Title VI notice to the public, please see **Appendix C**.

### **Requirement to Develop Title VI Complaint Procedures and Complaint Form**

TCRPC/PPUATS has developed procedures and a form for Title VI complaints that may be filed against the agency in its role as the MPO. Title VI complaint procedures are available to the public on TCRPC's website within [Legal & FOIA](#) and upon request. MPO subrecipients shall be required to have such procedures and shall be encouraged to adopt the MPO complaint procedures.

Any person who believes they have been discriminated against on the basis of race, color or national origin by TCRPC/PPUATS may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form. Please refer to **Appendix D** for this form. TCRPC investigates complaints received no more than 180 days after the alleged incident. TCRPC will process complaints that are complete. TCRPC may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.

### **How to File a Complaint to TCRPC/PPUATS**

A person with a Title VI or other complaint may submit the complaint to TCRPC using the following procedures:

1. A complaint may be submitted in writing and must include the name and contact information of the person filing the complaint (complainant), the date of the incident, the circumstances surrounding the claimed discrimination, and the identity of the person, department, or service that caused the complaint. Written complaints shall be signed by the complainant and/or the complainant's representative. Complaints may be sent via mail, email, or hand delivered. The Complaint Form can be found in **Appendix D**.
2. A complaint may be taken verbally and must include the person's name and contact information, the date of the incident, the circumstances surrounding the claimed discrimination, and the identity of the person, department or service that caused the complaint. If a person makes a verbal complaint of discrimination to an officer or employee of TCRPC, the complainant may be

interviewed by the Executive Director. If necessary, the Executive Director or their designee will assist the complainant in reducing the complaint to writing and submit the written version of the complaint to the complainant for signature.

3. A complainant may request a neutral third party to hear a verbal complaint or assist with a written complaint. The selection of the neutral third party shall be made cooperatively between TCRPC and the complainant.
4. All complaints shall be addressed to the TCRPC Executive Director.

#### TCRPC/PPUATS Complaint Procedure

1. Within 10 days, the Executive Director will:
  - a. Acknowledge receipt of the allegation,
  - b. Inform the complainant of action taken or proposed action to process the allegation, and
  - c. Inform the complainant that the complaint may be either filed directly with TCRPC or with other appropriate departments such as the Federal Transit Administration (FTA). The contact information for those agencies will be provided should the person opt to file directly with them. TCRPC's Executive Director shall be responsible for follow-up and monitoring FTA action.
2. If the complainant opts to file the complaint with TCRPC, the Executive Director will direct the complaint to the appropriate Program Manager for a fact-finding review.
3. Within 60 days, the Program Manager will investigate the allegation and, based on the information obtained, will render a recommendation for action in a report of findings to TCRPC's Executive Director and Personnel Committee. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.
4. If the complaint is valid and supported by facts, the Executive Director and Personnel Committee will order corrective action to be taken. The Executive Director will also provide the appropriate federal agency with a copy of this decision and summary of findings upon completion of the investigation.
5. Within 90 days of receipt of the complaint, TCRPC will notify the complainant in writing of the final decision reached. If the proposed remedy is acceptable to the complainant, the matter is concluded.



6. If the proposed remedy is not acceptable, TCRPC will advise the complainant how to file the complaint with the FTA. To file a Title VI complaint or to request additional information about TCRPC's non-discrimination obligations and policies, contact:

Tri-County Regional Planning Commission  
Attention: Executive Director  
456 Fulton Street, Suite 401  
Peoria, IL 61602  
(309) 673-9330

Federal Transit Administration Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building, 5<sup>th</sup> floor – TCR  
1200 New Jersey Ave., SE  
Washington, D.C., 20590

### Requirement to Record and Report Title VI Investigations, Complaints, and Lawsuits

In compliance with 49 CFR Section 21.9(b), TCRPC/PPUATS and all subrecipients shall prepare and maintain a list of any active investigations conducted by entities other than the FTA or FHWA, lawsuits, or complaints naming TCRPC/PPUATS or subrecipient alleging discrimination on the basis of race, color, or national origin. This list shall include the date that the investigation, lawsuit, or complaint was filed and received by the MPO, a summary of the allegation(s), the status of the investigation, lawsuit or complaint, and actions taken by the MPO or subrecipient in response to the investigation, lawsuit, or complaint.

TCRPC/PPUATS has never received a Title VI complaint or been subject to a lawsuit or investigation. If TCRPC/PPUATS does receive a complaint or is subject to a lawsuit or investigation, the agency will record the information on the table shown in **Appendix E** of this document.

### Promoting Inclusive Public Participation

The content and consideration of Title VI, the Executive Order on Limited English Proficiency (LEP), and the USDOT LEP Guidance are integrated into the Public Participation Plan (PPP) for the TCRPC region and PPUATS. TCRPC/PPUATS dedicatedly provides access to the transportation planning process and associated MPO planning documents to all people, regardless of race, color, national origin, socioeconomic status, English proficiency, or disability. The PPP helps provide a variety of tools for TCRPC/PPUATS planners to use to inform the public, receive input, and consider such input during the planning process. To view the PPP, please see **Appendix F**.

### Requirement to Provide Meaningful Access to LEP Persons

TCRPC/PPUATS will remain consistent with Title VI of the Civil Rights Act of 1964, USDOT's implementing regulations, and Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency" (65 FR 50121, Aug. 11, 2000). In doing so,



TCRPC/PPUATS will take responsible steps to ensure meaningful access to benefits, services, information, and other important key portions of its programs and activities for individuals who have limited English proficiency (LEP).

#### Four Factor Analysis

To ensure meaningful access to programs and activities, TCRPC/PPUATS utilized a Four Factor Analysis to determine the specific language services that are appropriate to provide. The Four Factor Analysis is an individualized assessment that balances the following factors: (1) The number or proportion of LEP persons eligible to be served or likely to be encountered by the program or recipient; (2) The frequency with which LEP persons encounter the program; (3) The nature and importance of the program, activity, or service provided to people's lives; and (4) The resources available to the recipient for LEP outreach and the costs of that outreach. TCRPC/PPUATS utilizes the USDOT "safe harbor" to determine if any language group meets the Title VI LEP threshold. The safe harbor threshold constitutes five percent (5%) or 1,000 persons, whichever is less. If there are fewer than 50 persons in a language group that reaches the five percent (5%) threshold, TCRPC/PPUATS is not required to translate vital Title VI documents.

#### The number or proportion of LEP persons eligible to be served or likely to be encountered by the program or recipient.

TCRPC/PPUATS has undertaken an analysis of the languages spoken in the three counties comprising the tri-county region and the Urbanized Area, the estimated number of residents with LEP, and their distribution by language group and county. **Figure 2** shows data taken from the 2011-2015 American Community Survey (ACS) 5-Year Estimates for language spoken at home by ability to speak English for the population 5 years of age and over. The table summarizes the languages spoken at home in all three counties and the urbanized area with 50 or more LEP persons. Of the languages spoken at home, the only language to meet or exceed the safe harbor threshold is Spanish with a total of 2,626 individuals with limited English proficiency.

	Spanish LEP    %	French LEP    %	German LEP    %	Russian LEP    %	Polish LEP    %	Gujarati LEP    %	Hindi LEP    %	Urdu LEP    %
Tri-County Region	2877 0.85%	425 0.13%	269 0.08%	105 0.03%	64 0.02%	124 0.04%	234 0.07%	116 0.03%
Peoria-Pekin Urbanized Area	2626 1.05%	383 0.15%	211 0.08%	105 0.04%	55 0.02%	124 0.05%	210 0.08%	116 0.05%

	Chinese LEP    %	Korean LEP    %	Laotian LEP    %	Vietnamese LEP    %	Tagalog LEP    %	Arabic LEP    %
Tri-County Region	492 0.15%	169 0.05%	78 0.02%	207 0.06%	89 0.03%	180 0.05%
Peoria-Pekin Urbanized Area	474 0.19%	157 0.06%	78 0.03%	203 0.08%	80 0.03%	180 0.07%

Figure 2: Limited English Proficiency by Language with a Population of 50 or more (source: ACS 2011-2015 five-year estimates)

*The frequency with which LEP persons come into contact with the program.*

TCRPC/PPUATS conducts public outreach and holds public meetings as part of the transportation planning process. Contact with LEP persons is uncommon but may occur during periods of public comment during regular MPO plan updates, Human Service Transportation Plan (HSTP) updates, or special studies. To date, TCRPC/PPUATS has never received a request for language assistance services. This assistance could involve translation services at a meeting or a request to have a document translated.

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

TCRPC/PPUATS plans and programs the use of federal funds for future transportation projects. However, TCRPC/PPUATS does not provide direct transportation services or programs to individuals. TCRPC/PPUATS is responsible for informing the public on how federal transportation dollars are spent in the Peoria-Pekin Urbanized Area, which impacts every person in the region. It is important that all segments of the population, including LEP persons, have the opportunity to be involved in the transportation planning process.

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

TCRPC/PPUATS will provide written and oral assistance services, upon request, but does not have the resources to translate all documents and provide translation services at all public meetings as a regular course of business. All language assistance resource will be made available from outside consulting services.

TCRPC/PPUATS is federally mandated (Executive Order 13166) to take responsible steps to ensure meaningful access to the benefits, services, information, and other crucial portions of its programs and activities for individuals who are LEP. TCRPC/PPUATS utilized the USDOT LEP Guidance Handbook and preformed the Four Factor Analysis to develop its Limited English Proficiency (LEP) plan. The LEP Plan is included in **Appendix G** of this document.

### **Minority Representation on Planning and Advisory Bodies**

Title 49 CFR Section 21.5(b)(1)(vii) states that a recipient may not, on the grounds of race, color, or national origin, “deny a person the opportunity to participate as a member of a planning, advisory, or similar body which is an integral part of the program.”

The key bodies for the MPO are the PPUATS Policy Committee—soon to be Tri-County Regional Planning Commission board—and Technical Committee. The governing body of the MPO is the Policy Committee, which is responsible for all official activities of the MPO. The Policy Committee is made up of elected officials or their designees representing their respective communities. The Technical Committee is comprised of individuals appointed by their respective PPUATS communities. Most of these appointees are public works and/or engineering staff from their respective communities. The individuals representing each jurisdiction or agency are selected by

those entities and are not chosen at the direction of TCRPC/PPUATS or its staff. The current members for both PPUATS Policy and Technical can be found on the **Acknowledgements** page of this document.

### Providing Assistance to Subrecipients

Title 49 CFR Section 21.9(b) states that if “a primary recipient extends federal financial assistance to any other recipient, such other recipient shall also submit such compliance reports to the primary recipient as may be necessary to enable the primary recipient to carry out its obligations under this part.” Primary recipients should assist their subrecipients in complying with USDOT’s Title VI regulations, including the general reporting requirements. Assistance shall be provided to the subrecipient as necessary and appropriate by the primary recipient.

TCRPC/PPUATS currently only has two subrecipients of FTA 5310 funding: The City of Peoria and GPMTD. TCRPC/PPUATS also enters into contracts with jurisdictions and private consulting firms involving federal funding. These contracts incorporate standard Certifications and Assurances related to Title VI Civil Rights responsibilities.

### Monitoring Subrecipients

In accordance with 49 CFR 21.9(b), and to ensure that subrecipients are complying with the USDOT Title VI regulations, primary recipients must monitor their subrecipients for compliance with the regulations. Importantly, if a subrecipient is not in compliance with Title VI requirements, then the primary recipient is also not in compliance.

To ensure the primary and subrecipients comply with Title VI requirements, the primary recipient shall undertake the following activities:

1. Document its process for ensuring that all subrecipients are complying with the general reporting requirements of FTA Circular 4702.1B. Additionally, other requirements apply to the subrecipient based on the type of entity and the number of fixed route vehicles it operates in peak service if it is a transit provider.
2. Collect Title VI Programs from subrecipients and review programs for compliance.
3. At the request of the FTA, in response to a complaint of discrimination, or as otherwise deemed necessary by the primary recipient, the primary recipient shall request that subrecipients who provide transportation services verify that their level and

quality of service is provided equitably. Subrecipients that are fixed route transit providers are responsible for reporting as outlined in Chapter IV of FTA Circular 4702.1B.

When a subrecipient is also a direct recipient of FTA funds—that is, applies for funds directly from FTA in addition to receiving funds from a primary recipient—the subrecipient/direct recipient reports directly to FTA and the primary recipient/designated recipient is not responsible for monitoring compliance of that subrecipient. The supplemental agreement signed by both entities in their roles as designated recipient and direct recipient relieves the primary recipient/designated recipient of this oversight responsibility.

### **Determination of Site or Location of Facilities**

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

Per the FTA Circular 4702.1B, “Facilities” does not include bus shelters, as these are transit amenities and are covered under Chapter IV of Circular 4702.1B, nor does it include transit stations, power substations, etc., as those are evaluated during the project development and the National Environmental Policy Act (NEPA) process. Facilities included in this provision include, but are not limited to, storage facilities, maintenance facilities, and operation centers.

TCRPC/PPUATS acknowledges its responsibility to complete a Title VI equity analysis during the planning stage with regard to where a project is located or sited to ensure the location is selected without regard to race, color, or national origin. This process would include outreach to persons potentially impacted by the siting of facilities. The Title VI equity analysis must compare the equity impacts of various siting alternatives, and the analysis must occur before the selection of the preferred site.

### **Requirement to Provide Additional Information Upon Request**

Upon request, TCRPC/PPUATS will provide information other than that required by FTA Circular 4702.1B in order for FTA to investigate complaints of discrimination or to resolve concerns about possible noncompliance with DOT’s Title VI regulations.

## Metropolitan Planning Organization Requirements

In addition to the General Requirements for all federal funding recipients, FTA Circular 4702.1B identifies the following requirements for Metropolitan Planning Organizations (MPO):

### Requirement to Prepare and Submit a Title VI Program

Section 21.9(b) requires recipients to submit reports to FTA for the FTA to ascertain whether the recipient is in compliance with the USDOT Title VI regulations, and recipients must have available “racial and ethnic data showing the extent to which members of minority groups are beneficiaries of programs receiving Federal financial assistance.” As stated in Chapter III of FTA Circular 4702.1B, FTA requires that all direct and primary recipients document their compliance by submitting a Title VI Program to their FTA regional civil rights officer once every three years, or as otherwise directed by FTA.

In its regional transportation planning capacity, TCRPC/PPUATS shall submit to the state as the primary recipient, as well as the FTA, the following information in their Title VI Program: Twelve general requirements, demographic profile of the urbanized area, mobility needs of minority populations, and MPO demographic and project location maps.

### Twelve General Requirements

All twelve (12) general requirements for recipients of federal funding are outlined in the section above titled **General Requirements**.

### Demographic Profile of the Urbanized Area

A demographic profile of the metropolitan area that includes identification of the locations of minority populations, in the aggregate, is included in this section. Additional maps are included in **Appendix H**.

According to US Census Bureau 2015-2019 American Community Survey (ACS) data, the total population of the Peoria-Pekin Urbanized area is 253,461. The Peoria-Pekin Urbanized Area spans 237 square miles in Central Illinois and is the population and economic center of Greater Peoria, which includes Peoria, Tazewell, and Woodford counties. Greater Peoria is located 120 miles southwest of Chicago, 140 miles northeast of St. Louis, and 180 miles northwest of Indianapolis.

### Age

The US Census Bureau 2015-2019 ACS shows a significant parity between many age groups in the urbanized area. The largest age group of residents is 25 to 29, but all age groups between 0 and 64 years old have very similar population percentages. The 2015-2019 data shows the median age for the urbanized area was 38.2 years old, up slightly from the median age of 37.6 in 2015, and 37.2 in the 2010 Decennial Census. **Figure 3** is the population pyramid for the urbanized area.

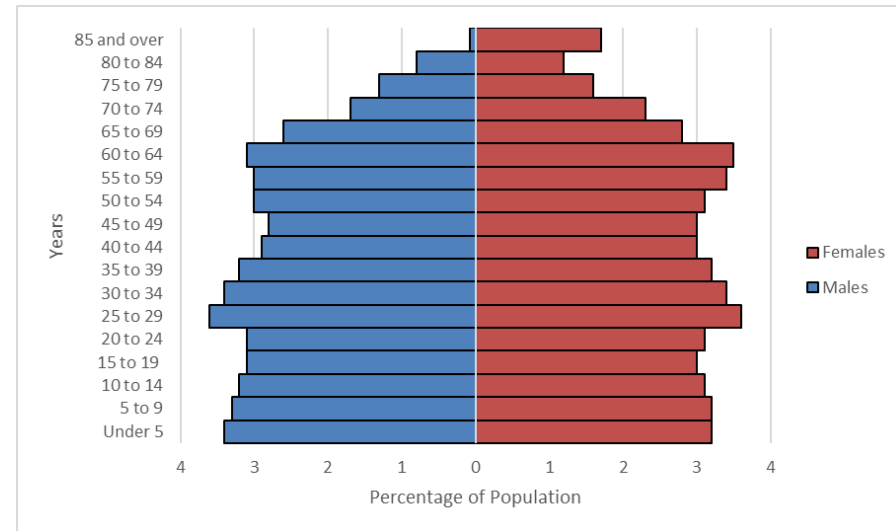


Figure 3: Age and Gender in the Urbanized Area (UA), 2015-2019 ACS

### Race and Ethnicity

A large majority of the urbanized area's population is white, although the percentage of white residents decreased slightly between 2010 and 2019. The racial makeup of the region has remained steady since 2010, which small percentage increases in Black or African American, Asian, and Two or More Races.

The urbanized area saw an increase in population identifying as Hispanic or Latino between 2010 and 2019, increasing approximately 0.7%. See **Figure 4** for more detail information on Race and Ethnicity in the urbanized Area.

Race	2010	2015-2019
White alone	80.7%	79.3%
Black or African American alone	12.8%	13.0%
American Indian and Alaska Native alone	0.3%	0.2%
Asian alone	2.5%	3.2%
Native Hawaiian and Other Pacific Islander alone	0.0%	0.0%
Some other race alone	1.3%	1.2%
Two or more races:	2.4%	3.1%
Ethnicity	2010	2015-2019
Not Hispanic or Latino	96.6%	95.9%
Hispanic or Latino	3.4%	4.1%

Figure 4: Race and Ethnicity in the UA, 2015-2019 ACS

### Disability Status

Identifying segments of the population with limited mobility is essential to building and maintaining an accessible, regional transportation network for the greatest number of residents. A key aspect of planning for transit use is identifying the needs of elderly individuals and people with disabilities. **Figure 5** shows the percentage of residents with a disability by age group.

<b>Population</b>	<b>Percentage with a Disability</b>
Total civilian noninstitutionalized population	12.20%
Under 5 years	1.10%
5 to 17 years	4.70%
18 to 34 years	5.70%
35 to 64 years	12.50%
65 to 74 years	22.70%
75 years and over	46.40%

Figure 5: Disability Status in the UA, 2015-2019 ACS

### Education

In 2019, just over 90% of residents of the urbanized area had a high school diploma. The percentage of urbanized area residents with at least a bachelor's degree was almost 30%. These numbers demonstrate that the urbanized area has a well-educated population that should continue to become better-educated in the future. For more details, please See **Figure 6**.

<b>Education Attainment</b>	<b>2015-2019</b>
Less than 9th grade	2.4%
9th to 12th grade, no diploma	6.4%
High school graduate (includes equivalency)	28.6%
Some college, no degree	23.2%
Associate's degree	10.1%
Bachelor's degree	18.6%
Graduate or professional degree	10.7%
<b>High school graduate or higher</b>	<b>91.2%</b>
<b>Bachelor's degree or higher</b>	<b>29.3%</b>

Figure 6: Education Attainment in the UA, 2015-2019 ACS



### Household Income

Income is a large determinant of available travel options for families. The median household income for the urbanized area is \$58,425. **Figure 7** shows the percentage of households in each income bracket. The largest household income bracket in the urbanized area is \$50,000 to \$74,999, with the majority of the households making between \$35,000 to 149,999.

**Figure 8** shows the median household income for all households in the urbanized area by age group. Generally, incomes are lowest for householders under the age of 25. This number increases in the 25 to 44 and 45 to 64 age groups. As householders retire, income begins to decrease. Due to potential financial constraints, travel options are likely to be limited for householders under 25 and over 64.

### Poverty

According to the 2015-2019 ACS, 13.9 percent of people in the urbanized area live below the poverty level. In 2019, the largest impoverished population in the urbanized area included those under five years old, with almost one quarter of people in that age group in poverty. Approximately one-fifth of young adults (ages 18-34) and one tenth of older adults (35-64) were in poverty. See **Figure 9** for more information.

Households	2015-2019
Less than \$10,000	6.80%
\$10,000 to \$14,999	4.60%
\$15,000 to \$24,999	10.30%
\$25,000 to \$34,999	9.20%
\$35,000 to \$49,999	12.90%
\$50,000 to \$74,999	18.10%
\$75,000 to \$99,999	13.40%
\$100,000 to \$149,999	14.00%
\$150,000 to \$199,999	5.70%
\$200,000 or more	5.10%
<b>Median income</b>	<b>\$58,425.00</b>
<b>Mean income</b>	<b>\$78,291.00</b>

Figure 7: Household Income in the US, 2015-2019 ACS

Age of Householder	Median Household Income
Householder under 25 years	\$ 31,896.00
Householder 25 to 44 years	\$ 60,861.00
Householder 45 to 64 years	\$ 68,454.00
Householder 65 years and over	\$ 51,838.00

Figure 8: Median Income by Age Group in the UA, 2015-2019 ACS

Percent below poverty level	2015-2019
Population for whom poverty status is determined	13.90%
Under 5 years	22.40%
5 to 17 years	16.10%
18 to 34 years	18.90%
35 to 64 years	11.50%
65 years and over	7.40%

Figure 9: Poverty Status by Age in the UA. 2015-2019 ACS



### Language Spoken at Home

According to the 2015-2019 ACS, 227,475 people, or 93.5 percent of the urbanized area population, only speak English in their home. The remaining 15,938 people, or 6.5 percent of the population, speaks a language other than English in their home. Of the 15,938 people, 4,554, or 28.6 percent, speak English less than “very well.” **Figure 10** details the type of languages spoken at home. **Figure 2** in the **Requirement to Provide Meaningful Access to LEP Persons** section details the specific languages spoken in the urbanized area and Tri-County region.

	Total	Percent	Percent of specified language			
			Speak English only or speak English "very well"		Speak English less than "very well"	
			Total	Percent	Total	Percent
Population 5 years and over	243,413	100%	238,859	98.10%	4,554	1.90%
Speak only English	227,475	93.50%				
Speak a language other than English	15,938	6.50%	11,384	71.40%	4,554	28.60%
Speak a Language other than English						
Spanish	6,728	2.80%	4,672	69.40%	2,056	30.60%
Other Indo-European languages	3,784	1.60%	2,806	74.20%	978	25.80%
Asian and Pacific Island languages	4,368	1.80%	3,062	70.10%	1,306	29.90%
Other languages	1,058	0.40%	844	79.80%	214	20.20%

Figure 10: Language Spoken at Home in the UA, 2015-2019 ACS

### Means of Transportation to Work

According to the 2015-2019 ACS, 44 percent of the working population in the urbanized area had two vehicles available to them for commuting to work. Only 3.3 percent of the population had no vehicles available to them for community to work. In 2019, approximately 85 percent of the working population in the urbanized area drove alone for their commute to work. **Figure 11** details the number of vehicles available and the means of transportation to work.

Vehicles Available	2015-2019
No vehicle available	3.3%
1 vehicle available	24.0%
2 vehicles available	44.0%
3 or more vehicles available	28.7%
Means of Transportation to Work	2015-2019
Drove alone	85.3%
Carpooled	7.6%
Public transportation (excluding taxicab)	1.6%
Walked	1.5%
Taxicab, motorcycle, bicycle, or other means	1.2%
Worked from home	2.9%

Figure 11: Means of Transportation in the UA, 2015-2017 ACS

### Mobility Needs of Minority Population

TCRPC/PPUATS seeks to identify the mobility needs of minority populations during the transportation planning and programming process through its public outreach process. A summary of TCRPC/PPUATS public participation procedures designed to gather information on the mobility needs of minority populations, individuals with disabilities, and low-income residents is described in the TCRPC/PPUATS Public Participation Plan (PPP), which is located in **Appendix F** of this document.

### MPO Demographic and Project location Maps

To comply with this requirement, TCRPC/PPUATS developed various maps of the urbanized area with US Census demographic data. These maps can be found in **Appendix H**. Additionally, TCRPC/PPUATS determined the percent minority per block group utilizing the US Census Bureau's 2015-2019 ACS Race and Ethnicity data. **Appendix I** shows a map of locally programmed federally funded projects from Fiscal Years 2015 through 2020 overlaid on top of the percent minority data.

### Planning

TCRPC/PPUATS recognizes that all metropolitan transportation planning activities must comply with 49 U.S.C Section 5303, Metropolitan Transportation Planning, as well as subpart C of 23 CFR part 450, Metropolitan Transportation Planning and Programming. As a subrecipient of the State, TCRPC/PPUATS will submit Title VI compliance reports for planning activities to the State.

All MPOs are required to self-certify compliance with all applicable Federal requirements. Planning certification reviews conducted jointly by FTA and FHWA of the metropolitan transportation planning processes of transportation management areas include a review of Title VI compliance. As part of the planning certification review, FTA/FHWA review MPO developed documentation to determine whether MPOs have:

- Analyzed regional demographic data to identify minority populations within the region.
- Where necessary, provided member agencies with regional data to assist them in identifying minority populations in their service area.
- Ensured that members of minority communities are provided with full opportunities to engage in the transportation planning process. This includes actions to eliminate language, mobility, temporal, and other obstacles to allow these populations to participate fully.
- Monitored the activities of subrecipients regarding Title VI compliance, where the MPO passes funds through to subrecipients.

### Designated Recipient

MPOs sometimes serve the role of designated recipient. FTA apportions funds each year to the MPO as the designated recipient, and the MPO, in turn, suballocates funds (without receiving the actual funds from FTA) to various entities and/or retains funds to carry out its own projects or activities, or to pass through to subrecipients. If the MPO as the designated recipient simply suballocates the funds to other entities, and those entities apply to FTA directly for the funds, the MPO and each entity to which it suballocates funds enter into a “supplemental agreement.” Under such agreement, the direct recipient is responsible for demonstrating compliance with Federal law, including Title VI, and the MPO is not in any manner subject to or responsible for the direct recipient’s compliance with the USDOT Title VI regulations.

However, the MPO as the designated recipient is responsible for suballocating FTA funds without regard to race, color, or national origin. Suballocations must be based on project implementation priorities in the Long-Range Transportation Plan (LRTP), which includes a robust public participation process. Each MPO must have a locally developed process that establishes criteria for making determinations of funding priorities in a nondiscriminatory manner.

### Direct Recipient

An MPO that receives funding directly from FTA for its own activities is a direct recipient and therefore must develop a Title VI Program and report Title VI compliance to FTA for those activities for which it is a direct recipient. As a direct recipient, an MPO may also pass funds through to subrecipients. When an MPO receives funds directly from FTA and then passes funds through to subrecipients, the MPO becomes a primary recipient under the DOT Title VI regulations and is responsible for monitoring the compliance of its subrecipients with Title VI, unless that subrecipient is also an FTA direct recipient.

### Requirements for Program Administration

To comply with 49 CFR Section 21.5, the general nondiscrimination provision, the MPO recognizes its responsibility to document that, if federal funds under any FTA or FHWA programs are passed through to sub-recipients, this is done without regard to race, color, or national origin. The MPO must also assure that minority populations are not being denied the benefits of or excluded from participation in these programs. Thus, TCRPC/PPUATS will provide the following information upon request:

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

- A description of how the MPO develops its competitive selection process or annual program of projects submitted as part of its grant applications. This description shall emphasize the method used to ensure the equitable distribution of funds to sub-recipients serving predominantly minority populations, including Native American tribes, where present. Equitable distribution can be achieved by engaging in outreach to diverse stakeholders regarding availability of funds and ensuring that the competitive process is not itself a barrier to selection of minority applicants.
- A description of the MPO's criteria for selecting entities to participate in federal grant programs.

## **Environmental Justice**

On February 11th, 1994, President Clinton issued Executive Order 12898 “Federal Actions to Address Environmental Justice in Minority Population and Low-Income Populations.” Environmental Justice (EJ) builds on to Title VI activities by considering the impacts to low-income and minority populations within transportation planning and decision-making. The guiding principles of Environmental Justice are:

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

Prior to 2012, Title VI and EJ requirements were included together under one circular. Given the close relationship between Title VI and EJ, the distinctions between the requirements were often confused. As a result, FTA released two separate Circulars, FTA 4702.1B, which outlines Title VI requirements, and FTA 4703.1, with EJ requirements, in 2012. Title VI is a federal statute, and as such, in the event of discrimination, legal action may be sought. Executive Order 12898, however, is not enforceable in court and does not create any legal rights or remedies. While E.O. 12898 does not create a protected class for low-income populations, TCRPC recognizes the close relationship between the two. Therefore, TCRPC deems it important to include the consideration of effects borne by low-income populations and other disadvantaged populations in our Title VI considerations and assessment.

## **Demographic Data and Methodology**

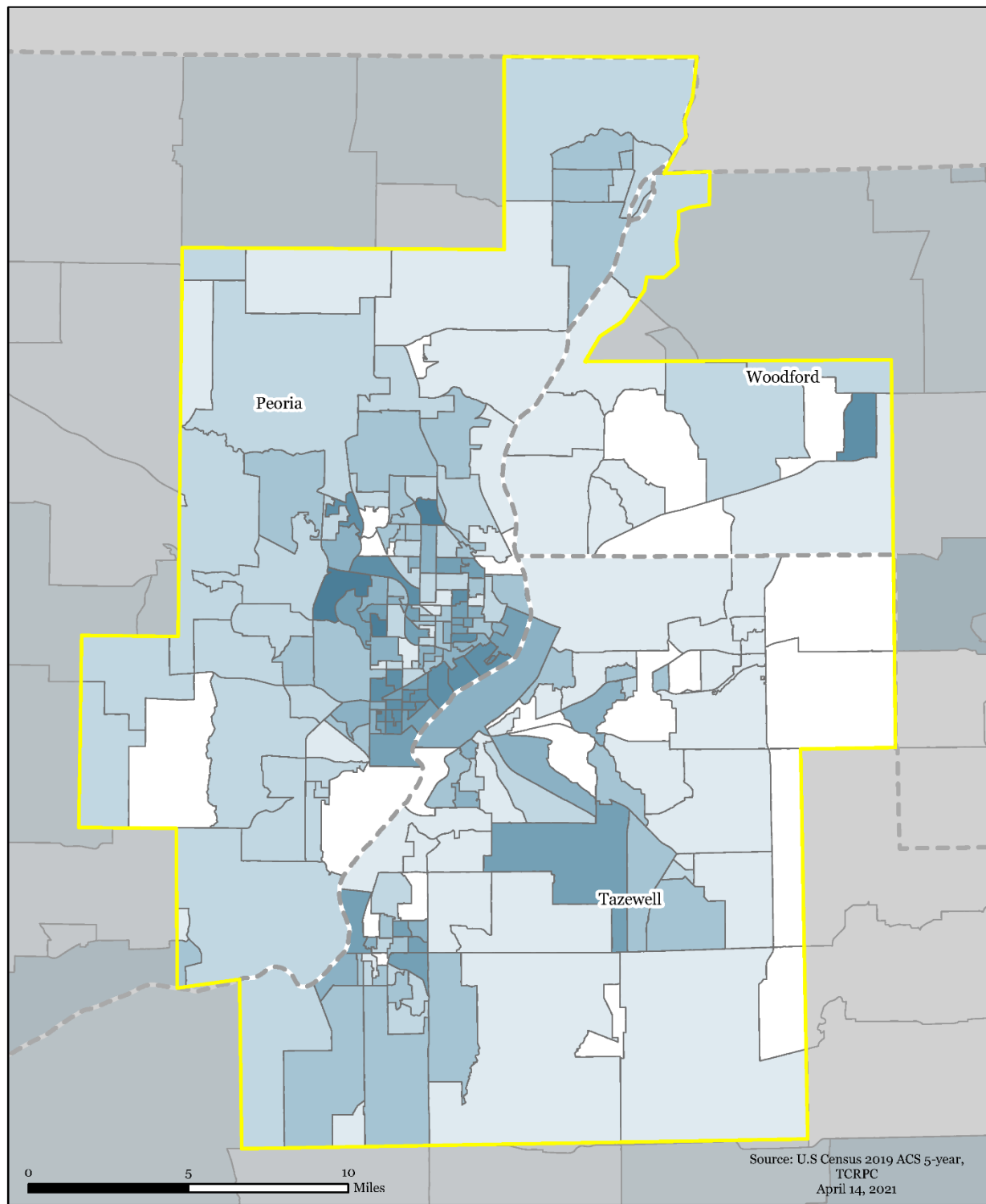
An understanding of regional disadvantaged population groups is needed to ensure the MPO’s planning and participation efforts reach all segments of the community. TCRPC utilized U.S. Census Bureau 2015-2019 American Community Survey (ACS) data at block group level to compile a demographic summary of the Peoria-Pekin Urbanized Area to determine where Environmental Justice areas, or disadvantaged populations, are in the region. Census Data is gathered from the traditionally underserved and/or under-represented population groups: Carless households, persons with a disability, elderly households, limited English proficiency (LEP) households, minority populations, households in poverty, and single heads of households with children.

To understand the areas with the greatest disadvantage, the percentage of each block group was identified for each of the seven disadvantaged population groups. From there, the regional average of each disadvantaged population group is determined by finding the average percentage. **Figure 12** shows the average percentage for each disadvantaged population group. Each Census Block Group above the regional average is considered to be disadvantaged. A map of each population group showing the block groups that exceed the regional average can be found in **Appendix J** of this document.

Population Group	Regional Average
Carless Households	8.41%
Persons with Disabilities	24.27%
Elderly Population	29.80%
LEP	0.71%
Minority	20.45%
Households below Poverty Level	14.02%
Single Households with Children	34.36%

*Figure 12: Disadvantaged Population Group Regional Averages*

Each block group's severity of disadvantage increases by each population group identified to be over the regional average. **Figure 13** is a map that shows the concentration of disadvantaged population groups identified. The darker the shade on the map, the more population groups that are over the regional average.



### Concentration of Disadvantaged Populations by Block Group, 2019

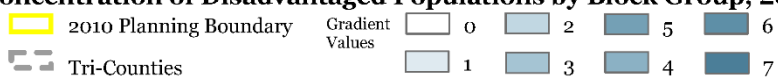


Figure 13: Concentration of Disadvantaged Populations by Block Group, 2019

## **Appendix A: Adoption Resolution**



**RESOLUTION 21-15**

**A RESOLUTION OF THE PEORIA-PEKIN URBANIZED AREA TRANSPORTATION STUDY (PPUATS) POLICY COMMITTEE TO APPROVE AND ADOPT THE TITLE VI PROGRAM WITH ENVIRONMENTAL JUSTICE CONSIDERATION AND LIMITED ENGLISH PROFICIENCY PLAN.**

**WHEREAS**, the PPUATS Policy Committee, hereafter referred to as PPUATS Policy, is recognized as the Metropolitan Planning Organization (MPO) for the Peoria-Pekin Urbanized Area, and

**WHEREAS**, all programs and organizations receiving financial assistance from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are subject to Title VI of the Civil Rights Act of 1964 and U.S. Department of Transportation's implementing regulations, and

**WHEREAS**, Executive Order 12898 "Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations" builds on to Title VI activities by including the considerations of the impacts to low-income populations in addition to minority populations into transportation planning and decision-making processes, and

**WHEREAS**, Executive Order 13166 "Improving Access to Services for Persons with Limited English Proficiency" states that recipients of federal transportation funds shall take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of their programs and activities for individuals who are limited-English proficient (LEP), and

**WHEREAS**, PPUATS assures that no person or group of persons on the basis of race, color, or national origin, gender, socioeconomic status, English proficiency, or disability, are subjected to discrimination in the level and quality of transportation planning programs and activities provided by the MPO, whether federally funded or not, and

**WHEREAS**, PPUATS has developed an updated Title VI Program with Environmental Justice Consideration and LEP Plan that meets the requirements of FTA Circular 4702.1B (Title VI) and FTA Circular 4703.1 (Environmental Justice).

**THEREFORE, BE IT RESOLVED BY PPUATS POLICY AS FOLLOWS:**


That PPUATS Policy hereby adopts the 2021 Title VI Program with Environmental Justice Consideration and Limited English Proficiency Plan.

Presented this 24th day of June 2021

Adopted this 24th day of June 2021

  
Barry Logan, Chairman  
PPUATS Policy Committee

**ATTEST:**

  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission

**RESOLUTION 21-16**

**A RESOLUTION OF THE PEORIA-PEKIN URBANIZED AREA TRANSPORTATION STUDY (PPUATS) POLICY COMMITTEE TO APPROVE AND ADOPT THE PUBLIC PARTICIPATION PLAN.**

**WHEREAS**, the PPUATS Policy Committee, hereafter referred to as PPUATS Policy, is recognized as the metropolitan planning organization (MPO) for the Peoria-Pekin Urbanized Area, and

**WHEREAS**, 23 Code of Federal Regulations (CFR), Part 450, Subpart C, Section 316(b)(1) states the metropolitan planning process shall, "include a proactive public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing participation of the public in developing plans," and

**WHEREAS**, Section 1201 of the FAST ACT, amends 23 USC 134(I)(6)(A)(B) and (C) to further expand the public participation process and identifies those segments of the population affected by transportation decisions of the MPO and further specifies format, means, and methods for "...a reasonable opportunity to comment on the transportation plan," and

**WHEREAS**, in accordance with 23 CFR 450.316(a)(3), the MPO has provided a public comment period of forty-five (45) for review of the Draft PPP prior to final approval, and

**WHEREAS**, 23 CFR, Part 450, Subpart C, Section 316 (a)(1)(ix) requires, and the MPO agrees, to periodically review the effectiveness of procedures and strategies providing full and open access to all.

**THEREFORE BE IT RESOLVED BY PPUATS POLICY AS FOLLOWS:**

That PPUATS Policy hereby adopts the 2021 Public Participation Plan.

Presented this 24th day of June 2021

Adopted this 24th day of June 2021

  
\_\_\_\_\_  
Barry Logan, Chairman  
PPUATS Policy Committee

**ATTEST:**

  
\_\_\_\_\_  
Eric Miller, Executive Director  
Tri-County Regional Planning Commission

## **Appendix B: Certifications and Assurances**

**FEDERAL FISCAL YEAR 2021 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS**

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Tri-County Regional Planning Commission

The Applicant certifies to the applicable provisions of categories 01–21. X

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	_____
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	_____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____

Certifications and Assurances

Fiscal Year 2021

- 12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs
- 13 State of Good Repair Grants
- 14 Infrastructure Finance Programs
- 15 Alcohol and Controlled Substances Testing
- 16 Rail Safety Training and Oversight
- 17 Demand Responsive Service
- 18 Interest and Financing Costs
- 19 Construction Hiring Preferences
- 20 Cybersecurity Certification for Rail Rolling Stock and Operations
- 21 Tribal Transit Programs

**FEDERAL FISCAL YEAR 2021 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE**

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2021)

**AFFIRMATION OF APPLICANT**

Name of the Applicant: Tri-County Regional Planning Commission

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2021, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2021.

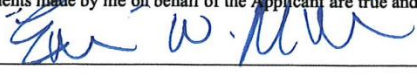
The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to

Certifications and Assurances

Fiscal Year 2021

FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature  Date: 4/21/21


Name ERIC W. MILLER Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): TRE COUNTY REGIONAL PLANNING COMMISSION

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature  Date: 3/7/2021

Name ANDREW KEET (HEYL ROYSTER) Attorney for Applicant

*Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.*

## **Appendix C: Title VI Public Notice**

## **Notifying the Public of Rights Under Title VI and ADA**

### **Peoria-Pekin Urbanized Area Transportation Study**

**Peoria-Pekin Urbanized Area Transportation Study** operates its programs and services without regard to race, color, national origin and disability status in accordance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 (ADA). Any person who believes they have been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the **Peoria-Pekin Urbanized Area Transportation Study**.

For more information on the **Peoria-Pekin Urbanized Area Transportation Study**'s civil rights program, and the procedures to file a complaint, contact **Eric Miller, Executive Director, (309) 673-9330; email: [emiller@tricountyrpc.org](mailto:emiller@tricountyrpc.org)**; or visit our administrative office at **456 Fulton Street, Suite 401, Peoria, Illinois 61602**. For more information, visit **<https://tricountyrpc.org/legal/>**.

Complaints may be filed directly with the Illinois Department of Transportation (**IDOT**) **Civil Rights Office**:

ATTN: Title VI Program Coordinator  
69 Washington Street Room 2100  
Chicago, IL 60602

or with the Federal Transit Administration (**FTA**):

ATTN: Title VI Program Coordinator  
1200 New Jersey Ave., SE  
Washington, DC 20590

If information is needed in another language, contact **(309) 673-9330**. Para información en Español, llame: **Debbie Ulrich, Office Manager, (309) 673-9330; email: [dulrich@tricountyrpc.org](mailto:dulrich@tricountyrpc.org)**.



## **Aviso Público Sobre los Derechos Bajo el Título VI Y ADA**

### **Peoria-Pekin Urbanized Area Transportation Study**

**Peoria-Pekin Urbanized Area Transportation Study** (*y sus subcontratistas, si cualquiera*) asegura cumplir con el Título VI de la Ley de los Derechos Civiles de 1964, Sección 504 de la Ley de Rehabilitación de 1973 y La Ley de ciudadanos Americanos con Discapacidades de 1990 (ADA). El nivel y la calidad de servicios de transporte serán proveídos sin consideración a su raza, color, país de origen, o discapacidad.

Para obtener más información sobre el programa de Derechos Civiles de **Peoria-Pekin Urbanized Area Transportation Study**, y los procedimientos para presentar una queja, contacte **Eric Miller, Executive Director (309) 673-9330**; o visite nuestra oficina administrativa en **456 Fulton Street, Suite 401, Peoria, Illinois 61602**. Para obtener más información, visite <https://tricountyrpc.org/legal/>

Una queja puede ser presentada con la oficina de Derechos Civiles del Departamento de Transporte de Illinois (IDOT).

Atención: Title VI Program Manager  
69 W. Washington Street  
Chicago, IL 60602

o con la Administración Federal de Transporte (FTA):

Atención: Title VI Coordinator,  
1200 New Jersey Ave., SE  
Washington DC 20590

\*\*\*\*\*

The above notices are posted within the public reception area of Tri-County Regional Planning Commission's offices and online at <https://tricountyrpc.org/legal/>.

## **Appendix D: Title VI Complaint Form**

<b>Section I:</b>		
Name:		
Address:		
Telephone (Home):	Telephone (Work):	
Email Address:		
Accessible Format Requirements?	<input type="checkbox"/> Large Print	<input type="checkbox"/> Audio Tape
	<input type="checkbox"/> TDD	<input type="checkbox"/> Other
<b>Section II:</b>		
Are you filing this complaint on your own behalf?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
<i>*If you answered "yes" to this question, go to <b>Section III</b>.</i>		
If not, please supply the name and relationship of the person for whom you are complaining.		
Please explain why you have filed for a third party:		
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Section III:</b>		
I believe the discrimination I experienced was based on (check all that apply):		
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin <input type="checkbox"/> Disability		
Date of Alleged Discrimination (Month, Day, Year): _____		
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.		
_____ _____ _____		
<b>Section VI:</b>		
Have you previously filed a Discrimination Complaint with this agency?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please provide any reference information regarding your previous complaint.		
_____ _____		
<b>Section V:</b>		

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, check all that apply:	
<input type="checkbox"/> Federal Agency: _____	
<input type="checkbox"/> Federal Court: _____	<input type="checkbox"/> State Agency: _____
<input type="checkbox"/> State Court: _____	<input type="checkbox"/> Local Agency: _____
Please provide information about a contact person at the agency/court where the complaint was filed.	
Name: _____	
Title: _____	
Agency: _____	
Address: _____	
Telephone: _____	
<b>Section VI:</b>	
Name of agency complaint is against: _____	
Name of person complaint is against: _____	
Title: _____	
Location: _____	
Telephone Number (if available): _____	

You may attach any written materials or other information that you think is relevant to your complaint. Your signature and date are **required** below:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please submit this form in person at the address below, or mail this form to:**

**Peoria-Pekin Urbanized Area Transportation Study**

**Eric Miller, Executive Director**

**456 Fulton Street, Suite 401, Peoria, Illinois 61602**

**(309) 673-9330**

**emiller@tricountyrpc.org**

A copy of this form can be found online at **<https://tricountyrpc.org/legal/>**

## **Appendix E: Title VI Investigations, Complaints, and Lawsuits**

### PPUATS ADA and Title VI List of Complaints, Investigations and Lawsuits

The Peoria-Pekin Urbanized Area Transportation Study maintains a log to track and resolve all ADA and Title VI complaints, investigations, and lawsuits, pertaining to its transportation-related activities.

Check One:

☒ There have been no investigations, complaints, and/or lawsuits filed against TCRPC/PPUATS during the report period.

☐ There have been investigations, complaints and/or lawsuits filed against TCRPC/PPUATS (See table below).

Type Complaint, Investigation, or Lawsuit	Date (Month, Day, Year)	Complainant's Name and Address	Basis of Complaint Race, Color, National Origin, or Disability	Summary of Allegations	Status	Action(s) Taken/ Outcome if Resolved

## **Appendix F: Public Participation Plan**

### **Public Participation Plan**

The Public Participation Plan is available under a separate cover and was updated and adopted by PPUATS along with this Title VI Program document. This Title VI Program document and the Public Participation Plan can be found on the Tri-County Regional Planning Commissions website at <https://tricountyrpc.org/>.



## **Appendix G: Limited English Proficiency Plan**

### **Improving Access for People with Limited English Proficiency (LEP)**

The Tri-County Regional Planning Commission (TCRPC), which represents Peoria, Tazewell, and Woodford counties in Central Illinois and staffs the Peoria-Pekin Urbanized Area Metropolitan Planning Organization (MPO), has conducted a Four Factor Analysis to meet requirements under Title VI of the Civil Rights Act of 1964, which seeks to improve access to services for persons with Limited English Proficiency (LEP). The purpose is to ensure that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance from the Federal Transit Administration (FTA).

#### **Four Factor Analysis**

To ensure meaningful access to programs and activities, TCRPC conducted the Four Factor Analysis. This process determined the specific language services that are appropriate to provide in the Peoria-Pekin Urbanized Area and Tri-County Region. The Four Factor Analysis assessed the following factors: (1) The number or proportion of LEP persons eligible to be served or likely to be encountered by the program or recipient; (2) The frequency with which LEP persons come into contact with the program; (3) The nature and importance of the program, activity, or service to people's lives; (4) the resources available to the recipient for LEP outreach, as well as the costs associated with that outreach.

TCRPC utilized the United States Department of Transportation "safe harbor" to determine if any language group meets the Title VI LEP threshold. The safe harbor threshold constitutes five percent (5%) or 1,000 persons, whichever is less. If there are fewer than 50 persons in a language group that reaches the five percent (5%) threshold, TCRPC is not required to translate vital Title VI documents. The only language group that meet the five percent or 1,000 persons threshold is the Spanish speaking population.

According to 2011-2015 American Community Survey (ACS) 5-Year Estimates, 8,358 individuals speak Spanish in the Tri-County Region. Of that number, 72.5 percent reside in Peoria County, 22.4 percent in Tazewell County, and five percent in Woodford County. Of the 8,358 individuals, 65.6 percent, or 5,481 individuals, speak English "very well" and 34.4 percent, or 2,877, speak English less than "very well." Individuals who speak English less than "very well" are considered LEP persons.

According to the 2011-2015 ACS data, there are 7,270 Spanish-speakers in the Peoria-Pekin Urbanized Area. This means 87 percent of the Spanish-speaking population in the Tri-County region reside in the urbanized area. Of these 7,270 individuals, 63.9 percent, or 4,644 persons, speak English "very well," and 36.1 percent, or 2,626, speak English less than "very well." A total of 91.3 percent of the LEP population in the Tri-County Region reside in the urbanized area.

TCRPC, as an MPO, is responsible for planning and programming federal funds for future transportation projects. As part of this effort, staff conducts public outreach and holds public meetings to educate the public and gain insight on the public's viewpoints and priorities. Contact with LEP persons is uncommon because TCRPC is not a transit provider, but engagement may occur during the public outreach process. To date, TCRPC has never received a request for language assistance services, including requests for meeting translations or for document translation. TCRPC will contact a local translation and interpretation service for public meetings when requested.

### Identifying LEP Individuals

Research completed in the Four Factor Analysis indicates that the majority of LEP persons reside in Peoria County. The Four Factor Analysis will be completed every three years within the Title VI Program update to ensure that all LEP persons receive the necessary assistance.

TCRPC staff rarely comes into direct contact with LEP individuals; however, when and if they do, employees make every reasonable effort to accommodate all persons, regardless of the challenge. To ensure persons of limited English proficiency have meaningful access to the planning process, TCRPC staff should follow the following guidelines:

- Examine requests for language assistance from past meetings or events to anticipate future language service needs.
- At any future outreach meeting, an employee will be at the door or sign-in table to greet people entering the meeting and will also be tasked with identifying any persons of limited English proficiency.
- Keep a tabulation of persons requiring language assistance, including those that find their own interpreting service.

### Language Assistance Services

TCRPC currently has no in-house language assistance but will provide written and oral assistance services upon request. All language assistance resources will be made available from outside sources. The following are the procedures that TCRPC staff should utilize to interact with any persons of limited English proficiency:

- Attempt to determine which language is required.
- Use the US Census Bureau's "I Speak" card if necessary.
- If the person can speak some English, try to discern their needs without the help of a language service.
- For help with translating individual words and phrases, visit <https://translate.google.com/> or <https://www.babelfish.com/> for a free translator.

- If the employee cannot effectively communicate with the person, attempt to refer them to one of the following Community organizations serve minority populations, including those with limited English proficiency:
  - **Greater Peoria Hispanic Chamber of Commerce** – the aim of this collaborative is to connect regional Hispanic businesses within the community “to grow commerce, community, and culture for Latinos in Greater Peoria.”
  - **Peoria Hispanics** – this group aims to stimulate the Latino culture in Peoria and the surrounding areas. They work to join businesses, organizations, agencies, and individuals to provide a community of support and information related to Hispanic resources and outreach in the area.
  - **Peoria Friendship House** – the Peoria Friendship House has a La Familia (Latino Outreach) program that serves Peoria, Tazewell, Woodford, Marshall, Putnam, and Stark Counties. This program provides ongoing case management and a comprehensive set of services designed to assess Latino individuals and family needs to aid them in becoming productive, self-reliant members of the community. Several translation services are provided, including help with legal, medical, employment, immigration, and tax preparation.
  - **Illinois Migrant Council** – the Illinois Migrant Council is a community-based non-profit organization that seeks to promote employment, education, health, housing and other opportunities for migrant and seasonal farm workers and their families to achieve economic self-sufficiency and stability. The IMC has expanded its services to meet the growing needs of Hispanic/Latino families and individuals in rural communities.
  - **Illinois Central College** – ICC provides various courses for individuals who speak little to no English. Courses include developing skills needed to function in everyday American life, as well as developing basic English vocabulary and grammar skills.
  - **Catholic Diocese of Peoria** – the Catholic Diocese of Peoria serves the Hispanic population by the Office of Hispanic Ministry with services such as immigration clinics, community support and spiritual outreach.
  - **El Vista Baptist Church** – the El Vista Baptist Church in Peoria offers a Spanish ministry.
  - **First United Methodist Church** – the First United Methodist Church in Peoria offers bilingual services as well as church services presented in Spanish.
- Should it be necessary and all other options exhausted, employees may use any other creative means of communicating with the person of limited English proficiency.

### Providing notice to LEP persons

TCRPC incorporates a variety of methods to communicate with the public about meetings and activities related to the planning process. These include press releases to local newspapers, announcements on our website, and email communication. TCRPC allows the opportunity for individuals to contact our offices for special accommodations at meetings. Should the need arise; key print materials may be translated to accommodate LEP persons.

TCRPC currently includes a notice on all PPUATS Policy and Technical Committee agendas and public meeting notices in English providing information about individuals' their rights under Title VI and how to request special accommodations, such as interpretation and translation services. The notice reads as follows:

---

*The MPO receives Federal funding and may not discriminate against anyone on the basis of race, color, or national origin according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI complaint form, call 309-673-9330. Tri-County Regional Planning Commission strives to provide an environment welcoming to all persons regardless of physical or mental challenges, race, gender, or religion. Please call 309-673-9330 to request special accommodations at least two business days in advance.*

---

### Monitoring and Updating the LEP Plan

Monitoring and updating of the LEP Plan will be coordinated with the update of the Public Participation Plan and Title VI Program. This plan is meant to be a flexible guide and reference tool for TCRPC staff. It should also be revisited any time new census data becomes available, as this will help identify any new unmet needs.

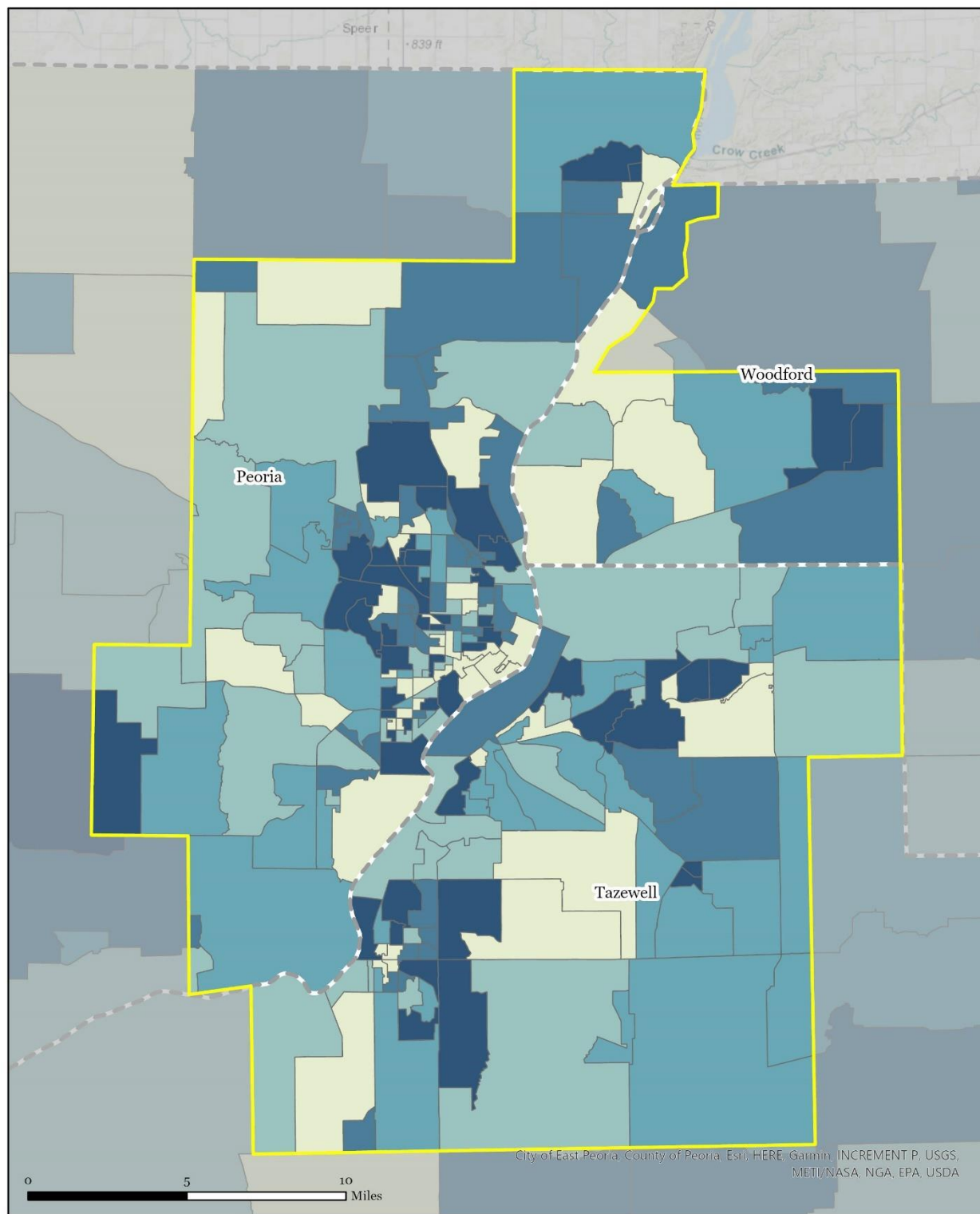
Future revisions and updates to this plan will be based upon the following:

- LEP populations in the region or project area.
- Frequency of encounters with LEP language groups.
- Nature and importance of activities to LEP persons.
- Availability of resources, including technological advances and sources of additional resources, and the costs imposed.
- Whether existing assistance is meeting the needs of LEP persons.
- Whether employees know and understand the LEP plan and how to implement it.
- Whether identified sources for assistance are still available and viable.

### Staff LEP Training

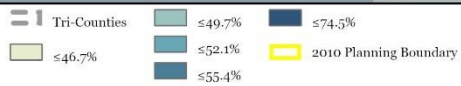
TCRPC staff will be made aware of the Title VI Program, Public Participation Plan, and LEP Plan. Staff will also be given a list of available LEP resources, the procedures on how to process a Title VI/ADA complaint, and be directed to keep a record of any language assistance requests. Staff will also be informed about the resources available at <https://www.lep.gov/>.

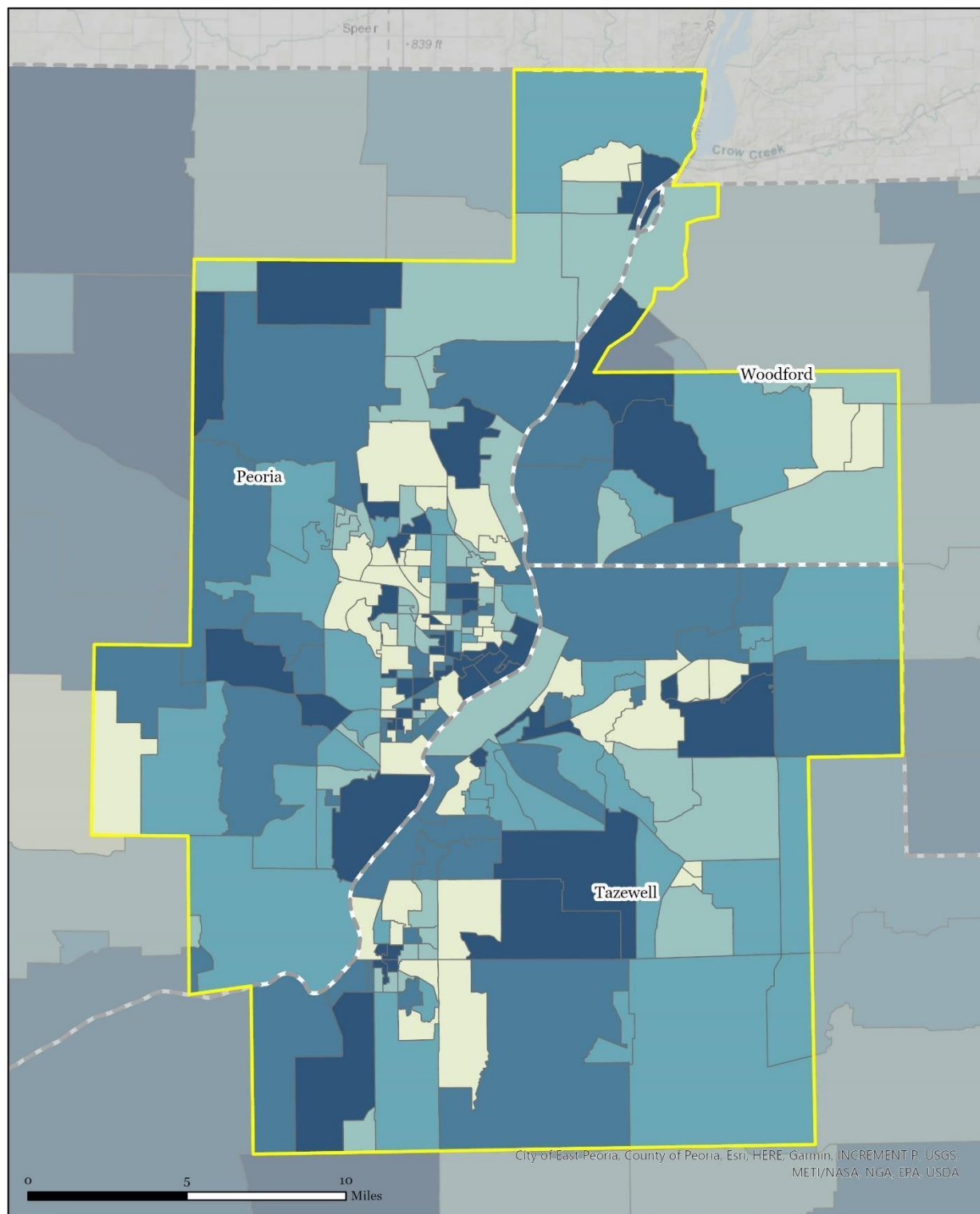
## **Appendix H: Demographic Profile Maps**



# Female Population by Block Group, 2019

Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021



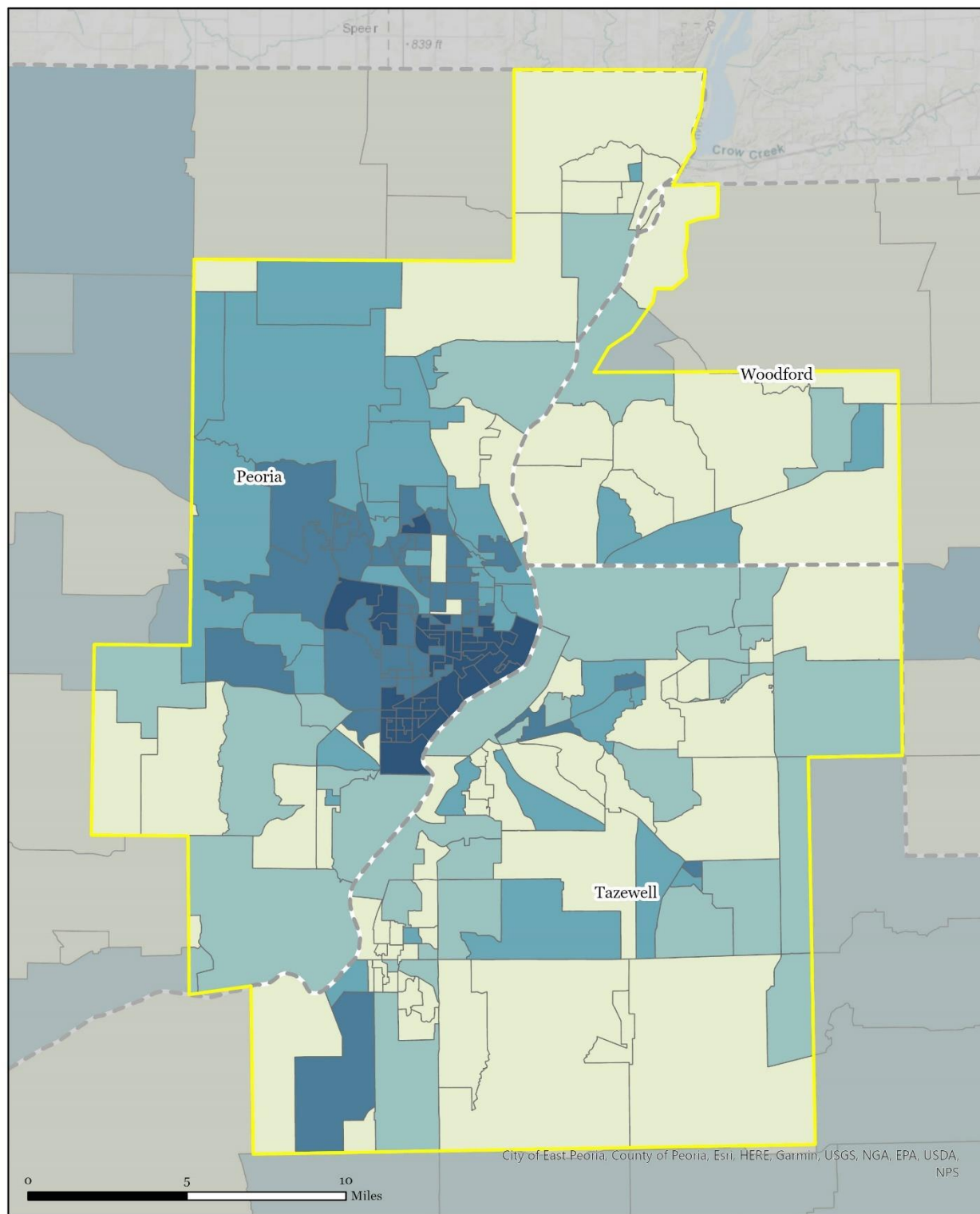


# Male Population by Block Group, 2019

Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

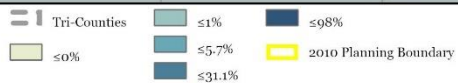


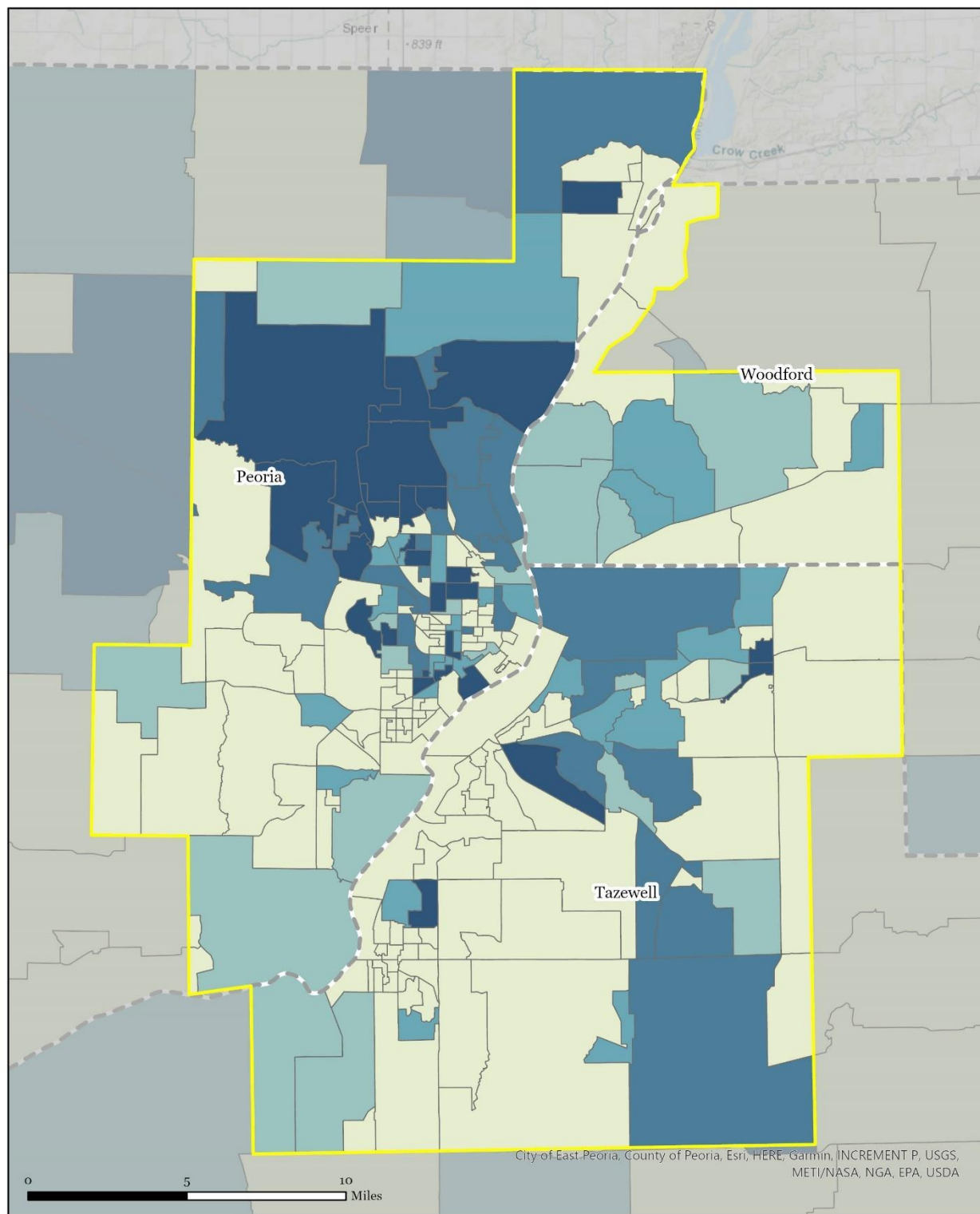




# Percent African American by Block Group, 2019

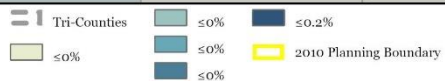
Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

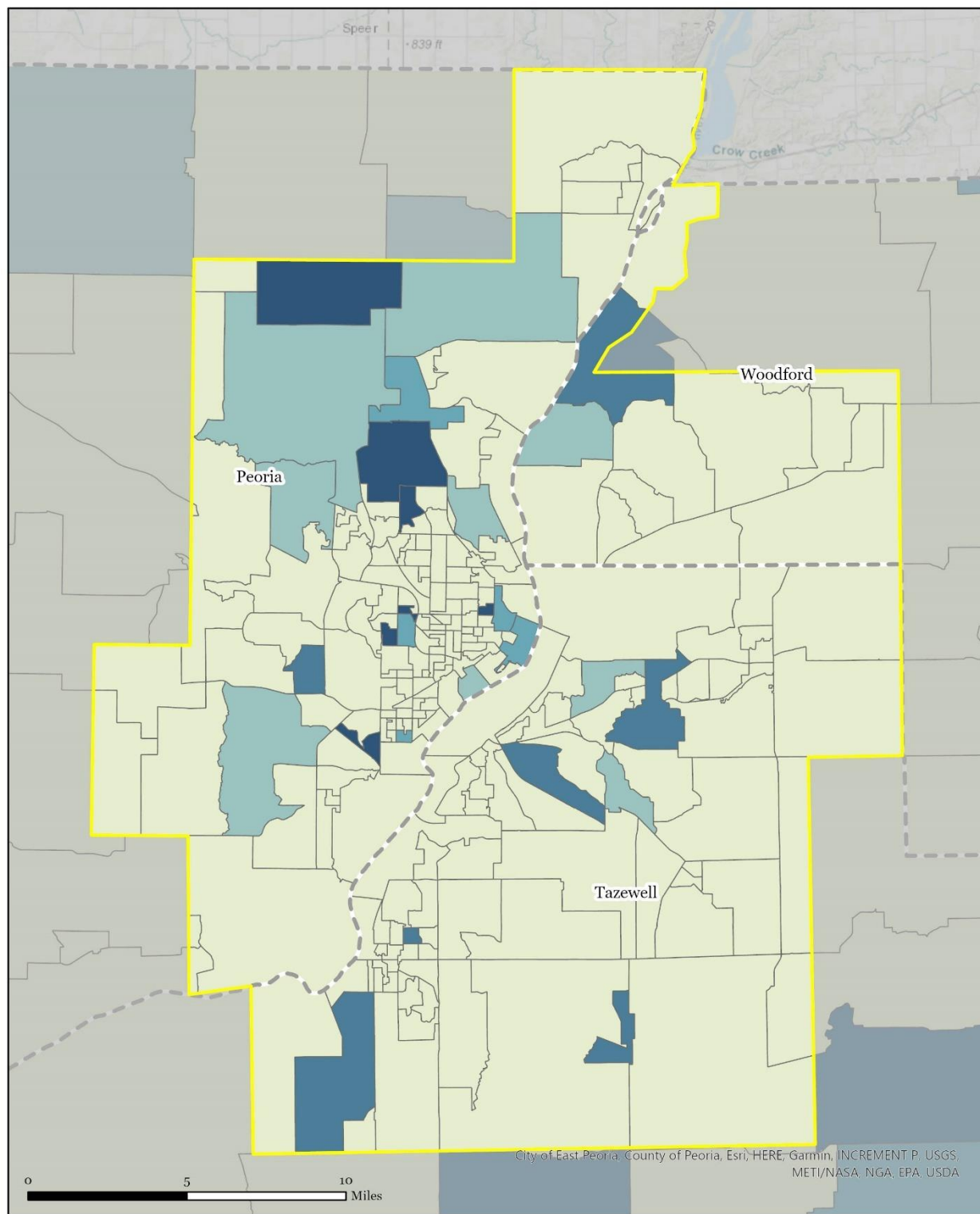




### Percent Asian by Block Group, 2019

Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021



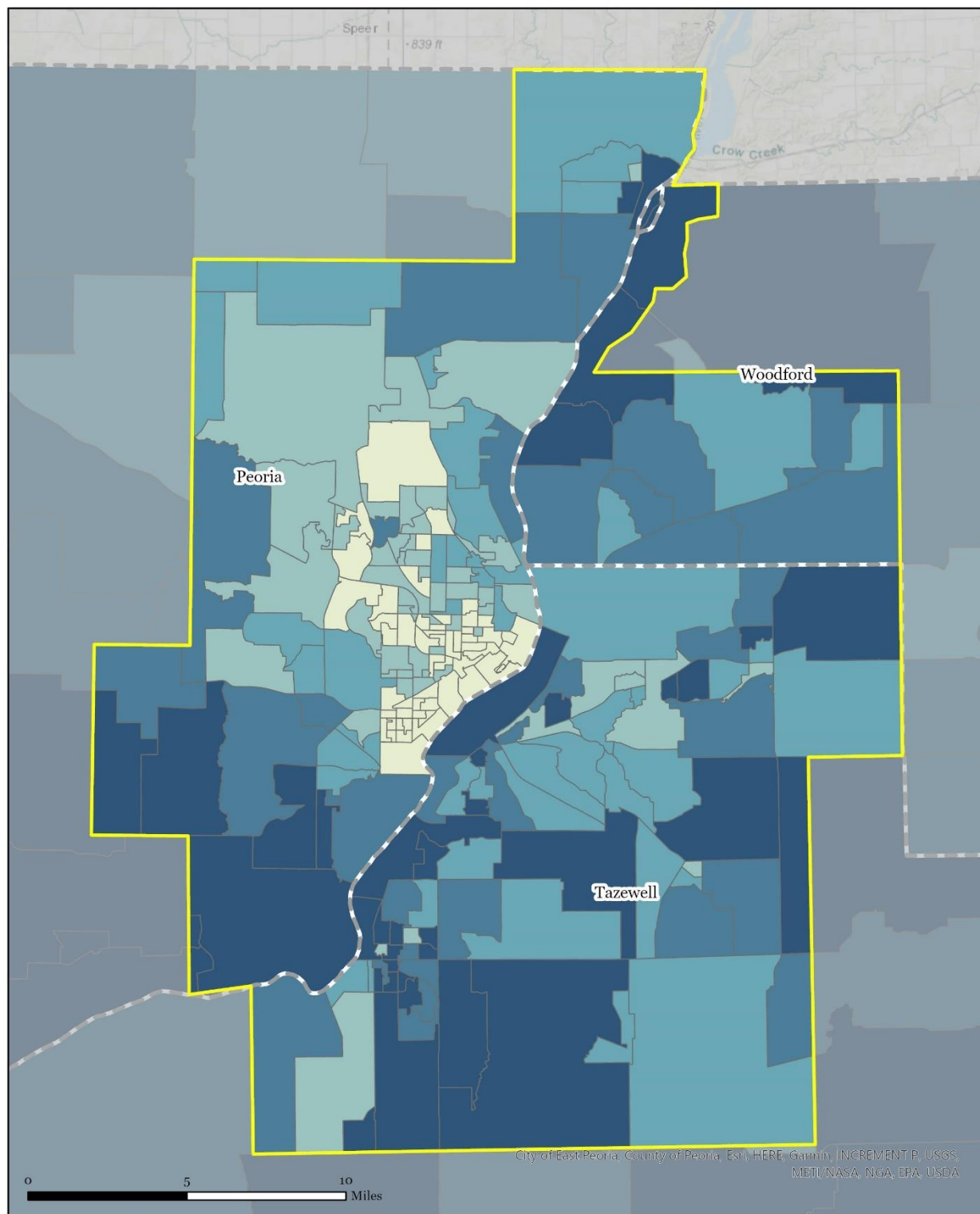


# Percent Native American by Block Group, 2019

Source: U.S. Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

- Tri-Counties
- ≤0.3%
- ≤0.6%
- ≤2.2%
- ≤5.7%
- 2010 Planning Boundary



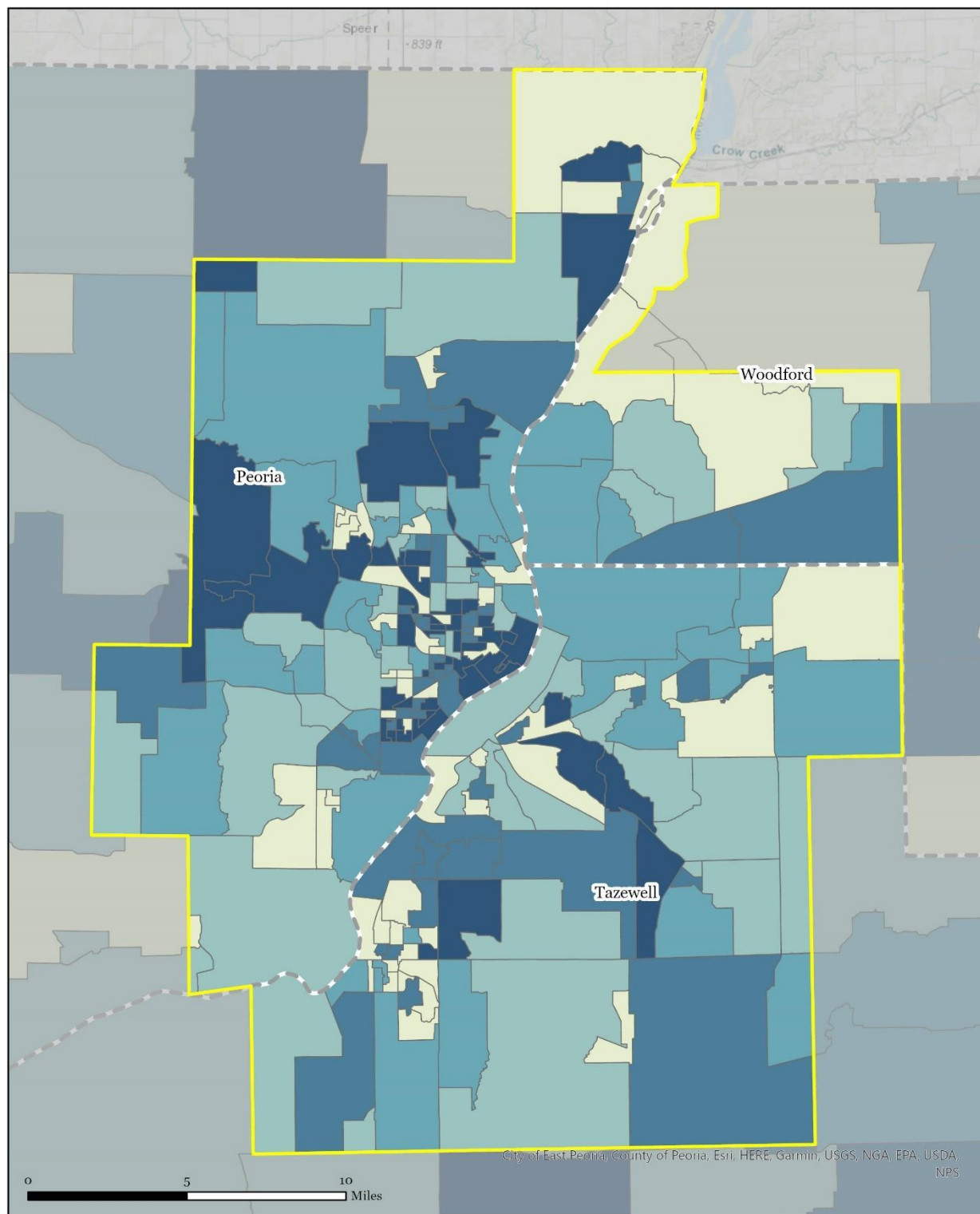


### Percent White by Block Group, 2019

Source: U.S. Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021





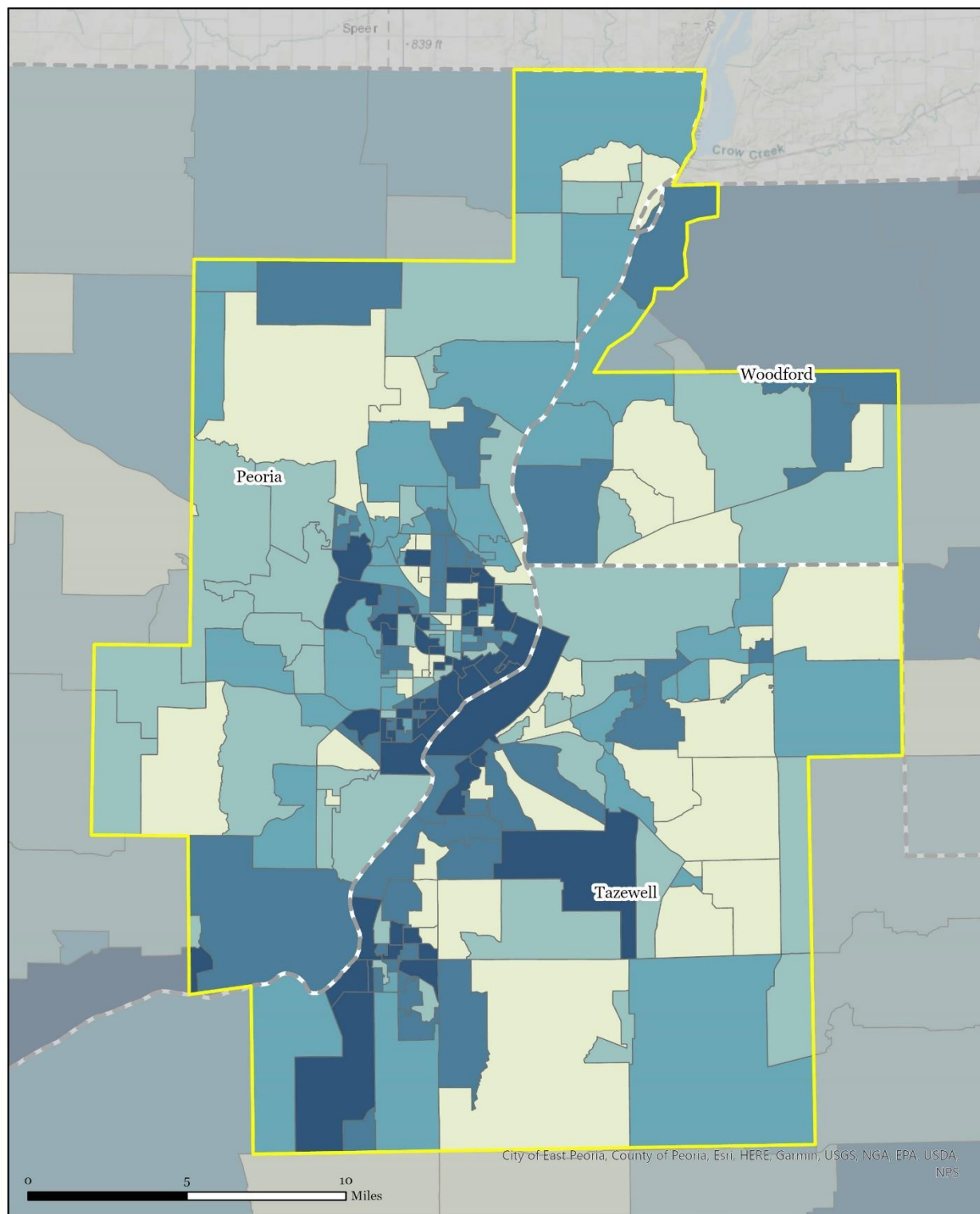


# Hispanic/Latinx Ethnicity by Block Group, 2019

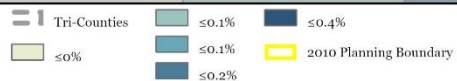
Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

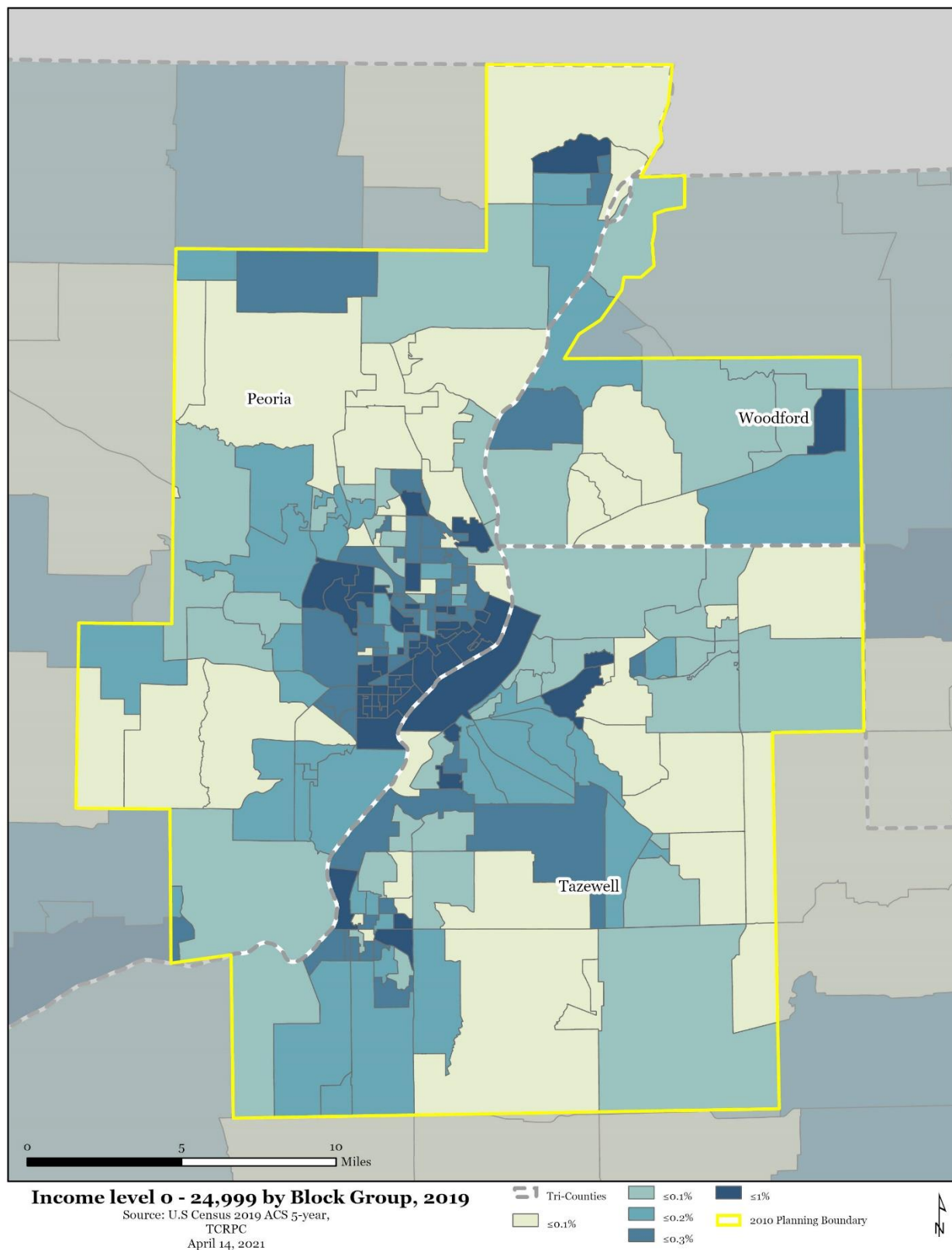
- Tri-Counties
- ≤0%
- ≤0.1%
- ≤0.3%
- 2010 Planning Boundary

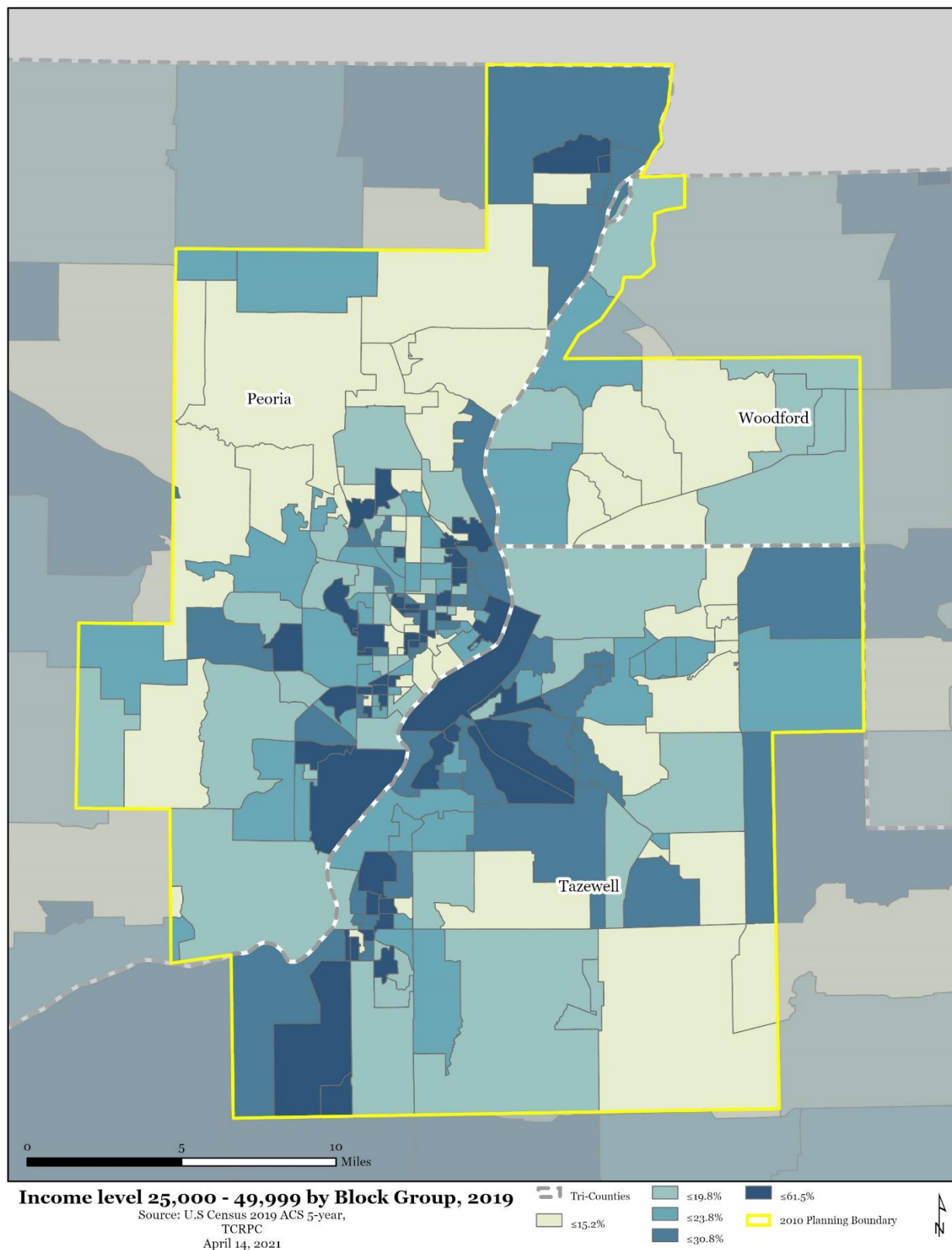




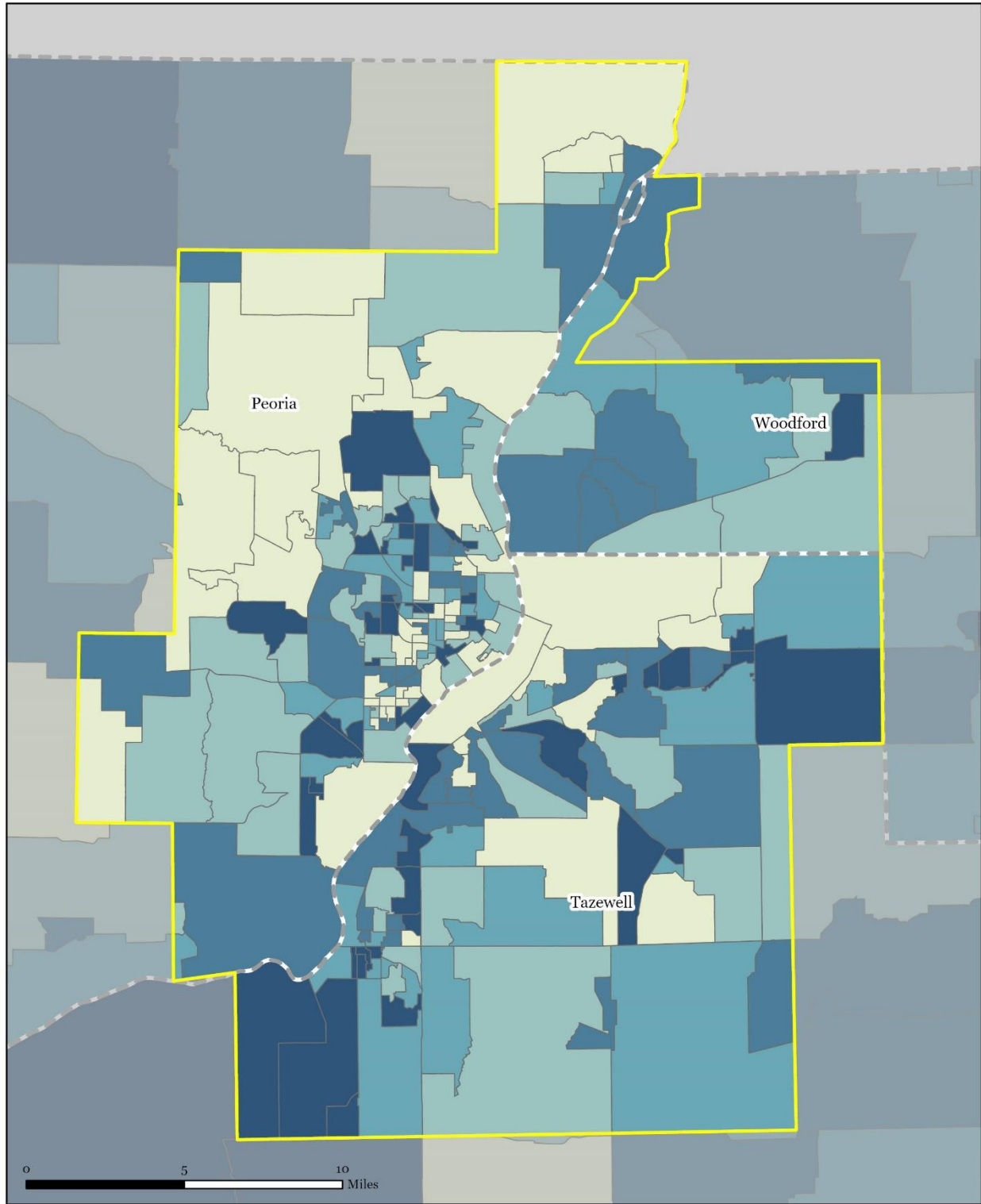
**Disability by Block Group, 2019**  
 Source: U.S Census 2019 ACS 5-year,  
 TCRPC  
 April 14, 2021









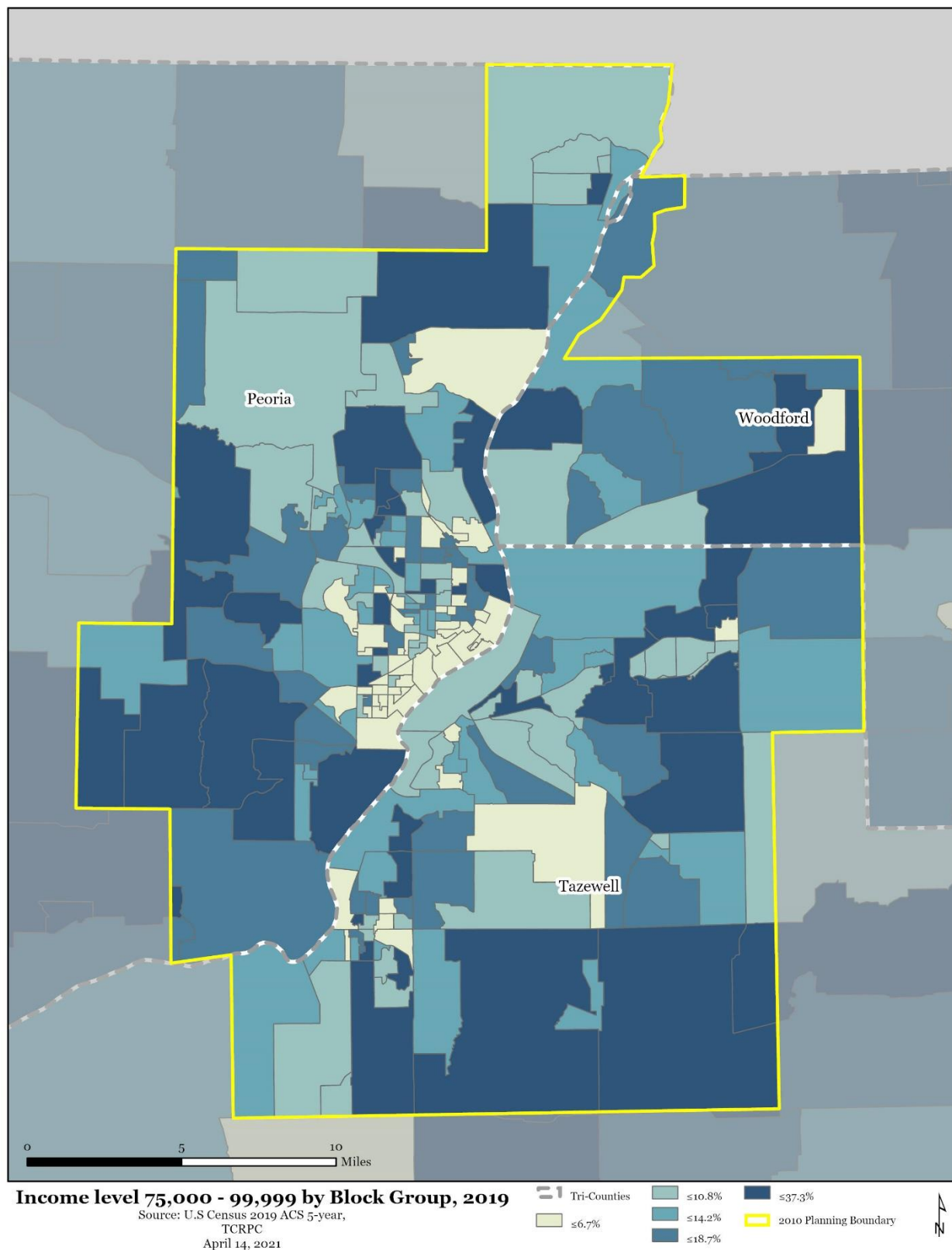


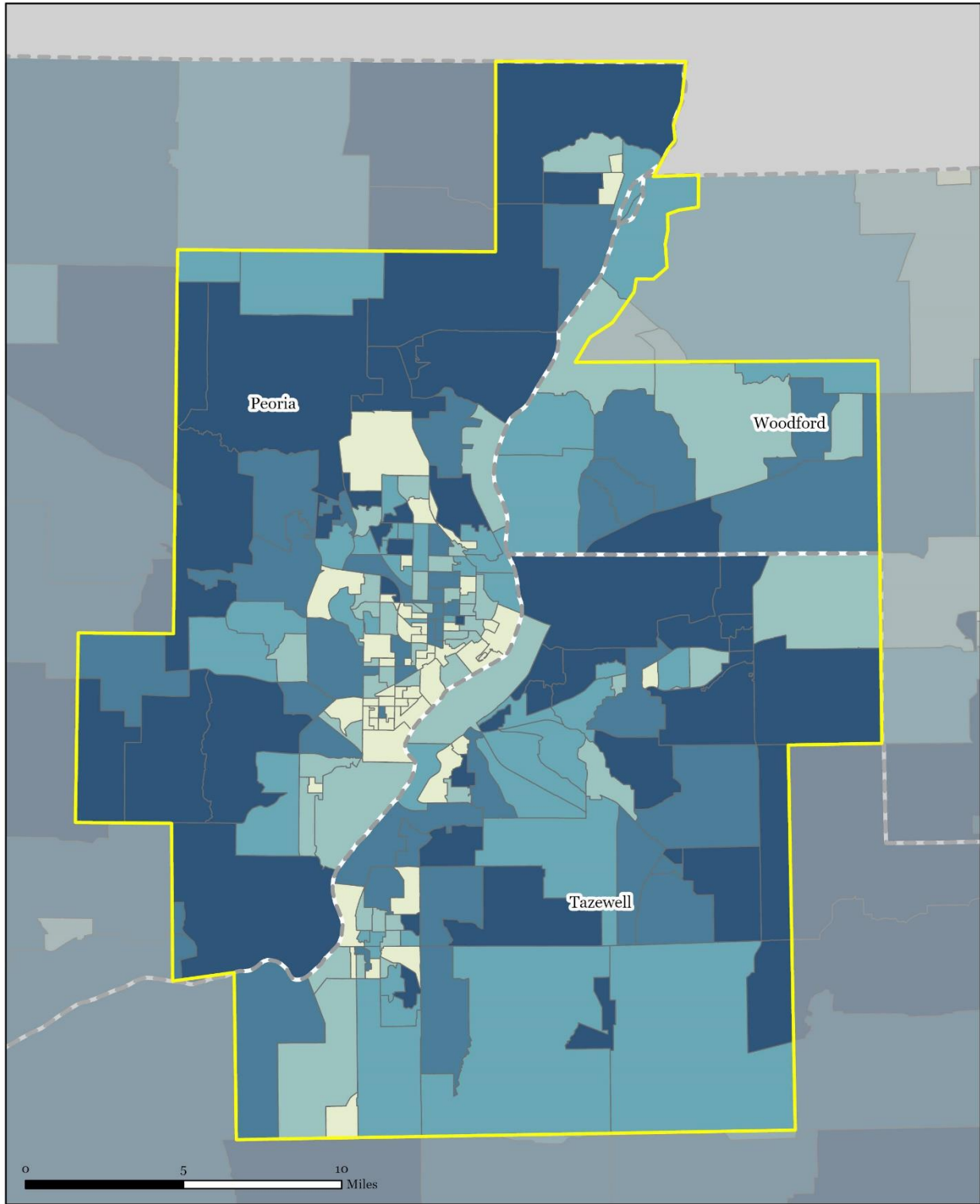
# Income level 50,000 - 74,999 by Block Group, 2019

Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

Tri-Counties  
 ≤0.1%  
 ≤0.2%  
 ≤0.3%  
 ≤0.5%  
 2010 Planning Boundary

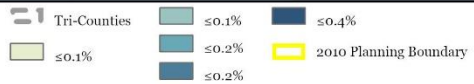


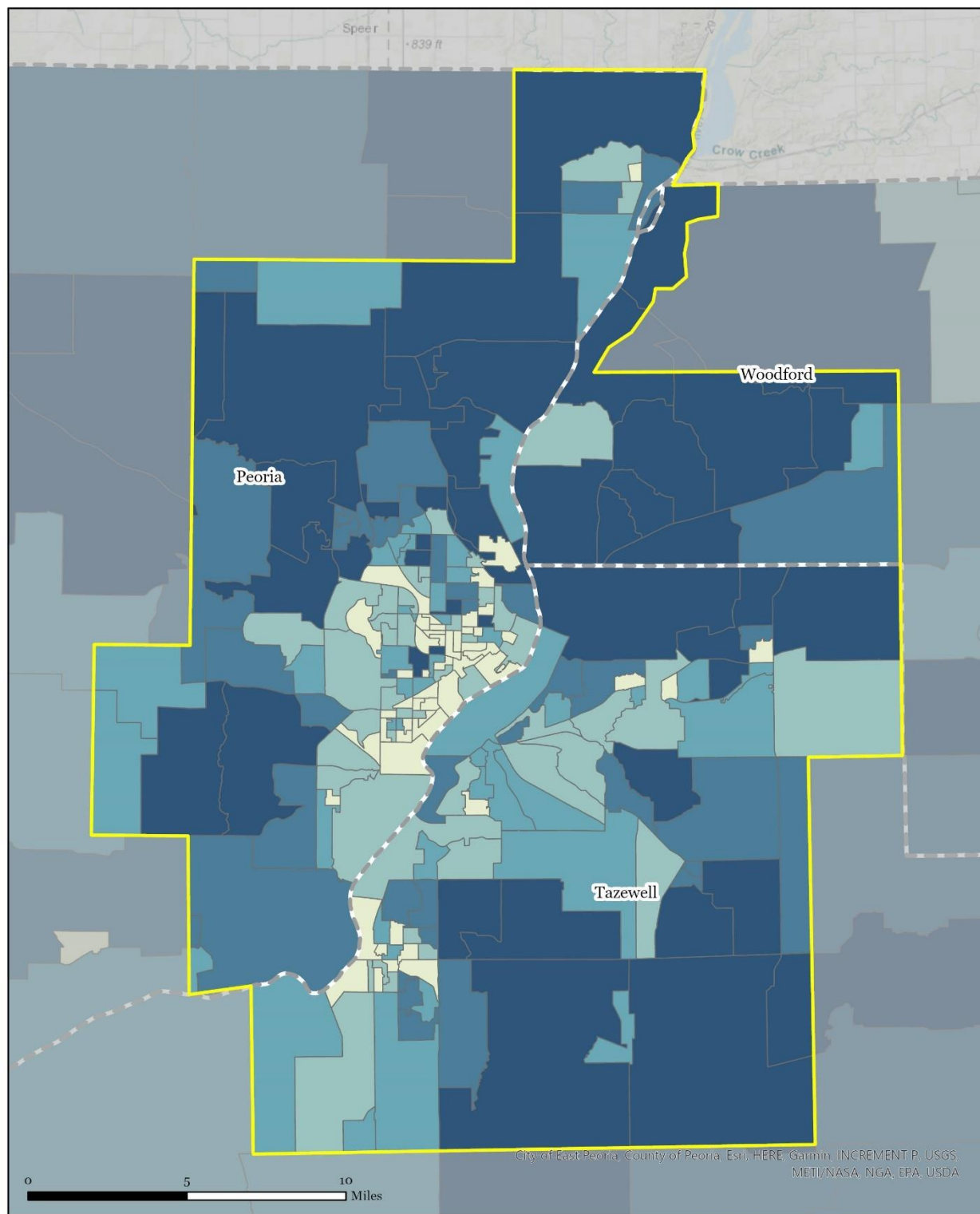




### Income level 100,000 - 149,999 by Block Group, 2019

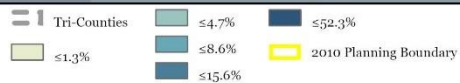
Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

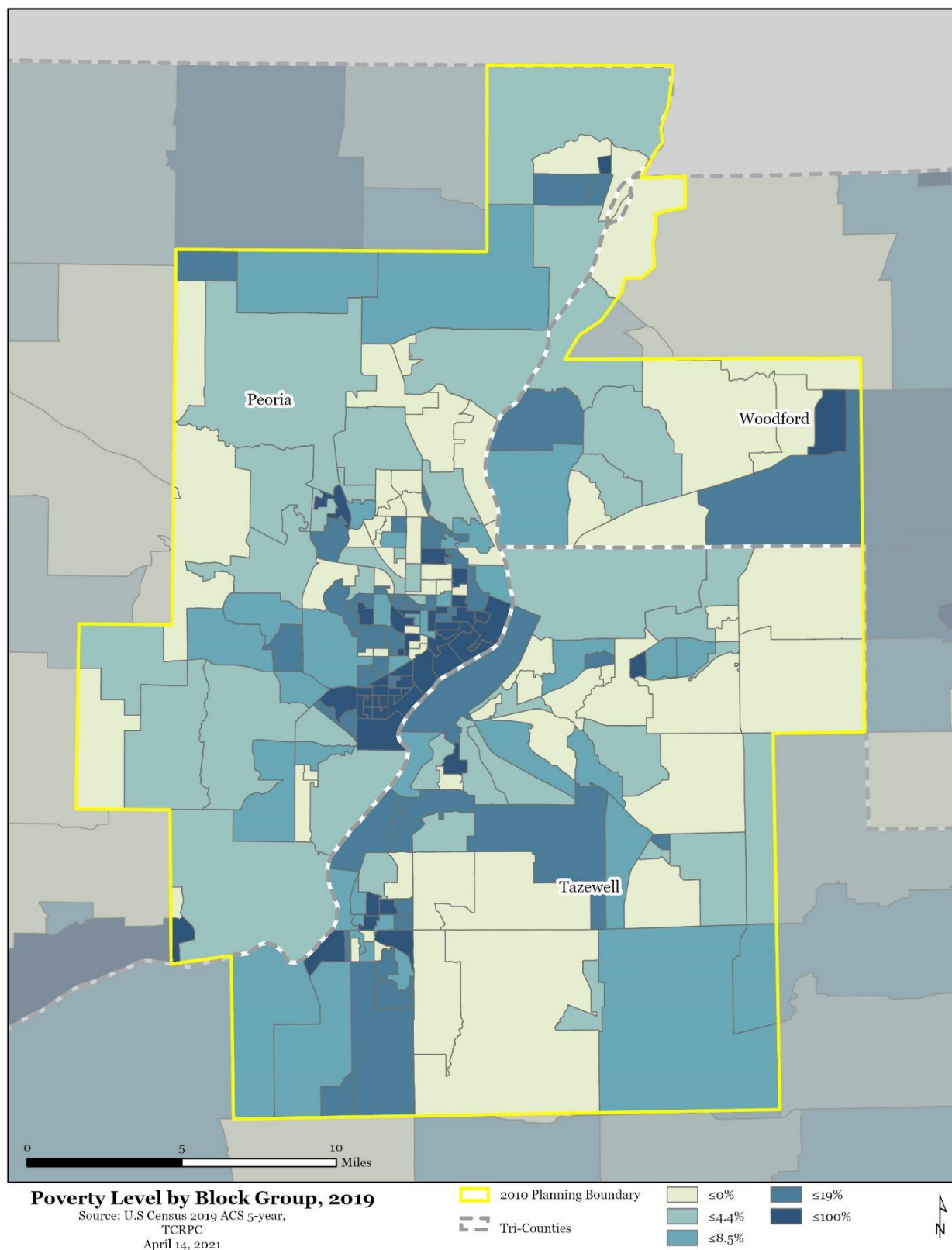




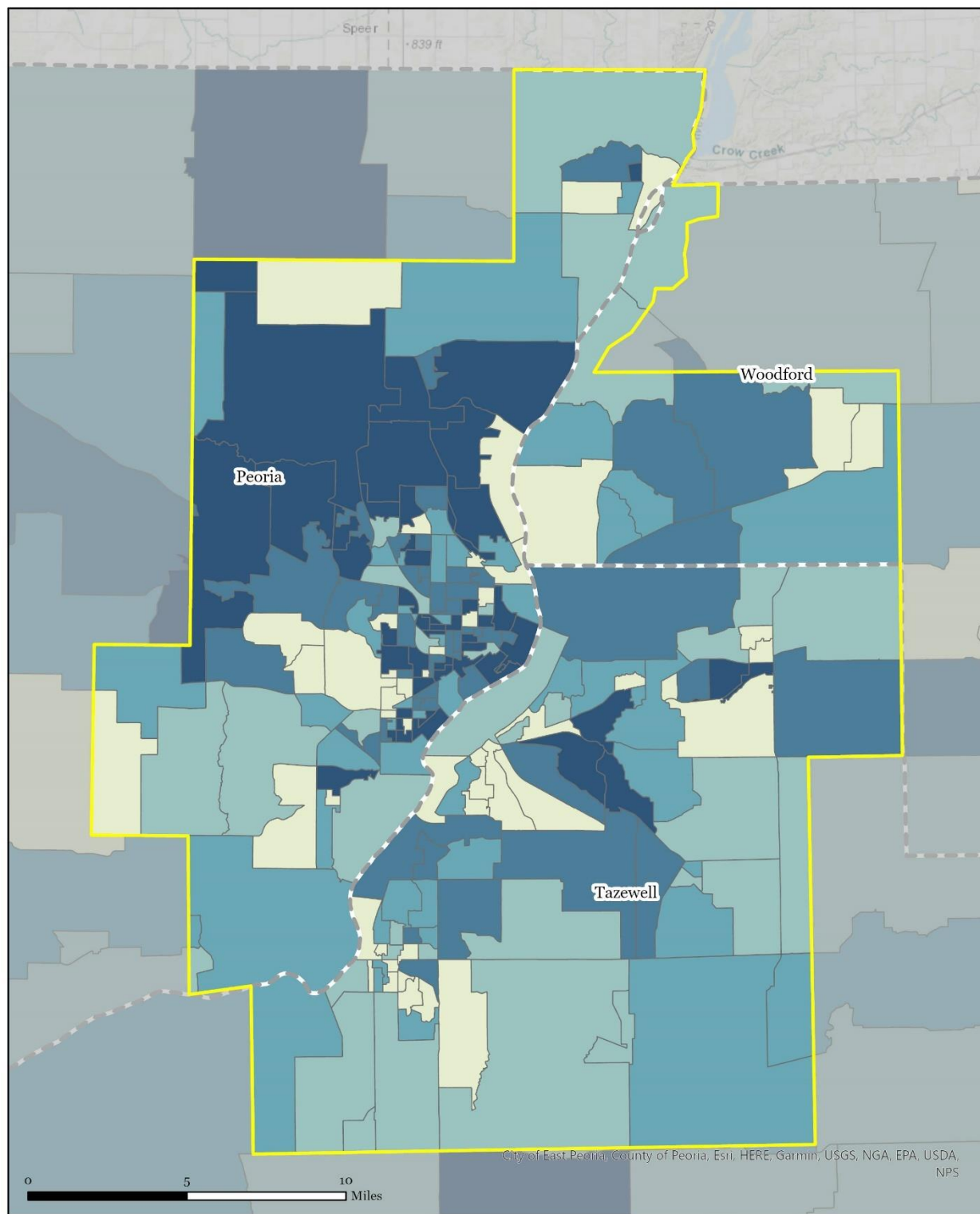
### Income Level Over \$150,000 by Block Group, 2019

Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021



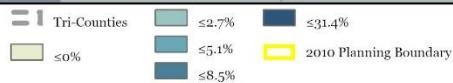


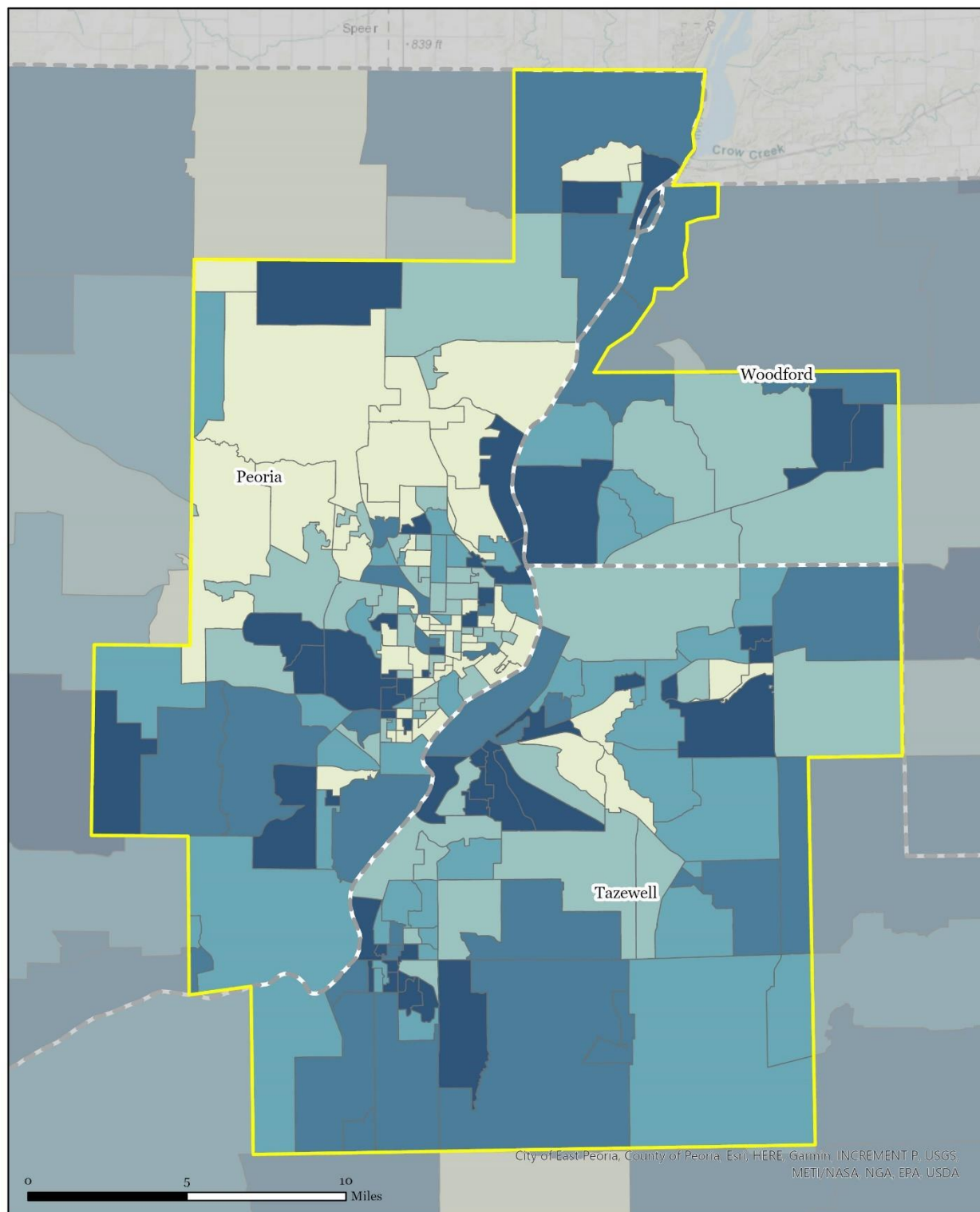




# **Non English Speaking Households by Block Group, 2019**

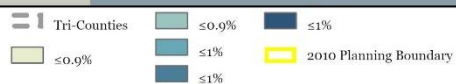
Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

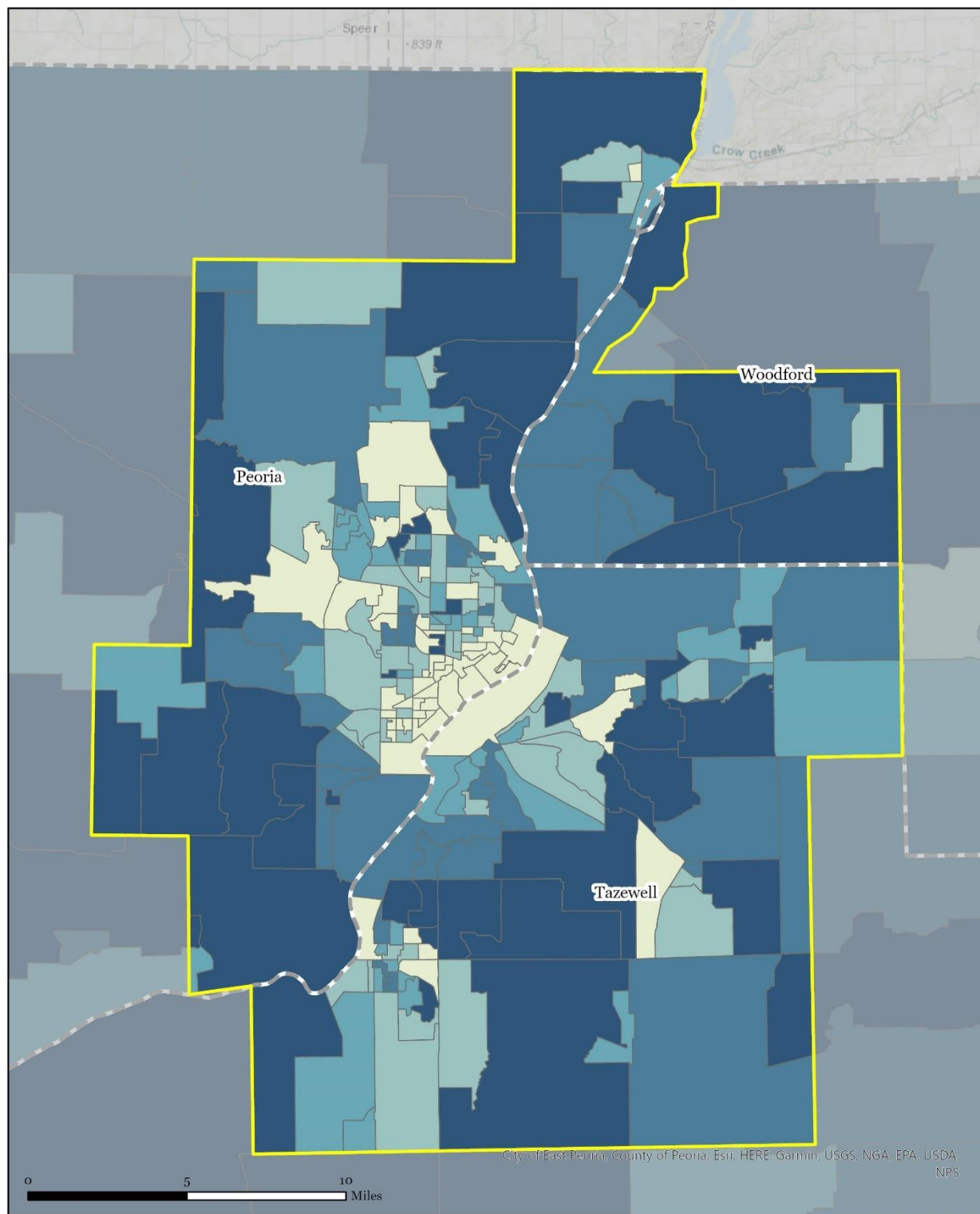




### Limited Household English by Block Group, 2019

Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021





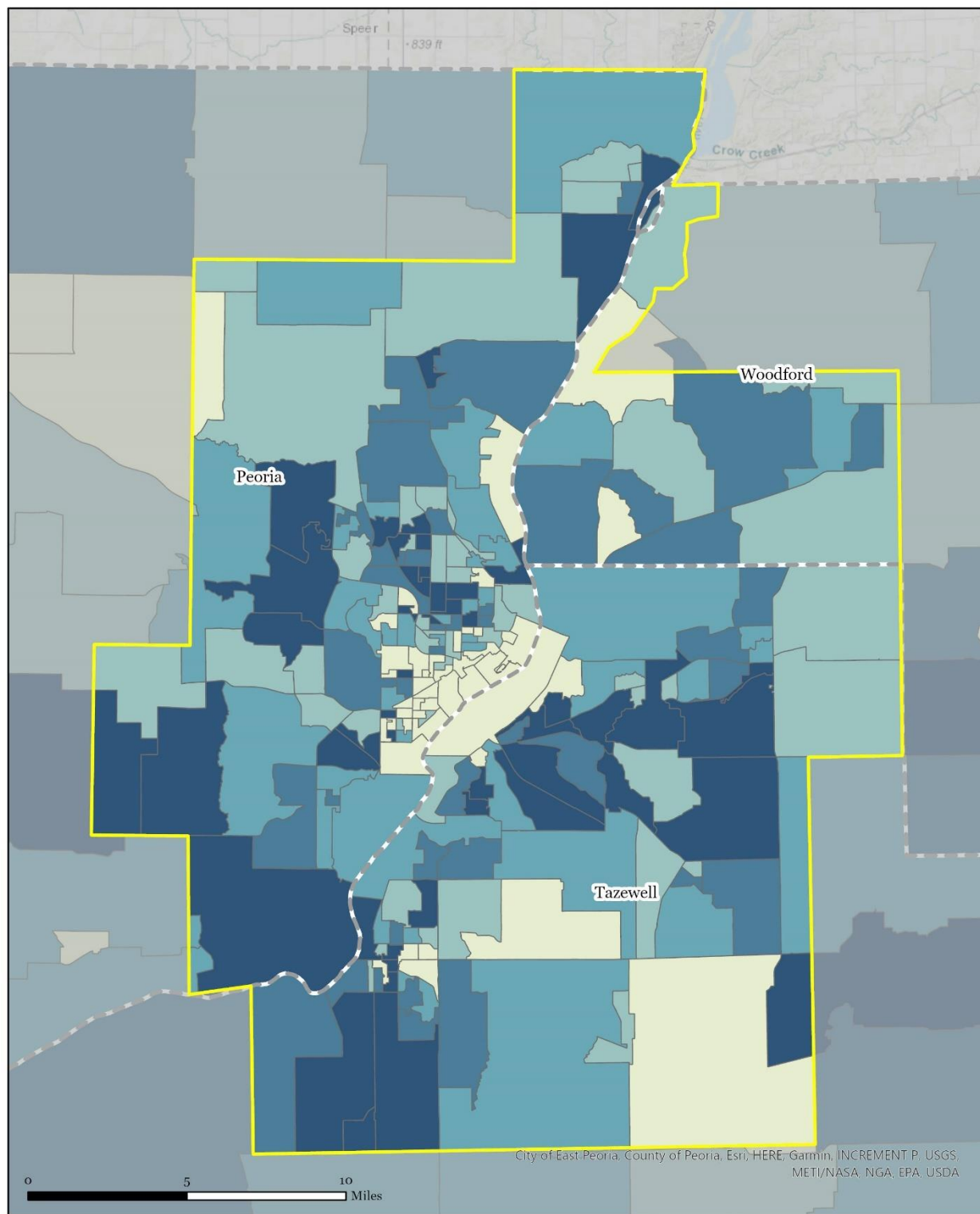
# Vehicle Ownership by Block Group, 2019

Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

- Tri-Counties
- ≤69.9%
- ≤79.1%
- ≤89.5%
- ≤100%
- 2010 Planning Boundary

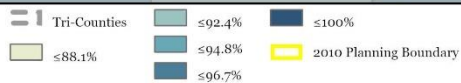


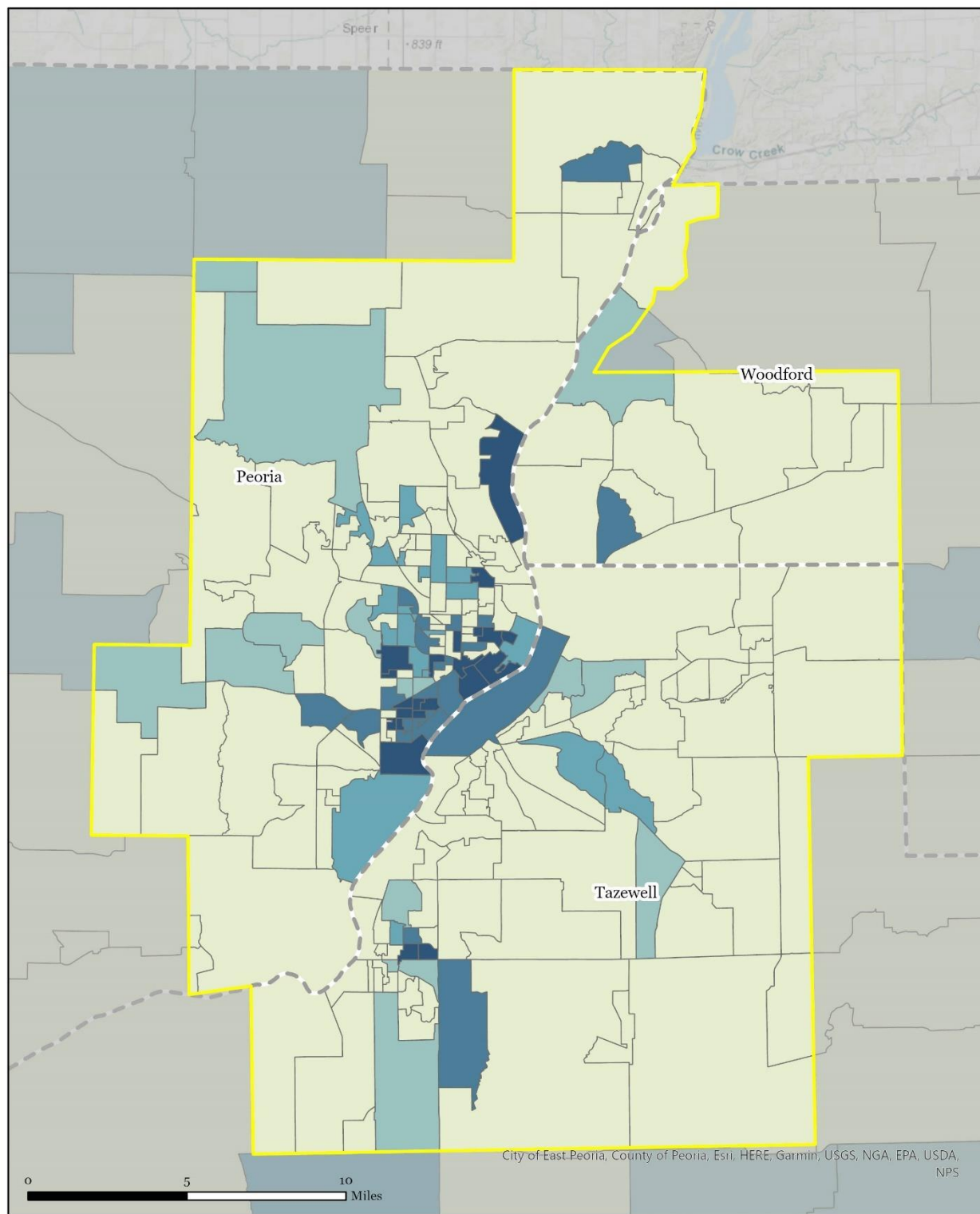




# **Commute by Vehicle by Block Group, 2019**

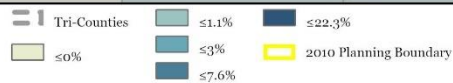
Source: U.S. Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

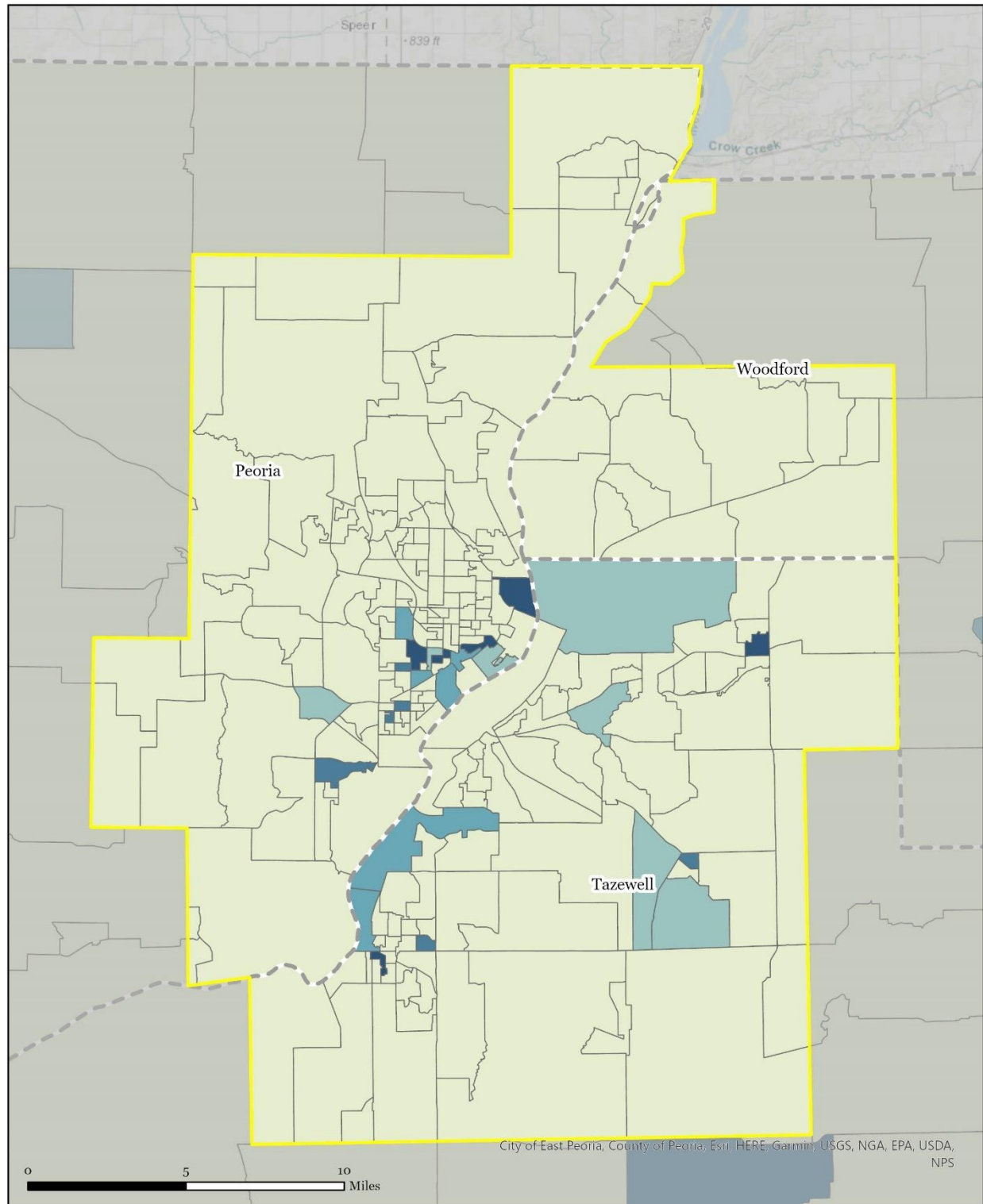




### Commute by Public Transit by Block Group, 2019

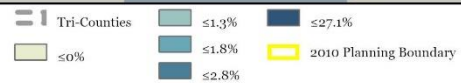
Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

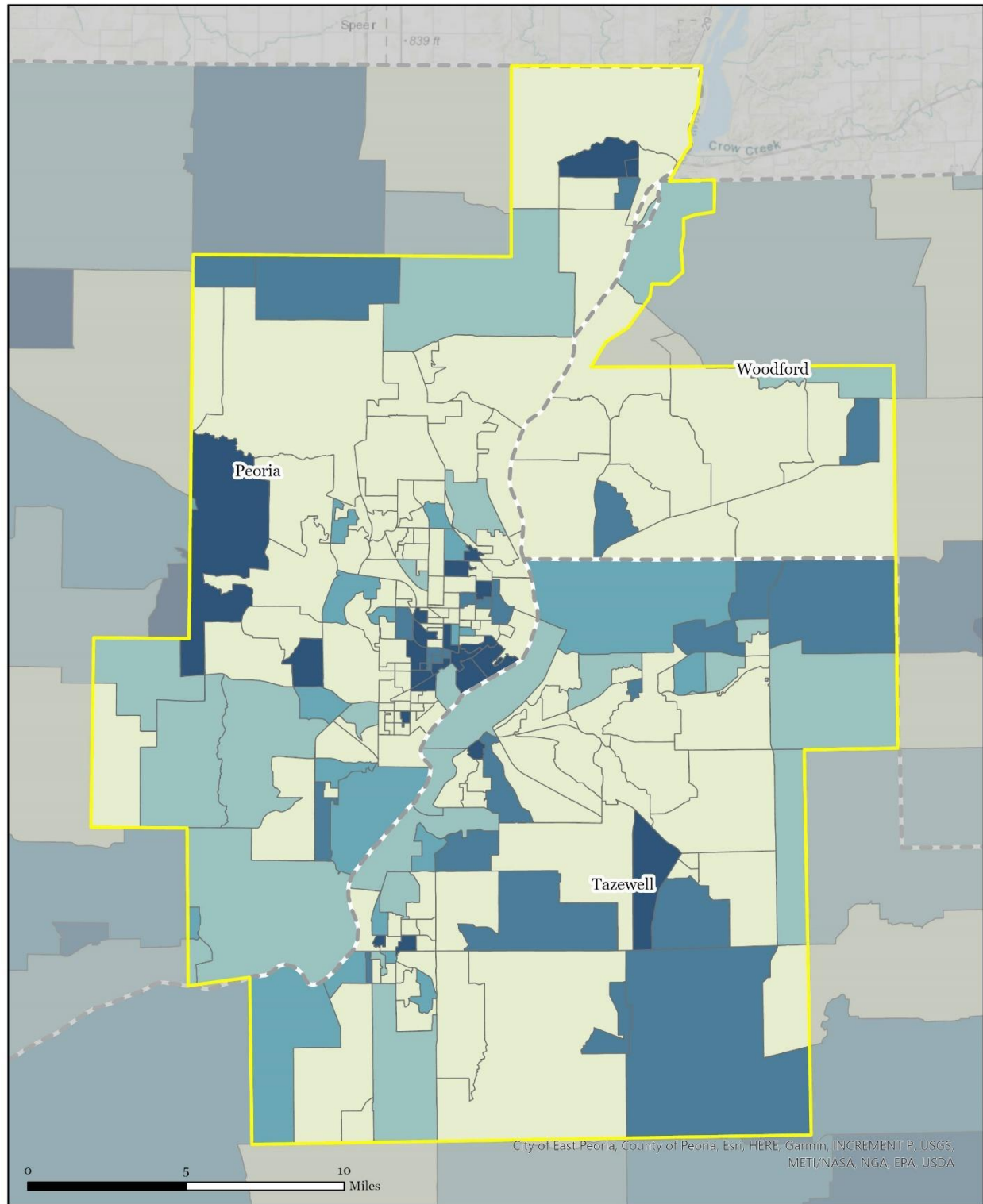




### Commute by Bicycle by Block Group, 2019

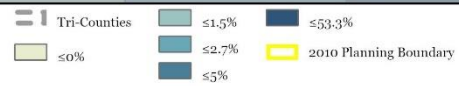
Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021



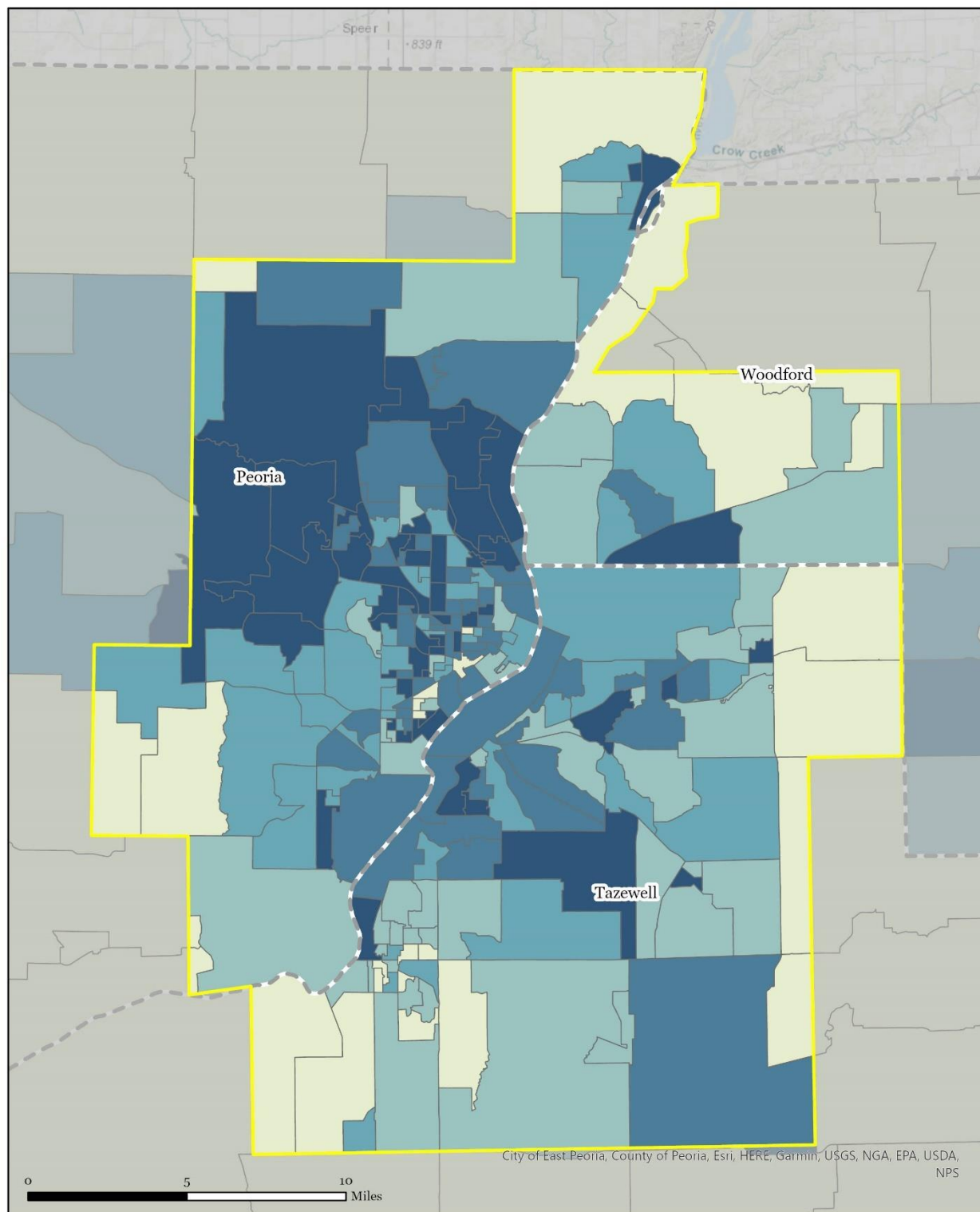


### Commute by Walking by Block Group, 2019

Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021



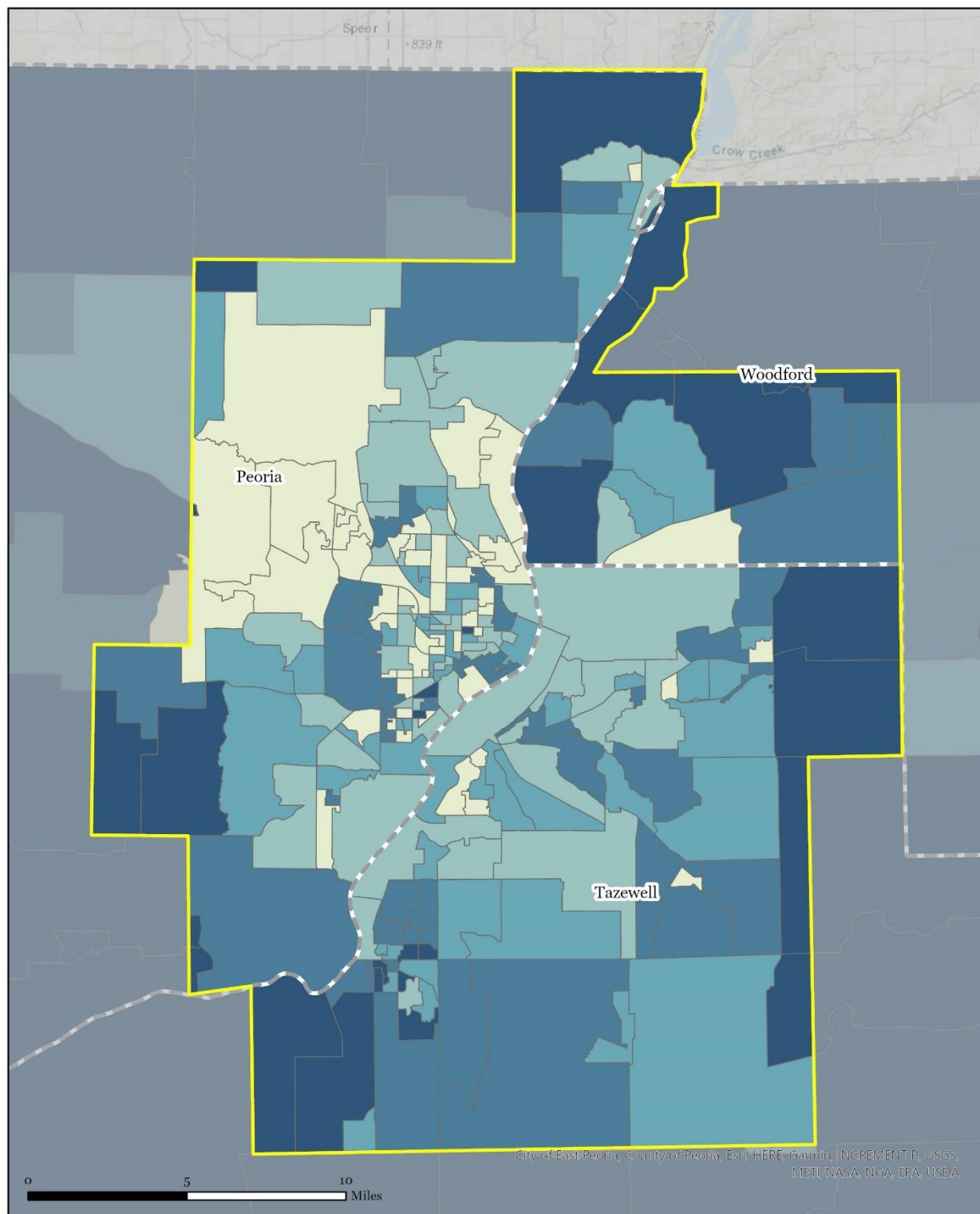




### Commute Under 30 Minutes by Block Group, 2019

Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021

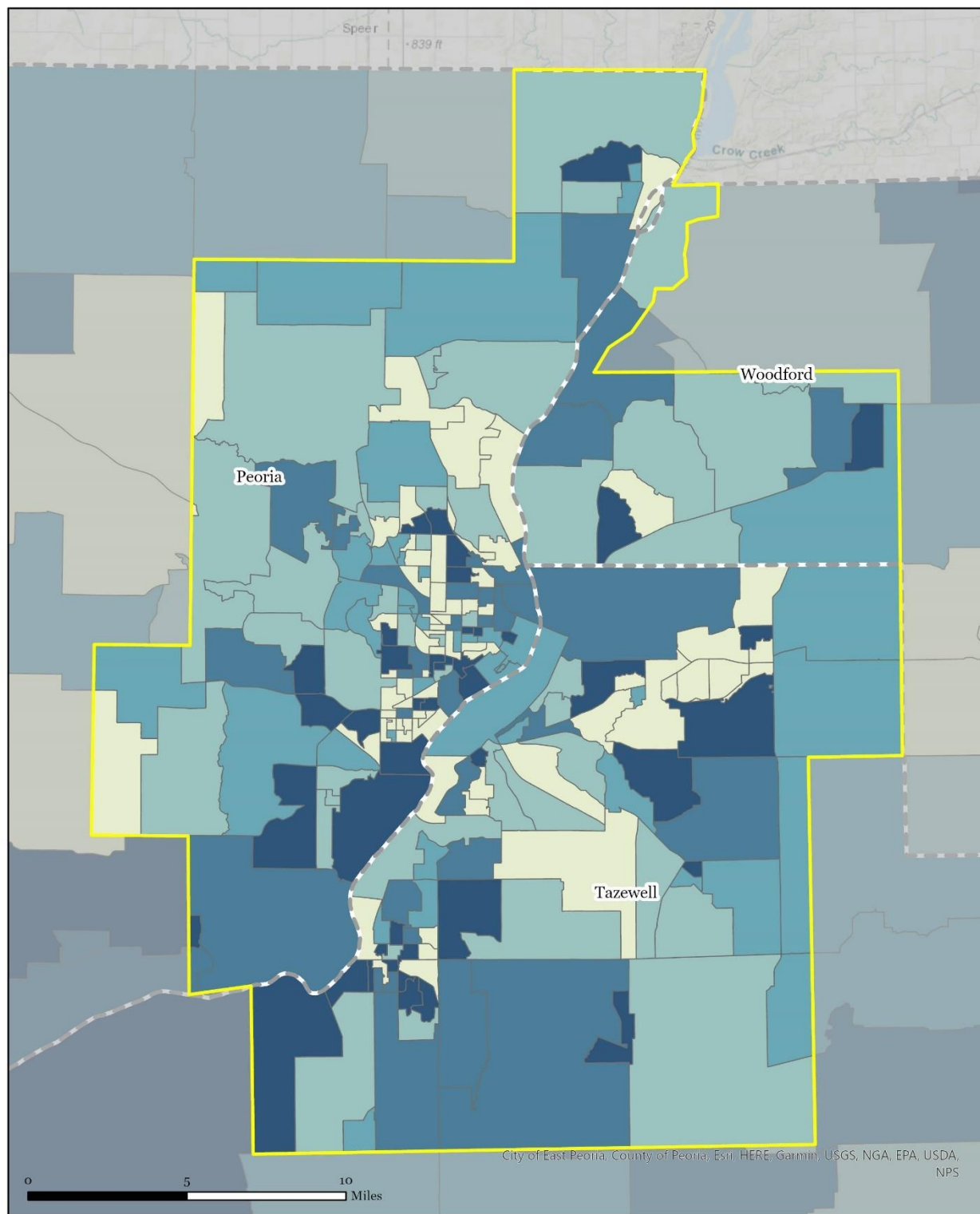




### Commute Under 1 Hour by Block Group, 2019

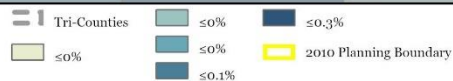
Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021





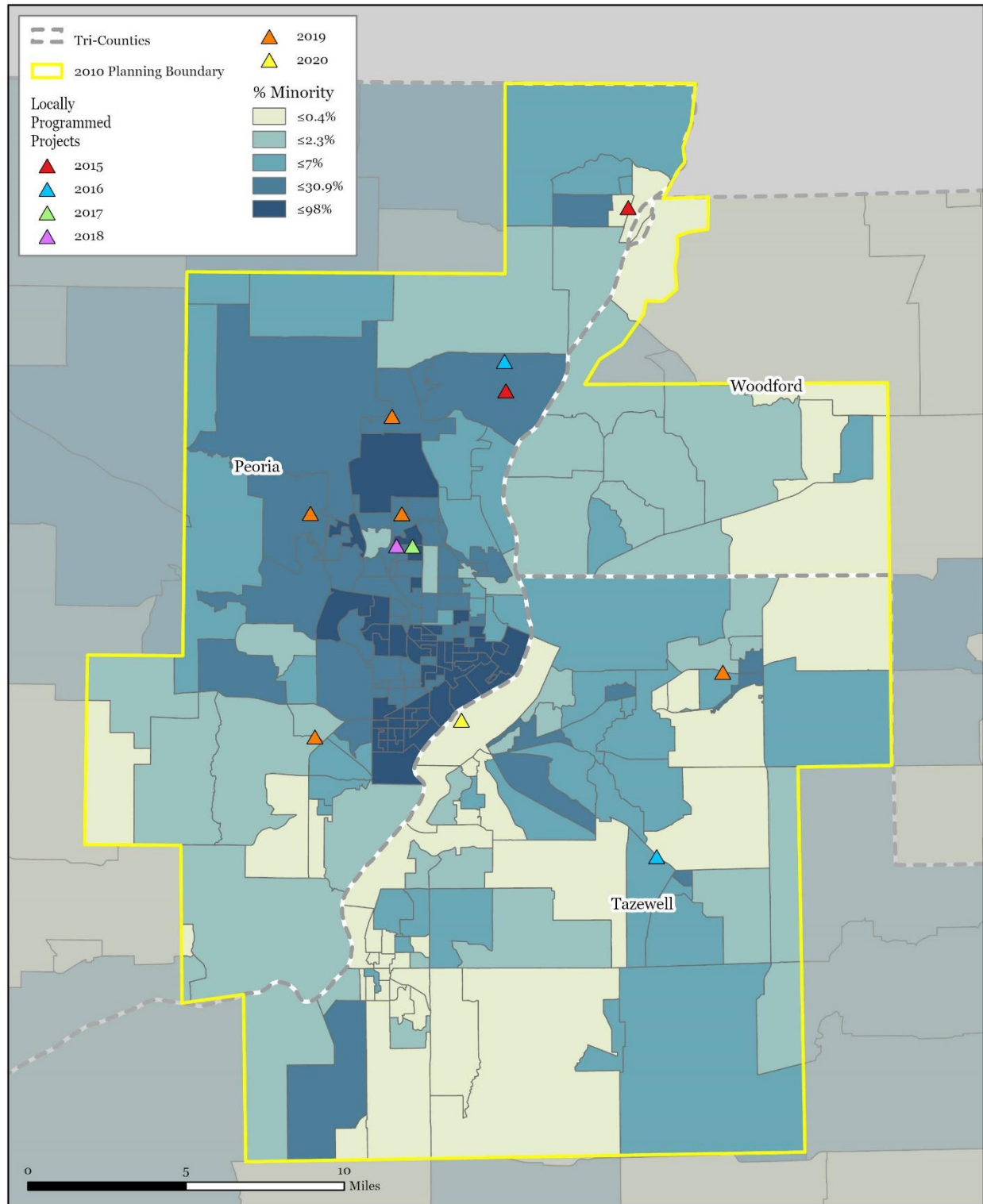
### Commute Over 1 Hour by Block Group, 2019

Source: U.S. Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021



## **Appendix I: Regional Transportation Projects Map**



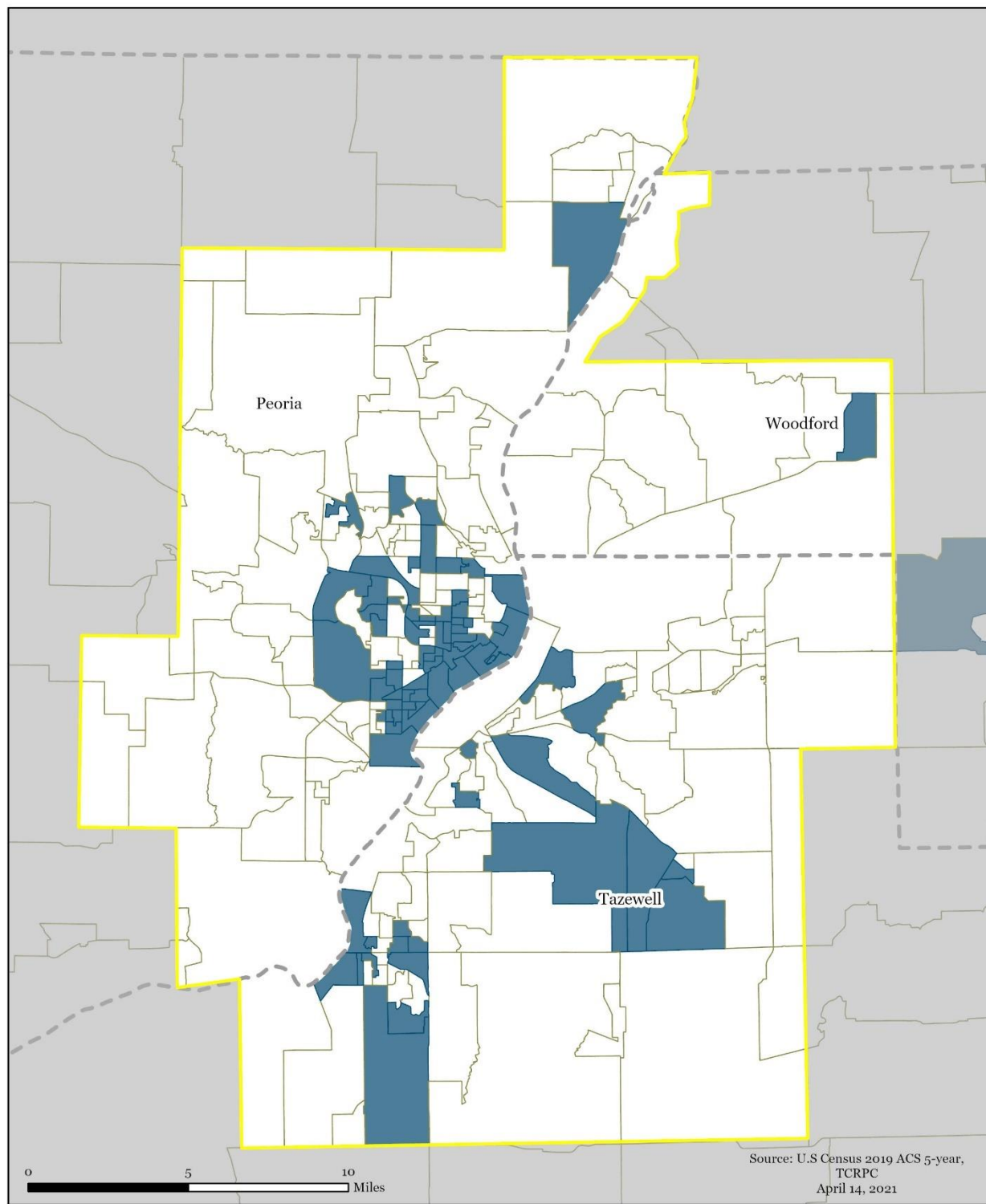


### Minority Population and Regional Transportation Projects by Block Group, 2019

Source: U.S Census 2019 ACS 5-year,  
TCRPC  
April 14, 2021



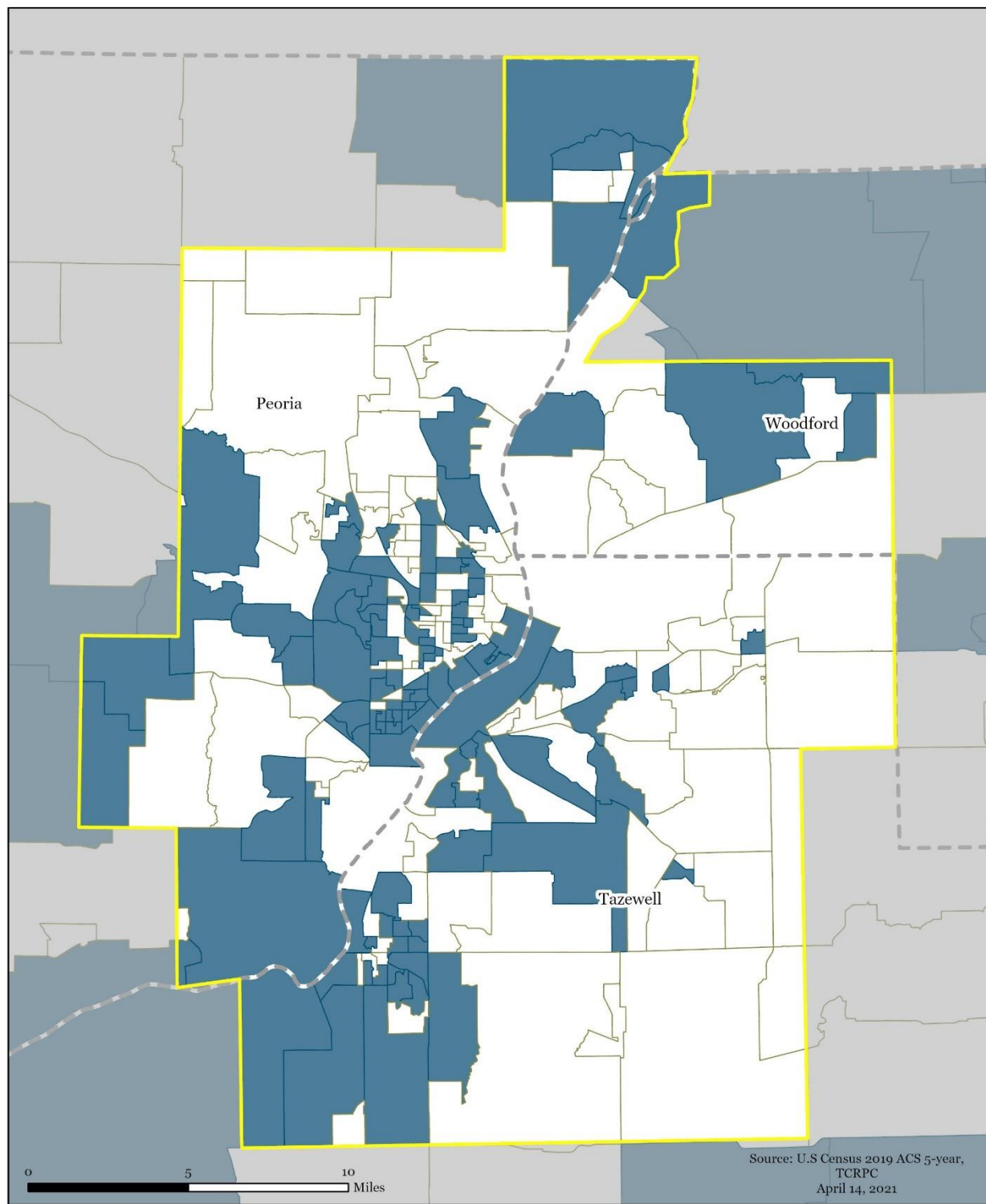
## **Appendix J: Environmental Justice Maps**



### Environmental Justice Area Car-less by Block Group, 2019

- 2010 Planning Boundary
- Tri-Counties
- Below Regional Average
- Above Regional Average

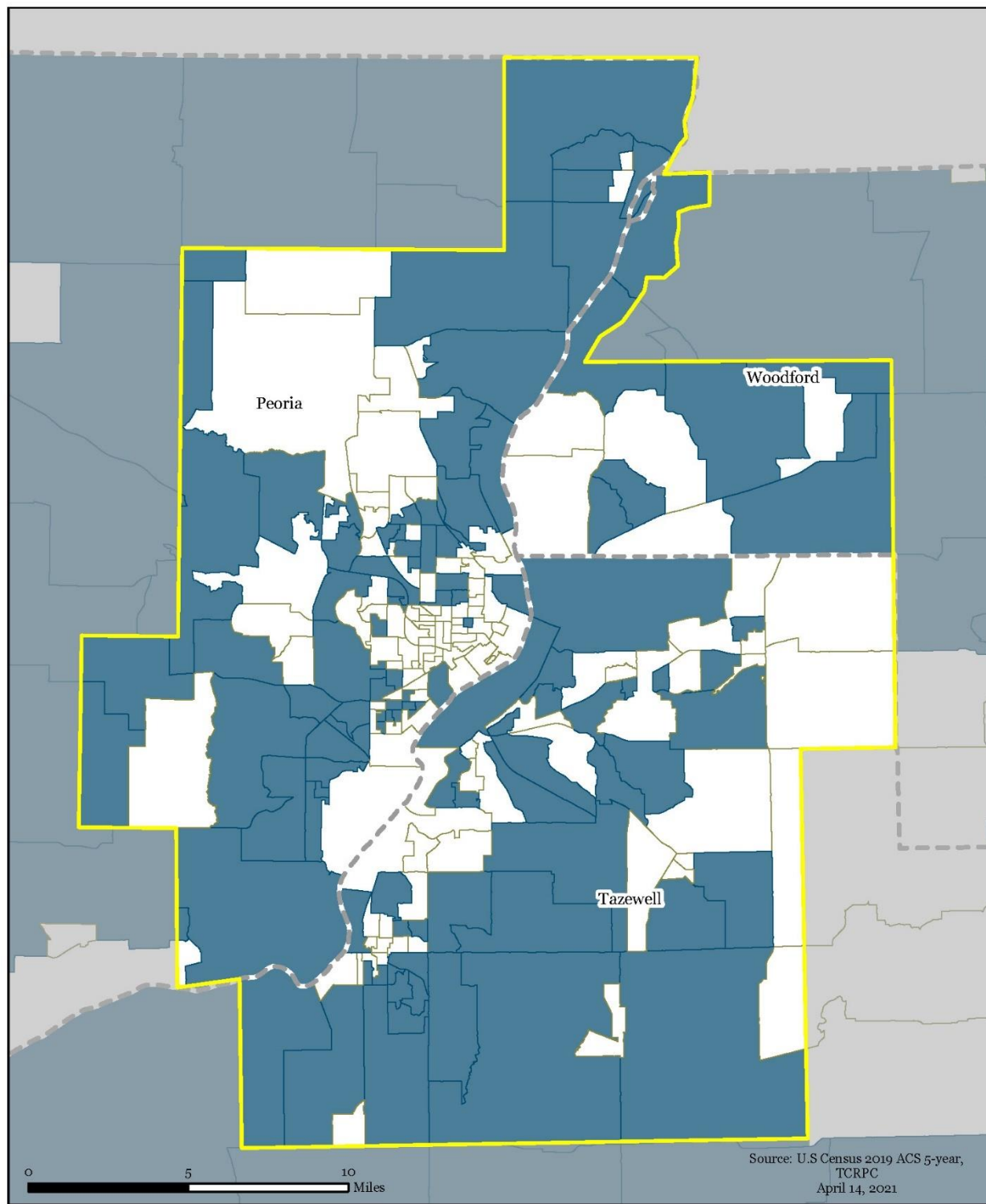




### Environmental Justice Area Disability by Block Group, 2019

- 2010 Planning Boundary
- Tri-Counties
- Below Regional Average
- Above Regional Average

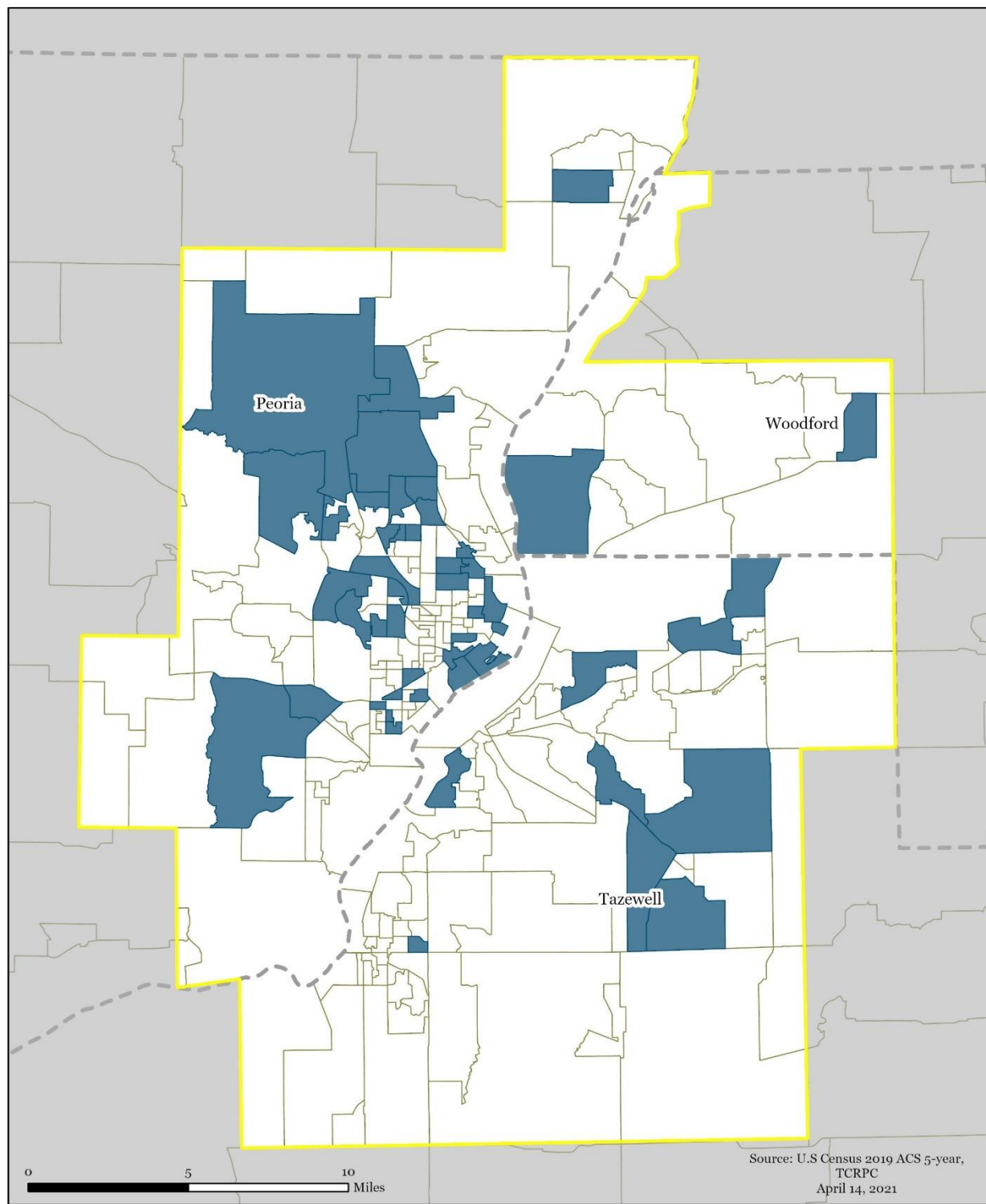




**Environmental Justice Area Elderly by Block Group, 2019**

- 2010 Planning Boundary
- Tri-Counties
- Above Regional Average
- Below Regional Average



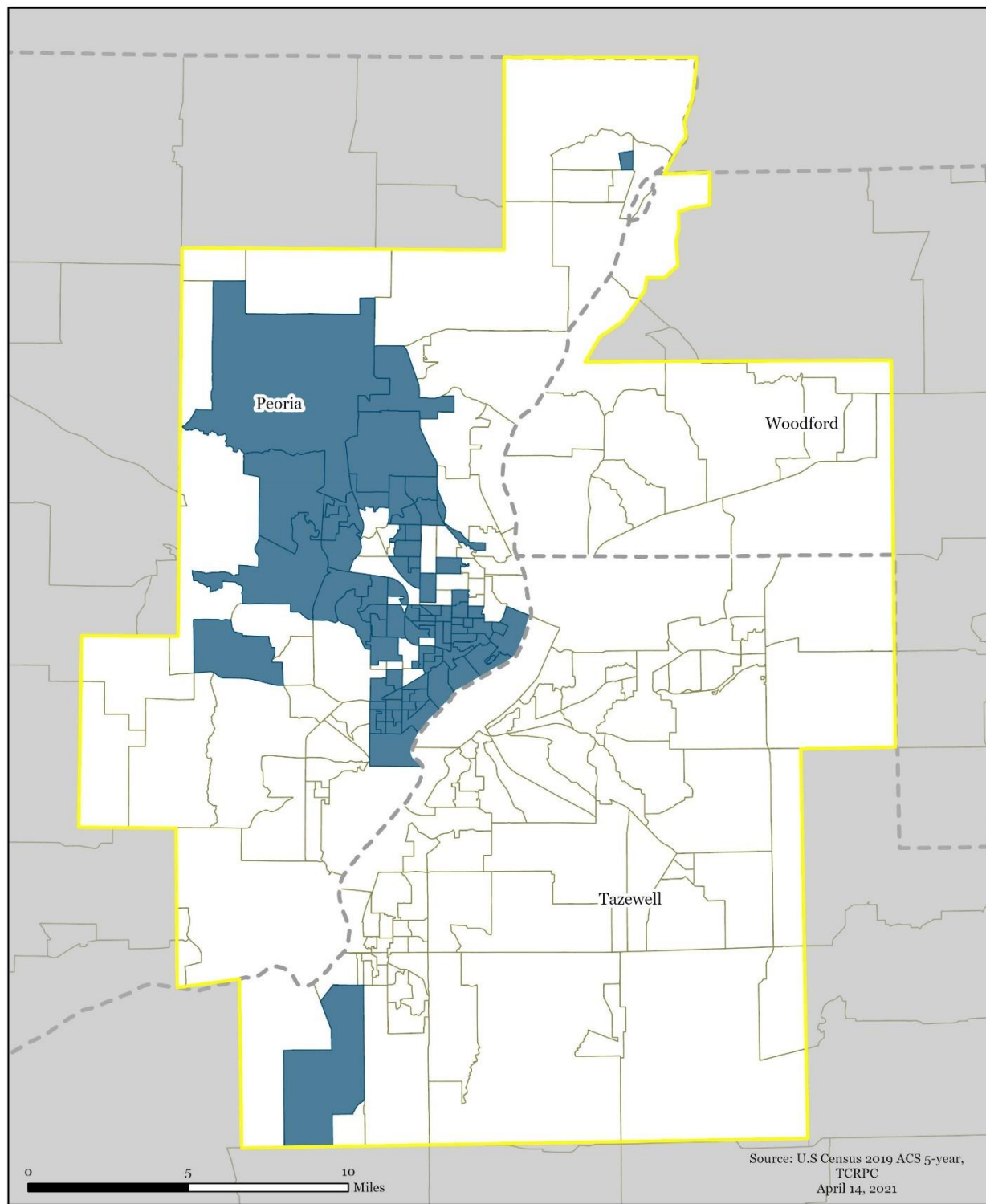


**Environmental Justice Area Limited English Proficiency by Block Group, 2019**

- 2010 Planning Boundary
- Tri-Counties
- Below Regional Average
- Above Regional Average



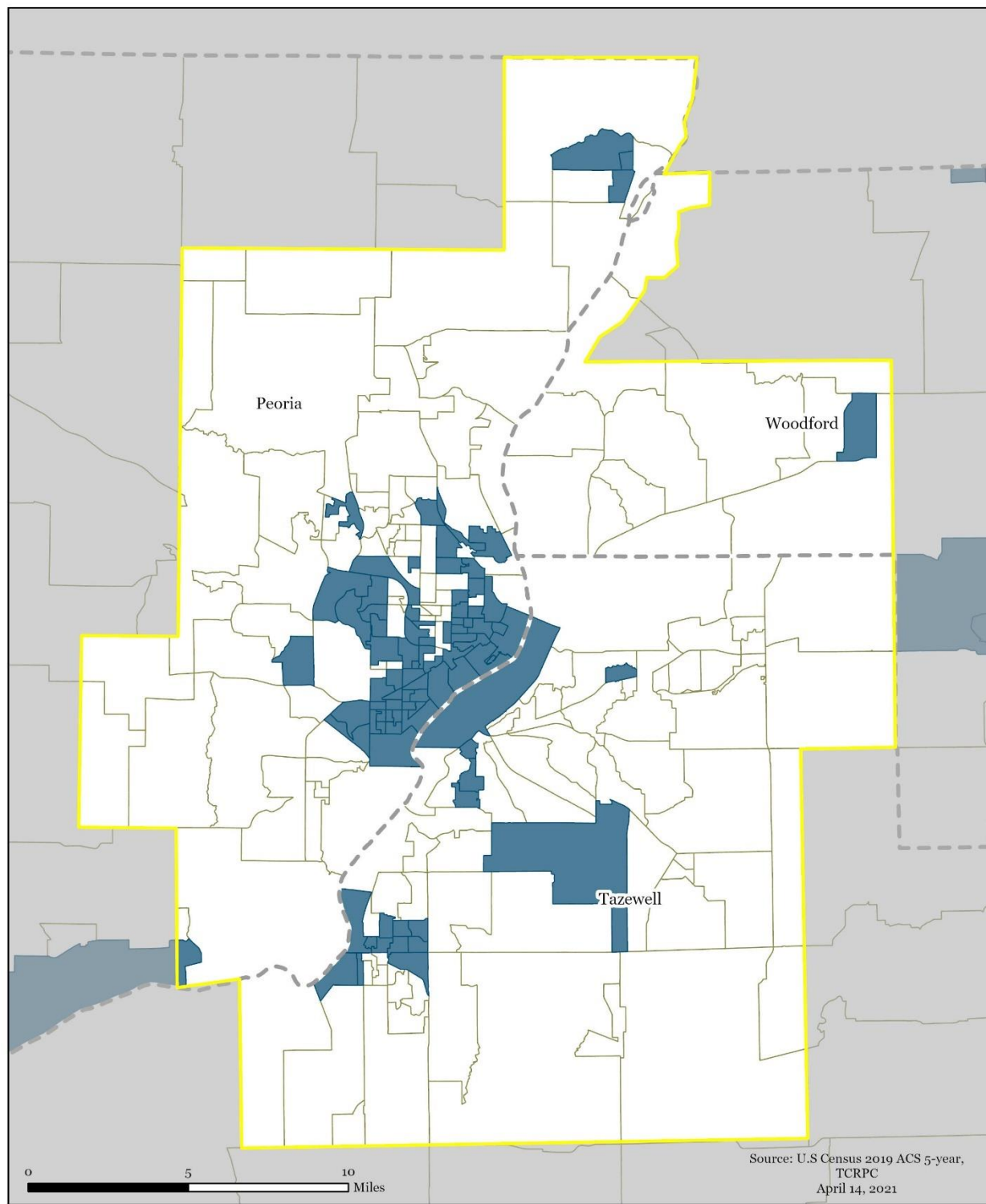




### Environmental Justice Area Minority by Block Group, 2019

- 2010 Planning Boundary
- Tri-Counties
- Below Regional Average
- Above Regional Average



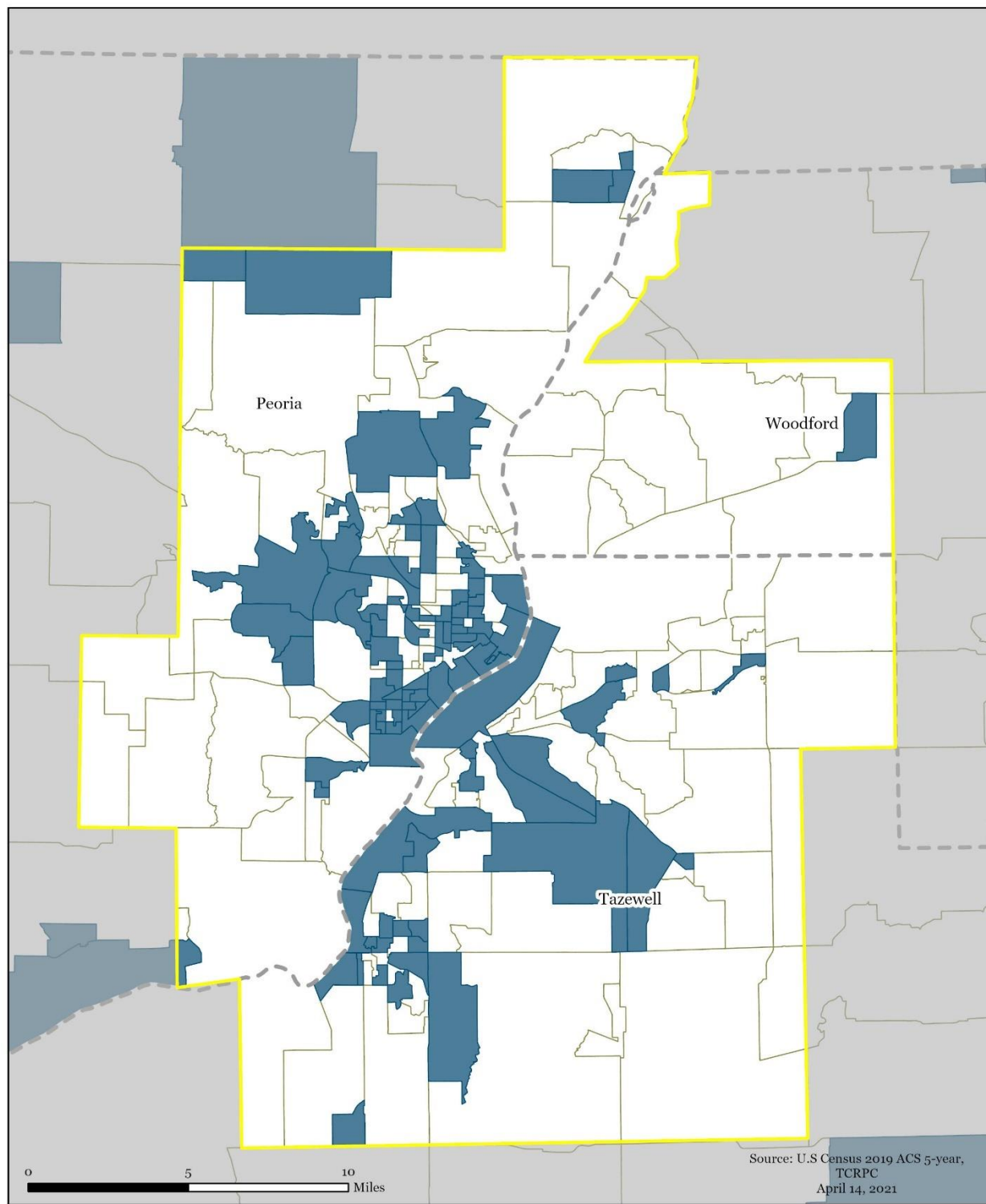


### Environmental Justice Area Poverty by Block Group, 2019

- 2010 Planning Boundary
- Tri-Counties
- Below Regional Average
- Above Regional Average







**Environmental Justice Area Single Households with kids by Block Group, 2019**

- 2010 Planning Boundary
- Tri-Counties
- Below Regional Average
- Above Regional Average

