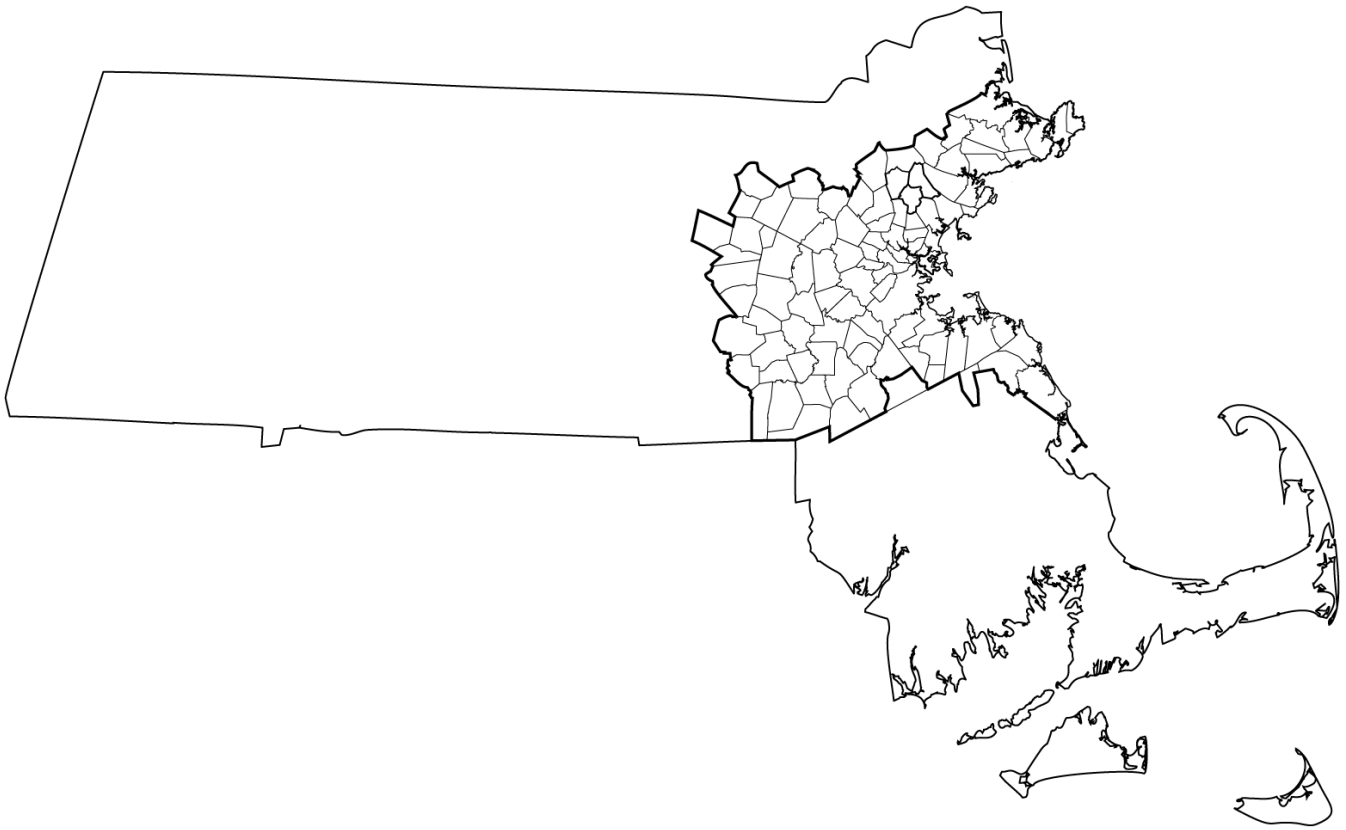


2023 BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

TITLE VI REPORT



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The Boston Region Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, Federal Transit Administration, or both, prohibit discrimination on the basis of age, sex, and disability. The Boston Region MPO considers these protected populations in its Title VI Programs, consistent with federal interpretation and administration. In addition, the Boston Region MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with U.S. Department of Transportation policy and guidance on federal Executive Order 13166.

The Boston Region MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 sections 92a, 98, 98a, which prohibits making any distinction, discrimination, or restriction in admission to, or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Boston Region MPO complies with the Governor's Executive Order 526, section 4, which requires that all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background.

A complaint form and additional information can be obtained by contacting the MPO or at http://www.bostonmpo.org/mpo_non_discrimination.

To request this information in a different language or in an accessible format, please contact

Title VI Specialist

Boston Region MPO

10 Park Plaza, Suite 2150

Boston, MA 02116

civilrights@ctps.org

By Telephone:

857.702.3700 (voice)

For people with hearing or speaking difficulties, connect through the state MassRelay service:

- Relay Using TTY or Hearing Carry-over: 800.439.2370
- Relay Using Voice Carry-over: 866.887.6619
- Relay Using Text to Speech: 866.645.9870

For more information, including numbers for Spanish speakers, visit <https://www.mass.gov/massrelay>.

Please note that the text of some pages in this report may not be accessible to individuals with low or no vision who use a screen reader. These include the Federal Transit Administration and Federal Highway Administration certifications and assurances and the Title VI program MPO member endorsement page. If you would like to request these or any other material in this report in a different format, please contact the Central Transportation Planning Staff via email at civilrights@ctps.org.



TITLE VI/NONDISCRIMINATION ASSURANCES

The United States Department of Transportation (U.S. DOT) Order No. 1050.2A

The Massachusetts Department of Transportation (MassDOT) (hereinafter referred to as the “Recipient”) hereby agrees that, as a condition to receiving any Federal financial assistance from the U. S. Department of Transportation (DOT), through the Federal Highway Administration (FHWA), is subject to and will comply with the following:

STATUTORY/REGULATORY AUTHORITIES

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin (including limited English proficiency));
- 49 C.F.R. Part 21 (entitled *Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites are referred to as the “Acts” and “Regulations,” respectively.

GENERAL ASSURANCES

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurances that:

No person in the United States shall, on the grounds of race, color, national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from U. S. DOT, including FHWA.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

SPECIFIC ASSURANCES

More specifically, and without limiting the above general Assurance, the Recipient gives the following Assurances:

1. The Recipient agrees that each “activity,” “facility,” or “program,” as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an “activity”) facilitated, or will be (with regard to a “facility”) operated, or will be (with regard to a “program”) conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests for Proposals for work, or material subject to the Acts and the Regulations made in connection with all its programs and activities and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

The Massachusetts Department of Transportation, in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby affirmatively ensures that for any contract entered into pursuant to this advertisement, all bidders, including disadvantaged business enterprises, will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin in consideration for an award.


3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations;
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to the Recipient;
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith for the duration of Recipient ownership of the facility and future deeds, leases, licenses, permits, or similar transfers where the use of the facility remains transportation related (see Specific Assurance #8, below).
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.

7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program (Appendix C); and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program (Appendix D).
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the Assurance obligates the Recipient or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed by or pursuant to the Acts, the Regulations and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations and this Assurance.

By signing this Assurance, the Massachusetts Department of Transportation also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the FHWA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by FHWA. You must keep records, reports, and submit the material for review upon request to FHWA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The Massachusetts Department of Transportation gives this Assurance in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Federal-aid Highway Program. This Assurance is binding on the Massachusetts Department of Transportation, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors, transferees, successors in interest, and any other participants in the Federal-aid Highway Program. The person signing below is authorized to sign this Assurance on behalf of the Recipient.

SIGNED FOR THE RECIPIENT:



Gina Fiandaca 3/10/2023
Secretary/CEO Date
Massachusetts Department of Transportation

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin (including limited English proficiency), age, sex, disability, or low-income status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Acts and the Regulations relative to nondiscrimination on the grounds of race, color, national origin (including limited English proficiency), age, sex, disability, or low-income status.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Massachusetts Department of Transportation (MassDOT) or FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor will so certify to MassDOT or FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor’s noncompliance with the Nondiscrimination provisions of this contract, MassDOT will impose such contract sanctions as it or FHWA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a control, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment,

unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as MassDOT or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request MassDOT to enter into any litigation to protect the interests of MassDOT. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

“Now, therefore, the U.S. Department of Transportation (hereinafter referred to as “U.S. DOT”), as authorized by law, and upon the condition that the Massachusetts Department of Transportation will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, U.S.C., the Regulations for the Administration of the above statute, and the policies and procedures prescribed by the Federal Highway Administration (hereinafter referred to as “FHWA”) of the U.S. DOT in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. DOT pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the Massachusetts Department of Transportation all the right, title and interest of the U.S. DOT in and to said lands described in Exhibit A attached hereto and made a part hereof.”

(HABENDUM CLAUSE)

“To have and to hold said lands and interests therein unto the Massachusetts Department of Transportation and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on the Massachusetts Department of Transportation, its successors and assigns.

The Massachusetts Department of Transportation, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that:

(1) no person will on the grounds of race, color, national origin (including limited English proficiency), age, sex, disability, or low-income status be excluded from participation in, be denied the benefits of, or be otherwise

subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed, and;

(2) that the Massachusetts Department of Transportation will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended, and;

*(3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, U.S. DOT will have a right to enter or re-enter said lands and facilities on said land, and that above-described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. DOT and its assigns as such interest existed prior to this instruction.**

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title VI.

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in all deeds, licenses, leases, permits, or similar agreements entered into by the Massachusetts Department of Transportation, pursuant to the provisions of Assurance 7a:

1. *The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add “as a covenant running with the land”] that:*
 - a. *In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, national origin (including limited English proficiency), age, sex, disability, or low-income status will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.*
2. *With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, the Massachusetts Department of Transportation will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.**
3. *With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the Massachusetts Department of Transportation will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the Massachusetts Department of Transportation and its assigns.**

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title VI.

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in all deeds, licenses, leases, permits, or similar instruments/agreements entered into by the Massachusetts Department of Transportation pursuant to the provisions of Assurance 7b.

1. *“The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, “as a covenant running with the land”) that (1) no person on the ground of race, color, national origin (including limited English proficiency), age, sex, disability, or low-income status will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, national origin (including limited English proficiency), age, sex, disability, or low-income status will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, and (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.*
2. *With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above non-discrimination covenants, the Massachusetts Department of Transportation will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.**
3. *With respect to deeds, in the event of breach of any of the non-discrimination covenants, the [description of the property] will there upon revert to and vest in and become the absolute property of the Massachusetts Department of Transportation and its assigns.**

* Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor,” which includes consultants) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

PERTINENT NON-DISCRIMINATION AUTHORITIES:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-Aid programs and projects)
- Federal-Aid Highway Act of 1973 (23 U.S.C. § 324 *et seq.*) (prohibits discrimination on the basis of sex)
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 *et seq.*), as amended (prohibits discrimination on the basis of disability) and 49 CFR Part 27
- The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 *et seq.*) (prohibits discrimination on the basis of age)
- Airport and Airway Improvement Act of 1982 (49 U.S.C. § 471, Section 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex)
- The Civil Rights Restoration Act of 1987 (PL 100-209) (broadened the scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of Federal-Aid recipients, sub-recipients, and contractors, whether such programs or activities are Federally funded or not)
- Titles II and III of the Americans with Disabilities Act (42 U.S.C. §§ 12131-12189), as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38 (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities)
- The Federal Aviation Administration’s Non-Discrimination Statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex)
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations)

- Executive Order 13166, Improving Access to Services for People with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100)
- Title IX of the Education Amendments Act of 1972, as amended (20 U.S.C. 1681 *et seq.*) (prohibits discrimination on the basis of sex in education programs or activities)

Not every provision of every certification will apply to every applicant or award. If a provision of a certification does not apply to the applicant or its award, FTA will not enforce that provision.

Text in italic is guidance to the public. It does not have the force and effect of law, and is not meant to bind the public in any way. It is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.

All applicants must make the certifications in this category.

1.1. Standard Assurances.

The certifications in this subcategory appear as part of the applicant's registration or annual registration renewal in the System for Award Management (SAM.gov) and on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- (b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- (c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- (d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- (e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).

- (f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:
- (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 CFR Part 21;
 - (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 CFR Part 25;
 - (3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
 - (4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 CFR Part 27;
 - (5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;
 - (6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
 - (7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - (8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - (9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
 - (10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
 - (11) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- (g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“Uniform Act”) (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 CFR Part 24.

- (h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- (i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction subagreements.
- (j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- (k) Will comply with environmental standards which may be prescribed pursuant to the following:
 - (1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
 - (2) Notification of violating facilities pursuant to EO 11738;
 - (3) Protection of wetlands pursuant to EO 11990;
 - (4) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
 - (6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);
 - (7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and
 - (8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93–205).
- (l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- (m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
- (n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- (o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded

animals held for research, teaching, or other activities supported by this award of assistance.

- (p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- (q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR Part 200, Subpart F, “Audit Requirements”, as adopted and implemented by U.S. DOT at 2 CFR Part 1201.
- (r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.
- (s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a subrecipient from:
 - (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procuring a commercial sex act during the period of time that the award is in effect; or
 - (3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget’s standard form 424D “Assurances—Construction Programs” and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- (c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

1.3. Procurement.

The Uniform Administrative Requirements, 2 CFR § 200.325, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews.

The applicant certifies that its procurement system complies with:

- (a) U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200, particularly 2 CFR §§ 200.317–200.327 “Procurement Standards;
- (b) Federal laws, regulations, and requirements applicable to FTA procurements; and
- (c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.

1.4. Suspension and Debarment.

Pursuant to Executive Order 12549, as implemented at 2 CFR Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant’s exclusion status. 2 CFR § 180.300. Additionally, each applicant must disclose any information required by 2 CFR § 180.335 about the applicant and the applicant’s principals prior to entering into an award agreement with FTA. This certification serves both purposes.

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

- (a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;
- (b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;

- (c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification;
- (d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

1.5. Coronavirus Response and Relief Supplemental Appropriations Act, 2021, and CARES Act Funding.

The applicant certifies:

- (a) To the maximum extent possible, funds made available under title IV of division M of the Consolidated Appropriations Act, 2021 (Public Law 116–260), and in title XII of division B of the CARES Act (Public Law 116–136; 134 Stat. 599) shall be directed to payroll and operations of public transit (including payroll and expenses of private providers of public transportation); or
- (b) The applicant certifies that the applicant has not furloughed any employees.

1.6. American Rescue Plan Act Funding.

The applicant certifies:

- (a) Funds made available by Section 3401(a)(2)(A) of the American Rescue Plan Act of 2021 (Public Law 117-2) shall be directed to payroll and operations of public transportation (including payroll and expenses of private providers of public transportation); or
- (b) The applicant certifies that the applicant has not furloughed any employees.

CATEGORY 2. PUBLIC TRANSPORTATION AGENCY SAFETY PLANS

This certification is required of each applicant under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), each rail operator that is subject to FTA’s state safety oversight programs, and each State that is required to draft and certify a Public Transportation Agency Safety Plan on behalf of a Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) pursuant to 49 CFR § 673.11(d).

This certification is required by 49 U.S.C. § 5307(c)(1)(L), 49 U.S.C. § 5329(d)(1), and 49 CFR § 673.13. This certification is a condition of receipt of Urbanized Area Formula Grants Program (49 U.S.C. § 5307) funding.

This certification does not apply to any applicant that only receives financial assistance from FTA under the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C.

§ 5310), the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or combination of these two programs, unless it operates a rail fixed guideway public transportation system.

If the applicant is an operator, the applicant certifies that it has established a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673; including, specifically, that the board of directors (or equivalent entity) of the applicant has approved, or, in the case of an applicant that will apply for assistance under 49 U.S.C. § 5307 that is serving an urbanized area with a population of 200,000 or more, the safety committee of the entity established under 49 U.S.C. § 5329(d)(5), followed by the board of directors (or equivalent entity) of the applicant has approved, the Public Transportation Agency Safety Plan or any updates thereto; and, for each recipient serving an urbanized area with a population of fewer than 200,000, that the Public Transportation Agency Safety Plan has been developed in cooperation with frontline employee representatives.

If the applicant is a State that drafts and certifies a Public Transportation Agency Safety Plan on behalf of a public transportation operator, the applicant certifies that:

- (a) It has drafted and certified a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673 for each Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) in the State, unless the Small Public Transportation Provider provided notification to the State that it was opting out of the State-drafted plan and drafting its own Public Transportation Agency Safety Plan; and
- (b) Each Small Public Transportation Provider within the State that opts to use a State-drafted Public Transportation Agency Safety Plan has a plan that has been approved by the provider's Accountable Executive (as that term is defined at 49 CFR § 673.5), Board of Directors or Equivalent Authority (as that term is defined at 49 CFR § 673.5), and, if the Small Public Transportation Provider serves an urbanized area with a population of 200,000 or more, the safety committee of the Small Public Transportation Provider established under 49 U.S.C. § 5329(d)(5).

CATEGORY 3. TAX LIABILITY AND FELONY CONVICTIONS.

If the applicant is a business association (regardless of for-profit, not for-profit, or tax exempt status), it must make this certification. Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. E.g., Consolidated Appropriations Act, 2023, Pub. L. 117-328, div. E, tit. VII, §§ 744–745. U.S. DOT Order 4200.6 defines a “corporation” as “any private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association”, and applies the restriction to all tiers of subawards. As prescribed by U.S. DOT

Order 4200.6, FTA requires each business association applicant to certify as to its tax and felony status.

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

- (a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
- (b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

CATEGORY 4. LOBBYING.

If the applicant will apply for a grant or cooperative agreement exceeding \$100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, it must make the following certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 CFR § 20.110 and app. A to that part.

This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 CFR Part 20.

4.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and

contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4.2. Statement for Loan Guarantees and Loan Insurance.

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CATEGORY 5. PRIVATE SECTOR PROTECTIONS.

If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.

5.1. Charter Service Agreement.

To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 CFR § 604.4.

The applicant agrees that it, and each of its subrecipients, and third party contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 CFR Part 604, the terms and conditions of which are incorporated herein by reference.

5.2. School Bus Agreement.

To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 CFR § 605.15.

- (a) If the applicant is not authorized by the FTA Administrator under 49 CFR § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
 - (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
 - (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
- (b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 CFR § 605.11, the applicant agrees as follows:
 - (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
 - (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.
 - (3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
 - (4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

CATEGORY 6. TRANSIT ASSET MANAGEMENT PLAN.

If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).

The applicant certifies that it is in compliance with 49 CFR Part 625.

CATEGORY 7. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.

7.1. Rolling Stock Buy America Reviews.

If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 CFR § 663.7.

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 CFR Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 CFR Part 663.

7.2. Bus Testing.

If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 CFR § 665.7.

The applicant certifies that the bus was tested at the Bus Testing Facility and that the bus received a passing test score as required by 49 CFR Part 665. The applicant has received or will receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

CATEGORY 8. URBANIZED AREA FORMULA GRANTS PROGRAM.

If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities;

- (c) Will maintain equipment and facilities in accordance with the applicant's transit asset management plan;
- (d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—
 - (1) Senior;
 - (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and
 - (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);
- (e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);
- (f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);
- (g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);
- (h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);
- (i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;
- (j) Either—
 - (1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or
 - (2) Has decided that the expenditure for security projects is not necessary;
- (k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and
- (l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

CATEGORY 9. FORMULA GRANTS FOR RURAL AREAS.

If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5310(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).

- (a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—
 - (1) Provides a fair distribution of amounts in the State, including Indian reservations; and
 - (2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and
- (b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected intercity bus service providers, and the intercity bus service needs of the State are being met adequately.
- (c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—
 - (1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and
 - (2) It has determined that otherwise eligible local transit needs are being addressed.

CATEGORY 10. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS PILOT PROGRAM.

If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act's Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
- (c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and
- (d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

CATEGORY 11. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.

If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants), subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants), subsection (b) (bus and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 9 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

Making this certification will incorporate by reference the applicable certifications in Category 8 or Category 9.

If the applicant will receive a competitive award under subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) related to zero emissions vehicles or related infrastructure, it must make the following certification. This certification is required by 49 U.S.C. § 5339(d).

The applicant will use 5 percent of grants related to zero emissions vehicles (as defined in subsection (c)(1)) or related infrastructure under subsection (b) or (c) to fund workforce development training as described in section 49 U.S.C. § 5314(b)(2) (including registered apprenticeships and other labor-management training programs) under the recipient's plan to address the impact of the transition to zero emission vehicles on the applicant's current workforce; or the applicant certifies a smaller percentage is necessary to carry out that plan.

CATEGORY 12. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 8, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 8 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.

In addition to the certification in Category 8, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).

The applicant certifies that:

- (a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;
- (b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;
- (c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and
- (d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

CATEGORY 13. STATE OF GOOD REPAIR GRANTS.

If the applicant will apply for an award under FTA's State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, the asset management certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4). The certification with regard to acquiring restricted rail rolling stock is required by 49 U.S.C. § 5323(u)(4). Note that this certification is not limited to the use of Federal funds.

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant's most recent transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 CFR Part 625.

If the applicant operates a rail fixed guideway service, the applicant certifies that, in the fiscal year for which an award is available to the applicant under the State of Good Repair Grants Program, 49 U.S.C. § 5337, the applicant will not award any contract or subcontract for the procurement of rail rolling stock for use in public transportation with a rail rolling stock manufacturer described in 49 U.S.C. § 5323(u)(1).

CATEGORY 14. INFRASTRUCTURE FINANCE PROGRAMS.

If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks (“SIB”) Program (23 U.S.C. § 610), it must make the certifications in Category 8 for the Urbanized Area Formula Grants Program, Category 10 for the Fixed Guideway Capital Investment Grants program, and Category 13 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).

Making this certification will incorporate the certifications in Categories 8, 10, and 13 by reference.

CATEGORY 15. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If the applicant will apply for an award under FTA’s Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 CFR § 655.83.

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA’s regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 CFR Part 655.

CATEGORY 16. RAIL SAFETY TRAINING AND OVERSIGHT.

If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 CFR §§ 672.31 and 674.39.

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

- (a) Compliant with the requirements of 49 CFR Part 672, “Public Transportation Safety Certification Training Program”; and
- (b) Compliant with the requirements of 49 CFR Part 674, “State Safety Oversight”.

CATEGORY 17. DEMAND RESPONSIVE SERVICE.

If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 CFR Part 37, it must make the following certification. This certification is required by 49 CFR § 37.77.

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

- (a) Response time;
- (b) Fares;
- (c) Geographic area of service;
- (d) Hours and days of service;
- (e) Restrictions or priorities based on trip purpose;
- (f) Availability of information and reservation capability; and
- (g) Any constraints on capacity or service availability.

CATEGORY 18. INTEREST AND FINANCING COSTS.

If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).

The applicant certifies that:

- (a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
- (b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.

CATEGORY 19. CYBERSECURITY CERTIFICATION FOR RAIL ROLLING STOCK AND OPERATIONS.

If the applicant operates a rail fixed guideway public transportation system, it must make this certification. This certification is required by 49 U.S.C. § 5323(v). For information about standards or practices that may apply to a rail fixed guideway public transportation system, visit <https://www.nist.gov/cyberframework> and <https://www.cisa.gov/>.

The applicant certifies that it has established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks that complies with the requirements of 49 U.S.C. § 5323(v)(2).

CATEGORY 20. PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS FORMULA AND DISCRETIONARY PROGRAM (TRIBAL TRANSIT PROGRAMS).

Before FTA may provide Federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), the applicant must select the Certifications in Category 21, except as FTA determines otherwise in writing. Tribal Transit Program applicants may certify to this Category and Category 1 (Certifications and Assurances Required of Every Applicant) and need not make any other certification, to meet Tribal Transit Program certification requirements. If an applicant will apply for any program in addition to the Tribal Transit Program, additional certifications may be required.

FTA has established terms and conditions for Tribal Transit Program grants financed with Federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). The applicant certifies that:

- (a) It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
- (b) It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
- (c) It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, “Transit Asset Management,” 49 CFR Part 625. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.
- (d) With respect to its procurement system:
 - (1) It will have a procurement system that complies with U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost

- Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200, for Awards made on or after December 26, 2014,
- (2) It will have a procurement system that complies with U.S. DOT regulations, “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments,” 49 CFR Part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or
 - (3) It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.
- (e) It will comply with the Certifications, Assurances, and Agreements in:
- (1) Category 05.1 and 05.2 (Charter Service Agreement and School Bus Agreement),
 - (2) Category 06 (Transit Asset Management Plan),
 - (3) Category 07.1 and 07.2 (Rolling Stock Buy America Reviews and Bus Testing),
 - (4) Category 09 (Formula Grants for Rural Areas),
 - (5) Category 15 (Alcohol and Controlled Substances Testing), and
 - (6) Category 17 (Demand Responsive Service).

CATEGORY 21. EMERGENCY RELIEF PROGRAM.

An applicant to the Public Transportation Emergency Relief Program, 49 U.S.C. § 5324, must make the following certification. The certification is required by 49 U.S.C. § 5324(f) and must be made before the applicant can receive a grant under the Emergency Relief program.

The applicant certifies that the applicant has insurance required under State law for all structures related to the emergency relief program grant application.

FEDERAL FISCAL YEAR 2023 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

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

Name of Applicant: Boston Region Metropolitan Planning Organization

The Applicant certifies to the applicable provisions of all categories: (*check here*) _____.

Or,

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

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

- 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 Cybersecurity Certification for Rail Rolling Stock and Operations
- 20 Tribal Transit Programs
- 21 Emergency Relief Program

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

AFFIRMATION OF APPLICANT

Signature of the Applicant: David Mohl

BY SIGNING ABOVE, 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 the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant’s behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

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 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

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ABSTRACT

The Boston Region Metropolitan Planning Organization (MPO) has prepared this 2022 Title VI Report in response to the Massachusetts Department of Transportation's (MassDOT) Title VI reporting request. Title VI of the Civil Rights Act of 1964 states that "no persons 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 subject to discrimination under any program or activity receiving federal financial assistance." As a subrecipient of federal funds through MassDOT, the MPO complies with Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) Title VI guidance. FTA and FHWA require that recipients of their financial assistance periodically submit documentation that demonstrates compliance with their Title VI requirements. This report documents that compliance, which is consistent with the principles, federal laws and guidelines, and related requirements of Title VI.





EXECUTIVE SUMMARY

ES.1 BACKGROUND AND PURPOSE

This document responds to the Massachusetts Department of Transportation's (MassDOT) 2022 Title VI reporting requirements for the Boston Region Metropolitan Planning Organization (MPO). As a subrecipient of federal funding from both the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) through MassDOT, the MPO is required to comply with these agencies' civil rights guidance for MPOs—FTA's triennial reporting requirements under Title VI of the Civil Rights Act of 1964 and FHWA's annual reporting requirements under its Title VI/non-discrimination program.

The authorities that underpin FTA and FHWA guidance include the following:

- **Title VI of the Civil Rights Act of 1964** prohibits intentional and unintentional discrimination based on race, color, and national origin by any recipient of federal assistance.
- **Executive Order 13166—Improving Access to Services for Persons with Limited English Proficiency** directs federal agencies, and recipients of federal funding to provide meaningful language access to their services. Under Title VI, limited English proficiency is considered the primary indicator of national origin.
- **Executive Order 12898—Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations** requires federal agencies, and recipients of their funding, to address environmental justice (EJ) concerns.
- **The Americans with Disabilities Act** prohibits public entities from discriminating against persons with disabilities or excluding them from participation in, or denying them of the benefits of, their services, programs, or activities.

Both the FTA and FHWA require the MPO to comply with these civil rights mandates by implementing a Civil Rights Program and to monitor and report regularly on the program's efforts. The MPO's compliance efforts are fulfilled under its Transportation Equity (TE) program, which includes civil rights compliance activities. The broader TE program works to engage with and improve transportation outcomes for traditionally underserved and overburdened populations, collectively referred to as TE populations: minority populations, low-income populations, people with limited English proficiency, people with disabilities, older adults, and youth.

The report reflects the MPO's Title VI compliance efforts since July 2021, as requested by MassDOT. These efforts are critical not only because they comply with federal regulations, but also because they are sound transportation-planning practices that further the MPO's vision of providing equitable transportation access and meaningful involvement in its decision-making process to all residents in the region regardless of their background.

ES.2 GENERAL REPORTING REQUIREMENTS

The following general reporting requirements are included in this report:

- ◉ **MassDOT Title VI Assurances:** Forms signed by the MPO board to assure that MPO programs and activities are fulfilled in compliance with MassDOT/FHWA Title VI regulations (signed and inserted in the final report after public review and subsequent approval by the MPO). Signed assurances are located at the front of this document.
- ◉ **FTA Title VI Certifications and Assurances:** Forms signed by the MPO board to assure that MPO programs and activities are fulfilled in compliance with FTA Title VI regulations (signed and inserted in the final report after public review and subsequent approval by the MPO). Signed assurances are located at the front of this document.
- ◉ **Title VI Notice of Nondiscrimination:** A statement by the MPO to apprise members of the public of the protections against discrimination afforded to them by Title VI.
- ◉ **Complaint Forms and Procedures:** A process through which individuals can file discrimination complaints against the MPO and which allows the MPO to track and investigate these complaints.
- ◉ **Title VI Complaint Log:** A list of any allegations of discrimination by the MPO in its programs and activities since July 2021.
- ◉ **Public Engagement Plan:** Documentation of the MPO's public engagement activities to ensure that all members of the public have meaningful opportunities to participate in the MPO's transportation planning process.
- ◉ **Language Assistance Plan:** The MPO's plan to identify populations with limited English proficiency, the languages spoken by them, and provision of language assistance.
- ◉ **Subrecipient Monitoring Process:** The MPO documents the process for ensuring subrecipient compliance with Title VI requirements.
- ◉ **Title VI Program Approval:** Evidence that the MPO has reviewed and approved the Title VI program and report. This report was endorsed by the Boston Region MPO on March 2, 2023.
- ◉ **Organization and Staffing:** Documentation that identifies the MPO Title VI Coordinator and their ready access to the Executive Director.
- ◉ **Program Review Procedures:** Description of how the Title VI Coordinator confirms that the Title VI compliance requirements are met.
- ◉ **Title VI Training:** Title VI related trainings that staff have participated in since July 2021.
- ◉ **Dissemination of Title VI Information:** Description and examples of how Title VI-related information is shared with the public.

ES.3 REPORTING REQUIREMENTS RELATED TO MPO PLANNING PRACTICES

ES.3.1 DEMOGRAPHIC PROFILES

Demographic profiles are a collection of maps and tables that show the locations and concentrations of protected populations in the Boston region. The MPO includes demographic profiles for minority populations, people with limited English proficiency, and people with disabilities—as well as other covered populations included among the MPO’s TE populations, people with disabilities, older adults (ages 75 and older), and youth (17 and younger).

ES.3.2 DEMOGRAPHIC MAPS AND CHARTS OF FUNDING DISTRIBUTION

GEOGRAPHICAL MAPPING OF TIP PROJECTS

This map shows the geographical distribution of projects in the federal fiscal years (FFYs) 2023–27 Transportation Improvement Program (TIP)—both target and non-target funded projects—overlaid on the distribution of minority and low-income populations in the Boston region.

FUNDING ANALYSIS OF TIP INVESTMENTS

This analysis compares the distribution of the MPO’s discretionary (or “regional target”) funding allocated to TE populations to their respective share of the regional population. It covers the last five TIP cycles, the FFYs 2019–23 through FFYs 2023–27 TIPs. Results show that the percent of funding allocated to the minority population has consistently been less than the percent of their population in the Boston region. The other TE populations have been allocated approximately the same percent of funding compared to their respective share of the population in the region.

ANALYSIS OF TIP PUBLIC TRANSIT INVESTMENTS

This analysis examines the distribution of state and federal funds, in the aggregate, to minority and low-income passengers for public transit projects, and compares it to that for non-minority and non-low-income passengers, respectively. It covers the last five TIP cycles, the FFYs 2019–23 through FFYs 2023–27 TIPs.

Over the past five years, funding for transit investments from all sources, including MPO target funds, peaked in the FFYs 2019–23 TIP for all populations and then decreased. Among target funds, the amount of funding allocated to minority and low-income populations on a per-person basis has consistently been less than for the non-minority and non-low-income populations, respectively; however, that difference has decreased over the past few years. This has also been the case for all public transit investments made in the Boston region.

ANALYSIS OF UNIFIED PLANNING WORK PROGRAM (UPWP) INVESTMENTS

Each year in the UPWP, the MPO produces a geographical assessment of the distribution of MPO-funded studies. It cites which communities in the region have been the subject of these studies, as well as the share of the low-income population, minority population, and people with limited English proficiency in these communities. The results can be found in Appendix G. Overall, there does not appear to be a clear pattern between the number of studies and the percent of a municipality's residents who are minority or low-income, or who have limited English proficiency. Boston, for example, has been the subject of 60 studies since 2010 and has among the highest percentages of these populations. In contrast, Randolph, where 73.4 percent of the population is minority, had only six studies.

ES.3.3 ANALYSIS OF MPO SYSTEM INVESTMENTS: IDENTIFYING AND ADDRESSING DISPARATE IMPACTS

LONG-RANGE TRANSPORTATION PLAN (LRTP) TITLE VI AND ENVIRONMENTAL JUSTICE ANALYSES

The MPO analyzes the projects, in the aggregate, that are proposed in its LRTP to identify potential impacts—called disparate impacts—for minority populations and disproportionate burdens for low-income populations. In 2020, the MPO adopted its Disparate Impact and Disproportionate Burden (DI/DB) Policy that, sets thresholds for determining whether a collection of projects would cause disparate impacts and/or disproportionate burdens. The MPO's most recent LRTP, Destination 2040, evaluated these impacts, using several metrics related to accessibility, mobility, and air quality. The analysis found that the LRTP would not cause disparate impacts or disproportionate burdens.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP) TITLE VI AND ENVIRONMENTAL JUSTICE ANALYSES

The TIP Title VI and EJ analyses assess which TE populations are likely to be served or impacted by regional target-funded projects programmed in the TIP. There are several analyses that provide this insight:

- ▣ The total number of people in TE populations served or impacts by regional target projects, compared to their respective regionwide percentages
- ▣ Percent of people in TE populations served or impacted by target projects, by investment program
- ▣ Reduction in carbon monoxide, volatile organic compounds, and nitrogen oxide emissions per 1,000 people, for TE and non-TE populations
- ▣ Percent of regional target funding allocated to TE populations, compared to their respective percentage of the regionwide population

ES.3.4 PUBLIC ENGAGEMENT: IDENTIFYING MOBILITY NEEDS

Meaningful and equitable public engagement is foundational to the MPO's planning and decision-making. The MPO's approach to engagement is centered on the development of strong relationships with members of the community, particularly groups and organizations representing Title VI and EJ populations who have historically been underrepresented in the planning process.

There are several ways through which the MPO identifies transportation needs. One is through the ongoing Needs Assessment for the LRTP, which supports the development of investment programs and projects in the LRTP. Needs voiced by the public during a wide range of engagement activities are cataloged in the Needs

Assessment, and all feedback and comments are organized into theme areas. They are further grouped by equity tags (such as transportation concerns that are related to minority populations or people with limited English proficiency).

Another avenue is the MPO's Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan). One of the main functions of the plan is to identify unmet transportation needs for seniors and people with disabilities in the Boston region through extensive public engagement and identify strategies and actions to meet those needs. Public engagement for the Coordinated Plan is done in conjunction with the Needs Assessment to ensure the input from seniors and people with disabilities informs LRTP decisions.

Several other examples illustrate specifically how public engagement is facilitated through the MPO planning process. One is the comprehensive public engagement process undertaken between 2018 and 2022 to develop the LRTP DI/DB Policy. At the core was a stakeholder working group convened with the primary purpose of guiding the MPO's decision on setting the values of the three thresholds included in the DI/DB Policy. Another was in 2021 when staff conducted extensive surveying and public engagement, with a focus on getting input from disadvantaged populations and communities, to update the criteria for the TIP project selection process. A final example is in MPO-funded studies and technical assistance. Staff strive to include the collection of qualitative data through meaningful community participation in all studies, particularly those that have an equity focus or involve communities where there is a high share of EJ or Title VI populations.

ES.3.5 DATA COLLECTION, REPORTING, AND ANALYSES

The MPO staff collects demographic data on Title VI, EJ, and other nondiscrimination populations primarily from the Decennial Census (DC) and American Community Survey (ACS). Staff collect new data each year when new datasets are released. They are used in equity-related analyses in the TE Program, including the Language Assistance Plan, and Title VI and EJ analyses for the LRTP and TIP, among other analyses for the TE Program.

The MPO has shifted toward analyses that focus on understanding project impacts on TE populations, rather than assuming that people who live near a project will benefit from it. To do so, staff also collect a variety of transportation-related data, such as crash data, climate change data, and air quality data through other MPO programs, and these data are shared with the TE Program. The MPO's new Data Program will also facilitate a more comprehensive approach to managing data across the agency. From the perspective of the Title VI Program, this will help ensure consistency in how the data are collected and used by the MPO staff, as well as allow the program to capitalize on emerging datasets, demographic and otherwise, and analysis tools.

CHAPTER 1—PURPOSE AND BACKGROUND

1.1 PURPOSE AND CONTENT OF THE TITLE VI REPORT

This document describes the Boston Region Metropolitan Planning Organization's (MPO) work related to its Title VI Program as requested by the Massachusetts Department of Transportation (MassDOT). A subrecipient of MassDOT, the MPO receives federal dollars from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and must comply with these agencies' Title VI reporting requirements. In their roles in carrying out the mission and directives of Title VI, the FHWA and FTA each issue guidance for recipients of their financial assistance regarding compliance with Title VI.

This report conforms with the requirements set out in FHWA's Environmental Justice Reference Guide and FTA's Title VI Circular 4702.1B and environmental justice (EJ) Circular C 4703.1. To demonstrate compliance with FHWA's Title VI and non-discrimination requirements, this document also reports on parallel efforts to engage and accommodate a broader set of protected populations through the MPO's Transportation Equity (TE) Program.

This chapter provides background on the MPO and the federal mandates that underpin the MPO's Title VI Program. Chapter 2 demonstrates how the Boston Region MPO has satisfied general reporting requirements. Chapter 3 demonstrates how the MPO has satisfied requirements related to MPO planning practices.

1.2 THE BOSTON REGION MPO APPROACH TO TRANSPORTATION EQUITY

Covering 97 municipalities in eastern Massachusetts, the MPO consists of a 22-member board of state agencies, regional transportation-planning organizations, and elected local officials. MPO members, supported by the MPO staff, are responsible for allocating federal funds for public transit, roadway, bicycle, and pedestrian projects in the Boston region. They are also responsible for setting the region's transportation vision, goals, and objectives. These are reflected in the MPO's studies, public engagement process, project selection, and the federally required documents that MPO staff produces.

One of the MPO's goal areas is Transportation Equity. This goal, along with its accompanying objectives, is the foundation of the MPO's approach to its TE Program. The TE Program, while encompassing the MPO's Title VI Program, goes beyond these requirements to fully incorporate TE in all MPO planning activities and decision-making. The MPO's TE goal is to

Ensure that all people receive comparable benefits from, and are not disproportionately burdened by, MPO investments, regardless of race, color, national origin, age, income, ability, or sex

Several objectives provide measurable specifics that help staff develop concrete work activities to advance the MPOs goals:

- Prioritize MPO investments that benefit equity populations
- Minimize potential harmful environmental, health, and safety effects of MPO-funded projects for all equity populations
- Promote investments that support transportation for all ages (age-friendly communities)
- Promote investments that are accessible to all people regardless of ability

1.3 FEDERAL REQUIREMENTS AND GUIDANCE

Through the MPO's TE Program, the MPO ensures compliance with federal nondiscrimination laws and several Executive Orders (EOs). The following subsections discuss the federal statutes and EOs that govern the MPO's civil rights activities, the regulations and guidance that direct their implementation, and the populations covered by each.

1.3.1 TITLE VI

Title VI of the Civil Rights Act of 1964 states that “no person in the United States 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.” As a recipient of federal financial assistance from FHWA and the FTA, the MPO documents its efforts to ensure that its activities, programs, and services are not discriminatory on these grounds.

Discrimination on the basis of limited English language proficiency (LEP) also qualifies as discrimination on the basis of national origin. EO 13166, Improving Access to Services for Persons with Limited English Proficiency, and several subsequent iterations of clarifying guidance led to LEP being recognized as the primary way of identifying national origin. EO 13166 directs federal agencies to take reasonable steps to provide meaningful language access in their services, and for all recipients of any federal financial assistance to do the same.

1.3.2 ENVIRONMENTAL JUSTICE

Environmental justice at the federal level is based on EO 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations. This EO instructs federal agencies to identify and address any disproportionately high and adverse human health and environmental effects of their programs, policies, and activities on minority and low-income populations. To this end, each agency must develop strategies to incorporate EJ principles into their operations and into those of the recipients of their financial assistance; these requirements are passed through to their recipients of federal financial assistance.

1.3.3 AMERICANS WITH DISABILITIES ACT (ADA)

The ADA prohibits public entities from discriminating against people with disabilities or excluding them from participating in, or denying them the benefits of, the entities' services, programs, or activities. Although disability protections are not explicitly a part of Title VI, they are implied in the inclusive public participation requirements and are part of FHWA's EJ reference guide. For MPOs, this means that public meetings are held in accessible buildings and that MPO documents are available in accessible formats to members of the public.

CHAPTER 2— GENERAL REPORTING REQUIREMENTS

2.1 MASSACHUSETTS DEPARTMENT OF TRANSPORTATION (MASSDOT) TITLE VI ASSURANCES

Signed assurances are located at the front of this document.

2.2 FEDERAL TRANSIT ADMINISTRATION (FTA) TITLE VI CERTIFICATIONS AND ASSURANCES

Signed certifications and assurances are at the front of this document.

2.3 TITLE VI NOTICE OF NONDISCRIMINATION

The Boston Region MPO's notice of nondiscrimination, updated in 2022 and adapted from a MassDOT prototype, can be found in Appendix A. The notice is translated into the MPO's six Safe Harbor languages, available in full on the MPO's website. Modified versions are included in all documents and public engagement materials and include links to the full version online. Should analysis show the need to include additional languages, the notice will be updated accordingly.

2.4 COMPLAINT FORM AND PROCEDURES

The MPO's Title VI complaint forms and procedures were updated in 2022 and adapted from MassDOT prototypes. They may be found in Appendices B and C.

2.5 TITLE VI COMPLAINT LOG

The MPO has not received any Title VI complaints or been involved in any Title VI investigations or lawsuits since July 2021.

2.6 PUBLIC ENGAGEMENT PLAN

The MPO's Public Engagement Plan (PEP) may be found in Appendix H. No major overhauls of the current PEP, which was endorsed on September 15, 2022, are currently planned. MPO staff continue to make minor changes as needed to ensure that the PEP reflects and supports the public engagement processes for the MPO's certification documents and state and federal guidance. Staff await the release of MassDOT's updated Public Participation Plan and will update the PEP as necessary to reflect any changes.

Minor changes to the PEP currently planned include updating Appendix B of the PEP with a revised set of demographic questions included in MPO surveys based on demographic data collection best practices. The Regional Transportation Advisory Council section of the PEP also will be updated to reflect the Communications and Engagement Program's administration of the MPO's Advisory Council and plans for closer coordination and collaboration on engagement work.

2.7 LANGUAGE ASSISTANCE PLAN

The MPO's Language Assistance Plan (LAP) was updated in 2021. A copy of the LAP may be found in Appendix D.

2.8 SUBRECIPIENT MONITORING PROCESS

MPO staff monitor subrecipients of federal funding distributed through the MPO to ensure compliance with federal civil rights regulations. Since the MPO receives federal funds from both FTA and FHWA, subrecipients must demonstrate compliance with both agencies' Title VI requirements.

Various entities receive federal funds through the MPO, therefore monitoring activities depend on the entity, risk of noncompliance, and the impact noncompliance could have on beneficiaries. For contractors, which pose a lower Title VI/Nondiscrimination risk, the MPO relies on the inclusion of Title VI/Nondiscrimination provisions in contracts with these entities, and the contractor is encouraged to adopt the provisions from the MPO's Title VI Program. The provisions are discussed during contract negotiations when the contractor is given the opportunity to review and ask questions prior to signing. When the contract is in effect, staff is vigilant to possible Title VI/ Nondiscrimination issues and monitoring may increase should they occur.

Compliance requirements are more substantial for subrecipients, which provide substantive contributions to MPO programs and, therefore, pose a greater potential risk and impact to beneficiaries if noncompliant. The MPO's subrecipient monitoring procedures include the following:

- Ensuring all solicitations and requests for proposals include notification regarding subrecipients' civil rights obligations and reporting requirements
- Providing oversight and support to subrecipients should they have questions about their civil rights and reporting obligations
- Providing subrecipients guidance on Title VI program requirements and their responsibilities as subrecipients, including the following:
 - Signed FHWA Title VI/Nondiscrimination Agreement and Recipient Assurances and FTA Certifications and Assurances
 - Title VI Notice to the public

- Title VI complaint form and procedures
- List of Title VI-related investigations, complaints, and lawsuits
- Public Participation Plan, including engagement methods for minority populations and people with limited English proficiency and a summary of efforts since the last Title VI Program submission (if applicable)
- A Language Assistance Plan for providing assistance to people with limited English proficiency, based on USDOT guidance
- A table showing the membership of nonelected committees and councils (the membership of which is selected by the recipient) broken down by race, and the description of the process used to encourage the participation of minorities
- A copy of documentation, such as board meeting minutes, showing the review and approval of the Title VI Program

Acknowledging that producing a Title VI Program takes significant effort and may not be realistic for all subrecipients, MPO staff provides subrecipients with key components of the Title VI Program templates for the subrecipient to follow. However, the MPO encourages subrecipients to develop their own Title VI Program elements, particularly the LAP and Public Engagement Plan, which, in addition to compliance, allows the subrecipient to tailor it to their work and to become familiar with communities, language needs, and demographics of the area in which they are working.

As monitoring subrecipients is a new process for the MPO, the Title VI Coordinator will continue to consult with MassDOT's Office of Diversity and Civil Rights on updating these monitoring procedures as needed. The Title VI Coordinator is currently developing detailed procedures, checklists, and templates to assist subrecipients in their compliance.

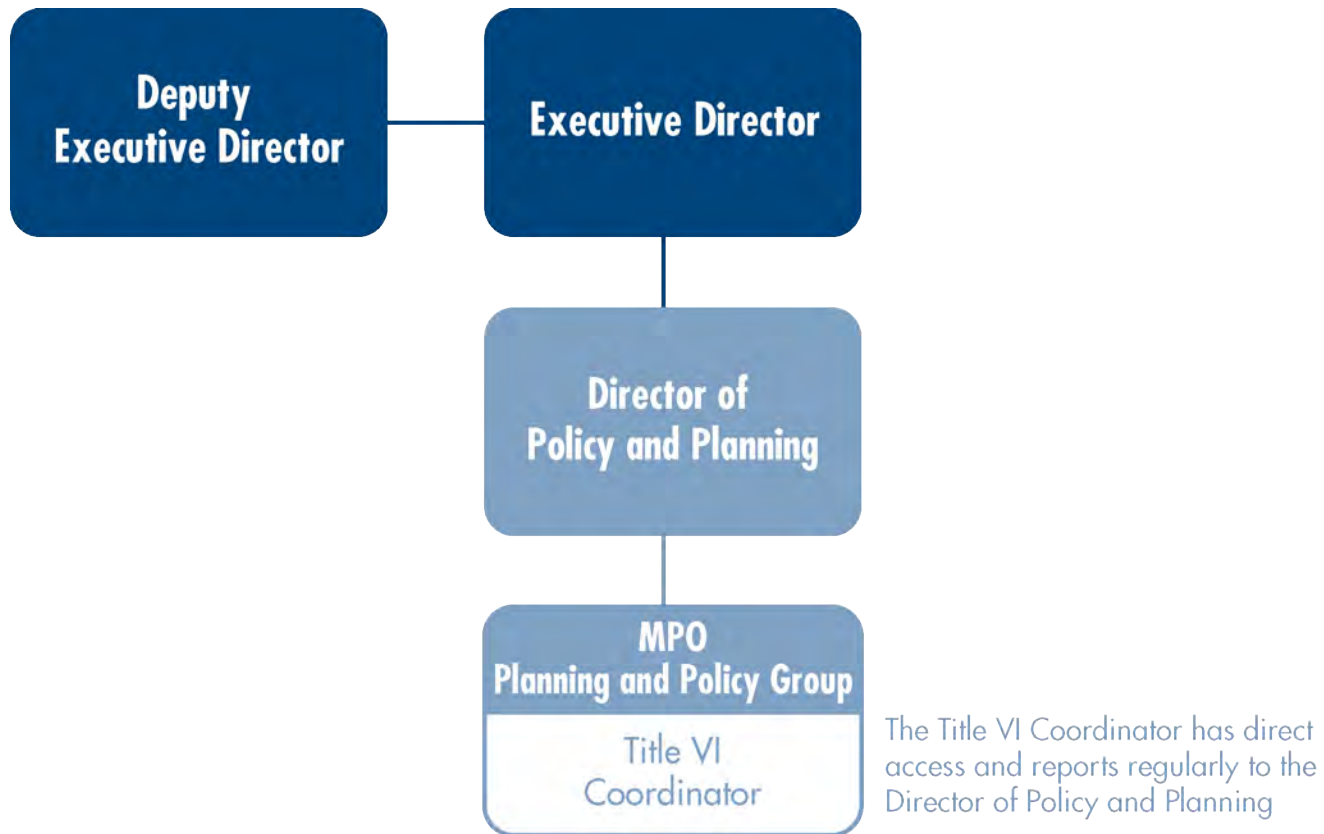
2.9 TITLE VI PROGRAM APPROVAL

This report was endorsed by the Boston Region MPO on March 2, 2023. The minutes documenting this approval are in Appendix I.

2.10 ORGANIZATION AND STAFFING

The diagram in Figure I shows the organizational chart for the Central Transportation Planning Staff (CTPS), which is the staff to the Boston Region MPO, and the Title VI Coordinator position in relation to the Executive Director position.

FIGURE 1
CTPS Organizational Chart





2.11 PROGRAM REVIEW PROCEDURES

The MPO's Title VI Program is part of the broader Transportation Equity (TE) Program. The TE Program carries out the civil rights, environmental justice (EJ), nondiscrimination, and other equity-related activities for the Boston Region MPO. The program seeks to ensure that people who historically have been excluded from participating in the MPO transportation-planning process, and who have been unfairly burdened by the transportation system, have a voice in the selection of transportation investments in their communities, and are no longer overburdened or underserved by the transportation system. Through the TE Program, the Boston Region MPO remains committed to a transparent and accessible transportation-planning process as it considers all residents' needs when developing its plans and selecting the studies and projects it funds, toward the goal of improving transportation outcomes for TE populations.

More specifically, the TE Program houses the MPO's Title VI Program, which ensures compliance with all federal nondiscrimination. There are several ways in which the MPO's Title VI Coordinator confirms Title VI requirements are being met by the MPO:

- Responding to Title VI reporting requests from MassDOT and making reporting updates as needed
- Monitoring changes to federal Title VI requirements and policies
- Working with the MPO's Public Engagement Coordinator to develop strategies to ensure the MPO's public engagement program complies with Title VI, LEP, and ADA regulations, and documenting these in the Public Engagement Plan (PEP) and LAP
- Reviewing the LAP and updating it as needed based on changing demographics and needs in the region (at least every three years)
- Keeping the notice of nondiscrimination and complaint forms up to date to reflect current state and federal laws and executive orders
- Working with managers of the MPO's Transportation Improvement Program, Unified Planning Work Program, and Long-Range Transportation Plan to ensure all Title VI regulations are followed throughout the development of these plans and documents
- Conducting required Title VI analyses on a regular (usually yearly) basis regardless of the Title VI reporting cycle in order to use the results to support the MPO's planning processes
- Regularly reviewing and updating Title VI analyses' methodologies (such as the disparate impact analysis) and data underlying these analyses
- Monthly gathering and monitoring of demographic data (such as language, race, and ethnicity) from MPO surveys, engagement events, website usage, and other interactions with the public and adjusting engagement activities, the LAP, and/or the PEP if needed

YEARLY ACTIVITIES

Each year, staff carry out the following activities to maintain compliance with Title VI, EJ, and other nondiscrimination requirements.

- ▣ **Monitor use of web translations.** Staff use Google Analytics to track how users interact with the MPO's website, including the languages in which visitors read the site. Each year, staff identify the number of website visitors who access vital documents, download documents in languages other than English, and the languages in which visitors view the website.
- ▣ **TIP Title VI and EJ analysis.** This analysis is completed in the spring of each year.
- ▣ **Funding analysis of TIP investments.** This analysis is completed in the spring of each year.
- ▣ **Funding analysis of TIP public transit investments.** This analysis is completed in the summer of each year.
- ▣ **UPWP geographic distribution of federal funds.** This analysis is completed in the spring of each year.

EVERY THREE YEARS

- ▣ **Language Assistance Plan:** The LAP, including the four-factor analysis, is updated every three years.

EVERY FOUR YEARS

- ▣ **LRTP Disparate Impact and Disproportionate (D/DB) Burden Analysis.** The DI/DB analysis (which encompasses the Title VI and EJ analyses) is conducted on the same schedule as the rest of the LRTP, every four years.
- ▣ **Equity-related analyses for the Needs Assessment.** Every four years, staff conduct analyses and public engagement to identify transportation needs in the region in preparation for the completion of the LRTP.

ONGOING

- ▣ **Public engagement.** The TE Program manager collaborates with the MPO's Communications and Engagement team to facilitate engagement with civil rights, EJ, and other nondiscrimination populations, and to ensure appropriate measures are taken to ensure civil rights procedures are followed, such as providing translations and interpreter services, documents in accessible formats, and notices of participants' rights.
- ▣ **Maintenance of demographic and other data relevant to the TE Program.** As new data are released from the US Census Bureau and other sources, staff review, download, and clean the data for use in a variety of MPO work, including project scoring, DI/DB analyses, public engagement, and identifying transportation needs.

AS NEEDED

- ▣ **Updates to DI/DB analysis metrics and data.** Between LRTPs, staff review existing DI/DB metrics and determine whether the methodology or data sources need to be updated, and if new metrics are needed.
- ▣ **Geographical maps of TIP projects.** Maps are typically completed when requested for Title VI compliance.
- ▣ **Demographic profiles.** These are developed each year for use in the TIP but are updated only if newly available demographic data merit it. They are also used in other work products, as needed.
- ▣ **Updates to notice of nondiscrimination, complaint forms, and procedures.** These are updated upon request from MassDOT or as needed.

2.12 TITLE VI TRAINING

CTPS staff have not attended Title VI-specific trainings hosted by state or federal partners since July 2021. However, staff have attended these trainings in the past and will continue to do so as opportunities arise. Additionally, the MPO is a member of the Association of Metropolitan Planning Organizations (AMPO) and have attended meetings of AMPO working groups as Title VI and EJ topics arise, including the Public Participation Working Group and the Data and GIS Working Group. Staff also attend Transportation Management Group (TMG) meetings and TMG's Data Working Group, where Title VI and EJ content are often discussed. Staff also regularly present at the state and national level on equity- and Title VI-related topics; in the past year, these events have included the following:

- ▣ Massachusetts Transportation Innovation Conference
- ▣ A Transportation Research Board webinar, Enhancing Health and Equity Through Transportation
- ▣ An FHWA peer exchange on Shared Mobility Planning and Equity

Additionally, staff are in the process of developing internal training guides for CTPS staff on providing language access. This will help the MPO maintain consistency throughout its various translation and interpretation practices and provide clarity among staff for their responsibilities. Guides on additional Title VI and other nondiscrimination topics will likely be developed as well.

2.13 DISSEMINATION OF TITLE VI INFORMATION

The MPO's communications strategy is multifold, using several forms of communication with the goal of reaching as many members of the public as possible. These include messaging on the MPO's MailChimp email account, social media (Twitter, Facebook, LinkedIn, YouTube, and Instagram), the MPO's website, and at the various board and committee meetings, stakeholder meetings, and public events that are hosted both virtually and in person. In the past, physical notifications of events, such as flyers, have been used, but the COVID-19 pandemic accelerated the MPO's use of digital media as the main way through which information is communicated to the public, including the dissemination of Title VI information.

The MPO's website is the main way the agency distributes information about MPO activities, documents, and opportunities for public input, and where notices of public engagement events are posted. It is also the main hub for the MPO's Title VI information. It contains the full notice of nondiscrimination, complaint forms, and complaint procedures, which are all translated into the MPO's Safe Harbor languages. To ensure accessibility, all documents are posted on the website in both PDF and HTML formats to accommodate people with low or no vision. In addition, documents may be obtained upon request in a variety of formats, including Braille and large print. Members of the public may also request meeting materials in accessible formats by email, telephone, or US mail.

Additionally, the MPO website has an embedded Google Translate widget that allows visitors to the site to translate web text into more than 100 languages. In FFY 2023, CTPS acquired a new web translator tool, Localize, which allows a customized experience and higher quality translations for the website. The transition to Localize is currently underway. It will limit the number of languages the website can be translated into to the MPO's six Safe Harbor languages—Spanish, Chinese (simplified and traditional), Portuguese, Haitian Creole, and Vietnamese, which cover 75 percent of non-English speakers. However, the quality of the translations will be far greater than is currently available. Once Localize is implemented, staff will track the usage of Localize and other language data.

All public facing documents (such as memos and reports) contain the full or abbreviated notice of nondiscrimination, notification that translations are available upon request, and that accessible accommodations can be made available upon request. MPO board and committee meetings, when they are in-person, contain a mounted foam-core board with the notice of nondiscrimination. In virtual MPO board and committee meetings, the slide deck contains the notice of nondiscrimination and information about how to obtain information in other languages and accessible formats. This information is read out loud by the meeting chair.

The MPO uses several email lists to notify interested parties about upcoming MPO meetings and associated agendas, public review periods, amendments to documents, and other ways in which they may be involved in the MPO planning process. Every email contains Title VI information, including an abbreviated notice of nondiscrimination and a link to the full notice on the website, information about how to translate emails (which is done via machine translation through Google Translate), and a notice that additional translations can be provided upon request.

All public engagement materials, including surveys, plain language booklets, meeting agendas, and presentations, contain the notice of nondiscrimination and information about how to request translations and accessible accommodations. Registration forms for MPO events also include a field that asks if translations or accessible accommodations will be needed.

In accordance with the MPO's LAP (see Appendix D), vital documents are translated into the six most spoken non-English languages in the Boston region—Spanish, Chinese (simplified and traditional), Portuguese, Vietnamese, and Haitian Creole. Vital documents include the notice of nondiscrimination rights and protections to beneficiaries, complaint forms and procedures, public engagement documents such as surveys and meeting materials, executive summaries of the MPO's core planning documents (the LRTP, TIP, UPWP, Coordinated Public Transit-Human Services Transportation Plan, Public Engagement Plan, and the Title VI Triennial Report). Anyone may request a translation of any document in any language. The LAP is translated in its entirety. All translated documents also include translated versions of the notice of nondiscrimination and the ability to request translated and accessible versions of documents.

¹ACS data are estimates and are subject to privacy controls at the tract and block group geographies. Therefore, demographics from these datasets are controlled to the overlapping Decennial Census population counts. Because some of the TE population universes are subsets of the total population (for example, the universe for people with LEP are people aged 5 and older), the TE population estimates are higher than the raw ACS estimates.

CHAPTER 3—REPORTING REQUIREMENTS RELATED TO MPO PLANNING PRACTICES

3.1 DEMOGRAPHIC PROFILES

Metropolitan planning organizations are required to develop demographic profiles for the purpose of identifying minority populations under the FTA's Title VI Circular 4703.1B. In addition to Title VI and EJ populations, the MPO also includes other TE populations—older adults, people with disabilities, and youth—in the MPO's TE Program. These three populations were chosen because of nondiscrimination protections afforded to them, as well as because they often encounter transportation disadvantage and may face barriers to participating in the transportation planning process. The data gathered during these efforts, as well as the profiles themselves, contribute to the MPO's planning and analysis efforts while developing 3C documents and programs, conducting UPWP studies, and undertaking public engagement.

MPO staff updates demographic profiles as new Census data become available. For this report, data from the 2020 Decennial Census and the 2016–20 American Community Survey (ACS) were used.¹

3.1.1 DEMOGRAPHIC PROFILES FOR TITLE VI AND ENVIRONMENTAL JUSTICE POPULATIONS

MINORITY POPULATION

The MPO uses the FTA's and FHWA's definition of minority persons: people who are American Indian/Alaska Native; Asian; Black/African American; Hispanic/Latino, regardless of race; and/or Native Hawaiian or other Pacific Islander. Minority populations are defined as readily identifiable groups of minority persons who live in geographic proximity, or, if warranted, geographically dispersed or transient populations.

Table 1 shows the number and percent of the minority population in the Boston region, while Figure 2 shows the percent of the minority population in block groups in the Boston region. In all, 1,223,835 people identify as a minority in the Boston region, or 36.5 percent of the total population. This is an increase of 40.6 percent compared to 2010.

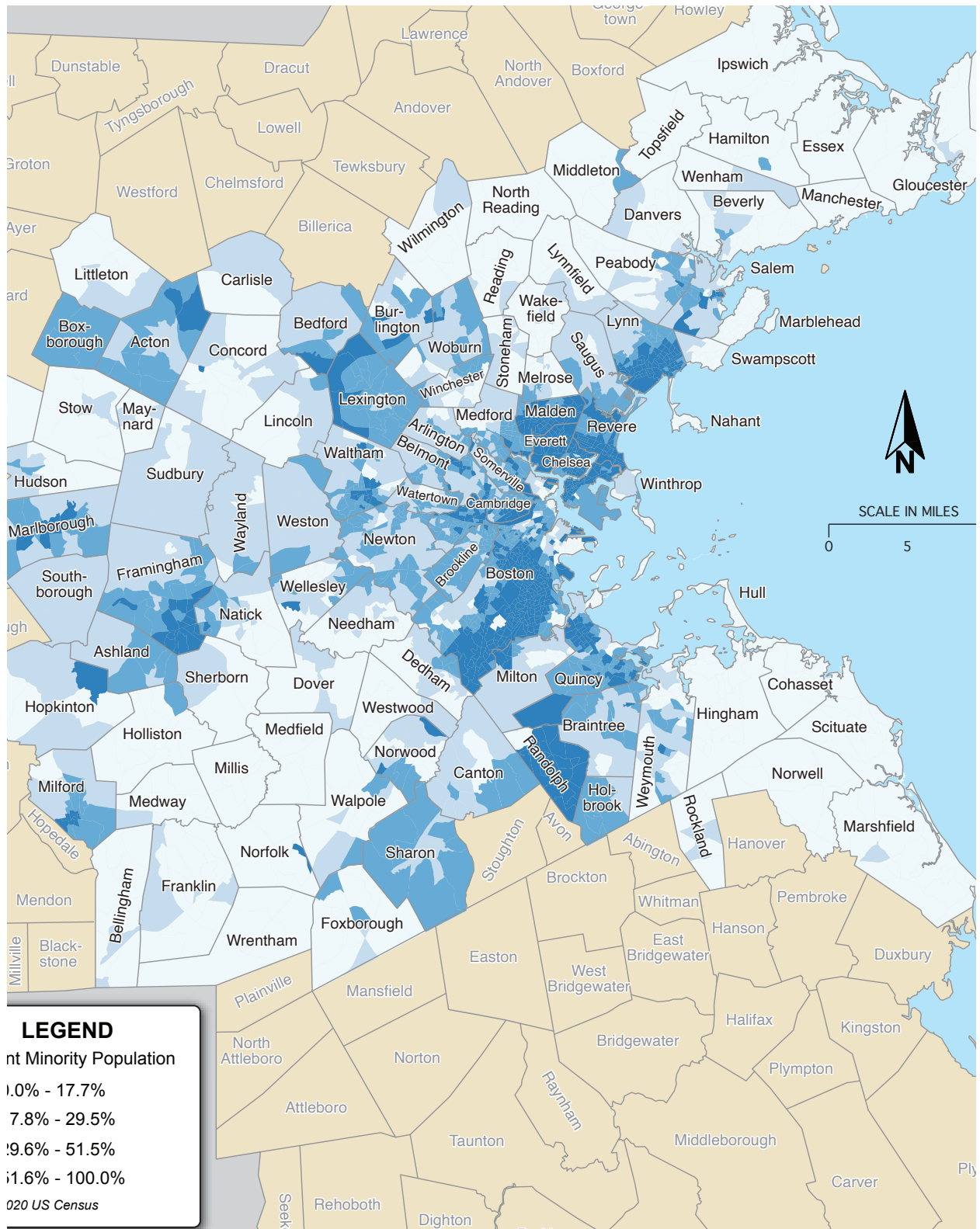
TABLE 1
Minority Population in the Boston Region

	2010 Population	Percent of the Total Population, 2010	2020 Population	Percent of the Total Population, 2020	Percent Change, 2010 to 2020
Minority Population	870,459	28.2%	1,223,835	36.5%	40.6%
T o t a l Population	3,087,979	100.0%	3,357,194	100.0%	8.7%

Source: 2020 and 2010 Decennial Censuses Redistricting Files, Table P2.

FIGURE 2

Percent of the Minority Population in the Boston Region



Source: 2020 Decennial Census Redistricting File, Table P2.

LOW-INCOME POPULATION

The MPO defines the low-income population as people whose family income is less than or equal to 200 percent of the federal poverty level (FPL) for their family size. Because the FPLs are recalculated each year, the MPO's low-income thresholds vary slightly in accordance with these changes. Table 2 shows the low-income thresholds that the MPO uses based on the 2021 FPL.

TABLE 2
2021 MPO Low-income Thresholds

Size of Family Unit	Weighted Average Threshold
One	\$27,576
Two	\$35,058
Three	\$43,118
Four	\$55,480
Five	\$65,730
Six	\$74,322
Seven	\$84,312
Eight	\$94,186
Nine or More	\$112,650

Note: The MPO's low-income thresholds use the weighted averages across all family sizes as determined by the US Census Bureau. Where the MPO use data directly from Census Table CI7002 (such as in demographic profiles; see Table 3 and Figure 2), thresholds correspond with those based on family size (rather than weighted averages).

Source: US Census Bureau.

Table 3 shows the number and percent of the low-income population in the Boston region, while Figure 2 shows the percent of the low-income population in block groups in the Boston region. In all, about 715,740 people have low incomes in the Boston region, or 20.1 percent of the total population. This is a decrease of 5.8 percent compared to 2010.

TABLE 3

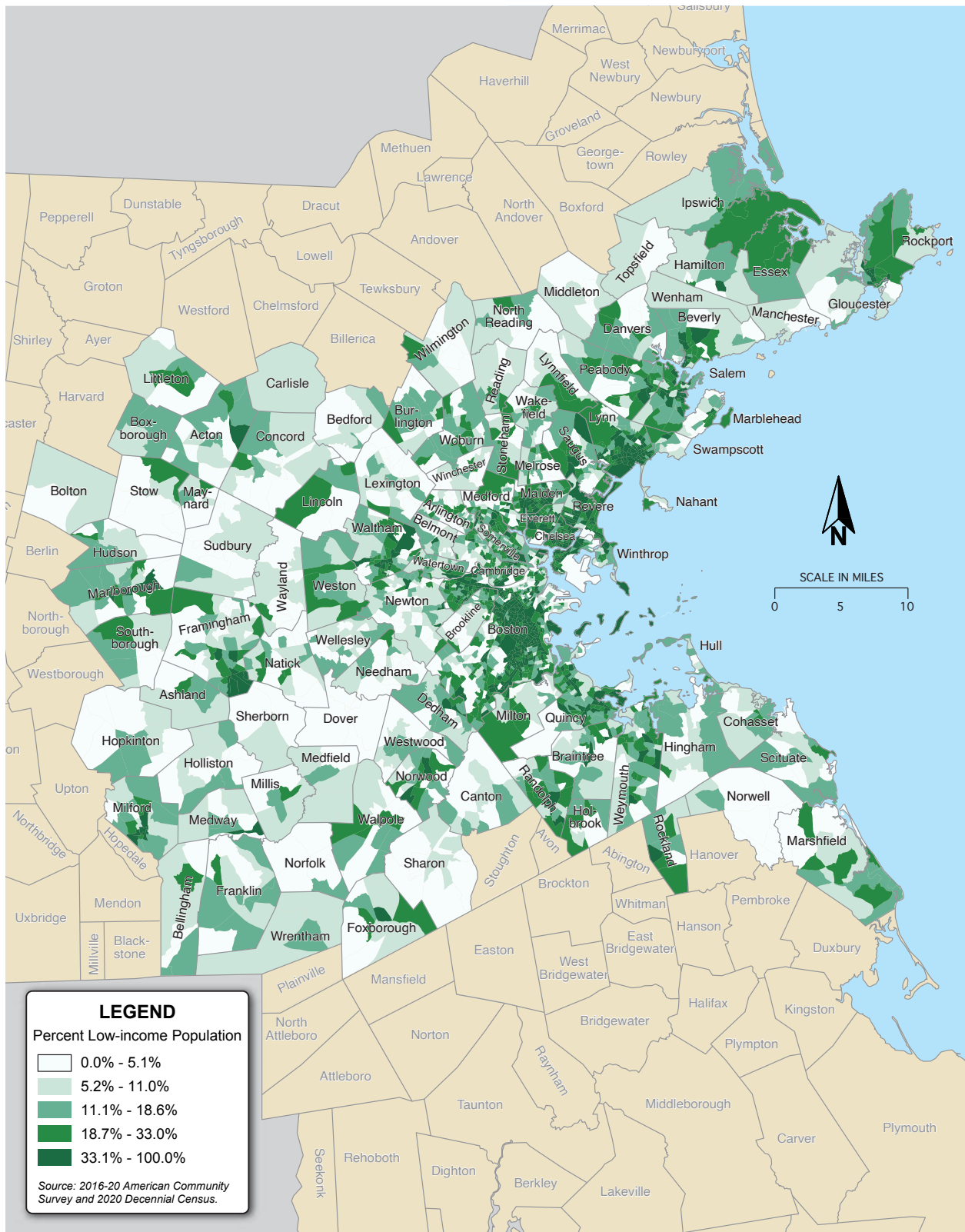
Low-income Population in the Boston Region

	2010 Population	Percent of the Total Population, 2010	2020 Population	Percent of the Total Population, 2020	Percent Change, 2010 to 2020
Low-income Population Estimate	715,740	23.2%	674,215	20.1%	-5.8%
Total Population Count	3,087,979	100%	3,357,194	100%	8.7%

Source: 2016–20 and 2010–14 American Community Surveys, Table C17002; 2020 and 2010 Decennial Census Redistricting File, Table P2.

FIGURE 3

Percent of the Low-income Population in the Boston Region



Source: 2016-20 America Community Survey, Table CI7002.

PEOPLE WITH LIMITED ENGLISH PROFICIENCY

People with LEP are defined by federal regulations as persons for whom English is not their primary language and who have a limited ability to read, write, or understand English. For the purposes of Title VI reporting, FTA defines LEP persons as those aged five and older who report to the US Census Bureau that they speak English less than “very well.” This definition is used by the MPO.

Data from the 2016–20 ACS show that 11.2 percent of the Boston region population five years and older have LEP. Table 4 shows the count of the LEP population and total population, the percentage of the general population that are LEP, and the percentage change in LEP population from 2010 to 2020. About 375,848 people have LEP, which is 8.7 percent of the total population. This is a 14.7 percent increase compared to 2010.

TABLE 4

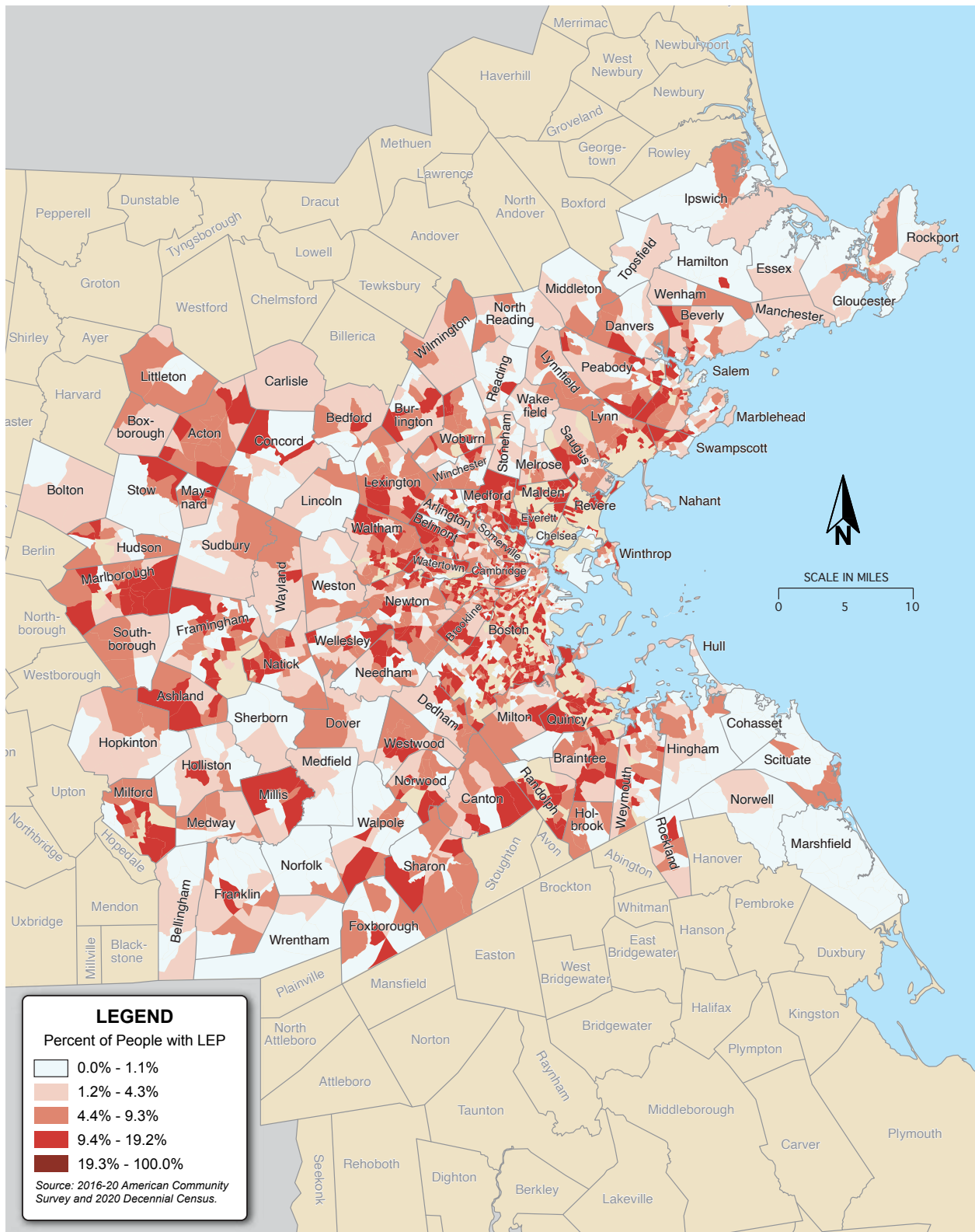
People with LEP in the Boston Region

	2010 Population	Percent of the Total Population, 2010	2020 Population	Percent of the Total Population, 2020	Percent Change, 2010 to 2020
LEP Population Estimate	329,282	10.7%	375,848	11.2%	14.7%
Total Population Count	3,087,979	100%	3,357,194	100%	8.7%

Source: 2020 and 2010 Decennial Censuses Redistricting Files, Table P2; 2016–20 and 2010–14 American Community Surveys, Table B16004.

Figure 4 shows the distribution of people with LEP within the Boston region. Maps that show the distribution of where Safe Harbor languages are spoken may be found in Appendix D, the Boston Region MPO’s 2021 LAP.

FIGURE 4
Percent of the Population with LEP in the Boston Region



Source: 2016-20 American Community Survey, Table B16004.

The Boston MPO last updated the LAP in 2021 and therefore did not conduct a new update for this report. The data shown in Table 4 and Figure 3 are from the 2016–20 five-year ACS, while the data in the LAP included in the Appendix are from 2015–19 five-year ACS and Public Use Microdata Sample (PUMS) as these were the data available at the time.

In the LAP, the MPO identified the region’s Safe Harbor languages—non-English languages that are spoken “well,” “not well,” or “not at all” by at least 1,000 people or at least 5 percent of the population (whichever is less). These languages are listed in Table 5. Note that the number of LEP persons who speak Safe Harbor languages (345,218) is less than the total number of LEP persons in the region (349,345). This is because Safe Harbor languages do not include every non-English language that is spoken, only those that meet one or both thresholds. Spanish is the most spoken non-English language in the region, with approximately 126,018 speakers, which is 36.5 percent of all LEP persons and 4.0 percent of the entire population aged five and older. It is followed by Chinese, Portuguese, French Creole, and Vietnamese.

Vital documents are not translated into all of these languages. Vital documents are translated into the six most commonly spoken non-English languages—Spanish, Chinese (including traditional and simplified), Portuguese, Haitian Creole, and Vietnamese. They account for about three-quarters of all non-English language speakers in the region. The MPO does not encounter LEP persons on a frequent or regular basis; thus, translating vital documents into all Safe Harbor languages would not be an effective use of limited resources. Additionally, while transportation improvements resulting from the MPO’s planning and programming decisions have an impact on all residents’ mobility and quality of life, denial or delay of access to the MPO’s activities would not have immediate or life-threatening implications for LEP persons.

The MPO will continue to evaluate language needs and balance these with available resources by collecting website translation usage, engaging with LEP persons and organizations that represent them, and analyzing language datasets such as the ACS.

TABLE 5
Safe Harbor Languages in the Boston Region

Language	Number of Speakers ¹	Percent Change from the 2017 LAP	Percent of People with LEP	Percent of Boston Region Population
Spanish	126,018	19.60%	36.5%	4.0%
Chinese (including Mandarin and Cantonese)	57,687	15.60%	16.7%	1.9%
Portuguese and Portuguese Creoles	39,144	12.50%	11.3%	1.3%
Haitian ²	24,623	14.20%	7.1%	0.8%
Vietnamese	17,361	15.10%	5.0%	0.6%
Russian	11,236	-4.50%	3.3%	0.4%
Arabic	7,124	-26.90%	2.1%	0.2%
Italian	5,871	-24.70%	1.7%	0.2%
French (including Cajun) ³	5,574	3.80%	1.6%	0.2%
Other Indo-European languages	5,447	N/A	1.6%	0.2%
Korean	4,474	16.10%	1.3%	0.1%
Greek	3,909	5.60%	1.1%	0.1%
Amharic, Somali, or other Afro-Asiatic languages	3,652	N/A	1.1%	0.1%
Japanese	2,903	5.60%	0.8%	0.1%
Nepali, Marathi, or other Indic languages	2,810	N/A	0.8%	0.1%
Khmer	2,629	16.40%	0.8%	0.1%
Hindi	2,500	21.20%	0.7%	0.1%
Other languages of Asia	2,323	N/A	0.7%	0.1%
Yoruba, Twi, Igbo, or other languages of Western Africa	1,794	N/A	0.5%	0.1%
Gujarati	1,745	11.70%	0.5%	0.1%
Swahili or other languages of Central, Eastern, and Southern Africa	1,658	N/A	0.5%	0.1%
Polish	1,639	-6.20%	0.5%	0.1%
Tagalog (including Filipino)	1,319	-4.20%	0.4%	0.0%

Language	Number of Speakers ¹	Percent Change from the 2017 LAP	Percent of People with LEP	Percent of Boston Region Population
Serbo-Croatian	1,308	N/A	0.4%	0.0%
Persian (including Farsi and Dari)	1,304	4.60%	0.4%	0.0%
Ukrainian or other Slavic languages	1,261	N/A	0.4%	0.0%
Thai, Lao, or other Tai-Kadai languages	1,228	N/A	0.4%	0.0%
Other and unspecified languages	1,171	N/A	0.3%	0.0%
Bengali	1,147	N/A	0.3%	0.0%
Telugu	1,134	N/A	0.3%	0.0%
Armenian	1,124	30.90%	0.3%	0.0%
Punjabi	1,094	N/A	0.3%	0.0%
Tamil	1,007	N/A	0.3%	0.0%
Total LEP Safe Harbor Language Speakers	345,218	20.5%	98.8%	11.2%
Total LEP Population	349,345	12.3%	100.0%	11.2%
Total Population Age 5 or Older	3,114,612	4.3%	N/A	100.0%

¹ Of the population that is five years of age or older, people with LEP include those who self-identify as speaking English well, not well, or not at all.

² Prior to 2016, French-based creole languages were coded as French Creole. Because most of these speakers speak Haitian Creole, starting in 2016 Haitian Creole was recoded to Haitian, which includes Haitian Creole and all other mutually intelligible French-based creoles.

³ Prior to 2016, Patois was grouped with French. Starting in 2016, Patois was usually coded as Jamaican Creole English, unless a more appropriate code was available.

LAP = Language Assistance Plan. LEP = Limited English proficiency. MPO = Metropolitan Planning Organization. N/A = Not available.

Source: American Community Survey Public Use Microdata Sample, 2015–19; and 2010–14 American Community Survey summary tables.

3.1.2 DEMOGRAPHIC PROFILES FOR OTHER TE POPULATIONS

In addition to the populations protected under Title VI and the EJ EO, the MPO includes other populations in its TE program with the goal of improving their access to the MPO's transportation-planning process and improving their transportation outcomes through MPO investments, studies, and policies. These additional three TE populations are: people with disabilities, older adults (75 years of age and older), and youths (under age 18). MPO staff makes concerted efforts to understand the transportation needs of these populations through a combination of data analysis and public engagement.

Table 6 shows the distribution of older adults, youth, and people with disabilities in the Boston region. The percent of the population who are older adults or who have disabilities has increased since 2010 (12.5 percent and 0.1 percent, respectively), while the percentage of the youths in the total population has decreased slightly, by 0.4 percent.

TABLE 6

People with Disabilities, Older Adults, and Youth in the Boston Region

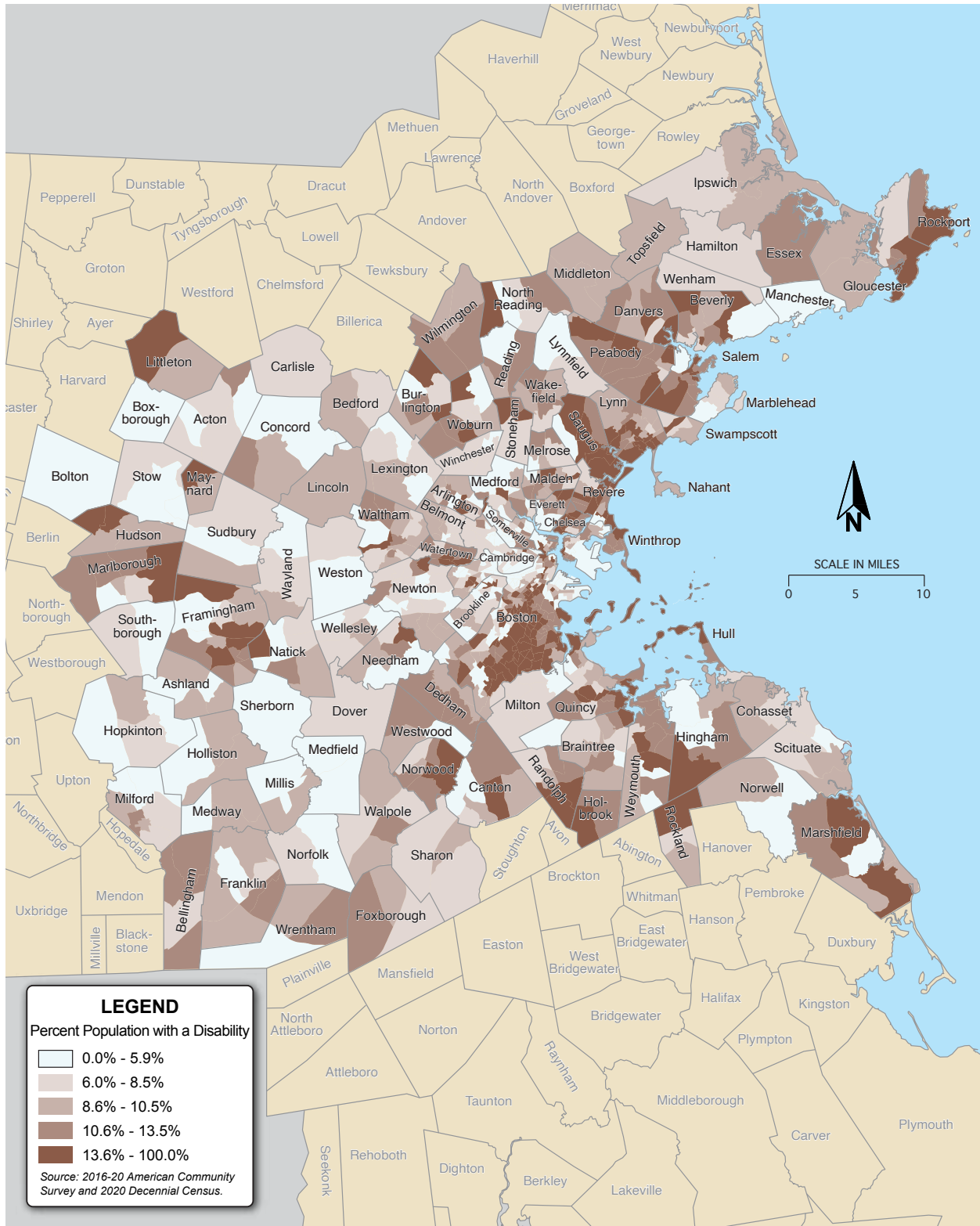
	2010 Population	Percent of the Total Population, 2010	2020 Population	Percent of the Total Population, 2020	Percent Change, 2010 to 2020
Older Adults Population Count	206,568	6.7%	232,286	6.9%	12.5%
Youth Population Count	636,771	20.6%	634,550	18.9%	-0.4%
People with Disabilities Estimate	314,081	10.0%	342,552	10.2%	9.1%
Total Population Count	3,087,979	100%	3,357,194	100%	8.7%

Source: 2016–20 and 2010–14 American Community Surveys, Tables B01001 and B18101; 2020 and 2010 Decennial Censuses Redistricting Files, Table P2.

PEOPLE WITH DISABILITIES

This profile includes people with a physical or cognitive disability, as self-reported in the 2016–20 ACS; 10.2 percent of the population (342,552 people) has a disability. Figure 5 shows the percent of the population in the Boston region that has a disability.

FIGURE 5
Percent of the Population with a Disability in the Boston Region



Source: 2016–20 American Community Survey, Table B18101.

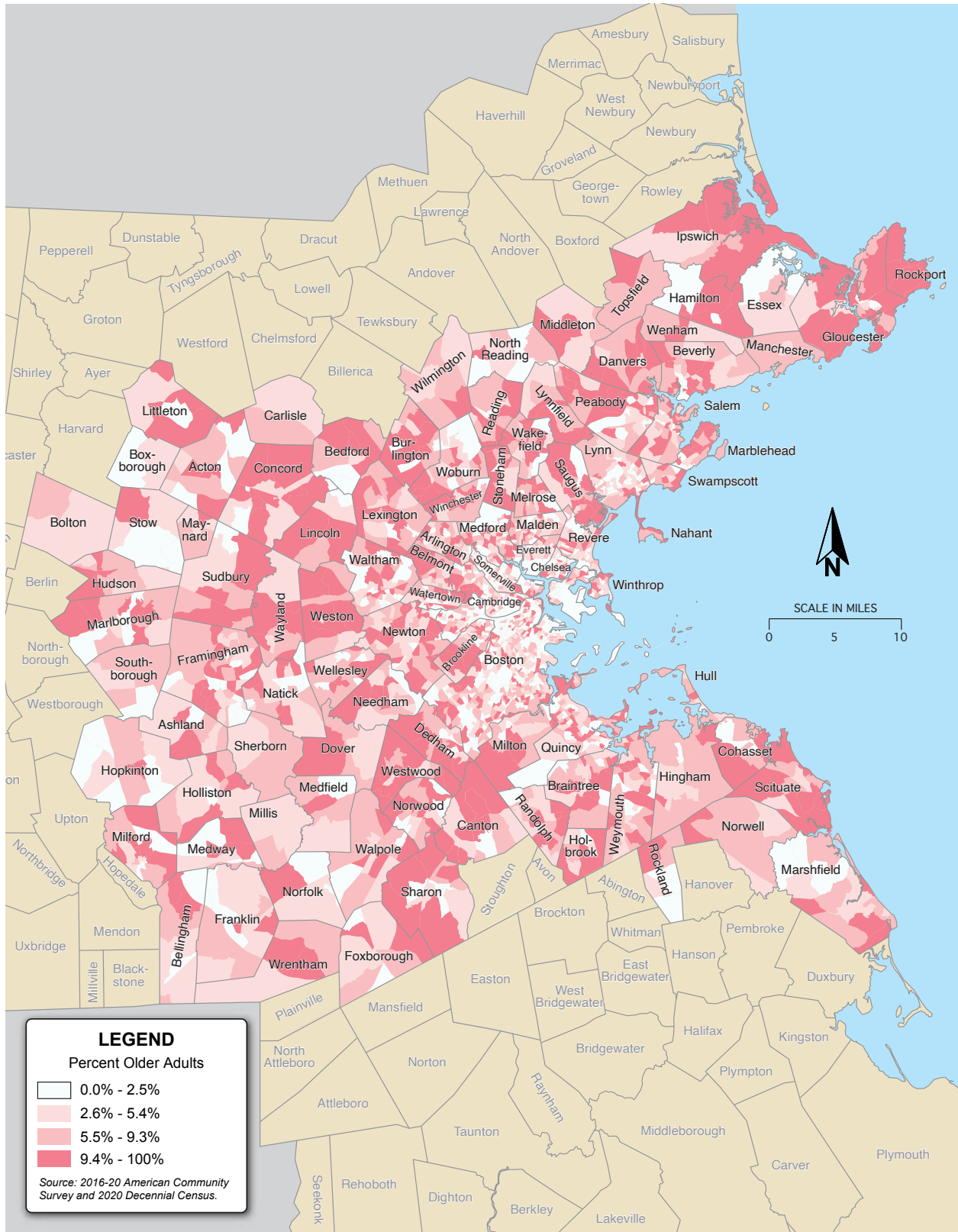
OLDER ADULT POPULATION

The MPO considers older adults as those who are 75 years of age or older. As of the 2016–20 ACS, 6.9 percent of the MPO's population (232,286 people) are older adults. Figure 6 shows the percent of the population in the Boston region who are older adults.



FIGURE 6

Percent of the Older Adult Population in the Boston Region



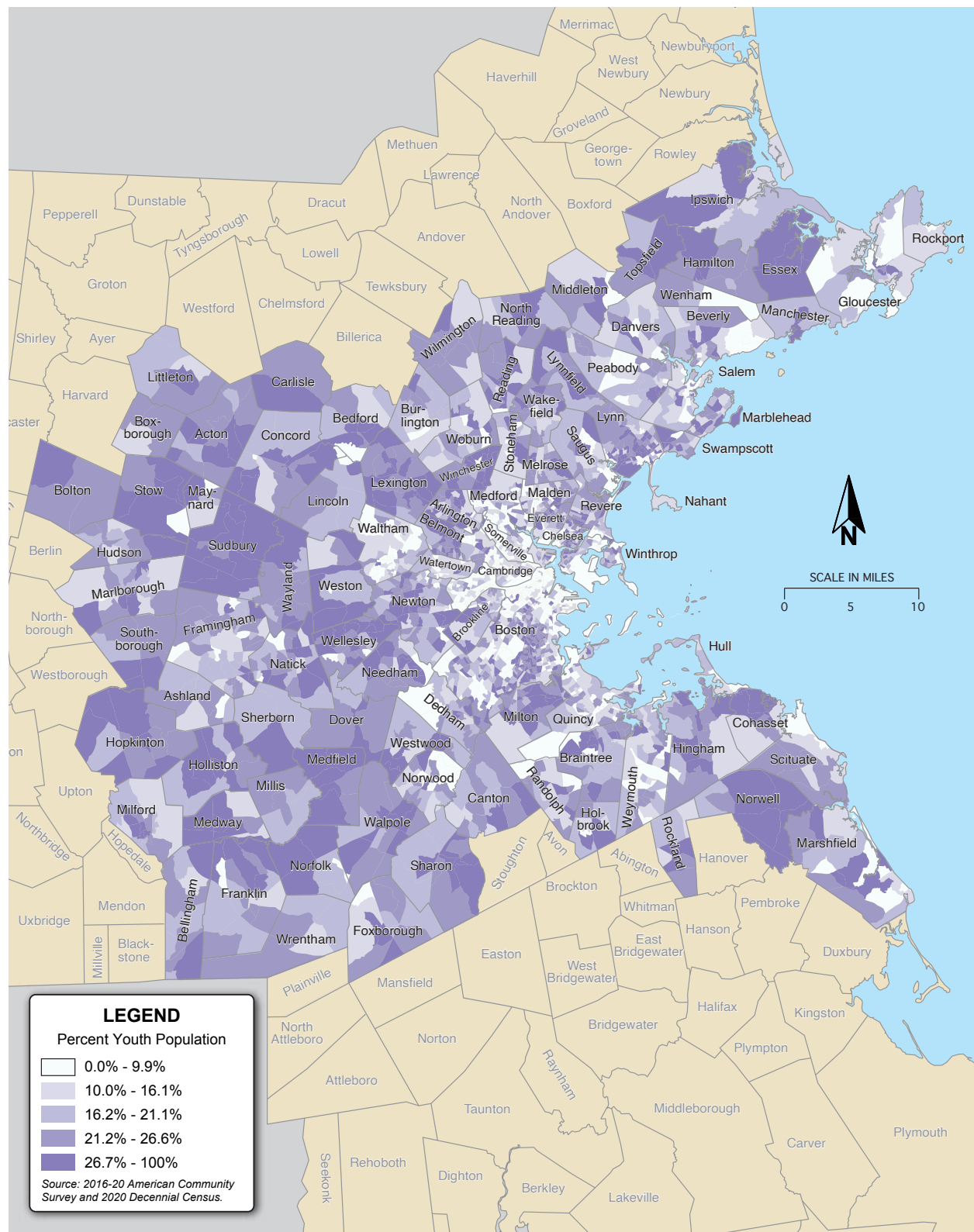
Source: 2016-20 American Community Survey, Table B01001.

YOUTH POPULATION

There are 634,550 people who are younger than 18 years in the Boston region, or 18.9 percent of the population. Figure 7 shows the percent of the population in the Boston region who are under age 18.



FIGURE 7
Percent of the Youth Population in the Boston Region



Source: 2016-20 American Community Survey, Table B01001.

3.2 DEMOGRAPHIC MAPS AND CHARTS OF FUNDING DISTRIBUTION

The MPO has completed several analyses that examine the distribution of MPO funding. As per federal guidance, minority and low-income populations are analyzed separately in all of them.

- A **geographical mapping of TIP projects** that explores the percent of Title VI, EJ, and other protected populations that are served by transit projects in the TIP.
- A **funding analysis of TIP investments** that shows the minority and low-income populations who are likely to benefit from TIP projects.
- An **analysis of TIP public transit projects** that assesses the distribution of state and federal funds for public transit purposes in the aggregate to low-income and minority riders based on the share of their use of public transit.
- An analysis that examines the **geographical distribution of UPWP funds** among municipalities in the Boston region, as well as the minority, low-income, and LEP populations in each municipality.

3.2.1 GEOGRAPHICAL MAPPING OF TIP PROJECTS

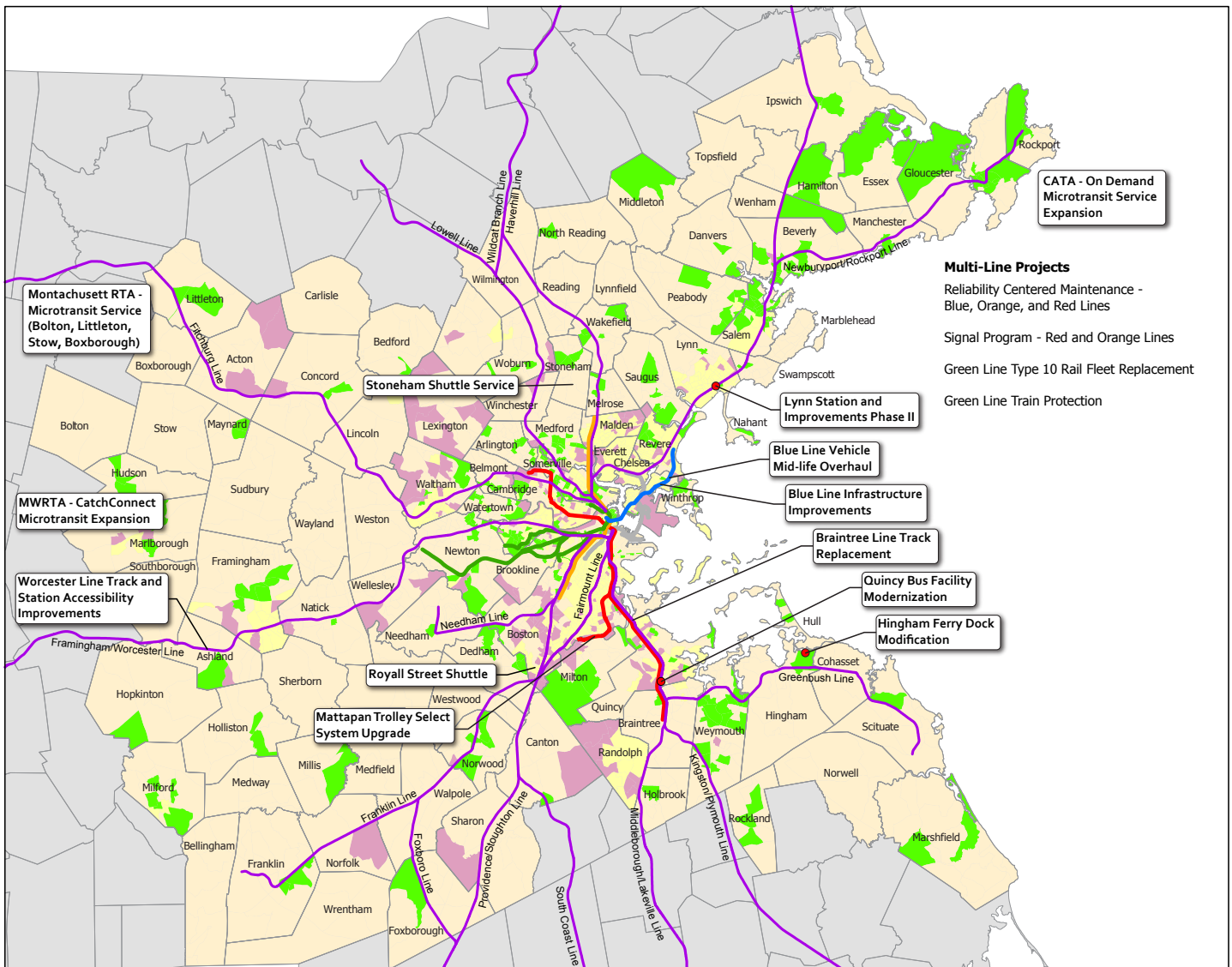
MPO staff completed an analysis and map of public transit projects in the FFYs 2023–27 TIP. The analysis shows the distribution of all transit projects relative to the distribution of minority and low-income populations in the Boston region. Figures 8a and 8b show the location of transit projects in the TIP, overlaid upon block groups that show the percentage of low-income and/or minority populations. The projects included are only those with a physical location, such as improvements to stations, vehicle purchases, and commuter rail or subway lines.

There are several data challenges that if resolved would facilitate a more accurate mapping of public transit-related TIP projects. For example, beyond the first year of the TIP, it is often unclear which projects will be undertaken under the various MBTA funding programs. Data are especially scarce for bus improvement projects, such as vehicle acquisition—that is, data on the routes or garages where the new buses will be deployed. Without this information, bus improvements cannot be mapped. Similarly, transit funding programs such as the elevator program, positive train control, and systems upgrades often cannot be mapped because the stations, facilities, or lines that will receive the improvements have not yet been identified.



FIGURE 8A

Boston Region MPO TIP Transit Projects (FFYs 2023–27 TIP)



- CATA - On Demand Microtransit Service Expansion**
- Multi-Line Projects**

 - Reliability Centered Maintenance - Blue, Orange, and Red Lines
 - Signal Program - Red and Orange Lines
 - Green Line Type 10 Rail Fleet Replacement
 - Green Line Train Protection

LEGEND

Minority and/or Low-income Percent

- Low-income percent exceeds average
- Minority percent exceeds average
- Minority and low-income percent exceeds average
- Neither exceeds regional average

- MPO Municipalities
- MBTA Commuter Rail Lines
- Rapid Transit Lines**

 - Blue Line
 - Green Line
 - Orange Line
 - Mattapan Trolley
 - Red Line
 - Silver Line

Notes:

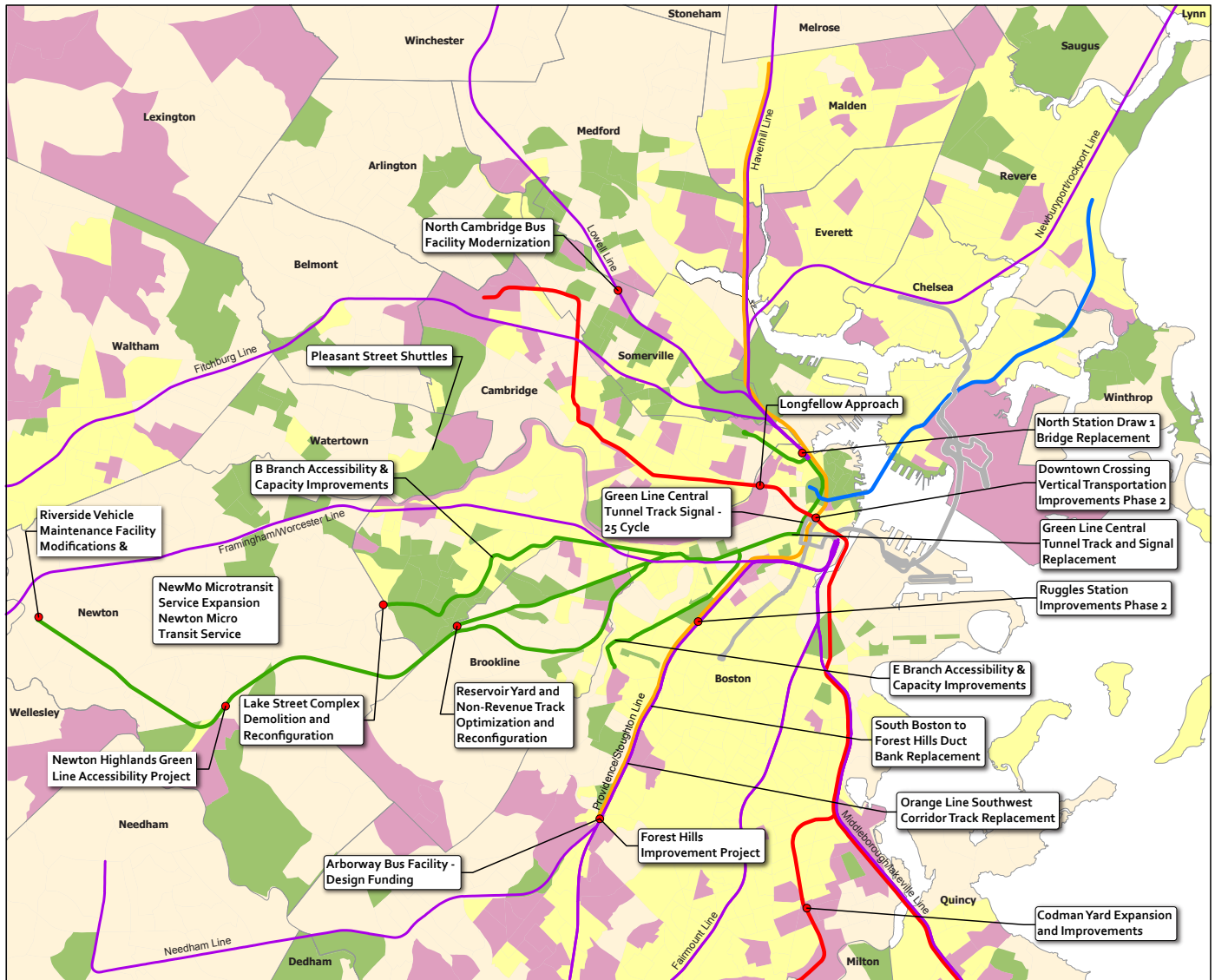
In the MPO region, the regionwide average for the minority population is 35.6%.

The low-income population is defined as people whose family income is less than or equal to 200% of the federal poverty level for their family size. In the MPO region, the regionwide average for the low-income population is 20.1%.

Sources: MBTA, MassGIS, 2020 US Census, and 2016-20 American Community Survey.

FIGURE 8B

Boston Region MPO TIP Transit Projects (FFYs 2023–27 TIP): Detailed Map



LEGEND

Minority and/or Low-income Percent

- Low-income percent exceeds average
- Minority percent exceeds average
- Minority and low-income percent exceeds average
- Neither exceeds regional average

- MPO Municipalities
- MBTA Commuter Rail Lines

Rapid Transit Lines

- Blue Line
- Green Line
- Orange Line
- Mattapan Trolley
- Red Line
- Silver Line

Notes:

In the MPO region, the regionwide average for the minority population is 35.6%.

The low-income population is defined as people whose family income is less than or equal to 200% of the federal poverty level for their family size. In the MPO region, the regionwide average for the low-income population is 20.1%.

Sources: MBTA, MassGIS, 2020 US Census, and 2016-20 American Community Survey.

3.2.2 FUNDING ANALYSIS OF TIP INVESTMENTS

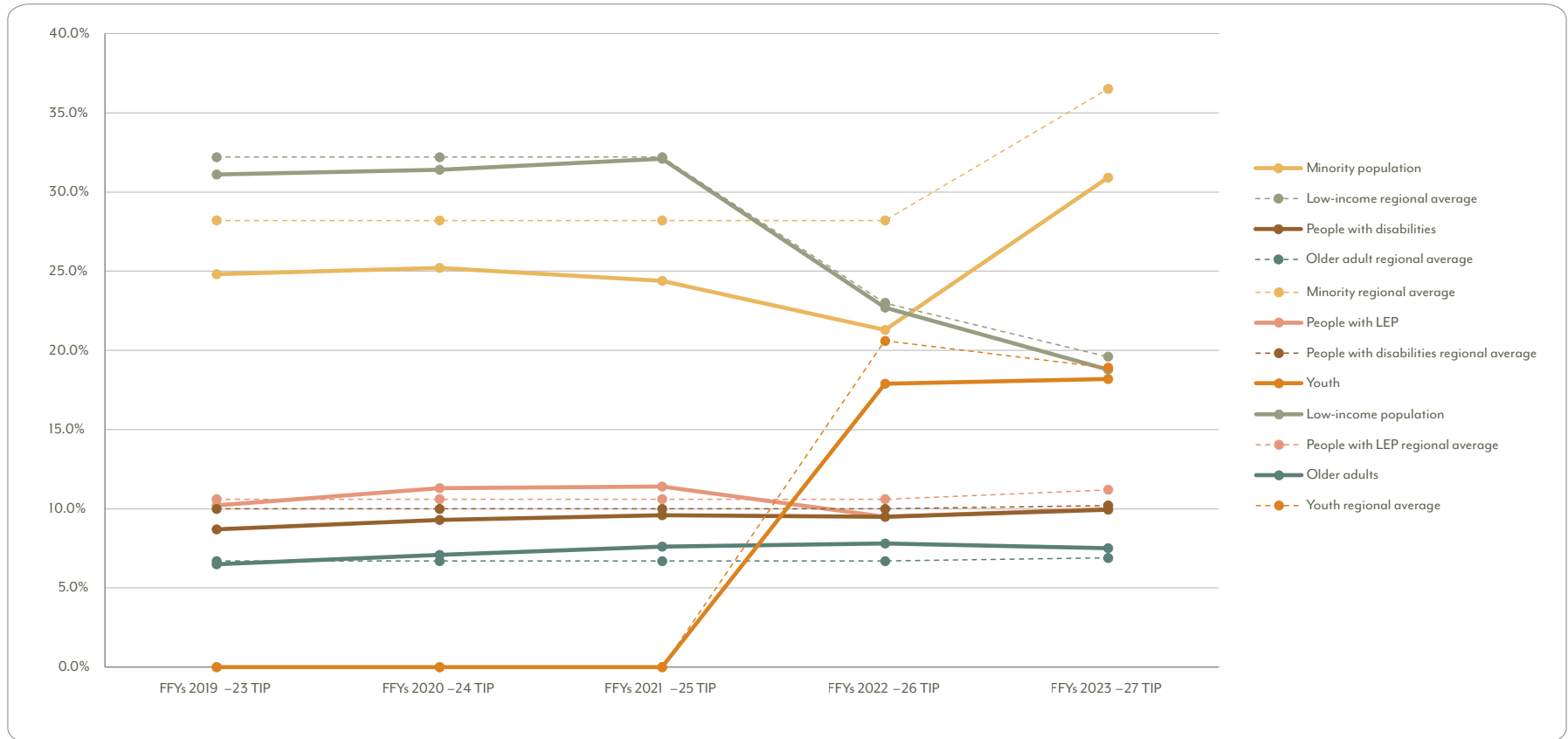
Each year, MPO staff analyze MPO target-funded projects in the TIP to assess funding distribution among TE populations. Low-income populations and other TE populations are included to understand how transportation investments impact these populations.

Figure 9 shows the percent of TIP target funding allocated to projects benefiting TE populations for the last five TIP cycles, the FFYs 2019–23 through FFYs 2023–27 TIPs. A project is considered to benefit people who live within one-half mile of the project. The percent of funding allocated to projects benefiting the minority population has consistently been about five percentage points less than the percent of their population in the Boston region. The other TE populations have been allocated approximately the same percent of funding compared to the share of the population in the region.



FIGURE 9

Change in the Percent of Funding Allocated to TE Populations in the TIP



Notes: People ages 17 or younger were not considered as a TE population until the FFYs 2022–26 TIP cycle. Additionally, starting in the FFYs 2022–26 TIP, people with low incomes were defined based on their poverty status for their family size. (Formerly, the definition was based on household income.) The decrease in percent of the low-income population served in the FFYs 2022–26 TIP is largely due to this change, as is the change in the regionwide average.

As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds.

FFY = federal fiscal year. LEP = limited English proficiency. TE = transportation equity. TIP = Transportation Improvement Program.

Sources: US Census Bureau, 2015–17 MBTA Systemwide Passenger Survey, and Boston Region MPO.



3.2.3 ANALYSIS OF TIP PUBLIC TRANSIT INVESTMENTS

Each year, MPO staff determine the investment per passenger for public transit projects, in the aggregate, funded in the Boston region with state and federal funds for low-income and minority passengers. Included in this analysis are MBTA, MetroWest Regional Transit Authority (MWRTA), and Cape Ann Transportation Authority (CATA) projects, as well as MPO target-funded transit projects. Projects were included only if they were expressly for transit purposes, such as infrastructure improvements, maintenance, and vehicle purchases, and if they were funded with state and/or federal dollars. Roadway improvements were not included, even if they would potentially benefit bus passengers. (However, bus-specific improvements, such as bus rapid transit lanes, are included). The analysis was performed with the assumption that all investments result in a net benefit to transit passengers.

Public transit ridership and demographics were derived from the 2015–17 MBTA Systemwide Passenger Survey (SPS), the most recent MBTA passenger survey. Respondents were classified according to four demographic categories: low-income, non-low-income, minority, and non-minority. Because the MBTA and MPO definitions for low-income populations differ, the analysis used the MBTA definition since the data for these populations are available in the SPS. Minority respondents were those who reported being American Indian or Alaskan Native, Asian, Black or African American, Hispanic/Latino of any race, and/or Native Hawaiian or Pacific Islander.

Tables 7 and 8 show the transit mode shares from the SPS for low-income, non-low-income, minority, and non-minority respondents. Note that the totals are not identical because of the variation in weights that were applied to each population.

TABLE 7
MBTA Ridership by Minority Status

Transit Mode	Minority	Non-minority	Percent Minority	Percent Non-minority
Rapid Transit	203,951	457,921	30.8%	69.2%
Bus	149,270	160,923	48.1%	51.9%
Silver Line	12,218	17,096	41.7%	58.3%
Commuter Rail	15,987	93,618	14.6%	85.4%
Commuter Boat	67	3,244	2.0%	98.0%
MBTA System Total	381,493	732,802	34.2%	65.8%

Source: 2015–17 MBTA Systemwide Passenger Survey.

TABLE 8
MBTA Ridership by Income

Transit Mode	Low-income	Non-low-income	Pct. Low-income	Pct. Non-low-income
Rapid Transit	160,199	444,384	26.5%	73.5%
Bus	117,443	166,176	41.4%	58.6%
Silver Line	6,626	19,936	24.9%	75.1%
Commuter Rail	6,508	89,174	6.8%	93.2%
Commuter Boat	76	2,748	2.7%	97.3%
MBTA System Total	381,493	722,418	28.7%	71.3%

Source: 2015–17 MBTA Systemwide Passenger Survey.

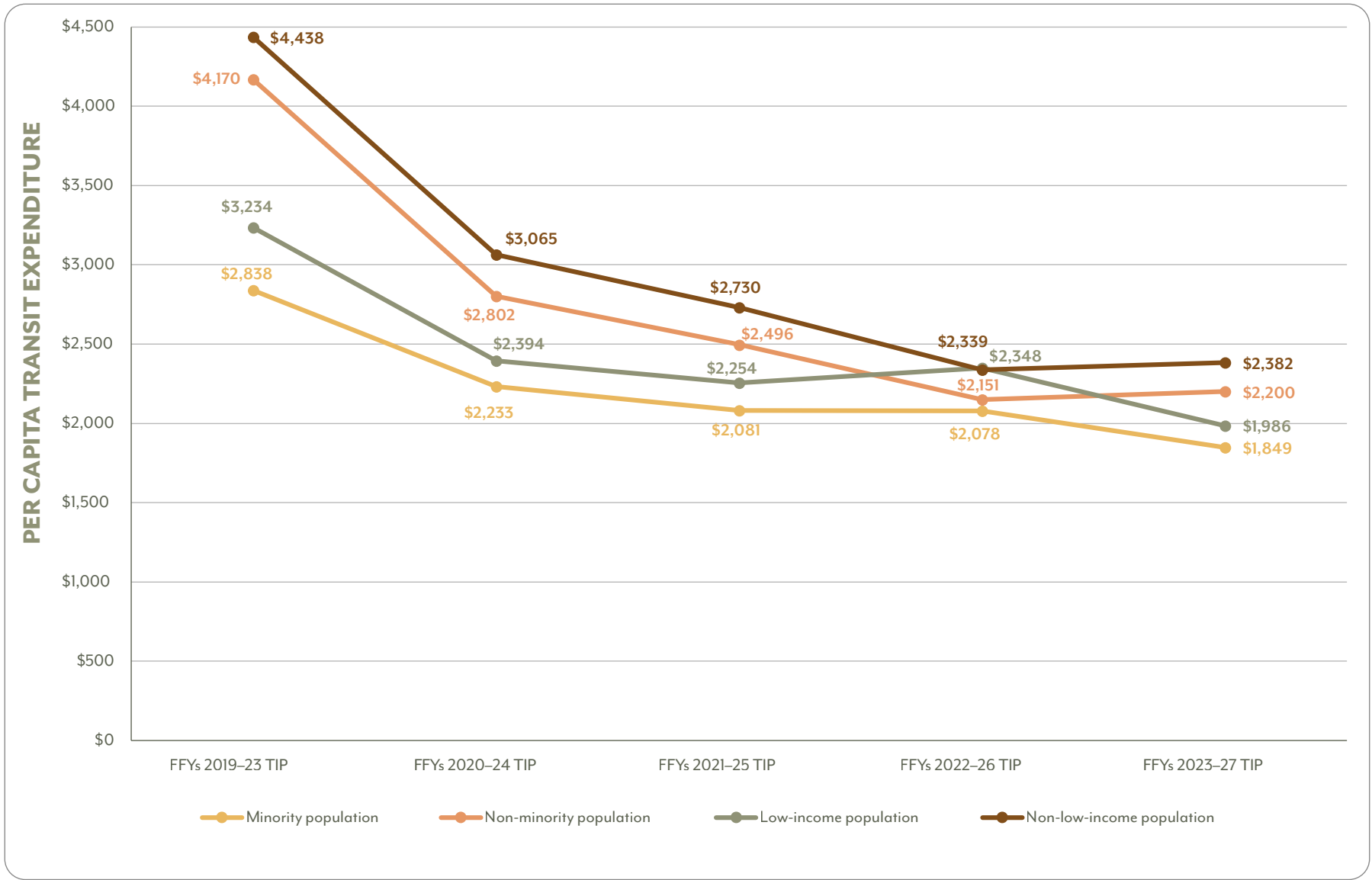
Figures 10a and 10b show the per person transit investments for minority, non-minority, low-income, and non-low-income public transit passengers for the FFYs 2019–23 through FFYs 2023–27 TIPs. Over the past five years, transit investments from all sources in the Boston region peaked in the FFYs 2019–23 TIP for all populations and then decreased. For projects funded only with MPO target funds this is in large part a function of the completion of the Green Line Extension, which the MPO funded through several TIP cycles, ending in the FFYs 2020–24 TIP. Public transit investments from target funding are likely to go back up again—indeed, funding is already on an upswing in the FFYs 2023–27 TIP—with the implementation of the MPO’s new Transit Modernization Program. It is less clear how public transit investments from all sources will change since most of that funding comes from the MBTA and Regional Transit Authorities.

Among target funds, the amount of funding allocated to minority and low-income populations on a per-person basis has consistently been less than for the non-minority and non-low-income populations, respectively. In the FFY 2019 TIP, the minority population received 55 percent of the amount the non-minority population received. In the FFY 2023 TIP, the figure was 75 percent. The low-income population received 68 percent of the amount the non-low-income population received in the FFY 2019 TIP; in the FFY 2023 TIP, that figure decreased to 64 percent.

Among all transit projects funded in the Boston region, these ratios are slightly better but still unequal. In the FFY 2019 TIP, the minority population received 68 percent of the amount the non-minority population received. In the 2023 TIP, the figure was 84 percent. In the FFY 2019 TIP, the low-income population received 73 percent of the amount the non-low-income population received; in the FFY 2023 TIP, that figure increased to 83 percent.

FIGURE 10A

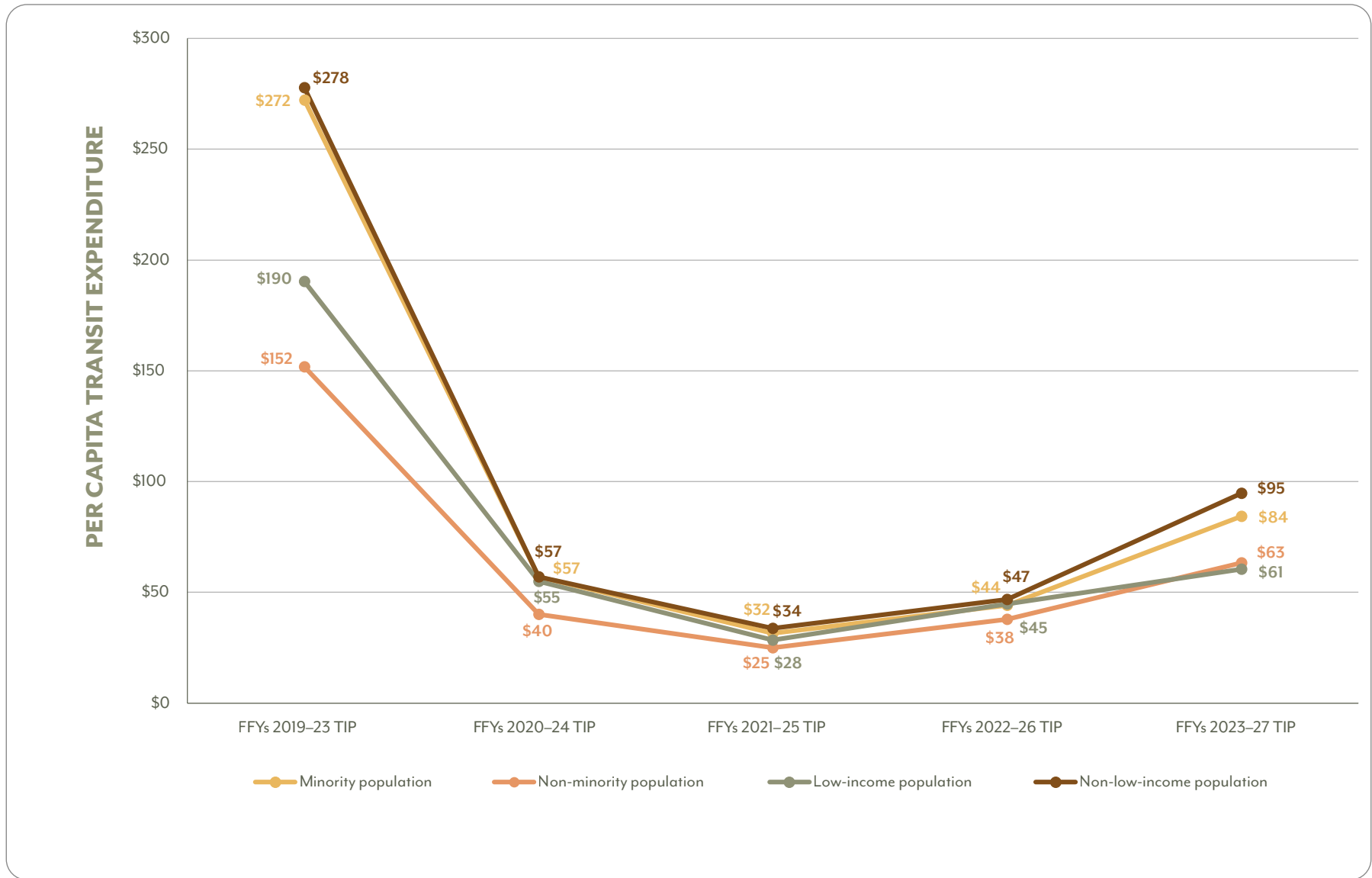
Public Transit Investments in the TIP: All Investments



Source: 2015-17 MBTA Systemwide Passenger Survey; MBTA.

FIGURE 10B

Public Transit Investments in the TIP: Target-funded Investments



Source: 2015-17 MBTA Systemwide Passenger Survey; MBTA.

3.2.4 ANALYSIS OF THE GEOGRAPHICAL DISTRIBUTION OF UPWP FUNDS

Each year, the MPO conducts a geographical assessment of the distribution of MPO-funded UPWP studies and technical support activities. Appendix G shows which communities in the region have been the subjects of MPO-funded studies or recipients of technical support from the MPO, as well as 3C-funded work completed by the Metropolitan Area Planning Council, for the FFYs 2010 through 2022 UPWPs. For each municipality, the table includes the population that is minority, low-income, or has limited English proficiency, as well as the number of UPWP tasks that have occurred in each FFY.

Overall, there does not appear to be a strong relationship between the number of studies and the percent of a municipality's residents who are minority, low-income, or have limited-English proficiency. Boston, for example, has been the subject of 60 studies since 2010 and has among the highest percentages of these populations. In contrast, Randolph, where 73.4 percent of the population is minority, had only six studies.

Not all municipalities have a study in any given FFY, but the assessment covers several years to provide the MPO with a fuller picture of which municipalities UPWP studies are and are not serving. Assessments excluded client-funded studies, those with a regional focus, and all work related to certification requirements and MPO administration, resource management, and support activities.

3.3 ANALYSIS OF MPO TRANSPORTATION SYSTEM INVESTMENTS, IDENTIFYING AND ADDRESSING DISPARATE IMPACTS

3.3.1 LONG-RANGE TRANSPORTATION PLAN TITLE VI AND ENVIRONMENTAL JUSTICE ANALYSES

DEVELOPMENT OF A DISPARATE IMPACT AND DISPROPORTIONATE BURDEN POLICY

One of the ways the MPO works toward achieving equity is to ensure that transportation projects that the MPO funds, in the aggregate, are not discriminatory toward minority and low-income communities. Between 2018 and 2020, MPO staff undertook an extensive public engagement process to develop a Disparate Impact and Disproportionate Burden (DI/DB) Policy that would help achieve that goal. The policy allows the MPO to evaluate the impacts of the projects in the LRTP, as a group, on the minority and low-income populations living in the Boston region. Impacts on minority populations are compared to those on non-minority

populations. Similarly, impacts on low-income populations are compared to those on non-low-income populations. The DI/DB Policy determines whether the difference in impacts between each of the two population groups is likely the result of unintentional discrimination.

In developing the policy, the MPO's goal was to create a policy that reflected the need for minority and low-income populations to be protected from unintentional discrimination and would be useful as a proactive planning tool to prevent such discrimination. MPO staff turned to the processes established by the US Department of Justice to identify disparate impacts for Title VI analyses and by the US Department of Transportation for identifying disproportionate burdens for EJ analyses. Because the criteria for determining disparate impacts and disproportionate burdens are similar in nature, the evaluation for both involve the three steps below:

1. The impact must be caused by the projects, as a group, that the MPO proposes to fund.
2. The impact must significantly affect peoples' quality of life.
3. The minority or low-income population must be more adversely affected compared to the non-minority or non-low-income population, respectively.

The MPO developed a DI/DB Policy that consisted of three thresholds, one for each step. A disparate impact or disproportionate burden would be indicated if all three thresholds, shown below, were passed:

- **Baseline uncertainty threshold:** Determines whether the predicted impact to each population group is likely to occur or whether it is due to the uncertainty inherent in travel forecasting
- **Practical impact threshold:** Determines whether the impact would be practically significant
- **Disproportionality threshold:** Determines whether the impact would disproportionately and adversely affect the minority or low-income population compared to the non-minority or non-low-income population

The MPO analyzes several metrics for disparate impacts and disproportionate burdens in the LRTP. In the current LRTP, Destination 2040, the following metrics were used:

- Access to jobs within 60-minute drive and public transit trips
- Access to healthcare within 40-minute drive and public transit trips
- Access to higher education within 40-minute drive and public transit trips
- Access to retail within 60-minute drive and public transit trips
- Average travel times by driving and public transit
- Traffic congestion per square mile
- Carbon monoxide emissions per square mile

With the next LRTP, Destination 2050, planned to be completed by the summer of 2023, staff will use updated metrics, including new ones such as access to essential places and access to parks, as well as updated data for existing metrics, such as access to higher education.

2019 LRTP, DESTINATION 2040, DI/DB ANALYSIS RESULTS

In 2019, staff completed a DI/DB analysis for the LRTP, Destination 2040, which included both MPO target-funded projects and all federal-funded projects in the Boston region. As the final DI/DB Policy was not approved until November 2020, staff used an interim one. In sum, it stated that there would be a potential future disparate impact or disproportionate burden if

- the minority or low-income population would likely be more adversely affected than the non-minority or non-low-income population, respectively; and
- this result is not due to the metric's forecasting error.

Both the draft policy and the final policy incorporate uncertainty into the MPO's DI/DB analyses. As a result, the DI/DB analysis results show the range of values for the build scenario (the scenario in which all programmed projects are implemented) that is expected based on the uncertainty. (For example, if a change in carbon monoxide emissions is predicted to be 10 kilograms and the forecasting error is 10 percent, then the range of expected values would be 9 to 11.) The full results for the DI/DB analysis for Destination 2040 can be found in Appendix E.

Below are additional links to the DI/DB analysis and policy documentation:

- [Moving Toward Equity: Engaging the public to prevent discrimination \(StoryMap\)](#) (April 2021)
- [Final DI/DB Policy](#) (November 2020)
- [Disparate Impact Metrics Study memo](#) (November 2020)
- [Development of the DI/DB Policy: Phase I memo](#) (November 2019)
- [Results of the DI/DB analysis for the 2019 LRTP](#) (July 2019)
- [Interim Draft DI/DB Policy used in the 2019 LRTP](#) (May 2019)

3.3.2 TIP TITLE VI AND ENVIRONMENTAL JUSTICE ANALYSES

The MPO assesses the impacts of all target-funded projects, as a group, on TE populations in each TIP. As standard practice, the MPO leaves some target funds unprogrammed each year to accommodate cost increases and future projects. In addition, the MPO reserves funds for certain investment programs, such as Community Connections and Transit Modernization, with the expectation that they will be allocated when projects are ready to be funded. These unprogrammed funds are not included in the analyses. (See Appendix F for the results of the FFYs 2023–27 TIP Title VI and EJ analyses.)

The TIP Title VI and EJ analyses assess which TE populations are likely to be served or impacted by regional target-funded projects programmed in the TIP. There are several analyses that provide this insight:

- The total number of people in TE populations served or impacted by regional target projects, compared to their respective regionwide percentages

- Percent of TE populations served or impacted by target projects, by investment program
- Reduction in carbon monoxide, volatile organic compounds, and nitrogen oxide emissions per 1,000 people, comparing TE and non-TE populations
- Percent of regional target funding allocated to TE populations, compared to their respective percentage of the regionwide population

The major constraint to implementing more sophisticated analyses is the limited time available to perform these analyses. TIP projects are typically not selected until March of each year and the full TIP document is released for public review by the end of April. Therefore, any analyses must be completed within that time-frame. In addition, there is often limited quantitative data on project impacts that can be analyzed for the purposes of EJ and Title VI analyses.

A potential new tool that could help with the analysis is the destination access tool, Conveyal, which analyzes the ability of people to access destinations in the region within a given travel time. Because it is quick to run, it could potentially be used to analyze access for the Title VI and EJ analyses in the TIP. Staff will continue to explore this and other opportunities for adding new metrics to the TIP Title VI and EJ analyses.

3.4 PUBLIC ENGAGEMENT: IDENTIFYING MOBILITY NEEDS

3.4.1 BUILDING A FOUNDATION: DEVELOPING AND STRENGTHENING COMMUNITY RELATIONSHIPS

Meaningful and equitable public engagement is foundational to the MPO's planning and decision-making. The MPO's approach to engagement is centered on the development of strong relationships with members of the community, particularly groups and organizations representing TE populations who have historically been underrepresented in the planning process.

This approach requires an understanding of the historical and demographic contexts of the communities that are engaged, and a commitment to meeting these communities where they are by developing creative and flexible engagement strategies. This is especially important when engaging harder-to-reach equity communities. Approaches include attending both virtual and in-person community meetings and events during and outside of regular business working hours, building trust with small-scale neighborhood, civic, and advocacy organizations, and partnering with other organizations to distribute surveys and conduct focus groups in languages other than English.

It also requires a commitment to equity in the collection of qualitative data, through awareness of the effectiveness of our engagement in terms of what types of communities staff are reaching and being more intentional about seeking representation from TE populations.

3.4.2 COLLECTING AND IDENTIFYING NEEDS

L RTP NEEDS ASSESSMENT

The LRTP Needs Assessment is the process by which staff identify transportation needs in the Boston region. While the development of the Needs Assessment is most intense in the year leading up to the release of the MPO's LRTP every four years, it includes all input received through public engagement in the years since the last LRTP.

To support the Needs Assessment, staff engage a diverse range of stakeholders in the region. This engagement happens continuously as staff track needs expressed by stakeholders in various settings, including both LRTP-focused engagement and conversations or events happening in other venues or contexts. Conversations with municipalities and transportation professionals are an important component of the Needs Assessment process, but staff also prioritize the inclusion of diverse perspectives from individuals and groups representing a broad range of demographic and community types throughout the region, with a particular emphasis on engaging historically underrepresented and underserved/overburdened communities about their transportation needs. To that end, staff seek to ensure that engagement for the LRTP and across other programs is not just holistic and meaningful, but also quantifiable. (See Section 3.5.2 on staff's use of qualitative data.)

Needs voiced by the public during a wide range of engagement activities are cataloged, and all feedback and comments are organized into themes. They are further grouped by equity tags (such as transportation concerns that are related to minority populations or people with limited English proficiency). The collection and analysis of this information is coordinated across engagement, TE, and planning staff to assess the effectiveness of engagement efforts, share information that is relevant to multiple programs or projects, and shape strategies to continuously improve the effective and equitable collection of qualitative data.

COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN (COORDINATED PLAN)

Transportation needs are also collected through the development of the Coordinated Plan. One of the main functions of the plan is to identify unmet transportation needs for seniors and people with disabilities in the Boston region through extensive public engagement and identify strategies and actions to meet those needs.

The Coordinated Plan is completed every four years, along the same timeline as the LRTP. This is intentional so as to coordinate public engagement for both processes and to help ensure that the input from seniors and people with disabilities can inform LRTP decisions, such as the development of new investment programs, which define how the MPO spends its target funds through the TIP. Engagement is largely done through focus groups and interviews with people who work closely with seniors and people with disabilities, such as councils on aging and regional coordinating councils. The MPO's newly established Transit Working Group also hosts coffee chats on specific topics related to transit, including human services transportation, and staff use these meetings to gather input and inform attendees about the Coordinated Plan. Additionally, staff use surveys to gather needs more directly from seniors and people with disabilities themselves.

3.4.3 FACILITATING ENGAGEMENT THROUGH THE MPO PLANNING PROCESS

DI/DB POLICY

At the core of the MPO's public engagement process for the DI/DB Policy was a stakeholder working group convened with the primary purpose of guiding the MPO's decision on setting the values of the three thresholds contained in the Policy (see Section 3.3.1). Creating a DI/DB Policy through a transparent public process, with the involvement of both stakeholders who work with and represent the interests of minority or low-income populations and the MPO board, built trust that the policy will be an effective tool for preventing unintentional discrimination. In addition, stakeholders brought with them an intimate understanding of the lived experiences of people in minority and low-income communities and the inequities they face.

The role of the stakeholders was to help staff

- identify which transportation impacts are the most important to address with the DI/DB Policy, and
- craft the policy to ensure it strongly reflects the interests of low-income and minority populations.

Throughout three meetings in 2018, stakeholders discussed the role of the DI/DB Policy in advancing equity in the Boston region, how the DI/DB Policy could be designed to prevent discrimination, and impacts that the MPO should analyze for potential disparate impacts and disproportionate burdens. At the third meeting staff asked stakeholders to provide recommendations for the policy's three thresholds. MPO staff spent the subsequent two years addressing this and other recommendations.

In 2020, MPO staff developed a proposal for a final DI/DB Policy. The policy reflects an important recommendation from stakeholders, which is that any impact that adversely affects either the low-income or minority population more than the non-low-income or non-minority population, respectively, would be considered a disparate impact or disproportionate burden. In August 2020, MPO staff brought this proposal back to the stakeholders for their discussion and recommendations. In general, stakeholders were supportive of the proposed policy. On November 5, 2020, the MPO board endorsed the DI/DB Policy.

TIP CRITERIA UPDATES

In 2021, staff completed updates to project selection criteria for the TIP. The TIP criteria include several equity-related criteria; the update doubled the share of these criteria of the total possible score (from 10 to 20 percent). Also, rather than being a stand-alone set of criteria that only assesses the percent of TE populations living in project study areas, each project now receives equity points based how well the project improves transportation outcomes for these populations.

To help determine which transportation outcomes should be part of the new equity criteria, staff conducted extensive surveying and public engagement, with a focus on getting input from disadvantaged populations and communities. While this informed all the criteria, not just the equity criteria, staff used this input to select criteria that emerged as most critical to evaluate in the equity scoring.

MPO STUDIES

Another key touchpoint facilitating public engagement through planning processes are MPO-funded studies and technical assistance. Staff strive to include the collection of qualitative data through meaningful community participation in all studies, particularly those that have an equity focus or involve communities where there is a high share of TE populations. Staff seek input from municipal and agency stakeholders as well as advocates, community-based organizations, and members of the public when conducting studies. Staff employ a variety of both virtual and in-person engagement methods including one-on-one conversations, attendance at community or organizational meetings, focus groups, advisory committees, and surveys to collect qualitative data.

For surveys, staff always include a block of demographic questions to track and evaluate the distribution of responses alongside the responses themselves. In doing so, staff can identify over- and under-represented communities and adjust engagement strategies accordingly to address feedback disparities. When advertising surveys, staff use demographic data from the Census and MassDOT's Engage tool to understand the demographic nuances of the audiences that are being engaged, especially in terms of the prevalence of languages other than English that are spoken. This enables staff to distribute translated materials efficiently and effectively and ensure that surveys are accessible to all audiences.

The MPO also conducts studies in response to community input. For example, a coalition of advocacy and community organizations proposed an FFY 2022 study, Equity and Access in the Blue Hills. Those proposing the project noted that the Blue Hills Reservation just south of Boston is very difficult to get to from Boston without a car, and that it is often easier for people driving from suburbs to get there than it is for people living just a few miles away in EJ communities such as Dorchester, Roxbury, and Mattapan, where many residents rely on public transit. MPO staff scoped the study based on the coalition's proposal and began the study by convening an advisory group composed of the proponent coalition and additional community, agency, and municipal stakeholders. This study was led by staff in the MPO's Communications and Engagement group, who also conducted additional targeted engagement throughout the study to community-based organizations and neighborhood associations in and around Mattapan (including organizations representing EJ and LEP communities).

Staff worked with the advisory group throughout the study, and the group's input directed all aspects of staff work, from a research review to external engagement activities to technical analysis, final recommendations for public transit interventions to improve access, and the presentation of results. Staff intend for this type of continuous stakeholder engagement to be a model for future UPWP studies that have strong community engagement components, and that this approach will be a meaningful step for the MPO towards stronger community involvement in decision-making processes.

3.5 DATA COLLECTION, REPORTING, AND ANALYSES

3.5.1 QUANTITATIVE DATA

The MPO collects demographic data on TE populations primarily from the Decennial Census (DC) and American Community Survey (ACS). Staff collect new data each year when new datasets are released. They are used in equity-related analyses, including scoring of TIP projects, LRTP Needs Assessment, Title VI reporting, LAP, and the LRTP and TIP Title VI and EJ analyses, among others.

Datasets that complement the ACS and DC data are also used as needed. For example, for the LAP, staff use English-language-learner data from the Massachusetts Department of Education, which has more detailed information about the languages spoken in MPO communities, as a supplement to ACS data.

Data are generally reported at the census block group or tract level. Staff balance the granularity that smaller geographies provide with the larger margins of error that are present. Particularly considering the increased privacy protections employed in the 2020 DC, staff continue to seek to better understand the benefits and drawbacks of using different geographies for different analysis purposes.

Over the past several years, the MPO has shifted toward analyses that focus on understanding project impacts on TE populations, rather than assuming that people who live near a project will benefit from it. This change is reflected in the project selection criteria for the TIP that were updated starting in FFY 2022. This approach is also used with the DI/DB analysis for the LRTP and the air quality analysis that is part of the TIP Title VI and EJ analyses.

With the acquisition of Conveyal in 2021, the MPO can measure access to destinations far more quickly and easily than it could in the past using the travel demand model. In 2022, staff completed a study, Identifying Transportation Inequities in the Boston Region, that used Conveyal to determine if there are inequities in access to various destinations for minority populations, low-income populations, and zero-vehicle households. In FFY 2023, staff will explore opportunities for expanding on the work done on that study to develop a broader set of metrics that identify baseline inequities for several different transportation metrics, such as travel time and air quality. The intention is to use these data to support the MPO's decision-making process to improve transportation outcomes for equity populations.

Additionally, with the introduction of CTPS's new Data Program in FFY 2023, staff will be developing a more comprehensive approach to managing data across the agency, including demographic data. From the perspective of the Title VI Program, this will help ensure consistency in how the data are collected and used throughout CTPS, as well as allow the program to capitalize on emerging datasets, demographic and otherwise, and analysis tools.

CTPS contains many programs outside of the MPO's core documents and engagement processes developed for certification purposes. The data collected and analyzed under the TE Program are also used to support these efforts. Examples include the following:

- Supporting equity-related analyses for various MPO-funded studies
- Conducting EJ analyses for client projects, including public transit and highway projects
- Selecting studies for the MPO's Multimodal Mobility Infrastructure Program, which conducts technical assistance and feasibility studies for MPO municipalities

3.5.2 QUALITATIVE DATA

In addition to the quantitative data cited above, staff also rely on on-the-ground knowledge of community partners about the languages that are spoken in communities. Staff seek out and build upon relationships with those communities by engaging community-based organizations, associations, and advocates to discuss transportation needs, priorities, and concerns, and disseminate surveys and other engagement materials to help us collect that feedback.

As described in Section 3.4.2, staff organize and categorize input that is received through public engagement. Comments are tagged based on whether they relate to transportation needs for any TE populations. Staff also create tables and charts and maps where appropriate, for example with responses to multiple choice or ranking survey questions. Finally, staff track the demographics of survey respondents using a standardized list of questions that align with federal definitions of Title VI, EJ, and other non-discrimination populations.

Staff also continue to explore new strategies and tools to support and improve the collection, organization, and analysis of qualitative data such as the needs of equity populations for the Needs Assessment. Staff are currently identifying methods of providing incentives and compensation for participation in focus groups to create more equitable engagement opportunities for harder-to-reach communities. Staff are also exploring digital platforms for tracking engagement and organizing feedback, which would allow better visualizations of which communities are being reached and how across various projects and to plan future engagement accordingly.

APPENDIX A

Notice of Nondiscrimination Samples



66 FIGURE A-1

Full Notice of Nondiscrimination



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

CIVIL RIGHTS NOTICE TO THE PUBLIC

The Boston Region Metropolitan Planning Organization (MPO) complies with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin (including limited English proficiency). Related federal and state nondiscrimination laws prohibit discrimination on the basis of age, sex, disability, and additional protected characteristics. The MPO is committed to nondiscrimination in all activities.

Individuals who believe they have been discriminated against may file a complaint with the Massachusetts Department of Transportation (MassDOT) or the MPO:

MassDOT Title VI Specialists
Office of Diversity and Civil Rights—Title VI Unit
10 Park Plaza, Suite 3800
Boston, MA 02116
Phone: (857) 368-8580 or 7-1-1 for Relay Service
Email: MassDOT.CivilRights@state.ma.us

Boston Region MPO Title VI Specialist
10 Park Plaza, Suite 2150
Boston, MA 02116
Phone: (857) 702-3700
Email: civilrights@ctps.org

Complaints may also be filed directly with the United States Department of Transportation:

U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Avenue, SE
Washington, DC 20590
Website: civilrights.justice.gov/

For additional information, language service requests, or reasonable accommodations visit mass.gov/nondiscrimination-in-transportation-program or https://www.bostonmpo.org/mpo_non_discrimination.

Full Notice of Nondiscrimination (Haitian Creole)



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

AVI DWA SIVIL POU PIBLIK LA

Òganizasyon planifikasyon metwopliten rejyon Boston (MPO), konfome li ak atik 6 lwa sou dwa sivil 1964 la, ki entèdi diskriminasyon ki fèt sou ras, koulè oubyen kote w fèt (ki gen ladan konpetan ki limite nan lang anglè. Lwa federal ak etatik ki gen rapò ak non diskriminasyon entèdi diskriminasyon ki fèt sou laj, sèks, ak andikap ak lot karakteristik ki pwoteje. MPO pran angajman pou pa gen diskriminasyon nan tout aktivite li yo.

Yon moun ki kwe li te viktim yon diskriminasyon, li kapab pote yon plent nan Depatman transpò Massachusetts (MassDOT) oubyen MPO:

Espesyalis Tit VI MassDOT
Biro divesite ak dwa sivil ---Tit VI inite
10 pak plza, swit 3800
Boston , MA 02116
Telefòn : (857) 368-8580 or 7-1-1 pou Sèvis Relè
Imel : MassDOT.CivilRights@state.ma.us

Espesyalis Tit VI MPO Rejyon Boston
10 Park Plaza, Suite 2150
Boston, MA 02116
Telefòn: (857) 702-3700
Imel: civilrights@ctps.org

Plent ka depose tou direkteman nan Depatman Transpò Etazini

Depatman Transpò Etazini
Biro dwa sivil
1200 New Jersey avni, SE
Washington, DC 20590
Sit entènèt: civilrights.justice.gov/

Pou plis enfòmasyon, demann sèvis lang, oswa aranjman rezonab, vizite mass.gov/nondiscrimination-in-transportation-program oswa https://www.bostonmpo.org/mpo_non_discrimination.

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Full Notice of Nondiscrimination (Portuguese)



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

AVISO DE DIREITOS CIVIS AO PÚBLICO

A Organização de Planejamento Metropolitano (MPO) da Região de Boston está em conformidade com o Título VI da Lei dos Direitos Civis de 1964, que proíbe a discriminação com base em raça, cor ou nacionalidade (incluindo proficiência limitada em inglês). As leis de não discriminação federais e estaduais relacionadas proíbem a discriminação com base na idade, sexo, deficiência e características protegidas adicionais. A MPO está comprometido com a não discriminação em todas as atividades.

Indivíduos que acreditam ter sido discriminados podem registrar uma reclamação no Departamento de Transporte de Massachusetts (MassDOT) ou na MPO:

MassDOT Title VI Specialists
Office of Diversity and Civil Rights—Title VI Unit
10 Park Plaza, Suite 3800
Boston, MA 02116
Telefone: (857) 368-8580 ou 7-1-1 para serviço de retransmissão
E-mail: MassDOT.CivilRights@state.ma.us

Boston Region MPO Title VI Specialist
10 Park Plaza, Suite 2150
Boston, MA 02116
Telefone: (857) 702-3700
E-mail: civilrights@ctps.org

As reclamações também podem ser apresentadas diretamente ao Departamento de Transporte dos Estados Unidos:

U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Avenue, SE
Washington, DC 20590
Site: civilrights.justice.gov/

Para obter informações adicionais, solicitações de serviços linguísticos ou acomodações razoáveis, visite mass.gov/nondiscrimination-in-transportation-program ou https://www.bostonmpo.org/mpo_non_discrimination.

Full Notice of Nondiscrimination (Simplified Chinese)

**BOSTON REGION METROPOLITAN PLANNING ORGANIZATION**

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

公民权利公告

波士顿地区城市规划组织（MPO）遵守 1964 年民权法案第 6 条的规定，该法案禁止与种族、肤色或国籍（包括有限的英语水平）相关的歧视。相关联邦和州的非歧视法律也禁止与年龄、性别、残疾和其他受保护特征相关的歧视。MPO 致力于在所有活动中杜绝歧视。

认为自己受到歧视的个人可以向马萨诸塞州交通部（MassDOT）或 MPO 进行投诉：

MassDOT 第 6 条专家
Office of Diversity and Civil Rights—Title VI Unit
10 Park Plaza, Suite 3800
Boston, MA 02116
Phone: (857) 368-8580 or 7-1-1 for Relay Service
Email: MassDOT.CivilRights@state.ma.us

波士顿地区 MPO 第 6 条专家
10 Park Plaza, Suite 2150
Boston, MA 02116
Phone: (857) 702-3700
Email: civilrights@ctps.org

也可以直接向美国交通部提起投诉：

U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Avenue, SE
Washington, DC 20590
Website: civilrights.justice.gov/

想要了解更多信息、语言服务要求或合理住宿情况，请访问 mass.gov/nondiscrimination-in-transportation-program 或 https://www.bostonmpo.org/mpo_non_discrimination.

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Full Notice of Nondiscrimination (Spanish)



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

AVISO DE DERECHOS CIVILES AL PÚBLICO

La Organización de Planificación Metropolitana de la Región de Boston (MPO) cumple con el Título VI de la Ley de Derechos Civiles de 1964, que prohíbe la discriminación por motivos de raza, color u origen nacional (incluido el dominio limitado del inglés). Las leyes federales y estatales de no discriminación relacionadas prohíben la discriminación por motivos de edad, sexo, discapacidad y otras características protegidas. La MPO está comprometida con la no discriminación en todas sus actividades.

Las personas que crean haber sido discriminadas pueden presentar una queja ante el Departamento de Transporte de Massachusetts (MassDOT) o la MPO:

Especialistas del Título VI del MassDOT
Oficina de Diversidad y Derechos Civiles-Unidad del Título VI
10 Park Plaza, Suite 3800
Boston, MA 02116
Teléfono: (857) 368-8580 o 7-1-1 para el servicio de retransmisión
Correo electrónico: MassDOT.CivilRights@state.ma.us

Especialista del Título VI de la MPO de la región de Boston
10 Park Plaza, Suite 2150
Boston, MA 02116
Teléfono: (857) 702-3700
Correo electrónico: civilrights@ctps.org

Las quejas también pueden presentarse directamente ante el Departamento de Transporte de los Estados Unidos:

Departamento de Transporte de los Estados Unidos
Oficina de Derechos Civiles
1200 New Jersey Avenue, SE
Washington, DC 20590
Página web: civilrights.justice.gov/

Para obtener más información, solicitar servicios lingüísticos o realizar adaptaciones razonables, visite mass.gov/nondiscrimination-in-transportation-program o https://www.bostonmpo.org/mpo_non_discrimination.

Full Notice of Nondiscrimination (Traditional Chinese)

**BOSTON REGION METROPOLITAN PLANNING ORGANIZATION**

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

向所有公眾發出的公民權利公告

波士頓地區大都會規劃組織 (MPO) 遵守 1964 年《民權法案》第六章，規定在任何計劃或活動中，在美國的任何人不應因其種族、膚色，或國籍（包括有限的英文水準）而受到排斥、被剝奪利益或遭到歧視。而相關的聯邦和州制定的反歧視法，禁止基於年齡、性別、殘疾和其他受保護特徵的人群受到歧視。

波士頓地區大都會規劃組織 (MPO) 更致力於在所有活動中能夠建立和促進無任何歧視的活動環境。

如認為受到排斥、被剝奪利益或遭到歧視，任何人可以向麻省運輸廳 (MassDOT) 或波士頓地區大都會規劃組織 (MPO) 提出投訴。

麻省運輸廳《民權法案》第六章專員

多樣性及民權辦公室

地址：10 Park Plaza, Suite 3800, Boston, MA 02116

電話：(857)368-8580 或 7-1-1 專用中繼服務

電子郵件：MassDOT.CivilRights@state.ma.us

波士頓地區大都會規劃組織 (MPO) 《民權法案》第六章專員

地址：10 Park Plaza, Suite 2150, Boston, MA 02116

電話：(857) 702-3700

電子郵件：civilrights@ctps.org

任何人也可以直接向美國交通部 (USDOT) 提出投訴：

美國交通部

民權辦公室

地址：1200 New Jersey Avenue, SE, Washington, DC 20590

網站：civilrights.justice.gov/

閣下如需索取更多資訊、語言服務請求或合理便利，請訪問 mass.gov/nondiscrimination-in-transportation-program 或 https://www.bostonmpo.org/mpo_non_discrimination。

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Full Notice of Nondiscrimination (Vietnamese)



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbitts-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

THÔNG BÁO VỀ DÂN QUYỀN CHO CÔNG CHÚNG

Tổ Chức Quy Hoạch Đô Thị Khu Vực Boston (MPO) tuân thủ Khoản VI của Đạo Luật Dân Quyền năm 1964, đạo luật này cấm phân biệt đối xử dựa trên chủng tộc, màu da, hoặc nguồn gốc quốc gia (bao gồm trình độ tiếng Anh hạn chế). Các điều luật cấm phân biệt đối xử của liên bang và tiểu bang liên quan cấm phân biệt đối xử dựa trên tuổi tác, giới tính, tình trạng khuyết tật, và các đặc điểm được bảo vệ khác. MPO cam kết không phân biệt đối xử trong mọi hoạt động.

Những cá nhân nào cho rằng họ đã bị phân biệt đối xử có thể nộp đơn khiếu nại cho Sở Giao Thông Massachusetts (MassDOT) hoặc MPO:

MassDOT Title VI Specialists
Office of Diversity and Civil Rights—Title VI Unit
10 Park Plaza, Suite 3800
Boston, MA 02116
Điện thoại: (857) 368-8580 hoặc 7-1-1 đối với Dịch Vụ Chuyển Tiếp
Email: MassDOT.CivilRights@state.ma.us

Boston Region MPO Title VI Specialist
10 Park Plaza, Suite 2150
Boston, MA 02116
Điện thoại: (857) 702-3700
Email: civilrights@ctps.org

Cũng có thể nộp khiếu nại trực tiếp cho Bộ Giao Thông Hoa Kỳ:

U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Avenue, SE
Washington, DC 20590
Trang web: civilrights.justice.gov/

Để biết thêm thông tin, yêu cầu dịch vụ ngôn ngữ hoặc các biện pháp đáp ứng hợp lý, hãy truy cập mass.gov/nondiscrimination-in-transportation-program hoặc https://www.bostonmpo.org/mpo_non_discrimination.

MPO Email Notice of Nondiscrimination

Welcome. Bem Vinda. Bienvenido. Akeyi. 欢迎. 歡迎. Chào mừng.

You are invited to participate in our transportation planning process, regardless of your race, color, national origin (including limited English proficiency), religion, creed, gender, ancestry, ethnicity, disability, age, sex, sexual orientation, gender identity or expression, veteran’s status, or background. Read our [full notice](#) of rights and protections.

To request special accommodations, or if you need this information in another language, contact the MPO at 857.702.3700 (voice), 617.570.9193 (TTY) or civilrights@ctps.org (please allow 14 days).



Español (Spanish)

Si necesita esta información en otro idioma, por favor contacte la Boston Region MPO al 857.702.3700.

繁體中文 (Traditional Chinese)

如果需要使用其他語言瞭解資訊，請聯繫波士頓大都會規劃組織 (Boston Region MPO) 《民權法案》第六章專員，電話 857.702.3700。

Kreyòl Ayisyen (Haitian Creole)

Si yon moun vle genyen enfòmasyon sa yo nan yon lòt lang, tanpri kontakte Espesyalis Boston Region MPO Title VI la nan nimewo 857.702.3700.

简体中文 (Simplified Chinese)

如果需要使用其它语言了解信息，请联系波士顿大都会规划组织 (Boston Region MPO) 《民权法案》第六章专员，电话 857.702.3700。

Português (Portuguese)

Caso estas informações sejam necessárias em outro idioma, por favor, contate o MPO da Região de Boston pelo telefone 857.702.3700.

Tiếng Việt (Vietnamese)

Nếu quý vị cần thông tin này bằng một ngôn ngữ khác, vui lòng liên lạc Boston Region MPO theo số 857.702.3700.

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MPO Agenda Notice of Nondiscrimination

Meeting materials are posted on the MPO's meeting calendar webpage at [ctps.org/calendar/month](https://www.ctps.org/calendar/month).

Times reflect the expected duration of each item and do not constitute a schedule.

Meeting locations are accessible to people with disabilities and are near public transportation. Upon request (preferably two weeks in advance of the meeting), every effort will be made to provide accommodations such as assistive listening devices, materials in accessible formats and in languages other than English, and interpreters in American Sign Language and other languages. Please contact MPO staff to request these services. See below for contact information.

The Boston Region Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, Federal Transit Administration, or both, prohibit discrimination on the basis of age, sex, and disability. The Boston Region MPO considers these protected populations in its Title VI Programs, consistent with federal interpretation and administration. In addition, the Boston Region MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with U.S. Department of Transportation policy and guidance on federal Executive Order 13166.

The Boston Region MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 sections 92a, 98, 98a, which prohibits making any distinction, discrimination, or restriction in admission to, or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Boston Region MPO complies with the Governor's Executive Order 526, section 4, which requires that all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background.

A complaint form and additional information can be obtained by contacting the MPO or at http://www.bostonmpo.org/mpo_non_discrimination. To request this information in a different language or in an accessible format, please contact

Title VI Specialist, Boston Region MPO, 10 Park Plaza, Suite 2150, Boston, MA 02116
civilrights@ctps.org

By Telephone:

857.702.3700 (voice)

For people with hearing or speaking difficulties, connect through the state MassRelay service:

- **Relay Using TTY or Hearing Carry-over:** 800.439.2370
- **Relay Using Voice Carry-over:** 866.887.6619
- **Relay Using Text to Speech:** 866.645.9870

For more information, including numbers for Spanish speakers, visit <https://www.mass.gov/massrelay>.

FIGURE A-10

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Memo and Report Notice of Nondiscrimination

The Boston Region Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, Federal Transit Administration, or both, prohibit discrimination on the basis of age, sex, and disability. The Boston Region MPO considers these protected populations in its Title VI Programs, consistent with federal interpretation and administration. In addition, the Boston Region MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with U.S. Department of Transportation policy and guidance on federal Executive Order 13166.

The Boston Region MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 sections 92a, 98, 98a, which prohibits making any distinction, discrimination, or restriction in admission to, or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Boston Region MPO complies with the Governor's Executive Order 526, section 4, which requires that all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background.

A complaint form and additional information can be obtained by contacting the MPO or at http://www.bostonmpo.org/mpo_non_discrimination.

To request this information in a different language or in an accessible format, please contact

Title VI Specialist
Boston Region MPO
10 Park Plaza, Suite 2150
Boston, MA 02116
civilrights@ctps.org

By Telephone:

857.702.3700 (voice)

For people with hearing or speaking difficulties, connect through the state MassRelay service:

- **Relay Using TTY or Hearing Carry-over:** 800.439.2370
- **Relay Using Voice Carry-over:** 866.887.6619
- **Relay Using Text to Speech:** 866.645.9870

For more information, including numbers for Spanish speakers, visit

<https://www.mass.gov/massrelay>.



Notice of Nondiscrimination Rights and Protections to Beneficiaries

Federal “Title VI/Nondiscrimination” Protections

The Boston Region Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, Federal Transit Administration, or both, prohibit discrimination on the basis of age, sex, and disability. The Boston Region MPO considers these protected populations in its Title VI Programs, consistent with federal interpretation and administration. In addition, the Boston Region MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with U.S. Department of Transportation policy and guidance on federal Executive Order 13166.

Additional Information

To request this information in a different language or in an accessible format, please contact

Title VI Specialist

Boston Region MPO
10 Park Plaza, Suite 2150
Boston, MA 02116
civilrights@ctps.org

Complaint Filing

To file a complaint alleging a violation of Title VI or other federal nondiscrimination law (based on race, color, national origin [including limited English proficiency], sex, age, or disability), contact the Title VI Specialist (above) within 180 calendar days of the alleged discriminatory conduct.

To file a complaint alleging a violation of the state’s Public Accommodation Law (based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry) or the Governor’s Executive Order 526, section 4 (based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran’s status [including Vietnam-era veterans], or background), contact the Title VI specialist (above) within 300 calendar days of the alleged discriminatory conduct, or

**MassDOT Title VI Specialist
Office of Diversity and Civil Rights**

10 Park Plaza, Suite 3800
Boston, MA 02116
Massdot.civilrights@state.ma.us
857.368.8580 (voice)

State Nondiscrimination Protections

The Boston Region MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 section 92a, 98, 98a, which prohibits making any distinction, discrimination, or restriction in admission to, or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Boston Region MPO complies with the Governor’s Executive Order 526, section 4, which requires that all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran’s status (including Vietnam-era veterans), or background.

如果需要使用其它语言了解信息，请联系波士顿大都会规划组织 (Boston Region MPO) 《民权法案》第六章专员，电话 857-702-3700。

如果需要使用其他语言瞭解資訊，請聯繫波士顿大都會規劃組織 (Boston Region MPO) 《民權法案》第六章專員，電話 857-702-3700。

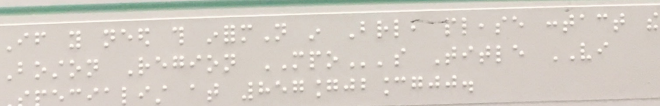
Si yon moun vle genyen enfòmasyon sa yo nan yon lòt lang, tanpri kontakte Espesyalis Boston Region MPO Title VI la nan nimewo 857-702-3700.

Caso estas informações sejam necessárias em outro idioma, por favor, contate o Especialista em Título VI da MPO da Região de Boston pelo telefone 857-702-3700.

Если Вам необходима данная информация на любом другом языке, пожалуйста, свяжитесь со Специалистом по Титулу VI в Boston Region MPO по тел: 857-702-3700.

Si necesita esta información en otro idioma, por favor contacte al especialista de la Boston Region MPO del Título VI al 857-702-3700.

Nếu quý vị cần thông tin này bằng tiếng khác, vui lòng liên hệ Chuyên viên Luật VI của MPO Vùng Boston theo số điện thoại 857-702-3700.



Public Meeting Notice of Nondiscrimination



VIRTUAL MEETING

Notice of Nondiscrimination

You are invited to participate in our transportation planning process, regardless of your race, color, national origin (including limited English proficiency), religion, creed, gender, ancestry, ethnicity, disability, age, sex, sexual orientation, gender identity or expression, veteran's status, or background.

简体中文 (Simplified Chinese)

如果需要使用其它语言了解信息, 请联系波士顿大都会规划组织 (Boston Region MPO) 《民权法案》第六章专员, 电话 857.702.3700.

繁體中文 (Traditional Chinese)

如果需要使用其他語言瞭解資訊, 請聯繫波士頓大都會規劃組織 (Boston Region MPO) 《民權法案》第六章專員, 電話 857.702.3700.

Kreyòl Ayisyen (Haitian Creole)

Si yon moun vle genyen enfòmasyon sa yo nan yon lòt lang, tanpri kontakte Espesyalis Boston Region MPO Titil VI la nan nimewo 857.702.3700.

Español (Spanish)

Si necesita esta información en otro idioma, por favor contacte la Boston Region MPO al 857.702.3700.

Português (Portuguese)

Caso estas informações sejam necessárias em outro idioma, por favor, contate o MPO da Região de Boston pelo telefone 857.702.3700.

Tiếng Việt (Vietnamese)

Nếu quý vị cần thông tin này bằng một ngôn ngữ khác, vui lòng liên lạc Boston Region MPO theo số 857.702.3700.

Read the full notice of your rights and protections at www.bostonmpo.org/mpo_non_discrimination.

78 FIGURE A-13

Notice of Nondiscrimination for Public Engagement Materials

WELCOME. BEM VINDA. BIENVENIDO. AKEYI. 欢迎. 歡迎.

You are invited to participate in our transportation planning process, regardless of your race, color, national origin (including limited English proficiency), religion, creed, gender, ancestry, ethnicity, disability, age, sex, sexual orientation, gender identity or expression, veteran's status, or background. Read our full notice of rights and protections at www.bostonmpo.org/mpo_non_discrimination.

To request special accommodations, or if you need this information in another language, contact the MPO at 857.702.3700 (voice), 617.570.9193 (TTY) or civilrights@ctps.org (please allow 14 days).

Español (Spanish) - Si necesita esta información en otro idioma, por favor contacte la Boston Region MPO al 857.702.3700.

简体中文 (Simplified Chinese) - 如果需要使用其它语言了解信息，请联系波士顿大都会规划组织 (Boston Region MPO) 《民权法案》第六章专员，电话 857.702.3700.

繁體中文 (Traditional Chinese) - 如果需要使用其他語言瞭解資訊，請聯繫波士頓大都會規劃組織 (Boston Region MPO) 《民權法案》第六章專員，電話 857.702.3700.

Kreyòl Ayisyen (Haitian Creole) - Si yon moun vle genyen enfòmasyon sa yo nan yon lòt lang, tanpri kontakte Espesyalis Boston Region MPO Title VI la nan nimewo 857.702.3700.

Português (Portuguese) - Caso estas informações sejam necessárias em outro idioma, por favor, contate o MPO da Região de Boston pelo telefone 857.702.3700.

APPENDIX B

Figure B-1 | Complaint Forms



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

Discrimination Complaint Form

Please provide the following information in order for us to process your complaint. This form is available in alternate formats and multiple languages. Should you require these services or any other assistance in completing this form, please let us know.

Name: _____

Address: _____

Telephone Numbers: (Home) _____ (Work) _____ (Cell) _____

Email Address: _____

Please indicate the nature of the alleged discrimination:

Categories protected under *Title VI of the Civil Rights Act of 1964*:

Race Color National Origin (including limited English Proficiency)

Additional categories protected under related Federal and/or State laws/orders:

Disability Age Sex Sexual Orientation Religion Ancestry

Gender Ethnicity Gender Identity Gender Expression Creed

Veteran's Status Background

Who do you allege was the victim of discrimination?

You A Third Party Individual A Class of Persons

Name of individual and/or organization you allege is discriminating:

Do you consent to the investigator sharing your name and other personal information with other parties to this matter when doing so will assist in investigating and resolving your complaint?

Yes No

80 **FIGURE B-2**
Complaint Forms (English)

Please describe your complaint. You should include specific details such as names, dates, times, witnesses, and any other information that would assist us in our investigation of your allegations. Please include any other documentation that is relevant to this complaint. You may attach additional pages to explain your complaint.

Have you filed this complaint with any other agency (Federal, State, or Local)?

Yes No

If yes, please identify: _____

Have you filed a lawsuit regarding this complaint?

Yes No

If yes, please provide a copy of the complaint.

Signature: _____ Date: _____

Mail to:	Title VI Specialist, Boston Region Metropolitan Planning Organization, 10 Park Plaza, Suite 2150, Boston, MA 02116	Title VI Coordinator, MassDOT Office of Diversity and Civil Rights, Suite 3800, 10 Park Plaza, Boston, MA 02116
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Email to:	civilrights@ctps.org	MassDOT.CivilRights@state.ma.us
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Complaint Forms (Haitian Creole)



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

Fòmilè pou Pote Plent pou Diskriminasyon

Tanpri, ekri enfòmasyon yo mande la yo, pou ede nou travay sou plent ou pote a. Ou ka jwenn fòmilè sa a nan lòt fòm, ak nan plizyè lang. Si ou bezwen li nan lòt fòm oubyen lòt lang, oubyen si ou vle mande lòt kalite asistans pou reponn kesyon nan fòmilè sa a, tanpri fè nou konnen.

Non ou: _____

Adrès: _____

Nimewo telefòn: (Lakay ou) _____ (Nan Travay ou) _____ (Tel. Selilè) _____

Adrès elektwonik: _____

Tanpri, ekri pi ba la a pou ki kalite diskriminasyon w ap pote plent:

Kategori ki pwoteje dapre *Tit 6 nan Lwa sou Dwa Sivik 1964 la*:

- Ras Koulè Nasyonalite (oubyen moun ki pa konn pale angle byen)

Lòt kategori ki pwoteje dapre lwa/òdonnans Eta a oswa gouvènman federal la:

- Andikap Laj Gason oubyen Fi Oryantasyon seksyèl Relijyon Zansèt

- Gason ak Fanm Gwoup Etnik Idantite gason oswa fanm Deklarasyon

- idantite Gason oswa Fanm Kwayans Kondisyon Veteran Antesedan

Ki moun ou vle di ki viktim diskriminasyon an?

- Oumenm Yon Lòt Moun Yon Gwoup Moun

Di non moun ak/oswa òganizasyon ou kwè ki fè diskriminasyon an:

Èske ou dakò pou moun k ap mennen ankèt la bay lòt moun ki fè pati nan ka a, non ou ak lòt enfòmasyon pèsennèl sou ou, si sa kapab ede nan ankèt sou plent ou fè a, oswa rezoud pwoblèm lan?

- Wi Non

82 **FIGURE B-2**

Complaint Forms (Haitian Creole)

Tanpri, esplike plent ou vle fè a. Ou dwe mete detay ki gen presizyon, tankou non moun, dat, lè, temwen, ak nenpòt lòt enfòmasyon ki ka ede nou nan ankèt sou sa ou rapòte a. Tanpri, mete tout lòt dokimantasyon ki anrapò avèk plent lan. Ou mèt ajoute lòt paj, si ou bezwen plis plas pou esplike plent lan.

Èske ou pote menm plent lan devan okenn lòt ajans (Federal, Eta, Lokal)?

Wi Non

Si ou reponn Wi, ekri non lòt ajans lan: _____

Èske ou louvri yon aksyon devan lajistis pou plent sa a?

Wi Non

Si ou reponn Wi, voye yon kopi dokiman sou aksyon devan la jistis la.

Siyati: _____ Dat: _____

**Voye pa lapòs
nan adrès sa a:**

Title VI Specialist, Boston
Region Metropolitan Planning
Organization, 10 Park Plaza,
Suite 2150, Boston, MA 02116

Title VI Coordinator, MassDOT
Office of Diversity and Civil
Rights, Suite 3800, 10 Park
Plaza, Boston, MA 02116

**Voye nan adrès
elektwonnik sa a:**

civilrights@ctps.org
OUBYEN

MassDOT.CivilRights@state.m
a

Complaint Forms (Portuguese)



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

Formulário de Reclamação por Discriminação

Por favor, preencha com as seguintes informações para que possamos processar sua reclamação. Este formulário está disponível em formatos alternativos e em múltiplas línguas. Se você precisar de outro tipo de formulário ou de auxílio no preenchimento, por favor, avise um de nossos funcionários.

Nome: _____

Endereço: _____

Números de Telefone: (Res.) _____ (Com.) _____ (Celular) _____

Endereço de Email: _____

Por favor, indique a natureza da discriminação alegada:

Categorias protegidas sob o *Título VI da Lei de Direitos Civis de 1964*:

- Raça
- Cor
- Origem Nacional (incluindo proficiência limitada do inglês)

Categorias adicionais protegidas sob leis e/ou disposições federais e estaduais:

- Deficiência
- Idade
- Sexo
- Orientação Sexual
- Religião
- Antepassados
- Gênero
- Etnia
- Identidade de Gênero
- Expressão de Gênero
- Credo
- Condição de Veterano
- Antecedentes

Quem você alega ter sido a vítima da discriminação?

- Você
- Terceiro
- Uma Classe de Pessoas

Nome do indivíduo e/ou organização que você alega estar discriminando:

Você consente que seu nome e suas informações pessoais sejam compartilhados pelo investigador com as outras partes, auxiliando na resolução de sua reclamação?

- Sim
- Não

FIGURE B-3

Complaint Forms (Portuguese)

Por favor, descreva sua reclamação. Você deve incluir pormenores específicos tais como nomes, datas, horários, testemunhas, e quaisquer outras informações que possam ajudar em nossa investigação de suas alegações. Por favor, inclua também qualquer outra documentação relevante a esta reclamação. Você pode adicionar páginas à explicação de sua reclamação.

Você registrou esta reclamação com qualquer outra agência (federal, estadual ou local)?

Sim Não

Caso afirmativo, por favor, identifique: _____

Você protocolou uma ação judicial relativa a esta reclamação?

Sim Não

Caso afirmativo, por favor, forneça uma cópia da ação.

Assinatura: _____ Data: _____

Envie pelos correios para:

Title VI Specialist, Boston
Region Metropolitan Planning
Organization, 10 Park Plaza,
Suite 2150, Boston, MA 02116

Title VI Coordinator, MassDOT
Office of Diversity and Civil
Rights, Suite 3800, 10 Park
Plaza, Boston, MA 02116

Envie por email para:

civilrights@ctps.org
OU

MassDOT.CivilRights@state.m
a.us

Complaint Forms (Simplified Chinese)



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

歧视投诉表

请提供以下信息以便我们处理您的投诉。本表有特殊版式以及多语种版本可供选择。如您需要此类版本或其它任何协助以填写投诉信息，请联系我们。

姓名: _____

地址: _____

电话号码: (家) _____ (工作) _____ (手机) _____

电子邮件地址: _____

请说明投诉歧视的性质:

1964 年颁发的民权法案第六章保护的类别:

- 种族 肤色 国籍 (包括有限的英文水平)

相关的联邦和/或州法律/条例保护的其它类别:

- 残障 年龄 性别 性取向 宗教 祖籍

- 社会性别 族群 性别认同 性别表达 教义 退伍军人身份 背景

您投诉的歧视受害者是谁?

- 本人 第三方个人 一个类别的人士

您投诉的歧视的个人和/或组织的姓名或名称:

您同意让调查人员同其他相关方共享您的姓名和其它个人信息以协助调查并解决投诉吗?

- 是 否

86 FIGURE B-4
Complaint Forms (Simplified Chinese)

请描述您的投诉。您在描述中应提供细节信息，如姓名、日期、时刻、证人以及其它任何有助于我们调查您所投诉的信息。请提供任何其它与本投诉相关的证明材料。您可另页附上您对投诉的解释。

您向其它机构（联邦、州或当地机构）提交过本投诉吗？

是 否

如投诉过，请说明：_____

您对本投诉提起过诉讼吗？

是 否

如果提起过诉讼，请提交一份诉讼副本。

签名：_____ 日期：_____

<p>邮寄地址：</p>	<p>Title VI Specialist, Boston Region Metropolitan Planning Organization, 10 Park Plaza, Suite 2150, Boston, MA 02116</p>	<p>或</p> <p>Title VI Coordinator, MassDOT Office of Diversity and Civil Rights, Suite 3800, 10 Park Plaza, Boston, MA 02116</p>
<p>电子邮件：</p>	<p>civilrights@ctps.org</p>	<p>MassDOT.CivilRig hts@state.ma.us</p>

Complaint Forms (Spanish)



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

Formulario de queja por discriminación

Por favor, complete la siguiente información para que podamos tramitar su queja. Este formulario está disponible en otros formatos y en varios idiomas. Si usted necesitara estos servicios o cualquier otro tipo de asistencia para completar este formulario, por favor, avísenos.

Nombre: _____

Dirección: _____

Nos. de teléfono: (Casa) _____ (Trabajo) _____ (Celular) _____

Dirección de correo electrónico: _____

Por favor, indique la índole de la presunta discriminación:

Categorías protegidas por el Artículo VI de la ley de derechos civiles de 1964:

- Raza Color Origen nacional (incluido un nivel limitado del idioma inglés)

Otras categorías protegidas por leyes o disposiciones federales y/o estatales:

- Discapacidad Edad Sexo Orientación sexual Religión Abolengo
- Género Etnia Identidad de género Expresión de género Credo
- Categoría de veterano Origen

¿Quién afirma usted que fue víctima de discriminación?

- Usted Un tercero Una clase de personas

Nombre de la persona u organización que usted afirma que está discriminando:

¿Consiente usted en que el investigador facilite su nombre y otros datos personales a otras partes de este asunto con el fin de que ayuden en la investigación para poder resolver su queja?

- Sí No

FIGURE B-5

Complaint Forms (Spanish)

Por favor, describa su queja. Incluya detalles específicos, como nombres, fechas, horarios, testigos y otra información que pudiera ayudarnos en nuestra investigación de sus alegatos. También incluya cualquier otra documentación que fuera relevante para esta queja. Puede adjuntar páginas adicionales para explicar su queja.

¿Ha presentado esta queja en algún otro organismo (federal, estatal o local)?

Sí No

Si contestó que sí, identifíquelo: _____

¿Ha presentado una demanda con respecto a esta queja?

Sí No

Si contestó que sí, entregue una copia de la queja.

Firma: _____ Fecha: _____

Enviar por correo postal a:

Title VI Specialist, Boston
Region Metropolitan Planning
Organization, 10 Park Plaza,
Suite 2150, Boston, MA 02116

Title VI Coordinator, MassDOT
Office of Diversity and Civil
Rights, Suite 3800, 10 Park
Plaza, Boston, MA 02116

Enviar por correo electrónico a:

civilrights@ctps.org
O

MassDOT.CivilRights@state.ma.us

Complaint Forms (Traditional Chinese)



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

歧視投訴表

請提供以下信息以便我們處理您的投訴。本文檔具有特殊版式以及多個語種版本供選用。如您需要此類版本或其它任何協助以報告投訴，請聯系我們。

姓名： _____

地址： _____

電話號碼：（家） _____ （工作） _____ （手機） _____

電子郵件地址： _____

請說明投訴歧視的性質：

1964 年頒發的民權法案第六章保護的類別：

- 種族 膚色 國籍（包括有限的英文水平）

相關的聯邦和/或州法律/條例保護的其它類別：

- 殘障 年齡 性別 性取向 宗教 祖籍

- 社會性別 族群 性別認同 性別表達 教義 退伍軍人身份 背景

您投訴的歧視受害者是誰？

- 本人 第三方個人 一個類別的人士

您投訴的歧視的個人和/或組織的姓名或名稱：

您同意讓調查人員同其他相關方共享您的姓名和其它個人信息以協助調查並解決投訴嗎？

- 是 否

90 FIGURE B-6

Complaint Forms (Traditional Chinese)

請描述您的投訴。您在描述中應提供具體細節，如姓名、日期、時刻、證人以及其它任何有助於我們調查您本次投訴的信息。請提供任何其它與本投訴相關的證明檔案。您可另頁附上您對投訴的解釋。

您向其它機構（聯邦、州或當地機構）提交過本投訴嗎？

是 否

如投訴過，請說明： _____

您對本投訴提起過訴訟嗎？

是 否

如果提起過訴訟，請提交一份訴訟副本。

簽名： _____ 日期： _____

郵寄地址: Title VI Specialist, Boston
Region Metropolitan Planning
Organization, 10 Park Plaza,
Suite 2150, Boston, MA 02116

Title VI Coordinator, MassDOT
Office of Diversity and Civil
Rights, Suite 3800, 10 Park
Plaza, Boston, MA 02116

電子郵件地址: civilrights@ctps.org
或

MassDOT.CivilRights@state.m
a.us

Complaint Forms (Vietnamese)



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

Đơn Khiếu nại Phân biệt đối xử

Vui lòng cung cấp các thông tin sau để chúng tôi xử lý khiếu nại của quý vị. Đơn này có sẵn ở các định dạng khác nhau và bằng nhiều ngôn ngữ. Hãy cho chúng tôi biết nếu quý vị cần các dịch vụ này hoặc bất kỳ hỗ trợ nào khác để điền đơn này.

Tên: _____

Địa chỉ: _____

Số điện thoại: (Nhà) _____ (Cơ quan) _____ (Di động) _____

Địa chỉ email: _____

Vui lòng cho biết bản chất của sự việc bị cho là phân biệt đối xử:

Các thể loại được bảo vệ theo Đạo luật VI của Luật dân quyền năm 1964:

- Chủng tộc Màu da Quốc gia xuất xứ (bao gồm tiếng Anh không thông thạo)

Các thể loại bổ sung được bảo vệ theo luật/lệnh liên quan của Liên bang và/hoặc Tiểu bang:

- Khuyết tật Tuổi Giới tính (Sex) Định hướng tình dục
- Tôn giáo Tổ tiên
- Phái tính (Gender) Dân tộc Xác định phái tính Thể hiện phái tính
- Tín điều (Creed) Tình trạng thương binh Lý lịch

Ai là người quý vị cho là nạn nhân của phân biệt đối xử?

- Quý vị Một cá nhân thứ ba Một lớp người

Tên của Cá nhân và/hoặc tổ chức mà quý vị cho là đang phân biệt đối xử:

Quý vị có đồng ý cho điều tra viên chia sẻ tên và các thông tin cá nhân khác của quý vị với các bên khác về vấn đề này để hỗ trợ việc điều tra và giải quyết khiếu nại của quý vị không?

- Có Không

FIGURE B-7

Complaint Forms (Vietnamese)

Vui lòng mô tả khiếu nại của quý vị. Quý vị nên bao gồm các chi tiết cụ thể như là những tên, ngày tháng, thời gian, nhân chứng, và bất kỳ thông tin nào khác sẽ hỗ trợ chúng tôi trong việc điều tra của chúng tôi về cáo buộc của quý vị. Vui lòng bao gồm bất cứ tài liệu nào khác liên quan đến khiếu nại này. Quý vị có thể đính kèm thêm nhiều trang để giải thích khiếu nại của mình.

Quý vị có nộp khiếu nại này cho bất kỳ cơ quan nào khác (Liên bang, Tiểu bang, hoặc Địa phương) chưa?

Có Chưa

Nếu có, vui lòng cho biết tên cơ quan đó: _____

Quý vị có nộp đơn kiện liên quan đến khiếu nại này chưa?

Có Chưa

Nếu có, vui lòng cung cấp một bản sao của khiếu nại.

Ký tên: _____ Ngày: _____

**Gởi qua đường
bưu điện đến:**

Title VI Specialist, Boston
Region Metropolitan Planning
Organization, 10 Park Plaza,
Suite 2150, Boston, MA 02116

Title VI Coordinator, MassDOT
Office of Diversity and Civil
Rights, Suite 3800, 10 Park
Plaza, Boston, MA 02116

Gởi email đến:

civilrights@ctps.org
HOẶC

MassDOT.CivilRights@state.m
a.us

APPENDIX C

Complaint Procedures



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

TITLE VI COMPLAINT PROCEDURES

Purpose and Applicability

The purpose of this document is to establish procedures for the processing and disposition of both discrimination complaints filed directly with the Boston Region Metropolitan Planning Organization (MPO) and discrimination complaints that the Massachusetts Department of Transportation (MassDOT) has the delegated authority to process under Title VI of the Civil Rights Act of 1964 (Title VI) and related state and federal nondiscrimination authorities, including the Americans with Disabilities Act (ADA). The procedures described in this document apply to MassDOT and its subrecipients, contractors, and subcontractors in the administration of federally funded programs and activities. This includes the Boston Region Metropolitan Planning Organization (MPO).

Definitions

Complainant – A person who files a complaint with MassDOT, the Federal Highway Administration (FHWA), or the Federal Transit Administration (FTA) regarding the MPO.

Complaint – A written, verbal, or electronic statement concerning an allegation of discrimination that contains a request for the receiving office to take action. Where a complaint is filed by a person with a disability, the term *complaint* encompasses alternative formats to accommodate the complainant's disability.

Discrimination – That act or inaction, whether intentional or unintentional, through which a person in the United States, solely because of race, color, national origin, or bases covered by other nondiscrimination authorities, such as gender, age, or disability, has been subjected to unequal treatment or disparate impact under any program or activity receiving federal assistance.

Operating Administrations – Agencies of the US Department of Transportation (USDOT), including the FHWA, the FTA, the Federal Rail Administration (FRA), the National Highway Traffic Safety Administration (NHTSA), and the Federal Motor Carrier Safety Administration (FMCSA), that fund transportation programs or activities.

Respondent – The person, agency, institution, or organization alleged to have engaged in discrimination.

Complaint Procedures

The procedures described below outline an administrative process aimed at identifying and eliminating discrimination in federally funded programs and activities. The procedures do not provide an avenue for relief for complainants seeking individual

remedies, including punitive damages or compensatory remuneration; they do not prohibit complainants from filing complaints with other state or federal agencies; nor do they deny complainants the right to seek private counsel to address acts of alleged discrimination.

These procedures, modeled on recommended complaint procedures promulgated by the US Department of Justice (USDOJ), are designed to provide a fair opportunity to have complaints addressed that respect due process for both complainants and respondents. In addition to the formal complaint resolution process detailed herein, MassDOT shall take affirmative steps to pursue informal resolution of any and all Title VI complaints, when possible.

The processing of discrimination complaints will follow the steps outlined below:

- Step 1:** Complainant submits the complaint.
- Step 2:** MassDOT issues the complainant an acknowledgment letter.
- Step 3:** Complaint is assigned to, and reviewed by, an investigator.
- Step 4:** Investigator conducts interviews of complainant, witnesses, and the respondent.
- Step 5:** Investigator reviews the evidence and testimonies to determine whether a violation has occurred.
- Step 6:** Complainant and respondent are issued a letter of resolution or a letter of finding and offered appeal rights.
- Step 7:** Once the appeal period has expired, the investigation is closed.

As part of its efforts to comply with Title VI, the MPO, as a subrecipient of federal financial assistance distributed through MassDOT, has adopted these complaint procedures. In so doing, the MPO acknowledges its obligation to afford members of the public with an opportunity to file complaints alleging violations of nondiscrimination policies in effect in the organization and applying to its programs, services, and activities. In accordance with federal guidance, the MPO, as a subrecipient of transit-related funds, must understand that it has the authority to process Title VI complaints and must inform MassDOT of complaints received and the outcome of investigations as the matters are resolved.

As a subrecipient of highway-related funds, the MPO understands that it does not have the authority to investigate Title VI violation claims filed against the MPO (where the MPO is the respondent or party alleged to have violated Title VI). All such claims will be forwarded to the MassDOT Office of Diversity and Civil Rights (ODCR) to determine the appropriate investigative authority. Subrecipients of highway funding retain the right to consider Title VI violation allegations as a matter of assurance and/or internal policy compliance but are precluded from making determinations as to possible violations of Title VI. It is the MPO's policy to communicate with ODCR's Title VI Specialists, the

Director of Title VI and Accessibility, and/or the Director of Investigations when Title VI complaints are received to ensure proper handling.

Federal law and regulations governing Title VI of the Civil Rights Act of 1964 places the overall coordination authority for the investigation of civil rights complaints with the USDOJ, which works collaboratively with federal agencies that carry out this responsibility. In the transportation sector, this investigative authority rests with the USDOT and its agencies, the FHWA and FTA. In coordination with USDOT requirements, FHWA and FTA have established regulations and guidance that require recipients and subrecipients of federal financial assistance to establish procedures for processing Title VI complaints filed with these organizations.

Questions and Answers

1. Who can file a complaint?

Any member of the public, along with all MPO customers, applicants, contractors, or subrecipients who believe that they themselves, a third party, or a class of persons were mistreated or treated unfairly because of their race, color, or national origin (including limited English proficiency), may file a complaint claiming violation of Title VI of the Civil Rights Act of 1964, related federal and state laws and orders.

2. How do I file a complaint?

A complaint may be filed with the following:

Boston Region MPO Title VI Specialist

10 Park Plaza, Suite 2150

Boston, MA 02116

Phone: (857) 702-3700

Email: civilrights@ctps.org

MassDOT Title VI Specialists

Office of Diversity and Civil Rights—Title VI Unit

10 Park Plaza, Suite 3800

Boston, MA 02116

Phone: (857) 368-8580 or 7-1-1 for Relay Service

Email: MassDOT.CivilRights@state.ma.us

MassDOT, Assistant Secretary and Chief Diversity Officer

Office of Diversity and Civil Rights—Investigations Unit

10 Park Plaza, Suite 3800

Boston, MA 02116

Phone: (857) 368-8580

Email: odcrcomplaints@dot.state.ma.us

The Federal Highway Administration
Federal Highway Administration
U.S. Department of Transportation Office of Civil Rights
1200 New Jersey Avenue, SE
8th Floor E81-105
Washington, DC 20590
Email: CivilRights.FHWA@dot.gov
Phone: (202) 366-0693

The Federal Transit Administration
Federal Transit Administration
U.S. Department of Transportation
Office of Civil Rights Attention: Complaint Team East Building, 5th Floor—TCR
1200 New Jersey Avenue, SE Washington, DC 20590

Please note:

- When FTA receives a Title VI complaint regarding MassDOT, a subrecipient, or a contractor, the FTA may request the matter be investigated by MassDOT.
- If a Title VI complaint is received by MassDOT that is filed against a subrecipient of the MassDOT Highway Division, then MassDOT may process and investigate the complaint or may refer the complaint to FHWA Headquarters Office of Civil Rights for investigation.

3. What do I need to include in a complaint?

A Title VI/Nondiscrimination Complaint form is available electronically on the [MassDOT Title VI website](#), the [Boston Region MPO Title VI website](#), or in hardcopy at the offices of the MPO or MassDOT's Office of Diversity and Civil Rights. Alternatively, a complainant may submit correspondence in an alternative format that should include the following information:

- Your name, signature and, current contact information (i.e., telephone number, email address, and postal mailing address)
- The name and badge number (if known and applicable) of the alleged perpetrator
- A description of how, when, and where the alleged prohibited conduct occurred
- A detailed description of why you believe you were treated differently
- Names and contact information of any witnesses
- Any other information you believe is relevant to your complaint

In cases where the complainant is unable to provide a written statement, a verbal complaint may be made to the MassDOT Office of Diversity and Civil Rights.

Complainants will be interviewed by a Civil Rights Investigator (CRI). If necessary, the CRI will assist the person in converting the verbal complaint to writing. All complaints should be signed by the complainant.

Anonymous complaints may be filed in the same manner. Anonymous complaints shall be investigated in the same manner as any other complaint.

Complaints will be accepted in any recognized language. Multilingual complaint forms are available.

4. How long do I have to file a complaint?

A complaint alleging violation of Title VI should be filed no later than one hundred and eighty (180) days from the date of the alleged violation.

Complaints alleging violations of state or federal law must be filed within the time frames established by statute, regulation, or case law—in certain instances, no later than to three hundred (300) days from the date of the alleged violation.

5. How will my complaint be handled?

When a complaint is received, it is assigned to a Civil Rights Investigator. The CRI will take the following steps:

Step 1: Determine Jurisdiction.

ODCR has jurisdiction if the complaint is timely filed and involves a statement or conduct that violates either

- MassDOT's legal obligation and commitment to prevent discrimination, harassment, or retaliation on the basis of a protected characteristic with regard to any aspect of the Agency's service to the public; or
- the commitment made by subrecipients and contractors working with MassDOT to adhere to MassDOT policies.

Step 2: Acknowledge receipt of the complaint and provide jurisdictional determination within ten (10) business days of receipt of the complaint.

If the CRI determines that any complaint does not have the potential to establish a civil rights violation, then the CRI shall notify the complainant and Title VI Specialist in writing of its finding and the matter shall be closed.

Step 3: Conduct a thorough investigation of the allegations contained in the complaint in accordance with the MassDOT Internal Complaint Procedures.

6. How will I be notified of the findings and recommendations?

At the conclusion of the investigation, the CRI will transmit to the complainant and the respondent one of the following three letters based on the findings:

- A letter of resolution that explains the steps the respondent has taken or will take to comply with Title VI.
- A letter of finding that is issued when the respondent is found to be in compliance with Title VI. This letter will include an explanation of why the respondent was found to be in compliance and provide notification of the complainant's appeal rights.
- A letter of finding that is issued when the respondent is found to be in noncompliance. This letter will include each violation referenced as to the applicable regulations, a brief description of findings/recommendations, the consequences of failure to achieve voluntary compliance, and an offer of assistance in devising a remedial plan for compliance, if appropriate.

7. Can I appeal a finding?

If a complainant or respondent does not agree with the findings of the CRI then he/she/they may appeal to MassDOT's Assistant Secretary and Chief Diversity Officer. The appealing party must provide any **new information that was not readily available during the course of the original investigation that would lead MassDOT to reconsider its determinations**. The request for an appeal and any new information must be submitted within thirty (30) days of the date the letter of finding was transmitted. After reviewing this information, MassDOT will respond either by issuing a revised letter of resolution or by informing the appealing party that the original letter of resolution or finding remains in force.

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Language Assistance Plan

BOSTON REGION METROPOLITAN PLANNING ORGANIZATION 2023 LANGUAGE ASSISTANCE PLAN



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION 2023 LANGUAGE ASSISTANCE PLAN

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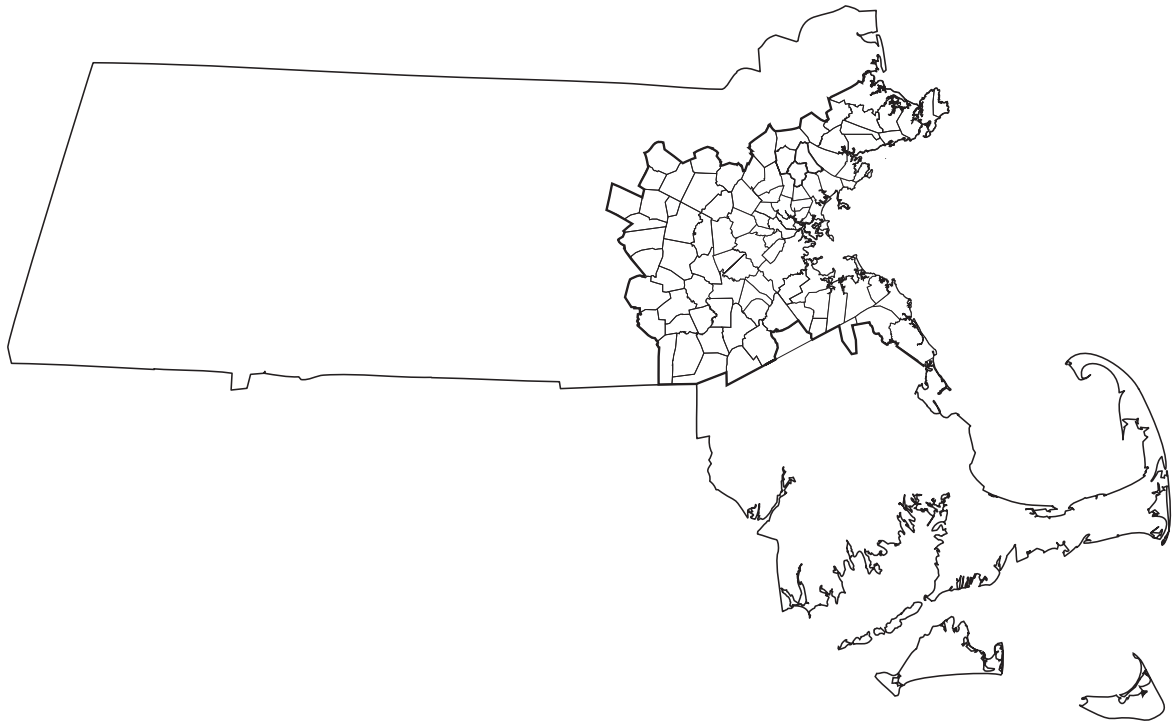
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David Davenport

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Central Transportation Planning Staff is directed by the Boston Region Metropolitan Planning Organization (MPO). The MPO is composed of state and regional agencies and authorities, and local governments.

December 2023



For general inquiries, contact

Central Transportation Planning Staff | 857.702.3700

State Transportation Building | ctps@ctps.org

Ten Park Plaza, Suite 2150 | ctps.org

Boston, Massachusetts 02116

The Boston Region Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, Federal Transit Administration, or both, prohibit discrimination on the basis of age, sex, and disability. The Boston Region MPO considers these protected populations in its Title VI Programs, consistent with federal interpretation and administration. In addition, the Boston Region MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with U.S. Department of Transportation policy and guidance on federal Executive Order 13166.



The Boston Region MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 sections 92a, 98, 98a, which prohibits making any distinction, discrimination, or restriction in admission to, or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Boston Region MPO complies with the Governor's Executive Order 526, section 4, which requires that all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background.

A complaint form and additional information can be obtained by contacting the MPO or at http://www.bostonmpo.org/mpo_non_discrimination.

To request this information in a different language or in an accessible format, please contact

Title VI Specialist

Boston Region MPO

10 Park Plaza, Suite 2150

Boston, MA 02116

civilrights@ctps.org

By Telephone:

857.702.3700 (voice)

For people with hearing or speaking difficulties, connect through the state MassRelay service:

- Relay Using TTY or Hearing Carry-over: 800.439.2370
- Relay Using Voice Carry-over: 866.887.6619
- Relay Using Text to Speech: 866.645.9870

For more information, including numbers for Spanish speakers, visit <https://www.mass.gov/massrelay>.



ABSTRACT

Executive Order 13166—Improving Access to Services for Persons with Limited English Proficiency—directs recipients of federal funding to “ensure that the programs and activities they normally provide in English are accessible to LEP persons and thus do not discriminate on the basis of national origin in violation of Title VI of the Civil Rights Act of 1964.” In response to subsequent regulations developed by the United States Department of Transportation, this Language Assistance Plan (LAP) describes the language needs of residents within the 97 municipalities served by the Boston Region Metropolitan Planning Organization (MPO) and the oral and written language assistance that the MPO provides to meet those needs. As the MPO is a recipient of federal funding from the Federal Transit Administration and the Federal Highway Administration, this LAP meets the requirements set forth by these agencies regarding the provision of language assistance in the MPO’s activities and programs.

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EXECUTIVE SUMMARY

ES.1 INTRODUCTION

As a recipient of federal funding from the Federal Transit Administration and the Federal Highway Administration, the Boston Region Metropolitan Planning Organization (MPO) is required to develop this Language Assistance Plan (LAP) that describes the population with limited English proficiency (LEP) in the Boston region and the MPO approach to providing language assistance.

ES.2 DETERMINING LANGUAGE NEEDS

To determine language needs, MPO staff conducted a four-factor analysis as required by recipients of federal funding:

- **Factor one:** The population with LEP in the Boston region.
- **Factor two:** The MPO's programs and services.
- **Factor three:** The frequency with which LEP individuals come in contact with the MPO's programs and services.
- **Factor four:** The MPO's resources to provide language assistance.

The following sections summarize the results of the four-factor analysis.

ES.2.1 FACTOR 1: NUMBER AND PROPORTION OF PEOPLE WITH LEP IN THE BOSTON REGION

MPO staff used the US Census Bureau's American Community Survey Public Use Microdata Sample (PUMS) data to identify the percentage and number of people in the MPO region who have LEP and the languages they speak at home. According to the most recent 2017–21 PUMS, there are approximately 372,079 people with LEP in the Boston Region, approximately 11.1 percent of the population. Of those, approximately 354,449 speak Safe Harbor languages, or 95.3 percent of people with LEP. Safe Harbor languages are those that are spoken by at least 1,000 people or five percent of the population, whichever is less. There are 26 Safe Harbor languages in the Boston region, the top five being Spanish, Chinese languages, Portuguese (including Cape Verdean Creole), Haitian, and Vietnamese. Since the 2012–16 PUMS, the estimated percentage of residents with LEP in the region increased from 10.5 percent to 11.1 percent.

Staff sought additional sources of data on non-English languages spoken in the region that are available at a smaller geography than PUMS data. Staff used Massachusetts Department of Elementary and Secondary Education (DESE) data to identify the languages spoken by English language learners (ELL) in public school districts within the Boston region. According to 2022–23 academic year data, 16.8 percent of primary and secondary school students are ELLs, out of 412,982 students. The five most commonly spoken languages are Spanish, Portuguese (including Cape Verdean Creole), Haitian

Creole, Chinese languages, and Arabic. Comparing ELL to PUMS data suggest that people with LEP are more likely to be families with children in school, particularly speakers of Portuguese and Spanish, which have higher percentages of ELL speakers than the overall LEP population.

ES.2.2 FACTOR 2: FREQUENCY OF CONTACT

Because of the nature of its activities, the MPO has variable and unpredictable contact with people with LEP. MPO staff conduct engagement activities on a regular basis, such as biweekly MPO board meetings, monthly meetings of the MPO's Advisory Council, the development of the annual Transportation Improvement Program (TIP) and the Unified Planning Work Program (UPWP), and the development of the Long-Range Transportation Plan (LRTP), which is done every four years. Targeted engagement with LEP populations is part of these activities, but the frequency varies year to year. In addition, each year the MPO funds several studies, most of which contain a significant engagement element. The level of LEP engagement varies, depending on the study topic, study area, and resources available. In addition, the website is widely used by all members of the public as a contact point with the MPO; the MPO uses the translator service Localize to translate content on its website.

ES.2.3 FACTOR 3: NATURE AND IMPORTANCE OF THE MPO'S PROGRAMS, SERVICES, AND ACTIVITIES

The MPO plans and funds transportation projects and carries out studies within the Boston region. Although it is not an implementing agency, MPO-funded transportation projects can have a significant effect on residents' mobility and quality of life. Therefore, the MPO invests considerable effort to conduct inclusive public engagement to ensure all people have meaningful opportunities to influence MPO decisions and that projects the MPO funds reflect their needs. Engagement is conducted largely through the MPO's programs, which help guide and inform investment decisions. Programs fall into several categories:

- programs that develop the MPO's core transportation planning documents (TIP, UPWP, LRTP)
- policy-oriented programs that advance critical transportation issues, such as equity and climate resilience
- programs that support the MPO's planning and policy activities, such as the Data Program
- programs that provide multimodal technical assistance to municipalities and regional transit authorities

The precise nature and extent of the public engagement varies year to year but includes in-person and online meetings organized by MPO staff, as well as MPO staff attendance at existing public events and at partner organizations' events. MPO staff view relationship building with LEP communities and organizations that serve them as an ongoing activity, whether or not it is for a specific program or activity. This allows staff to build trust over time, understand community needs, increase transparency, and ensure that people with LEP have opportunities to be involved early and often.

ES.2.4 FACTOR 4: RESOURCES AVAILABLE TO THE MPO FOR LEP ENGAGEMENT AND ASSOCIATED COSTS

Because of the large number of Safe Harbor languages spoken in the Boston region, and the undue cost of providing this number of translations coupled with the limited demand, the MPO does not translate all vital documents into each language. Instead, the MPO budgets sufficient funds to translate vital documents into the five languages most widely spoken by people with LEP, which comprises more than 80 percent of people with LEP:

- Spanish
- Chinese (both Simplified and Traditional Chinese)
- Portuguese
- Haitian
- Vietnamese

To reduce the cost burden on the MPO and to tailor translations to community needs, engagement materials are translated only into the languages most commonly spoken in that community, which may or may not be among the top five listed above, depending on the needs of the community. In addition, only executive summaries are translated for the longer vital documents due to their length. All of these documents are also made available in HTML on the MPO website, which can be translated using the MPO's web translator, Localize. If a person requests a translation for a language other than these five, staff make every effort to accommodate it based on the resources available. If resources are limited, staff work with the requester to offer alternatives that meet their needs. Strategies for doing so depend on the size of the document being translated. Many smaller documents can be translated by professional translators. If resources do not allow this, staff will use machine translator services, such as Localize and Google Translate, to provide the translation.

Resources are also allotted to provide interpreter services upon request at MPO-hosted meetings (such as board meetings). As with translations, staff bring interpreters to engagement meetings and events where it is expected people with LEP will be in attendance. Each year, staff budget for an estimated number of events where interpreters will be needed. Events are based on upcoming MPO studies and the expected public engagement that will be needed; meetings with community groups that serve people with LEP that staff are seeking to build relationships with; and attendance at events where people with LEP are likely to attend (such as farmers markets).

ES.3 PROVIDING LANGUAGE ASSISTANCE

ES.3.1 INTERPRETER SERVICES

For all MPO-hosted events and meetings, the MPO provides interpreter services upon request, including virtual meetings. Staff also schedule interpreters at external events where it is expected that there will be people with LEP, using information from community partners, Census data, and DESE data. The MPO asks people to request interpreter services at least five calendar days in advance of an event, but staff make every effort to accommodate requests made with less notice.

ES.3.2 TRANSLATIONS

The MPO prioritizes providing written translations of vital documents, as required by federal regulations. Vital documents are those that contain information that is critical for obtaining MPO services or those required by law. They include

- Notice of Nondiscrimination Rights and Protections,
- complaint procedures and forms,
- Language Assistance Plan,
- public engagement and communication materials,
- MPO board and committee meeting materials, and
- MPO website.

The MPO may only provide executive summary translation of certain vital documents because of their length:

- Coordinated Public Transit—Human Services Transportation Plan
- Freight Action Plan
- LRTP
- Public Engagement Plan
- TIP
- Title VI Triennial Report
- UPWP

Most vital documents are translated into the top five most commonly spoken languages: Spanish, Chinese (both Simplified and Traditional translations are made available), Portuguese, Haitian Creole, and Vietnamese. Members of the public may request translations in additional languages, which the MPO will make every effort to fulfill. For translations needed for a scheduled MPO meeting or event, MPO staff asks that requests are made at least five days in advance, although requests made with less time will be fulfilled if possible.

At engagement events, document translations are provided in languages that are most relevant to the communities in which they are being conducted, regardless of whether it is one of the five languages listed above. Staff consult trusted partner community groups and use US Census and DESE data to identify languages and if a particular dialect is likely to be spoken (such as Brazilian Portuguese). Translated materials are provided at events to allow non-English speakers to obtain the same information available to English speakers.

ES.3.3 STRATEGIES FOR INCREASING ENGAGEMENT WITH PEOPLE WITH LEP

Strategies to increase engagement with people with LEP are focused on more effectively targeting the MPO's engagement to communities with higher rates of people with LEP to better understand and address language needs throughout the region. Methods include direct in-person engagement by attending meetings held by organizations that include or serve people with LEP and tabling at community events, developing materials tailored to attendees, and provision of interpretation services, informed by staff's analysis of where particular languages are spoken. Staff are also developing long-term, non-project-based relationships with community-based organizations that include and/or serve people with LEP, and exploring partnerships with these organizations that include providing compensation or incentives to encourage their engagement. This helps build trust between the MPO and the communities it serves and allows staff to solicit input more effectively from people with LEP at important points during project and planning work.

ES.4 MONITORING AND UPDATING THE LAP

While the MPO has been able to provide language translation services with existing resources thus far, the region continues to attract diverse populations. Therefore, the MPO will continue to monitor the need for translation and interpretation services based on the Four-Factor Analysis, the number of requests received, and changing demographics of the region. Updates to our language assistance services are made as needed, at least every three years. In the interim, staff will explore new sources of data that provide more nuanced understanding of the language needs of residents in the region and new technologies that expand the reach of MPO activities to more people. To ensure more people with LEP are aware of the MPO and services and programs it provides, staff will continue to build relationships with community organizations that serve people with LEP.



CHAPTER 1—INTRODUCTION

The Boston Region Metropolitan Planning Organization (MPO) is committed to ensuring that people with limited English proficiency (LEP) are neither discriminated against nor denied meaningful access to and participation in the programs, activities, and services provided by the MPO. As a recipient of federal funding, the MPO has developed this Language Assistance Plan (LAP) to describe how the MPO provides language assistance to people with LEP to ensure meaningful access to the MPO's transportation planning process and decision-making.

Conducting meaningful public engagement is a core function of the MPO, critical to ensuring that regional transportation planning is conducted in a fair and transparent manner, and that its investments meet the needs of the Boston region's residents. While this LAP is designed to meet federal requirements, it also supports MPO staff in the development and implementation of public engagement activities. These are described in the MPO's Public Engagement Plan.

In accordance with federal guidance, this LAP is updated at least every three years. As required, the LAP assesses the following four factors when determining language needs of people with LEP served by the MPO:

- **Factor 1:** The number and proportion of people with LEP eligible to be served by or likely to encounter a program, activity, or service of the recipient.
- **Factor 2:** The frequency with which people with LEP come in contact with the program, activity, or service.
- **Factor 3:** The nature and importance of the program, activity, or service provided by the recipient to people's lives.
- **Factor 4:** The resources available to the recipient and their costs.

Chapter 2 describes the results of this Four-Factor Analysis, Chapter 3 describes the MPO's approach to providing language assistance and strategies for increasing engagement with people with LEP in the Boston region, and Chapter 4 shares how the LEP is monitored and updated.



CHAPTER 2—DETERMINING LANGUAGE NEEDS

This chapter discusses the results of the Four-Factor Analysis that is required to determine the language needs of residents of the Boston region.

2.1 FACTOR 1: NUMBER AND PROPORTION OF PEOPLE WITH LIMITED ENGLISH PROFICIENCY (LEP)

The Boston Region Metropolitan Planning Organization (MPO) uses language data from the American Community Survey (ACS), the main source of English language ability in the United States. These data are reported through the Public Use Microdata Sample (PUMS). Because the PUMS data are reported at a large geography, staff also gathered data on English language learners (ELL) at public primary and secondary schools to provide a more detailed picture of language needs in the Boston region.

2.1.1 PUBLIC USE MICRODATA SAMPLE DATA

PUMS reports ACS data in untabulated records of individual people or housing units. Because of the disaggregated nature of the data, they are subject to more stringent privacy controls, resulting in the data being only available at a larger geography—the Public Use Microdata Area (PUMA), which are geographies with populations of at least 100,000. Because PUMAs do not follow MPO boundaries, LEP language data reported here are summed for the PUMAs for which the majority of its geography overlapped with the MPO region. (See Appendix A for a list of PUMAs used in this analysis.)

Table 1 shows the Safe Harbor languages spoken in the Boston region using 2017–21 ACS data. Safe Harbor languages are those that are spoken by at least 1,000 people or five percent of the population, whichever is less. It also shows the percent change from the 2012–16 ACS. Twenty-six languages pass the threshold for a Safe Harbor language in the region, the speakers of which make up 95.3 percent of all people with LEP. Since the 2012–16 ACS, the estimated total number of residents in the Boston region with LEP has increased from 10.5 percent to 11.1 percent of the Boston region’s population.

The Portuguese-speaking population saw the greatest increase since the 2012–16 ACS, growing from approximately 32,000 to 58,000 LEP speakers, a growth of 81.4 percent. Other languages with a large increase include Chinese languages, Hindi, Bengali, Telugu, and Farsi. The languages with the greatest decreases include Italian, Arabic, Japanese, Polish, and Russian.

TABLE 1
Safe Harbor Languages Spoken in the Boston Region

LANGUAGE	ESTIMATED NUMBER OF PEOPLE WITH LEP ^A	PERCENT CHANGE FROM 2012-16	PERCENT OF LEP SPEAKERS	PERCENT OF BOSTON REGION POPULATION
Spanish	131,143	12.2%	35.2%	3.9%
Chinese languages ^b	62,217	24.2%	16.7%	1.9%
Portuguese ^c	58,783	81.4%	15.8%	1.8%
Haitian	24,344	1.8%	6.5%	0.7%
Vietnamese	16,846	1.1%	4.5%	0.5%
Russian	10,737	-4.7%	2.9%	0.3%
Arabic	7,947	-25.2%	2.1%	0.2%
Italian	4,904	-26.4%	1.3%	0.1%
Korean	4,304	1.2%	1.2%	0.1%
Greek	4,040	3.4%	1.1%	0.1%
Albanian	3,629	19.9%	1.0%	0.1%
Hindi	3,510	44.7%	1.0%	0.1%
Khmer	2,493	-12.2%	0.7%	0.1%
Japanese	2,357	-26.2%	0.6%	0.1%
Bengali	2,177	81.0%	0.6%	0.1%
Nepali	2,061	9.2%	0.6%	0.1%
Farsi	1,793	49.0%	0.5%	0.1%
Gujarati	1,708	-0.4%	0.5%	0.1%
Amharic	1,462	18.4%	0.4%	0.1%
Armenian	1,275	12.3%	0.3%	0.0%
Punjabi	1,234	-28.0%	0.3%	0.0%
Polish	1,197	-35.1%	0.3%	0.0%
Telugu	1,112	56.4%	0.3%	0.0%
Tamil	1,086	16.9%	0.3%	0.0%
Thai	1,085	-2.6%	0.3%	0.0%
Urdu	1,005	88.6%	0.3%	0.0%
TOTAL SAFE HARBOR LANGUAGE				
Speakers	354,449	14.1%	95.3%	10.5%
Total People with LEP	372,079	13.4%	100%	11.1%

^a ACS values are estimates. Because PUMAs do not align with MPO boundaries, PUMAs that are mostly within the MPO region are included in this analysis.

^b Chinese languages include Mandarin and Cantonese, among others.

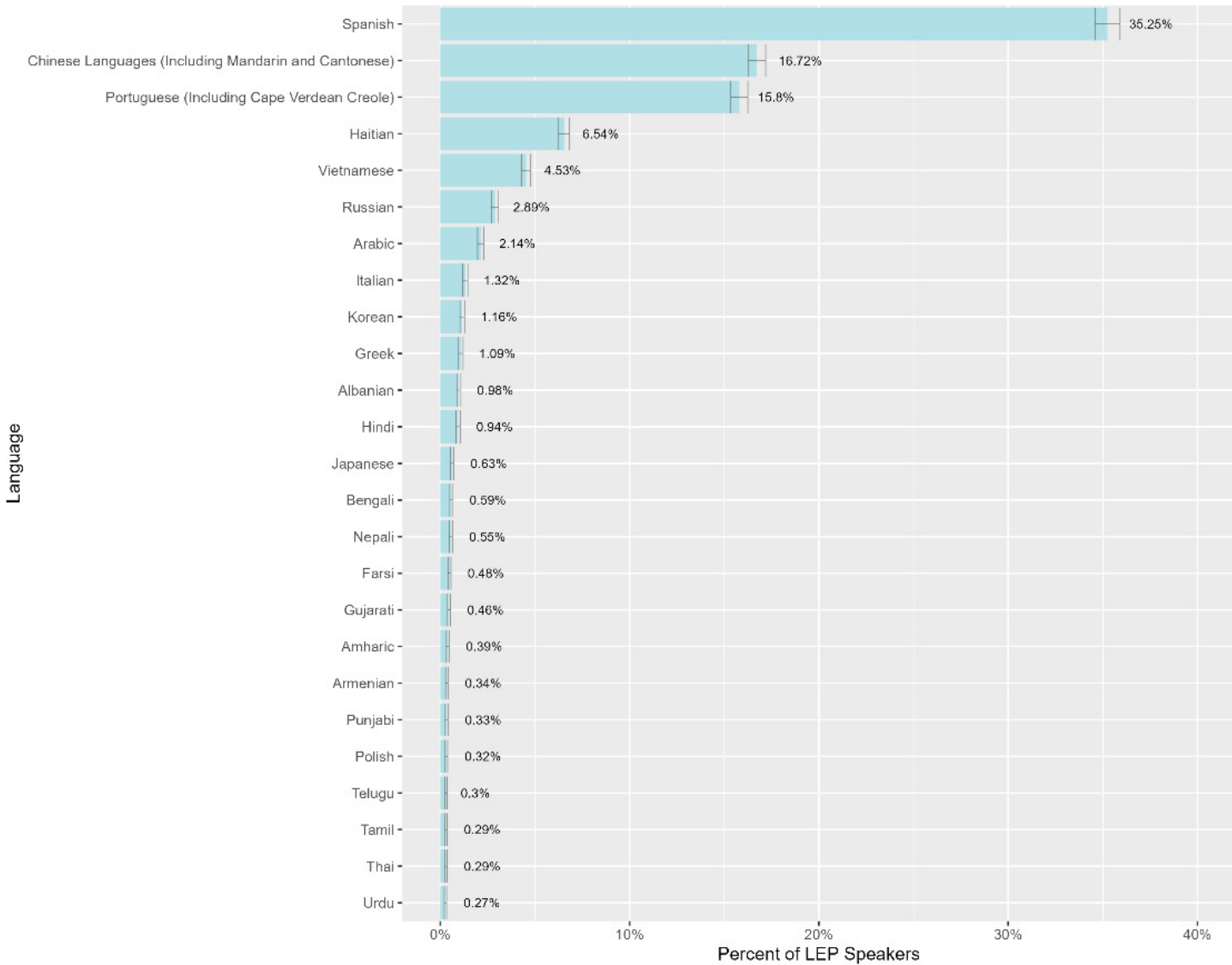
^c Includes Cape Verdean Creole.

LEP = Limited English proficiency. MPO = Metropolitan Planning Organization. PUMA = Public Use Microdata Area.

Source: American Community Survey Public Use Microdata Sample, 2012-16 and 2017-21.

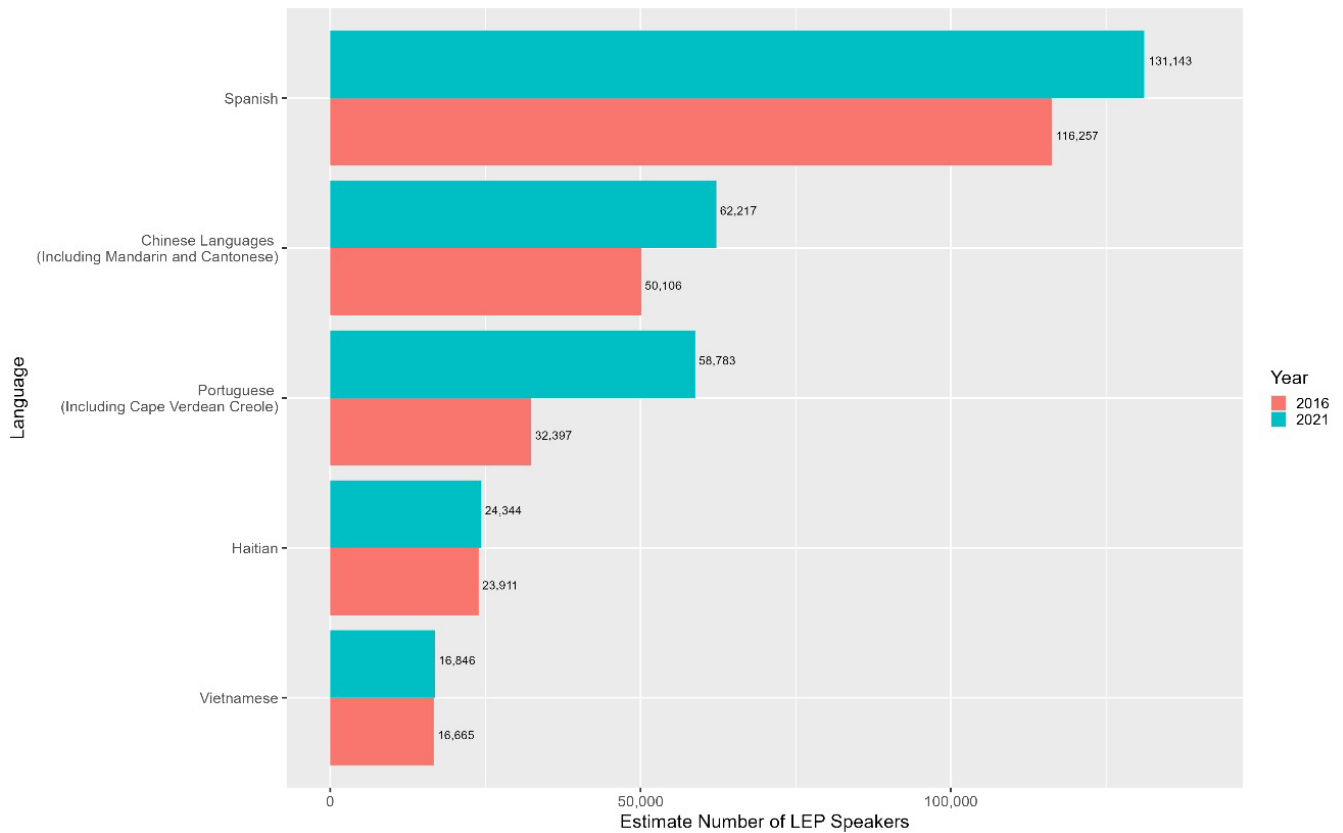
Figure 1 shows the percentage of people with LEP who speak each Safe Harbor language, and the margins of error in the underlying data. Figure 2 shows the estimated growth of the population of each of the top five Safe Harbor languages in the Boston region.

FIGURE 1
Percent of Safe Harbor Language Speakers



LEP = limited English proficiency.

FIGURE 2
Change in Number of Top Five Safe Harbor Language Speakers



LEP = limited English proficiency.

To further understand the language needs of people with LEP, staff used 2017–21 ACS data on the place of birth of foreign-born residents to better understand which dialects of the Safe Harbor languages are most widely spoken in the region, and therefore provide appropriate language services. Mainland China and Brazil are the two most common places of birth for the foreign-born population, accounting for 11.5 and 7.3 percent of that population in the Boston region, respectively. This indicates a need to provide translations in Simplified Chinese and Brazilian Portuguese. Approximately 1.8 percent of foreign-born residents are from Hong Kong and Taiwan, where Traditional Chinese is the official written language.

Among likely countries where Spanish is the primary language, in the Boston region El Salvador is the most common country of origin for the foreign-born population (30 percent), followed by Guatemala (17 percent), and Columbia (15 percent). This indicates that Spanish speakers are more likely to speak the Latin American dialect of Spanish. While dialects are generally mutually intelligible, this can inform the MPO’s decisions regarding choosing appropriate dialects for translations, when available, and ensuring interpreters speak the appropriate dialect for the community.

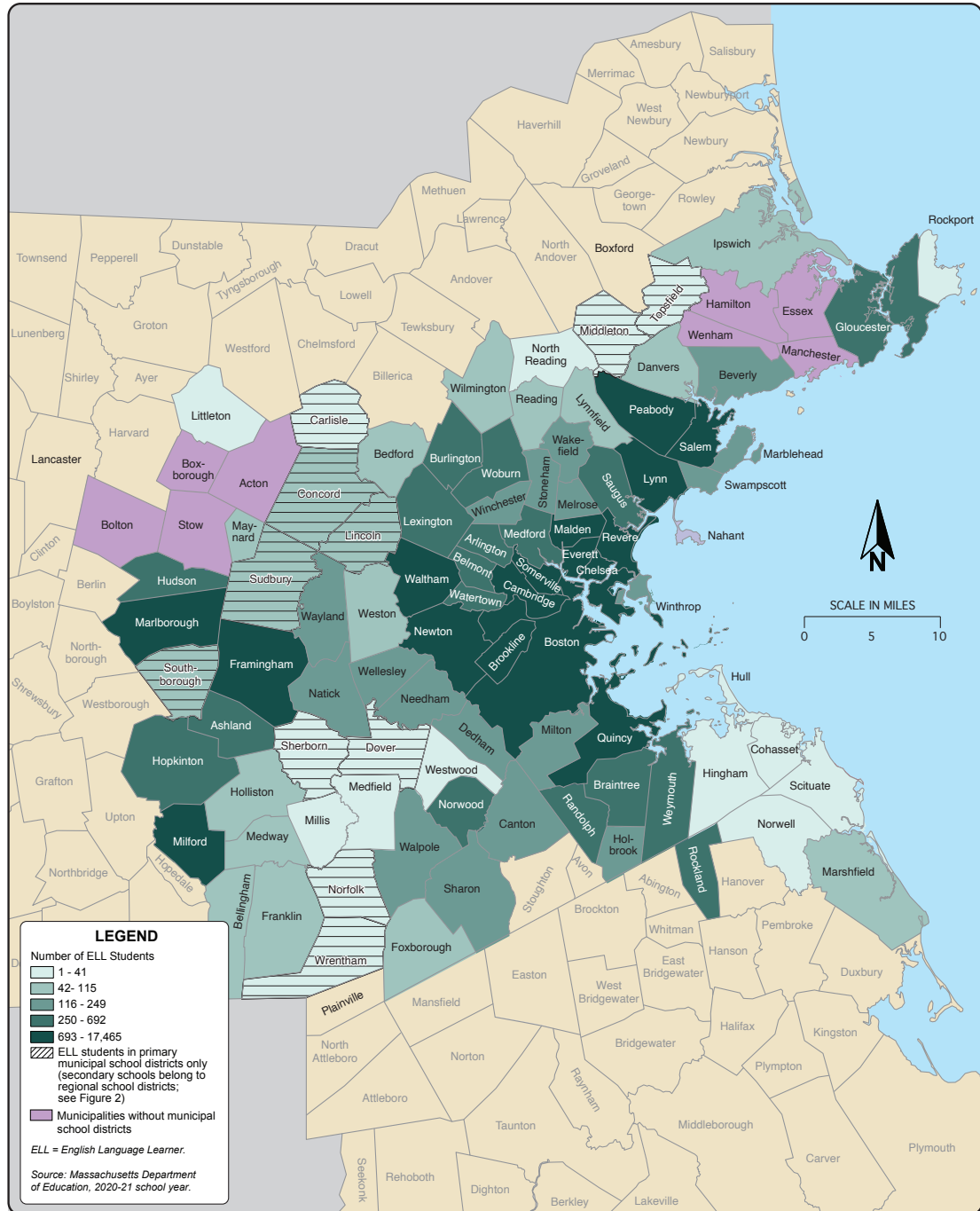
2.1.2 MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION

Staff sought additional sources of data on non-English languages spoken in the region that are available at a smaller geography. The Department of Elementary and Secondary Education collects data on the number of students who are English language learners (ELL) in each public school district, as well as the languages they speak. It is assumed that if a student is an ELL, their parents have limited English proficiency. While this definition does not correlate perfectly with the United States Department of Transportation's LEP definition, it does allow staff to identify where language needs are present at smaller geographies, which is helpful for public engagement purposes. According to 2022–23 academic year (AY) data, 16.8 percent of primary and secondary school students in public districts in the Boston region were ELLs, out of 412,982 students. The percentage of ELL students in public schools in the Boston region is greater than the percentage of LEP speakers, which suggests that a significant portion of Massachusetts immigrants are families with school-aged children.

Figure 3 shows the number of ELL students in municipal public school districts, while Figure 4 shows the number of ELL students in regional public school districts. The school districts with the most ELL students are those in and around Boston and Framingham, trends consistent with the 2020 LAP, which used 2020–21 AY year data.



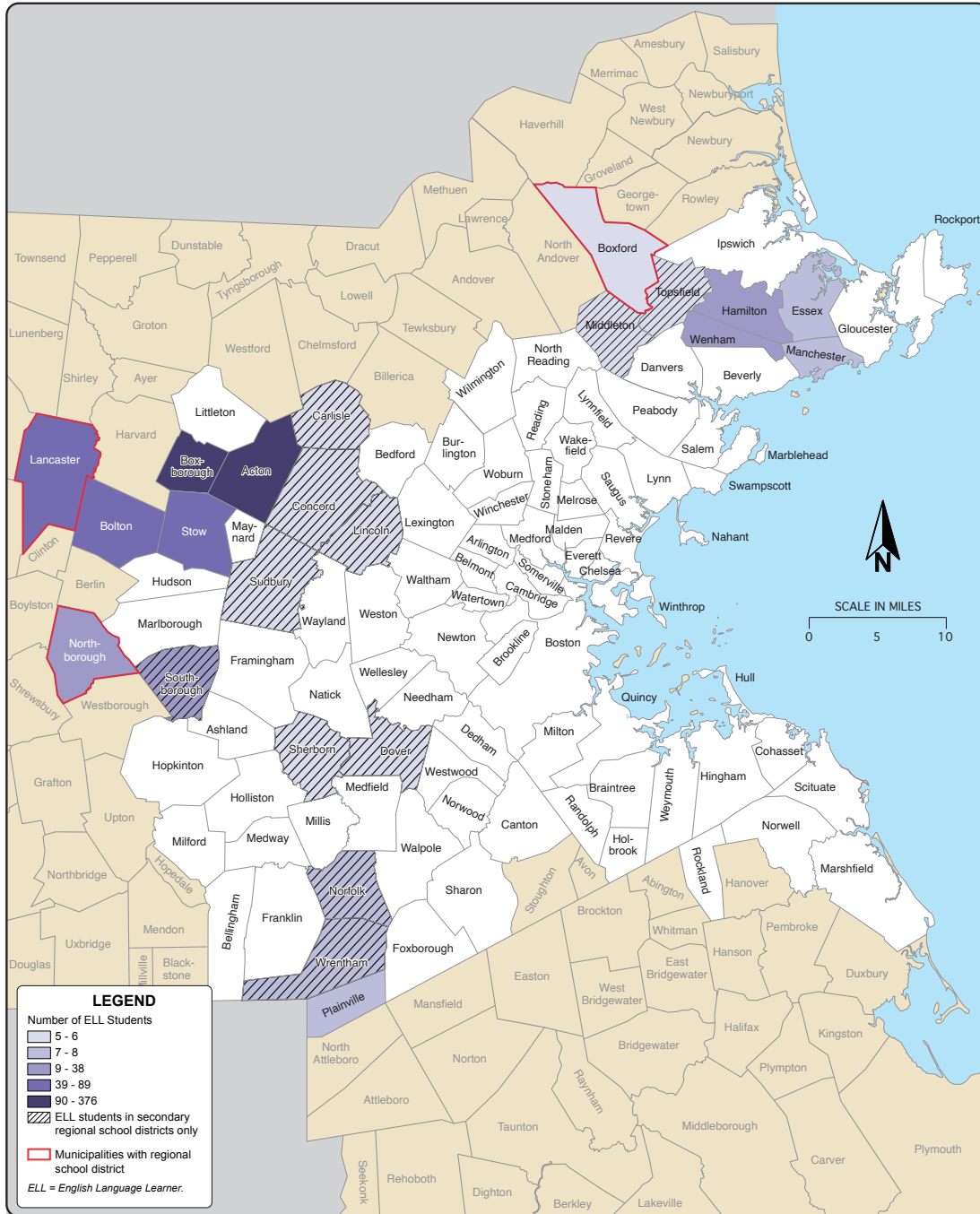
FIGURE 3
Number of English Language Learners in Municipal School Districts



ELL = English language learners.

FIGURE 4

Number of English Language Learners in Regional School District



ELL = English language learners

Table 2 shows the 10 languages spoken most frequently by ELLs. Since the 2020–21 AY, the number of ELL students has increased significantly, with those speaking each of the top 10 ELL languages increasing. The largest increases were in the number of ELL students who speak Portuguese with a 78.3 percent increase and Arabic with an increase of 49.0 percent. Since the 2020–21 AY, Korean has become one of the 10 most commonly spoken languages by ELLs, replacing Somali.

TABLE 2

Top 10 Non-English Languages Spoken by English Language Learners

LANGUAGE	NUMBER OF ELL STUDENTS	PERCENT OF ELL STUDENTS	PERCENT CHANGE FROM 2020–21 AY
Spanish	34,401	49.7%	39.8%
Portuguese ^a	15,296	22.1%	78.3%
Haitian Creole	3,098	4.5%	31.8%
Chinese languages	3,054	4.4%	10.6%
Arabic	2,043	3.0%	48.9%
Vietnamese	1,158	1.7%	0.2%
Russian	856	1.2%	29.3%
Japanese	564	0.8%	40.6%
French	502	0.7%	25.8%
Korean	443	0.6%	N/A

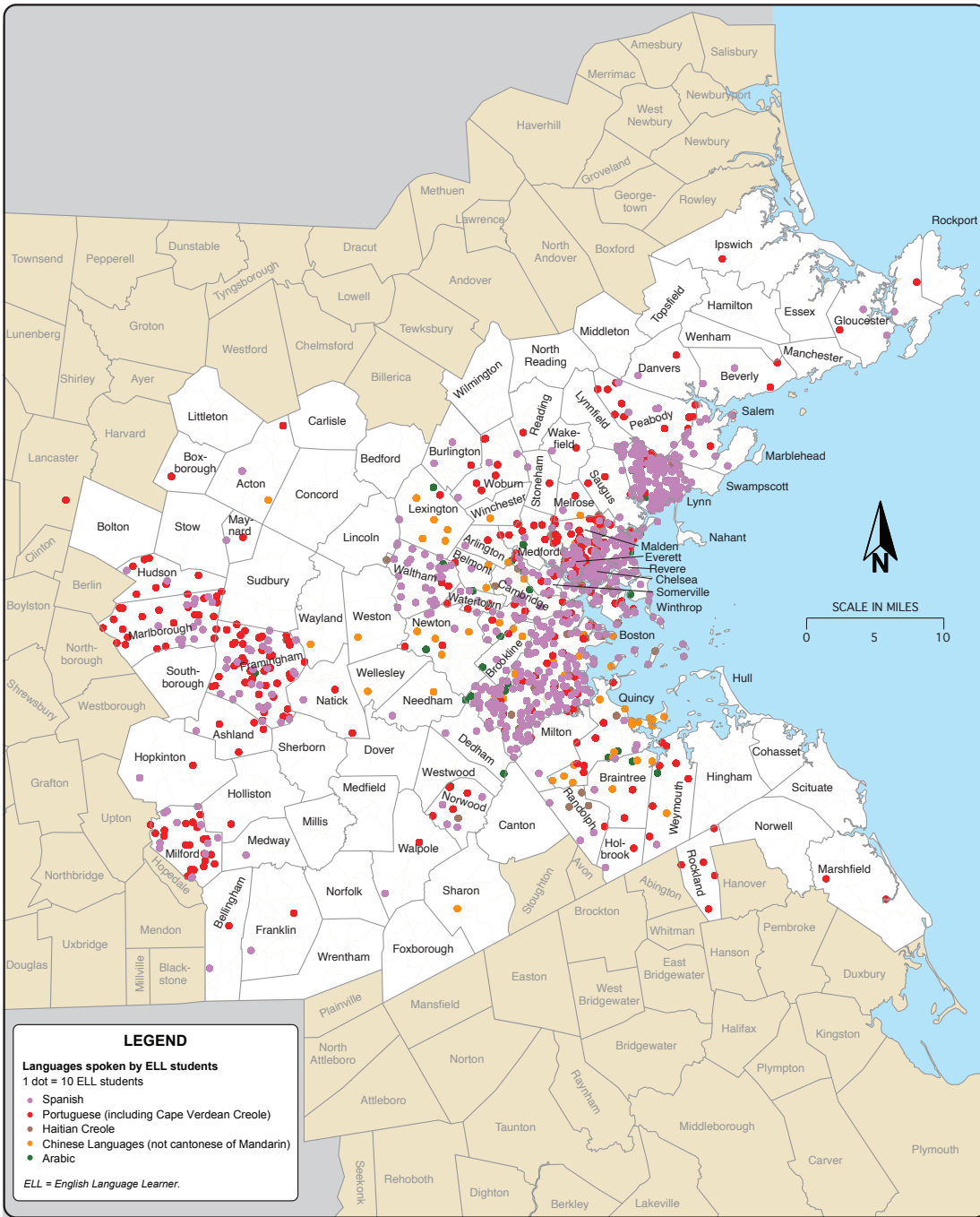
^a Includes Cape Verdean Creole

AY = academic year. ELL = English language learner.

Source: Massachusetts Department of Education, 2020–21 and 2022–23 academic years.

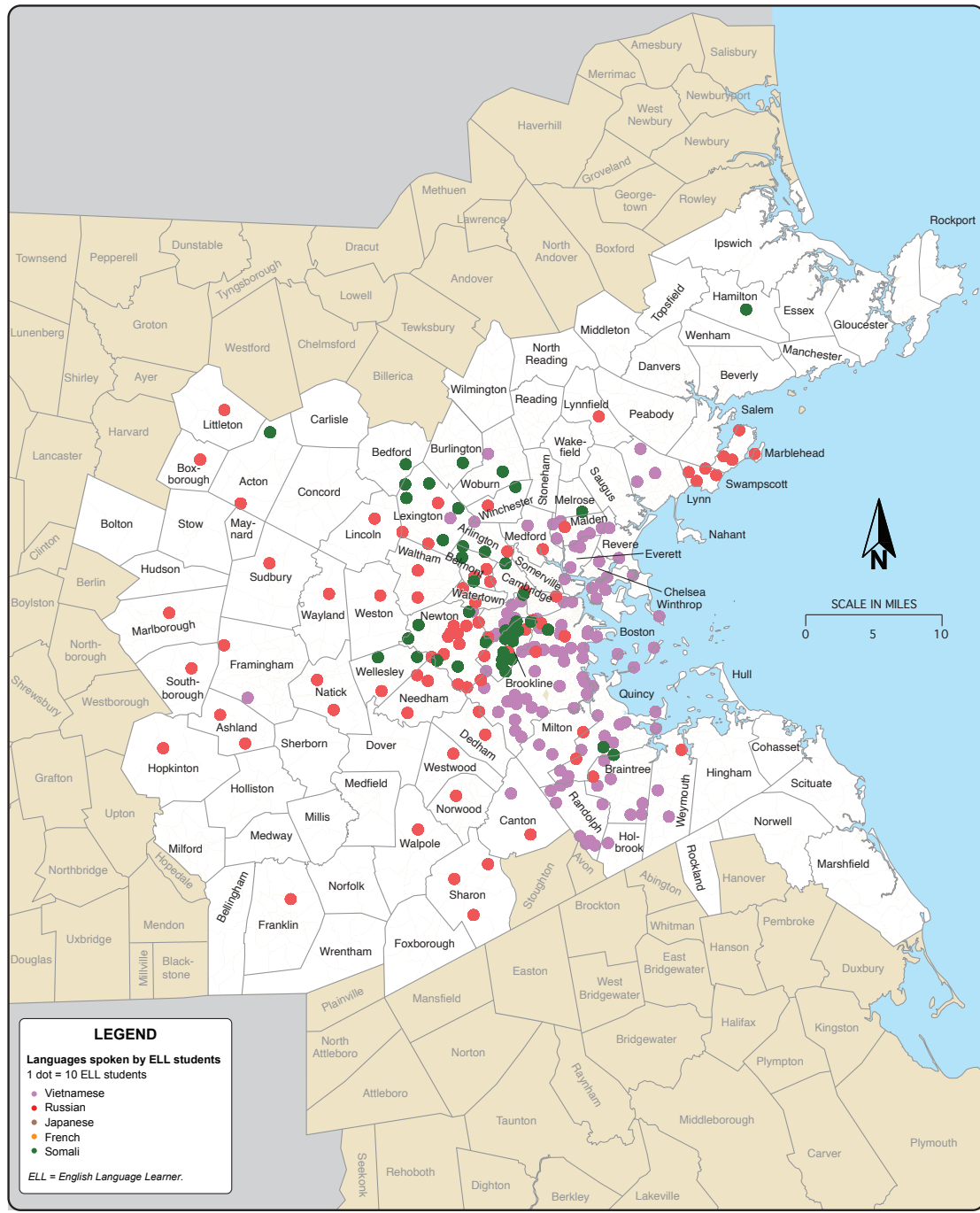
Figures 5 and 6 show the distribution of these top 10 languages spoken by ELLs within the MPO region. Note that the dots are randomly distributed within each school district and do not represent the actual locations of ELL students.

FIGURE 5
Most Commonly Spoken Languages in Public School Districts: One Through Five



ELL = English language learner.

FIGURE 6
Most Commonly Spoken Languages in Public School Districts: Six Through 10



ELL = English language learner

Spanish is the most widely spoken language among ELLs, followed by Portuguese, Haitian Creole, Chinese languages, and Arabic. For three languages, there is a higher percentage of ELLs than people with LEP—Spanish (49.7 percent of ELLs compared to 35.6 percent of people with LEP), Portuguese (22.1 percent compared to 15.3 percent), and Arabic (3.0 percent compared to 2.2 percent). Six languages have a lower share of ELLs than people with LEP: Chinese languages (4.4 percent compared to 20.1 percent), Haitian (4.5 percent compared to 6.7 percent), Vietnamese (1.7 percent compared to 4.6 percent), Russian (1.2 percent compared to 2.9 percent), French (0.7 percent compared to 1.5 percent), and Korean (0.6 percent compared to 1.2 percent).

This suggests those who speak Chinese, Haitian, French, Vietnamese, and Russian are more often older adults or adults without children who have a greater need for language services, whereas Portuguese, Arabic, and Spanish are more likely to be children and their families who require services. This information can help the MPO tailor outreach more effectively based on the communities and languages that are spoken.

2.2 FACTOR 2: FREQUENCY OF CONTACT

Because of the nature of its activities, the MPO has variable and unpredictable contact with people with LEP. MPO staff undertake some engagement activities on a regular basis, such as biweekly MPO board meetings, monthly meetings of the MPO Advisory Council, the development of the annual Transportation Improvement Program and the Unified Planning Work Program, and the development of the Long-Range Transportation Plan, which is done every four years. Targeted engagement with LEP populations is part of these activities, but the frequency varies annually. Each year the MPO also funds studies, most of which contain an engagement element. The level of LEP engagement varies, depending on the study topic, study area, and resources available.

The MPO provides the same level of access to MPO online events as in-person events, providing interpreters and translations as requested and as described in Chapter 3. In addition, the MPO uses the translator service Localize to translate content on its website, which is an important contact point with the MPO for all members of the public. However, to date the MPO has had limited engagement with people with LEP via online engagement. Part of the reason may be a lack of awareness of the MPO and the challenge of engaging the LEP population in general. As described in Chapter 3, MPO staff are committed to building the relationships needed to engage people with LEP, and we hope that will reflect in stronger engagement at online meetings.

2.3 FACTOR 3: NATURE AND IMPORTANCE OF THE MPO'S PROGRAMS, SERVICES, AND ACTIVITIES

The MPO plans and funds transportation projects and carries out studies within the Boston region. However, it is not an implementing agency; therefore, project construction is the responsibility of municipalities, state transportation agencies, and/or regional transit authorities (RTA), each with its own policy for providing language assistance. However, MPO-funded transportation projects can significantly affect residents' mobility and quality of life. Therefore, the MPO invests considerable effort to conduct inclusive public engagement to ensure all people have meaningful opportunities to influence MPO decisions and that projects that the MPO funds reflect their needs. Engagement is conducted largely through the MPO's programs, which guide and inform investment decisions. Programs fall into several categories:

- programs that develop the MPO's core transportation planning documents
- policy-oriented programs that advance critical transportation issues such as equity and climate resilience
- programs that support the MPO's planning and policy activities, such as the Data Program
- programs that provide multimodal technical assistance to municipalities and RTAs

The precise nature and extent of the public engagement varies year to year but includes in-person and online meetings organized by MPO staff, as well as MPO staff attendance at existing public events and at partner organizations' events. MPO staff view relationship building with LEP communities and organizations that serve them as an ongoing activity, whether or not it is for specific programs or activities. This allows staff to build trust over time, understand community needs, increase transparency, and ensure that people with LEP have opportunities to be involved early and often.

2.4 FACTOR 4: RESOURCES AVAILABLE TO THE MPO FOR LEP ENGAGEMENT AND ASSOCIATED COSTS

Because of the large number of Safe Harbor languages spoken in the Boston region, and the undue cost of providing this number of translations coupled with the limited demand, the MPO does not translate all vital documents into each language. Instead, the MPO budgets sufficient funds to translate vital documents into the five languages most widely spoken by people with LEP, which comprises more than 80 percent of people with LEP:

- Spanish
- Chinese (both Simplified and Traditional Chinese)
- Portuguese
- Haitian
- Vietnamese

To reduce the cost burden on the MPO, as well as to tailor translations to community needs, engagement materials are translated only into the languages most commonly spoken in that community which may or may not be among the top five listed above, depending on the needs of the community. In addition, only executive summaries are translated for the longer vital documents due to their length. All of these documents are also made available in HTML on the MPO website, which can be translated using the MPO's web translator, Localize. If a person requests a translation for a language other than these five, staff make every effort to accommodate it based on the resources available. If resources are limited, staff work with the requester to offer alternatives that meet their needs. Strategies for doing so depend on the size of the document being translated. Many smaller documents can be translated by professional translators. If resources do not allow this, staff will use machine translator services, such as Localize and Google Translate to provide the translation.

Resources are also allotted to provide interpreter services upon request at MPO-hosted meetings (such as board meetings). As with translations, staff bring interpreters to engagement meetings and events where it is expected people with LEP will be in attendance. Each year, staff budget for an estimated number of events where interpreters will be needed. Events are based on upcoming MPO studies and the expected public engagement that will be needed; meetings with community groups that serve people with LEP that staff are seeking to build relationships with; and attending events where people with LEP are likely to attend (such as farmers markets).

CHAPTER 3—PROVIDING LANGUAGE ASSISTANCE

3.1 INTERPRETER SERVICES

The Boston Region Metropolitan Planning Organization (MPO) provides interpreter services upon request at all MPO-hosted events and meetings. The MPO contracts with an interpretation company that can provide interpreters for the most commonly spoken non-English languages:

- Spanish
- Chinese languages
- Portuguese
- Haitian
- Vietnamese

Many other languages are available as well, including most of the MPO's Safe Harbor languages. If a language is not available, staff make every effort to seek out other interpreter services that can provide the language requested.

Staff determine interpreter needs in several ways:

- coordinating with community groups with knowledge of the languages spoken in the community where the event is taking place
- reviewing language data from the American Community Survey for the community in question
- reviewing English language learner data from the Massachusetts Department of Education
- consulting MassDOT's web-based map, Engage

3.1.1 IN-PERSON PUBLIC ENGAGEMENT

All notices for in-person events or meetings hosted by the MPO state how to request an interpreter by contacting the MPO's Title VI Coordinator. MPO staff request that interpreter services are requested at least five calendar days in advance of the event; however, staff will do their best to accommodate requests made with less notice. It is also the MPO's policy to bring interpreters to public meetings or other engagements at which non-English speakers are expected, regardless of whether they are requested or not.

3.1.2 VIRTUAL PUBLIC ENGAGEMENT

While staff continue to use conventional online avenues such as the MPO website, MPO emails, and online surveys, the need to conduct public engagement virtually during the COVID-19 pandemic has led to more opportunities to engage with the MPO online. All MPO meetings and MPO-hosted public events are held via Zoom, which includes several interpreter lines in addition to the main English one. Staff make every effort to provide services equivalent to those offered at in-person meetings and tailor online engagement to the needs of the community and individual attendees, using the same four avenues described above. As with in-person engagement, attendees are asked to request an interpreter at least five business days ahead of time.

3.2 TRANSLATIONS

3.2.1 VITAL DOCUMENTS

The MPO prioritizes providing written translations of vital documents, as required by federal regulations. Vital documents are those that contain information that is critical for obtaining MPO services or those required by law. The MPO has determined that documents and materials are considered vital if they enable the public to understand and participate in the regional transportation planning process. They include the following:

- Nondiscrimination documents
 - Notice of Nondiscrimination Rights and Protections
 - Complaint procedures
 - Complaint forms
- Language Assistance Plan
- Public engagement and communication materials
 - Public notices, such as emails sent from the MPO's official email account
 - Surveys
 - Other engagement materials that allow people with limited English proficiency (LEP) to meaningfully participate in the MPO's activities
- MPO board and committee meeting materials
- MPO website

There are also vital MPO documents for which just the executive summary is translated into the MPO's top five Safe Harbor languages due to their length. They include the following:

- Coordinated Public Transit—Human Services Transportation Plan
- Long-Range Transportation Plan
- Public Engagement Plan
- Transportation Improvement Program
- Title VI Triennial Report
- Unified Planning Work Program

Most vital documents are translated into the region's most commonly spoken non-English languages:

- Spanish
- Chinese languages (translations include Simplified and Traditional Chinese)
- Portuguese
- Haitian
- Vietnamese

Vital documents are not translated into all Safe Harbor languages for several reasons:

1. Within the MPO region, the top five Safe Harbor languages make up more than 80 percent of residents in the region with LEP.
2. The MPO provides translation of materials on request to the best of its ability.
3. Many of the materials posted on the MPO website are converted into HTML, and people may translate those into the language of their choice via their web browser or with other translation tools.

The following section describes the MPO's approach to translating the different types of vital documents and any exceptions to the policies just described.

TRANSLATION POLICY BY DOCUMENT TYPE

NONDISCRIMINATION DOCUMENTS AND THE LANGUAGE ASSISTANCE PLAN

These documents are translated in full into the region's most commonly spoken non-English languages. Translations into other languages may be requested.

CORE MPO DOCUMENTS

Executive summaries for core MPO documents are translated rather than the full document due to the documents' length and therefore the prohibitive cost of translating them. All core MPO documents are posted on the MPO website in HTML and are therefore able to be translated by the MPO's website translator, Localize, into the MPO's top Safe Harbor languages. In addition, the executive summaries are meant to be a more public-friendly document than the main document itself. They contain information most relevant to the public, focusing on the results of the planning process, are written in plain language with engaging visuals, and are used by MPO staff during public events.

If a person requests a translation in a language other than the MPO's top written Safe Harbor languages, the MPO makes every effort to accommodate that request based on the resources available. If resources are limited, staff will work with the requester to identify alternatives that meet their needs.

MPO BOARD AND COMMITTEE MATERIALS

All materials for MPO board and committee meetings—agendas, minutes, and relevant work products—are posted on the MPO's calendar. They are posted in both PDF and HTML formats; HTML can be translated into the MPO's top Safe Harbor languages. Staff make every effort to post all materials seven days prior to the meeting, and always 48 hours prior. Members of the public may request translations of any of these materials within five days of the meeting, and staff will make every effort to accommodate those requests.

WEBSITE

The website is an important tool through which the public interacts with the MPO and learns about its activities. The MPO uses Localize to translate its website, a browser-based tool that uses high-quality neural machine translation to translate content. As a rule, the MPO is committed to using professional human translators, as they provide the highest quality translations; however, the amount of website content and frequency with which it is updated makes that cost prohibitive.

Localize translates website content into the MPO's top Safe Harbor languages (identified above). This covers more than 80 percent of people with LEP in the Boston region. As with other documents, anyone may request a translation of any part of the website into any language, and staff will make every effort to accommodate the request based on the resources available. Vital documents, as well as many others, are posted on the website in PDF and HTML; again, HTML can be translated by Localize. In addition, people with LEP may also set their internet browser language to one of their choosing, which Google Analytics statistics show is a common way that people with LEP acquire translations for the MPO website.

PUBLIC ENGAGEMENT MATERIALS

This subsection describes the MPO's approach to providing translations for public engagement materials. To ensure the MPO invests in translations that are relevant, staff provide translations that are targeted for the audience and/or community in which the activity or event is being conducted, regardless of which language they speak. As with the provision of interpreter services, staff use several methods for making this determination:

- coordinating with community groups with knowledge of the languages spoken in the community where the event is taking place
- reviewing language data from the American Community Survey
- reviewing English language learner data from the Massachusetts Department of Education
- consulting Massachusetts Department of Transportation's Engage tool

If translations are needed, staff provide translations of all materials that a person would need to participate fully in a meeting or event. This includes agendas, presentations, surveys, and any materials relevant to the meeting topic. In general, every material that is available to English speakers is made available to non-English speakers. The subsections that follow describe the translation strategies for specific types of engagement materials.

Surveys

Most MPO surveys are conducted online; however, paper versions are made available when needed and in cases where it is easier to distribute in this way, such as at in-person meetings. In both cases, survey translations are made available as described below.

Survey distribution and translation strategies are tailored to each survey. Surveys of a regional nature—in topic and/or study area, such as those developed for the Long-Range Transportation Plan Needs Assessment—are translated into all of the MPO's top five Safe Harbor languages; translations into other languages are provided upon request. These surveys are distributed via channels that can reach a broad audience. This may include, but is not limited to, social media and email. To ensure surveys are reaching hard-to-reach populations such as people with LEP, staff partner with trusted community groups across the region to help distribute the survey.

With surveys for a project or study that is for a small geographical area (such as a municipality) or that is for a topic that is aimed at a particular audience (such as human service transportation), staff target them to the relevant communities and/or populations. Like other engagement materials, the languages that surveys are translated into are determined based on the demographics of the study or project area, as described above. Staff select a subset of languages in which to translate surveys into, considering all languages, not just the top ones, that reflect the communities' demographics. Staff work with trusted community groups, including those who serve people with LEP, to help distribute the survey (including translated versions) through a variety of means, such as social media, emails, and in-person and/or virtual events.

Public Notices

Email is the main method by which MPO staff provide the public with updates on MPO activities and opportunities for engagement. Any member of the public may sign up for any of several MPO email lists. All emails can be translated by clicking where indicated at the top of the email. Translations are performed by Google Translate and are available in dozens of languages, including all of the MPO’s Safe Harbor languages. Other types of public notices may be used as well if needed, such as flyers, which are translated into the languages that staff have identified as most likely to be spoken by those in attendance, as described above. Similarly, where social media is used to communicate about an event, translations will be provided (for example, the translation of social media posts into Spanish for an event in a heavily Spanish-speaking area).

Other Engagement Materials

MPO staff regularly produce other engagement materials that meaningfully allow people to engage with the MPO and provide input into MPO processes. These materials are wide-ranging—they include but are not limited to

- informational pamphlets, short documents that provide high-level overviews about MPO programs, studies, or other activities;
- presentations given at virtual or in-person events;
- StoryMaps, an online, interactive platform that integrates text, maps, and other visuals;
- guidebooks that provide an in-depth look at an MPO program or activity; and
- meeting or event agendas.

As with other engagement materials, staff determine translation needs based on the event, study, or other activity that the material(s) is being produced for. Staff ensure that the translations for engagement materials reflect the needs of the people and communities involved. For example, at an event where there are expected to be Portuguese speakers, all materials are translated, and interpreters are provided. Staff also consult trusted partner community groups and use US Census data to identify if a particular dialect is likely to be spoken (such as Brazilian Portuguese).

3.2.2 NON-VITAL DOCUMENTS

A person may request a translation of any document—whether or not it is considered a vital document—into any language, and staff make every effort to accommodate the request based on the resources available. If resources are limited, staff work with the requester to identify alternatives that meet their needs.

MPO STUDIES

The MPO conducts studies each year on transportation topics relevant to the region and to support the MPO's broader program goals. Most contain a significant engagement element and follow the interpretation and translation policies described above with reference to public engagement.

In addition, staff develop summary products at the completion of each study that summarize the major findings and are tailored to the study's audience. This complements the technical report, allowing the study results to reach a broader audience. Using the approach outlined in the public engagement materials section, this document will be translated into the languages staff identified during the engagement portion of the study. Regardless, anyone may request it to be translated into any language and staff will make every effort to fulfill the request.

3.2.3 TRANSLATION METHODS

The MPO uses several different types of translation methods. Most documents are translated by professional human translators, as they provide the highest quality translations. All vital documents are translated in this way, except the MPO's website, which is translated with neural machine translation through Localize. Neural machine translation provides a higher quality translation than statistical machine translation, which the MPO had used in the past before purchasing Localize in 2022. MPO emails, which are translated with Google translate, continue to be translated with statistical machine translation.

3.4 REQUESTING LANGUAGE SERVICE

All MPO public documents—whether or not they are considered vital documents—contain a notice that they may be translated into any language upon request. The MPO translates documents on a first-come, first-served basis. As resources allow, staff will make every effort to provide translations of the full text and maintain the layout of the English version. If resources are limited, staff will work with the requester to identify alternatives that serve their needs.

3.5 STRATEGIES FOR INCREASING ENGAGEMENT WITH PEOPLE WITH LEP

Strategies to increase engagement with people with LEP are focused on more effectively targeting the MPO's engagement with communities with higher rates of people with LEP to better understand and address language needs throughout the region. Effective recent engagement with people with LEP has included increased in-person events and activities, tactile and visual activities, and the provision of targeted translated materials and interpretation. Methods of engagement include direct in-person engagement by attending meetings held by organizations that include or serve people with LEP and tabling at community events in communities with LEP populations, developing materials tailored to attendees, and providing interpretation services, informed by staff's analysis of where particular languages are spoken.

In addition, staff are developing long-term, non-project-based relationships with community-based organizations that include and/or serve people with LEP, and exploring partnerships with these organizations that include providing compensation or incentives to encourage their engagement. This ongoing process of relationship building helps build trust between the MPO and the communities it serves and allows staff to solicit input more effectively from hard-to-reach populations such as people with LEP at important points during project and planning work.

CHAPTER 4—MONITORING AND UPDATING THE LANGUAGE ASSISTANCE PLAN (LAP)

Although the MPO has been able to provide language translation services with existing resources thus far, the region continues to attract diverse ethnic and cultural populations. Therefore, the MPO will continue to monitor the need for translation and interpretation services based on the Four-factor Analysis, the number of requests received, and changing demographics of the region. As new language data become available and approaches to assisting people with LEP evolve, this LAP will be revised, at least every three years. In the interim, staff will explore new sources of data that provide more nuanced understanding of the language needs of residents in the region and new technologies that expand the reach of MPO activities to more people. To ensure more people with LEP are aware of the MPO and the services and programs it provides, staff will continue to build relationships with community organizations that serve people with LEP.



APPENDIX A

Public Use Microdata Areas

The 2010 Public Use Microdata Areas used to identify the number and percent of people with LEP and the languages they speak include

- Middlesex County—Waltham City, Lexington, Burlington, Bedford & Lincoln Towns PUMA (00503)
- Middlesex County (South)—Framingham Town, Marlborough City & Natick Town PUMA (00504)
- Middlesex County—Watertown Town City, Arlington, Belmont & Belmont, and Winchester Towns PUMA (00505)
- Middlesex County (East)—Cambridge City PUMA (00506)
- Middlesex County (East)—Somerville & Everett Cities PUMA (00507)
- Middlesex County (East)—Malden & Medford Cities PUMA (00508)
- Essex County (Central) —Amesbury Town City PUMA (00702)
- Essex County (East)—Salem, Beverly, Gloucester & Newburyport Cities PUMA (00703)
- Essex County (South)—Lynn City, Swampscott & Nahant Towns PUMA (00704)
- Peabody City, Danvers, Reading, North Reading & Lynnfield Towns PUMA (01000)
- Middlesex (West Central) & Worcester (East) Counties PUMA (01400)
- Middlesex (Far Southwest), Norfolk (Northwest) & Worcester (Far East) Counties PUMA (02400)
- Woburn, Melrose Cities, Saugus, Wakefield & Stoneham Towns PUMA (02800)
- Boston City—Allston, Brighton & Fenway PUMA (03301)
- Boston City—Back Bay, Beacon Hill, Charlestown, East Boston, Central & South End PUMA (03302)
- Boston City—Dorchester & South Boston PUMA (03303)
- Boston City—Mattapan & Roxbury PUMA (03304)
- Boston City—Hyde Park, Jamaica Plain, Roslindale & West Roxbury PUMA (03305)
- Suffolk County (North)—Revere, Chelsea & Winthrop Town Cities PUMA (03306)

- Middlesex (Southeast) & Norfolk (Northeast) Counties—Newton City & Brookline Town PUMA (03400)
- Norfolk (Northeast) & Middlesex (Southeast) Counties (West of Boston City) PUMA (03500)
- Norfolk County (Southwest)—Greater Franklin Town City PUMA (03601)
- Norfolk County (Central)—Randolph, Norwood, Dedham, Canton & Holbrook Towns PUMA (03602)
- Norfolk County (Northeast)—Quincy City & Milton Town PUMA (03603)
- Weymouth Town, Braintree Town Cities, Hingham, Hull & Cohasset Towns PUMA (03900)
- Plymouth County (East)—Plymouth, Marshfield, Scituate, Duxbury & Kingston Towns PUMA (04903)

chapter 6

Transportation Equity Performance Report



INTRODUCTION

This chapter contains the federally required Title VI and environmental justice (EJ) analyses completed for the Recommended Plan programmed in the Long-Range Transportation Plan (LRTP), *Destination 2040*.¹ The role of these analyses is to assess how the projects may affect the minority and low-income populations in the Boston region.² The analyses include the mapping of projects funded by the Boston Region Metropolitan Planning Organization (MPO) in the Recommended Plan overlaid on areas where the minority and/or low-income populations exceed their regional thresholds, and disparate impact and disproportionate burden (DI/DB) analyses that determine whether minority and low-income populations may be disproportionately affected by the projects in the Recommended Plan that can be modeled in the aggregate.³

These analyses demonstrate the Boston Region MPO's compliance with Title VI and EJ analytical requirements as they pertain to the LRTP. They also serve to assist the MPO in future decision making concerning minimizing, avoiding, or mitigating any potential future disparate impacts and disproportionate burdens that have been identified. Finally, they help the MPO meet its transportation equity goal.

¹ The Recommended Plan consists of regionally significant projects, including those that are financed by MPO Regional Target funds. Regionally significant projects are those that change the capacity of the transportation network and/or cost more than \$20 million.

² A minority person is one who identifies as American Indian or Alaska Native; Asian; Native Hawaiian or other Pacific Islander; Black or African American; some other race other than White; and/or Hispanic or Latino/a/x. A low-income person is one who lives in a household in which the annual household income is less than or equal to 60 percent of the Boston region's average of \$75,654. This threshold equals \$45,392. It reflects the high cost of living in the Boston region.

³ A DI/DB analysis is conducted for both regionally significant Target-funded projects that can be modeled, as well as for all regionally significant projects that can be modeled.

The transportation needs of minority and low-income populations (as well as other transportation equity [TE] populations) considered during the development of *Destination 2040* are described in the *Destination 2040* Needs Assessment.⁴ Chapter 8 of the Needs Assessment, Transportation Equity Needs, describes the unmet transportation needs of these populations gathered from public outreach, as well as from data analyses that identify transportation service and infrastructure gaps for TE populations. While Chapter 8 of the Needs Assessment contributed to the programming and planning decisions in *Destination 2040*, this chapter focuses on the potential impacts of the MPO-funded projects in the Recommended Plan that resulted from that decision-making process.

FEDERAL GUIDANCE

Two federal mandates underpin the analyses in this chapter: Title VI of the Civil Rights Act of 1964 and the EJ Executive Order (EJ EO), *Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations*. As a recipient of federal funding from the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA), the MPO complies with their Title VI and EJ requirements.

Title VI of the Civil Rights of 1964

Title VI of the Civil Rights Act prohibits discrimination on the basis of race, color, and national origin under any program or activity that receives federal financial assistance.⁵ This includes unintentional discrimination, which is referred to as disparate impact discrimination. FTA and FHWA require MPOs to conduct several Title VI analyses that apply to the Recommended Plan. These requirements are described in FTA's Title VI Circular (C) 4702.1B and FHWA's *Environmental Justice Reference Guide*, which provides guidance for its nondiscrimination program that covers Title VI and the EJ EO.

⁴ The MPO considers TE populations to include those protected by federal laws and regulations and those that have specific transportation needs beyond federally protected groups. Specifically, TE populations include the following demographic groups:

- People who identify as minority, have limited English proficiency, are 75 years of age or older or 17 years of age or younger, or who have a disability; and,
- People who are members of low-income households or transit-dependent households.

⁵ These protections were subsequently clarified to include people with limited English proficiency through Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency*, which was signed on August 11, 2000.

Environmental Justice Executive Order

In 1994, President Clinton issued the EJ EO, which made achieving EJ part of the mission of the executive branch of the federal government. The EJ EO directs federal agencies to incorporate EJ principles into their activities. As part of doing so, they are required to identify and address any potential disproportionately high and adverse environmental and human health effects of their activities on minority populations and low-income populations. These requirements are described in FTA's EJ Circular (C) 4703.1 and FHWA's *Environmental Justice Reference Guide*.

TRANSPORTATION EQUITY ANALYSES

The remainder of this chapter discusses the results of analyses required by FTA and FHWA guidance:

- The Geographic Distribution of Transportation Investments analysis maps the locations of MPO-funded projects programmed in the Recommended Plan overlaid on areas that have a high share of minority and/or low-income populations. They include all MPO-funded projects in the Recommended Plan; this is different from those that are analyzed in the DI/DB analysis.
- Two DI/DB analyses are conducted to determine if projects in the Recommended Plan that can be modeled, when analyzed in the aggregate, may disproportionately affect minority and low-income populations compared to nonminority and non-low-income populations, respectively. (Because this Recommended Plan does not include any transit projects, FTA's Title VI analysis to analyze the distribution of state and federal funds in the aggregate for public transit is not necessary.)

The MPO's approach to conducting these analyses began with identifying the share of the minority population and low-income population that lives within defined geographical areas, called transportation analysis zones (TAZ).⁶ First, for each TAZ, MPO staff identified the share of the population that meets the definition of minority and the share that meets the MPO's definition of low-income. Then the share of each TAZ that belongs to the minority or low-income population is compared to that population's regional threshold. The threshold

⁶ The TAZ is the unit of geography most commonly used in regional travel demand models. The spatial extent of TAZs typically ranges from very large (less densely developed) areas in suburban communities to as small as city blocks or buildings in (more densely developed) central business districts. The MPO region is divided into 1,901 TAZs.

for defining a minority population is the average percentage of the minority population for the Boston region, 28.2 percent. The threshold for defining a low-income population is 60 percent of the regional annual household income (\$45,392).⁷ If the TAZ meets or exceeds the threshold for the minority population, and/or has an average household income that is equal to or less than the low-income threshold, it is considered a transportation equity zone (TEZ).⁸

Geographic Distribution of Transportation Investments Analysis

Using the approach described above, MPO staff then mapped the minority and low-income TEZs in the Boston region. Figure 6-1 shows the projects in the Recommended Plan that are MPO funded overlaid on TAZs that meet the definition of minority and/or low-income TEZs. (Although the analysis is required only for the minority population, it is also completed for the low-income population to incorporate EJ principles more fully.) About 34 percent of TAZs in the MPO region are minority TEZs, about 10 percent are low-income TEZs, and about 9 percent are both minority and low-income TEZs.⁹ The analysis shows that 6 of the 11 MPO-funded projects in the Recommended Plan intersect with minority and/or low-income TEZs.

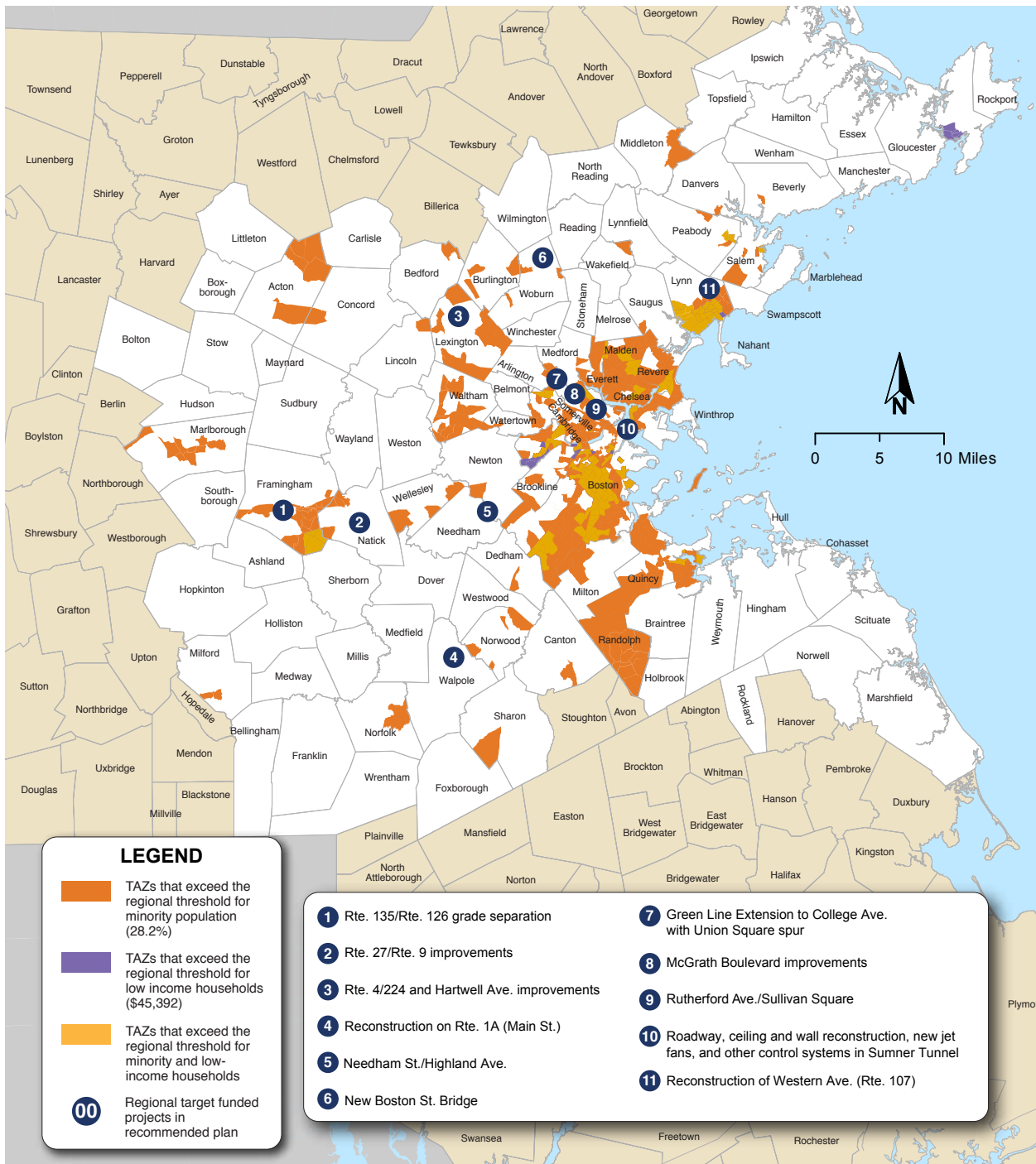
⁷ Minority and low-income status are derived from the 2010 US Census and the 2010–14 American Community Survey, respectively.

⁸ These thresholds were developed based on federal guidance. The FTA Title VI Circular states that a predominantly minority area is one where the share of the minority population exceeds the average in the region. It also states that a predominantly low-income area is one where the share of the low-income population exceeds the average in the region.

⁹ Individual maps of TEZs for each population can be found in Chapter 8 of the Needs Assessment.

Figure 6-1

Recommended Plan Projects in Minority and Low-income Transportation Equity Zones



Notes: TEZs are determined as follows:

- Criteria for low-income TEZs—A TAZ in which the median household income is less than or equal to 60 percent of the MPO’s region’s median household income (\$45,392).
- Criteria for minority TEZs—A TAZ in which the minority population is greater than or equal to the MPO region’s average minority population, 28.2%.
- Criteria for minority and low-income TEZs—A TAZ that meets the definition for both minority TEZs and low-income TEZs.

TAZ = transportation analysis zone. TEZ = transportation equity zone.

Sources: 2010 US Census, 2010–14 American Community Survey, and the Boston Region MPO.

Disparate Impact and Disproportionate Burden Analysis

The DI/DB analyses identify potential future disparate impacts that may result from the modeled projects on minority populations, as well as potential future disproportionate burdens on low-income populations.¹⁰ Disparate impacts refer to potential future adverse effects that would disproportionately affect minority populations. Disproportionate burdens refer to potential future adverse effects that would disproportionately affect low-income populations. Adverse effects may be either a delay or denial of benefits or an imposition of burdens. The DI/DB analyses assessed a suite of 10 metrics for potential future disparate impacts or disproportionate burdens. The MPO's draft DI/DB Policy describes how the MPO determines whether impacts are disparate or disproportionate (see Appendix C).

Methodology

Federal regulations provide MPOs direction on how to conduct DI/DB analyses. Projects must be analyzed as a group and not individually. In addition, potential impacts must be analyzed for the entire minority or low-income population in the region. The analysis does not assess potential impacts to individual communities or municipalities. It also only assesses the impacts of the regionally significant projects in the Recommended Plan that are not already programmed in the Transportation Improvement Program (TIP) and that can be modeled—specifically, those that change the capacity of the transportation network. Those that do not change capacity are analyzed in the TIP, along with projects that are programmed in the other investment programs through the TIP.

MPO staff conducted two DI/DB analyses. The first analyzes only the MPO's Regional Target-funded projects and the second analyzes MPO- and MassDOT-funded regionally significant projects that are within the Boston region. The projects that were included in the first DI/DB analysis include the following:

- Reconstruction of Rutherford Avenue, from City Square to Sullivan Square (Boston)
- McGrath Boulevard (Somerville)
- Bridge replacement, New Boston Street over MBTA (Woburn)
- Route 4/225 (Bedford Street) and Hartwell Avenue (Lexington)
- Intersection improvements at Route 126/Route 135/MBTA and CSX railroad (Framingham)

¹⁰ A disparate impact is a facially neutral policy or practice that results in impacts that disproportionately affect members of a group based on their race, color, or national origin, where the recipient's policy or practice lacks a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with a less disproportionate effect on the basis of race, color, or national origin.

A disproportionate burden refers to a neutral policy or practice that disproportionately affects low-income populations more than non-low-income populations. A finding of a disproportionate burden requires the recipient to evaluate alternatives and mitigate burdens where practicable.

The projects that were included in the second DI/DB analysis are as follows:

- Reconstruction of Rutherford Avenue, from City Square to Sullivan Square (Boston)
- McGrath Boulevard (Somerville)
- Bridge replacement, New Boston Street over MBTA (Woburn)
- Route 4/225 (Bedford Street) and Hartwell Avenue (Lexington)
- Intersection improvements at Route 126/Route 135/MBTA and CSX railroad (Framingham)
- Cypher Street Extension (Boston)
- Allston Multimodal Improvement Project (Boston)
- Reconstruction of I-90 and I-495 (Hopkinton and Westborough)

For the purpose of the analyses, MPO staff assumed that the distribution of the minority population would remain unchanged in 2040 and that the growth rate would be the same as that forecast for the overall population in the region. For the low-income population, the analyses used a forecast of the distribution of various income categories in 2040.

The process for identifying potential future disparate impacts and disproportionate burdens involves comparing the projected impacts on minority populations to those on nonminority populations, and those on low-income populations to those on non-low-income populations. First, two scenarios are run using a regional travel demand model that analyzes these metrics to identify the projected impacts of the transportation network on each of the four populations. One scenario is run in which the transportation network in 2040 includes the modeled projects (build scenario), and one scenario is run where the transportation network in 2040 does not include them (no-build scenario).¹¹

¹¹ The modeling region includes all of Massachusetts, Rhode Island, and southeastern New Hampshire, in addition to the MPO region. This allows travel demand modeling analyses to account for trips that originate in or end outside of the MPO region. Model results are only reported for the MPO region's 1,901 TAZs.

For each TAZ, the model produces results for each scenario for the following 10 metrics:

- Accessibility metrics¹²
 - Access to jobs within a 60-minute transit trip
 - Access to retail opportunities within a 60-minute transit trip
 - Access to healthcare services within a 40-minute transit trip
 - Access to two- and four-year institutes of higher education within a 40-minute transit trip
- Mobility metrics
 - Average travel time for transit trips produced in MPO TAZs
 - Average travel time for transit trips attracted to MPO TAZs
 - Average travel time for highway trips produced in MPO TAZs¹³
 - Average travel time for highway trips attracted to MPO TAZs
- Environmental metrics
 - Carbon monoxide (CO) emissions per square mile
 - Congested vehicle-miles traveled (VMT) per square mile

Then, the weighted regionwide average for each metric is calculated for the minority, nonminority, low-income, and non-low-income populations by TAZ. This is calculated for both the no-build and build scenarios. For example, for the minority population, the projected CO emissions per square mile, weighted by the entire minority population in the region, is calculated for both the no-build and build scenarios. The CO emissions per square mile for the no-build scenario are then subtracted from the CO emissions per square mile for the build scenario. This determines the change in CO emissions per square mile that is projected to occur in 2040 as a result of implementing the projects.

¹² Accessibility metrics only analyze public transit trips; there is a high degree of uncertainty in modeling highway trips, so accessibility by highway metrics were not used in this analysis. The access to jobs and retail metrics were updated in this LRTP to reflect the unweighted average travel times to jobs reported in the American Community Survey. Given a lack of data about average travel times to healthcare facilities and higher education, travel time thresholds remained at 40 minutes.

¹³ Highway trips consist of automobile and truck trips taken on any road in the MPO region. It does not include bus trips.

After completing this process for all populations, MPO staff applies the LRTP draft DI/DB Policy to determine whether there may be a potential disparate impact for the minority population or a disproportionate burden for the low-income population. In this example, the DI/DB Policy would compare the projected impact on the minority population to that on the nonminority population to determine whether there may be a potential future disparate impact for the minority population.

Applying the Draft DI/DB Policy

The MPO's LRTP draft DI/DB Policy states how the MPO identifies and addresses potential future disparate impacts and disproportionate burdens that may result from the modeled projects. The policy enables the MPO to meet federal requirements in a clear and consistent manner, and it makes the MPO's approach to identifying and addressing potential future disparate impacts and disproportionate burdens transparent to the public. Because of the similarities between FTA's and FHWA's EJ requirements to identify and address disproportionately high and adverse effects of MPO activities and their Title VI disparate impact requirements, the draft policy was developed to meet both.

The policy was used for the first time in *Destination 2040*. In federal fiscal year (FFY) 2018, MPO staff began the first of a two-phase effort to develop a DI/DB policy for the modeled projects. Over the course of a year, MPO staff conducted public outreach to get input on the policy and the metrics that staff could analyze for potential future disparate impacts and disproportionate burdens. Staff responded to this input by updating those metrics, as well as the DI/DB analysis methodology that is described in this chapter. This included identifying the forecasting error for each metric, which was critical for determining whether the impacts were outside the bounds of the uncertainty inherent to travel demand modeling. Subsequently, MPO staff developed this draft DI/DB Policy that allows the MPO to identify only those impacts that would likely be due to implementation of the modeled projects and avoid labeling impacts as disparate impacts or disproportionate burdens when they would likely be due to forecasting error.

The full draft DI/DB Policy can be found in Appendix C. In sum, it states that there would be a potential future disparate impact or disproportionate burden if

- the minority or low-income population would likely be more adversely affected than the nonminority or non-low-income population, respectively; and
- this result is not due to the metric's forecasting error.

Analysis Results

This section describes the results of the two DI/DB analyses. Tables 6-1 through 6-10 report the results for each evaluation metric. Table numbers followed by an "a" indicate that the

results are for the MPO's Regional Target-funded projects only, while table numbers followed by a "b" indicate that the results are for MPO- and MassDOT-funded regionally significant projects. (Both sets of projects refer only to those that can be modeled.) Each table includes the forecasting error (expressed as a percentage) that was calculated for each metric as part of the development of the draft DI/DB Policy and the no-build scenario results.¹⁴ They also show the range of values for the build scenario that is expected based on the forecasting error. (For example, if the no-build scenario result is 1,000 and the forecasting error is 10 percent, then the expected range of values would be 900 to 1,100.) Finally, the tables show whether the analysis indicates a potential disparate impact or disproportionate burden. If the no-build scenario result for both the protected and non-protected populations falls within the expected range of values for the build scenario, then there is no disparate impact or disproportionate burden. This is because an overlap indicates that any difference between the build and no-build scenarios is likely due to model uncertainty, not the MPO projects that are being analyzed. It is statistically unlikely that the projects being analyzed disproportionately affect the protected population.

Accessibility Metrics

The MPO's accessibility metrics are based on the number of destinations of various types (jobs, retail, education, and health care) by TAZ that are reachable within a given travel time by transit. The average number of destinations is then calculated for minority, nonminority, low-income, and non-low-income populations, based on their respective shares within each TAZ. These metrics use the number of total jobs, healthcare facilities, institutes of higher education, and retail opportunities as proxies for activity opportunities at destination TAZs. Travel times to jobs were updated to reflect average commute times for the MPO region as documented in the American Community Survey. Access to retail opportunities uses retail jobs as a proxy. Access to higher education uses enrollment data for two- and four-year institutes of higher education as a proxy. Access to health care uses the number of hospital beds as a proxy.

Tables 6-1a and 6-1b show the DI/DB analysis results for access to jobs, Tables 6-2a and 6-2b show the results for access to retail opportunities, Tables 6-3a and 6-3b show the results for access to higher education, and Tables 6-4a and 6-4b shows the results for access to healthcare facilities. The results of the DI/DB analysis of the MPO's Regional Target-funded projects show that the differences for all four metrics between the build and no-build scenarios are within the forecasting error. Therefore, the analysis indicates that there are no potential disparate impacts or disproportionate burdens for these metrics.

¹⁴ Note that in the tables, the no-build results are the same for both the MPO Regional Target-funded projects analysis and the analysis of the MassDOT- and MPO-funded regionally significant projects. This is because the same no-build scenario was used in both analyses.

The analysis for the MPO- and MassDOT-funded regionally significant projects also shows that likely there will not be any disparate impacts or disproportionate burdens. The results for two other metrics show there likely will be a positive impact in terms of access to healthcare facilities for minority and nonminority populations and for low-income and non-low-income populations, and access to jobs for minority and nonminority populations. In both cases, the minority or low-income population is projected to benefit more than their respective nonminority or non-low-income populations.

Table 6-1a
DI/DB Analysis Results for Access to Jobs by Transit—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	3.3%	481,608	462,864 to 494,455	No
Nonminority	6.2%	265,441	248,984 to 281,899	
Low-income	3.7%	404,775	387,326 to 417,090	No
Non-low-income	5.0%	305,360	288,423 to 318,783	

Notes: The no-build and build scenarios are for the year 2040. Access to jobs is calculated for those within a 60-minute transit trip and is reported in number of jobs.

DI/DB = Disparate impact and disproportionate burden.

Source: Boston Region MPO.

Table 6-1b
DI/DB Analysis Results for Access to Jobs by Transit—MPO- and MassDOT-Funded Regionally Significant Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	3.3%	481,608	481,771 to 514,653	No
Nonminority	6.2%	265,441	258,741 to 292,946	
Low-income	3.7%	404,775	403,167 to 434,148	No
Non-low-income	5.0%	305,360	301,338 to 333,058	

Notes: The no-build and build scenarios are for the year 2040. Access to jobs is calculated for those within a 60-minute transit trip and is reported in number of jobs.

DI/DB = Disparate impact and disproportionate burden.

Source: Boston Region MPO.

Table 6-2a
DI/DB Analysis Results for Access to Retail Opportunities by Transit—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	9.1%	52,609	47,538 to 57,056	No
Nonminority	16.6%	29,522	24,485 to 34,232	
Low-income	10.2%	44,513	39,731 to 48,757	No
Non-low-income	13.7%	33,810	29,013 to 38,224	

Notes: The no-build and build scenarios are for the year 2040. Access to retail opportunities is calculated for those within a 60-minute transit trip and are reported in number of retail jobs.
 DI/DB = Disparate impact and disproportionate burden.
 Source: Boston Region MPO.

Table 6-2b
DI/DB Analysis Results for Access to Retail Opportunities by Transit—MPO- and MassDOT-Funded Regionally Significant Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	9.1%	52,609	49,695 to 59,645	No
Nonminority	16.6%	29,522	25,778 to 36,040	
Low-income	10.2%	44,513	41,583 to 51,030	No
Non-low-income	13.7%	33,810	30,512 to 40,200	

Notes: The no-build and build scenarios are for the year 2040. Access to retail opportunities is calculated for those within a 60-minute transit trip and are reported in number of retail jobs.
 DI/DB = Disparate impact and disproportionate burden.
 Source: Boston Region MPO.

Table 6-3a
DI/DB Analysis Results for Access to Higher Education by Transit—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	3.5%	50,776	48,897 to 52,444	No
Nonminority	6.0%	29,372	27,563 to 31,082	
Low-income	3.4%	44,968	43,358 to 46,410	No
Non-low-income	5.6%	33,692	32,065 to 35,157	

Notes: The no-build and build scenarios are for the year 2040. Access to higher education is calculated for those within a 40-minute transit trip and is reported in number of students enrolled.

DI/DB = Disparate impact and disproportionate burden.

Source: Boston Region MPO.

Table 6-3b
DI/DB Analysis Results for Access to Higher Education by Transit—MPO- and MassDOT-Funded Regionally Significant Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	3.5%	50,776	49,947 to 53,571	No
Nonminority	6.0%	29,372	28,336 to 31,954	
Low-income	3.4%	44,968	44,493 to 47,625	No
Non-low-income	5.6%	33,692	32,573 to 35,912	

Notes: The no-build and build scenarios are for the year 2040. Access to higher education is calculated for those within a 40-minute transit trip and is reported in number of students enrolled.

DI/DB = Disparate impact and disproportionate burden.

Source: Boston Region MPO.

Table 6-4a
DI/DB Analysis Results for Access to Healthcare Facilities by Transit—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	3.2%	987	950 to 1,013	No
Nonminority	5.8%	563	529 to 594	
Low-income	3.3%	892	859 to 918	No
Non-low-income	4.5%	641	610 to 667	

Notes: The no-build and build scenarios are for the year 2040. Access to healthcare facilities is calculated for those within a 60-minute transit trip and is reported in number of hospital beds.
 DI/DB = Disparate impact and disproportionate burden.
 Source: Boston Region MPO.

Table 6-4b
DI/DB Analysis Results for Access to Healthcare Facilities by Transit—MPO- and MassDOT-Funded Regionally Significant Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	3.2%	987	1,003 to 1,069	No
Nonminority	5.8%	563	554 to 622	
Low-income	3.3%	892	898 to 959	No
Non-low-income	4.5%	641	640 to 701	

Notes: The no-build and build scenarios are for the year 2040. Access to healthcare facilities is calculated for those within a 60-minute transit trip and is reported in number of hospital beds.
 DI/DB = Disparate impact and disproportionate burden.
 Source: Boston Region MPO.

Mobility Metrics

The mobility metrics are used to evaluate the door-to-door travel time for trips produced in and attracted to MPO TAZs. Average travel times are then calculated for minority, nonminority, low-income, and non-low-income populations, based on their respective shares within each TAZ. Trips attracted to TAZs are those that are generated by non-household land uses (such as retail, employment, health care, and education) within the MPO region. They can originate from either households within the MPO region or from outside of the region.¹⁵ Trips produced in TAZs are those trips generated by households (trip generation varies based on

¹⁵ Trips ending or originating outside of the MPO region are only those within the modeled area, which includes all of Massachusetts and Rhode Island, as well as southern New Hampshire. Only surface transportation trips are included—air travel is not.

household income, number of cars, and the number of people in the household, among other characteristics). The trips can end either within another TAZ in the region or outside of the region.

Tables 6-5a, 6-5b, 6-6a, and 6-6b show the DI/DB analysis results for the transit trip attraction and production metrics. Tables 6-7a, 6-7b, 6-8a, and 6-8b show the results for the highway trip attraction and production metrics. The results for the DI/DB analysis for both the MPO-funded Regional Target projects and MPO- and MassDOT-funded regionally significant projects for all four of the mobility metrics show that the changes between the build and no-build scenarios fall within the forecasting error. Therefore, both analyses indicate that neither disparate impacts nor disproportionate burdens are likely to occur.

Table 6-5a
DI/DB Analysis Results for Average Transit Travel Times: Trip Attractions—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	14.5%	47.8	40.9 to 54.7	No
Nonminority	12.0%	51.8	45.3 to 58.3	No
Low-income	13.0%	49.5	43.0 to 55.9	No
Non-low-income	12.2%	51.5	45.2 to 57.7	No

Notes: The no-build and build scenarios are for the year 2040. Travel times are in minutes.
DI/DB = Disparate impact and disproportionate burden.
Source: Boston Region MPO.

Table 6-5b
DI/DB Analysis Results for Average Transit Travel Times: Trip Attractions—MPO- and MassDOT-Funded Regionally Significant Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	14.5%	47.8	39.4 to 52.8	No
Nonminority	12.0%	51.8	43.4 to 55.8	No
Low-income	13.0%	49.5	41.4 to 53.8	No
Non-low-income	12.2%	51.5	43.3 to 55.3	No

Notes: The no-build and build scenarios are for the year 2040. Travel times are in minutes.
DI/DB = Disparate impact and disproportionate burden.
Source: Boston Region MPO.

Table 6-6a
DI/DB Analysis Results for Average Transit Travel Times: Trip Productions—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	17.3%	46.9	38.7 to 55.0	No
Nonminority	15.5%	51.4	43.4 to 59.3	
Low-income	16.1%	49.0	41.1 to 56.8	No
Non-low-income	15.7%	50.9	42.9 to 58.9	

Notes: The no-build and build scenarios are for the year 2040. Travel times are in minutes.
 DI/DB = Disparate impact and disproportionate burden.
 Source: Boston Region MPO.

Table 6-6b
DI/DB Analysis Results for Average Transit Travel Times: Trip Production—MPO- and MassDOT-Funded Regionally Significant Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	17.3%	46.9	37.3 to 52.9	No
Nonminority	15.5%	51.4	41.5 to 56.8	
Low-income	16.1%	49.0	39.5 to 54.6	No
Non-low-income	15.7%	50.9	41.1 to 56.4	

Notes: The no-build and build scenarios are for the year 2040. Travel times are in minutes.
 DI/DB = Disparate impact and disproportionate burden.
 Source: Boston Region MPO.

Table 6-7a
DI/DB Analysis Results for Average Highway Travel Times: Trip Attractions—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	13.9%	19.1	16.4 to 21.8	No
Nonminority	13.1%	19.0	16.5 to 21.6	
Low-income	13.2%	18.8	16.3 to 21.3	No
Non-low-income	13.2%	19.0	16.5 to 26.1	

Notes: The no-build and build scenarios are for the year 2040. Travel times are in minutes.
 DI/DB = Disparate impact and disproportionate burden.
 Source: Boston Region MPO.

Table 6-7b
DI/DB Analysis Results for Average Highway Travel Times: Trip Attractions—MPO- and MassDOT-Funded Regionally Significant Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	13.9%	19.1	16.4 to 21.7	No
Nonminority	13.1%	19.0	16.5 to 21.5	
Low-income	13.2%	18.8	16.3 to 21.2	No
Non-low-income	13.2%	19.0	16.5 to 21.5	

Notes: The no-build and build scenarios are for the year 2040. Travel times are in minutes.
 DI/DB = Disparate impact and disproportionate burden.
 Source: Boston Region MPO.

Table 6-8a
DI/DB Analysis Results for Average Highway Travel Times: Trip Productions—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	13.2%	19.1	16.6 to 21.6	No
Nonminority	13.2%	19.0	16.5 to 21.6	
Low-income	13.1%	18.8	16.4 to 21.3	No
Non-low-income	13.3%	19.0	16.5 to 21.6	

Notes: The no-build and build scenarios are for the year 2040. Travel times are in minutes.
 DI/DB = Disparate impact and disproportionate burden.
 Source: Boston Region MPO.

Table 6-8b
DI/DB Analysis Results for Average Highway Travel Times: Trip Productions—MPO- and MassDOT-Funded Regionally Significant Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	13.2%	19.1	16.5 to 21.5	No
Nonminority	13.2%	19.0	16.5 to 21.5	
Low-income	13.1%	18.8	16.3 to 21.2	No
Non-low-income	13.3%	19.0	16.5 to 21.5	

Notes: The no-build and build scenarios are for the year 2040. Travel times are in minutes.
 DI/DB = Disparate impact and disproportionate burden.
 Source: Boston Region MPO.

Environmental Metrics

The two environmental metrics are congested VMT and CO emissions per square mile. While the other metrics evaluate the impacts affecting users of the roadway or transit system, these metrics assess the VMT and CO impacts on residents. Both are calculated based on highway trips, not transit trips. The CO metric assesses the CO emissions per square mile within each TAZ. The congested VMT metric assesses the volume-to-capacity ratio on the roads within or adjacent to each TAZ; those with a ratio of 0.75 or greater are considered congested.

Tables 6-9a and 6-9b show the DI/DB analysis results for congested VMT per square mile and Tables 6-10a and 6-10b show the results for CO emissions per square mile. The results for the DI/DB analysis for both the MPO-funded Regional Target projects and MPO- and MassDOT-funded regionally significant projects show that the projected differences for both metrics are within the forecasting error. Therefore, both analyses indicate that neither disparate impacts nor disproportionate burdens are likely to occur for these metrics.

Table 6-9a
DI/DB Analysis Results for Congested VMT—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	16.3%	110,490	89,797 to 124,772	No
Nonminority	22.6%	81,396	61,390 to 97,241	
Low-income	16.5%	102,537	83,379 to 116,331	No
Non-low-income	20.3%	92,044	71,169 to 107,423	

Notes: The no-build and build scenarios are for the year 2040. Congested VMT is determined by analyzing the volume-to-capacity ratio on the roads within each TAZ. Those with a ratio of 0.75 or greater are considered congested. DI/DB = Disparate impact and disproportionate burden. VMT = vehicle-miles traveled. Source: Boston Region MPO.

Table 6-9b
DI/DB Analysis Results for Congested VMT—MPO- and MassDOT-Funded Regionally Significant Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	16.3%	110,490	90,759 to 126,108	No
Nonminority	22.6%	81,396	62,184 to 98,498	
Low-income	16.5%	102,537	84,761 to 118,259	No
Non-low-income	20.3%	92,044	71,992 to 108,665	

Notes: The no-build and build scenarios are for the year 2040. Congested VMT is determined by analyzing the volume-to-capacity ratio on the roads within each TAZ. Those with a ratio of 0.75 or greater are considered congested. DI/DB = Disparate impact and disproportionate burden. VMT = vehicle-miles traveled. Source: Boston Region MPO.

Table 6-10a
DI/DB Analysis Results for CO Emissions—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	11.9%	184	158 to 201	No
Nonminority	17.2%	134	109 to 154	
Low-income	12.6%	172	147 to 189	No
Non-low-income	15.4%	150	123 to 168	

Notes: The no-build and build scenarios are for the year 2040. CO emissions are per square mile and are reported in kilograms. CO = Carbon monoxide. DI/DB = Disparate impact and disproportionate burden.
Source: Boston Region MPO.

Table 6-10b
DI/DB Analysis Results for CO Emissions—MPO-Funded Regional Target Projects

Population	Forecasting Error	No-build Scenario Result	Range of Expected Values for the Build Scenario	Disparate Impact or Disproportionate Burden?
Minority	11.9%	184	160 to 203	No
Nonminority	17.2%	134	110 to 156	
Low-income	12.6%	172	149 to 192	No
Non-low-income	15.4%	150	125 to 171	

Notes: The no-build and build scenarios are for the year 2040. CO emissions are per square mile and are reported in kilograms. CO = Carbon monoxide. DI/DB = Disparate impact and disproportionate burden.
Source: Boston Region MPO.

CONCLUSION AND NEXT STEPS

The MPO’s DI/DB analyses found that both the MPO’s Regional Target-funded projects and the MPO- and MassDOT-funded regionally significant projects that can be modeled in the Recommended Plan, in the aggregate, would likely not result in any potential future disparate impacts or disproportionate burdens. This means that no further action is required by the MPO.

In FFY 2020, MPO staff will conduct a study to develop thresholds for each metric that will allow the MPO to determine when a potential impact to the minority or low-income

populations would be significantly greater than the potential impact to the nonminority or non-low-income population, respectively. Federal guidance states that disparate impacts and disproportionate burdens are those impacts where the minority or low-income population may be affected significantly more than the nonminority or non-low-income population. The study will define the meaning of *significantly more* for each metric. When the study is completed, MPO staff will update the draft DI/DB Policy to reflect the findings, and subsequently seek MPO endorsement.

TRANSPORTATION EQUITY ANALYSES

As required by federal regulations, the MPO assesses the impacts of all Regional Target-funded projects, as a group, in each TIP on TE populations.³ These analyses help the MPO to better understand the extent to which investments help the MPO meet its TE goal. This information will inform future changes or updates to MPO work and decision-making. As new tools are identified and analyses are developed, they will be added to subsequent TIPs.

In the FFYs 2023–27 TIP, the MPO has left unprogrammed Regional Target funds for projects which have not yet been identified. As a standard practice, the MPO reserves funds for these programs with the expectation that they will be allocated when projects are ready to be funded. Specifically, \$6.7 million for the Community Connections and \$19.5 million for the Transit Modernization investment programs have been left unprogrammed. Except for the funding distribution analysis, the equity analyses in this chapter do not account for these funds. Additionally, the analyses in this chapter do not include roadway projects in the region that are funded by the Massachusetts Department of Transportation or public transit projects funded by regional transit authorities.

³ The following sources for the TE populations were used for the analyses in this section:

FFYs 2022–26 TIP and earlier:

- Minority population: US Census Bureau; 2010 Decennial Census Redistricting Data (P.L. 94-171), Table P2: Hispanic or Latino, and Not Hispanic or Latino by Race; generated by CTPS; using data.census.gov.
- Low-income population: US Census Bureau; 2010–14 American Community Survey, Table C17002: Ratio of Income to Poverty Level in the Past 12 Months; generated by CTPS; using data.census.gov.
- People with limited English proficiency: US Census Bureau; 2010–14 American Community Survey, Table B16004: Age by Language Spoken at Home by Ability to Speak English for the Population 5 Years and Older; generated by CTPS; using data.census.gov.
- People with disabilities: US Census Bureau; 2010–14 American Community Survey, Table B18101: Sex by Age by Disability Status; generated by CTPS; using data.census.gov.
- Older adults and youth population: US Census Bureau; 2010 Census, Table P12: Sex by Age; generated by CTPS; using data.census.gov.

FFYs 2023–27 TIP:

- Minority population: US Census Bureau; 2020 Decennial Census Redistricting Data (P.L. 94-171), Table P2: Hispanic or Latino, and Not Hispanic or Latino by Race; generated by CTPS; using data.census.gov.
- Low-income population: US Census Bureau; 2016–20 American Community Survey, Table C17002: Ratio of Income to Poverty Level in the Past 12 Months; generated by CTPS; using data.census.gov.
- People with limited English proficiency: US Census Bureau; 2016–20 American Community Survey, Table B16004: Age by Language Spoken at Home by Ability to Speak English for the Population 5 Years and Older; generated by CTPS; using data.census.gov.
- People with disabilities: US Census Bureau; 2016–20 American Community Survey, Table B18101: Sex by Age by Disability Status; generated by CTPS; using www.data.census.gov.
- Older adult and youth population: US Census Bureau; 2016–20 American Community Survey, Table B18101: Sex by Age; generated by CTPS; using data.census.gov.

Geographical Analyses

Transportation Equity Populations in the Boston Region

Table 6-5 shows the total number of people in the Boston region who belong to each TE population, as well as the percentage of each TE population relative to the Boston region's population. Values from the FFYs 2022–26 TIP are also shown as a comparison.

Table 6-5
Transportation Equity Populations in the Boston Region

TE Population Group	MPO Region Population		Percent of the Total Population	
	FFYs 2022–26 TIP	FFYs 2023–27 TIP	FFYs 2022–26 TIP	FFYs 2023–27 TIP
Minority population	870,459	1,223,835	28.2%	36.5%
Low-income population	683,548	674,215	23.0%	19.6%
People with LEP	308,770	375,848	10.6%	11.1%
People with disabilities	306,776	342,552	10.0%	10.2%
Older adult population	206,578	232,286	6.7%	6.8%
Youth population	636,761	634,550	20.6%	19.3%

Note: To calculate the TE population values, the population in each block group was controlled to the total 2020 census population count and then summed to get the total TE population in the Boston region.

FFY = federal fiscal year. LEP = limited English proficiency. TE = transportation equity. TIP = Transportation Improvement Program.

Source: US Census Bureau.

Figures 6-2 to 6-7 show the percent of each TE population throughout the Boston region. In general, the minority population, people with low incomes, and people with LEP tend to live closer to or in Boston. On the other hand, people aged 75 or older, people 17 or younger, and people with disabilities are dispersed throughout the region.

Figure 6-2
Percentage of the Minority Population in the Boston Region

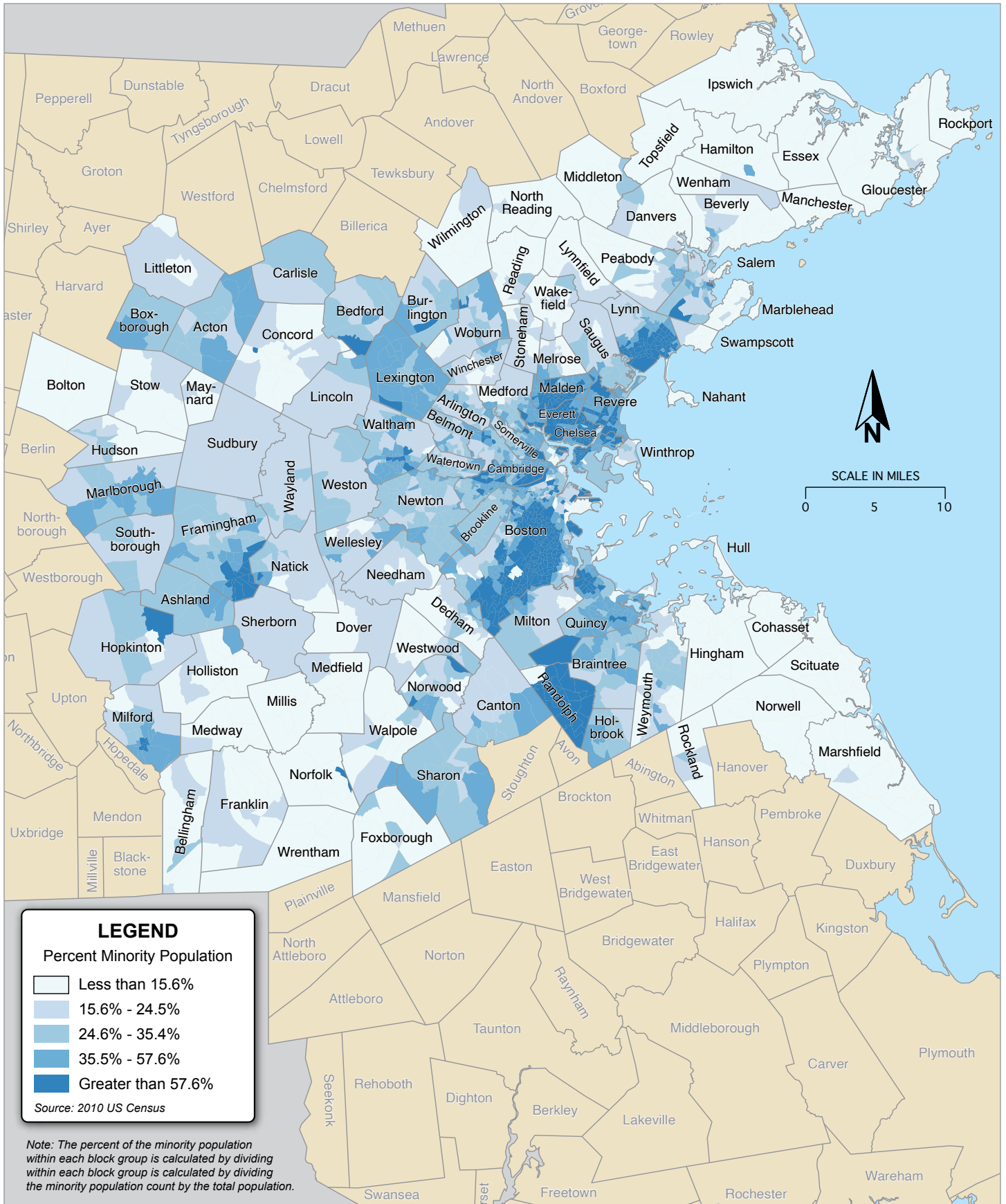


Figure 6-3
Percentage of the Low-income Population in the Boston Region

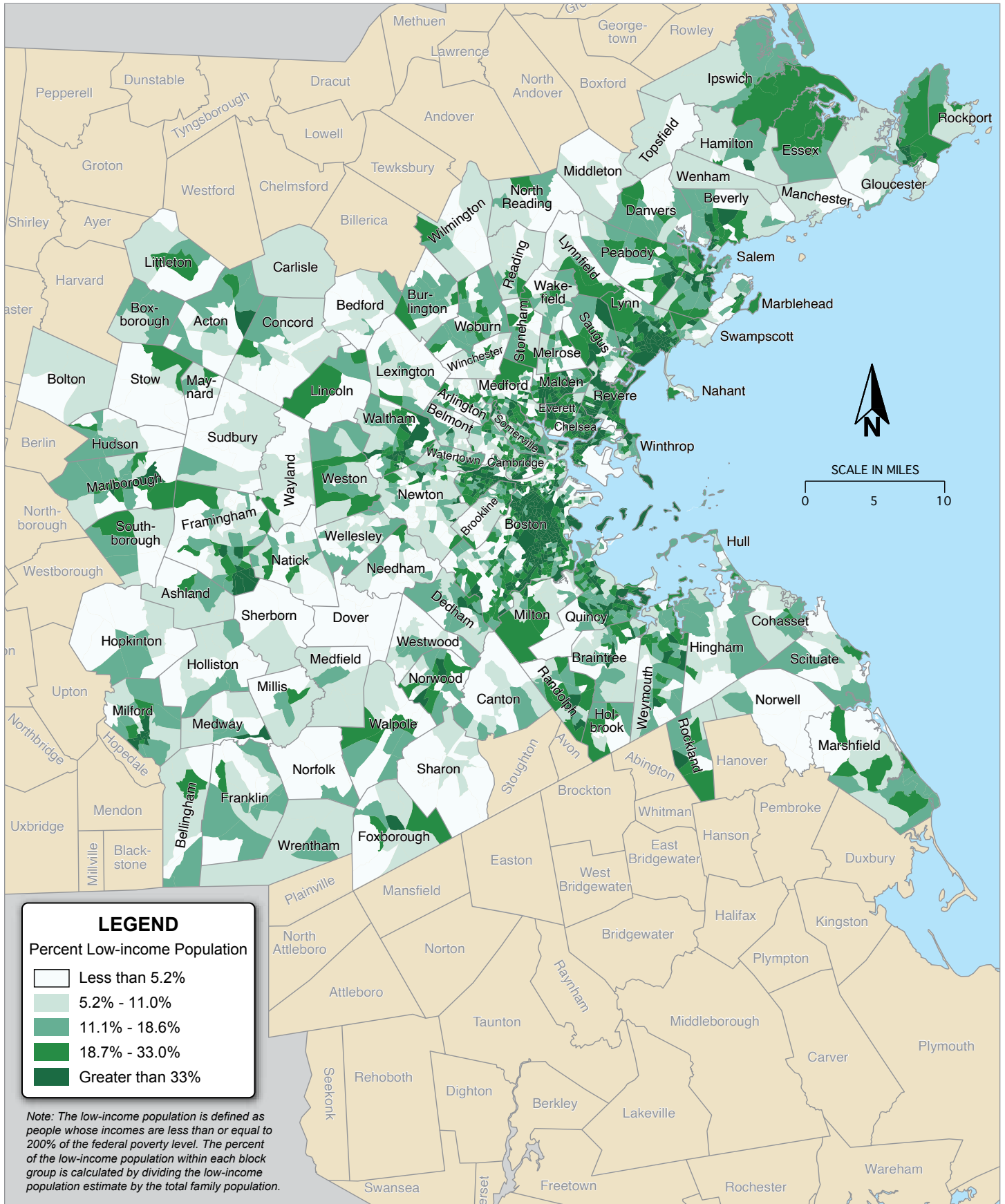


Figure 6-4
Percentage of People with Limited English Proficiency in the Boston Region

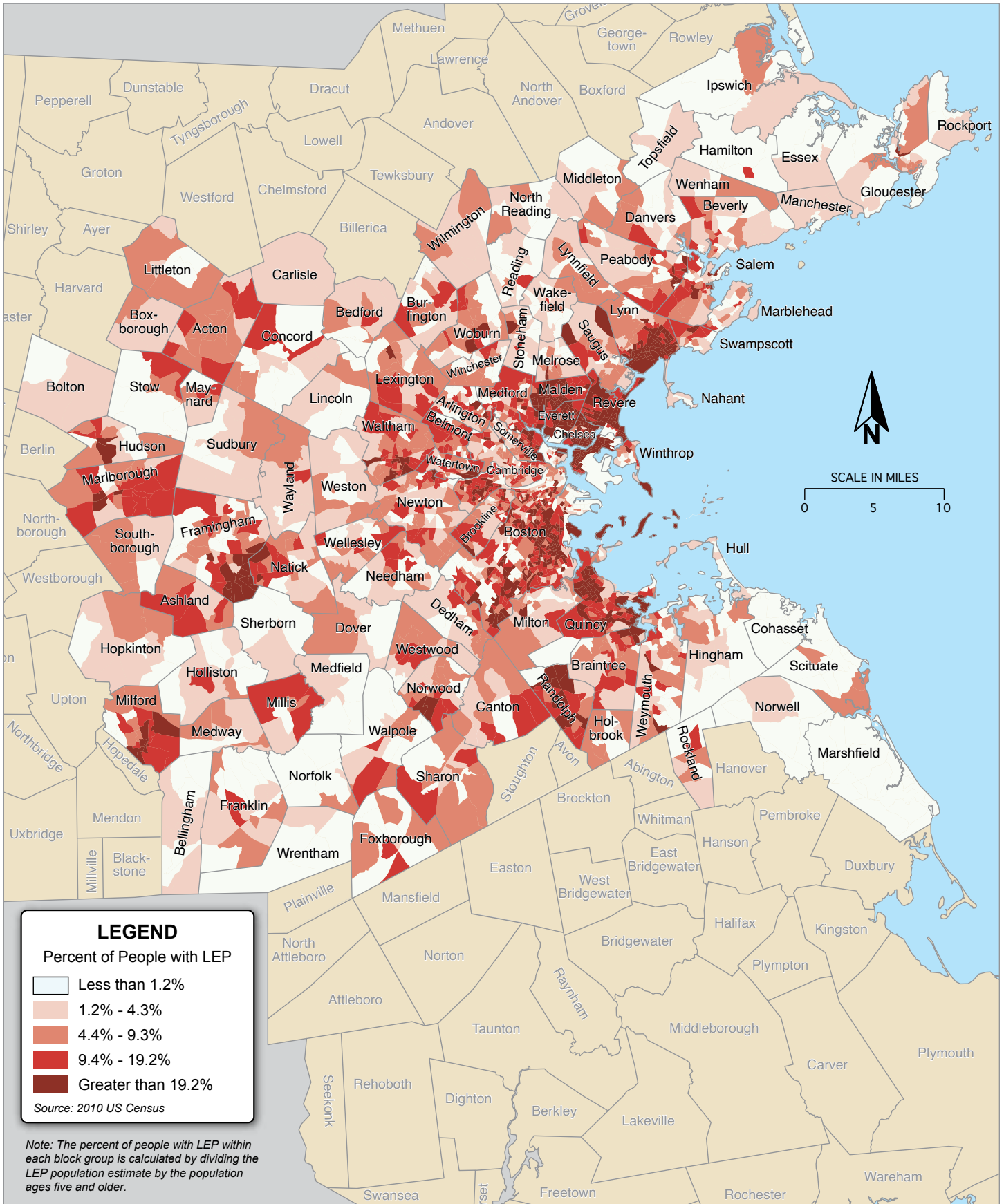


Figure 6-5
Percentage of People with Disabilities in the Boston Region

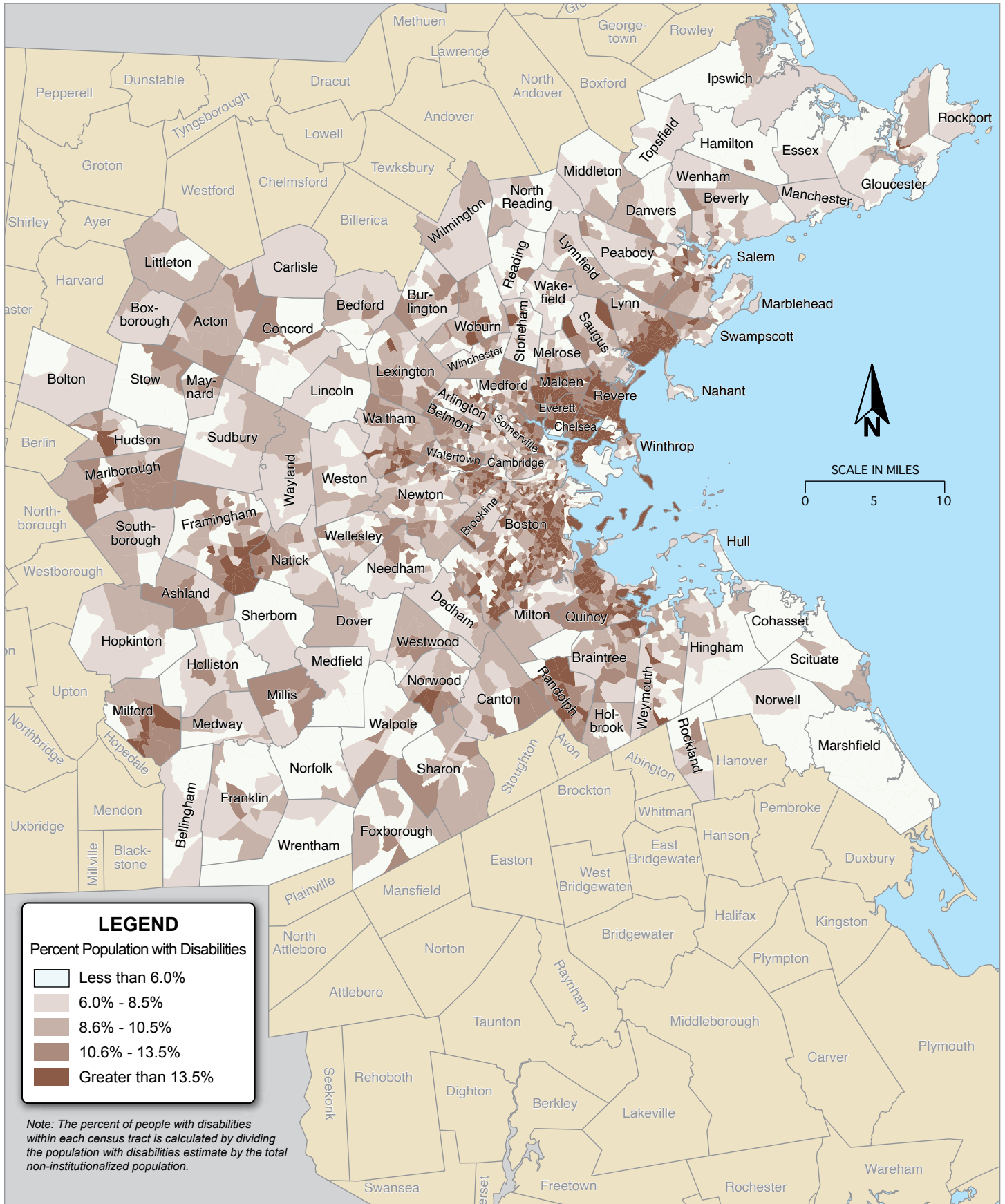


Figure 6-6
Percentage of Older Adults in the Boston Region

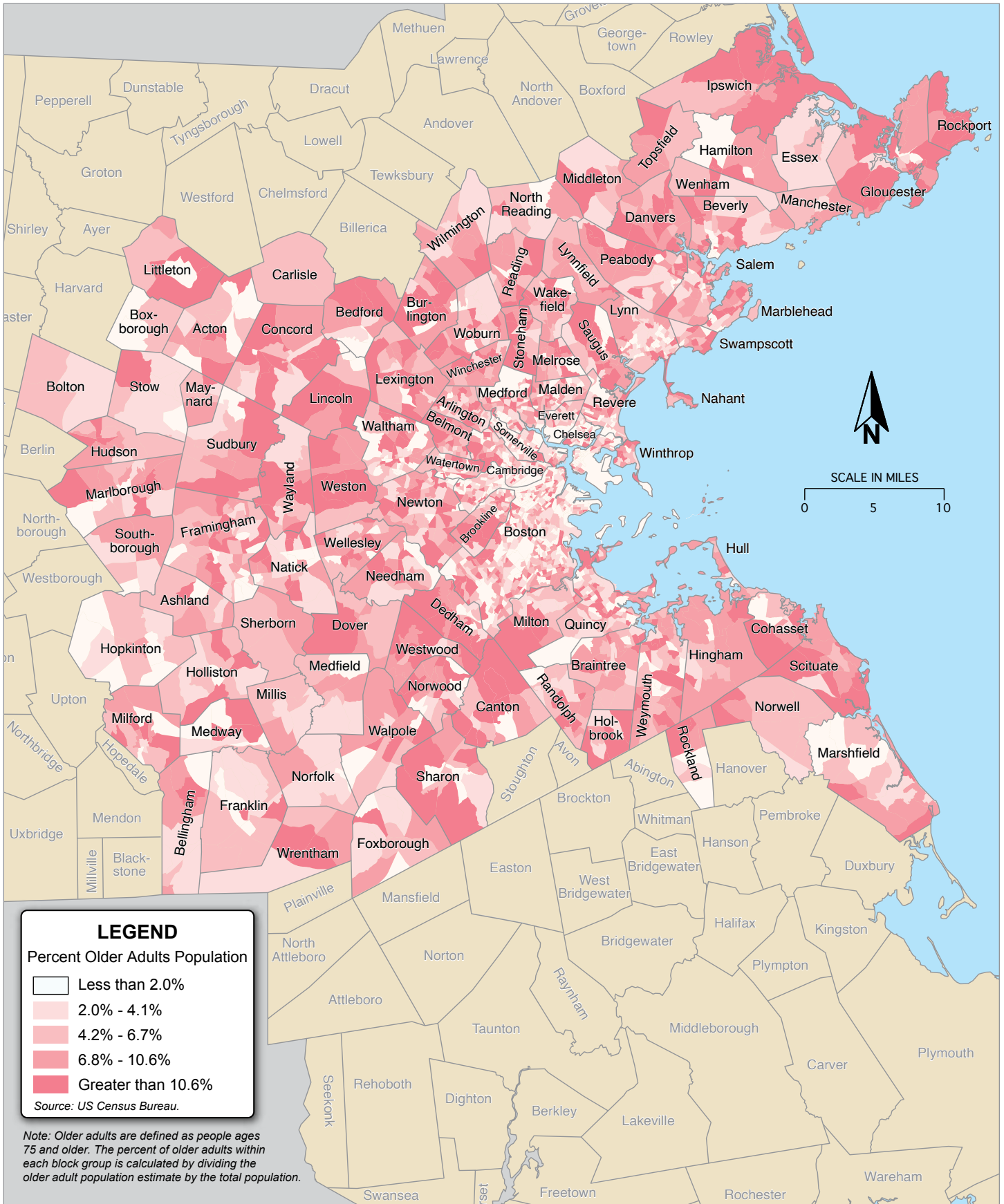
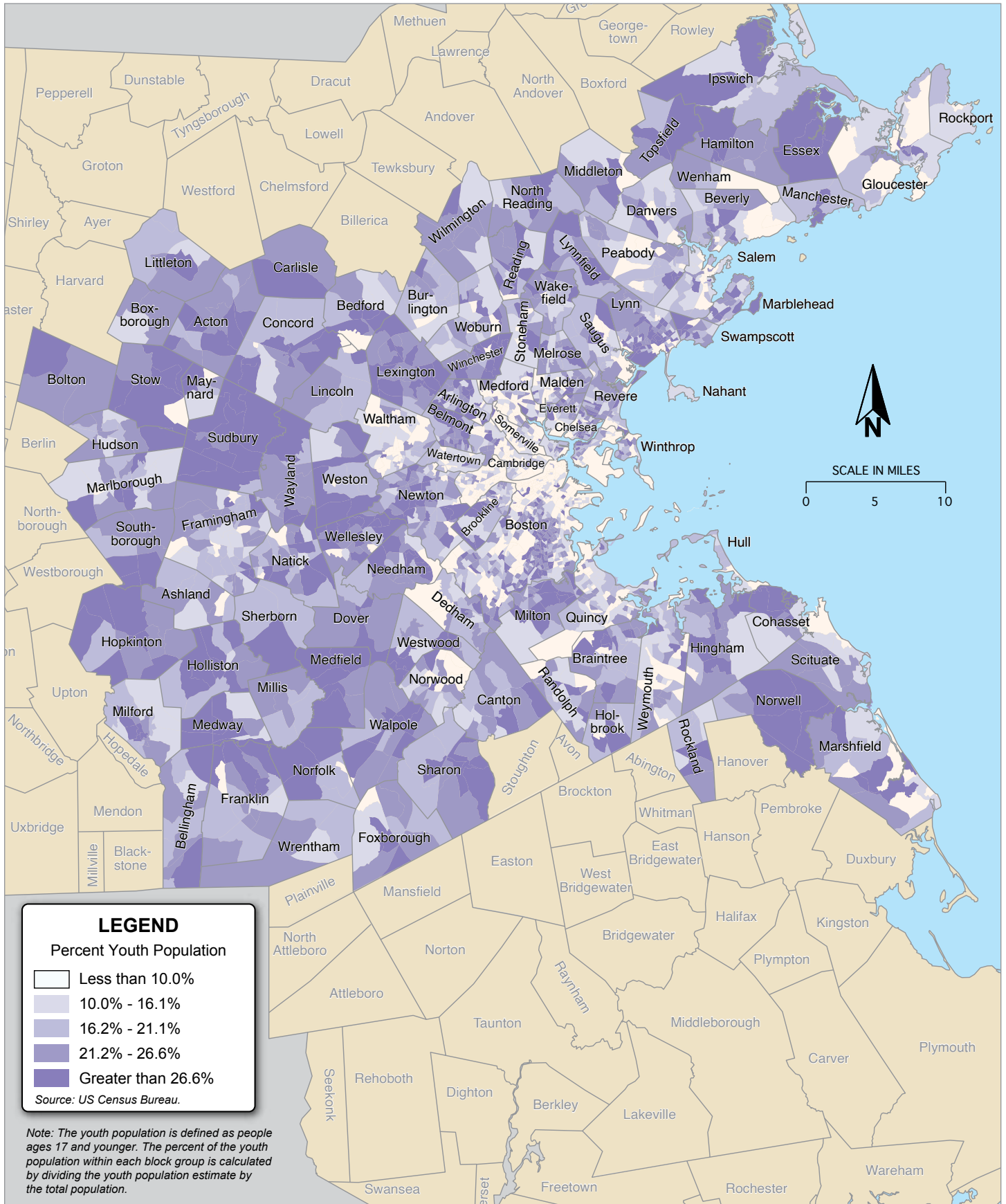


Figure 6-7
Percentage of Youth Population in the Boston Region



Transportation Equity Populations Served or Impacted by Regional Target-funded Projects

The analyses in this section assess which TE populations are likely served or impacted by Regional Target-funded projects. Affected populations are considered those who live in close proximity, defined as one-half mile, from project extents. Geographic proximity is an approximation that helps determine who is likely to use and be impacted by a project. For some projects, such as those in the Bicycle Network and Pedestrian Connections and Complete Streets Programs, this measure is a reasonable representation as these projects are often designed and located in such a way so as to serve local residents. For other projects, such as those in the Major Infrastructure Program, this may be a less accurate representation, given that many users of these types of roadways or public transit lines live outside of the half-mile boundary. Some impacts, however, are local regardless of investment program, such as pollution from carbon monoxide (CO) and other transportation-related emissions. Despite drawbacks, geographical analyses are a readily available approximation of who may be most served and affected by projects funded by the MPO.

Table 6-6
Transportation Equity Populations Served or Impacted by Regional Target Projects

TE Population Group	Regionwide Population	Population Served	Percentage of Total Population Served	Percentage of Regionwide Population
Minority population	1,223,835	278,341	39.4%	36.5%
Low-income population	674,215	147,568	21.4%	20.1%
People with LEP	375,848	79,880	11.5%	11.2%
People with disabilities	342,552	70,085	9.9%	10.2%
Older adult population	232,286	45,609	6.5%	6.9%
Youth population	634,550	132,508	18.8%	18.9%

Notes: As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds.

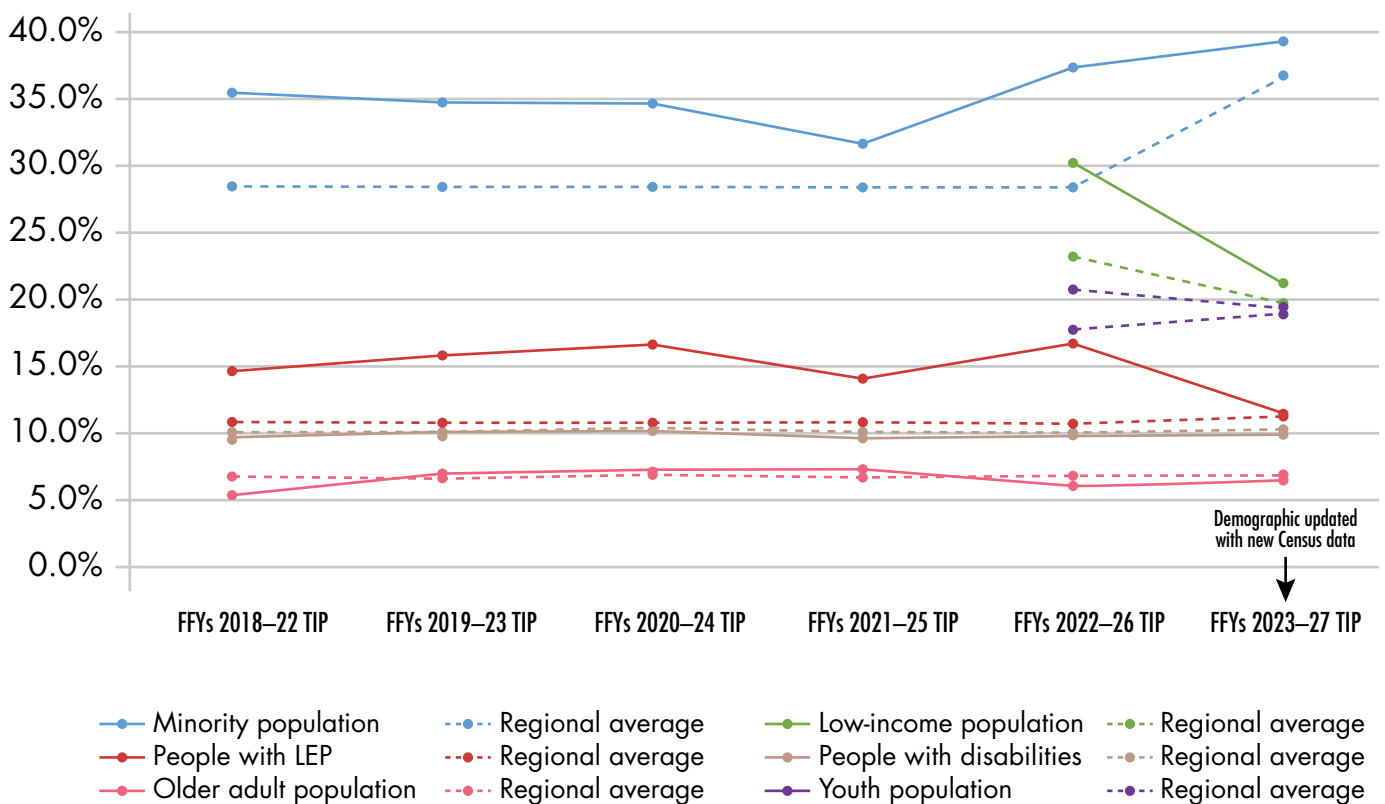
This table does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project as it was evaluated by MassDOT.

LEP = limited English proficiency. TE = transportation equity.

Sources: US Census Bureau, 2015–17 MBTA Systemwide Passenger Survey, and Boston Region MPO.

Figure 6-8 shows the percentage of TE populations served or impacted (out of the entire population served or impacted) by Regional Target projects in the FFYs 2018–22, 2019–23, 2020–24, 2021–25, 2022–26, and 2023–27 TIPs.⁴ (Note that the youth population was added and that the low-income definition changed to its current definition starting in the FFYs 2022–26 TIP; therefore data are shown for these populations starting with the FFYs 2022–26 TIP.) The results show that the percent of TE populations served or impacted have continued to be on par with their respective shares of the Boston region’s population. For the minority population in particular, the percentage has been several percentage points above the regionwide average in every TIP since FFYs 2018–22. For the youth population, the percentage was below its share of the region’s population in the FFYs 2022–26 TIP but is now on par in the FFYs 2023–27 TIP.

Figure 6-8
Change in the Percentage of Transportation Equity Populations Served or Impacted by Regional Target Projects



Notes: People aged 17 or younger were not considered among the TE population until the FFYs 2022–26 TIP. Additionally, starting in the FFYs 2022–26 TIP, the low-income population was defined based on poverty status. (Formerly it was based on household income; this is not shown in the figure as it cannot be compared with the current low-income definition. For information about the data for the FFYs 2018–22, 2019–23, 2020–24, and 2021–25 TIPs, [see the respective documents](#).

As is its usual practice, the MPO has left some funds unallocated in the outer years of each TIP, and this analysis does not reflect those funds. This figure also does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project (110980) as it was evaluated by MassDOT.

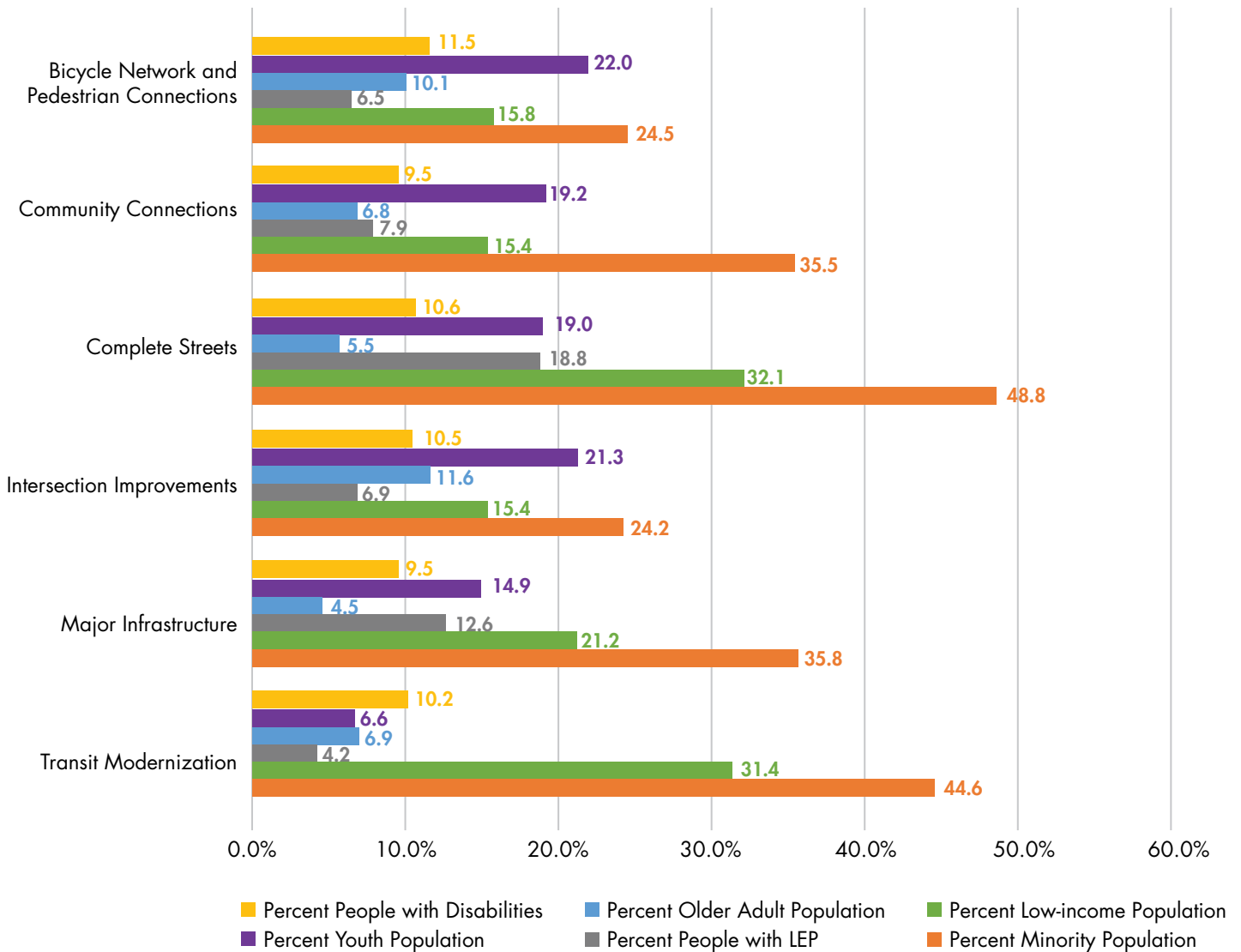
FFY = federal fiscal year. LEP = limited English proficiency. TE = transportation equity. TIP = Transportation Improvement Program.

Sources: US Census Bureau, 2015–17 MBTA Systemwide Passenger Survey, and Boston Region MPO.

⁴ Starting in the FFYs 2022–26 TIP, the methodology for determining the population within a half-mile of projects was updated. A half mile is now measured along the roadway network (excluding limited access highways) rather than as-the-crow-flies, as was done in previous TIPs.

Figure 6-9 shows the percentage of TE populations served or impacted (out of the entire population served or impacted) for each investment program in the FFYs 2023–27 TIP. Some TE populations are likely to benefit from or be impacted by projects in certain investment programs. For example, approximately 19 percent of the population served or impacted by Complete Streets projects are expected have LEP; this percentage is significantly higher than the LEP share of the Boston region’s population, which is 11.2 percent. However, people with LEP are underserved by projects in the Bicycle and Pedestrian Network Connections investments program, with only 6.5 percent of the total population served.

Figure 6-9
Percent of Transportation Equity Populations Served or Impacted by Regional Target Projects by Investment Program



Notes: As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds.

This figure does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project as it was evaluated by MassDOT.

LEP = limited English proficiency. TIP = Transportation Improvement Program.

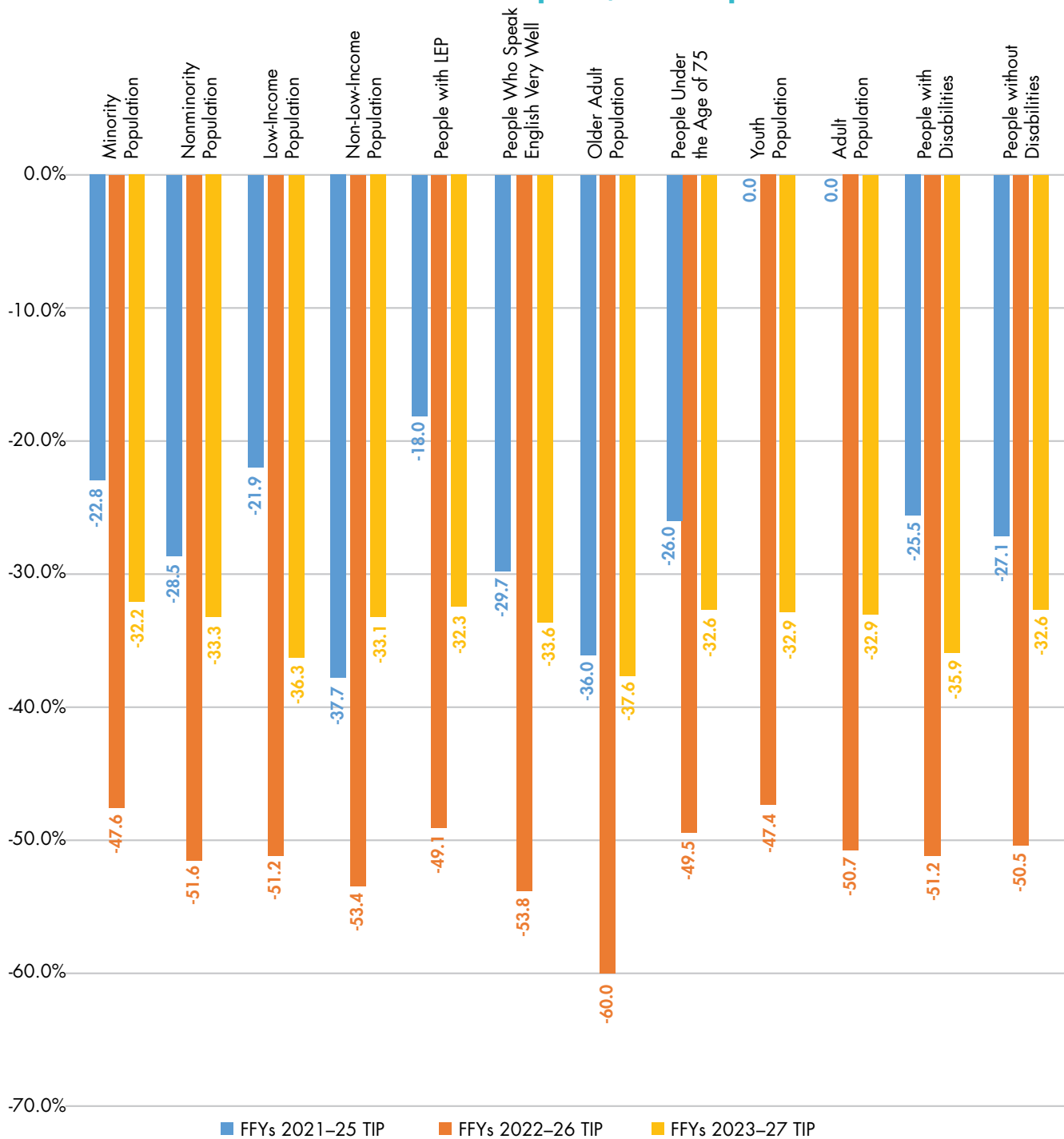
Sources: US Census Bureau, 2015–17 MBTA Systemwide Passenger Survey, and Boston Region MPO.

Transportation Emission Impacts Analysis

Figure 6-10 shows projected changes in emissions for CO, volatile organic compounds (VOC), and nitrogen oxides (NO_x) that would result from the implementation of Regional Target-funded projects and affect TE populations and their non-TE counterparts. Reductions are reported in kilograms per 1,000 people and are shown for the FFYs 2021–25, 2022–26, and 2023–27 TIPs. The changes shown are for each TIP and are not cumulative across all TIPs.

In the FFYs 2021–25 TIP, only the older adult population was likely to receive greater emission reductions than their non-TE counterpart, while in the FFYs 2022–26 TIP this was the case for only older adults and people with disabilities. However, in the FFYs 2023–27 TIP, reductions in emissions are likely to be greater for people with disabilities, the youth population, the older adult population, and the low-income population than for their non-TE counterparts. People with LEP and the minority population are likely to continue to receive less of a reduction of emissions compared their non-TE counterparts; however, that difference is likely to be less than it was in previous TIPs. These results show that the MPO is making progress toward reducing emissions disparities for some TE populations; however, future funding should ensure that the minority population and people with LEP in particular benefit at least as much or more from the emissions reductions resulting from Regional Target projects as their non-TE counterparts.

Figure 6-10
Reduction in Carbon Monoxide, Volatile Organic Compounds, and Nitrogen Oxide Emissions per 1,000 People



Notes: As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds. This table does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project as it was evaluated by MassDOT.

The youth population was not considered a TE population in the FFYs 2021-25 TIP.

CO = carbon monoxide. CMAQ = Congestion Mitigation and Air Quality. FFY = federal fiscal year. LEP = limited English proficiency. N/A = not applicable. NOx = nitrogen oxide. TIP = Transportation Improvement Program. TE = transportation equity. VOC = volatile organic compounds.

Source: US Census Bureau, 2015-17 MBTA Systemwide Passenger Survey, and Boston Region MPO's Congestion Mitigation and Air Quality analyses.

Funding Distribution Analysis

The results of the analyses reported in this section show how Regional Target funds are distributed to projects serving TE populations based on the percentage of the population served by the Regional Target-funded projects. The MPO has programmed approximately \$645 million in Regional Target funding in the FFYs 2023–27 TIP. Like the geographical analyses shown above, this funding distribution analysis assumes that funds allocated to TE populations indicate a benefit. While the MPO strives to ensure that projects selected for funding provide significant transportation improvements to and mitigate potential burdens on TE populations, the complexity of projects and their varied impacts limit the degree to which these outcomes can be ensured.

Table 6-7 shows the percent of funding allocated in the FFYs 2023–27 TIP to Regional Target projects, in the aggregate, that are expected to serve or impact TE populations compared to the share of each TE population within the Boston region. Except for the older adult population, all TE populations will receive a smaller share of funding relative to their share of the regionwide population. The share of TE populations served or impacted is on par or greater than their respective share of the Boston region population (see Table 6-6), which suggests that projects that are expected to serve or impact TE populations are generally smaller projects or projects that will receive a small amount of funding. This does not mean that projects are not providing significant benefits to TE populations, as more funding does not necessarily mean more benefits. While the MPO strives to ensure that projects selected for funding provide significant transportation improvements to and mitigate potential burdens on TE populations, the complexity of projects and their varied impacts limit the degree to which these outcomes can be ensured. More detailed analyses of specific impacts are required to better understand the benefits and burdens TE populations may experience from Regional Target projects, as well as the relationship between funding levels and project benefits.

Table 6-7
Percent of Funding Allocated to Transportation Equity Populations

TE Population	Percentage of Funding Allocated	Percentage of Regionwide Population
Minority population	30.9%	36.5%
Low-income population	18.8%	20.1%
People with LEP	10.0%	11.2%
People with disabilities	9.9%	10.2%
Older adult population	7.5%	6.9%
Youth population	18.2%	18.9%

Notes: As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds.

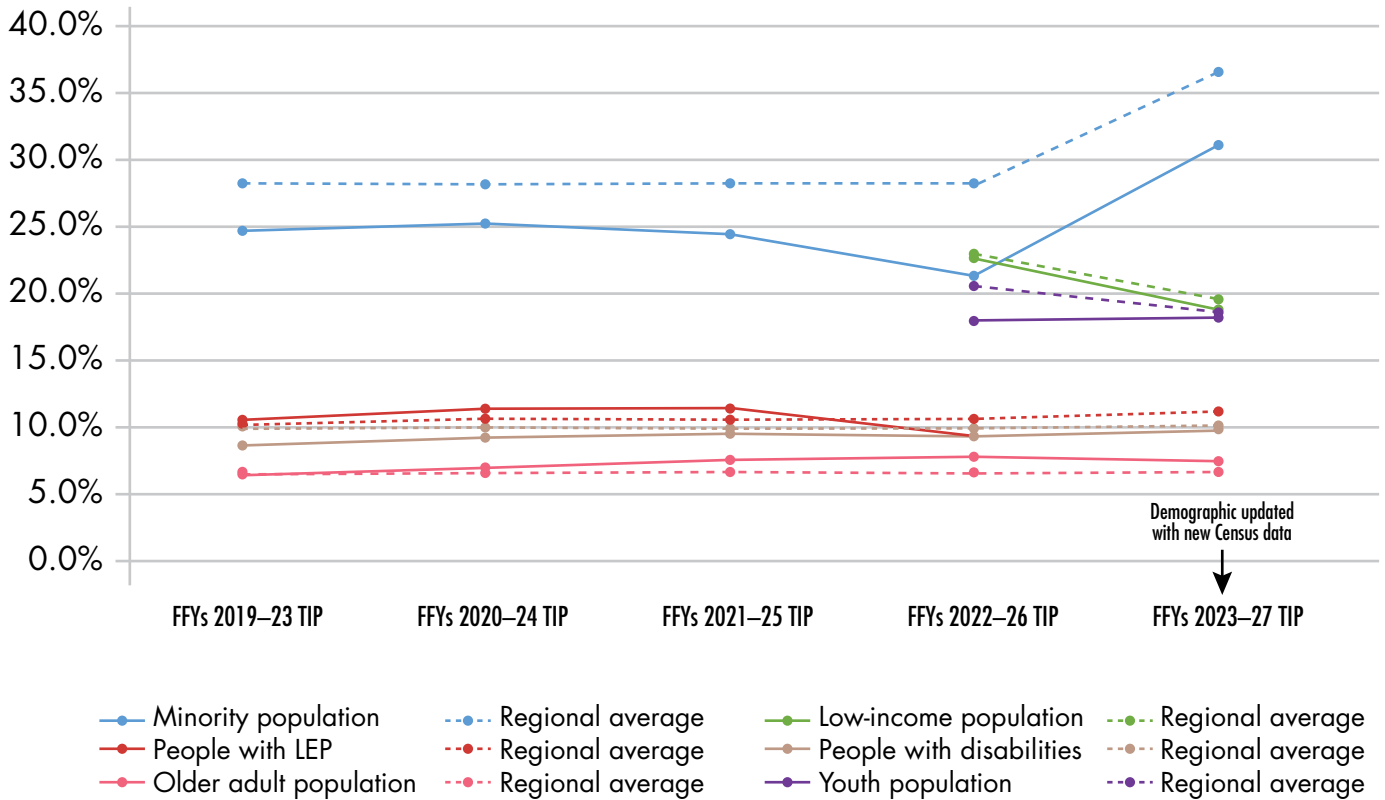
This table does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project as it was evaluated by MassDOT.

LEP = limited English proficiency. TE = transportation equity. TIP = Transportation Improvement Program.

Sources: US Census Bureau, 2015–17 MBTA Systemwide Passenger Survey, and Boston Region MPO.

Figure 6-11 shows the percentage of funding allocated to Regional Target projects that are expected to serve or impact TE populations for the FFYs 2019–23, 2020–24, 2021–25, 2022–26, and 2023–27 TIPs. These data are shown relative to each TE population’s share of their population in the Boston region. Over the past five TIPs, the share of funding allocated to TE populations is approximately level to their share of the Boston region population, except for the minority population. Funding for the minority population has consistently been several percentage points below their share of the region’s population. As described above, funding is only an approximate measure of whether Regional Target projects will likely serve or benefit TE populations, though in general the MPO strives to provide equal or greater funding to TE populations.

Figure 6-11
Change in the Percentage of Funding Allocated to Transportation Equity Populations



Notes: People ages 17 or younger were not considered as a TE population until the FFYs 2022-26 TIP cycle. Additionally, starting in the FFYs 2022-26 TIP, people with low incomes were defined based on their poverty status for their family size. (Formerly, the definition was based on household income.) The decrease in percent of the low-income population served in the FFYs 2022-26 TIP is largely due to this change, as is the change in the regionwide average. For more information about the data for the FFYs 2019-23, 2020-24, and 2021-25 TIPs, [see the respective documents](#).

As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds.

This figure does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project as it was evaluated by MassDOT.

FFY = federal fiscal year. LEP = limited English proficiency. TE = transportation equity. TIP = Transportation Improvement Program.

Sources: US Census Bureau, 2015-17 MBTA Systemwide Passenger Survey, and Boston Region MPO.

FUTURE ACTIVITIES TO IMPROVE MONITORING OF TRANSPORTATION EQUITY PERFORMANCE

The MPO will continue to explore more sophisticated methods of identifying specific impacts of projects funded with Regional Target dollars and evaluating, as a group, their benefits and burdens on TE populations. MPO staff has developed a similar analysis for the MPO's LRTP and will continue to use it to inform updates and refinements to the equity analyses in the TIP. New analyses are also being developed for the LRTP Needs Assessment, which will involve expanding accessibility analyses and analyses of health and climate impacts. In addition, staff are working on a study, Identifying Transportation Inequities in the Boston Region, which will complement the LRTP work and contribute to the further development of future TIP equity analyses.

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Analysis of the Geographic Distribution of UPWP Funds

Municipality	Number of Work Products									Demographics			
	2010-15 Total	2016	2017	2018	2019	2020	2021	2022	2010-22 Total	Total Population	Percent Minority	Percent Low-income	Percent with LEP
Arlington	3	1	3	3	2	1	0	0	13	46,308	24.8%	11.0%	6.0%
Belmont	3	2	1	2	0	0	0	1	9	27,295	30.4%	9.3%	8.5%
Boston	22	3	2	5	9	3	5	11	60	675,647	55.4%	32.0%	16.9%
Brookline	5	1	2	0	1	3	0	1	13	63,191	34.7%	17.6%	9.2%
Cambridge	9	4	5	2	1	1	0	0	22	118,403	44.6%	19.8%	8.3%
Chelsea	10	0	2	1	1	2	1	0	17	40,787	79.8%	39.0%	40.2%
Everett	13	2	1	3	1	2	0	0	22	49,075	65.9%	31.6%	29.9%
Lynn	7	1	0	1	1	0	1	1	12	101,253	65.9%	35.2%	26.8%
Malden	10	0	2	2	1	0	1	0	16	66,263	60.0%	32.0%	26.8%
Medford	6	1	0	3	0	1	0	0	11	59,659	33.2%	18.5%	10.2%
Melrose	6	0	1	1	0	0	1	0	9	29,817	20.4%	12.3%	4.3%
Nahant	0	0	0	0	0	0	0	0	0	3,334	9.0%	14.5%	2.4%
Newton	12	0	0	1	0	1	0	1	15	88,923	29.9%	9.6%	6.3%
Quincy	11	0	0	0	2	1	2	3	19	101,636	45.8%	24.3%	20.7%
Revere	7	0	0	2	2	1	1	0	13	62,186	55.1%	32.8%	28.4%
Saugus	3	0	0	1	0	0	0	0	4	28,619	24.9%	17.9%	6.8%
Somerville	13	1	1	1	3	0	2	0	21	81,045	34.8%	21.9%	10.3%
Waltham	12	3	1	2	1	0	0	1	20	65,218	39.6%	19.8%	11.2%
Watertown	1	0	0	1	0	1	0	1	4	35,329	26.9%	13.6%	9.6%
Winthrop	2	0	0	1	1	0	0	0	4	19,316	21.1%	16.7%	6.5%
ICC Subtotals	155	19	21	32	26	17	14	20	304	1,763,304	48.1%	26.1%	16.0%
Acton	6	1	0	1	3	3	0	0	14	24,021	36.9%	11.8%	7.7%
Bedford	7	0	0	2	2	0	0	1	12	14,383	26.5%	7.5%	4.8%
Bolton	4	0	1	2	1	0	0	0	8	5,665	13.5%	7.5%	1.3%
Boxborough	4	0	0	1	1	0	0	0	6	5,506	32.9%	11.6%	4.3%
Carlisle	2	0	0	1	1	0	0	0	4	5,237	21.2%	6.9%	1.8%
Concord	6	1	3	1	1	1	2	1	16	18,491	18.2%	7.5%	4.1%
Hudson	7	0	0	1	1	0	1	0	10	20,092	21.4%	10.9%	9.7%
Lexington	10	0	0	1	1	1	1	1	15	34,454	43.3%	6.6%	7.1%
Lincoln	9	0	0	1	1	1	1	0	13	7,014	23.8%	15.5%	1.8%
Littleton	5	0	0	1	1	1	0	0	8	10,141	16.9%	10.9%	2.9%
Maynard	7	0	1	2	1	1	0	0	12	10,746	17.0%	10.0%	5.8%
Stow	4	0	0	1	1	0	0	0	6	7,174	14.3%	5.7%	2.7%
Sudbury	7	0	0	1	1	1	1	1	12	18,934	19.1%	4.4%	2.4%
MAGIC Subtotals	78	2	5	16	16	9	6	4	136	181,858	26.8%	8.7%	5.4%
Ashland	3	0	1	0	0	0	1	0	5	18,832	31.5%	10.0%	8.1%
Framingham	14	1	2	1	2	0	1	1	22	72,362	46.3%	20.0%	15.0%
Holliston	4	0	1	0	0	0	1	0	6	14,996	15.8%	5.7%	2.9%
Marlborough	6	0	2	0	0	0	1	0	9	41,793	40.9%	19.6%	12.1%
Natick	9	1	1	0	0	0	1	1	13	37,006	24.4%	9.6%	7.0%
Southborough	8	0	1	0	0	0	1	0	10	10,450	24.5%	9.1%	5.0%
Wayland	3	0	1	0	0	0	1	1	6	13,943	23.2%	5.4%	3.7%
Wellesley	11	1	1	0	0	0	1	0	14	29,550	26.7%	6.3%	4.4%
Weston	14	2	2	1	0	0	1	0	20	11,851	26.0%	15.0%	3.1%
MWRC Subtotals	72	5	12	2	2	0	9	3	105	250,783	33.8%	13.8%	9.2%
Burlington	11	1	1	0	1	0	0	0	14	26,377	30.0%	11.0%	6.1%
Lynnfield	4	1	1	0	0	0	0	0	6	13,000	13.5%	10.2%	3.1%
North Reading	2	1	1	0	0	0	0	0	4	15,554	11.5%	7.1%	2.4%
Reading	10	1	1	0	0	0	0	0	12	25,518	12.8%	9.4%	2.6%
Stoneham	4	1	1	0	0	0	0	0	6	23,244	18.6%	11.5%	4.4%
Wakefield	3	1	1	0	0	0	1	1	7	27,090	14.3%	11.0%	2.5%
Wilmington	5	1	1	0	1	1	0	0	9	23,349	13.8%	9.8%	3.0%
Winchester	4	2	1	1	0	0	0	0	8	22,970	25.4%	7.8%	4.7%
Woburn	7	1	2	1	1	0	0	0	12	40,876	27.2%	13.1%	8.6%
NSPC Subtotals	50	10	10	2	3	1	1	1	78	217,978	19.8%	10.5%	4.6%

Municipality	Number of Work Products									Demographics			
	2010-15 Total	2016	2017	2018	2019	2020	2021	2022	2010-22 Total	Total Population	Percent Minority	Percent Low-income	Percent with LEP
Weymouth	6	0	0	1	0	0	0	1	8	57,437	22.6%	17.9%	5.5%
SSC Subtotals	35	1	0	5	3	3	1	9	57	224,764	17.5%	13.5%	3.9%
Bellingham	3	0	0	1	0	0	0	0	4	16,945	14.6%	9.4%	1.1%
Franklin	3	0	0	0	0	0	0	0	3	33,261	14.9%	10.0%	2.8%
Hopkinton	7	0	0	0	0	0	0	0	7	18,758	26.8%	7.3%	2.0%
Medway	4	0	0	0	0	0	0	1	5	13,115	11.7%	9.7%	2.4%
Milford	8	0	0	1	0	0	1	0	10	30,379	34.0%	19.0%	13.7%
Millis	3	0	0	0	0	0	0	0	3	8,460	12.0%	10.9%	6.9%
Norfolk	2	0	0	0	0	0	0	0	2	11,662	15.9%	2.8%	1.2%
Sherborn	4	0	0	0	0	0	1	0	5	4,401	18.3%	7.3%	1.5%
Wrentham	3	0	0	0	0	0	1	0	4	12,178	10.4%	7.8%	0.7%
SWAP Subtotals	37	0	0	2	0	0	3	1	43	149,159	19.6%	10.7%	4.5%
Canton	2	0	2	2	1	3	0	1	11	24,370	27.1%	7.9%	6.1%
Dedham	5	1	0	0	1	2	1	1	11	25,364	22.0%	13.9%	4.5%
Dover	4	0	0	0	1	0	1	0	6	5,923	19.2%	2.6%	2.8%
Foxborough	4	0	0	0	1	2	1	0	8	18,618	16.4%	16.0%	4.0%
Medfield	1	0	0	0	1	0	1	0	3	12,799	12.5%	7.6%	1.2%
Milton	5	0	0	2	2	1	3	2	15	28,630	29.0%	14.0%	5.2%
Needham	7	1	0	1	2	0	0	1	12	32,091	18.9%	6.4%	5.0%
Norwood	2	0	0	0	2	2	1	2	9	31,611	27.5%	15.9%	9.4%
Randolph	4	0	0	0	1	0	0	1	6	34,984	73.4%	19.9%	18.9%
Sharon	0	0	0	0	1	0	0	0	1	18,575	33.2%	3.4%	6.1%
Walpole	4	0	0	0	1	2	1	1	9	26,383	17.1%	10.0%	3.9%
Westwood	6	0	0	1	1	2	1	1	12	16,266	17.2%	6.9%	5.6%
TRIC Subtotals	44	2	2	6	15	14	10	10	103	275,614	29.1%	11.5%	7.0%
Grand Total	506	41	73	75	72	48	45	54	914	3,357,194	36.5%	19.6%	11.2%

APPENDIX F

Transportation Improvement Program Title VI and EJ Analyses

TRANSPORTATION EQUITY ANALYSES

As required by federal regulations, the MPO assesses the impacts of all Regional Target-funded projects, as a group, in each TIP on TE populations.³ These analyses help the MPO to better understand the extent to which investments help the MPO meet its TE goal. This information will inform future changes or updates to MPO work and decision-making. As new tools are identified and analyses are developed, they will be added to subsequent TIPs.

In the FFYs 2023–27 TIP, the MPO has left unprogrammed Regional Target funds for projects which have not yet been identified. As a standard practice, the MPO reserves funds for these programs with the expectation that they will be allocated when projects are ready to be funded. Specifically, \$6.7 million for the Community Connections and \$19.5 million for the Transit Modernization investment programs have been left unprogrammed. Except for the funding distribution analysis, the equity analyses in this chapter do not account for these funds. Additionally, the analyses in this chapter do not include roadway projects in the region that are funded by the Massachusetts Department of Transportation or public transit projects funded by regional transit authorities.

³ The following sources for the TE populations were used for the analyses in this section:

FFYs 2022–26 TIP and earlier:

- Minority population: US Census Bureau; 2010 Decennial Census Redistricting Data (P.L. 94-171), Table P2: Hispanic or Latino, and Not Hispanic or Latino by Race; generated by CTPS; using data.census.gov.
- Low-income population: US Census Bureau; 2010–14 American Community Survey, Table C17002: Ratio of Income to Poverty Level in the Past 12 Months; generated by CTPS; using data.census.gov.
- People with limited English proficiency: US Census Bureau; 2010–14 American Community Survey, Table B16004: Age by Language Spoken at Home by Ability to Speak English for the Population 5 Years and Older; generated by CTPS; using data.census.gov.
- People with disabilities: US Census Bureau; 2010–14 American Community Survey, Table B18101: Sex by Age by Disability Status; generated by CTPS; using data.census.gov.
- Older adults and youth population: US Census Bureau; 2010 Census, Table P12: Sex by Age; generated by CTPS; using data.census.gov.

FFYs 2023–27 TIP:

- Minority population: US Census Bureau; 2020 Decennial Census Redistricting Data (P.L. 94-171), Table P2: Hispanic or Latino, and Not Hispanic or Latino by Race; generated by CTPS; using data.census.gov.
- Low-income population: US Census Bureau; 2016–20 American Community Survey, Table C17002: Ratio of Income to Poverty Level in the Past 12 Months; generated by CTPS; using data.census.gov.
- People with limited English proficiency: US Census Bureau; 2016–20 American Community Survey, Table B16004: Age by Language Spoken at Home by Ability to Speak English for the Population 5 Years and Older; generated by CTPS; using data.census.gov.
- People with disabilities: US Census Bureau; 2016–20 American Community Survey, Table B18101: Sex by Age by Disability Status; generated by CTPS; using www.data.census.gov.
- Older adult and youth population: US Census Bureau; 2016–20 American Community Survey, Table B18101: Sex by Age; generated by CTPS; using data.census.gov.

Geographical Analyses

Transportation Equity Populations in the Boston Region

Table 6-5 shows the total number of people in the Boston region who belong to each TE population, as well as the percentage of each TE population relative to the Boston region's population. Values from the FFYs 2022–26 TIP are also shown as a comparison.

Table 6-5
Transportation Equity Populations in the Boston Region

TE Population Group	MPO Region Population		Percent of the Total Population	
	FFYs 2022–26 TIP	FFYs 2023–27 TIP	FFYs 2022–26 TIP	FFYs 2023–27 TIP
Minority population	870,459	1,223,835	28.2%	36.5%
Low-income population	683,548	674,215	23.0%	19.6%
People with LEP	308,770	375,848	10.6%	11.1%
People with disabilities	306,776	342,552	10.0%	10.2%
Older adult population	206,578	232,286	6.7%	6.8%
Youth population	636,761	634,550	20.6%	19.3%

Note: To calculate the TE population values, the population in each block group was controlled to the total 2020 census population count and then summed to get the total TE population in the Boston region.

FFY = federal fiscal year. LEP = limited English proficiency. TE = transportation equity. TIP = Transportation Improvement Program.

Source: US Census Bureau.

Figures 6-2 to 6-7 show the percent of each TE population throughout the Boston region. In general, the minority population, people with low incomes, and people with LEP tend to live closer to or in Boston. On the other hand, people aged 75 or older, people 17 or younger, and people with disabilities are dispersed throughout the region.

Figure 6-2
Percentage of the Minority Population in the Boston Region

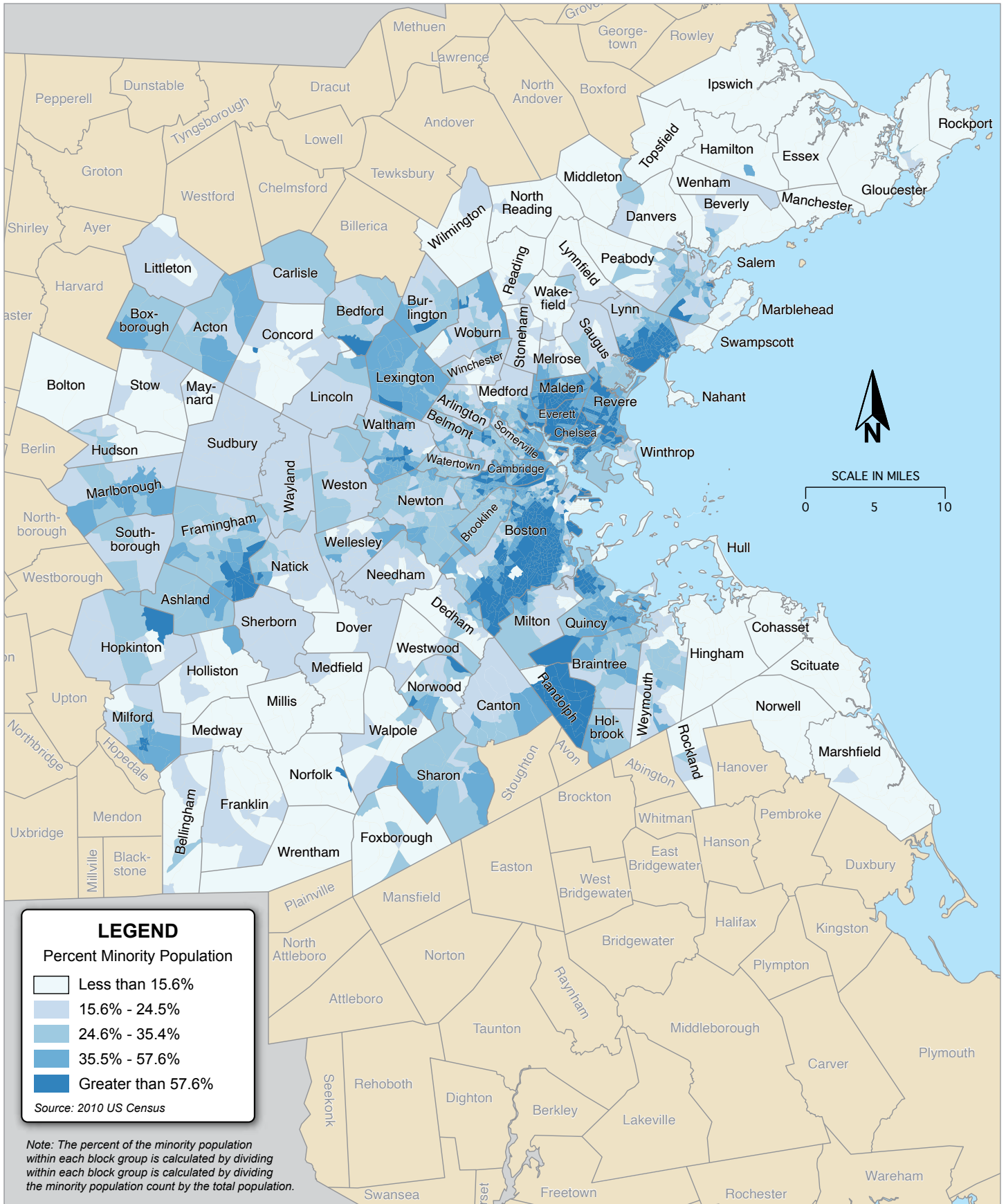


Figure 6-3
Percentage of the Low-income Population in the Boston Region

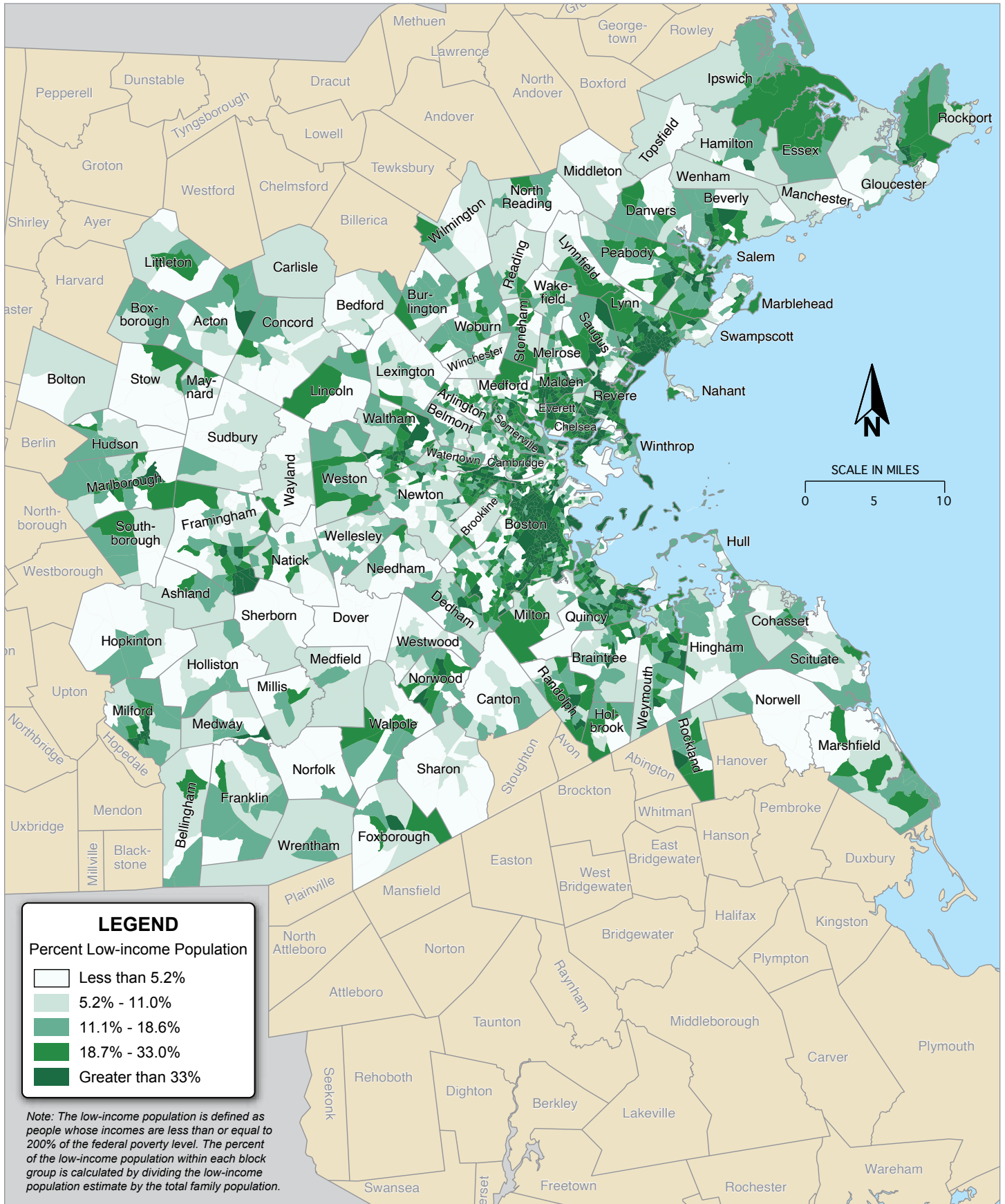


Figure 6-4
Percentage of People with Limited English Proficiency in the Boston Region

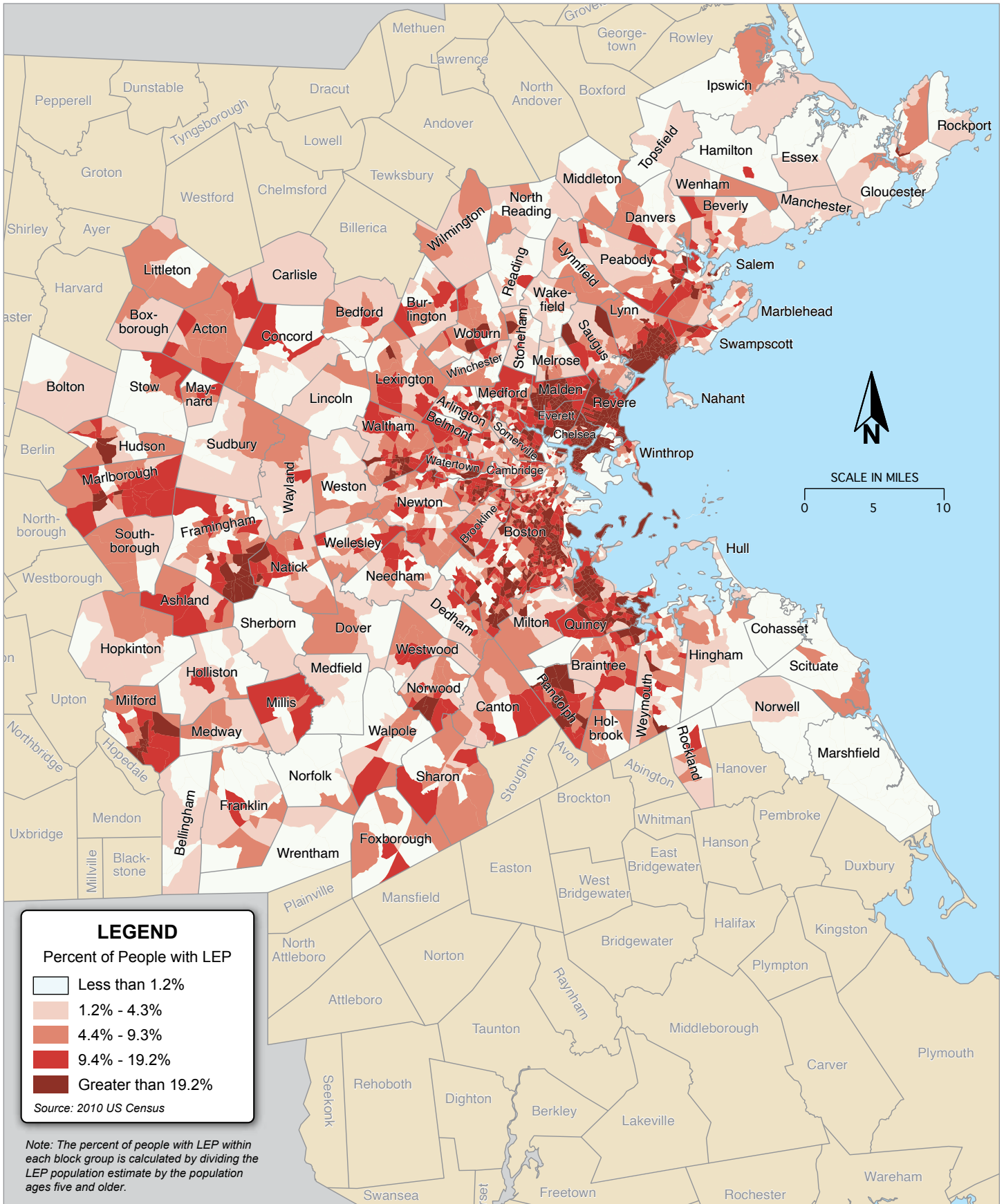


Figure 6-5
Percentage of People with Disabilities in the Boston Region

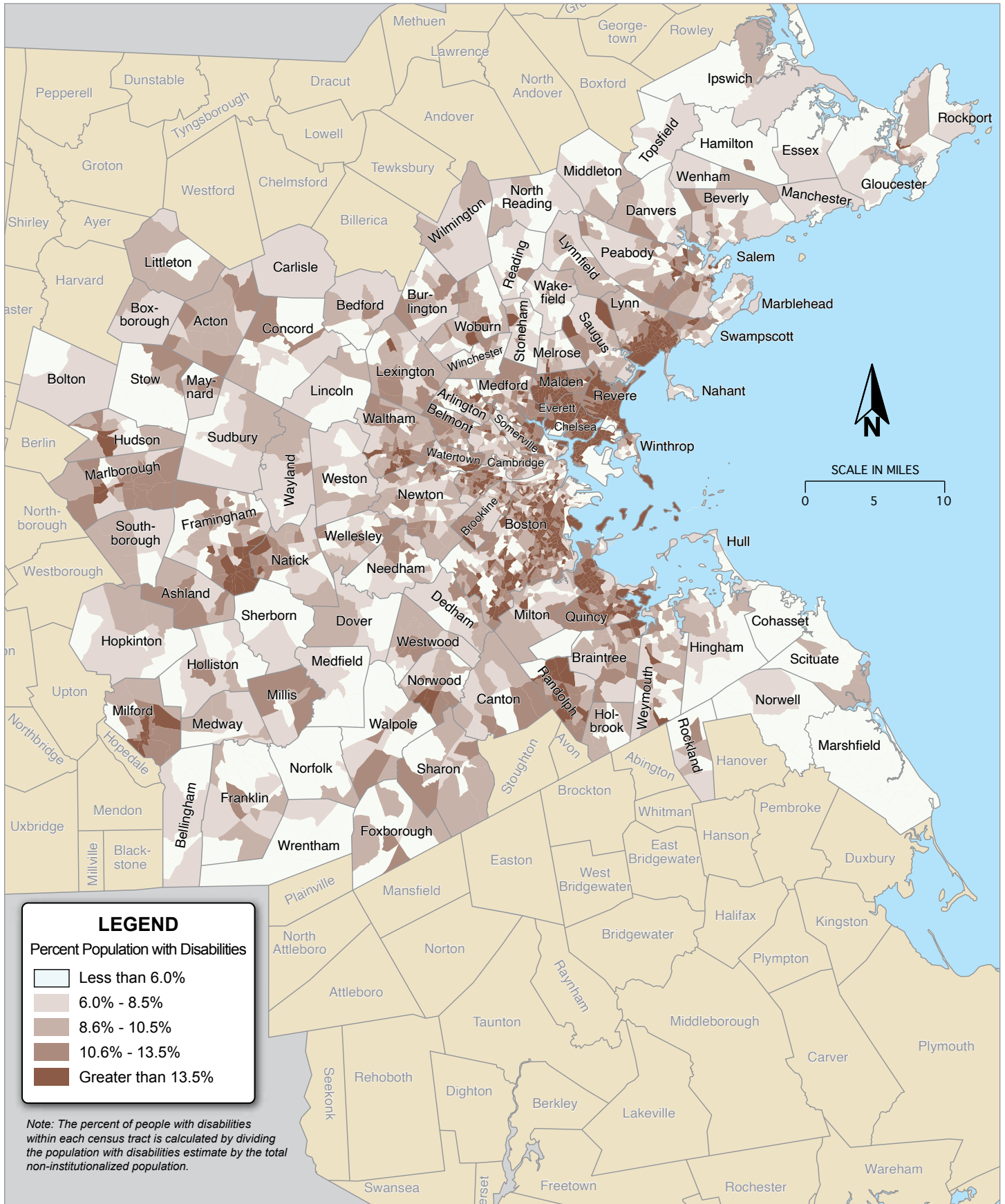


Figure 6-6
Percentage of Older Adults in the Boston Region

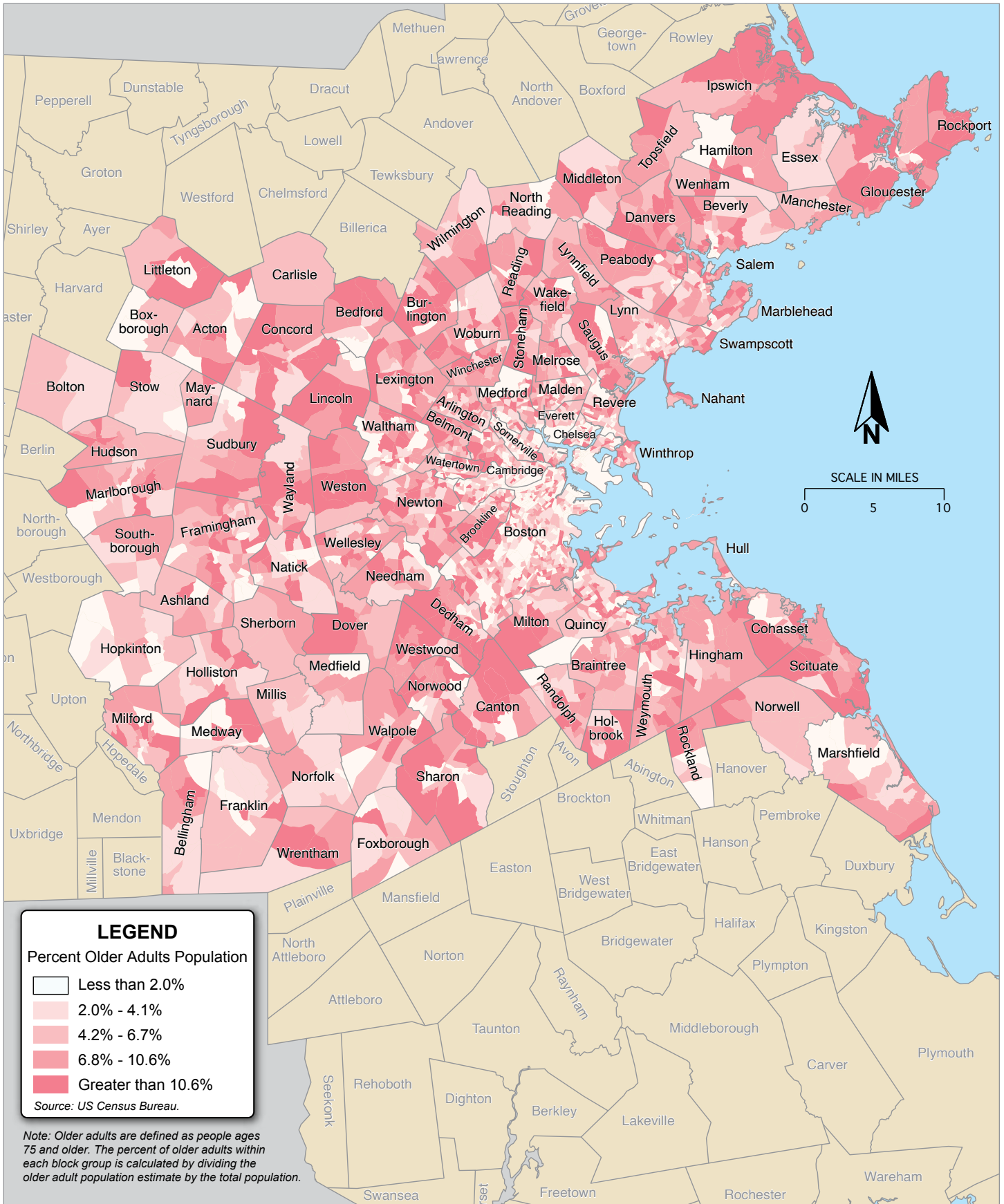
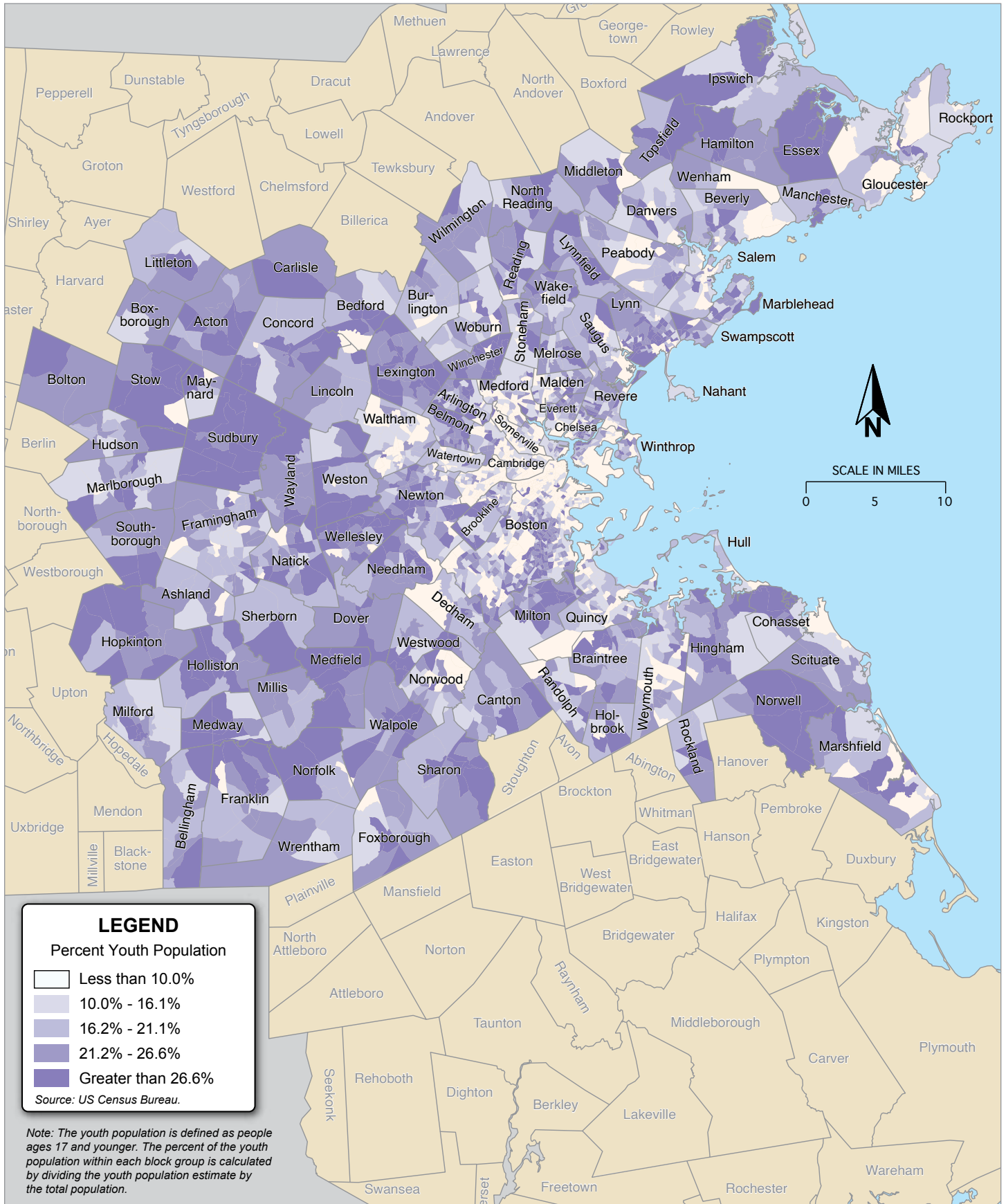


Figure 6-7
Percentage of Youth Population in the Boston Region



Transportation Equity Populations Served or Impacted by Regional Target-funded Projects

The analyses in this section assess which TE populations are likely served or impacted by Regional Target-funded projects. Affected populations are considered those who live in close proximity, defined as one-half mile, from project extents. Geographic proximity is an approximation that helps determine who is likely to use and be impacted by a project. For some projects, such as those in the Bicycle Network and Pedestrian Connections and Complete Streets Programs, this measure is a reasonable representation as these projects are often designed and located in such a way so as to serve local residents. For other projects, such as those in the Major Infrastructure Program, this may be a less accurate representation, given that many users of these types of roadways or public transit lines live outside of the half-mile boundary. Some impacts, however, are local regardless of investment program, such as pollution from carbon monoxide (CO) and other transportation-related emissions. Despite drawbacks, geographical analyses are a readily available approximation of who may be most served and affected by projects funded by the MPO.

Table 6-6
Transportation Equity Populations Served or Impacted by Regional Target Projects

TE Population Group	Regionwide Population	Population Served	Percentage of Total Population Served	Percentage of Regionwide Population
Minority population	1,223,835	278,341	39.4%	36.5%
Low-income population	674,215	147,568	21.4%	20.1%
People with LEP	375,848	79,880	11.5%	11.2%
People with disabilities	342,552	70,085	9.9%	10.2%
Older adult population	232,286	45,609	6.5%	6.9%
Youth population	634,550	132,508	18.8%	18.9%

Notes: As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds.

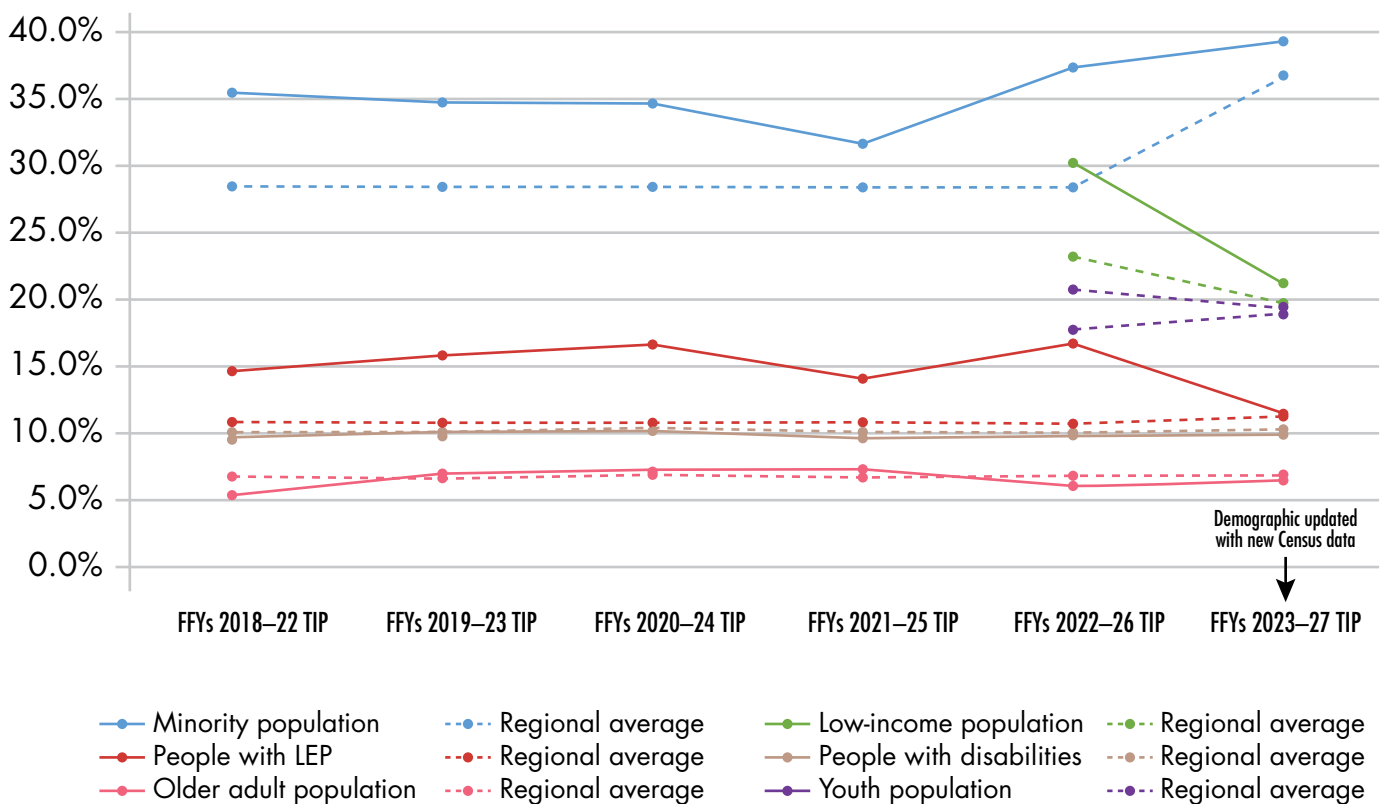
This table does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project as it was evaluated by MassDOT.

LEP = limited English proficiency. TE = transportation equity.

Sources: US Census Bureau, 2015–17 MBTA Systemwide Passenger Survey, and Boston Region MPO.

Figure 6-8 shows the percentage of TE populations served or impacted (out of the entire population served or impacted) by Regional Target projects in the FFYs 2018–22, 2019–23, 2020–24, 2021–25, 2022–26, and 2023–27 TIPs.⁴ (Note that the youth population was added and that the low-income definition changed to its current definition starting in the FFYs 2022–26 TIP; therefore data are shown for these populations starting with the FFYs 2022–26 TIP.) The results show that the percent of TE populations served or impacted have continued to be on par with their respective shares of the Boston region’s population. For the minority population in particular, the percentage has been several percentage points above the regionwide average in every TIP since FFYs 2018–22. For the youth population, the percentage was below its share of the region’s population in the FFYs 2022–26 TIP but is now on par in the FFYs 2023–27 TIP.

Figure 6-8
Change in the Percentage of Transportation Equity Populations Served or Impacted by Regional Target Projects



Notes: People aged 17 or younger were not considered among the TE population until the FFYs 2022–26 TIP. Additionally, starting in the FFYs 2022–26 TIP, the low-income population was defined based on poverty status. (Formerly it was based on household income; this is not shown in the figure as it cannot be compared with the current low-income definition. For information about the data for the FFYs 2018–22, 2019–23, 2020–24, and 2021–25 TIPs, [see the respective documents](#).

As is its usual practice, the MPO has left some funds unallocated in the outer years of each TIP, and this analysis does not reflect those funds. This figure also does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project (110980) as it was evaluated by MassDOT.

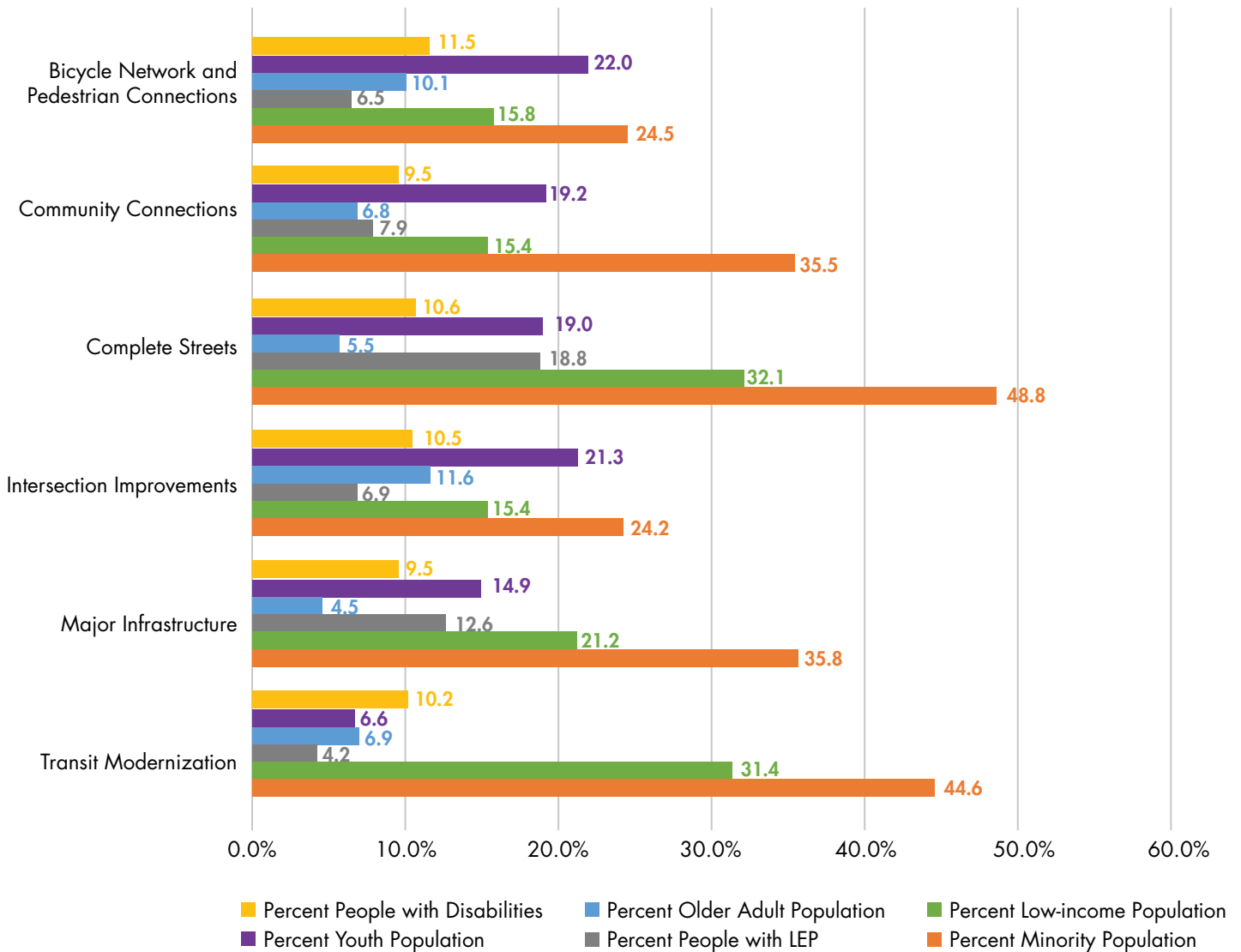
FFY = federal fiscal year. LEP = limited English proficiency. TE = transportation equity. TIP = Transportation Improvement Program.

Sources: US Census Bureau, 2015–17 MBTA Systemwide Passenger Survey, and Boston Region MPO.

⁴ Starting in the FFYs 2022–26 TIP, the methodology for determining the population within a half-mile of projects was updated. A half mile is now measured along the roadway network (excluding limited access highways) rather than as-the-crow-flies, as was done in previous TIPs.

Figure 6-9 shows the percentage of TE populations served or impacted (out of the entire population served or impacted) for each investment program in the FFYs 2023–27 TIP. Some TE populations are likely to benefit from or be impacted by projects in certain investment programs. For example, approximately 19 percent of the population served or impacted by Complete Streets projects are expected have LEP; this percentage is significantly higher than the LEP share of the Boston region’s population, which is 11.2 percent. However, people with LEP are underserved by projects in the Bicycle and Pedestrian Network Connections investments program, with only 6.5 percent of the total population served.

Figure 6-9
Percent of Transportation Equity Populations Served or Impacted by Regional Target Projects by Investment Program



Notes: As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds.

This figure does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project as it was evaluated by MassDOT.

LEP = limited English proficiency. TIP = Transportation Improvement Program.

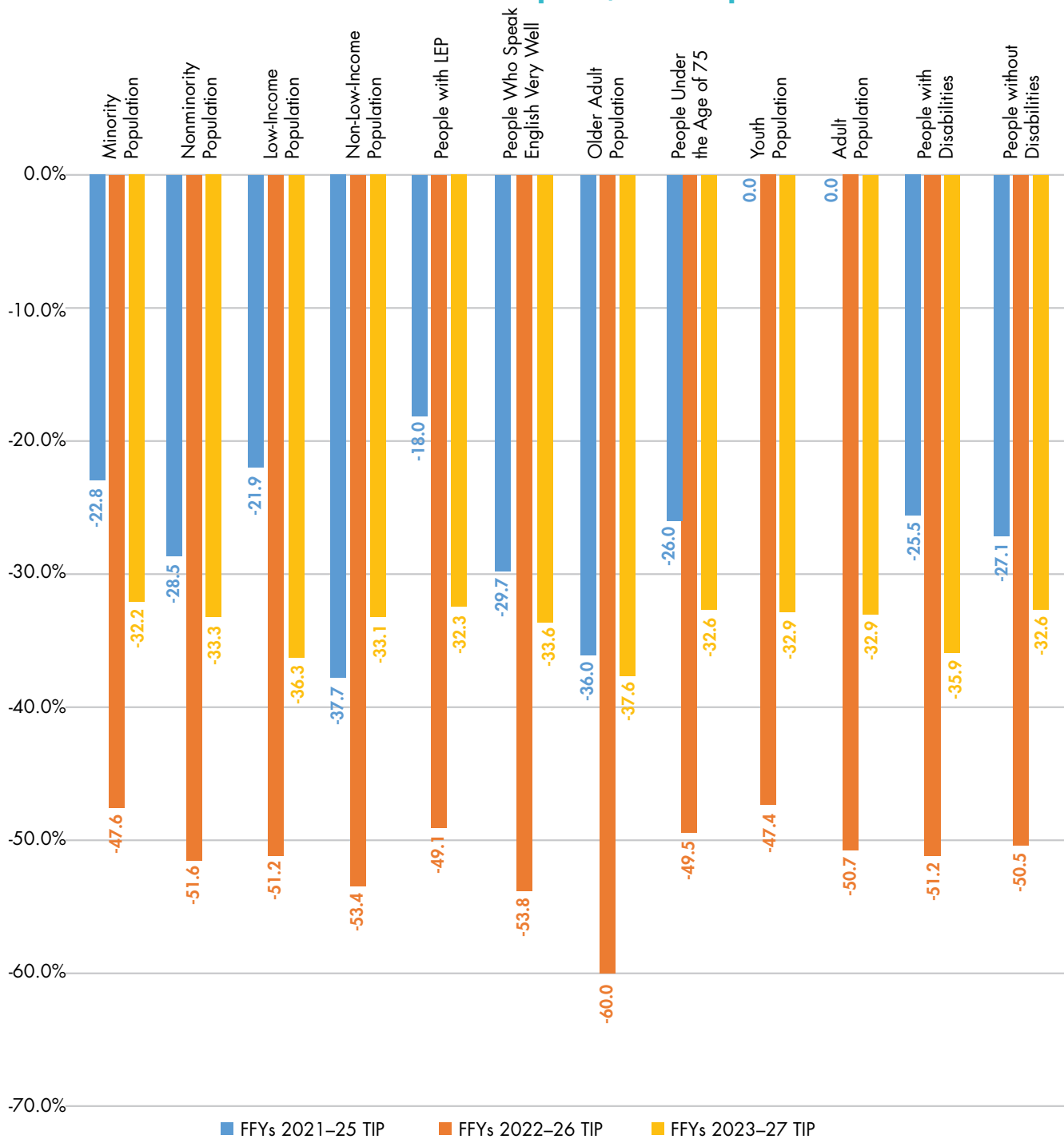
Sources: US Census Bureau, 2015–17 MBTA Systemwide Passenger Survey, and Boston Region MPO.

Transportation Emission Impacts Analysis

Figure 6-10 shows projected changes in emissions for CO, volatile organic compounds (VOC), and nitrogen oxides (NO_x) that would result from the implementation of Regional Target-funded projects and affect TE populations and their non-TE counterparts. Reductions are reported in kilograms per 1,000 people and are shown for the FFYs 2021–25, 2022–26, and 2023–27 TIPs. The changes shown are for each TIP and are not cumulative across all TIPs.

In the FFYs 2021–25 TIP, only the older adult population was likely to receive greater emission reductions than their non-TE counterpart, while in the FFYs 2022–26 TIP this was the case for only older adults and people with disabilities. However, in the FFYs 2023–27 TIP, reductions in emissions are likely to be greater for people with disabilities, the youth population, the older adult population, and the low-income population than for their non-TE counterparts. People with LEP and the minority population are likely to continue to receive less of a reduction of emissions compared their non-TE counterparts; however, that difference is likely to be less than it was in previous TIPs. These results show that the MPO is making progress toward reducing emissions disparities for some TE populations; however, future funding should ensure that the minority population and people with LEP in particular benefit at least as much or more from the emissions reductions resulting from Regional Target projects as their non-TE counterparts.

Figure 6-10
Reduction in Carbon Monoxide, Volatile Organic Compounds, and Nitrogen Oxide Emissions per 1,000 People



Notes: As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds. This table does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project as it was evaluated by MassDOT.

The youth population was not considered a TE population in the FFYs 2021-25 TIP.

CO = carbon monoxide. CMAQ = Congestion Mitigation and Air Quality. FFY = federal fiscal year. LEP = limited English proficiency. N/A = not applicable. NOx = nitrogen oxide. TIP = Transportation Improvement Program. TE = transportation equity. VOC = volatile organic compounds.

Source: US Census Bureau, 2015-17 MBTA Systemwide Passenger Survey, and Boston Region MPO's Congestion Mitigation and Air Quality analyses.

Funding Distribution Analysis

The results of the analyses reported in this section show how Regional Target funds are distributed to projects serving TE populations based on the percentage of the population served by the Regional Target-funded projects. The MPO has programmed approximately \$645 million in Regional Target funding in the FFYs 2023–27 TIP. Like the geographical analyses shown above, this funding distribution analysis assumes that funds allocated to TE populations indicate a benefit. While the MPO strives to ensure that projects selected for funding provide significant transportation improvements to and mitigate potential burdens on TE populations, the complexity of projects and their varied impacts limit the degree to which these outcomes can be ensured.

Table 6-7 shows the percent of funding allocated in the FFYs 2023–27 TIP to Regional Target projects, in the aggregate, that are expected to serve or impact TE populations compared to the share of each TE population within the Boston region. Except for the older adult population, all TE populations will receive a smaller share of funding relative to their share of the regionwide population. The share of TE populations served or impacted is on par or greater than their respective share of the Boston region population (see Table 6-6), which suggests that projects that are expected to serve or impact TE populations are generally smaller projects or projects that will receive a small amount of funding. This does not mean that projects are not providing significant benefits to TE populations, as more funding does not necessarily mean more benefits. While the MPO strives to ensure that projects selected for funding provide significant transportation improvements to and mitigate potential burdens on TE populations, the complexity of projects and their varied impacts limit the degree to which these outcomes can be ensured. More detailed analyses of specific impacts are required to better understand the benefits and burdens TE populations may experience from Regional Target projects, as well as the relationship between funding levels and project benefits.

Table 6-7
Percent of Funding Allocated to Transportation Equity Populations

TE Population	Percentage of Funding Allocated	Percentage of Regionwide Population
Minority population	30.9%	36.5%
Low-income population	18.8%	20.1%
People with LEP	10.0%	11.2%
People with disabilities	9.9%	10.2%
Older adult population	7.5%	6.9%
Youth population	18.2%	18.9%

Notes: As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds.

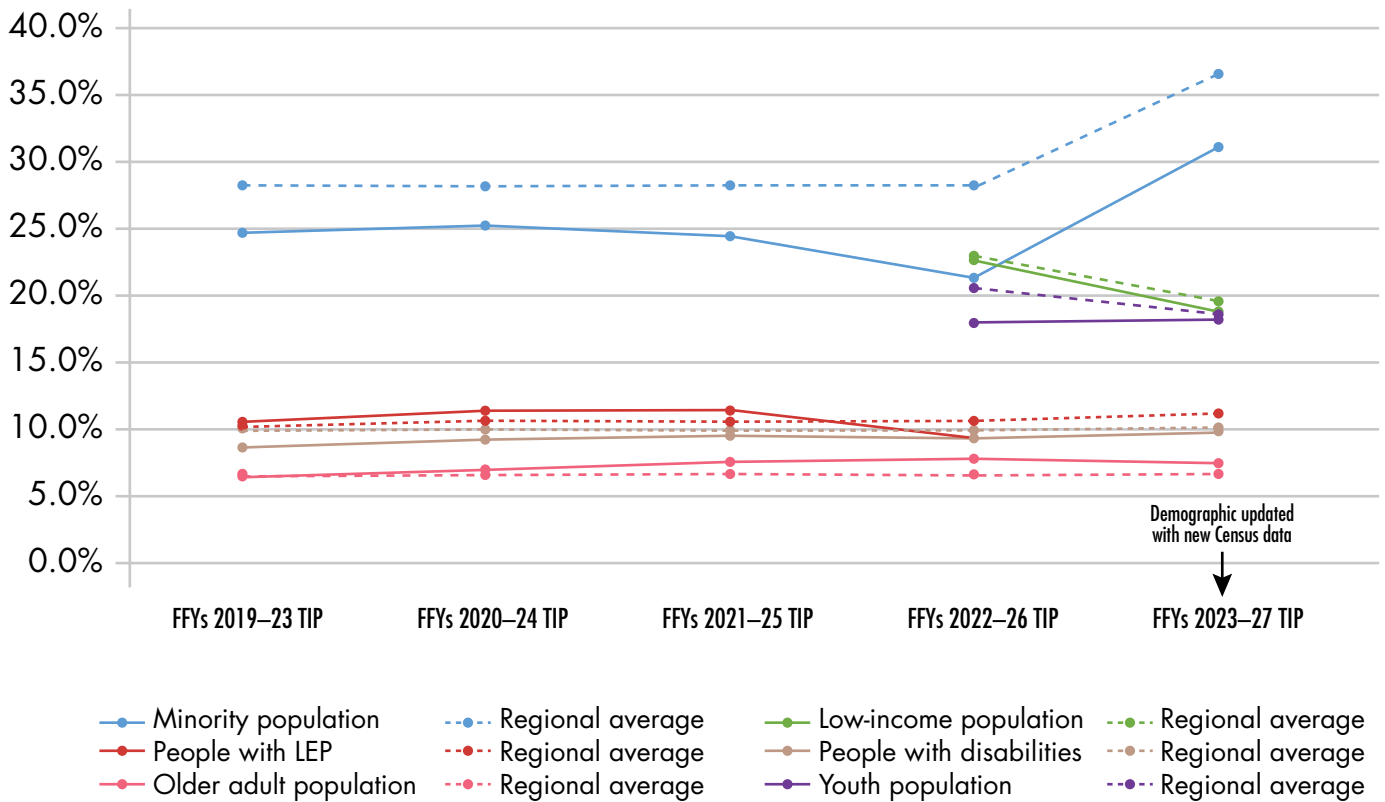
This table does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project as it was evaluated by MassDOT.

LEP = limited English proficiency. TE = transportation equity. TIP = Transportation Improvement Program.

Sources: US Census Bureau, 2015–17 MBTA Systemwide Passenger Survey, and Boston Region MPO.

Figure 6-11 shows the percentage of funding allocated to Regional Target projects that are expected to serve or impact TE populations for the FFYs 2019–23, 2020–24, 2021–25, 2022–26, and 2023–27 TIPs. These data are shown relative to each TE population’s share of their population in the Boston region. Over the past five TIPs, the share of funding allocated to TE populations is approximately level to their share of the Boston region population, except for the minority population. Funding for the minority population has consistently been several percentage points below their share of the region’s population. As described above, funding is only an approximate measure of whether Regional Target projects will likely serve or benefit TE populations, though in general the MPO strives to provide equal or greater funding to TE populations.

Figure 6-11
Change in the Percentage of Funding Allocated to Transportation Equity Populations



Notes: People ages 17 or younger were not considered as a TE population until the FFYs 2022-26 TIP cycle. Additionally, starting in the FFYs 2022-26 TIP, people with low incomes were defined based on their poverty status for their family size. (Formerly, the definition was based on household income.) The decrease in percent of the low-income population served in the FFYs 2022-26 TIP is largely due to this change, as is the change in the regionwide average. For more information about the data for the FFYs 2019-23, 2020-24, and 2021-25 TIPs, [see the respective documents](#).

As is its usual practice, the MPO has left some funds unallocated in the outer years of the TIP, and this analysis does not reflect those funds.

This figure does not include the Bridge Rehabilitation of Commonwealth Avenue over the Charles River project as it was evaluated by MassDOT.

FFY = federal fiscal year. LEP = limited English proficiency. TE = transportation equity. TIP = Transportation Improvement Program.

Sources: US Census Bureau, 2015-17 MBTA Systemwide Passenger Survey, and Boston Region MPO.

FUTURE ACTIVITIES TO IMPROVE MONITORING OF TRANSPORTATION EQUITY PERFORMANCE

The MPO will continue to explore more sophisticated methods of identifying specific impacts of projects funded with Regional Target dollars and evaluating, as a group, their benefits and burdens on TE populations. MPO staff has developed a similar analysis for the MPO's LRTP and will continue to use it to inform updates and refinements to the equity analyses in the TIP. New analyses are also being developed for the LRTP Needs Assessment, which will involve expanding accessibility analyses and analyses of health and climate impacts. In addition, staff are working on a study, Identifying Transportation Inequities in the Boston Region, which will complement the LRTP work and contribute to the further development of future TIP equity analyses.

Municipality	Number of Work Products									Demographics			
	2010-15 Total	2016	2017	2018	2019	2020	2021	2022	2010-22 Total	Total Population	Percent Minority	Percent Low-income	Percent with LEP
Weymouth	6	0	0	1	0	0	0	1	8	57,437	22.6%	17.9%	5.5%
SSC Subtotals	35	1	0	5	3	3	1	9	57	224,764	17.5%	13.5%	3.9%
Bellingham	3	0	0	1	0	0	0	0	4	16,945	14.6%	9.4%	1.1%
Franklin	3	0	0	0	0	0	0	0	3	33,261	14.9%	10.0%	2.8%
Hopkinton	7	0	0	0	0	0	0	0	7	18,758	26.8%	7.3%	2.0%
Medway	4	0	0	0	0	0	0	1	5	13,115	11.7%	9.7%	2.4%
Milford	8	0	0	1	0	0	1	0	10	30,379	34.0%	19.0%	13.7%
Millis	3	0	0	0	0	0	0	0	3	8,460	12.0%	10.9%	6.9%
Norfolk	2	0	0	0	0	0	0	0	2	11,662	15.9%	2.8%	1.2%
Sherborn	4	0	0	0	0	0	1	0	5	4,401	18.3%	7.3%	1.5%
Wrentham	3	0	0	0	0	0	1	0	4	12,178	10.4%	7.8%	0.7%
SWAP Subtotals	37	0	0	2	0	0	3	1	43	149,159	19.6%	10.7%	4.5%
Canton	2	0	2	2	1	3	0	1	11	24,370	27.1%	7.9%	6.1%
Dedham	5	1	0	0	1	2	1	1	11	25,364	22.0%	13.9%	4.5%
Dover	4	0	0	0	1	0	1	0	6	5,923	19.2%	2.6%	2.8%
Foxborough	4	0	0	0	1	2	1	0	8	18,618	16.4%	16.0%	4.0%
Medfield	1	0	0	0	1	0	1	0	3	12,799	12.5%	7.6%	1.2%
Milton	5	0	0	2	2	1	3	2	15	28,630	29.0%	14.0%	5.2%
Needham	7	1	0	1	2	0	0	1	12	32,091	18.9%	6.4%	5.0%
Norwood	2	0	0	0	2	2	1	2	9	31,611	27.5%	15.9%	9.4%
Randolph	4	0	0	0	1	0	0	1	6	34,984	73.4%	19.9%	18.9%
Sharon	0	0	0	0	1	0	0	0	1	18,575	33.2%	3.4%	6.1%
Walpole	4	0	0	0	1	2	1	1	9	26,383	17.1%	10.0%	3.9%
Westwood	6	0	0	1	1	2	1	1	12	16,266	17.2%	6.9%	5.6%
TRIC Subtotals	44	2	2	6	15	14	10	10	103	275,614	29.1%	11.5%	7.0%
Grand Total	506	41	73	75	72	48	45	54	914	3,357,194	36.5%	19.6%	11.2%

APPENDIX H

Public Engagement

BOSTON REGION METROPOLITAN PLANNING ORGANIZATION



August 2021
Revised July 2022

Public Engagement Plan

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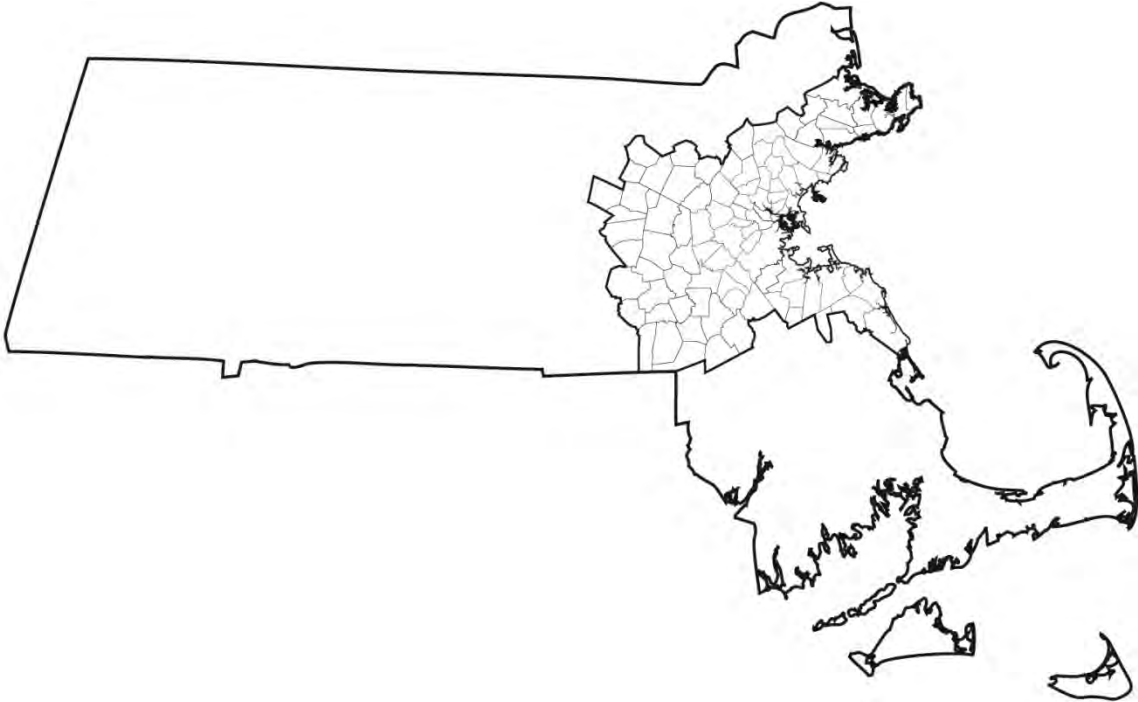
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Central Transportation Planning Staff is directed by the Boston Region Metropolitan Planning Organization (MPO). The MPO is composed of state and regional agencies and authorities, and local governments.

August 2021
Revised July 2022



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The Boston Region Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, Federal Transit Administration, or both, prohibit discrimination on the basis of age, sex, and disability. The Boston Region MPO considers these protected populations in its Title VI Programs, consistent with federal interpretation and administration. In addition, the Boston Region MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with U.S. Department of Transportation policy and guidance on federal Executive Order 13166.

The Boston Region MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 sections 92a, 98, 98a, which prohibits making any distinction, discrimination, or restriction in admission to, or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Boston Region MPO complies with the Governor's Executive Order 526, section 4, which requires that all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background.

A complaint form and additional information can be obtained by contacting the MPO or at http://www.bostonmpo.org/mpo_non_discrimination.

To request this information in a different language or in an accessible format, please contact

Title VI Specialist
Boston Region MPO
10 Park Plaza, Suite 2150
Boston, MA 02116
civilrights@ctps.org

By Telephone:

857.702.3702 (voice)

For people with hearing or speaking difficulties, connect through the state MassRelay service:

- **Relay Using TTY or Hearing Carry-over:** 800.439.2370
- **Relay Using Voice Carry-over:** 866.887.6619
- **Relay Using Text to Speech:** 866.645.9870

For more information, including numbers for Spanish speakers, visit <https://www.mass.gov/massrelay>

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Executive Summary

The Boston Region Metropolitan Planning Organization (MPO) created this Public Engagement Plan (The Plan) to provide guidelines for achieving effective engagement in the regional transportation planning process. The Plan guides the MPO's Public Engagement Program (PEP), which comprises all engagement activities, public meetings, and communications, to ensure that all members of the public—including people who have been underserved by the transportation system and/or have lacked access to the decision-making process—are given the opportunity to be part of the metropolitan planning process. The PEP guides the MPO's efforts to offer continuous and meaningful opportunities for members of the public to influence MPO transportation planning decision-making in the Boston region. The Plan lists the procedures that guide the PEP.

The Plan is reviewed by the Federal Highway Administration and Federal Transit Administration. Members of the public have an opportunity to provide comments and suggestions prior to the MPO board endorsing the Plan throughout the development and public comment period. Contained in the Plan are the details of

- the Boston Region MPO's composition;
- the MPO's public engagement vision, guidelines, and principles;
- opportunities to be informed by and involved in MPO activities;
- guidelines for MPO, MPO Committee, and MPO-sponsored meetings;
- notices and procedures; and
- physical, virtual, and transportation access guidelines.

The Boston Region MPO encourages public comment. This document is available on the Boston Region MPO website in addition to the companion PEP Guidebook. For any questions or comments, please contact the Public Engagement Coordinator, at publicinfo@ctps.org or 857.702.3658.

Chapter 1—The Boston Region’s Background, Function, and Structure

1.1 BACKGROUND

The purpose of the Public Engagement Plan (the Plan) is to describe the Boston Region Metropolitan Planning Organization’s (MPO) Public Engagement Program (PEP), which comprises the various engagement activities that the MPO engages in to ensure that all members of the public—including people who have been underserved by the transportation system and/or lacked access to the decision-making process—are given the opportunity to participate in the Boston regional transportation planning process.

The Plan guides the MPO’s efforts to offer continuous and meaningful opportunities for people to influence transportation decision-making in the Boston region.

The Plan describes federal and state public participation requirements, and the MPO’s specific engagement guidelines, policies, principles, schedules, and opportunities for public involvement. The Plan also includes several appendices that list federal laws guiding MPO engagement and more.

This plan reflects recent updates in information, communication technologies, and public engagement practices. The MPO has incorporated new virtual public involvement strategies for engagement activities and MPO meetings.

1.2 FEDERAL REQUIREMENTS FOR PUBLIC PARTICIPATION

Federal metropolitan transportation planning rules require MPO public participation plans include the following:

- define details about how the MPO provides opportunities to be involved in its planning process, including methods used and the goals set
- establish strategies for engagement with all interested parties
- undergo periodic reviews and updates with involvement of the public, who are provided at a minimum a 45-day review and comment period before the updated plan is adopted by the MPO

Other federal legislation, such as the Americans with Disabilities Act (ADA) and Title VI of the Civil Rights Act of 1964, also have public participation requirements that MPOs must implement to ensure access to the planning process for equity populations. Transportation equity populations include people who identify as minorities; have limited English proficiency; are 75 years of age

or older or 17 years of age or younger; have a disability; or are members of low-income or transit-dependent households. People who identify as minorities are those who identify as Hispanic or Latino/Latina/x/e and/or a race other than "white.". The United States Department of Transportation's Environmental Justice Order also requires that the agency and recipients of federal funding provide meaningful opportunities for public involvement for minority and low-income populations. To meet these requirements, the MPO, through the Transportation Equity Program, takes steps to include equity populations in engagement and regional planning. Details of these laws are listed in Appendix A.

MPO staff continues to adapt and innovate the PEP to be responsive to the community. Staff will continue to update the Plan in the future to reflect changes in federal guidance, requirements, and regional needs.

1.2.1 Federal Transit Administration (FTA) Meeting Requirements

The Massachusetts Bay Transportation Authority (MBTA), Cape Ann Transportation Authority (CATA), and MetroWest Regional Transit Authority (MWRTA), which are FTA Section 5307 applicants, have consulted with the MPO and concur that the public engagement process adopted by the MPO for the development of the Transportation Improvement Program (TIP) satisfies the public hearing requirements that pertain to the development of the Program of Projects for regular Section 5307, Urbanized Area (UZA) Formula Program, grant applications, including the provision for public notice and the time established for public review and comment.

1.3 COMPOSITION OF THE BOSTON REGION MPO

A Memorandum of Understanding (MOU) establishes the MPO's membership composition, structure, committees, processes for developing its certification documents, voting rules, and more. The full text of the MOU is available in Appendix C. The MPO will undergo an effort to produce an Operations Plan starting in 2021, proceeding the adoption of the Central Transportation Planning Staff (CTPS) Strategic Plan to expand on board practices and policies.

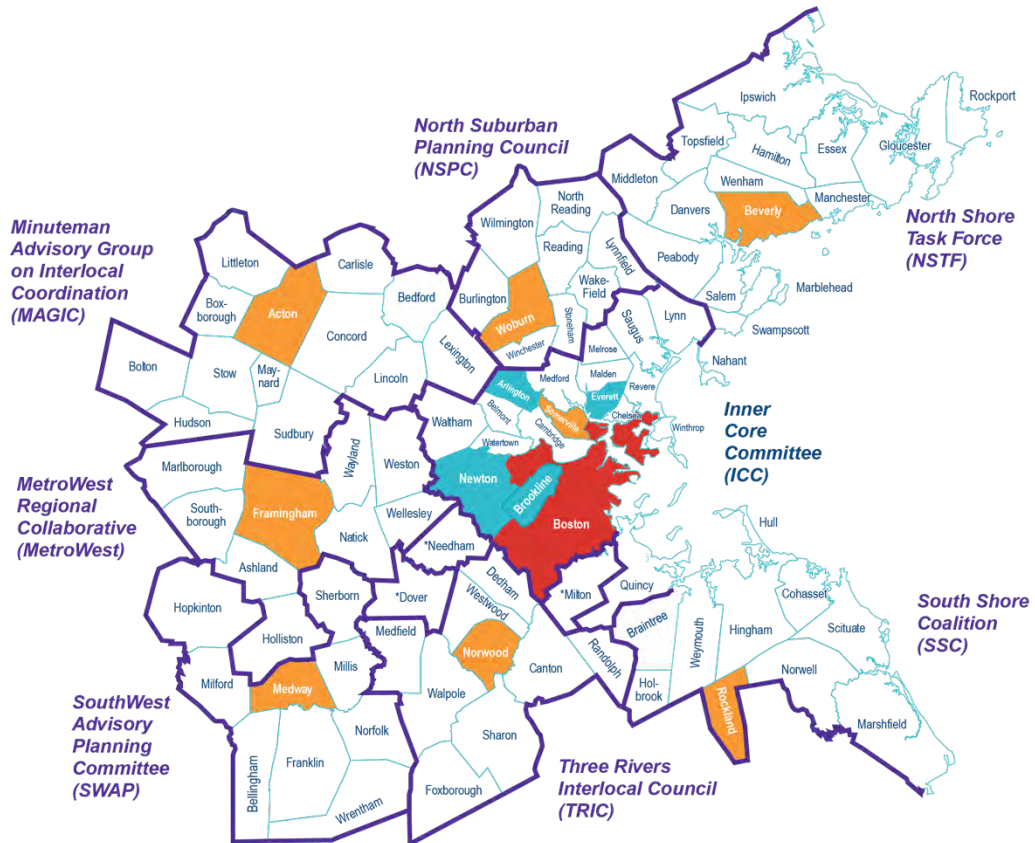
The MPO board is made up of 22 state, regional, municipal, and council members who work cooperatively to make decisions about regional planning and federal funding for transportation projects. The MPO's membership includes the following voting members:

- Eight municipalities represent subregions (elected)
 - Inner Core Committee (ICC)
 - MetroWest Regional Collaborative (MWRC)
 - Minuteman Advisory Group on Interlocal Coordination (MAGIC)

- North Shore Task Force (NSTF)
- North Suburban Planning Council (NSPC)
- South Shore Coalition (SSC)
- SouthWest Advisory Planning Committee (SWAP)
- Three Rivers Interlocal Council (TRIC)
- Two cities, at-large (elected)
- Two towns, at-large (elected)
- Two City of Boston representatives (permanent)
 - Boston Transportation Department (BTD)
 - Boston Planning and Development Agency (BPDA)
- Five transportation agencies (permanent)
 - Three seats for the Massachusetts Department of Transportation (MassDOT)
 - MBTA
 - Massachusetts Port Authority (Massport)
- Two advisory councils
 - The Regional Transportation Advisory Council (Advisory Council) (Chair and Vice Chair elected)
 - The MBTA Advisory Board (permanent)
- One Metropolitan Area Planning Council (MAPC) (permanent)

The Federal Highway Administration (FHWA) and FTA serve as ex officio members. Figure 1 displays a map of the MPO subregions and current representatives as of August 2021.

Figure 1
Map of the Boston Region MPO



*Community is in more than one subregion: Dover is in TRIC and SWAP; Milton and Needham are in ICC and TRIC.

- 97 Cities and towns
- Subregion boundary
- MPO representative from subregion
- MPO city or town at-large representative
- Boston has two permanent MPO representatives

Elected municipal members serve three-year terms. Terms are staggered and each year, four seats are up for election. The chief elected officials of all the municipalities in the region can vote on the elected municipal seats. MAPC and the MBTA Advisory Board jointly administer the election. Elections take place in the fall annually.

The Massachusetts Secretary of Transportation (or a designee) serves as the Chair to the MPO, and the Executive Director of MAPC (or a designee) serves as the Vice Chair. It is not required by the federal government for the MPO to be chaired by the state's Department of Transportation, but in Massachusetts, MassDOT chairs each MPO.

The MPO currently has three recurring committees. The MPO Chair appoints MPO members as representatives to the committees. Any MPO member can ask to join a committee at any time. The three committees and their responsibilities are as follows:

- Administration and Finance (A&F) Committee—Reviews the MPO's operating budget, staffing, and spending
- Congestion Management Process (CMP) Committee—Discusses congestion in the region and makes recommendations for certain improvements to traffic flow that would reduce congestion and improve mobility and air quality
- Unified Planning Work Program (UPWP) Committee—Works with staff on recommendations for developing the UPWP each year, which includes selecting discrete studies for MPO staff to carry out; the committee also reviews the MPO's quarterly financial reports and progress reports for the various planning studies underway

1.4 MPO STAFF

CTPS was created in 1974 as staff to the Boston Region MPO and to be a permanent resource of expertise in comprehensive multimodal transportation planning and analysis. CTPS authors planning studies, produces the MPO's certification documents, and develops and maintains technical tools that help the MPO conduct its work. CTPS also provides technical assistance to municipalities and transit providers and conducts contract work for government entities.

1.5 THE MPO'S CORE FUNCTIONS

Congress created MPOs to promote cooperation among state agencies, organizations, and local cities and towns in regional transportation planning. MPO funding is established through federal transportation legislation, the most recent of which is the Fixing America's Surface Transportation (FAST) Act of 2015.

The Boston Region MPO carries out seven core functions:

1. Establish and manage a fair and impartial setting for effective regional decision-making in the Boston region
2. Evaluate potential improvements to the transportation system in the Boston region and study regionally significant transportation issues through the UPWP
3. Prepare and maintain a Long-Range Transportation Plan (LRTP) for the Boston region, with a minimum of a 20-year horizon that establishes the MPO's transportation vision, goal areas, and objectives; establishes investment programs; and plans major transportation investments
4. Develop a five-year TIP of transportation projects funded in each investment program annually to fulfill the goals of the LRTP
5. Engage the public by offering all interested persons opportunities to engage in all the decision-making functions of the MPO through the PEP
6. Ensure compliance with federal and state civil rights and nondiscrimination requirements through the Transportation Equity Program, and invest in transportation projects and studies that improve access, mobility, safety, and other outcomes for underserved groups while minimizing burdens
7. Conduct performance-based planning by establishing targets and evaluating the impact of MPO actions

Chapter 2—The MPO’s Public Engagement Vision, Principles, and Guidelines

Transportation enables mobility, social interaction, commerce, personal development, and fulfillment. The region relies on transportation to move people and to move goods, such as food, fuel, and medical supplies. The MPO’s challenge is to maintain the regional transportation network to meet existing needs, increase equity in the transportation system, and adapt and modernize it for future demand, while working within the reality of constrained fiscal resources.

2.1 THE MPO’S PUBLIC ENGAGEMENT VISION

The Boston Region MPO envisions a modern, well-maintained transportation system that supports a sustainable, healthy, livable, and economically vibrant region. To achieve this vision, the transportation system must be safe and resilient; incorporate emerging technologies; and provide equitable access, excellent mobility, and varied transportation options. This vision was endorsed in the MPO’s recent LRTP, *Destination 2040*, in 2019. The vision was developed over several years of engagement—a process that included technical analyses, studies of transportation needs, and incorporating public feedback. The vision guides the MPO in all of its work, and paints a picture of the desired regional transportation system of the future.

Public engagement improves decision-making by helping to illuminate the social, economic, and environmental benefits and drawbacks of transportation decisions. Public engagement also supports a continuous feedback loop in ever changing circumstances. The MPO’s vision for public engagement in the region is to hear, value, and consider, throughout all planning work, the views of and feedback from the full spectrum of the public and incorporate this input in all decision-making.

2.2 THE MPO’S PUBLIC ENGAGEMENT PRINCIPLES

The Boston Region MPO is committed to fostering a robust and inclusive public engagement process for regional transportation planning. The following principles guide the MPO’s efforts in public engagement:

- **Transparency**—Decision-making processes are accessible, open, honest, and understandable
- **Inclusion and Equity**—Dialogue and decision-making processes intentionally identify, reach, and encourage participation from diverse members of the community, with specific efforts made to engage people of color, people with limited English proficiency, youth, older adults, people

with disabilities, people with low incomes, and other people who have been traditionally marginalized using creative opportunities, tools, and technologies

- **Early and continuous public involvement opportunities**—Community engagement is an early and integral part of design and implementation of regional plans, policies, studies, and programs
- **High-quality process**—Community engagement processes are well designed to appropriately fit a plan, program, or project, and adapt to changing needs
- **Building relationships with diverse community members**—Staff develops long-term, collaborative working relationships and learning opportunities with members of the public, community organizations, municipalities, and advocacy groups
- **Continuous evaluation and improvement**—Staff continually evaluates engagement efforts through quantitative and qualitative measures to enhance the agency’s practice of public engagement and sharing public feedback

2.3 THE MPO’S PUBLIC ENGAGEMENT GUIDELINES

Through the MPO’s public engagement guidelines, the MPO makes every effort to

- make MPO processes and activities easy to understand;
- communicate information that is clear, concise, direct, current, and easily available;
- produce creative visuals to enhance understanding;
- cast an inclusive net to invite participation of interested parties and the general public to bolster engagement with people of color, people with low incomes, older adults, youth, people with limited English proficiency, people with disabilities, and other people who have been traditionally marginalized;
- produce and host convenient, timely, and meaningful engagement opportunities;
- create a framework that encourages constructive contributions by members of the public;
- promote respect among all participants and create safe spaces for exchanges;
- measure effectiveness of engagement through quantitative and qualitative means;
- continue to adapt methods of communications and engagement to support the needs of community members in changing contexts;
- maximize effectiveness and efficiency by coordinating with partner agencies and community organizations in their engagement activities; and

- embrace new technologies and use virtual public involvement techniques to compliment in-person engagement.

2.4 MEASURING PUBLIC ENGAGEMENT EFFECTIVENESS

MPO staff uses a combination of quantitative and qualitative measures to evaluate public engagement effectiveness. The different methods used include:

- Quantitative
 - Number and types of events held
 - Number of documents or products distributed to the public
 - Number of participants at each event
 - Number of recurring participants and number of times they have participated in MPO events
 - Number of organizations represented at an event or throughout a project
 - Presence of public officials in events
 - Number of public comments throughout development and in the comment period of MPO products
 - Mode of receipt
 - Number of website hits
 - Number of social media engagements
 - Number of press inquiries
 - Average response time to inquiries (in days)
 - Resources dedicated to public engagement
- Qualitative
 - Evaluation surveys post event
 - Demographic information collected in all surveys
 - Feedback from MPO members
 - Presentations to the MPO and public on how public input was incorporated and information on demographics and organizations who participated in the project
 - Public comment letters

Beginning in FFY 2022, MPO staff will produce memorandums describing the effectiveness of public engagement activities at the end of each federal fiscal year and present them to the MPO. MPO staff also maintains a Consolidated Stakeholder Database to manage the contact information of stakeholders, and track event attendance and comments.

Chapter 3—Opportunities for Engagement

The MPO’s engagement activities and programs are designed to meet the needs and preferences of the public. This section covers specifics on how the MPO provides opportunities for public engagement. Activities include presentations and discussions, interactive opportunities in various in-person venues, and online platforms for meetings, forums, workshops, and focus groups. Staff also uses the MPO website, digital and print flyers, emails, and social media channels to communicate with the public.

3.1 WAYS TO BE INFORMED

The MPO website provides comprehensive up-to-date information about all of the MPO’s work, such as:

- studies, reports, technical memoranda, dashboards, certification documents, and other work products related to the regional planning process;
- information about the structure and composition of the MPO, including the full MPO members and designee lists with contact information;
- MPO meeting agendas, minutes, virtual platform links to MPO meeting, and links to event video recordings;
- contact information for all staff members;
- tweets that highlight MPO activities, programs, and the results of MPO studies and reports in addition to retweeting partner agencies’ updates;
- the MPO’s blog, which covers timely MPO activities and transportation issues around the region; new posts are announced via email to subscribers;
- a feedback form where people can express their views to the MPO and receive a response from staff; and
- online surveys to collect public input on important MPO activities and projects.

To ensure web access for people with low or no vision who use screen readers, all documents and digital engagement materials are posted in both PDF and HTML versions. In addition, the MPO makes every effort to make data represented in tables fully navigable by a screen reader and provides alternative text to describe tables, figures, and images.

MPO staff is committed to producing materials in plain language following the Plain Language Act of 2010. The Plain Language Act requires that federal agencies use, “clear government communication that the public can understand and use...to enhance citizen access to government information and services by

establishing that government documents issued to the public must be written clearly.”

The MPO’s Language Assistance Plan (LAP) identifies the most commonly spoken non-English languages and the percent of the population in the Boston region that speak that language. Based on this information, the LAP describes the MPO’s strategies for providing oral interpreter services and written translations. The LAP is updated every three years to reflect changes in demographics in the region. The most recent LAP was produced and endorsed in 2021.

The MPO website features a translation function through Google Translate for more than 100 languages. In addition, vital documents (as designated in the LAP), engagement materials, and surveys are professionally translated into the six most commonly spoken non-English languages, which are:

- Spanish
- Brazilian Portuguese
- Haitian
- Simplified Chinese
- Traditional Chinese
- Vietnamese

The digital translated materials are posted on the website and the print translated materials are available at engagement events and upon request. Documents currently defined as vital in the LAP include:

- Notice of Nondiscrimination Rights and Protections
- Discrimination complaint procedures and form
- LAP
- Executive summaries of the LRTP, TIP, UPWP, and the PEP

All emails are automatically translated by the MPO’s email service, which is currently MailChimp. Readers can select the language to view the message by opening the email in the MailChimp browser window and selecting translate, and then selecting the language to see the content in.

As of March 13, 2020, videos of past MPO meetings and virtual MPO-sponsored activities are posted to the Boston Region MPO YouTube channel and linked to the corresponding Meeting Calendar date on the website. YouTube provides Closed Captions on all videos. Prior to March 13, 2020, MPO meetings were recorded audibly. These recordings, available as MP3 files, can be found on each of the corresponding Meeting Calendar dates on the website in addition to the support documents and endorsed minutes from that meeting.

The MPO uses a variety of other tools to inform the public, including email subscriptions, MPOinfo, and Twitter, Facebook, Instagram, and LinkedIn. The MPO has email lists for the Transportation Equity Program, the Advisory Council, Bike and Pedestrian Activities, and other programs and projects. The MPOinfo email communications focus on major MPO updates, projects, and programs, such as certification document releases, amendments, and announcements of public comment periods, survey releases, and engagement event details.

3.2 WAYS TO BE INVOLVED

The MPO hosts a number of meetings and events where members of the public can learn about MPO activities and participate in the regional transportation planning process. These include official MPO board meetings, MPO committee meetings, and hosting or presenting at engagement events. The purpose of these meetings is to present and discuss pertinent information, solicit feedback, and gather input from the public on specific topics to inform transportation planning decisions for the region.

3.2.1 MPO Board Meetings

The MPO typically meets on the first and third Thursday of each month at 10:00 AM. During busier times of the year, an additional meeting might be scheduled during the month, while during slower times of the year, there might be one meeting scheduled per month. Most in-person components of the meetings are held at the State Transportation Building at 10 Park Plaza in Boston. Every quarter, the MPO works with MPO member communities to host an off-site meeting in a MPO municipality. Starting on March 13, 2020, the MPO hosted virtual meetings through video conferencing platforms. Links to virtual meetings are available on the MPO Meeting Calendar webpage along with agendas and support materials for that day. The MPO will maintain a virtual component of MPO meetings through video conferencing so that participants can attend either in-person or virtually, in compliance with the Massachusetts Open Meeting Law.

Each MPO meeting follows the general process below:

- The Chair leads the meetings, recognizing speakers and managing the flow of discussion.
- Agendas always include a public comment section where members of the public will be recognized to speak and present information.
- At the discretion of the Chair, members of the public may be recognized to speak during discussions of other agenda items.

Members of the public can also submit comments through the online Feedback Form on the MPO website or by emailing MPO staff. Members of the public can also call staff to provide comments or to ask questions. Staff responds to

questions and comments promptly by phone or email. Staff shares public comments on MPO agenda items on the corresponding date on the MPO meeting calendar web page in advance of meetings and summarize comments received during MPO presentations. If comments are not connected to specific agenda items, but are about MPO activities, MPO staff will routinely share these comments back to the board through the Executive Director's report.

Individuals with low or no vision or with low literacy are informed on the website and at meetings that they may submit comments through a recording or staff transcription of their spoken remarks before or after MPO meetings and MPO committee meetings. Any member of the public can provide a live public comment during the public comment section of the MPO meeting and MPO committee meetings.

Members of the public can provide a comment in any language. Staff will translate comments received in languages other than English. By request, MPO meetings can include interpreter service with two weeks' notice. However, if it is less than two weeks' notice, MPO staff encourages any interested individual to reach out and request interpretive services and staff will do their best to obtain those services.

3.2.2 MPO Committee Meetings

The UPWP, CMP, and A&F committees meet as needed. Committee meetings are usually held before or after MPO meetings. All committee meetings are open to the public and have a virtual participation component. The Chair can also create ad-hoc committees for specific issues and activities. The ad-hoc committees follow the same policies as the permanent committees. Video recordings of committee meetings are available on the Boston Region MPO's YouTube channel and are linked in the MPO Meeting Calendar on the corresponding date.

3.2.3 The Advisory Council

The Advisory Council is an independent body of community and professional organizations, advocacy groups, transportation management associations, and municipalities. Municipalities that sit on the MPO board cannot be part of the Advisory Council. The primary function of the Advisory Council is to help communicate information to different stakeholders and coordinate feedback to the MPO to advise on transportation policy and planning. Members of the Advisory Council elect their own Chair and Vice Chair annually.

Advisory Council meetings are designed to foster robust discussion on transportation topics related to planning and programming. Meetings are

generally held on the second Wednesday of the month at 2:30 PM in the State Transportation Building at 10 Park Plaza, Boston. As of March 13, 2020, Advisory Council meetings are held with a virtual component through video conferencing platforms. Links to virtual meetings are available on the MPO Meeting Calendar webpage, along with agendas and support materials. Video recordings of Advisory Council meetings are available on the Boston Region MPO's YouTube channel. Advisory Council meetings follow the same guidelines as MPO meetings. Agendas do not routinely include a specific item for public comment, but members of the public are allowed to speak and ask questions at the discretion of the Chair.

To improve public engagement opportunities offered by the Advisory Council, MPO staff works with members to hear and share ideas on specific MPO topics and supports the Advisory Council's membership engagement with organizations that focus on individuals who are more underserved by the region's transportation system.

3.2.4 MPO-Sponsored Meetings and Activities

The MPO sponsors a variety of public engagement opportunities that are planned and managed by MPO staff:

- workshops
- information sessions
- forums
- focus groups
- pop-up engagement activities
- open houses

MPO engagement events are designed for as much interaction as possible among all in attendance. MPO staff also partners and collaborates with other regional, state, and municipal agencies and community organizations for engagement events and pop-up engagement activities.

MPO staff strives to host public engagement opportunities in areas with higher concentrations of people of color, people with limited English proficiency, people with low incomes and other people who have been traditionally marginalized, to expand inclusion in the regional planning process. In addition, staff works with local stakeholders to learn about particular cultural or language issues that should be recognized and respected when planning and operating the event, such as dates of community celebration or observations, and/or cultural preferences or restrictions.

3.2.5 Surveys

MPO staff frequently conducts surveys to learn perspectives on topics like certification document activities, corridor issues, MPO policy decisions, and other transportation study issues. The MPO website houses survey links on project pages and/or homepage banners. The survey information and links are shared on social media, email blasts, and newsletters, in addition to staff directly reaching out to community stakeholders who forward the information and links to their members and community. MPO surveys always include a slate of demographic questions, the notice of nondiscrimination, and contact information for specific MPO staff. The current demographic questions are listed in Appendix B and are subject to change to adapt to more inclusive language in the future.

3.2.6 Website Feedback Form

The MPO website features a feedback form section that viewers can reach from any page on the website. Using this function, members of the public are invited to submit a comment on any topic. Comments are directed to the appropriate staff member who responds to the comments promptly and considers the input for future MPO work. MPO staff also answers questions and directs members of the public to other helpful information, resources or contacts. Comments submitted during a formal comment period for a document under review, such as the TIP and UPWP, are summarized along with the staff responses and reported to the MPO when the MPO votes to endorse the document. Those comments are listed in the final document and posted to the website.

3.2.7 Coordinated Activities with MAPC

MAPC Subregional Coordinators facilitate monthly or bimonthly subregional meetings of member municipalities and other stakeholders to discuss topics related to land use, community development, transportation, climate change, housing, and other issues. MPO staff regularly meets with MAPC's subregional coordinators and shares updates in the *MAPC Matters* monthly newsletter and subsequent subregional newsletters. MPO staff attends subregional meetings to present TIP and UPWP engagement opportunities and engages in conversations around subregional and regional transportation issues.

3.2.8 MPO "Invite Us Over"

MPO staff works with advocacy groups, community organizations, professional organizations, and other stakeholder groups to host activities to discuss transportation issues that are important to them. MPO staff specifically focuses on connecting and collaborating with organizations that serve and/or are primarily comprised of people who are often underserved by the regional transportation

system. Staff will continue to work to increase the number of in-person and virtual “Invite Us Over” events to bolster the MPO’s visibility and expand engagement.

3.3 NOTICE OF MPO ACTIVITIES

The MPO provides notification of meetings through the Meeting Calendar on the MPO website and email lists. MPO, MPO committee, and Advisory Council meeting agendas and materials are posted on the website one week in advance of the meeting, except in cases of emergency or other constrained circumstances. Under Massachusetts Open Meeting Law, materials have to be posted 48 hours in advance of a public meeting. Engagement event information is also posted on the MPO Meeting Calendar and sent through the MPOinfo and Transportation Equity email lists, and to the Advisory Council members and contact lists of stakeholder groups. Flyers for engagement events in communities with a higher proportion of non-English speakers are translated into the most spoken languages in that community.

3.4 ACCESS TO MPO MEETINGS AND MPO-SPONSORED MEETINGS

The MPO aims to make all meetings accessible to all members of the public whether that be in person or virtually, and accessed in different languages.

3.4.1 Transportation and Physical Access

All MPO-sponsored in-person meetings are held in locations that are accessible to people with disabilities and are located near public transportation. To ensure accessibility for persons with disabilities, locations for meetings held outside the State Transportation Building are selected through a process that includes an on-site review of the meeting facilities. As part of this review, staff refers to an accessibility checklist with a list of physical characteristics necessary to accommodate individuals with a variety of mobility limitations. This checklist is listed in Appendix D.

3.4.2 Language Access

When selecting meeting venues, staff consults the MPO’s LAP. The LAP identifies locations of people with limited English proficiency. Based on the meeting location, the LAP provides information regarding languages into which materials may need to be translated, and describes the language services that will be provided. Staff also frequently brings engagement material in the six most spoken languages in the region to events and meetings with community organizations. Staff also brings an interpreter(s) if the partner organization’s meeting provides activities in multiple languages or the event is conducted in a language other than English.

Members of the public can request interpreter services for MPO and MPO-sponsored activities whether the event is virtual, in-person, or both. Staff asks that requests be made two weeks in advance to ensure that an interpreter can be booked. Staff encourages participants to still request interpreter services if it is less than two weeks in advance, and staff will do their best to secure an interpreter. Upon request, interpreter services include, but are not limited to, Sign Language, Spanish, Brazilian Portuguese, Haitian, Vietnamese, Cantonese and Mandarin.

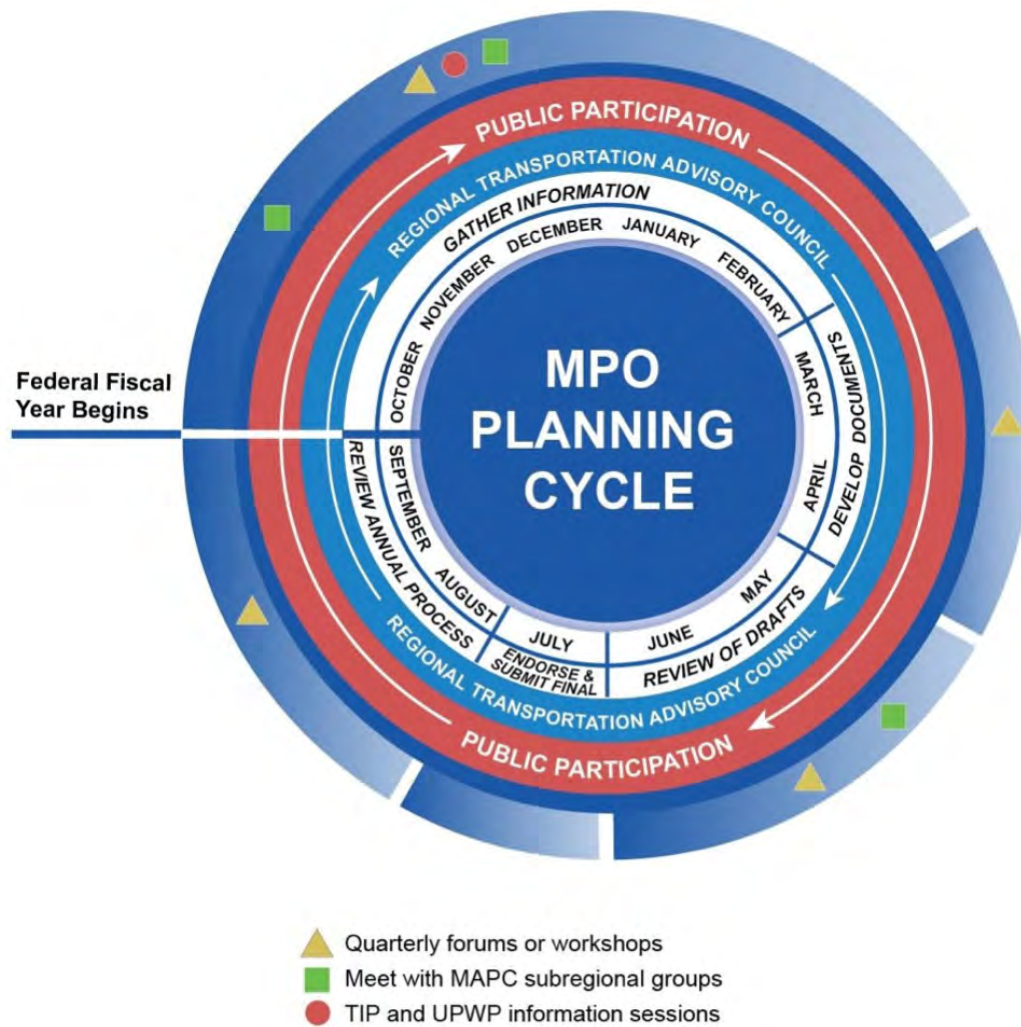
3.4.3 Virtual Access

As of March 13, 2020, MPO meetings, MPO committee meetings, and online MPO-sponsored events are hosted virtually through a video conferencing platform. The MPO is exploring a hybrid format with in-person and virtual engagement for future MPO meetings and MPO committee meetings. MPO-sponsored events will take place either virtually or in-person. Virtual access is available through Zoom links on the MPO meeting calendar.

Chapter 4—Public Engagement Schedules

The regional transportation planning process includes the development of the certification documents and other programs and studies annually. Development of the certification documents follows established cycles as depicted in Figure 2.

Figure 2
Annual Planning Cycle for the TIP, UPWP, and Public Engagement



Public engagement to support this work follows similar cycles and is paired with general MPO outreach. The MPO makes the public aware of the details of each year's public engagement time frames at the beginning of the federal fiscal year to assure predictability for those who wish to participate in the transportation planning process. Public engagement opportunities for other MPO programs and studies occur throughout the year.

4.1 PUBLIC ENGAGEMENT SCHEDULE FOR THE TIP AND UPWP

The TIP and UPWP are produced each year. The schedule may change due to updated guidance from agency partners and MPO board decisions; however, the general schedule for the TIP and UPWP is as follows:

- October
 - MPO staff plans for the development of the documents including the approach to data collection, analyses to be conducted, and steps and activities to inform and involve the public.
 - MPO staff contacts municipalities to confirm municipal representatives, known as TIP contacts, who will provide information to municipalities on how to seek project funding, and to pass along information during the TIP process.
 - MPO staff hosts virtual information meetings and one-on-one conversations with TIP contacts to share details about the TIP process and answer any questions project proponents may have about getting projects funded.
- November and December
 - MPO staff discusses the upcoming document development activities with members of the public by
 - briefing the Advisory Council;
 - presenting at the MAPC Subregional meetings;
 - hosting in-person and virtual information sessions for interested stakeholder groups;
 - producing updated engagement material (if applicable); and
 - sending communications to the MPOinfo email list and posting on the MPO's social media channels.
 - MPO staff sends out a survey asking members of the public for study ideas to be included in the UPWP Universe of Proposed Studies in addition to directly engaging with a variety of stakeholders.
 - TIP contacts send information on new TIP projects to MPO staff.
 - Staff begins evaluating TIP projects using the project evaluation criteria.
- January

- Staff develops ideas for possible studies to include in the UPWP Universe of Study Proposals based on internal research and previous public engagement.
- Staff begins evaluating UPWP study proposals against criteria for emphasis areas.
- Staff completes evaluations of new TIP projects and shares draft scores with project proponents for their review and feedback.
- February
 - MassDOT confirms the specific amount of federal funding that will be available for projects in the TIP for the next five years of the plan.
 - Project proponents and members of the public provide comments on TIP updates at the MPO meetings, in written letters, through the online feedback form, or through emails to staff.
- March
 - Staff presents a series of draft TIP programming scenarios to the MPO board, getting feedback from the MPO board on the approaches that best align with MPO goals and the new projects that should be prioritized for funding.
 - Staff presents the final recommendations for programming TIP Regional Target funds to the MPO based on MPO feedback on earlier scenarios.
 - The MPO reviews other projects that will receive federal funds from MassDOT, the MBTA, MWRTA, and CATA.
 - MPO staff compiles the UPWP Universe of New Projects, capturing ideas heard through public engagement and internal research.
- April
 - The UPWP Committee discusses the UPWP Universe of Proposed Studies.
 - The MPO releases the draft TIP for a 21-day public comment period.
- May
 - MPO staff engages the public to gather feedback on the TIP.
 - The MPO board endorses the final TIP at the end of the public comment period after reviewing and considering all feedback.
 - Staff presents its recommendations for programming UPWP funds to the UPWP Committee.
- June
 - The UPWP Committee reviews the staff recommendations and the budget and makes its own recommendation to the MPO.
 - The MPO discusses the UPWP Committee recommendations and comments on the UPWP.

- The MPO releases the draft UPWP for a 21-day public comment period.
- MPO staff engages the public to gather feedback on the UPWP.
- The MPO submits the TIP to the federal agencies for review and approval.
- July
 - The MPO board endorses the final UPWP at the end of the public comment period after reviewing and considering all feedback.
- August
 - The MPO submits the UPWP to the federal agencies for review and approval.
- October
 - The approved documents go into effect after the beginning of the federal fiscal year on October 1.

4.2 PUBLIC ENGAGEMENT SCHEDULE FOR THE LRTP

The LRTP is updated every four years. Throughout those four years, LRTP engagement work continues, such as gathering data for the Needs Assessment and conducting scenario planning with public input. A specific public engagement plan is developed for each LRTP. The most significant public engagement is conducted during the fourth year, leading up to the endorsement of the LRTP. LRTP public engagement activities are coordinated with TIP and UPWP engagement when applicable. The draft LRTP is released for a public review period of 30 days.

4.3 PUBLIC ENGAGEMENT SCHEDULE FOR CHANGES TO CERTIFICATION DOCUMENTS

The certification documents can be modified or amended to reflect changes made through the course of the federal fiscal year. Any change to the LRTP is generally considered an amendment. For the TIP, consistent with federal guidelines, if a project is valued at five million or less, the threshold for defining a change to the project as an amendment is a change of \$500,000 or more. The threshold for projects valued greater than five million is 10 percent or more of the project value. Changes below these thresholds may be considered administrative modifications. These rules apply to Regional Target-funded projects and non-Regional Target-funded projects in the TIP. Changes to the UPWP, such as the addition or deletion of an MPO-funded study or project, major changes to a UPWP task description, and funding changes to a UPWP task budget of 25 percent or more, also trigger an amendment.

Changes to certification documents that do not rise to the level of an amendment, such as funding changes of less than 25 percent of a project's value, may be addressed through an administrative modification or adjustment. Administrative modifications do not require a public comment period, although one may be scheduled at the MPO's discretion. If a public comment period is scheduled, public notification follows the same process used for amendments.

4.3.1 Amendments Procedure

When the MPO considers amending the LRTP, TIP, or UPWP, the MPO board votes to do so at an MPO meeting. For TIP and LRTP amendments, after the MPO votes to release the proposed amendment for public comment, MPO staff posts the amendment to the MPO's website, notifies interested parties via email, and posts information about the amendment on the MPO's social media channels. A public comment period begins once the amendment is posted on the website or once the notification email is sent, whichever occurs first. For TIP amendments, the public comment period lasts 21 days. For LRTP amendments, the public comment period lasts 30 days.

For UPWP amendments, a public comment period is not required by federal guidelines. When considering an amendment to the UPWP, the MPO's UPWP Committee may vote to recommend that the MPO board vote to waive the public comment period.

Interested parties have the opportunity to comment on pending UPWP amendments during UPWP Committee and MPO meetings. If a public comment period for a UPWP amendment is scheduled, public notification follows the same process used for TIP amendments.

The MPO notifies the Advisory Council and affected municipalities and agencies of pending amendments to inform them about the proposed changes, when and where decisions will be made, and how they can provide comments. The MPO also informs TIP contacts and project proponents of affected projects.

In extreme circumstances, such as an unforeseen regulatory requirement, the MPO may vote to shorten the public comment period to a minimum of 15 days. In emergency circumstances, such as when there is a need to take immediate action to protect public safety or take advantage of an extraordinary funding opportunity, the MPO may waive the public comment period.

The MPO may extend a public comment period for an additional 15 days if a proposed amendment is significantly altered during the initial public comment

period. If a significant alteration occurs after the close of the initial public comment period, the MPO may schedule an additional comment period lasting 21 days for TIP and UPWP amendments and 30 days for LRTP amendments.

MPO staff collect public comments and present them to the MPO in both summary form and full text as submitted. MPO members review and consider these comments as they decide what action to take regarding the proposed amendment.

4.3.2 Administrative Modifications Procedure

Changes to certification documents that do not rise to the level of an amendment may be addressed through an administrative modification. The MPO may decide to make an administrative modification without issuing a public comment period, although one may be scheduled at the MPO's discretion. If a public comment period is scheduled, public notification follows the same process that is used for amendments.

4.4 PUBLIC ENGAGEMENT SCHEDULE FOR LONGER-TIME HORIZON PLANNING ACTIVITIES

4.4.1 The Transportation Equity Program

The MPO's Transportation Equity program is ongoing and is part of all MPO planning work. Equity is an integral part of the MPO's vision, and is reflected in its goal areas and objectives.

The Transportation Equity program focuses on

- providing equity populations with meaningful opportunities to participate in the MPO's decision-making processes;
- ensuring that minority and low-income people receive a fair share of the MPO's transportation investments, and are not subject to undue burdens as a result of these investments;
- analyzing the impacts of MPO-funded projects on all equity populations; and
- considering demographic equity methodically when selecting studies and projects funded by the MPO.

The MPO engages equity populations to center equity in planning work, identify the transportation needs of protected populations, and promote involvement in the planning processes. The Transportation Equity program focuses on engaging organizations comprised of and/or serving communities with a high proportion of equity populations, in addition to engaging the public at community events in areas with a high proportion of equity populations. Staff continually explores

creative ways to conduct outreach and produce communications to engage people who are underserved by the regional transportation system.

4.4.2 The Public Engagement Program

The MPO reviews the PEP's progress and effectiveness on an ongoing basis. The MPO revises the PEP as needed to reflect changes in federal guidance, and regional needs, and improvements in the state of practice. The most recent Plan has specifically taken into account virtual public involvement opportunities and techniques. Changes and revisions to the Plan occur in consultation with members of the public and the MPO board.

4.5 FEDERAL RECERTIFICATION REVIEWS

Federal recertification reviews of MPOs are conducted every four years. The federal transportation agencies evaluate the program and activities of the MPO to determine whether they are in keeping with the required 3C (continuing, cooperative, and comprehensive) process. The federal agencies certify that the MPO is operating as it should. A recertification review is conducted typically over the course of a work week (Monday to Friday) in a series of public events. Members of the public are invited to participate. Members of the public are also invited to submit comments before and during the review sessions. The federal agencies may contact certain parties to hear their views on MPO programming and operations, including public engagement. The material prepared for the recertification review and the recertification report from the federal agencies is posted on the MPO's website. The most recent Boston Region MPO recertification review was conducted in 2018.

Appendix A—Federal Public Participation Mandates

A.1 TITLE 23, SECTION 450 CODE OF FEDERAL REGULATION (CFR)

A.1.1 §450.316 Interested Parties, Participation, and Consultation

The federal regulations concerning public participation in metropolitan transportation planning decision making are specified in Title 23, Section 450.316, of the Code of Federal Regulations (CFR). The regulations include the following.

- a) The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.
 1. The MPO shall develop the participation plan in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:
 - i. Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;
 - ii. Providing timely notice and reasonable access to information about transportation issues and processes;
 - iii. Employing visualization techniques to describe metropolitan transportation plans and TIPs;
 - iv. Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;
 - v. Holding any public meetings at convenient and accessible locations and times;

- vi. Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;
 - vii. Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
 - viii. Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;
 - ix. Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and
 - x. Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.
2. When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93, subpart A), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.
 3. A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.
- b) In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, tourism, natural disaster risk reduction, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, the MPO shall develop the metropolitan transportation plans and TIPs with due consideration of other related planning activities within the metropolitan

area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

1. Recipients of assistance under title 49 U.S.C. Chapter 53;
 2. Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and
 3. Recipients of assistance under 23 U.S.C. 201-204.
- c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.
- d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.
- e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.

A.1.2 §450.318

This section specifies the public participation for MPO planning studies and project development.

A.1.3 §450.322

This section specifies the public transportation requirements for the development and content of the MPO's LRTP.

A.1.4 §450.324

This section specifies the public participation requirements for the development and content of the MPO's TIP.

A.1.4 §450.334

This section specifies the MPOs certify at least every four years that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

- 23 USC 134, 49 USC 5303 regarding metropolitan transportation planning

- Nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 USC. 7504, 7506 (c) and (d)) and 40 CFR part 93
- Title VI of the Civil Rights Act of 1964, as amended (42 USC. 2000d-1) and 49 CFR part 21
- 49 USC. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity
- Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects
- 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts
- Americans with Disabilities Act of 1990 (42 USC. 12101 et seq.) and 49 CFR parts 27, 37, and 38
- Older Americans Act, as amended (42 USC. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance
- Section 324 of title 23 USC. regarding the prohibition of discrimination based on gender
- Section 504 of the Rehabilitation Act of 1973 (29 USC. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities

A.2 AMERICANS WITH DISABILITIES ACT OF 1990 (ADA)

The Americans with Disabilities Act of 1990 states that “no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.” Therefore, ADA requires that locations for public participation activities, as well as the information presented, must be accessible to persons with disabilities.

A.3 TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

Title VI of the Civil Rights Act of 1964, together with related statutes and regulations, provides 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.” The entire institution, whether educational, private or governmental, must comply with Title VI and related federal civil rights laws, not just the program or activity receiving federal funds.

FTA C 4702.1B (2012), Title VI Requirements and Guidelines for Federal Transit Administration Recipients, provides guidance on promoting inclusive public participation. This circular recommends seeking out and considering the viewpoints of minority, low-income, and LEP populations when conducting public

outreach and involvement activities. It identifies the following effective practices for fulfilling the inclusive public participation requirement:

- Schedule meetings at times and locations that are convenient and accessible for minority and LEP communities
- Employ different meeting sizes or formats
- Coordinate with community- and faith-based organizations, educational institutions, and other organizations to implement public engagement strategies to reach out specifically to members of the affected minority and/or LEP communities
- Consider radio, television, or newspaper ads on stations and in publications that serve LEP populations (could also include audio programming on podcasts)
- Provide opportunities for public participation through means other than written communication, such as personal interviews, or audio and video recording devices

A.4 ENVIRONMENTAL JUSTICE

Executive orders and regulations regarding environmental justice (EJ) also include public participation mandates for recipients of federal funds and their subrecipients.

A.4.1 Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 1994

This executive order states that “each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.” Traditionally underserved groups such as low-income and minority populations must be identified and given increased opportunity for involvement in order to ensure effective participation.

A.4.2 Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, 2000

This executive order requires that recipients of federal financial aid ensure that their programs and activities that are normally provided in English are accessible to persons with limited English proficiency.

A.4.3 FTA Circular 4703.1, Environmental Justice Policy Guidance for Federal Transit Administration Recipients, 2012

The purpose of this circular is to provide recipients and subrecipients of FTA financial assistance with guidance in order to incorporate EJ principles into their plans, projects, and activities. The circular identifies full and fair participation by all potentially affected communities in the transportation decision-making process as one of the guiding principles of EJ. The circular provides strategies and techniques for public engagement that are intended to help recipients and subrecipients identify the needs and priorities of EJ populations to inform the planning process and help balance the benefits and burdens of transportation decisions.

Appendix B—Demographic Survey Questions

The demographic survey questions are included on all MPO outreach surveys to better understand who is taking the surveys and any gaps in outreach. These survey questions are adapted to meet inclusive language best practices. As with all survey text, the demographic questions are translated into the six most spoken languages in the Boston region in addition to English.

1. How do you self-identify by race or ethnicity? (Check all that apply.)
 - a. American Indian or Alaskan Native
 - b. Asian
 - c. Black or African American
 - d. Hispanic, Spanish origin or Latino/a/x
 - e. Native Hawaiian or other Pacific Islander
 - f. White
 - g. Prefer not to answer
 - h. Other (please specify)
2. What is your annual household income?
 - a. Less than \$24,000
 - b. \$24,000 to \$27,999
 - c. \$28,000 to \$37,999
 - d. \$38,000 to \$47,999
 - e. \$48,000 to \$57,999
 - f. \$58,000 to \$67,999
 - g. \$68,000 to \$77,999
 - h. \$78,000 to \$87,999
 - i. \$88,000 to \$104,999
 - j. \$105,000 or more
 - k. Prefer not to answer
3. How many people are in your household?
 - a. _____ (include yourself)
4. Do you have a disability?
 - a. Yes
 - b. No
 - c. Prefer not to answer
5. What is your age?
 - a. Under 18
 - b. 18 to 21
 - c. 22 to 34
 - d. 35 to 44
 - e. 45 to 64
 - f. 65 to 75
 - g. 75 and older
 - h. Prefer not to answer
6. How do you identify by gender?

- a. Man
 - b. Woman
 - c. Non-binary
 - d. Prefer to self-describe: _____
7. Do you speak a language other than English in your home? If so, what is that language?
- a. Yes
 - b. No
 - c. Prefer not to answer
8. If yes, what is that language?
9. What is your home zip code?
10. How do you usually travel? (Check all that apply.)
- a. Take a train
 - b. Take a bus
 - c. Ride a bike
 - d. Walk
 - e. Drive my own vehicle
 - f. Take a ride share (Lyft or Uber)
 - g. Other (please specify)

Appendix C—Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING RELATING TO THE COMPREHENSIVE, CONTINUING AND COOPERATIVE TRANSPORTATION PLANNING PROCESS IN THE BOSTON METROPOLITAN AREA

**Approved by the Boston Region Metropolitan Planning Organization
July 7, 2011**

Massachusetts Department of Transportation

Massachusetts Bay Transportation Authority

Advisory Board to the MBTA

Massachusetts Port Authority

Metropolitan Area Planning Council

City of Boston

City of Newton

City of Somerville

Town of Bedford

Town of Braintree

Town of Framingham

Town of Hopkinton

Effective November 1, 2011

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**Memorandum of Understanding Relating to the
Comprehensive, Continuing and Cooperative
Transportation Planning Process in the
Boston Metropolitan Area**

1. INTRODUCTION

WHEREAS, the Massachusetts Department of Transportation (MassDOT), formerly the Executive Office of Transportation and Construction, has the statutory responsibility, under Chapter 25 of the Acts of 2009, An Act Modernizing the Transportation Systems of the Commonwealth, to conduct comprehensive planning for and to coordinate the activities and programs of the state transportation agencies and, under Chapter 161A of the General Laws, to prepare the capital investment program and plans of the MBTA in conjunction with other transportation plans and programs; and its Highway Division, formerly the Massachusetts Highway Department, has the statutory responsibility under this Chapter for the construction, maintenance and operation of state roads and bridges, and also has the responsibility under this Chapter for the ownership, administration, control, operation, and responsibility for maintenance, repair, reconstruction, improvement, rehabilitation, finance, refinance, use, and policing of the Massachusetts Turnpike and the Metropolitan Highway System in the vicinity of Boston and the surrounding metropolitan area; and

WHEREAS, the Massachusetts Bay Transportation Authority (“MBTA”) under the provisions of Chapter 161A of the General Laws, has the statutory responsibility to design and construct transit development projects, to determine the character and

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extent of services and facilities to be furnished, as well as to operate the public transportation system for the area constituting the MBTA; and

WHEREAS, the Advisory Board to the MBTA (“Advisory Board”) established under Chapter 161A of the General Laws is composed of the chief elected official, or designee, from each of the 175 cities and towns within the MBTA district, and is the body authorized by statute to review and advise the MBTA on its annual operating budget and the Program for Mass Transit; and

WHEREAS, the Metropolitan Area Planning Council (“MAPC”) comprises representatives from each of the 101 cities and towns in the Boston Metropolitan Region, gubernatorial appointees, and representatives of various state, regional, and City of Boston agencies; has statutory responsibility for comprehensive regional planning under MGL Chapter 40B; is the designated Economic Development District under Title IV of the Public Works and Economic Development Act of 1965; and promotes smart growth and regional collaboration in order to implement the current regional plan, *MetroFuture: Making a Greater Boston Region*; and

WHEREAS, the Massachusetts Port Authority (“Massport”) has the statutory responsibility, under St. 1956, c. 465 (Appendix to Chapter 91 of the General Laws), to plan, construct, own, and operate transportation and related facilities (including Logan Airport, Hanscom Field, Black Falcon Cruise Terminal, and the Conley Terminal), as may be necessary for the development and improvement of commerce in Boston and the surrounding metropolitan area; and

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WHEREAS, the municipalities in the Region, including the City of Boston, as the central city in the Region, and all other municipal governments, have an essential role in transportation planning and programming decisions; and

WHEREAS, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU); or its successors and Federal Highway Administration (“FHWA”) / Federal Transit Administration (“FTA”) joint planning regulations (23 CFR Part 450 and 49 CFR Part 613) require metropolitan areas to have a comprehensive, continuing, and cooperative transportation planning process (“3-C”) that results in plans and programs that consider all transportation modes and supports metropolitan community development and social goals. These plans and programs shall lead to the development and operation of an integrated, intermodal transportation system that facilitates the efficient, economic movement of people and goods;

WHEREAS, the Objectives of the 3-C Process are:

- a comprehensive, continuing, and cooperative transportation planning process resulting in plans, programs and operations consistent with the planning objectives of the metropolitan area.
- Comprehensive, including the effective integration of the various stages and levels of transportation planning and programming for the entire Region and examining all modes so as to assure a balanced planning effort. There is simultaneous analysis of various related non-transportation elements, such

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as land use, economic and residential development, demographics, sustainability, and equity within a total planning process.

- Continuing, affirming the necessity to plan for the short and long range needs of the regional transportation system, emphasizing the iterative character of the progression from systems planning to project planning, programming, operations and implementation. Frequent updating and re-evaluation of data and plans is necessary.
- Cooperative, requiring effective coordination among public officials at all levels of government, and inviting the wide participation of all parties, public or private, at all stages of the transportation planning process. A key objective of the process is to resolve issues and controversies by providing a forum for negotiation and consensus building. At the same time, the process is not intended to operate, and cannot operate, to dilute the ultimate authority or responsibility of those state, regional, or local public officials who, pursuant to statute or under contract, review and/or implement transportation plans, programs, and projects.
- Intermodal, and are intended to help provide the Boston region with the ability to maintain, manage and operate a multimodal transportation system that provides a high level of mobility and safety for people and freight, consistent with fiscal and environmental resources;

WHEREAS, in response to the FHWA/FTA Transportation Planning Certification Review Final Report of April 2004; and

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WHEREAS, the Signatories recognize that transportation planning and programming must be conducted as an integral part of and consistent with the comprehensive planning and development process, and that the process must involve the fullest possible participation by state agencies, regional entities, local governments, private institutions and other appropriate groups;

NOW, THEREFORE, the Signatories hereto jointly agree as follows:

2. COMPOSITION AND ROLES OF THE BOSTON REGION METROPOLITAN PLANNING ORGANIZATION (MPO)

The Boston Region MPO consists of the following entities:

- Massachusetts Department of Transportation, with three representatives appointed by the Secretary, at least one of which is from its Highway Division
- Massachusetts Bay Transportation Authority
- Advisory Board to the MBTA
- Massachusetts Port Authority
- Metropolitan Area Planning Council
- City of Boston, with two representatives
- Twelve other municipalities elected from the Boston Region:
 - four at-large (two cities and two towns), and

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- eight (no city or town designation) from, respectively, each of the eight Metropolitan Area Planning Council subregional groups, and
- The Regional Transportation Advisory Council

In addition, the Federal Highway Administration and the Federal Transit Administration are ex-officio, non-voting members.

Each elected municipality shall be represented by its chief elected official or their designee. The terms of office of the elected municipalities shall be three-years, except, in the initial implementation phase, for six members who will have one four year term (as specified in the Updated MPO Membership election Process, dated 6/30/11). The 101 municipalities of the Boston Region will elect the elected municipalities. Permanent member entities of the MPO are not eligible to run for an elected membership.

A. Officers

The Chair of the Boston Region MPO shall be the Secretary of MassDOT or the Secretary's designee. The Vice Chair shall be a municipal representative or an official of one of the two regional agencies and shall be elected to a one-year term by the MPO members by majority vote. This election shall take place at the first meeting after the election of Boston Region MPO elected municipal representatives.

The Chair or his/her official designee shall: set agenda with the advice and input of the Vice Chair; call meetings; preside at meetings; and disseminate timely information to members. The Vice Chair or his/her official designee

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shall preside at meetings in the absence of the Chair or his/her official designee.

B. Records

The Central Transportation Planning Staff (CTPS) shall be the official custodian of the Boston Region MPO records. These records will be prepared and maintained by the CTPS, and shall be accessible in a central location.

C. Municipal Membership

The City of Boston is a permanent member. The process for nominating and electing the twelve other municipal members shall be approved by the Boston Region MPO to fulfill the objective of having a diverse membership. The municipal nomination and election process shall be administered by MAPC working jointly with the Advisory Board to the MBTA.

Election procedures should allow all municipalities an opportunity to be elected to the Boston Region MPO. Any changes to the election procedures shall be presented to the Boston Region MPO for approval.

D. The Regional Transportation Advisory Council (Advisory Council)

To accomplish the objectives of the 3-C process, the Boston Region MPO has established a special advisory committee, known as the Regional Transportation Advisory Council (Advisory Council). The Boston Region MPO shall support the Advisory Council by providing financial and staff support through the Boston Region MPO staff. The members of the Boston

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Region MPO shall support the Advisory Council individually by rendering institutional support and also by attending the Advisory Council meetings, as practical.

In setting policy and work priorities for said staff, the Boston Region MPO shall be advised by the Advisory Council and, subject to overall work priorities, shall provide information and analysis to the Advisory Council to assist the Advisory Council in advising on issues arising out of the 3-C process.

The principal mission of the Advisory Council is to foster broad and robust participation in the transportation planning process by bringing together concerned citizens, community-based organizations, Environmental Justice populations, business and institutional leaders, representatives of cities and towns, and state agencies.

The Advisory Council will best serve the Boston Region MPO and the public by acting as a primary mechanism for public input to the transportation planning process. To accomplish the Advisory Council mission, the Boston Region MPO acknowledges that:

- the Advisory Council is defined as a principal public outreach and education arm of the Boston Region MPO;
- The Chair of the Advisory Council will also chair any Public Participation Committee of the Boston Region MPO; and

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- The Advisory Council shall assist with the implementation of the public participation plan in cooperation with the agencies and staffs as designated in the Unified Planning Work Program (UPWP).

Boston Region MPO staff will provide ongoing support to the Advisory Council Chair to:

- Implement the Public Participation Plan and
- Further educate members of the public regarding activities of the Boston Region MPO and critical transportation issues generally.

Any additional specific revised functions, duties, and membership of the Advisory Council, proposed by the Boston Region MPO, shall be determined in cooperation with the Advisory Council.

E. Voting Rules

Votes of the Boston Region MPO on all certification documents and amendments to these documents shall be a two-thirds majority vote of those present and voting, provided that a quorum, at least twelve member representatives, is present. Other votes will be by majority, and require a quorum

3. FUNCTIONS AND ROLES OF THE BOSTON REGION MPO AND ITS COMMITTEES

A. Overview

The Boston Region MPO shall perform all functions as required by federal or state law including jointly adopting an annual unified transportation planning

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work program for the region, as well as such transportation plans, programs and conformity determinations as may from time to time be required of the Boston Region MPO by federal and state laws and regulations.

The Boston Region MPO shall be the forum for cooperative decision making by principal elected officials of general purpose governments in the Boston region, and shall endeavor to provide the federal government the views of “responsible local officials” of the Region where called for under federal law with respect to the initiation of certain transportation programs and projects.

In the resolution of basic regional transportation policy, the Boston Region MPO shall seek and consider the advice of the Advisory Council. In so doing, the Boston Region MPO shall provide the Advisory Council with information and analysis in the form of reports, briefings, and discussion concerning their plans, programs, and priorities so that the Advisory Council can carry out its functions in a timely fashion.

In addition to the advice of the Advisory Council, the MPO shall seek the involvement of members of the public and the many entities and organizations with interests and views relative to the Boston Region’s planning and programming. To facilitate this, the Boston Region MPO will post on its website, at least 48 hours in advance of meetings, all materials related to meeting action items, unless waived by unanimous consent of the Boston Region MPO. The Boston Region MPO will also meet quarterly at locations outside of the City of Boston.

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The Boston Region MPO will consider geographic and demographic equity a goal when approving all certification documents. This means that after other factors, such as need, are used in evaluating and selecting projects, a final view toward geographic and demographic balance and fairness over the span of the document will be applied.

B. Planning and Programming

The Boston Region MPO is responsible for planning and programming financial resources for a multi-modal transportation system for the Boston region by conducting the federal metropolitan planning process (3C Process) for the region, as referenced in Section 1 of this Memorandum. This includes preparation of the fiscally constrained certification documents (Long-Range Transportation Plan, Unified Planning Work Program, and Transportation Improvement Program), and the Congestion Management Program and other studies supporting MPO decision-making.

The Unified Planning Work Program identifies the transportation planning studies conducted in the region, along with their funding amounts and sources, during a given federal fiscal year.

The Long Range Transportation Plan is the comprehensive transportation planning document for the MPO. It defines transportation visions, establishes goals and policies, and allocates projected revenue to regionally significant programs and projects.

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The Transportation Improvement Program lists projects programmed and expected to be funded over the immediate four-year period. It is developed annually.

The Signatories agree to the arrangements outlined in Section 4 for the allocation of federal and state funds. Nothing in this document shall preclude the Boston Region MPO's ability to use the provisions of SAFETEA-LU (and successors) to transfer funds between highway and transit uses.

C. Establishment of Committees and Task Forces

The Boston Region MPO shall appoint committees it determines necessary and task forces to accomplish its business and assign duties to them.

D. Central Transportation Planning Staff (CTPS)

The Boston Region MPO agencies shall contribute resources in the form of funds, staff, and other contributions, to support a unified inter-agency transportation planning staff, known as the Central Transportation Planning Staff ("CTPS"), to assist in carrying out the Region's 3-C process under the policy control of the Boston Region MPO.

CTPS shall provide planning services to the Boston Region MPO. From time to time, other parties may provide additional resources through the state planning program and through other resources. All work undertaken for the Boston Region MPO shall be in an approved UPWP. All work funded through federal financing for metropolitan transportation planning under 23 USC 104(f) and 49 USC 5338(g)(1) shall be approved by the Boston Region MPO

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in accordance with applicable rules provided that the cities and towns shall have a substantial role in the development of the UPWP particularly in the activities specified for metropolitan planning funds.

Since CTPS is not an agency, the Boston Region MPO retains a fiduciary agent for all of the Boston Region MPO's financial resources. MAPC is currently the fiduciary agent. While the CTPS staff shall be defined legally as employees of the fiduciary agent, they shall be administered according to policies established by the Boston Region MPO subject to applicable federal, state and local laws and regulations and to the availability of funds

At any time during which the fiduciary agent is a member of the Boston Region MPO, the role and actions of the fiduciary agent are distinguished from its role and actions as a policy member of the Boston Region MPO in that the fiduciary agent shall be limited to implementing actions of the Boston Region MPO subject to the applicable federal, state and local laws, and regulations and to the availability of funds.

The Boston Region MPO shall indemnify and hold the fiduciary agent harmless from liabilities occurring out of actions taken under its normal administration of the Boston Region MPO's activities. The Boston Region MPO and the fiduciary agent shall enter into an agreement detailing the financial and legal obligations of each party as determined by the Boston Region MPO.

All work not subject to federal transportation rules governing metropolitan planning funds must be approved by the Boston Region MPO for inclusion in the UPWP. CTPS may be selected by the sponsoring agency or other parties to deliver transportation planning services using these funds. The Boston Region MPO shall approve such requests provided it determines that: 1) CTPS has sufficient resources to complete such work in a capable and timely manner; and 2) by undertaking such work, CTPS neither delays completion nor reduces the quality of other work in the UPWP.

4. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

A. Overview

The Boston Metropolitan Region, made up of urban, suburban and rural communities, requires a balanced approach to transportation investment. The Boston Region MPO shall endorse annually a multi-year spending plan for federal highway and transit funding. This Transportation Improvement Program (TIP) shall reflect a multi-modal transportation program that responds to the needs of the region.

The TIP shall be the result of a cooperative, open, and informed process that balances local, regional, and state input and priorities and applies established Boston Region MPO policies and priorities in a fiscally constrained document. TIP development and programming shall be in full compliance with federal regulations and guidance. The TIP may include projects and programs addressing needs on the Interstate and National Highway Systems, repair of deficient bridges, support of inter- and intra-

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regional mobility, community projects, multi-modal facilities, bicycle and pedestrian infrastructure, transportation enhancements, clean air and mobility, operations and management, and all forms of transit. The state, regional, and municipal members of the Boston Region MPO shall work in a unified, timely, and cooperative manner to develop and establish priorities for the TIP.

The Boston Region MPO shall maintain two lists of unfunded projects: a First Tier Projects list and a Universe of Projects list. These lists shall be compiled by the Boston Region MPO for information purposes and shall be included annually in an appendix to the TIP.

B. Establishment of Financial Constraint and Development of TIP Targets

Development of the statewide federal aid and non-federal aid highway funding estimate shall be cooperative and shall be discussed with a statewide group representing regional planning agencies and other MPOs; currently the Massachusetts Association of Regional Planning Agencies (MARPA) is this group.

An initial step in the financial constraint and TIP target development process shall be timely transmission to MARPA of federal funding information on obligation authority. In each TIP year, the state will propose its priorities for non-High Priority Projects, mega-projects, statewide infrastructure, change orders, planning, statewide CMAQ expenditures, and other items as needed. The estimated cost of these will be subtracted from the estimates of federal obligation authority of the state to show the estimated amount available for

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federal funding for MPO targets in the state. This amount and the state match for this funding will be allocated among the MPOs based on the MARPA formula. The Boston Region MPO share of available federal and non-federal aid has provided the Boston Region MPO with 42.97% of available funds since 1991. This will be termed the TIP Target. The resulting targets, federal and state funding levels, and projects and programs and their cost estimates will be discussed with the Boston Region MPO and other members of MARPA at a meeting early in the TIP development process of each year. Boston Region MPO Staff shall accompany MAPC to these MARPA consultation meetings. The state will be responsible for explaining the derived targets and providing additional information as requested.

The Boston Region MPO shall use these numbers as the estimate of available funding. The Boston Region MPO's portion of federal and non-federal aid will be programmed in its constrained TIP and MassDOT shall seek to advertise projects in the region in that amount.

C. Prioritization Criteria

The Boston Region MPO has developed criteria to be used to evaluate projects considered for programming. These criteria are a means to inform the MPO's decisions for all elements of the TIP. These criteria are consistent with and advance the visions and policies adopted for the latest Long-Range Transportation Plan. The criteria shall be reviewed each year and updated and improved as needed.

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MassDOT and other member entities implementing federally-funded transportation projects shall consider MPO priorities when setting their priorities.

D. Transit

It is the responsibility of the Boston Region MPO, working with the MBTA, MassDOT Rail and Transit Division, and other transit providers in the region, to coordinate regional transit planning and funding with other transportation modes within the Boston region. This work shall be conducted in full compliance with federal and state regulations. It shall include programming for all federally-funded transit modes and programs, including the federal Job Access and Reverse Commute and New Freedom Programs.

The MBTA's authorizing legislation directs that every five years the MBTA shall prepare and submit to the Massachusetts General Court its Program for Mass Transportation (PMT), a long-range, fiscally unconstrained plan that outlines a vision for regional mass transit and a process for prioritizing infrastructure investments. Implementation of this plan is through the five-year fiscally constrained Capital Investment Program (CIP), which is updated annually.

Boston Region MPO regulatory requirements call for development every four years of a 25-year fiscally constrained Long-Range Transportation Plan (LRTP) that defines a comprehensive plan and vision for the region's surface transportation network. Implementation of the LRTP with federal

transportation funds is through the Boston Region MPO's fiscally constrained TIP.

The Boston Region MPO and MassDOT and the MBTA will coordinate the parallel planning activities of the PMT/CIP and the LRTP/TIP and provide consistency between planned outcomes. This includes mutual consideration of visions and priorities articulated in each entity's transportation planning documents and project selection process. The MassDOT Rail and Transit Division will coordinate RTA investment with the MPO when setting priorities for programming.

E. Highway, Bridge, Bicycle, and Pedestrian

The TIP shall contain the Boston region's portion of all federal and state aid for each of the TIP's four federal fiscal years. It shall be prepared in accordance with federal regulation. It shall include programming for all roadway, bridge, bicycle, pedestrian projects and programs in the region, including costs for the Central Artery/Tunnel and the Accelerated Bridge Program. It shall include projects and programs that address the needs of truck and rail freight movement in the region.

1. Central Artery/Tunnel Project

The Boston Region MPO shall detail future federal aid payments for the Central Artery/Tunnel Project through FFY 2014 or until federal aid obligations to the project have been met.

2. Accelerated Bridge Program

The Boston Region MPO shall be informed of the commitments to Accelerated Bridge Program funding. All bridges leveraging federal aid via this program shall be listed in the appropriate TIP element. There shall continue to be a section in the TIP that details the amount of federal aid returning to the federal government for payment on this program until such time as full obligation repayment is received.

3. Road and Bridge Program

The Boston Region MPO shall have the ability to program projects for federal and non-federal aid. The ability to include non-federal funds in a TIP does not in any respect imply the application of federal standards, regulations or related requirements to state-funded projects, programs or initiatives. The fiscal year shall be from October 1st to September 30th for both federal and non-federal aid.

MassDOT Highway Division shall be responsible for administering the road and bridge elements of the TIP, which includes meeting the requirements for implementing them. These requirements include acquiring right of way, obtaining necessary permits and completing design review before or during the federal fiscal year in which projects are programmed so that they can be advertised in the federal fiscal year in which they are programmed.

F. Improvement of TIP-Related Information

1. Overview

All members of the Boston Region MPO recognize the importance of delivering timely, accurate and reliable information on projects and on the levels of transportation funding expected to be available to the region. This information is critical for the development of the financially constrained TIP. This information also provides a valuable resource for planning by the cities and towns in the region as future funding levels help inform local decision making about whether, or when, to invest local resources in project design and development.

At the same time, the Boston Region MPO recognizes that funding levels may be affected by circumstances beyond its control, such as changes in state or federal authorizations or appropriations; increased need for emergency or security-related expenditures; legislative requirements; or other unanticipated events. While the Boston Region MPO recognizes these contingencies may affect funding, it nonetheless needs to deliver a regional transportation program based on good project information and a realistic assessment of available funds.

2. TIP Project Information and Dissemination

The implementing agencies shall keep the Boston Region MPO informed of project status on a regular basis to support MPO planning and programming and to enable the Boston Region MPO to notify

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project sponsors of the outstanding issues that could cause the project to be deferred to a subsequent fiscal year. At least quarterly and on request, the implementing agencies shall submit this information to the Boston Region MPO Chair and staff for coordination and for distribution to the MPO members. This information shall include project status and other issues of interest to the MPO members and shall be compiled from all available resources, including municipalities, regional entities, state transportation agencies, and other sources. Boston Region MPO members shall provide needed and relevant information to Boston Region MPO staff for dissemination to the full Boston Region MPO. Staff shall utilize appropriate and up-to-date information systems for maintaining, processing, analyzing, and reporting information.

At the end of the federal fiscal year, the state agencies shall offer a full summary of how projects fared in the previous fiscal year before asking the Boston Region MPO to vote on the new TIP.

Boston Region MPO staff shall have primary responsibility for informing local governments regarding transportation funding and for collecting local input to the Boston Region MPO. All members of the Boston Region MPO, however, shall have a role in informing local governments about transportation aid and the programming process and in considering local input to the Boston Region MPO.

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The Boston Region MPO shall discuss and decide on the TIP development process for the upcoming TIP in the first quarter of each federal fiscal year. The process shall be documented in the TIP Development Memorandum to the MPO. The process shall provide for the collection of current information about projects to be considered for programming; review and possible revision of TIP project-selection criteria; application of the criteria in project evaluations; and maintenance of certain lists of projects, such as the set in use at the signing of this Memorandum of Understanding, the “First Tier” set of projects. (The First Tier Project List is in addition to the set of programmed projects and serves as the first resource pool from which to identify projects for programming. This list is comprised of projects that earn a high score based on the evaluation criteria but that might not meet fiscal-constraint standards or immediate-readiness factors.)

5. OPERATIONS PLAN

The Boston Region MPO shall adopt a revised operations plan, which shall detail the operations of the transportation planning system and the preparation of all certification documents for the Boston Region MPO. The Boston Region MPO shall be responsible for fully complying with all federal and state regulations governing the 3-C transportation planning process in the Boston metropolitan area.

The plan should, at a minimum, address the following functional areas:

- Administration and Finance;

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- Programming;
- Policy; and
- Technical Products

6. REVIEW OF THIS DOCUMENT

This document shall be reviewed every year, beginning in April, by the Signatories. Upon execution of this Memorandum of Understanding and in an effort to enhance municipal understanding of the Boston Region MPO process, the Boston Region MPO shall circulate this document to the municipalities of the Boston Region MPO. Proposed amendments will be circulated to the public prior to consideration by the Boston Region MPO.

7. EFFECT OF MEMORANDUM

This Memorandum follows from: the Memorandum dated January 1973 and its Supplement dated March 1974; the Memorandum dated June 1976 and its Supplement dated May 1984; and the Memorandum dated November 1982; the Memorandum dated January 1997; and the Memorandum dated December 2001. However, in the event of any conflicts between this Memorandum and any previous Memoranda, this Memorandum shall prevail.

This Memorandum shall be effective as of November 1, 2011. Elected Municipal Signatories as of the date of the approval of this Memorandum shall serve in the new appropriate at-large or subregional designations established by this memorandum, until the end of their current term.

Appendix D—Accessibility Checklist

D.1 BOSTON REGION MPO ACCESSIBLE MEETING CHECKLIST

The checklist below should be completed by the person responsible for selecting and reviewing the meeting location for an MPO-sponsored meeting to ensure that it meets all accessibility requirements.

Publicizing the Meeting

- ✓ Has the public meeting been publicized at least three weeks in advance?
- ✓ Has the meeting been publicized in the most spoken languages of the community and in community newspapers where the meeting will be held?
- ✓ Does the public meeting notice include accessibility information, how to request a reasonable accommodation, relevant dates for making requests, and who to contact to request a reasonable accommodation?
- ✓ Does the public meeting notice include information about how to request language interpreters?

Evaluating the Meeting Location

- ✓ Where applicable (in areas where public transportation is available), is the meeting location one-quarter mile or less from the nearest accessible bus stop or rail station? Or is transportation provided from the stop/station to the meeting location?
- ✓ Where applicable, is there an accessible path of travel provided from the public transportation stop to the meeting location and meeting room?
- ✓ If parking will be available at the meeting location, will there be accessible spaces (review number of car and van accessible spaces)?
- ✓ Is there an accessible path of travel provided from the accessible parking area to the meeting area?
- ✓ If the main entrance to the building is not accessible, is there directional signage pointing towards the accessible entrance?
- ✓ Is the accessible entrance unlocked and able to be used independently? If the meeting is taking place at night, is the path leading to the alternate entrance well lit?
- ✓ If there are restrooms that are open to the public, are there accessible restrooms available within close proximity of the meeting area?
- ✓ If a stage or platform will be used during the meeting, is it accessible?
- ✓ If a podium will be used during the meeting, is the podium height adjustable? If not, is there a table (between 28 and 34 inches high) provided at the side of the podium?
- ✓ Is there a high-speed internet connection within the meeting space?

Ensuring Appropriate Accommodations

- ✓ Have language interpreters, if requested, been reserved for the public meeting?
- ✓ Have Communication Access Real Time (CART) services, if requested, been reserved for the meeting?
- ✓ Are assistive-listening devices available for the meeting? Is there a staff person who knows how to use the device? Have the devices been checked at least 24 hours before the meeting and rechecked immediately before the meeting starts?
- ✓ Are at least five large-print copies of meeting handouts available?
- ✓ Are printed materials available upon request, in alternative formats, and/or relevant languages?
- ✓ Are film or video presentations closed captioned?

Facility/Room Setup (prior to meeting)

- ✓ Is the accessible entrance unlocked?
- ✓ Is there an integrated seating area in the meeting room for individuals who use a wheeled-mobility device?
- ✓ Is seating available for attendees who are hearing impaired, and who have requested an accommodation, near the front of the meeting room so that attendees may see the interpreter/captioner or lip read?
- ✓ Is there an appropriately lit area in the front of the room for interpreters and/or CART providers?
- ✓ Are the aisles at least three feet wide and clear of obstacles or tripping hazards?
- ✓ Is an adjustable microphone stand available? Can staff be used as floaters with microphones as an alternative?

MPO Meeting Minutes



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Gina Fiandaca, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

MPO Meeting Minutes Memorandum for the Record Boston Region Metropolitan Planning Organization Meeting

March 2, 2023, Meeting

10:00 AM–12:30 PM, Zoom Video Conferencing Platform

David Mohler, Chair, representing Gina Fiandaca, Secretary of Transportation and Chief Executive Officer of the Massachusetts Department of Transportation (MassDOT)

Decisions

The Boston Region Metropolitan Planning Organization (MPO) agreed to the following:

- Approve the minutes of the meeting of January 26, 2023
- Endorse the Federal Fiscal Years (FFY) 2023–27 Transportation Improvement Program (TIP) Adjustment Three
- Endorse the Title VI Triennial Report
- Approve ongoing funding for the Royall Street Shuttle and NewMo Shuttle pilot projects under the Community Connections investment program

Meeting Agenda

1. Introductions

See attendance on page 10.

2. Chair's Report—David Mohler, MassDOT

D. Mohler, Chair, stated that Agenda Item 8, the work scope for Flexible, Fixed-Route Bus Service, has been postponed to a future meeting.

3. Executive Director's Report—Tegin Teich, Executive Director, Central Transportation Planning Staff

T. Teich, Executive Director, shared four job postings: Manager of MPO Activities, Manager of Policy and Planning, Manager of Multimodal Planning and Design, and Program Manager of the Long-Range Transportation Plan (LRTP).

T. Teich stated that inquiries about the LRTP should be directed to Bradley Putnam, the Interim Program Manager of the LRTP.

T. Teich stated that the Open Meeting Law extension allowing virtual meetings is scheduled to expire on March 31, 2023. The Transportation Board Room has been reserved for MPO use through October 2023.

4. Public Comments

Frank Ventimiglia, Ipswich Department of Public Works, spoke about the Ipswich Argilla Roadway Reconstruction and Adaptation project. F. Ventimiglia described the project background and discussed resiliency efforts being made in the area. F. Ventimiglia advocated for the project to be funded in the FFYs 2024–28 TIP.

Danielle DeMarco, Campanelli Company, spoke in support of the Royall Street Shuttle in Canton. Campanelli Company owns an office building at 250 Royall Street and noted the importance of the shuttle to its business and attracting tenants to its building.

Yadira Martinez, Boston Mutual Life Insurance Company, spoke in support of the Royall Street Shuttle. Y. Martinez noted its importance in incentivizing employees to return to the office and promoting mode shifts.

Brian McCusker, Point32Health, spoke in support of the Royall Street shuttle. B. McCusker noted that the shuttle service was crucial in retaining and attracting employees after it moved its office.

Josh Ostroff, Town of Newton Planning Department, spoke in support of the NewMo Microtransit service. J. Ostroff noted that the service is critical for providing mobility options in Newton, providing equitable mobility especially for seniors and people with disabilities, supporting the workforce, and reducing congestion. J. Ostroff discussed the importance of the Community Connections program funding for this service and noted that Newton is exploring options to maintain and support the service in the future.

Gene Manning, Town of Canton Interim Town Planner, spoke in support of the Royall Street Shuttle. G. Manning noted the shuttle's importance to the town and its impacts on reducing congestion and benefits to the business community.

Karen Dumaine, Neponset Valley Transportation Management Association, spoke in support of the Royall Street Shuttle. K. Dumaine discussed the importance of the shuttle as a transit option for residents who lack other transit access and ways to get to work.

Brad Rawson, City of Somerville, noted Somerville's support for the TIP process and commended the MPO on TIP process improvements over the years. B. Rawson noted the importance of discussing the Massachusetts Bay Transportation Authority's (MBTA)

regional portfolio of projects and requested that the MPO Board see and discuss those projects.

5. Committee Chairs' Reports

Derek Krevat, MassDOT Office of Transportation Planning, stated that there will be a meeting of the Unified Planning Work Program Committee on March 16, 2023, at 1:00 PM.

Brian Kane, MBTA Advisory Board, stated that the Administration and Finance Committee met prior to this meeting to continue the development of the Operations Plan.

6. Regional Transportation Advisory Council Report—*Lenard Diggins, Chair, Regional Transportation Advisory Council*

Lenard Diggins, Regional Transportation Advisory Council, stated that the next meeting will be held on March 8, 2023, at 2:30 PM.

7. Action Item: Approval of January 26, 2023, MPO Meeting Minutes Documents posted to the MPO meeting calendar

1. [January 26, 2023, Meeting Minutes \(pdf\)](#)
2. [January 26, 2023, Meeting Minutes \(html\)](#)

Vote

A motion to approve the minutes of the meeting of January 26, 2023, was made by the Metropolitan Area Planning Council (MAPC) (Eric Bourassa) and seconded by the MBTA Advisory Board (B. Kane). The motion carried through a roll call vote.

8. Action Item: Work Scope, Flexible, Fixed-Route Bus Service

Presentation of this work scope has been postponed to a future meeting.

9. Action Item: FFYs 2023-27 TIP Adjustment Three—*Logan Casey, MPO Staff*

Documents posted to the MPO meeting calendar

3. [FFYs 2024–28 TIP Adjustment Three \(pdf\)](#)
4. [FFYs 2024–28 TIP Adjustment Three \(html\)](#)

L. Casey presented FFYs 2023–27 TIP Adjustment Three.

The adjustment proposes:

- Funding source adjustment for Quincy–Milton–Boston Interstate Maintenance and Related Work on Interstate 93
- Correction to Section 5307 funding amount for Cape Ann Transportation Authority’s Revenue Vehicle Replacement project

Vote

A motion to endorse FFYs 2023–27 TIP Adjustment Three, was made by the MBTA Advisory Board (B. Kane) and seconded by the MAPC (E. Bourassa). The motion carried through a roll call vote.

10.Action Item: Title VI Triennial Report—*Betsy Harvey, MPO Staff*

Documents posted to the MPO meeting calendar

5. [Title VI Triennial Report \(pdf\)](#)
6. [Title VI Triennial Report \(html\)](#)
7. [Title VI Public Comments \(pdf\)](#)
8. [Title VI Public Comments \(html\)](#)
9. [Title VI Public Comments and Response Summary \(pdf\)](#)
10. [Title VI Public Comments and Response Summary \(html\)](#)

B. Harvey reviewed the 2022 Title VI Triennial Report for endorsement and presented public comments received during the report’s 30-day public comment period. Three comment letters were received and MPO Staff responded to each letter. B. Harvey summarized each comment letter for the board.

Vote

A motion to endorse the Title VI Triennial Report, was made by the MAPC (E. Bourassa) and seconded by the Regional Transportation Advisory Council (L. Diggins). The motion carried through a roll call vote.

11.Action Item: Community Connections Shuttles Performance

Data—Ethan Lapointe, MPO Staff

Documents posted to the MPO meeting calendar

11. [Community Connections Shuttle Performance Data \(pdf\)](#)
12. [Community Connections Shuttle Performance Data \(html\)](#)
13. [Neponset River Regional Chamber Comment Letter \(pdf\)](#)
14. [Neponset River Regional Chamber Comment Letter \(html\)](#)

E. Lapointe discussed performance data of two Community Connections shuttle projects: the Royall Street Shuttle and the NewMo Microtransit Service Expansion.

The Royall Street Shuttle provides weekday service connecting MBTA Red Line stations and commuter rail stations to businesses along Royall Street in Canton. E. Lapointe discussed ridership data and projections for FFYs 2022–24. The FFY 2023 cost per rider from the MPO’s financial contribution is \$63.21.

The NewMo Service Expansion builds upon the Newton Microtransit Service, providing additional service to nine stops along Newton’s municipal borders. E. Lapointe discussed combined performance data of the NewMo Service and Expansion. The FFY 2023 cost per rider from the MPO’s financial contribution is \$7.91.

Discussion

David Koses, City of Newton, asked why the performance evaluation was conducted on three of the eight current shuttle projects, counting the NewMo and NewMo Expansion separately. D. Krevat responded that the Federal Highway Administration (FHWA) requested that MassDOT indicate its support for ongoing funding, and to make that determination, the MPO’s disposition on this approval was needed. The two shuttles evaluated were the only two shuttles to begin in FFY 2022.

B. Kane stated his support for ongoing funding of the shuttles.

E. Bourassa asked for clarification on the methodology to determine ridership and costs for the Royall Street Shuttle.

Tom O’Rourke, Three Rivers Interlocal Council (TRIC), stated his support for ongoing funding of the Royall Street Shuttle.

Kenneth Miller, FHWA, asked for the definition of “ridership,” as used within the performance analysis. E. Lapointe confirmed that ridership is equivalent to passenger trips.

Vote

A motion to approve continued funding for FFY 2023 of the Royall Street Shuttle was made by TRIC (T. O’Rourke) and was seconded by the MBTA Advisory Board (B. Kane). The motion carried through a roll call vote.

Vote

A motion to approve continued funding for FFY 2023 of the NewMo Shuttle Expansion was made by the City of Newton (D. Koses) and seconded by the MAPC (E. Bourassa). The motion carried through a roll call vote.

12. Discussion: FFYs 2024-28 Presentation of Final TIP Project Scores—*Ethan Lapointe and Logan Casey, MPO Staff*

Documents posted to the MPO meeting calendar

15. [FFYs 2024–28 TIP Scoring Summary \(pdf\)](#)
16. [FFYs 2024–28 TIP Scoring Summary \(html\)](#)
17. [FFYs 2024–28 TIP Evaluated Project Descriptions \(pdf\)](#)
18. [FFYs 2024–28 TIP Evaluated Project Descriptions \(html\)](#)

E. Lapointe and L. Casey reviewed evaluation scores and key details of projects under consideration for funding in the FFYs 2024–28 TIP. There were 19 projects scored, with new projects primarily being funded in FFY 2028. All projects are scored on a 100-point scale. Scores are not compared across the four investment programs: Community Connections, Complete Streets, Intersection Improvements, and Bicycle Network and Pedestrian Connections.

Scores are as follows, with additional information available in the linked documents:

- Bicycle Network and Pedestrian Connections
 - **Spot Pond Brook Greenway in Malden:** 73
 - **Cochituate Rail Trail Extension in Natick:** Score to be determined due to late submission
- Complete Streets
 - **Roadway Rehabilitation of Route 126, Hartford Road in Bellingham:** 51.8
 - **Bridge Preservation, Cambridge Street over MBTA in Boston:** Score to be determined due to late submission
 - **Argilla Roadway Reconstruction and Adaptation (Crane Estate to Crane Beach) in Ipswich:** 37.1
 - **Envision Wakefield Main Street Improvements in Wakefield:** 61.8
 - **Reconstruction of Canton Street (East Street Rotary to University Avenue) in Westwood:** 52.8
- Intersection Improvements
 - **Signal Installation at Randolph and York Street Intersection in Canton:** N/A, project not far enough in project initiation process to be funded through the TIP
- Community Connections
 - **Broad Street Corridor Transit Signal Priority in Lynn:** 88
 - **Boston Electric BlueBikes Adoption:** 84
 - **Cambridge Electric BlueBikes Adoption:** 81
 - **Medford BlueBikes Expansion:** 78

- **Medford Bicycle Parking—Tier 1:** 84
- **Canton Center Bicycle Racks:** 72
- **Canton Public Schools Bike Program:** 38
- **Concord Workforce Shuttle:** 71
- **MetroWest Regional Transit Authority (MWRTA): CatchConnect Microtransit Expansion Phase 2:** 90
- **North Reading Demand-Response Shuttle Pilot Program:** 77.25
- **Revere On-Demand Shuttle Service:** 57

Discussion

E. Bourassa asked if the MPO's policy to only score projects above the 25 percent design threshold is limiting the number of projects applying for TIP funding, noting that past years had more project applications. E. Lapointe affirmed that excluding Community Connections projects, there were only nine projects submitted for scoring. E. Bourassa suggested discussing this policy at a future meeting.

B. Kane asked if the project scoring process accounts for the impacts of climate change. D. Mohler responded that B Kane's question can be addressed in future policy discussions.

B. Kane asked for elaboration on the design status of Project #612989, the Boston Bridge Replacement on Cambridge Street over the MBTA Orange Line. E. Lapointe answered that the City of Boston completed its internal design of the bridge replacement in 2022 and it was presented to the Project Review Committee within MassDOT, where additional adjustments are expected to be made. Para Jayasinghe, Boston Public Works Department, stated that the bridge is in a critical location, where its failure can result in numerous challenges.

Linda Orel, The Trustees, commented that the design for Argilla Road in Ipswich was created to be resilient to climate change impacts through 2070.

G. Manning commented that the Canton Public Schools Bike Program was proposed by students to promote bicycle routes to schools within the town.

Derek Shooster, MassDOT, asked if the electric Bluebikes proposals in Boston and Cambridge include adaptive bicycles within their scope to accommodate people with disabilities.

Jim Nee, MWRTA, commented that the CatchConnect Microtransit Program currently costs approximately \$20 per passenger trip and has had success in previous trials.

13. Draft Universe of Long-Range Transportation Plan (LRTP) Roadway Projects—Michelle Scott, MPO Staff

Documents posted to the MPO meeting calendar

19. [LRTP Draft Universe of Roadway Projects \(pdf\)](#)
20. [LRTP Draft Universe of Roadway Projects \(html\)](#)

M. Scott presented projects included in the draft universe of LRTP roadway projects. Included projects meet criteria for being included in the LRTP based on MPO policies adopted in October 2020 and clarified in January 2023.

The draft universe contains 13 MPO-funded projects from *Destination 2040*, where six projects are advertised or under construction, the Green Line Extension Phase 1 is now in service, four projects are programmed in the FFYs 2023–27 TIP, and two projects not yet programmed in the TIP. *Destination 2040* also contains five non-MPO-funded projects, where one project is complete, and two projects are programmed in the FFYs 2023–27 TIP.

There are six projects relevant to the LRTP programmed in the FFYs 2023–27 TIP. The McGrath Boulevard Construction in Somerville is expected to be programmed in FFYs 2027–30. The Bridge Replacement, Route 27 (North Main Street) over Route 9 in Natick is expected to be programmed in FFY 2024. The Intersection Improvements at Route 1 and University Avenue/Everett Street in Norwood is expected to be programmed in FFYs 2025–26. The Reconstruction of Rutherford Avenue in Boston is expected to be programmed in FFYs 2028–31. The Construction of Interstate 495/Route 1A Ramps in Wrentham is expected to be programmed in FFY 2024. The Reconstruction of Interstate 495 and Interstate 90 Interchange in Hopkinton and Westborough is expected to be programmed in FFYs 2023–27.

M. Scott reviewed projects that have been approved by MassDOT’s Project Review Committee (PRC) and appear to meet criteria to be included in the LRTP. Route 126/Route 135 Grade Crossing Project in Framingham, which appears in *Destination 2040* is included in these projects.

M. Scott reviewed projects that appear to meet LRTP inclusion criteria that have not been approved by the PRC and are still conceptual in nature. The Bedford/Hartwell Complete Streets Project in Lexington, which appears in *Destination 2040*, is included in these projects.

Next steps for the development of *Destination 2050* include reviewing the universe of transit projects, reviewing updates of project status in *Destination 2040*, scoring projects based on LRTP criteria, sizing investment programs, and selecting LRTP projects.

14. Members' Items

There were none.

15. Adjourn

A motion to adjourn was made by the MAPC (E. Bourassa) and seconded by the Regional Transportation Advisory Council (L. Diggins). The motion carried.

Attendance

Members	Representatives and Alternates
At-Large City (City of Everett)	Jay Monty
At-Large City (City of Newton)	David Koses
At-Large Town (Town of Arlington)	
At-Large Town (Town of Brookline)	
City of Boston (Boston Planning & Development Agency)	Jim Fitzgerald
City of Boston (Boston Transportation Department)	Bill Conroy
Federal Highway Administration	Kenneth Miller
	Cassandra
	Ostrander
Federal Transit Administration	
Inner Core Committee (City of Somerville)	Tom Bent
	Brad Rawson
Massachusetts Department of Transportation	David Mohler
	John Bechard
MassDOT Highway Division	John Romano
Massachusetts Bay Transportation Authority (MBTA)	Ali Kleyman
Massachusetts Port Authority	Sarah Lee
MBTA Advisory Board	Brian Kane
	Amira Patterson
Metropolitan Area Planning Council	Eric Bourassa
MetroWest Regional Collaborative (City of Framingham)	Dennis Giombetti
Minuteman Advisory Group on Interlocal Coordination (Town of Acton)	
North Shore Task Force (City of Beverly)	Darlene Wynne
North Suburban Planning Council (Town of Burlington)	
Regional Transportation Advisory Council	Lenard Diggins
South Shore Coalition (Town of Hull)	
South West Advisory Planning Committee (Town of Medway)	
Three Rivers Interlocal Council (Town of Norwood/Neponset	Tom O'Rourke
Valley Chamber of Commerce)	Steve Olanoff

Other Attendees	Affiliation
John Alessi	City of Malden
Sarah Bradbury	MassDOT District 3
Miranda Briseño	MassDOT
Paul Cobuzzi	
Danielle DeMarco	Campanelli Company
Trish Domigan	VHB
Paula Doucette	
Janie Dretler	Sudbury Select Board
Jen Ducey	Stantec
Karen Dumaine	Neponset Valley TMA
Daniel Fitch	
Nicole Freedman	
Cindy Frené	
Pamela Haznar	
Michelle Ho	MassDOT OTP
Juan Huicochea Mason	
Amy Ingles	
Gin	
Para Jayasinghe	Boston Public Works Department
Sandy Johnston	MBTA
Josh Klingenstein	MBTA
Todd Korchin	
Raissah Kouame	
Derek Krevat	MassDOT OTP
Josh Levin	MassDOT District 4
Owen MacDonald	Town of Weymouth
Gene Manning	Town of Canton
Yadira Martinez	Boston Mutual Life Insurance Company
Brian McCusker	Point32Health
Stephanie Monaco	
Benjamin Muller	MassDOT District 6
Jim Nee	MetroWest Regional Transit Authority
Linda Orel	The Trustees
Josh Ostroff	Town of Newton Planning Department
Sheila Page	Town of Lexington
Jesse Riedle	Town of Bellingham Department of Public Works
Claire Rundelli	Natick Conservation Agent
Cheryll-Ann Senior	MassDOT District 5
Derek Shooster	MassDOT OTP
Erin Stevens	
Tyler Terrasi	MetroWest Regional Transit Authority
George Thiel	

Other Attendees	Affiliation
Frank Ventimiglia	Town of Ipswich Department of Public Works
Andrew Wang	MassDOT OTP

MPO Staff/Central Transportation Planning Staff

Tegin Teich, Executive Director
Silva Ayyvazyan
Logan Casey
Jonathan Church
Annette Demchur
Hiral Gandhi
Betsy Harvey
Stella Jordan
Heyne Kim
Ethan Lapointe
Erin Maguire
Marty Milkovits
Rebecca Morgan
Gina Perille
Bradley Putnam
Sean Rourke
Michelle Scott
Judy Taylor
Sam Taylor

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Title VI Specialist

Boston Region MPO
10 Park Plaza, Suite 2150
Boston, MA 02116
civilrights@ctps.org

By Telephone:

857.702.3700 (voice)

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- **Relay Using Text to Speech:** 866.645.9870

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Date: 3/2/2023

MPO Meeting Attendance – Roll Call

Permanent members.

Elected municipality/member, as of FFY22.

Member	Name/Attendee	Member	Name/Attendee
MassDOT (#1), Chair	David Mohler	At-Large City, City of Everett	Jay Monty or Eric Molinari
MassDOT (#2)	John Bechard or Marie Rose	At-Large City, City of Newton	David Koses or Jason Sobel or Joshua Ostroff
MassDOT, Highway	John Romano	At-Large Town, Town of Arlington	Claire Ricker
MBTA	Jillian Linnell or Laura Gilmore or Ali Kleyman	At-Large Town, Town of Brookline	Heather Hamilton or Rob King or Dan Martin or Mike Sandman
Massport	Sarah Lee or Joel Barrera	Inner Core Committee, City of Somerville	Tom Bent or Brad Rawson
MAPC, Vice-Chair	Eric Bourassa	Minuteman Advisory Group on Interlocal Coordination, Town of Acton	Austin Cyganiewicz
MBTA Advisory Board	Brian Kane or Amira Patterson	MetroWest Regional Collaborative, City of Framingham	Dennis Giombetti (arrived 10:57am) or Michael Tusino or Sarkis Sarkisian
Advisory Council	Lenard Diggins or Fanny Osman	North Shore Task Force, City of Beverly	Darlene Wynne or Dylan Luktsch
City of Boston (#1/BTD)	William Conroy or Jen Rowe	North Suburban Planning Council, Town of Burlington	Melisa Tintocalis
City of Boston (#2/BPDA)	Jim Fitzgerald or Joe Blankenship	South Shore Coalition, Town of Hull	Jennifer Constable
Ex-Officio:		SouthWest Advisory Planning Committee, Town of Medway	Peter Pelletier
FHWA	Ken Miller , Joi Singh, Cassie Ostrander, Chris Timmel	Three Rivers Interlocal Council, Town of Norwood/Neponset River Regional Chamber	Tom O'Rourke or Steve Olanoff
FTA	Leah Sirmin, Ryan Bartlett		

Blue text = not present **Bolded names are those who attended the meeting for the respective member seat**

Votes on certification documents and amendments require 2/3 of those present and voting "yes" to pass.

Date: 3/2/2023

MPO Roll Call Vote Record

Motion: Action Item: January 26, 2023, MPO Meeting Minutes

Moved by: Eric Bourassa

Seconded by: Brian Kane

Voting:

Member	Move	2 nd	Yes	No	Abstain	Member	Move	2nd	Yes	No	Abstain
MassDOT (#1)			X			At-Large City – Everett			X		
MassDOT (#2)			X			At-Large City – Newton			X		
MassDOT, Highway			X			At-Large Town – Arlington					
MBTA			X			At-Large Town – Brookline					
Massport			X			Inner Core – Somerville			X		
MAPC			X			MAGIC – Acton					
MBTA Advisory Board			X			MetroWest – Framingham					
Advisory Council			X			North Shore – Beverly			X		
City of Boston (#1/BTD)			X			North Suburban – Burlington					
City of Boston (#2/BPDA)			X			South Shore – Hull					
						SWAP – Medway					
						TRIC – Norwood/NRRC			X		

Permanent members.

Elected municipality/member, as of FFY22.

Votes on certification documents and amendments require 2/3 of those present and voting "yes" to pass.

MPO Roll Call Vote Record

Motion: Action Item: Work Scope for Flexible Fixed-Route Bus Service **TABLED TO FUTURE MPO MEETING**

Moved by: Seconded by:

Voting:

Member	Move	2 nd	Yes	No	Abstain	Member	Move	2 nd	Yes	No	Abstain
MassDOT (#1)						At Large City — Everett					
MassDOT (#2)						At Large City — Newton					
MassDOT, Highway						At Large Town — Arlington					
MBTA						At Large Town — Brookline					
Massport						Inner Core — Somerville					
MAPE						MAGIC — Acton					
MBTA Advisory Board						MetroWest — Framingham					
Advisory Council						North Shore — Beverly					
City of Boston (#1/BTD)						North Suburban — Burlington					
City of Boston (#2/BPDA)						South Shore — Hull					
						SWAP — Medway					
						TRIC — Norwood/NRRC					

Permanent members.

Elected municipality/member, as of FFY22.

Votes on certification documents and amendments require 2/3 of those present and voting "yes" to pass.

MPO Roll Call Vote RecordMotion: Action Item: FFYs 2024-28 TIP Adjustment Three

Moved by: Brian Kane

Seconded by: Eric Bourassa

Voting:

Member	Move	2 nd	Yes	No	Abstain	Member	Move	2nd	Yes	No	Abstain
MassDOT (#1)			X			At-Large City – Everett			X		
MassDOT (#2)			X			At-Large City – Newton			X		
MassDOT, Highway			X			At-Large Town – Arlington					
MBTA			X			At-Large Town – Brookline					
Massport			X			Inner Core – Somerville			X		
MAPC			X			MAGIC – Acton					
MBTA Advisory Board			X			MetroWest – Framingham					
Advisory Council			X			North Shore – Beverly			X		
City of Boston (#1/BTD)			X			North Suburban – Burlington					
City of Boston (#2/BPDA)			X			South Shore – Hull					
						SWAP – Medway					
						TRIC – Norwood/NRRC			X		

*Permanent members.**Elected municipality/member, as of FFY22.**Votes on certification documents and amendments require 2/3 of those present and voting "yes" to pass.*

Date: 3/2/2023

MPO Roll Call Vote Record

Motion: Action Item: Title VI Triennial Report

Moved by: Eric Bourassa

Seconded by: Lenard Diggins

Voting:

Member	Move	2 nd	Yes	No	Abstain	Member	Move	2nd	Yes	No	Abstain
MassDOT (#1)			X			At-Large City – Everett			X		
MassDOT (#2)			X			At-Large City – Newton			X		
MassDOT, Highway			X			At-Large Town – Arlington					
MBTA			X			At-Large Town – Brookline					
Massport			X			Inner Core – Somerville			X		
MAPC			X			MAGIC – Acton					
MBTA Advisory Board			X			MetroWest – Framingham					
Advisory Council			X			North Shore – Beverly			X		
City of Boston (#1/BTD)			X			North Suburban – Burlington					
City of Boston (#2/BPDA)			X			South Shore – Hull					
						SWAP – Medway					
						TRIC – Norwood/NRRC			X		

Permanent members.

Elected municipality/member, as of FFY22.

Votes on certification documents and amendments require 2/3 of those present and voting "yes" to pass.

Date: 3/2/2023

MPO Roll Call Vote Record

Motion: Action Item: Community Connections Shuttle Performance Data - Royall Street Shuttle

Moved by: Tom O'Rourke

Seconded by: Brian Kane

Voting:

Member	Move	2 nd	Yes	No	Abstain	Member	Move	2 nd	Yes	No	Abstain
MassDOT (#1)			X			At-Large City – Everett			X		
MassDOT (#2)			X			At-Large City – Newton			X		
MassDOT, Highway			X			At-Large Town – Arlington					
MBTA			X			At-Large Town – Brookline					
Massport			X			Inner Core – Somerville			X		
MAPC			X			MAGIC – Acton					
MBTA Advisory Board			X			MetroWest – Framingham			X		
Advisory Council			X			North Shore – Beverly			X		
City of Boston (#1/BTD)			X			North Suburban – Burlington					
City of Boston (#2/BPDA)			X			South Shore – Hull					
						SWAP – Medway					
						TRIC – Norwood/NRRC			X		

Permanent members.

Elected municipality/member, as of FFY22.

Votes on certification documents and amendments require 2/3 of those present and voting "yes" to pass.

Date: 3/2/2023

MPO Roll Call Vote Record

Motion: Action Item: Community Connections Shuttle Performance Data - NewMo Shuttle Expansion

Moved by: David Koses

Seconded by: Eric Bourassa

Voting:

Member	Move	2 nd	Yes	No	Abstain	Member	Move	2 nd	Yes	No	Abstain
MassDOT (#1)			X			At-Large City – Everett			X		
MassDOT (#2)			X			At-Large City – Newton			X		
MassDOT, Highway			X			At-Large Town – Arlington					
MBTA			X			At-Large Town – Brookline					
Massport			X			Inner Core – Somerville			X		
MAPC			X			MAGIC – Acton					
MBTA Advisory Board			X			MetroWest – Framingham			X		
Advisory Council			X			North Shore – Beverly			X		
City of Boston (#1/BTD)			X			North Suburban – Burlington					
City of Boston (#2/BPDA)			X			South Shore – Hull					
						SWAP – Medway					
						TRIC – Norwood/NRRC			X		

Permanent members.

Elected municipality/member, as of FFY22.

Votes on certification documents and amendments require 2/3 of those present and voting "yes" to pass.