

Tri-Cities Area Metropolitan Planning
Organization (TCAMPO)

2024 Public Participation Plan Update



Prepared by the Crater Planning District Commission

Approved 9/12/2024 by the Tri-Cities Area MPO Policy Committee

TCAMPO Policy Committee Resolution

**Tri-Cities Area Metropolitan Planning Organization
Resolution Approving the TCAMPO Public Participation Plan Update**

WHEREAS, the Tri-Cities Area Metropolitan Planning Organization (TCAMPO) is required by federal law to create and adopt a Title VI and public participation plan; and

WHEREAS, staff were tasked with creating a new Title VI and public participation plan in fiscal year 2024; and

WHEREAS, staff determined both plans need to be updated at the same time; and

WHEREAS, the draft Public Participation Plan Update (PPP) was developed with input from TCAMPO members, VDOT, DRPT, FHWA and FTA; and


WHEREAS, a 45-day public comment period and public hearing were advertised, and resources were provided to help the public understand the draft plan; and

WHEREAS, no adverse public comments were received; and

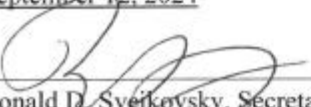
WHEREAS, the draft PPP was endorsed by the Technical Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED that the Tri-Cities Area Metropolitan Planning Organization Policy Committee hereby adopts the Public Participation Plan Update for implementation.

Upon a motion by Mr. Ellison (^{Claer}_{PDe}) with a second by Mr. Currell (^{Chesfield}_{Co}) and carried by a voice vote the motion was adopted on September 12, 2024 with 9 voting aye, 0 voting nay, and 0 abstaining.



T.J. Webb, Chair,
Tri-Cities Area Metropolitan Planning Organization

September 12, 2024


Ronald D. Svejkovsky, Secretary
Tri-Cities Area Metropolitan Planning Organization

ACKNOWLEDGEMENTS

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

DISCLAIMER

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

Title VI Notice

NONDISCRIMINATION

The Crater Planning District Commission and its associated organizations and programs assure that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964. In addition to the protections provided under Title VI, the Crater Planning District Commission adheres to all other applicable nondiscrimination laws and related authorities, ensuring that no person is discriminated against based on disability, sex, age, or income status. For more information on or to obtain a Title VI Complaint Form, see www.craterpdc.org or call the CPDC Title VI Coordinator at 804-861-1666.

NO DISCRIMINACIÓN

La Comisión del Distrito de Planificación del Cráter y sus organizaciones y programas asociados aseguran que ninguna persona, por motivos de raza, color u origen nacional, sea excluida de la participación, se le nieguen los

beneficios o sea objeto de discriminación en ningún programa o actividad, según lo dispuesto por el Título VI de la Ley de Derechos Civiles de 1964. Además de las protecciones proporcionadas bajo el Título VI, la Comisión del Distrito de Planificación del Cráter se adhiere a todas las demás leyes antidiscriminatorias aplicables y autoridades relacionadas, asegurando que ninguna persona sea discriminada por discapacidad, sexo, edad o estado de ingresos. Para obtener más información sobre o para obtener un Formulario de Queja del Título VI, consulte www.craterpdc.org o llame al Coordinador del Título VI del CPDC al 804-861-1666.

[TRI-CITIES AREA METROPOLITAN PLANNING ORGANIZATION - POLICY COMMITTEE](#)

The Tri-Cities Area Metropolitan Planning Organization (MPO) Policy Committee is the federal and state designated regional transportation planning organization that serves as the forum for cooperative transportation decision-making in the Richmond area. The Crater Planning District Commission is the contracting agent and staff for the Tri- Cities Area MPO.

Policy Committee Members (as of August, 2024):

- Chesterfield County – Kevin Carroll (Vice Chair)
- Colonial Heights – John Wood
- Dinwiddie County – William Chavis
- Hopewell – Janice Denton
- Petersburg – Samuel Parham
- Prince George – T.J. Webb (Chair)
- Petersburg Area Transit – Darius Mason
- Secretary of Transportation Richmond District Representative – Dale Totten
- Crater PDC – Jay Ellington

[TRI-CITIES AREA METROPOLITAN PLANNING ORGANIZATION - TECHNICAL ADVISORY COMMITTEE](#)

The Technical Advisory Committee (TAC) was established to advise and to provide technical engineering and planning expertise during the transportation planning process. The TAC consists primarily of engineers, planners, and other professionals who represent the region's local governments and

transportation/transit agencies and works with the TCAMPO staff to develop planning and programming recommendations for the Policy Committee.

TAC Members (as of August, 2024)

Chesterfield County - Barbara Smith
Colonial Heights - Matthew Ryan
Dinwiddie County - Mark Bassett
Hopewell – Michael Campbell (Chair)
Petersburg – Naomi Siodmok (Vice Chair)
Prince George – Robert Baldwin
Petersburg Area Transit – Darius Mason
VDOT – Sarah Rhodes
DRPT – Wood Hudson
Crater PDC – Ron Svejkovsky (Secretary)
FHWA – Steven Minor ((non-voting)
FTA – Chelsea Beytas (non-voting)
Fort Gregg-Adams – Fritz Brandt (non-voting)
RideFinders – Brigitte Tanner Carter (non-voting)
Petersburg Battlefield (NPS) -Alexis Morris

PURPOSE OF THE PUBLIC PARTICIPATION PLAN

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

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

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

United States Code (USC) Title 23, Sections 134

Participation by interested parties

United States Code (USC) Title 23, Sections 135

Provides for reasonable access to comment on proposed plans

United States Code (USC) Title 23, Section 128

Requires public hearings or the opportunity for public hearings for plans for federal-aid highway projects

Code of Federal Regulations Title 23, Part 450

Guides the development of statewide transportation plans and programs; requires early and continuous public involvement

Code of Federal Regulations Title 49, Part 24

Ensures property owners and people displaced by federal-aid projects are treated fairly, consistently and equitably

National Environmental Policy Act of 1969 (NEPA)

Requires consideration of impacts on human Environments

Americans with Disabilities Act (ADA)

Requires government programs to be accessible to people with disabilities

Title VI of the Civil Rights Act of 1964

Declares that no person shall be excluded from participating in any program receiving federal assistance on the basis of race, color or national origin

Executive Order 12898 on Environmental Justice

Addresses avoidance of actions that can cause disproportionately high and adverse impacts on minority and low-income populations

Executive Order 13166 on Limited English Proficiency

Improving access to services for people with limited English proficiency

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THE TCAMPO ORGANIZATION AND STRUCTURE

Tri-Cities Area Metropolitan Planning Organization

The Tri-Cities Area Metropolitan Planning Organization (TCAMPO) is a federally-designated transportation planning agency for the Cities of Colonial Heights, Hopewell and Petersburg and the counties of Chesterfield (southern portion), Dinwiddie and Prince George, and serves as a regional partnership among the United States Department of Transportation (USDOT), the Virginia Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), transit agencies, local elected leadership, local planning and public works directors, the business community, and citizens in the planning area. To learn more about the Tri-Cities Area MPO, visit the website at <https://craterpdc.org/our-works/transportation/>.

Crater Planning District Commission (CPDC)

The Crater Planning District Commission (CPDC) is the state designated planning district commission for nearly 230,000 residents of Planning District 19 which includes the Cities of Colonial Heights, Emporia, Hopewell and Petersburg and the counties of Charles City, Chesterfield (southern portion), Dinwiddie, Greensville, Prince George, Surry, and Sussex. The principal functions include regional and environmental planning, energy conservation, economic development, housing, hazard mitigation, rural transportation planning programs and providing staff support for TCAMPO (as “host agency” for the TCAMPO). To learn more about Crater PDC, visit the website at <https://craterpdc.org/about-us/>

TCAMPO Staff

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

requirements.

TCAMPO Structure

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

<https://craterpdc.org/our-works/transportation/transportation-about/>

Policy Committee (PC)

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

Technical Advisory Committee (TAC)

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

[TRANSPORTATION PLANNING DOCUMENTS/PROGRAMS](#)

Unified Planning Work Program (UPWP)

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

Long Range Transportation Plan/Metropolitan Transportation Plan (MTP)

The long-range transportation plan/Metropolitan Transportation Plan (MTP) represents the vision for transportation improvements in the regional transportation system. The intent of *Plan2045* and other MPO MTPs is to meet future-oriented, multi-modal transportation needs of the region, such as autos, transit, bicycling and pedestrians. The MTP is updated on a 5-year cycle. *Plan2045* was adopted in June 2022 and is consistent with the FAST Act as established under federal law in 2015.

Metropolitan Transportation Improvement Program (MTIP)

The MTIP consists of several program listings of highway and transit projects anticipated to receive federal funding during the next four-year period. The Tri-Cities Area MPO generally has project selection authority for Section 5307 transit projects, Congestion Mitigation and Air Quality Projects (CMAQ) and Carbon Reduction program (CRP) grants and Surface Transportation Block Grants (STBG; formerly Regional Surface Transportation Program (RSTP)) projects. The Commonwealth Transportation Board selects all other projects listed in the MTIP.

Title VI Nondiscrimination Plan

The Crater Planning District Title VI Nondiscrimination Plan (adopted by the Crater PDC and TCAMPO Policy Committee in ___2024) assures that no person shall on the grounds of race, color, sex, disability, or national origin, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any agency sponsored program or activity.

Performance Measures Reports

States and MPOs are required under federal regulations to adopt performance measures and set performance targets for various categories. They include:

- Safety (motorized and on-motorized)
- System Performance
- Bridges
- Pavement
- Transit Assets
- Transit Safety

The Office of Intermodal Planning and Investment (OIP) within the Secretary of Transportation's Office and the affected MPOs produced a template for the state and MPO performance measures and targets.

Petersburg Area Transit's Transit Development Plan (TDP)

The [Transit Development Plan \(TDP\)](#) is a multi-year planning document prepared for the purpose of identifying mass transit capital and operating improvements in the Tri-Cities Area. The TDP includes an assessment of the operational efficiencies of current routes operated by Petersburg Area Transit and addresses the feasibility of additional routes in the Tri-Cities. PAT adopted its TDP in 2020.

Petersburg Area Transit's Transit Strategic Plan (TSP)

DRPT requires that large public transportation agencies develop a [Transit Strategic Plan \(TSP\)](#) to ensure that services are planned in a way that meets the mobility needs of communities throughout the state. This gives agencies an opportunity to evaluate and update their services and networks to respond to changes in demand. PAT adopted its TSP in 2021.

The main goal of TSP is to create a strategic blueprint outlining desired changes that will improve the provision of transit services throughout each agency's service area within existing funding structures. This is an opportunity for each agency to look at its system as a blank slate, reexamine the priorities of stakeholders and riders, and make difficult choices concerning where and how to provide services in an efficient and cost-effective manner.

Coordinated Human Services Mobility Plan (2002)

The [Coordinated Human Services Mobility Plan \(2022\)](#) includes an assessment of public and private human service agency transportation services and resources; an assessment of transportation needs for individuals with disabilities, older adults, and people with low incomes; identifies strategies, activities and projects to address the identified gaps between current services and needs; and, identifies priorities for implementation based on resources and the feasibility for implementing transportation strategies and activities identified.

Congestion Management Process (CMP)

Federal transportation planning regulations require a Congestion Management Process in Transportation Management Areas (TMAs). Transportation Management Areas are located in urbanized areas over 200,000 in population, as defined by the U.S. Census Bureau or other areas designated as TMAs by the U.S. Department of Transportation at the request of the MPO and the Governor. The purpose of a CMP is to reduce roadway congestion and improve traffic safety by improving technology, expanding roadways and increasing vehicle occupancy. The [2016 CMP](#) includes the use of volume/capacity or V/C as a performance measure to evaluate present and future traffic congestion on major highway facilities designated as the CMP network for the Tri-Cities Area. Using existing and projected traffic volumes, highway facilities with a V/C of .80 or greater are indicated on present-day and future-day maps of the Tri-Cities Area CMP network of major roadway facilities.

Intermodal Transportation Strategies Study (2010)

The initial purpose for the [Intermodal Transportation Study](#) was the identification of infrastructural concerns and policies which hindered the efficient movement of goods throughout the region. As the study progressed towards identifying infrastructure concerns, the need to place equal effort on policy-oriented strategies became apparent. These included not only more defined issues such as designation of access routes for the ease of movement between modes, but also discussions of the driving forces behind the “why” of modal operations.

Bikeways Plan

In September 1979 the MPO adopted a bikeways plan for the region. In August 2003, a plan update was completed. The Technical Advisory Committee adopted the updated bikeways plan in March, 2004. A Regional Multimodal Transportation Plan (bicycle/pedestrian/transit) is in progress and is expected to be completed and adopted in Spring 2025.

Other Transportation Studies:

Corridor Studies, Special Projects, Projects of Regional Significance, etc. TCAMPO also is involved with other local, regional, and state projects and studies that do not fall within any of the main planning documents. TCAMPO staff will coordinate with interested and affected parties (local jurisdictions, Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT), residents, organizations) on specific projects and studies affecting the region.

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PUBLIC INVOLVEMENT

Public Involvement is a key part of the transportation process that helps ensure that decisions are made in consideration to benefit the public needs and preferences. Public involvement benefits everyone that participants in brings unique ideas and viewpoints to the transportation planning process.

Public participation is an important part of the TCAMPO's transportation planning process and with citizen input it is possible to make a lasting contribution to our region's economic vitality and quality of life.

TCAMPO regularly evaluates and refines the public involvement process to provide a wide variety of opportunities for people to get involved in the transportation planning process.

This document updates the 2015 Public Participation Plan to 1) clarify public involvement periods, 2) add new methods of engaging the public, 3) improve reaching out to underserved populations, and 4) develop a more performance-based planning approach.

Basic Guidelines

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

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

- MPO Will Consider Public Comment

- Section B: Disposition of Significant Comments
 - Significant Comments

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

- Section D: Agency Consultation on Other Planning Activities

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SECTION A: PARTICIPATION PLAN ELEMENTS

1. Adequate Time for Public Review and Comment

- In order to allow for adequate time for public review and comment of the draft Public Participation Plan, public notification will be provided 45 days in advance of consideration of action on this document by the Policy Committee of the Tri-Cities Area MPO.

- Public notification will be provided as noted in the table below:

Process	Approval	Amendment	Where to find information
Metropolitan Transportation Plan (MTP)	30 days	14 days	newspaper (approval); website; social media
Metropolitan Transportation Improvement Program (MTIP)	30 days	14 days	newspaper (approval); website; social media
Unified Planning Work Program (UPWP)	14 days	14 days	Website; social media
Regional funding decisions (STBG, CMAQ, CRP, TAP, etc.)	14 days	14 days	Website; social media
Public Participation Plan	45 days	45 days	Website; social media
Title VI Plan (Environmental Justice and Limited English Proficiency)	30 days	14 days	Website; social media
Other studies and plans	14 days		Website; social media

2. Providing Notices for Public Meetings ((Policy, Technical, Bikeway & other related transportation public meetings)

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

- Interested and Available Parties in the Tri-Cities Area:
 - Including citizens, affected public agencies,
 - Representatives of public transportation employees, freight shippers,
 - Providers of freight transportation services, private providers of transportation,
 - Representatives of users of public transportation,
 - Representatives of users of pedestrian walkways and bicycle transportation facilities,
 - Representatives of the disabled, agencies or entities responsible for safety/security operations,
 - Providers of non-emergency transportation services receiving financial assistance from a source other than titles,
 - Other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.
- Reasonable Access
 - Available information about MPO sponsored transportation studies in the metropolitan area will be provided through the MPO website, Social Media (Facebook and Instagram), print notification local libraries, local planning departments, Email and in hand at the Crater Planning District Commission Office.

3. Available Resource Material

- Available resources will be used by the MPO to visually convey information related to metropolitan transportation plans and programs:
- Maps, drawings, tables and charts on MPO website, Facebook and Instagram, emails or a hard-copies
- Displays of these items at public meetings or kiosk can be found publicly available if needed. In accordance with Americans with Disabilities Act (ADA) regulations, key planning documents will be made available upon request in larger print during the public review period.

4. Public Information Related to Transportation Plans:

- Public information related to transportation plans and programs notices of the Tri-Cities Area MPO will be provided for draft and final versions:

- Public Participation Plan
 - Metropolitan Transportation Plan (MTP)
 - Transportation Improvement Programs (TIP)
 - Unified Planning Work Program (UPWP)
 - Title VI Nondiscrimination Plan (EJ and LEP)
 - Other related transportation documents
- Notices of the Tri-Cities Area MPO will be provided by:
 - Flyers (hardcopy)
 - Posting in Crater Planning District Commission office
 - Local planning department of MPO member offices
 - Local libraries
 - Military newspapers
 - Electronically on MPO Webpage, Facebook Page and Instagram
 - Signage, Postcards/Direct Mail/Information Brochures may be utilized prior to key public forums, meetings, hearing, projects, studies, etc. distributed to specifically targeted groups and businesses in their region/neighborhood.

5. Accessible

- Public meetings/events/hearing/Information meetings sponsored by the Tri-Cities Area MPO will be held at convenient and accessible locations and times. These public /information meetings are conveniently located in the appropriate jurisdictions that are ADA accessible and convenient to transit, where applicable.
- These locations include City of Colonial Heights Public Library, City of Petersburg Multi-Modal Transit Center (Downtown Petersburg), Ettrick Elementary School. A citizen information period will be provided during each regular MPO meeting, also the MPO Social Media Pages (Facebook and Instagram) serve as a way to comment on transportation issues as well. Citizens may use this opportunity to express views on metropolitan transportation plans and programs directly to the MPO membership.
- In accordance with Americans with Disabilities Act (ADA) regulations, key planning documents will made available upon request in larger print during public review period.
- Making of any or key planning documents, flyers and material available in Spanish or any other language (Limited English Proficiency (LEP)

Availability will be shared with community-based organization and stakeholders.

- Partnerships and regular communication with special interest groups (human service organizations, area agencies on aging, transportation service providers, and other social service agencies) will enhance the public outreach to those without access to an automobile.
- Website Translation powered by Google, TCAMPO website includes a user-friendly tool available for easy webpage translations which allows users to view webpage content in over 40 different languages.

6. Public Input Received

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

7. Outreach Efforts Seeking Public Input

- Outreach efforts seeking input on metropolitan transportation plans and programs from low income and minority households traditionally underserved by existing transportation systems will be continued and documented.
- Under the category of education and training, nondiscrimination responsibilities include as a Staff:
 - Distribution of information to CPDC/MPO Staff on training programs regarding Title VI and related statutes.
 - Tracing staff participation in nondiscrimination training.
 - Maintain and update nondiscrimination training as necessary.
 - Maintain and update the Tri-Cities Area MPO Title VI Plan as necessary. The Title VI Plan will be reviewed on an annual basis unless new federal mandate requires a different timeline.
- Outreach Effort for Public:
 - Public meetings/events/hearing/Information meetings sponsored by the Tri-Cities Area MPO will be held at convenient and accessible locations and times. These public/information meetings are conveniently located in the appropriate jurisdictions that are ADA accessible and convenient to transit, where applicable.
 - In accordance with Americans with Disabilities Act (ADA)

regulations, key planning documents will be made available upon request in larger print during public review period.

- Making of any or key planning documents, flyers and material available in Spanish or any other language (Limited English Proficiency (LEP) Availability will be shared with community-based organization and stakeholders.
- Partnerships and regular communication with special interest groups (human service organizations, area agencies on aging, transportation service providers, and other social service agencies) will enhance the public outreach to those without access to an automobile.
- Website Translation powered by Google, TCAMPO website includes a user-friendly tool available for easy webpage translations which allows users to view webpage content in over 40 different languages.
- Utilizing the Title VI Community Resources Directory, email notifications will be sent to minority leaders who will in turn forward the information to their groups. (Translate message as feasible and necessary).
- Flyers (hardcopy) Posting in Crater Planning District Commission office, local planning department and/or MPO member offices, local libraries, military newspapers, minority newspapers, electronically on MPO Webpage, Facebook Page and Instagram.

8. Traditionally Underserved

- Environmental Justice and public involvement complement one another in ensuring the fair and equitable participation by all potentially affected communities in the transportation decision-making process. For transportation, Title VI means assessing the nature, extent, and incidence of probable impacts, both negative and positive, by soliciting the needs of those traditionally underserved.
- FAST Act legislation requires that the MPO shall provide reasonable opportunities for affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to

comment on the transportation planning process via Section 6001(i)(5)(A).

9. Public Notices Advising Citizens

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

10. Implementation/Effectiveness of the Tri-Cities Area Participation Plan

- Evaluate and improve public participation and maintain and make readily available documentation of its public participation activities and procedures. Under the provisions of the Federal Aid Highway Act of 1962 and the Urban Mass Transportation Act of 1964, as amended, TCAMPO has the responsibilities for developing and carrying out a comprehensive, continuing and coordinated transportation planning process in the Tri-Cities portion of the Richmond Urbanized Area. The Joint Planning regulations issued by the FTA and FHWA on October 29, 1993 require that "the State and the MPO shall annually certify to FHWA and FTA that the planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable requirements...".
- In 2021, TCAMPO underwent a Federal Certification Review resulting in recommendations and corrective actions issued by the Federal Team.
 - Implementation – TCAMPO was given one corrective action, to complete the update to the website. This was fulfilled in 2023.
 - Effectiveness – TCAMPO was recommended to measure, set targets and report on its effectiveness in meeting the targets for public participation (including the Title VI component).

SECTION B: DISPOSITION OF SIGNIFICANT COMMENTS

1. Significant Comments Received

- When significant comments are received on the Draft Metropolitan Transportation Plan or the Draft Metropolitan Transportation Improvement Program as a result of the Public Participation Plan or the Interagency Consultation Process required under the Environmental Protection Agency (EPA) transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final Metropolitan Transportation Plan and Metropolitan Transportation Improvement Program.

SECTION C: SOCIAL MEDIA OUTREACH

- Posting MPOs Technical Advisory Committee, Policy Committee and other committee meeting information and planning related documents or notices on the community issues groups of social media along with answering questions and comments that pertain to the MPO.
- Continue use of the new branding via our identifiable MPO logo to show an imprint throughout the social media world.
- Maintain our MPO Facebook Page to expand outreach efforts to the millennial generation and beyond posting MPOs technical, policy and other committee meeting information the page for comments and awareness. The Facebook page will provide an alternate avenue for meetings, new related to the MPO, projects and regional transportation issues.
- Continue use of the new webpage on the Crater PDC website, that distinguishes the differences between the MPO and Crater PDC. The new webpage has the new MPO logo on it as part of the new branding strategies that the MPO has undertaken. These changes make it easy for visitors to the website to find MPO information without a difficult or confusing process.
- Continue use of surveys and webpage counters to track the level of activity on the new MPO webpage to give a level of involvement through our social media efforts.

SECTION D: AGENCY CONSULTATION ON OTHER PLANNING ACTIVITIES

- As the Metropolitan Transportation Plan and the Metropolitan Transportation Improvement Program are developed, the MPO shall consult, as appropriate, with agencies and officials responsible for other planning activities in the metropolitan area affected by transportation in order to coordinate planning functions to the maximum extent practicable.
- The nature of the consultation shall include comparison of metropolitan plans and transportation improvement programs, as they are developed, with the plan's maps, inventories, and planning documents developed by other agencies.
- Public and private agencies responsible for planned growth, economic development, environmental protection, airport operations, freight movements, land use management, natural resources, conservation, and historic preservation in the Tri-Cities shall be included in the agency consultation process, as appropriate.
- Metropolitan Transportation Plans and Metropolitan Transportation Improvement Programs shall be developed with consideration for governmental agencies and community and non-profit organizations receiving Federal assistance from a source other than the U.S. Department of Transportation for the design and delivery of non-emergency transportation services.
- The MPO will consider the future development of an operations plan for consulting with other governmental agencies responsible for the development of plans affected by transportation in the metropolitan area.

APPENDIX

1. Draft Documents

- All drafted documents are sent to all participating agencies for review and comment and available at these public venues:
 - TCAMPO office
 - TCAMPO website
 - Regional Libraries
 - Petersburg Public Library
 - Colonial Heights Public Library
 - Prince George Public Library
 - Appomattox Regional Library-Hopewell
 - Local Government Planning Offices
 - Public Meeting and Public Hearings

2. Public Meeting & Hearings/Comments

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

- Electronic Mail: info@craterpdc.org or [facebook@craterpdc.org](https://www.facebook.com/craterpdc.org)

Printed comment forms can be submitted via:

- USPS:
Crater Planning District Commission
Post Office Box 1808
Petersburg VA 23805
- At public meetings and public hearings:

Online comment forms can be submitted electronically via:

- TCAMPO website: www.craterpdc.org/
- TCAMPO Facebook page:
<https://www.facebook.com/TriCitiesAreaMPOVa>

In person: TCAMPO office, committee meetings/hearings

3. Agencies Involved in Regional Transportation Planning

Federal:

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

State:

- Virginia Department of Transportation
- Virginia Department of Rail & Public Transportation
- Virginia Department for the Aging
- Virginia Department of Conservation & Recreation, Natural Heritage
- Virginia Department of Conservation & Recreation, Land Conservation

- Virginia Department of Conservation & Recreation, Recreation Planning
- Virginia Department of Environmental Quality
- Virginia Department of Historic Resources
- Virginia Department of Game and Inland Fisheries
- Virginia Department of Housing and Community Development
- Virginia Department of Public Safety

Local:

- Elected Officials
- County Administrators/City Manager
- Planning and Community Development Departments
- Public Works Departments
- Economic Development Agencies
- Transit and Transportation Agencies
- Emergency Services Departments
- Health and Social Services

Community and Non-Profit groups

- As the MTP and MTIP are developed, TCAMPO will reach out to its members to identify and engage community and non-profit groups as stakeholders for TCAMPO plans.

4. Public Involvement Evaluation /Monitoring

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

Public Participation Plan	No measure (PPP should reflect the policies and practices of the MPO)
Master Contact Database	Number of contacts listed.
Title VI Community Resources Director	Number of contacts listed

Website	Number of times site is visited
Electronic Notifications	Number of electronic notifications sent
Newspaper & Website Public Notices/Advertisements	Required by law
Translation Tools	Number of times translation tools were requested
Planning Document Distribution	Number of distribution sites
Citizen Mailing Lists	Number of electronic mails received from citizens who have requested to be on a mailing list
Press Releases	Number of press releases sent and media outlets reached
Facebook	Number of fans reached
Informational Brochures	Number of informational brochures distributed
Member Orientation Manuals	Number of orientation manuals distributed
Public Meetings and Public Hearings	Number of citizens in attendance
Title VI	Number of citizens in attendance
Surveys	Number of surveys returned
Surveys	Number of Spanish Surveys returned
Postcards/Direct Mailings	Number of postcards and direct mailings sent
Flyers	Number of flyers distributed

5. Title VI Statement

NONDISCRIMINATION

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

NO DISCRIMINACIÓN

La Organización Tri-Cities Area Metropolitana de Planificación (TCAMPO) Cumple totalmente con el Título VI de la Ley de Derechos Civiles de 1964 y los estatutos y los reglamentos relacionados con toda programas y actividades. El TCAMPO se esforzará para proporcionar ajustes razonables y servicios para personas que requieran asistencia especial para participar en este público oportunidad de participación . Para obtener más información sobre el cumplimiento de la accesibilidad, o para obtener una Formulario de Queja Título VI , ver www.craterpdc.org o llame al Título VI Coordinador en el 804-861-1666 .

6. Notice to the Public

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

“The Crater Planning District Commission assures that no person shall on the grounds of race, color, sex, disability, or national origin, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any agency sponsored program or activity. For more information on or to obtain a Title VI Complaint Form, see www.craterpdc.org or call the CPDC Title VI Coordinator at 804-861-1666.

7. Limited English Proficiency (LEP) Plan

See Appendix V of the Title VI Plan

GLOSSARY OF TRANSPORTATION TERMS

- **TCAMPO Committees**

Tri-Cities Area Metropolitan Planning Organization

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

Crater Planning District Commission (CPDC)

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

TCAMPO Policy Committee (PC)

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

community groups to develop regional transportation plans.

Technical Advisory Committee (TAC)

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

- **TCAMPO Products**

Bicycle & Pedestrian Plan (BPP): The primary goals of the BPP are to preserve and enhance the bicycling and pedestrian network, to improve the safety, attractiveness and overall viability of cycling and walking as legitimate transportation alternatives to the transportation system. This is currently being updated as the TCAMPO Multimodal Transportation Plan.

Congestion Management Process (CMP): Federal transportation planning regulations require a Congestion Management Process in Transportation Management Areas (TMAs). Transportation Management Areas are located in urbanized areas over 200,000 in population, as defined by the U.S. Census Bureau or other areas designated as TMAs by the U.S. Department of Transportation at the request of the MPO and the Governor. The purpose of a CMP is to reduce roadway congestion and improve traffic safety by improving technology, expanding roadways and increasing vehicle occupancy. The [2016 CMP](#) includes the use of volume/capacity or V/C as a performance measure to evaluate present and future traffic congestion on major highway facilities designated as the CMS network for the Tri-Cities Area. Using existing and projected traffic volumes, highway facilities with a V/C of .80 or greater are indicated on present-day and future-day maps of the Tri-Cities Area CMS network of major roadway facilities.

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

ways in which assistance may be provided, staff training that may be required, and how to notify LEP individuals that assistance is available.

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

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

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

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

- **Agencies & Organizations**

Department of Transportation (DOT): Agency responsible for transportation at the local, state, or federal level. For title 23 U.S.C. federal-aid highway actions, this would mean the Federal Highway Administration and for federal-aid transit actions under title 49 U.S.C, this would mean the Federal Transit Administration.

Virginia Department of Rail & Public Transportation (DRPT): A state agency that works closely with the Virginia Department of Transportation in order to accomplish its mission of improving the mobility of people and goods while expanding transportation choices in the Commonwealth. Its three primary areas of activity include rail transportation, public transportation and commuter services. Rail transportation involves the movement of people and goods on railways owned and operated by private railroad companies. Public transportation systems help manage traffic congestion and provide transportation choices while safely transporting people to destinations across the Commonwealth. Commuter services programs work to promote carpools, vanpools, telework and other alternative modes of transportation to Virginia's commuters.

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

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

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

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

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

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

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

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

State Match: Most federal funding sources for projects require a match of some sort; most often 80-20 i.e., the federal government reimburses 80% of the total cost and the remaining 20% match is state, local, or other sources.

Transportation Alternatives Funds: This program utilizes funds that have been made available for bicycle and pedestrian facilities through the Surface Transportation Program of the FAST ACT. A 10% set aside from each state's allotment of STP funds must be used for Transportation Alternatives activities.

Projects are available for funding on a statewide competition basis for enhancement grants. The Transportation Alternatives Program provides funding for local jurisdictions on a competitive basis by submitting applications for projects that if awarded requires a 20% match by the localities with the 80% of federal funds that are awarded.

- **Federal Legislation Related to Metropolitan Transportation Planning:**

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

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

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

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

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

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

FAST Act: The FAST Act maintains the federal focus on safety, keeps intact the established structure of the various highway-related programs USDOT manages, continues efforts to streamline project delivery and provides a dedicated source of federal dollars for freight projects.

National Environmental Policy Act of 1969 (NEPA): Requires consideration of impacts on human environments.

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