

September 9, 2013

Mr. Ryan Long
Federal Transit Administration
Region 3
1760 Market Street
Suite 500
Philadelphia, PA 19103-4124

Re: Tri-Cities Area MPO/Crater Planning District Commission
2013 FTA Title VI Compliance Report

Dear Mr. Long:

Attached for review by FTA is the 2013 FTA Title VI compliance report and Title VI Plan prepared on behalf of the Tri-Cities Area MPO by Crater Planning District Commission staff. Please forward this report to the appropriate FTA office for review. The Tri-Cities Area MPO is located within the Richmond, VA urbanized area. The estimated population within the Tri-Cities Transportation Study Area boundary for calendar year 2008 is 155,238.

If FTA should have any questions or need any additional information regarding this report, please let me know at 804-861-1666, ext. 227 or jvinsh@craterpdc.org. Thank you for your assistance with this item.

Sincerely,

Joe Vinsh, Secretary
Tri-Cities Area MPO

Enclosures

Copy: Dennis K. Morris

TRI-CITIES AREA MPO
(CRATER PLANNING DISTRICT COMMISSION)
2013 FTA TITLE VI COMPLIANCE REPORT

Title VI Complaint Procedures

Appendix I & Appendix II of the attached Tri-Cities Area MPO Title VI Plan contains provision for discrimination complaint procedures and discrimination complaint form.

Record of Title VI Investigation, Complaints, or Lawsuits

There have been no Title VI related complaints or lawsuits filed against the Crater Planning District Commission (CPDC) or the Tri-Cities Area Metropolitan Planning Organization (MPO).

Access to Services by Persons with Limited English Proficiency

Appendix V of the Title VI Plan contains an assessment of the limited English speaking population within the Tri-Cities and MPO provision for limited English Proficiency information and plan for transportation planning and programming documents. Neither the CPDC nor the Tri-Cities MPO has received any requests for translation of transportation planning or programming documents.

Notifying Beneficiaries of Their Rights Under Title VI

The attached 2012 Self-Certification Statement by the Tri-Cities MPO is posted on its webpage.

Inclusive Public Participation

Attached is a copy of the *Participation Plan* of the Tri-Cities MPO. Section A of this document lists 10 adopted elements or strategies used by the Tri-Cities MPO to encourage the public to participate in the development of regional transportation plans and programs. These strategies include provision for the periodic evaluation of the effectiveness of adopted strategies. The results of the evaluation made for the period May 2008 through May 2013 is attached.

Based on the results of the most recent evaluation of public participation effectiveness elements, the September 12, 2013 agenda materials for the MPO – Policy Committee contains recommendations for additional strategies for MPO public involvement.